

CONNEAUT PORT AUTHORITY
929 BROAD STREET
CONNEAUT, OHIO 44030
March 21, 2019

Meeting was called to order by Chairman, Joe Raisian, at 6:30 p.m.

PRESENT: Joe Raisian, Wally Dunne, Bill Kennedy, Babs Legeza, Denver Spieldenner, George Peterson, Aaron Joslin and Sandee Wilkerson.

GUESTS: Angel McVoy

MINUTES: A motion was made by Wally Dunne to accept the minutes from the February 21, 2019 board meeting, seconded by Bill Kennedy, motion carried.

ABSENTEES: Patrick Arcaro. Joe Raisian made a motion was made to excuse Patrick from meeting and seconded by Wally Dunne. Motion carried.

AUDIENCE PARTICIPATION: None

FINANCE REPORT: Wally Dunne

Wally stated that revenue is starting to flow in and balances should reflect the projected income for 2019. For disbursements a correction for the check for legal professional for the rewriting of the note with the City of Conneaut was made and utilities expenses seem on target. Regarding Revenue, some of the leases have been paid which is good. He also reviewed on the budget report under Revenue section: Line 215, Security is showing that we need to make a reappropriation to cover the expense for data storage supplies. Under Line 223, Dues and Subscriptions also needs reappropriation of \$250 as well.

Wally requested that a motion be made to approve the financial report.

Aaron Joslin made a motion to approve the February 2019 Financial Report, seconded by George Peterson, motion carried.

Bill Kennedy made a motion to pay the current bills, seconded by George Peterson, motion carried.

Wally Dunne requested a motion to increase line 215 with additional \$2,000 dollars and line 223 with \$250 dollars. Aaron Joslin made the motion to approve line 215 and line 223 increases and seconded Bill Kennedy. Motion carried.

MOTIONS:

Resolved #05-19... A motion was made by Wally Dunne to accept the minutes from the February 21, 2019 board meeting, seconded by Bill Kennedy, motion carried.

Resolved #06-19... Joe Raisian made a motion was made to excuse Patrick from meeting and seconded by Wally Dunne. Motion carried.

Resolved #07-19... Aaron Joslin made a motion to approve the February 2019 Financial Report, seconded by George Peterson, motion carried.

Resolved #08-19... Bill Kennedy made a motion to pay the current bills, seconded by George Peterson, motion carried.

Resolved #09-19... Aaron Joslin made the motion to approve line 215 and line 223 increases and seconded Bill Kennedy. Motion carried.

Resolved #10-19... Wally Dunne made a motion to start a fund for purchase of vehicles and Aaron Joslin seconded it. Motion carried.

Resolved #11-19... Aaron Joslin made a motion to authorize the Chairman, Vice Chairman and Treasurer act as signees for any property acquisition once a majority of the board approval has been given and a resolution as been made. George Peterson seconded. Motion Carried.

Resolved #12-19... Aaron Joslin made a motion to accept the Fuel Dock lease as presented from the law department for the chairman to sign and George Peterson seconded it. Motion carried.

DOCK REPORT: Sandee Wilkerson

Sandee reported that dock holders are starting to pay their April 1st payments. To date, one seasonal Sandbar pass was purchased. In the Marina, currently available at the time of the meeting, one regular dock, three narrow docks and jet ski docks were available. In the Lagoon, Twelve docks available of various sizes 21' and under, as well as a larger dock that maybe split in two. Discussion was made regarding the YMCAs' use of a dock for their sail boat depending on the size. Angel stated she sits on that board and she would advise Denver the size and then discuss possibilities. She noted that using Facebook to keep in touch with the public initiated the sale of several docks.

Also mentioned was the upcoming meeting for Ohio Deferred Compensation representative on February 22nd to discuss benefits. The Ohio Deferred Compensation Benefit Plan was created by Ohio Revised Code Section 148.02 to adopt an agreement to allow employees to become participants.

CORRESPONDENCE: Denver Spieldenner

Denver read a letter regarding the Business Expo 2019 on April 30th requesting us to be a sponsor. Discussion was had and members decided that the port will be attending.

