

**REGULAR MEETING
BOARD OF COMMISSIONERS
DULUTH SEAWAY PORT AUTHORITY
JUNE 26, 2024
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, a Regular Meeting of the Duluth Seaway Port Authority was held on Wednesday, June 26, 2024, at 10 a.m. in the administration office at 802 Garfield Avenue, Duluth, Minnesota.

I. ROLL CALL

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

Also present: Legal Counsel Steve Overom, Executive Director Deborah DeLuca, Chief Financial Officer Kevin Beardsley, Sr. Executive Assistant & HR Coordinator Becky McMillan, Director of Communication & Marketing Jayson Hron, Director of Building & Facilities Dean Lembke, Director of Government & Environmental Affairs Jeff Udd and Sr. Accountant Shellie Golden.

II. APPROVAL OF MINUTES

1. Regular Meeting, May 29, 2024 – Unanimously Approved

III. REPORT OF TREASURER

1. Other

IV. COMMITTEE REPORTS

1. Budget & Finance
2. Legislative, Governance, Personnel & Administration

V. DEPARTMENT REPORTS

1. Trade & Business Development
2. Government & Environment
3. Communication & Marketing
4. Building & Facilities

VI. ACTION ITEMS (Resolutions)

1. Berths 10 & 11 Change Order

RESOLUTION NO. 18-24

Sertich/Norr moved approval and Res. 18-24 unanimously adopted. (See attached Resolution).

2. DSPA Climate Action Plan

RESOLUTION NO. 19-24

Jugovich/Walker moved approval and Res. 19-24 unanimously adopted. (See attached Resolution).

3. MnDOT Land Purchase from DSPA

RESOLUTION NO. 20-24

Norr/Walker moved approval and Res. 20-24 unanimously adopted. (See attached Resolution).

4. MnDOT Land Easement from DSPA

RESOLUTION NO. 21-24

Norr/Jugovich moved approval and Res. 21-24 unanimously adopted. (See attached Resolution).

5. Organizational Development Assessment

RESOLUTION NO. 22-24

Boyle/Sertich moved approval and Res. 22-24 unanimously adopted. (See attached Resolution).

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

VIII. GENERAL DISCUSSION

1. Legislative, Governance, Personnel & Administration

Sertich/Boyle moved approval to close the Regular Meeting to evaluate the performance of the executive director. Unanimously approved.

Sertich/Norr moved approval to reopen the Regular Meeting to discuss the Legislative, Governance, Personnel & Administration Committee working to develop a formal review process for the executive director. Unanimously approved.

Sertich/Norr moved approval to close the Regular Meeting to evaluate the performance of the executive director. Unanimously approved.

President Solon reopened the Regular Meeting.

RESOLUTION NO. 23-24 (ORAL)

Boyle/Walker moved approval to provide a 5% increase to the Executive Director's compensation retroactive to August 1, 2023, and Resolution No. 23-24 unanimously adopted.

2. Other

IX. OTHER MATTERS

1. Future Board Meetings: July 31, August 28

Meeting Adjourned by President Solon



Mike Jugovich, Secretary