

**REGULAR MEETING
BOARD OF COMMISSIONERS
DULUTH SEAWAY PORT AUTHORITY
OCTOBER 18, 2016
2 P.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 Tuesday, October 18, 2016, in the Administration Building at 1200 Port Terminal Drive.

I. ROLL CALL

Present: President Steve Raukar, Vice President Ray Klosowski, Treasurer Rick Revoir, Assistant Treasurer Chris Dahlberg, and Yvonne Prettnner Solon. Absent: Secretary Norm Voorhees and 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, Facilities Manager Jason Paulson, Public Relations Director Adele Yorde, Staff Accountant Shellie Golden, Accounting Analyst Sheryl Toland, Administrative Assistant Anne Mann, Paul Glogowski of Korn Ferry – Hay Group, and Jonathan Lamb of Lake Superior Warehousing.

II. APPROVAL OF MINUTES

Regular Meeting, September 22, 2016

Dahlberg/Solon moved approval, motion unanimously carried.

III. REPORT OF TREASURER

1. Other

IV. COMMITTEE REPORTS

1. Personnel-Administration
2. Resolution Proposed by Personnel Committee – Covered under 'Action Items'

V. DEPARTMENT REPORTS

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

VI. ACTION ITEMS (Resolutions)

1. **Debottlenecking Project – Change Order**

RESOLUTION NO. 50-16

Klosowski/Solon moved approval, motion carried and Res. 50-16 unanimously adopted. (See attached Resolution).

2. Calumet Lease Amendment

RESOLUTION NO. 51-16

Solon/Klosowski moved approval with suggested language from Legal Counsel, motion carried and Res. 51-16 unanimously adopted. (See attached Resolution).

3. Garfield & Elm Construction Observation

RESOLUTION NO. 52-16

Klosowski/Revoir moved approval, motion carried and Res. 52-16 unanimously adopted. (See attached Resolution).

RESOLUTION NO. 53-16

Klosowski/Revoir moved approval, motion carried and Res. 53-16 unanimously adopted. (See attached Resolution).

VII. BUDGETED ITEMS UNDER \$15,000

1. Change Order #1 re Dock Fender Timbers – Lunda Construction
2. Duluth News Tribune Magazine Advertisement – Duluth News Tribune
3. Concrete Slab re Stormsewer Repair – Stack Bros.
4. Rail Repairs at Switch #13 – Lakehead Constructors
5. Calumet Lease Parcel Survey & Legal Description – TKDA
6. Repair Compressor Motor for East Warehouse Sprinkler System – Stack Bros.
7. Cleaning Services for Rockwell Departure – Oneida Commercial Real Estate Services
8. Install Snow Rails on West Canopy of Backup Warehouse – Duluth Architectural Metals
9. Install Gutters on East Side of East Warehouse – Duluth Architectural Metals
10. Photo Services for Congressional Visit – Jeff Frey Photography
11. Pest Control Services Agreement – Guardian Pest Solutions

VIII. GENERAL DISCUSSION

1. Other

IX. OTHER MATTERS

1. Future Board Meetings: November 28

Meeting Adjourned: Revoir/Dahlberg


Norm Voorhees, Secretary