

CONNEAUT PORT AUTHORITY
929 BROAD STREET
CONNEAUT, OHIO 44030
February 18, 2021

Meeting was called to order by Chairman, George Peterson, at 6:10 p.m.

PRESENT: George Peterson, Bill Kennedy, Tom Perkoski, Mark Verzella and Denver Spieldenner

VIRTUAL: Patrick Arcaro, Aaron Joslin, John Hagstrom and Babs Legeza

ABSENTEES: None

GUEST: Jon Arcaro (virtual)

MINUTES: A motion was made by Bill Kennedy to approve the minutes from the January 21, 2021 Board meeting and was seconded by Mark Verzella. Roll Call: George Peterson, Bill Kennedy, Patrick Arcaro, Aaron Joslin, Tom Perkoski, Mark Verzella and John Hagstrom. Motion carried.

MISSION STATEMENT PROCESS PRESENTATION: George Peterson thanked Jamie from Insite for providing the board with the presentation and looks forward to follow up meetings.

CORRESPONDENCE: Denver Spieldenner

- Denver informed the board that he will be meeting with Mike Boyd on March 11, 2021 here at 10:00 a.m. from the Public Entity Pool.
- Denver requested a meeting with Aaron Joslin about his input on completing the renewal form from the Public Entity Pool.
- Denver reported that he has contacted Burdick Plumbing for performing the yearly Backflow System Inspections and those will be completed in March.

CONNEAUT PORT AUTHORITY

HARBORMASTER REPORT FEBRUARY 18, 2021

- **DOCKS**
 - **So far there is very little damage to any of our docks. The ice in the harbor is protecting us at this point.**

- **MISC.**
 - **We have purchased a utility trailer for our equipment, and it is now in the maintenance shop. We will be making some modifications to the trailer so we can haul our welder, torches, and tools.**
 - **The break room in the maintenance shop has been repainted.**
 - **We have approved the contract for the roof repair on the maintenance shop on Harbor Street. Work should commence in the Spring.**
 - **Our maintenance crew will be returning to work on March 1st. We will meet on February 26th to review our policy manual and plan for our opening.**
 - **We have not had any issues with the heat in any of our buildings so far this winter.**
 - **The rep from our insurance company (PEP of OHIO) will be here on March 11th to review our needs. If any board member wishes to attend this meeting please let me know.**
 - **We have been working on revisions to our Employee Policy Manual. This project is almost complete, and the manual will be ready for our employee pre-season meetings.**
 - **We are still awaiting the arrival of our two new vehicles for our Maintenance Department.**
 - **Our maintenance crew has hung the white boards in the conference room and have also hung the pictures there as well.**
 - **We have contracted with a local locksmith to install dead bolt locks on the office doors at the 929 Broad Street office.**

**Respectfully submitted:
 Denver Spieldenner
 Harbormaster Conneaut Port Authority**

Denver also informed the board that the newly purchased utility trailer was at the maintenance building and was getting some modifications. He also explained that he would be having a meeting with the maintenance crew on February 26th. and would be reviewing the new Employee Handbook with them at that meeting. The crew plans to return to work on March 1, 2021.

DOCK REPORT: Sheri Dawson

PCM

In the **PCM** we have six empty docks that could accommodate boats of 22-24 foot in length.

LAGOON

In the **Lagoon** we have 16 empty docks that accommodate boats of 20 feet and under in length. We have four empty docks that could accommodate boats of 21 feet and under in length.

We have two jet ski docks available. One in the Lagoon and one in the PCM. Payments have been coming; however, we are having some issues with the mail.

George Peterson asked Denver to give an update about CT Consultants with the review of dock change layouts for increasing the number of larger docks in the future. It is a well-known fact that the Port Authority has too many small docks and not enough larger docks. Denver Spieldenner and Bill Kennedy will meet with CT Consultants onsite February 22nd. at 1 p.m.

FINANCE REPORT: Babs Legeza

Patrick Arcaro made the motion to approve the Finance Report and it was seconded by Tom Perkoski. Roll Call: George Peterson, Bill Kennedy, Patrick Arcaro, Aaron Joslin, Tom Perkoski, Mark Verzella and John Hagstrom. Motion carried.

Bill Kennedy made the motion to pay the Current Bills and Tom Perkoski seconded the motion. Roll Call: George Peterson, Bill Kennedy, Patrick Arcaro, Aaron Joslin, Tom Perkoski, Mark Verzella and John Hagstrom. Motion carried.

LEASE COMMITTEE REPORT: Bill Kennedy

- Bill Kennedy informed the board that the Conneaut Boat Club Lease is under review.
- Kate's Snack Shack Lease is in the finalizing stages
- Harbor Yak will be meeting next week to finalize their location of their shed.
- Homeland Security will be doing a meet and greet February 19th. at 10:00 a.m.
- Mark Verzella updated about the progress with the Dockside Market. It has been receiving positive feedback and Mark sent out additional questionnaires to vendors. Sheds have been ordered and more will be ordered soon.
- Bill Kennedy asked Aaron Joslin if he could check on what is needed for the vendors as in the way of vendors insurance; Aaron will set up a meeting with Bill Kennedy.

GRANTS & PLANNING COMMITTEE REPORT: Aaron Joslin

- Aaron explained the progress that is being made to apply for a \$20,000.00 grant to conduct a Lakefront Study and they plan to have a completed draft by March 1st.
- Aaron also explained that Insite recommended for the grant process to consider inviting someone from the Conneaut City Foundation Organization to participate.
- Denver Spieldenner told Aaron about a letter that he had received, and it contained a website that Denver felt could be helpful. Denver also told Aaron that he had received a letter about the Safety Grant from PEP for \$1,000.00.

