

Held via Zoom (COVID-19)

**ANNUAL MEETING
BOARD OF COMMISSIONERS
DULUTH SEAWAY PORT AUTHORITY
MARCH 31, 2021
10 A.M.**

THE FOLLOWING IS AN ABBREVIATED CAPSULE OF THE MINUTES OF THE MEETING. IT IS NOT INTENDED TO BE COMPLETE OR TO QUOTE VERBATIM. THE FULL MINUTES ARE ON RECORD AT THE PORT AUTHORITY AND ARE AVAILABLE FOR TRANSCRIPTION.

Pursuant to due notice, the Annual Meeting of the Duluth Seaway Port Authority was held on Wednesday, March 31, 2021, at 10 a.m. via Zoom in the administration office at 802 Garfield Avenue, Duluth, Minnesota.

I. ROLL CALL

Present: President Rick Revoir, Vice President Tony Sertich, Secretary Patrick Boyle, Treasurer Mike Jugovich, Assistant Treasurer Yvonne Solon, Commissioners Ray Klosowski and Tyrone Walker.

Also present: Legal Counsel Steve Overom, Executive Director Deb DeLuca, Chief Financial Officer Kevin Beardsley, Sr. Executive Assistant & Human Resources Coordinator Becky McMillan, Facilities Manager Dean Lembke, Director of Communication & Marketing Jayson Hron, Director of Trade & Business Development Kate Ferguson, Director of Government & Environmental Affairs Jeff Stollenwerk, Senior Accountant Shellie Golden, Accountant Sheryl Toland and Ron Brochu of Business North.

II. APPROVAL OF MINUTES

1. Regular Meeting, January 27, 2021

Sertich/Solon moved approval, roll call taken and motion unanimously carried.

III. REPORT OF TREASURER

1. Financial Statement ending February 28, 2021

RESOLUTION NO. 4-21

Jugovich/Klosowski moved approval, roll call taken and Res. 4-21 unanimously adopted.

IV. COMMITTEE REPORTS

1. Budget & Finance – FY2022 Budget

RESOLUTION NO. 5-21

Walker/Klosowski moved approval, roll call taken and Res. 5-21 unanimously adopted.

2. Nominating Committee (Deferred to Item X)

V. DEPARTMENT REPORTS

1. Trade & Business Development
2. Government & Environment
3. Communications & Marketing
4. Facilities Management

VI. ACTION ITEMS (Resolutions)

1. Special Taxing District Levy

RESOLUTION NO. 6-21

Solon/Sertich moved approval, roll call taken and Res. 6-21 unanimously adopted. (See attached Resolution).

2. Audit Services – RSM US, LLP

RESOLUTION NO. 7-21

Boyle/Walker moved approval, roll call taken and Res. 7-21 unanimously adopted. (See attached Resolution).

3. Altec Industries License Agreement

RESOLUTION NO. 8-21

Klosowski/Walker moved approval, roll call taken and Res. 8-21 unanimously adopted. (See attached Resolution).

4. East Warehouse Dock Enclosure Contract

RESOLUTION NO. 9-21

Klosowski/Solon moved approval, roll call taken and Res. 9-21 unanimously adopted. (See attached Resolution).

5. Public Use of Clure Marine Terminal Policy

RESOLUTION NO. 10-21

Sertich/Solon moved approval, roll call taken and Res. 10-21 unanimously adopted. (See attached Resolution).

VII. BUDGETED ITEMS UNDER \$25,000 – See Purchase Order Report

1. Hartel's Disposal Service Agreement
2. Cintas Rental Service Agreement

VIII. GENERAL DISCUSSION

1. Other

IX. OTHER MATTERS

1. Future Board Meetings: April 28

X. ELECTION OF OFFICERS

1. Nominating Committee Report

RESOLUTION NO. 11-21

Boyle/Klosowski moved acceptance of the Nominating Committee's recommendations for officers for the term April 1, 2021 to March 31, 2022:

President – Tony Sertich
Vice President – Yvonne Solon
Secretary – Patrick Boyle
Treasurer – Mike Jugovich
Assistant Treasurer – Tyrone Walker

Roll call taken and Res. 11-21 unanimously adopted.

Meeting Adjourned: Walker/Klosowski (Sertich Opposed)



Patrick Boyle, Secretary