

Held via Zoom (COVID-19)

**REGULAR MEETING
BOARD OF COMMISSIONERS
DULUTH SEAWAY PORT AUTHORITY
SEPTEMBER 30, 2020
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, September 30, 2020, at 10 a.m. via Zoom in the administration office at 2305 W. Superior St.

I. ROLL CALL

Present: President Rick Revoir, Vice President Tony Sertich (left at 10:51 a.m.), Secretary Patrick Boyle, Treasurer Norm Voorhees, Assistant Treasurer Mike Jugovich, Commissioner Ray Klosowski and Commissioner Yvonne Solon.

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 Communications & Marketing Jayson Hron, Director of Government & Environmental Affairs Jeff Stollenwerk, Director of Trade & Business Development Kate Ferguson, Staff Accountant Shellie Golden, Accounting Analyst Sheryl Toland, Jonathan Lamb of Lake Superior Warehousing and the following students from UMD's Interpersonal & Teamwork Skills class: Adam Hobbs, Becca Adolfson, Bereket Lajebo, Chance Jacobson, David Olson, Hunter Paffrath, Katelyn Dee, Kendra Schmitz, Nate Carney, Sebastian Sullivan, Taylor Cole, Zachary Snure, Karl Vogeler.

II. APPROVAL OF MINUTES

1. Regular Meeting, August 26, 2020

Jugovich/Boyle moved approval, roll call taken and motion unanimously carried.

2. Special Meeting, September 11, 2020

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

III. REPORT OF TREASURER

1. Financial Statement ending August 31, 2020

RESOLUTION NO. 43-20

Voorhees/Jugovich moved approval, roll call taken and Res. 43-20 unanimously adopted.

IV. COMMITTEE REPORTS

1. Budget & Finance
2. Personnel-Administration

RESOLUTION NO. 44-20

Sertich/Boyle moved approval of the Personnel-Administration Committee's recommendation of a salary increase for the Executive Director, roll call taken and Res. 44-20 unanimously adopted.

V. DEPARTMENT REPORTS

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

VI. ACTION ITEMS (Resolutions)**1. Seelye Plastics Amended & Restated Lease Agreement****RESOLUTION NO. 45-20**

Voorhees/Solon moved approval, roll call taken and Res. 45-20 unanimously adopted. (See attached Resolution).

2. Real Estate Purchase Agreement Second Amendment-Duluth Lake Port**RESOLUTION NO. 46-20**

Klosowski/Solon moved approval, roll call taken and Res. 46-20 unanimously adopted. (See attached Resolution).

3. First Amendment-Lot D License Agreement – DEDA**RESOLUTION NO. 47-20**

Voorhees/Klosowski moved approval, roll call taken and Res. 47-20 unanimously adopted. (See attached Resolution).

4. First Amendment-Lot D Sublicense – Altec**RESOLUTION NO. 48-20**

Voorhees/Jugovich moved approval, roll call taken and Res. 48-20 unanimously adopted. (See attached Resolution).

5. Master Services Agreement – Wenck Response Services, Inc.**RESOLUTION NO. 49-20**

Klosowski/Boyle moved approval, roll call taken and Res. 49-20 unanimously adopted. (See attached Resolution).

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

1. East Warehouse Annex Exhaust System Engineering Services - Gausman & Moore
2. Berth 11 Access Agreement – Roen Salvage

VIII. GENERAL DISCUSSION

1. Other

RESOLUTION NO. 50-20

Klosowski/Solon moved approval of resolution stating appreciation of Norm Voorhees serving on the board for 12 years, roll call taken (Voorhees abstained) and Res. 50-20 adopted. (See attached Resolution).

IX. OTHER MATTERS

1. Future Board Meetings: October 28

Meeting Adjourned: Voorhees/Solon



Patrick Boyle, Secretary