

VERMILION PORT AUTHORITY MEETING MINUTES

October 3, 2019 – 6:30 p.m. @ South Street Boat Ramp, 777 W. River Road, Vermilion, Ohio

Roll Call: R. Strauss; P. Corogin; D. Miklos. Absent: T. Sommer
Also Present: B. Yancar, PORT OPERATIONS MGR; F. Loucka, COUNCIL REPR; Beth Williamson, Recording Clerk
Guests: Bill McCarthy, Mayor Forthofer

Chairman Randy Strauss called the meeting of October 3, 2019 to order.

APPROVAL OF MINUTES:

D. Miklos MOVED; P. Corogin seconded to approve the meeting minutes of August 8, 2019. Roll Call Vote 3 YEAS. MOTION CARRIED.

FINANCIAL REVIEW:

B. Yancar provided the port members with a Statement of Cash from Revenue and Expense as of 1/1/2019 – 8/31/2019. According to the statement, Fund 411 Port Authority Capital had a beginning balance of \$3,761.22, net revenue of \$10,025.00 (grant), and an ending balance of \$13,786.22. The YTD salary expense totals \$42,214.50 and compared to the 2018 total of \$49,491.00 there is a difference of -\$7,275.50. Fund 214 Vermilion Port Authority Special Revenue shows a year to date expense of \$90,230.49 and compared to the 2018 total of \$109,760.93 there is a difference reflected of -\$19,530.44. The beginning balance in Fund 214 from 1/1/2018 – 7/31/2018 was \$14,153.54 followed by net revenue YTD of \$122,551.42, net expense YTD of \$90,230.49, unexpended balance of \$46,474.47, encumbrance YTD of \$4,246.92, leaving an ending balance of \$42,227.55.

He provided the members with a Deposit Recap Sheet for all revenue that includes the South Street Launch Ramp, McGarvey's Landing, Water Works Marina, Events/Misc. Revenue, Sandusky Bay LTD, Donations/All, and Lease Income/All Other. The year to date total is \$148,815.72 for VPA Operating and Capital accounts.

The 2019 yearly lease payments for Sandusky Bay, LTD (Quaker Steak and Lube) is \$22,313.43. The month recap of lease deposits in 2019 reflect Clarion Drive, Street/Riverside and the total amount collected totaled \$16,040.00. In 2018, the total early 2019 lease collection was \$9,940.00.

He submitted dock revenue comparisons from 2016 – 2019 on Water Works Marina, McGarvey's Landing, and S.S. Launch Ramp. Water Works Marina MTD for August was \$13,101.00 and in September it was \$6,787.00. Total YTD is \$49,372.51, which is up by 2.39% from 2018. McGarvey's Landing MTD for August is \$70.00 and in September they collected \$884.00 for a total of \$1,126.00 which is down -93.62% from 2018 due to the high water. The S.S. Launch Ramp revenue for August was \$5,022.50 and \$3,356.00 for September for a 2019 YTD total of \$32,039.50, which is up 19.46% from 2018.

Activity Report

B. Yancar provided all port members with a copy of his updated Activity Report, which is on file in the clerk's office.

OLD/NEW BUSINESS:

Duck Dash – Pros and cons for time of day, how the port can sell more tickets, etc. were discussed. The members addressed a new sound system and location to where to have it. They also discussed duck bags and a kiosk.

Capital Planning – Long-Term Financial Planning – The port members received a two-page 20-year revenue and expense projection dated September 16, 2019. Discussion ensued about refinancing the one million dollars.

River Dredging – Not much happening yet on this matter.

Water Works Well Drains – It was noted the splash boxes would not solve the problem and the pipe is directly to the gravel bed. Discussion ensued about putting a pipe underground and they want to get it done as soon as possible. There will be meeting with the administration to discuss this.

R. Strauss MOVED; D. Miklos seconded to run the pipe underground and get it done as soon as possible. Roll Call Vote 3 YEAS. **MOTION CARRIED.**

Port Appreciation Event – It was noted that attendance was low, and the members discussed moving and/or coordinating with another event or not doing this event at all. This matter will be tabled to a later date for further discussion.

Water Works Restroom Roof Leak

- The rubber boots are leaking and are gone in some cases. There is a spot in the utility room and a spot in the ladies' room ceilings.
- All the water funnels to one downspout - down the center of roof where water appears to be backing up under shingles. Randy suggested two layers of winter guard in this area.
- There is plywood damage in a small area of the overhang.
- Two roofing companies contacted – ADT and George's Roofing, quotes were received.
- Bill suggested holding off the full repair pending a financial evaluation of revised budgets. Question raised if we could do any repairs in the meantime – boots relatively easy to fix and would help with ladies' room. Again, Bill suggested holding off until he knows where we stand financially – After further discussion, Bill agreed to a small repair, for right now.

Handicapped Restroom Addition - We need \$30,000 and Bill Yancar stated we have received a grant for \$10,000, we are anticipating a donor for \$10,000 and we need to come up with another \$10,000. We will investigate re-applying for a grant with the agency that we were unsuccessful with earlier this year. Corogin and Yancar will investigate other possible grants. Bill McCarthy suggested looking for donors for smaller amounts (\$1,000-\$2,000). Corogin asked about using the water tower funds/411 account for this project. Discussed using \$5000 of that and still trying to get another \$5000 from donors/grants. Strauss stated let's apply for grants but could also investigate Corogin's suggestion at the same time. Everyone agreed to reallocate funds as needed to get the needed money to get the restroom started as soon as possible.

P. Corogin MOVED; D. Miklos seconded to redeploy funds if necessary, to start project. Roll Call Vote 3 YEAS. MOTION CARRIED.

Staff Reimbursement Approval - B. Yancar submitted his expense report in the amount of \$925.44.

P. Corogin MOVED; D. Miklos seconded to approve the Port Operations Manager's expenses in the amount of \$925.44. Roll Call Vote 3 YEAS. MOTION CARRIED.

Decommissioned 100,000 Spheroid Water Storage Tank – It was conveyed that a study is being done on the tank regarding the worn-down bolts in the amount of \$6,800.

Leases for 2020 – Are at \$75 per foot (was \$70 per foot), with all lease fees calculated on footage only, for consistent administration.

P. Corogin MOVED; D. Miklos seconded to increase the leases for 2020 to \$75 per foot. Roll Call Vote 3 YEAS. MOTION CARRIED.

Miscellaneous - Testing wires electrical on docks; why test now? Bill wants to test now; hold off till Spring when water id down.

ADJOURNMENT:

Randy Strauss MOVED; D. Miklos seconded to adjourn the meeting upon no further discussion. Vote 3 YEAS. MOTION CARRIED.

NEXT MEETING:

Regular Meeting: November 7, 2019 @ 6:30pm at Vermilion Municipal Complex, 687 Decatur Street, Vermilion, OH

Recording Clerk filling in for Gwen Fisher was Beth Williamson

Due to recording device transmittal failure, the minutes reflect written notes.