

**REGULAR MEETING
BOARD OF COMMISSIONERS
DULUTH SEAWAY PORT AUTHORITY
NOVEMBER 29, 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 Tuesday, November 29, 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 and Yvonne Prettnner Solon.
Absent: Tony Sertich.

Also present: Executive Director Vanta Coda, Legal Counsel Robert Maki, 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, Staff Accountant Shellie Golden, Accounting Analyst Sheryl Toland, Administrative Assistant Anne Mann, Robert Devolve of Stinson Leonard Street LLP and Jonathan Lamb of Lake Superior Warehousing.

II. APPROVAL OF MINUTES

Regular Meeting, October 18, 2016

Voorhees/Dahlberg moved approval, motion unanimously carried.

III. REPORT OF TREASURER

Financial Statement ending, October 31, 2016

RESOLUTION NO. 54-16

Revoir/Solon moved approval, motion carried and Res. 54-16 unanimously adopted.

IV. COMMITTEE REPORTS

1. Other

V. DEPARTMENT REPORTS

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

VI. ACTION ITEMS (Resolutions)

1. Adoption and Addendum of Environmental Policy

RESOLUTION NO. 55-16

Revoir/Solon moved approval, motion carried and Res. 55-16 unanimously adopted. (See attached Resolution).

2. Dock C&D Lunda Construction – Final Change Order

RESOLUTION NO. 56-16

Klosowski/Voorhees moved approval, motion carried and Res. 56-16 unanimously adopted. (See attached Resolution).

3. Managing Agent Agreement Exhibit A Amendment No. 3

RESOLUTION NO. 57-16

Solon/Voorhees moved approval, motion carried and Res. 57-16 unanimously adopted. (See attached Resolution).

4. Approval re Airpark Side Yard Variance

RESOLUTION NO. 58-16

Dahlberg/Klosowski moved approval, motion carried and Res. 58-16 unanimously adopted. (See attached Resolution).

5. Fire Sprinkler Maintenance Contract

RESOLUTION NO. 59-16

Dahlberg/Revoir moved approval, motion carried and Res. 59-16 unanimously adopted. (See attached Resolution).

6. Calumet Resolution No. 51-16 Amendment

RESOLUTION NO. 60-16

Dahlberg/Klosowski moved approval, motion carried and Res. 60-16 unanimously adopted. (See attached Resolution).

7. Move Calumet Boundary Fence

RESOLUTION NO. 61-16

Solon/Revoir moved approval, motion carried and Res. 61-16 unanimously adopted. (See attached Resolution).

8. Building Maintenance Services Contract

RESOLUTION NO. 62-16

Voorhees/Klosowski moved approval, motion carried and Res. 62-16 unanimously adopted. (See attached Resolution).

VII. BUDGETED ITEMS UNDER \$15,000

1. 4435 Venture Ave. Asphalt Repairs – Premier Companies
2. Terminal Property Rail Repairs – Lakehead Constructors
3. Material Testing Services for Debottlenecking Project – Twin Ports Testing
4. Flush and Winterize 21 Terminal Hydrants – Stack Bros.
5. Survey Dockwall & Land Area for Dock C&D – Cornerstone Surveying & Mapping
6. Replace Broken Valves at 1310 Building – Summit Fire Protection
7. November 2016 Rail Track Inspection – Lakehead Constructors
8. Rectangular Sign and Posts for Venture Ave. – Advanced Design
9. Venture Ave. Sprinkler Correction & Sign Removal – Stack Bros. Electrical
10. Prepare Exhibit for Affidavit for CP Ten Parcels – IC Environmental Corp.
11. Winter Rail Switch Maintenance – Lakehead Constructors
12. Snow Plowing Maintenance for Port Property and Airpark – Premier Companies

VIII. GENERAL DISCUSSION

1. Other

IX. OTHER MATTERS

1. Future Board Meetings: January 26

Meeting Adjourned: Voorhees/Klosowski



Norm Voorhees, Secretary