CONNEAUT PORT AUTHORITY

929 BROAD STREET

CONNEAUT, OHIO 44030

November 19, 2020

Meeting was called to order by Chairman, George Peterson, at 6:00 p.m.

PRESENT: George Peterson and Denver Spieldenner

VIRTUAL: Bill Kennedy, Patrick Arcaro, Aaron Joslin, Mark Verzella, John Hagstrom and Babs Legeza

ABSENTEES: Tom Perkoski until 6:15 p.m.

GUEST: Jon Arcaro (virtual)

MINUTES: A motion was made by Patrick Arcaro to approve the minutes from the October 22nd. Board meeting and seconded by Bill Kennedy**.** Roll Call: George Peterson, Bill Kennedy, Patrick Arcaro, Aaron Joslin, Mark Verzella and John Hagstrom. Motion carried.

CORRESPONDENCE: George Peterson

* Letter from the City Manager, Jim Hockaday personally thanking us for our supporting efforts in obtaining the USDOT Port Infrastructure Development Grant.
* Jon Arcaro spoke to us virtually.

**CONNEAUT PORT AUTHORITY**

**HARBORMASTER REPORT NOVEMBER 19, 2020**

* **SHUTDOWN**
	+ **Shutdown is complete and the crew is off until sometime next March unless we have dock damage or some other emergency.**
* **STORM DAMAGE**
	+ **We have had some dock damage from recent high winds. We called in two employees to help make repairs. We also had to clear the Lagoon road from debris washed up from the wind. So far we have worked two days on storm damage. We anticipate at least one more day to complete repairs.**
	+ **Lots of debris on Public Dock. It has been removed.**
	+ **The sandbar is smaller than it used to be.**
	+ **High winds are predicted again for Thursday of this week. Keep your fingers crossed.**
* **MISC.**
	+ **We have checked the heat in all buildings and had the furnace in the 929 office serviced. All is well.**
	+ **All water lines have been drained and the electric is off where it needs to be.**
	+ **All maintenance vehicles have been serviced and are in the maintenance shop on Harbor Street.**
	+ **The main office is open until Thanksgiving and will then be closed until January 6, 2021.**

**HAPPY HOLIDAYS**

**Respectfully submitted:**

**Denver Spieldenner**

**Harbormaster Conneaut Port Authority**

George Peterson thanked all the workers for their help with the recent high winds with repairing the docks and all damaged areas.

Tom Perkoski joined the meeting group by virtual.

DOCK REPORT: Sheri Dawson

In the **PCM** we have 13 empty docks plus one who has not replied about commitment. I am still waiting on four dock holders to make payments; two of these four I had to re-mail contracts to them. In this area the 13 comes from 11 leaving and two that were used last season and now we can move those dock holders and have those two docks to sell.

In the **Lagoon** we have 22 confirmed empty docks and still waiting confirmation from six others to commit or leave. I also have in the Lagoon area five other dock holders that are staying, but I have not received their payments. I have one that I re-mailed a contract to.

In this area the 22 confirmed empty comes from 18 leaving and four that were open last season because of sizes 20 foot and under.

All the Dockholders that I re-mailed contracts to are staying. So, the only ones in question are the ones who have not returned my messages or e-mails.

RAMP OFFICE REPORT: Sheri Dawson

As of October 31, 2020, the Ramp Office has collected $204.00 from 34 boat launches since, October 20, 2020. The ramp office season ended at closing time on October 31, 2020.

From October 20, 2020 thru October 31, 2020 the Ramp Office attendants worked 25 hours.

During the above dates, the Ramp Office attendants were paid a total of $300.00.

Overall, this season they have had 7,257 launches bringing the current dollar amount to $43,542.00

**FINANCE REPORT: Patrick Arcaro**

**Amendments: Notes Payable $60,000 to pay off existing note.**

**Appropriation: Multiple ones equally a $25,000 check**

Patrick Arcaro made a motion to amend the current budget as detailed in the attached schedule and Bill Kennedy seconded the motion. Roll Call: George Peterson, Bill Kennedy, Patrick Arcaro, Aaron Joslin, Tom Perkoski, Mark Verzella and John Hagstrom. Motion carried.

Patrick Arcaro made a motion to amend the estimated receipts as detailed in the attached schedule and Mark Verzella seconded the motion. Roll Call: George Peterson, Bill Kennedy, Patrick Arcaro, Aaron Joslin, Tom Perkoski, Mark Verzella and John Hagstrom. Motion carried.

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

Aaron Joslin made the motion to accept the Preliminary Budget for 2021 and Patrick Arcaro seconded the motion. Roll Call: George Peterson, Bill Kennedy, Patrick Arcaro, Aaron Joslin, Tom Perkoski, Mark Verzella and John Hagstrom. Motion carried.

Patrick Arcaro made a motion to implement pay increases for all employees starting January 1, 2021 as follows: Harbormaster $40,000. annual; Administrative Clerk $14.65/hour; Ramp Attendants $12.25/hour; Maintenance Crew Members $15.00/hour and Bill Kennedy 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 explained that they are in the finalizing steps with the Breakwall Lease and he has an appointment with the Law Director in the upcoming week.
* Bill Kennedy also briefly explained about the concept of creating a Dockside Market.

GRANTS & PLANNING COMMITTEE REPORT: Aaron Joslin

* Jennifer from Insite will have the final draft ready tomorrow and then they will meet with Team NEO shortly.

ADVERTISING/COMMUNICATION: Tom Perkoski

* Tom Perkoski is going to deliver the check to Feed the Vets Program on Saturday, November 21, 2020.
* Tom Perkoski provided an update to the board about the Conneaut Convention and Visitors Bureau Sign.
* Tom Perkoski also said he was pleased with the full-page ad that is in the Chamber Directory.

