

**REGULAR MEETING
BOARD OF COMMISSIONERS
DULUTH SEAWAY PORT AUTHORITY
AUGUST 25, 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, August 25, 2016, in the Administration Building at 1200 Port Terminal Drive.

I. ROLL CALL

Present: President Steve Raukar, Vice President Ray Klosowski, Tony Sertich and Yvonne Prettner Solon. Absent: Secretary Norm Voorhees, Treasurer Rick Revoir and Assistant Treasurer Chris Dahlberg.

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 Yorke, Director of Port Planning and Resiliency Jim Sharrow, Staff Accountant Shellie Golden, Administrative Assistant Anne Mann, and Jonathan Lamb of Lake Superior Warehousing.

II. APPROVAL OF MINUTES

Regular Meeting, July 28, 2016

Sertich/Klosowski moved approval, motion unanimously carried.

III. REPORT OF TREASURER

1. Audited Financial Statement ending March 31, 2016

RESOLUTION NO. 37-16

Solon/Sertich moved approval, motion carried and Res. 37-16 unanimously adopted.

2. Financial Statement ending July 31, 2016

RESOLUTION NO. 38-16

Sertich/Solon moved approval, motion carried and Res. 38-16 unanimously adopted.

IV. COMMITTEE REPORTS

1. Other

V. DEPARTMENT REPORTS

1. Business Development (Ferguson)
2. Government/Environmental Affairs (DeLuca)

3. Facilities Management (Paulson)
4. Port Planning (Sharrow)
5. Public Relations (Yorde)

VI. ACTION ITEMS (Resolutions)

1. North Star Port Magazine Production

RESOLUTION NO. 39-16

Solon/Klosowski moved approval, motion carried and Res. 39-16 unanimously adopted. (See attached Resolution).

2. Wall Calendar Production & Mailing

RESOLUTION NO. 40-16

Sertich/Solon moved approval, motion carried and Res. 40-16 unanimously adopted. (See attached Resolution).

3. Terminal Tariff Publishing Contract

RESOLUTION NO. 41-16

Sertich/Klosowski moved approval, motion carried and Res. 41-16 unanimously adopted. (See attached Resolution).

4. Track Repair & Improvements

RESOLUTION NO. 42-16

Klosowski/Sertich moved approval, motion carried and Res. 42-16 unanimously adopted. (See attached Resolution).

5. Debottlenecking Project Additional Engineering

RESOLUTION NO. 43-16

Solon/Sertich moved approval, motion carried and Res. 43-16 unanimously adopted. (See attached Resolution).

6. Minnesota Power Transformer Installation

RESOLUTION NO. 44-16

Solon/Klosowski moved approval, motion carried and Res. 44-16 unanimously adopted. (See attached Resolution).

VII. BUDGETED ITEMS UNDER \$15,000

1. Remove and Disposal of Asbestos Sheets-Industrial Bldg. – ACCT Inc.
2. Eight Fire Suppression Signs – Advanced Design
3. Signage for Tall Ships Event – Glenwood Signs & Awards Inc.
4. Helberg Drive 10 Tracts Abstract Information – First American Title Co.
5. Accounting Department Software Licenses & Maintenance – RSM US LLP
6. Design & Engineering Services for Debottlenecking Project – Krech & Ojard
7. Disposal of 13 Bollards – Stack Brothers
8. Brush 3.8 Acres at Garfield/Elm Site – Superior Construction Co.
9. Roof Repairs at 1210/1310 Buildings – AW Kuettel & Sons
10. Asphalt Patching-East Annex Laydown Area – Premier Companies

VIII. GENERAL DISCUSSION

1. Other

IX. OTHER MATTERS

1. Future Board Meetings: September 22

Meeting Adjourned: Sertich/Solon


Norm Voorhees, Secretary