

**REGULAR MEETING
BOARD OF COMMISSIONERS
DULUTH SEAWAY PORT AUTHORITY
FEBRUARY 28, 2018
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, February 28, 2018, at 10:00 a.m. in the Administration Building at 1200 Port Terminal Drive.

I. ROLL CALL

Present: President Ray Klosowski, Vice President Rick Revoir, Secretary Tony Sertich
Treasurer Yvonne Solon, Assistant Treasurer Norm Voorhees and Commissioner Patrick Boyle.
Absent: Commissioner Pete Stauber.

Also present: Interim Executive Director & CFO Kevin Beardsley, Legal Counsel Steve Overom, Manager of Administration and Human Resources Becky McMillan, Director of Business Development Kate Ferguson, Facilities Manager Jason Paulson, Director of Port Planning and Resiliency Jim Sharrow, Staff Accountant Shellie Golden, Accounting Analyst Sheryl Toland, Administrative Assistant Anne Mann, Chelsea Helmer of Maki & Overom and Jonathan Lamb of Lake Superior Warehousing.

II. APPROVAL OF MINUTES

Regular Meeting, January 31, 2018

Boyle/Sertich moved approval, motion unanimously carried.

III. REPORT OF TREASURER

Financial Statement ending, January 31, 2018

RESOLUTION NO. 11-18

Voorhees/Solon moved approval, motion carried and Res. 11-18 unanimously adopted.

IV. COMMITTEE REPORTS

1. Budget & Finance
2. Personnel-Administration
3. Nominating Committee

Appointment of Nominating Committee: Boyle-Chair/Revoir/Stauber

V. DEPARTMENT REPORTS

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

VI. ACTION ITEMS (Resolutions)

1. North Star Port Magazine Pre-Production Services

RESOLUTION NO. 12-18

Voorhees/Sertich moved approval, motion carried and Res. 12-18 unanimously adopted. (See attached Resolution).

2. Wall Calendar Postage & Handling

RESOLUTION NO. 13-18

Boyle/Voorhees moved approval, motion carried and Res. 13-18 unanimously adopted. (See attached Resolution).

3. Designation of Depository Banks

RESOLUTION NO. 14-18

Revoir/Solon moved approval, motion carried and Res. 14-18 unanimously adopted. (See attached Resolution).

4. Arrangement Letter for Annual Audit

RESOLUTION NO. 15-18

Sertich/Solon moved approval, motion carried and Res. 15-18 was adopted. (See attached Resolution).

5. Special Taxing District Levy

RESOLUTION NO. 16-18

Voorhees/Boyle moved approval, motion carried and Res. 16-18 unanimously adopted. (See attached Resolution).

6. Intermodal Container Terminal Expansion Project Administration

RESOLUTION NO. 17-18

Sertich/Voorhees moved approval, motion carried and Res. 17-18 unanimously adopted. (See attached Resolution).

7. Industrial Building Expansion Award Process

RESOLUTION NO. 18-18

Voorhees/Sertich moved approval with amended language regarding special meeting option, motion carried and Res. 18-18 unanimously adopted. (See attached Resolution).

8. Terminal Tariff Update

RESOLUTION NO. 19-18

Boyle/Solon moved approval, motion carried and Res. 19-18 unanimously adopted. (See attached Resolution).

9. Other - Interim Executive Director Compensation

RESOLUTION NO. 20-18

Sertich/Voorhees moved approval of \$170,000 salary compensation to interim executive director, motion carried and Res. 20-18 unanimously adopted.

VII. BUDGETED ITEMS UNDER \$15,000 – See Purchase Order Report

1. Change Orders 1 & 2 for Berths 5-7 Fender & Cap Repair

VIII. GENERAL DISCUSSION

1. Other

IX. OTHER MATTERS

1. Future Board Meetings: March 28, April 25

Close Regular Meeting and Adjourn: Sertich/Revoir



Tony Sertich, Secretary

Closed Session followed Regular Meeting. The Board of Commissioners met in closed session pursuant to Minnesota Statutes Section 13D.05, Subd. 3(c) to develop and consider an offer for the purchase of real property located at 802 Garfield Avenue, Duluth, Minnesota.