

## **Held via Zoom (COVID-19)**

### **REGULAR MEETING BOARD OF COMMISSIONERS DULUTH SEAWAY PORT AUTHORITY JULY 29, 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, July 29, 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, 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 Larissa Miles, KBJR (she exited meeting by 10:15 a.m.). Mark Schill of Praxis Strategy Group joined meeting at 10:32 a.m.)

#### **II. APPROVAL OF MINUTES**

##### **1. Regular Meeting, June 24, 2020**

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

#### **III. REPORT OF TREASURER**

##### **1. Audited Financial Statement ending March 31, 2020**

##### **RESOLUTION NO. 34-20**

Voorhees/Jugovich moved approval, roll call taken and Res. 34-20 unanimously adopted.

##### **2. Financial Statement ending June 30, 2020**

##### **RESOLUTION NO. 35-20**

Klosowski/Voorhees moved approval, roll call taken and Res. 35-20 unanimously adopted.

#### **IV. COMMITTEE REPORTS**

##### **1. Budget & Finance**

**V. DEPARTMENT REPORTS**

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

**VI. ACTION ITEMS (Resolutions)**

**1. Seaway Building Remodeling Change Order No. 1 – Johnson Wilson**

**RESOLUTION NO. 36-20**

Klosowski/Sertich moved approval, roll call taken and Res. 36-20 unanimously adopted.  
(See attached Resolution).

**2. Altec Laydown Expansion Project – Northland Constructors**

**RESOLUTION NO. 37-20**

Voorhees/Solon moved approval, roll call taken and Res. 37-20 unanimously adopted.  
(See attached Resolution).

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

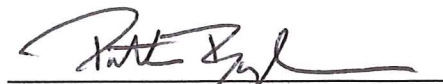
**VIII. GENERAL DISCUSSION**

1. Strategic Planning – Discussion was held with facilitator Mark Schill of Praxis Strategy Group

**IX. OTHER MATTERS**

1. Future Board Meetings: August 26

Meeting Adjourned: Boyle/Voorhees (Sertich abstained)

  
Patrick Boyle, Secretary