

**REGULAR MEETING
BOARD OF COMMISSIONERS
DULUTH SEAWAY PORT AUTHORITY
JUNE 30, 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, a Regular Meeting of the Duluth Seaway Port Authority was held on Thursday, June 30, 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 (arrived at 10:08 a.m.), and Yvonne Prettnner Solon. Absent: Tony Sertich.

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, Facilities Manager Jason Paulson, Public Relations Director Adele Yorde, Director of Port Planning and Resiliency Jim Sharrow, Administrative Assistant Anne Mann, Staff Accountant Shellie Golden, Accounting Analyst Sheryl Toland, Craig Olson of Duluth Building Trades, Jay Baker of Cedar Creek LLC (formerly Lakes States Lumber) and Jonathan Lamb of Lake Superior Warehousing.

II. APPROVAL OF MINUTES

1. Regular Meeting, April 28, 2016

2. Special Meeting, May 26, 2016

Voorhees/Revoir moved approval of both April and May meetings, motion unanimously carried.

III. REPORT OF TREASURER

Financial Statement ending, May 31, 2016

RESOLUTION NO. 27-16

Revoir/Klosowski moved approval, motion unanimously carried.

IV. COMMITTEE REPORTS

1. Personnel-Administration

V. DEPARTMENT REPORTS

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

VI. ACTION ITEMS (Resolutions)

1. Vacation of Elm Avenue and Unimproved Alley

RESOLUTION NO. 28-16

Dahlberg/Voorhees moved approval, motion carried and Res. 28-16 unanimously adopted. (See attached Resolution).

2. Debottlenecking Project Construction Observation Services

RESOLUTION NO. 29-16

Dahlberg/Klosowski moved approval, motion carried and Res. 29-16 unanimously adopted. (See attached Resolution).

RESOLUTION NO. 30-16

Solon/Klosowski moved approval of using a Project Labor Agreement (PLA) for the Debottlenecking Project, motion carried and Res. 30-16 unanimously adopted. (Oral Resolution).

3. Dock C&D – Lunda Construction Change Orders

RESOLUTION NO. 31-16

Revoir/Solon moved approval, motion carried and Res. 31-16 unanimously adopted. (See attached Resolution).

4. Electrical Substation Project Design Engineering

RESOLUTION NO. 32-16

Revoir/Klosowski moved approval, motion carried and Res. 32-16 unanimously adopted. (See attached Resolution).

5. Other – Personnel Committee Resolution

RESOLUTION NO. 33-16

Voorhees/Klosowski moved approval, motion carried and Res. 33-16 unanimously adopted. (See attached Resolution).

VII. BUDGETED ITEMS UNDER \$15,000

1. 4439 Venture Ave. Architectural Remodeling Services – DSGW
2. Administration Bldg. Water Fountain Replacement – Stack Bros.
3. Broken Rail Replacement at Switches #8 & #10 – Lakehead Constructors
4. 1210 Building Asbestos and Lead Inspection – Twin Ports Testing
5. Weed Control Services – Adam's Pest Control
6. Backup Warehouse Door Installation & C.O. to Paint Five Warehouse Doors - Premier Co.
7. Install Helical Piers for Light Poles – Superior Construction Co.
8. Stormwater Compliance Assistance – Barr Engineering
9. Rail Track Inspections for May & June – Lakehead Constructors
10. Locating Services for Debottlenecking Project – Mlaskoch Communications
11. 1210 Building Security System Upgrade – Summit Companies
12. 1210 Building Asbestos Removal – Mavo Systems
13. 1222 Building Power Restoration – Bachand Electric
14. Broken Rail Replacement between Switch #3 and #8 – Lakehead Constructors
15. Erie Pier Invasive Plant Survey – Leggette, Brashears & Graham Inc.
16. Duluth Cargo Connect Decals & Magnetic Signs – Cricket Signs
17. Duluth Seaway Port Authority Decals – Cricket Signs
18. Transit Shed #3 Break Room Demolition – Stack Bros.
19. Debottlenecking Project Removal of Switch #5 – Lakehead Constructors
20. 1240 Building Security System Installation re Debottlenecking Project – Summit Fire Protection
21. Stormwater Trench Drains Engineering re Debottlenecking – Barr Engineering
22. Recycling Services for Florescent Light Bulbs – Green Lights Recycling
23. Annual Terminal Asphalt Patching – Premier Companies
24. Change Order #1-Annual Fire Suppression Systems Inspection – Summit Fire Protection
25. Hold Harmless Agreement for Birdwatching at Erie Pier – John Richardson
26. Erie Pier Land Access Permission for Invasive Prevention – St. Louis River Alliance
27. Consulting Agreement for Benefit Benchmarking – Gallagher Benefit Services

VIII. GENERAL DISCUSSION

1. Other

IX. OTHER MATTERS

1. Future Board Meetings: July 28, August 25

Meeting Adjourned: Revoir/Voorhees



Norm Voorhees, Secretary