

**CONNEAUT PORT AUTHORITY  
MINUTES OF 7:00 P.M. MEETING  
FEBRUARY 16TH, 2006**

**PRESENT:** Spieldener, Burke, Belnap, Vibbard, Palo, Cooper, Best, and Balzer.

**ABSENT:** None

**GUESTS:** None

**MINUTES:**

After review of the minutes of the January, 19th, 2006 meeting, it was moved  
by Bill Cooper; seconded by Tim Burke to approve the minutes as presented; passed  
unanimously.

**FINANCIAL REPORT:**

After review of the financial statement for the month of January, it was moved  
by John Palo; seconded by Chuck Vibbard to approve the report as presented;  
passed unanimously.

**MOTIONS:**

**#06-06**

**RESOLVED...:** Motion to pay bills as funds become available; it was moved  
by Tim Burke; seconded by Bill Cooper; passed unanimously. \*  
Financial Report

**#07-06**

**RESOLVED...:** Motion to approve \$800.00 for the purchase of angle iron to complete repairs to the public dock face; moved by Bill Cooper; seconded by Chuck  
Vibbard; passed unanimously. \*Construction

**#08-06**

**RESOLVED...:** Motion to approve budget of \$2500.00 for the upcoming

Antique BoatShow event; moved by Bill Cooper; seconded by John Palo; passed unani- mously. \*Marketing

**#09-06**

**RESOLVED...:** Motion for CPA to join COSE at the annual rate of \$450.00

passed; moved by Tim Burke; seconded by Bill Cooper; passed unanimously. \*Finances

**CORRESPONDENCE:**

1) Received letter from the Ashtabula County Sport, Travel and Outdoor Show organization. Information on participation in the upcoming event at the Jefferson Fairgrounds, April 22nd and 23rd, 2006. ....Denver suggested CPA brochures to be circulated there. Chuck to look into possibility of brochures to be placed during event.

2) Received final bill (labor charges) from Krome Plumbing & Heating on the Grinder Pump project. ....Invoice to be paid.

3) Received letter from the United States Dept. of Commerce with the National Oceananic and Atmospheric Administration,(NOAA) requesting assistance from the CPA in their nautical charting information in regards to state navigation, due to the construction to the inner breakwall. ....Denver to hear from Roger Hyde for more information to fill out form as requested.

**AUDIENCE PARTICIPATION:**

None

## **CONSTRUCTION:**

*\*Construction Committee* newly assigned to Board Member, *Chuck Vibbard*; Board Member, *Bob Best* to remain as a *technical advisor* for major projects.

Bob Best reported:

- 1) 400' 2x3 angle iron needed for repair to public dock face; approximate price \$800.00.  
.....resolution on pg. 1.
- 2) caps for the light posts to be ordered from Sternberg.
- 3) use of existing steel for water gauge instead of purchasing new steel.

## **COMPUTERS AND SECURITY:**

Bob Best reported:

- 1) **Website**
  - a. Received final notice that the CPA's Domain Extension will be expiring.
  - b. Currently trying to contact Scott Andrus to change ownership of CPA's domain.
  - c. Advised to change website address from the ".com" suffix to an ending such as ".us", to prevent others from using domain. (Bob spoke with rep. from Fire-house Computer Concepts to inquire on this matter; it was suggested that the advise given may be just a sales gimmick).
- 2) Panda Virus Protection software due to expire in the next couple days; will allow to expire.
- 3) Purchased EZ Antivirus software; will install within the next business week.

## **DOCKMASTER:**

Tim Burke reported:

- 1) Deposits collected for the 2006 Season:  
160 - Lagoon

86 - PCM  
13 - Jet Skis  
3 - Campers

- 2) Received a proposal from Aqua Doc for the 2006 seasonal treatment of Marina waters.
- a. Proposal suggested two treatments for the season at a contract price of \$3550.00.
  - b. Discussed number of treatments needed for the upcoming season; the necessity of two treatments instead of one and when it should be applied in regards to water temp.
  - c. Will contact Aqua Doc for price info. on one treatment for the season.