POLICY COMMITTEE: George Peterson

* George explained that the board members have sections of the employee handbook that they are working on and will meet after the first of next year for updates.

ENVIRONMENTAL COMPLIANCE: Tom Perkoski

* Clean marina effort is about three years out.
* Would like in the Spring to collect samples in the Sandbar area for any ECOLI.

OLD BUSINESS: None

NEW BUSINESS:

* Board Meeting starting January 2021 will be held on the 3rd. Thursday each month.
* The Port Authority will purchase 10 more Jet Ski platforms for a total of: $19,535.25
* From January 2021 thru July 2021 the meeting will be virtual.

EXECUTIVE SESSION:

At 6:55 p.m. Bill Kennedy made the motion to go into Executive Session 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.

At 7:07 p.m. Tom Perkoski made the motion to come out of Executive session and Aaron Joslin seconded the motion. Roll Call: George Peterson, Bill Kennedy, Patrick Arcaro, Aaron Joslin, Tom Perkoski, Mark Verzella and John Hagstrom. Motion carried.

Tom Perkoski made a motion to pay Board members $500. for 2020 compensation as of November 22, 2020 and it was seconded by Bill Kennedy. Roll Call: George Peterson, Bill Kennedy, Patrick Arcaro, Aaron Joslin, Tom Perkoski, Mark Verzella and John Hagstrom. Motion carried.

Patrick Arcaro made a motion to reinstate Board pay as of January 1, 2021, on a quarterly basis, at the rate of $300. per month to each of the four officers, and $150. per month to the remaining members and it was seconded by Bill Kennedy. Roll Call: George Peterson, Bill Kennedy, Patrick Arcaro, Aaron Joslin, Tom Perkoski, Mark Verzella and John Hagstrom. Motion carried.

MOTIONS:

**Resolved #80-20…** A motion was made by Patrick Arcaro to approve the minutes from the October 22nd. Board meeting and seconded by Bill Kennedy**.** Roll Call: George Peterson, Bill Kennedy, Patrick Arcaro, Aaron Joslin, Mark Verzella and John Hagstrom. Motion carried.

**Resolved #81-20…** Patrick Arcaro made a motion to amend the current budget as detailed in the attached schedule and Bill Kennedy seconded the motion. Roll Call: George Peterson, Bill Kennedy, Patrick Arcaro, Aaron Joslin, Tom Perkoski, Mark Verzella and John Hagstrom. Motion carried.

**Resolved #82-20…** Patrick Arcaro made a motion to amend the estimated receipts as detailed in the attached schedule and Mark Verzella seconded the motion. Roll Call: George Peterson, Bill Kennedy, Patrick Arcaro, Aaron Joslin, Tom Perkoski, Mark Verzella and John Hagstrom. Motion carried.

**Resolved #83-20…** 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.

**Resolved #84-20…** Bill Kennedy made the motion to pay the Current Bills and Mark Verzella seconded the motion. Roll Call: George Peterson, Bill Kennedy, Patrick Arcaro, Aaron Joslin, Tom Perkoski, Mark Verzella and John Hagstrom. Motion carried.

**Resolved #85-20…** Aaron Joslin made the motion to accept the preliminary budget for 2021 and Patrick Arcaro seconded the motion. Roll Call: George Peterson, Bill Kennedy, Patrick Arcaro, Aaron Joslin, Tom Perkoski, Mark Verzella and John Hagstrom. Motion carried.

**Resolved #86-20…** Patrick Arcaro made a motion to accept pay increases for all employees starting January 1, 2021 as follows: Harbormaster $40,000. annual; Administrative Clerk $14.65/hour; Ramp Attendants $12.25/hour; Maintenance Crew Members $15.00/hour and Bill Kennedy seconded the motion. Roll Call: George Peterson, Bill Kennedy, Patrick Arcaro, Aaron Joslin, Tom Perkoski, Mark Verzella and John Hagstrom. Motion carried.

**Resolved #87-20…** At 6:55 p.m. Bill Kennedy made the motion to go into Executive Session 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

**Resolved #88-20…** At 7:07 p.m. Tom Perkoski made the motion to come out of Executive session and Aaron Joslin seconded the motion. Roll Call: George Peterson, Bill Kennedy, Patrick Arcaro, Aaron Joslin, Tom Perkoski, Mark Verzella and John Hagstrom. Motion carried.

**Resolved #89-20…** Tom Perkoski made a motion to pay Board members $500. for 2020 compensation as of November 22, 2020 and it was seconded by Bill Kennedy. Roll Call: George Peterson, Bill Kennedy, Patrick Arcaro, Aaron Joslin, Tom Perkoski, Mark Verzella and John Hagstrom. Motion carried.

**Resolved #90-20…** Patrick Arcaro made a motion to reinstate Board pay as of January 1, 2021, on a quarterly basis, at the rate of $300. per month to each of the four officers, and $150. per month to the remaining members and it was seconded by Bill Kennedy. Roll Call: George Peterson, Bill Kennedy, Patrick Arcaro, Aaron Joslin, Tom Perkoski, Mark Verzella and John Hagstrom. Motion carried.

ADJOURNMENT:

At 7:18 p.m. Tom Perkoski made the motion to Adjourn and Patrick Arcaro seconded the motion. Roll Call: George Peterson, Bill Kennedy, Patrick Arcaro, Aaron Joslin, Tom Perkoski, Mark Verzella and John Hagstrom. Motion carried.