ADVERTISING/COMMUNICATION: Tom Perkoski

- Tom explained his thoughts about wanting to get a Newsletter going and has some good ideas on what to include and who to promote it.
- Tom also spoke about wanting suggestions for Community Service projects and Charitable Organizations in need.
- An idea he has is trying to do something like: Fill the Boat with supplies/food.

ENVIRONMENTAL COMPLIANCE: Tom Perkoski

- We are now part of the Ohio State Health Department Beach Guard Program.

- Water testing will take place every Monday beginning the Monday prior to Memorial Day and ending the Monday after Labor Day. If the Monday result is high, the test will be repeated on Wednesday and if needed notices will get posted for the weekend.
- The water samples will come from the Northside Beach of the Sandbar.
- Clean Lakes Clean Marina Certification will be completed by Labor Day 2021.
- Tom Perkoski is attending an upcoming web seminar about the process and steps needed to complete for obtaining the Clean Lakes Clean Marina Certification.
- The Wetlands Delineation was completed by EnviroScience under the oversight of Laura Sayre and was approved by the Army Corp of Engineers on 12/18/20.
- The Conneaut Port Authority received its Wetlands Delineation Jurisdiction on December 18, 2020.
- Ohio Sea Grant and ODNR are interested in the CPA helping them with incorporating some programs into our area. A few of their ideas are: Habitat and Native Species.
- Brian Bidwell and Tom Perkoski are working together on the Storm Water Pollution Prevention Program. Brian provided maps and further information.
- Testing in the Lagoon area has already been preformed and results are expected early March.
- Denver told Tom about the need of Pig Booms for the Fuel Dock area needing replaced.

POLICY COMMITTEE: George Peterson

- The Employee Handbook is in the final stages.

OLD BUSINESS: George Peterson

- Zoom Technology is up and running and it appears to be better for everyone.
- Security Update was provided by Bill Kennedy
 - Security Technology is the company that was chosen to install the security system at the Maintenance Building and here at the Office.
 - Cost for the system is approximately \$500. to install and \$80. per month.
 - System will be installed within the next couple of weeks.
- February 19th. door locks will be upgraded to be prepared for new system.
- Transient Marina Activities
 - Samples and survey were completed on February 9th.

NEW BUSINESS:

- George Peterson, Bill Kennedy and Tom Perkoski met with Nathan Stoltz to provide a better understanding to him about the directional path of the New Marina. They felt it was a good meeting and both sides were able to gain a lot of knowledge. Moving forward with the Marina they will hold public meetings and continue to provide answers.
- Jon Arcaro asked the Port Authority to help let the public know about the COVID Vaccine registration on the City's Website and it was suggested to add it to our webpage.

Bill Kennedy made the motion to go into Executive Session to discuss Real-Estate at 6:51 p.m. and Mark Verzella seconded the motion. Roll Call: George Peterson, Bill Kennedy, Patrick Arcaro, Aaron Joslin, Tom Perkoski and Mark Verzella. Motion carried.

Bill Kennedy made the motion to come out of Executive Session at 7:09 p.m. and Tom Perkoski seconded the motion. Roll Call: George Peterson, Bill Kennedy, Patrick Arcaro, Aaron Joslin, Tom Perkoski and Mark Verzella. Motion carried.

At 7:14 p.m. Tom Perkoski made the motion to adjourn the meeting and Bill Kennedy seconded the motion. Roll Call: George Peterson, Bill Kennedy, Patrick Arcaro, Aaron Joslin, Tom Perkoski and Mark Verzella. Motion carried.

MOTIONS:

M21-008... A motion was made by Bill Kennedy to approve the minutes from the January 21, 2021 Board meeting and was seconded by Mark Verzella. Roll Call: George Peterson, Bill Kennedy, Patrick Arcaro, Aaron Joslin, Tom Perkoski, Mark Verzella and John Hagstrom. Motion carried.

M21-009... Patrick Arcaro made the motion to approve the Finance Report and it was seconded by Tom Perkoski. Roll Call: George Peterson, Bill Kennedy, Patrick Arcaro, Aaron Joslin, Tom Perkoski, Mark Verzella and John Hagstrom. Motion carried.

M21-010... Bill Kennedy made the motion to pay the Current Bills and Tom Perkoski seconded the motion. Roll Call: George Peterson, Bill Kennedy, Patrick Arcaro, Aaron Joslin, Tom Perkoski, Mark Verzella and John Hagstrom. Motion carried.

M21-011... Bill Kennedy made the motion to go into Executive Session to discuss Real-Estate at 6:51 p.m. and Mark Verzella seconded the motion. Roll Call: George Peterson, Bill Kennedy, Patrick Arcaro, Aaron Joslin, Tom Perkoski and Mark Verzella. Motion carried.

M21-012... Bill Kennedy made the motion to come out of Executive Session at 7:09 p.m. and Tom Perkoski seconded the motion. Roll Call: George Peterson, Bill Kennedy, Patrick Arcaro, Aaron Joslin, Tom Perkoski and Mark Verzella. Motion carried.

M21-013... At 7:14 p.m. Tom Perkoski made the motion to adjourn the meeting and Bill Kennedy seconded the motion. Roll Call: George Peterson, Bill Kennedy, Patrick Arcaro, Aaron Joslin, Tom Perkoski and Mark Verzella. Motion carried.