LEASES: No Report

ECONOMIC DEVELOPMENT: No Report

HARBORMASTER REPORT: Denver Spieldenner

CONNEAUT PORT AUTHORITY
HARBORMASTER REPORT MARCH 21, 2019

- Docks
 - We have had significant damage to several of our docks over the winter season. We are in the process of repairing this damage.
 - B dock in PCM marina has the most damage. We should think about replacing this dock for next year.
 - We are getting a quote from Lake Shore Towing to drive pilings into the shale on D, E, and F docks to help stabilize these docks.
 - We had to pull one section of the floating dock at the launch ramp to repair the anchor points that broke off from ice damage.
- Sun Room
 - We had this building inspected for asbestos and the test came back showing we do have some asbestos in the building. The good thing is there is not a lot of it to be removed. We are getting a written quote for removal.
 - We have removed all of the carpeting upstairs as well as the appliances and cupboards from the kitchen. We used approximately 30 hours of the 90 hours allocated by the Board for this project.
 - We are getting quotes for siding this building.
 - We have added this building to our insurance.
- Insurance Inspection
 - Mike Boyd from our insurance company was here on March 15th to inspect our properties and to review our policy and its coverages. He was very pleased with our operation and sent a follow up letter stating such.
- Security
 - We contacted Security Technologies to have the sensitivity turned down on the motion detector in the Launch Ramp Control Office as it was going off frequently in the middle of the night for no apparent reason.
- Equipment
 - We had to have a service technician look at the Chevrolet stake body work truck because it would not start on several occasions. This is a propane fueled truck and the carburation pump is shot. It can be rebuilt.
 - All other equipment seems to be in good shape.

- Employees
 - We have a full staff at this time.
 - We have an employee meeting for all employees this Friday (3-22-19) at 8:30 a.m. at 929 Broad Street. The Board is welcome to attend as we will be meeting with a rep from PERS about deferred compensation.
- Sandbar
 - This area is a real mess and will require several days to clean up. At this time there is still ice in this area.
- Dredge Permit
 - We have contacted the USACE about the areas they will be dredging this year. They will not be dredging area C this year so we will not be asking them to add this area to our dredge permit.
 - We are still waiting on Foth Engineering to acquire our 401 water quality permit and consistency letters from Ohio and Pennsylvania. These are needed before we can get our new dredge permit from the USACE.

Respectfully submitted: Denver Spieldenner
Harbormaster Conneaut Port Authority

Denver discussed that F dock has been repaired and they are continuing to work on E dock and moving through all areas needing maintenance from the winter storms.

The Sunroom building was found to have a small amount of asbestos and we are awaiting an estimate to abate it.

An insurance inspection was performed, and the port was advised that no recommendations would be submitted, and a letter was received stating that Conneaut Port Authority compliance with previous recommendations and dedication to safety and proactive loss control measures are to be commended.

Denver mentioned that he is going to get with Rich McBride to obtain some photos for submission to Public Entities Pool of Ohio, as they publish a yearly calendar and it would be nice to have Conneaut highlighted. PEP of Ohio also provides 90 minutes of free legal counsel as a service to their insureds.

Also mentioned is all vehicle equipment has been repaired in preparation for the upcoming and season and we are now fully staffed.

Discussion was made regarding the age of maintenance vehicles and it was determined that we should start looking for possible acquisition of vehicles for future use. It was discussed about going to the state vehicle auction and seeing what is available. Also, we will scrap the firetruck

and use those funds toward vehicle purchase as well. Wally Dunne made a motion to start a fund for purchase of vehicles and Aaron Joslin seconded it. Motion carried.

The Army Corp of Engineers dredge permit will not be doing area C and we are going to ask the corp to drop the area c off our permit and on the new permit will be area a and b. Area A is the area with the grant and Mike Asquith Will be dredging Area B. Currently the 401 Water Quality certification permit is holding up progress on the permit as well as the Consistency letter both of which Foth Engineering are responsible for at that point the Army Corp of Engineers will be ready to proceed.

GRANTS: Bill Kennedy

Bill Kennedy stated that there is no word on the PEP grant application status which will be for safety equipment.

The three pumps for the Clean Vessel Grant have been ordered and should arrive in 4-6 weeks and ready to install early May.

NEW BUSINESS:

Aaron Joslin mentioned he is working on an RFQ for engineering firms with the purpose of assisting us in obtaining grants. Once he is finished, he will email to board and open it for comments and then have ready for board approval next meeting and be able to start May 1st. Hoping to get assistance for any property available to use for economic development. It was then mentioned about obtaining information from CT Consultants if required.

Discussion was brought up regarding the status of the YMCA leasing the blue building for Saturday kayaking classes. Aaron Joslin has asked them to put together a sample schedule to discuss.

NEW BUSINESS:

Joe Raisian discussed the acquisition of 1 Welton Road. Much discussion was made by all. Aaron Joslin made a motion to authorize the Chairman, Vice Chairman and Treasurer act as signees for any property acquisition once a majority of the board approval has been given and a resolution has been made. George Peterson seconded. Motion Carried.

Capital Asset Management Policy

Wally asked for a draft of bylaws by the meeting in June to formalize it and then we meet and discuss it making any changes being sure it is governed by the ORC to make a formal document and then vote on it. Policy protects the board as well as assists the public as they approach the

board. A set up of bylaws backs up the way we are operating. The bylaws depict the structure and the flow and then that structure decides policy.

Bill, Wally and Joe are on the policy committee.

ADJOURNMENT:

The Chairman of the Board entertained a motion to adjourn the meeting at 8:30 p.m., moved by Bill Kennedy, meeting adjourned.

The next regularly scheduled board meeting will be held on March 21, 2019, at 6:30 p.m. at 929 Broad Street, Conneaut, Ohio.

Respectfully Submitted,
Joe Raisian, Chairman
Wally Dunn, Treasurer