

VERMILION PORT AUTHORITY

January 9, 2018 - 6:30pm @ Vermilion Municipal Complex, 687 Decatur, Vermilion, OH

Roll Call: T. Sommer; B. Carrick; P. Corogin
Not Present: R. Strauss; D. Miklos
Also Present: B. Yancar, PORT OPERATIONS MGR.; F. Loucka, COUNCIL REPR

ELECTION OF CHAIRMAN:

T. Sommer MOVED; B. Carrick seconded to appoint Peter Corogin as Chairman for 2018. Roll Call Vote 3 YEAS. **MOTION CARRIED.**

The clerk was asked to look up past minutes to see who would be in line for the next Vice Chairman and this appointment would be made at the March meeting.

T. Sommer MOVED; B. Carrick seconded to approve the minutes of the November 9, 2017 meeting. Roll Call Vote 3 YEAS. **MOTION CARRIED.**

FINANCIAL REVIEW:

B. Yancar submitted for review a revised 2018 Projected Revenue and Expense Budget Recap as modifications and additional insight came in. The new budget proposal is about \$4,000 higher than the original budget, but it recognizes refined information because there were more actuals from November and December. He noted the former finance director had thought the monthly telephone charges to the Port Authority would be less than \$100 per month. Those charges are actually not for telephone but for internet/computer. He noted he closed the Centurylink account. He addressed bank charges due to the transition from First Merit to Huntington as charges were incurred for equipment and fees. He said the former finance director was supposed to negotiate with them to get the charges reversed, but wasn't sure if it was ever resolved. If not, B. Yancar noted he doesn't plan on dropping it and will follow through. He said the proposed budget reflects an increase from \$175,205.59 to \$179,334.59.

P. Corogin said under South Street Ramp the former budget for telephone was at zero but not shows it at \$1,100 and asked why. B. Yancar said when they did the original budget that is when the finance department had the Port Authority paying \$6,000 per year which was disputed. He considered the South Street Ramp as their home base, so he restructured how these charges would be broken down. B. McCarthy asked what fund the cell phone charges are allocated under and B. Yancar was unsure what fund he put those charges under, but thought it was under contracted services. He would get back to the members with an answer. P. Corogin asked what the \$3,600 in contracted services under the Water Works Marina is for. B. Yancar said this includes multiple things (Dave Phillips' services). B. Carrick asked if this includes charges to install and remove the kayak dock and B. Yancar said yes as he negotiated a new rate which includes \$800 additional over his original contract for eight additional docks (\$500 for kayak dock and \$300 for Ken King docks). P. Corogin said in the budget it shows \$1,800 for contracted services for South Street Ramp and questioned what this was for. B. Yancar said it's for D. Phillips' services there too. B. Carrick questioned the increase from \$800 to \$1,500 in bank fees at South Street Ramp. B. Yancar said they proposed the \$800 originally because they didn't know about First Merit doing what they were doing, and they got additional activity from the credit card company, so this amount was refined to what the charges will be. He said the budget can be amended throughout the year with the approval of city council.

B. Yancar addressed the 411 account as it will be transferred to the 214 account. This year when they have the duck race the revenue will be deposited directly to the 214 account, as well as any expenses related to putting the race on. He said in the overall budget they have \$62,000 in the black and it breaks down to \$35,000 in the 214 account, which is a good number as it recognizes all of their encumbrances. The \$27,000 in the 411 account does not have the encumbrance, so the final payment for the water tower is not recognized which is just a timing issue.

P. Corogin MOVED; T. Sommer seconded to adopt the revised budget for 2018 as presented. Roll Call Vote 3 YEAS. **MOTION CARRIED.**

NEW BUSINESS:

.ADA Restroom Facility (Opportunity to incorporate Kayak Storage) - *Priority*

B. Yancar said they have a fantastic kayak dock in storage they will want to install as soon as possible at the beginning of the season and they need a bulkhead. He said Bill McCarthy is an expert in bulkheads and asked if he would be willing to head up this project. He noted the dock will be installed 10 feet to the north of the existing one.

B. Carrick said they need to make ADA restrooms for the kayak area accessible to people at the right location. They need to locate the sanitary and water prior to making the decision on the location of the ADA restrooms. P. Corogin asked B. Carrick to chair a sub-committee with input from Bill Yancar and the kayak ladies and report back to the Port members at the March meeting with their ideas/options and an estimate of costs (project budget). T. Sommer said he would not have a problem with being on the committee as well.

.ADA Kayak Dock Bulkhead Installation – *Priority*

After discussion pertaining to different ideals on the bulkhead construction, P. Corogin asked B. Yancar to work with Bill McCarthy on a plan and come back to the members at the March 8th meeting. T. Sommer said they may want to look at Herk Excavating as they have done some repair work in the Lagoons and possibly they may want to work on a donation type basis. Peter Corogin, Brian Carrick, Bill Yancar, and Bill McCarthy will be part of the sub-committee.

. Upgrade Clarion Dockage at Sewer Bump-Out

B. Yancar said the bulkhead where the bump-out is located may need upgraded. He wondered if there was something they could do where the bump-out is so it's not as much of a variable as it is now. T. Sommer said it is a discharge pipe where the sanitary is and he isn't sure how they can move it. B. Yancar said he wasn't talking about moving it, but possibly encasing or covering it so it's not as dangerous negotiating getting on and off a boat. P. Corogin asked T. Sommer and B. Yancar to come up with some ideas and bring them before the members on March 8th.

. South Street Office Building – Repairs to Soffit/Roof

B. Yancar said they need some work done on the roof and assumed it was a rubber roof. T. Sommer concurred it was a rubber roof and he believes the soffit may need to be taken off if it's rotted. He said the roof is coming to its 25 year life expectancy and believes they can put another rubber roof right on top of the current one and cascade it over on the side and nail it. T. Sommer said the work needs to be done by a contractor and he can educate the contractor on how to do it. P. Corogin said this work needs to be added to their 'To Do' list for spring. T. Sommer said he can get with his subcontractor (Randy Richman) to see if he would want to do the work since he knows what to do.

.McGarvey's Installation of a New Sewage Line to Utility Building for Pump-Outs

B. Yancar said last year they determined problems with the existing system because of the height of the water froze in the winter time, and they know one place where it has a broken plastic pipe, so as a result they don't get a vacuum to be able to draw from those stations. The question becomes do they want the expense to fix each one of those stations or do they make a simple station where the handicap dock is. The board agreed they only need one. This work can be done in-house this year. P. Corogin asked B. Yancar to put this on his project list for spring and to work up a price and bring it to the March meeting.

ADJOURNMENT:

P. Corogin adjourned the meeting upon no further discussion.

NEXT MEETING:

March 8, 2018 @ 6:30pm; Meeting Place - Ramp Office, 777 W. River