

**REGULAR MEETING
BOARD OF COMMISSIONERS
DULUTH SEAWAY PORT AUTHORITY
JANUARY 28, 2016
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 Regular Meeting of the Duluth Seaway Port Authority was held on Thursday, January 28, 2016, in the Administration Building at 1200 Port Terminal Drive.

I. ROLL CALL

Present: President Steve Raukar, Vice President Ray Klosowski, Secretary Norm Voorhees, Treasurer Rick Revoir, Assistant Treasurer Chris Dahlberg, Tony Sertich and Yvonne Prettnner Solon (Solon via telephone).

Also present: Executive Director Vanta Coda, Legal Counsel Robert Maki, Executive Assistant Becky McMillan, Chief Financial Officer Kevin Beardsley, Government & Environmental Affairs Director Deb DeLuca, Director of Business Development Kate Ferguson, Director of Port Planning and Resiliency Jim Sharrow, Facilities Manager Jason Paulson, Public Relations Director Adele Yorde, Administrative Assistant Anne Mann, Staff Accountant Shellie Golden, Accounting Analyst Sheryl Toland and Andrew Strasser DSPA Intern.

II. APPROVAL OF MINUTES

Regular Meeting, December 17, 2015

Sertich/Dahlberg moved approval, motion unanimously carried.

III. REPORT OF TREASURER

Financial Statement ending, December 31, 2015

Klosowski/Revoir moved approval, motion unanimously carried.

IV. COMMITTEE REPORTS

1. Budget & Finance

V. DEPARTMENT REPORTS

1. Government/Environmental Affairs (DeLuca)
2. Business Development (Ferguson)
3. Port Planning (Sharrow)
4. Facilities Management (Paulson)
5. Public Relations (Yorde)

VI. ACTION ITEMS (Resolutions)

1. Pay Equity 2016

RESOLUTION NO. 1-16

Klosowski/Solon moved approval, motion carried and Res. 1-16 unanimously adopted. (See attached Resolution).

2. Dock 7 Additional Engineering Services

RESOLUTION NO. 2-16

Dahlberg/Sertich moved approval, motion carried and Res. 2-16 unanimously adopted. (See attached Resolution).

3. Fiber Optic Cable Easement Agreement

RESOLUTION NO. 3-16

Voorhees/Klosowski moved approval, motion carried and Res. 3-16 unanimously adopted. (See attached Resolution).

4. Truck/Security/Pavement Replacement Project – Preliminary Engineering Services

RESOLUTION NO. 4-16

Voorhees/Revoir moved approval, motion carried and Res. 4-16 unanimously adopted. (See attached Resolution).

5. Administration Building – LED Lighting Installation

RESOLUTION NO. 5-16

Sertich/Klosowski moved approval, motion carried and Res. 5-16 unanimously adopted. (See attached Resolution).

6. Water Main Break – Transit Shed

RESOLUTION NO. 6-16

Revoir/Sertich moved approval, motion carried and Res. 6-16 unanimously adopted. (See attached Resolution).

VII. BUDGETED ITEMS UNDER \$15,000

1. Computer Monitor – En Pointe Technologies Sales, LLC - \$188
2. 1210 Port Terminal Warehouse Bathroom Demolition – Stack Bros. Inc. - \$3,000
3. Emergency Dewatering for Transit Shed Water Main Break – Northern Dewatering, Inc. - \$8,388
4. Installation of Five Building Support Piers re Water Main Repair – Superior Construction Co. - \$7,700
5. Rail Track and Switch Inspection – Lakehead Constructors Inc. - \$3,200
6. Stormwater Compliance Assistance – Barr Engineering Co. - \$3,100
7. East Warehouse Sprinkler Drain Heat Tape – Duluth Electrical Contracting Inc. - \$875
8. Hold Harmless Release for Tracking Snowy Owls – Dave Evans
9. Electrical Power System Study Additional Engineering – TKDA - \$1,000
10. Winter Berthing Agreement Berth 1-2 – Key Lakes, Inc./Great Lakes Fleet
11. Winter Berthing Agreement Berth 4 – Key Lakes Inc./Great Lakes Fleet
12. Winter Berthing Agreement Berth 6-7 – American Steamship Co.

VIII. GENERAL DISCUSSION

1. Other

IX. OTHER MATTERS

1. Future Board Meetings: February 25, March 31

Meeting Adjourned: Sertich/Voorhees


Norm Voorhees, Secretary