**FINANCE:**

Tom Belnap reported:

- 1) ***Audit report***
  - a. Purchase Orders limited to \$5000.00 and blanketing 3 months time span.
  - b. Minutes in more detail: address individual line items of overtures in budget
  - c. CPA to seek outside bids for audits 2006 thru 2010, yet remaining under citys' financial order.
- 2) Suggested work session to get permanent budget in order.
- 3) Cose Group member plan annual premium rate of \$450.00.....resolution on pg. 1
- 4) Bill asked about a possible resolution in insurance policy for board members, who resign or are replaced, to continue to carry self-paid insurance thru the Port Authority. Tom stated legality of this questionable;

**GRANTS AND PLANNING:**

Bill Cooper reported:

- 1) ***Columbus Trip***
  - a. Good contacts were made with ODNR group at meeting with George Distel.
  - b. Suggestion made to make *extensive* Lagoon wall repairs in *two segments*.

Funding not likely to be available in one amount for such a costly project.

c. Suggestion made to approach entire Lagoon (not just the 400' repair) and find out what is needed to be done. Area should be dredged, completely cleaned out. Get costs on projects and submit a proposal. This years grant deadline, March 1st, may not be realistic; possible 2007 grant money.

\*money spent to secure project site before grant approval is not covered by funding\*

2) Bill to contact Bob Himes with CT Consultants to set up an on site meeting to discuss repairs to the Lagoon wall.  
a. Tim shared floating dock information (running parallel to Lagoon wall). Get CT's input on this idea.

3) Denver spoke with Jim Jones on revolving loan fund line from the city to help offset

CPA contributing percentages required with grant funding.

4) Bill spoke with Ed Sompee who stated that Homeland Security federal funding had faced serious cut backs and with focus on other regions, such as Louisiana, funding for CPA projects do not look promising.

5) Suggested to resubmit grant for federal funding on the previously refused proposal for the pump out station; state funding refused due to cost of project submitted.

#### **LEASES:**

John Palo reported:

- 1) Portside Marines' lease end is drawing near and Mr. R. Rashavi needs to abide by the contract and contact John by letter to discuss lease renewal.
- 2) Nothing further to report at this time.

#### **MARKETING:**

Chuck Vibbard reported:

- 1) Brochures to go in Pittsburgh corridor in March, April and May.
- 2) ***July 28th and 29th Antique Boat Show event***
  - a. Spoke with John Voorhees, with the Antique Boat group, July 28 & 29th event confirmed. Requested tented area for the group and their information to share.
  - b. Spoke with Jack Young from the Rotary Club in regards to July event; expressed strong interest in participating in the weekend, as well as Jeff Kline with the Chamber of Commerce.
  - c. Contacted Darlene Brisley with the Antique Car group, who also expressed interest in participating in the event.
  - d. Suggestions made to contact the Optimist Club, The Knights of Columbus, and other local groups to participate in the weekend event. Also to contact local vendor to set up booths for refreshments.
  - e. Band suggested to contact for entertainment - The King Pins.
  - f. Budget amount for event suggested at \$2500.00.....resolution on pg. 1
  - g. Contributing fund and possible contributors discussed.

**SAND BAR:**

Denver stated, per phone conversation with the Buffalo Corp office, that the federal channel will not be dredged this year. Money will be spent on repairs to the west stone dock wall. Soundings indicate that there is enough room for the boats to come in the harbor and the P&C Dock will be notified, as well as the ship owners, that there will be no dredging this year due to significant cut backs in federal funding.

**LAGOON WALL REPAIRS:**

As previously covered.

**PUBLIC DOCK FACE:**

As previously covered under construction.

**PCM DOCK REPAIRS:**

Received metal from Follansbee Steel. Waiting on good faith letter in regards to misdrill on metal. Ed currently working on docks.

**CONCESSION STAND:**

For now on hold. Still looking for funds to support the project. Possibility of approaching project in two phases; phase one concession stand itself and phase two being the addition of the deck.

**CORPS DREDGING:**

As previously stated under the Sand bar section, there will be no dredging this year. Emergency dredging in the recreational channel will be available; after soundings, contact Dave Rosler for funding.

**BOAT SHOW:**

Chuck working on event as previously stated.

**PORT/CITY LEASE:**

Lease shows 32 years remaining, ending May 31st, 2038. CPA can not lease out property involved for a longer period than the length of this lease. Bill suggested to speak to City Manager, Doug Lewis, in regards to expanding existing lease period for grant proposal purposes (some grants may require a longer lease lifetime).

**ADJOURNMENT:**

The chairman of the board entertained a motion to adjourn the meeting at 8:35 p.m., motion moved by Bill Cooper. The next regularly scheduled board meeting is Thursday, March 16th, 2006 at 7:00 p.m. at the PCM Club House.

Respectfully submitted,

Thomas M. Belnap  
Secretary/Treasurer

Denver Speildenner  
Chairman