

VERMILION PORT AUTHORITY

June 14, 2018 - 6:30pm @ Vermilion Municipal Complex, 687 Decatur, Vermilion, OH

Roll Call: B. Carrick; P. Corogin; R. Strauss; D. Miklos
Excused: T. Sommer

Also Present: B. Yancar, PORT OPERATIONS MGR.; F. Loucka, CITY COUNCIL REP.

P. Corogin called the June 14, 2018 meeting to order.

APPROVAL OF MINUTES:

D. Miklos MOVED; B. Carrick seconded to amend and approve the minutes of May 10, 2018, whereby page two (first sentence) should clarify the following: So far, he has spent about \$12,000 for repairs at various locations. The May 10 minutes reflected repair of the Waterworks Dock only. Roll Call Vote 4 YEAS. **MOTION CARRIED.**

CORRESPONDENCE/OPEN (Audience) DISCUSSION:

P. Corogin noted the Port received an email from Brian Carrick relative to the ADA restrooms. B. Carrick met with Vicky Lezon and Ted Wunderle regarding handicap accessible areas in Vermilion to fish. It was noted there is no fishing off the new kayak dock. Ted Wunderle said when he first moved into Vermilion he was allowed to fish behind the Water Plant and now there is signs not allowing fishing at this location. B. McCarthy explained the signs were put up due to people cutting their fish on the boardwalk and they kept finding dead fish. Todd Lezon asked where one is to fish in Vermilion. T. Wunderle said the only public spot he is aware of is at the South Street Boat Ramp. There are areas on the river you can fish, but they have a lot of downward slopes which isn't handicap feasible. B. McCarthy said the city has almost 900 ft. of riverbank and they allow them to fish within this area, but they need to unload and move their cars, so boats/trailers can pull in. The grassy area is level. T. Wunderle said it can be difficult to maneuver his wheelchair on the grass, mud, and goose droppings. He asked if fishing is allowed at McGarvey's Landing and B. McCarthy said they discourage fishing there because it's a transient boat dock and this is income producing property for the Port Authority. R. Strauss reiterated the only way the Port Authority makes its money is from transient dockage. T. Wunderle said he primarily fishes for steelhead. B. Carrick suggested the concrete dock at the boat ramp and T. Wunderle said he has taken advantage of that in the boating off season. It was discussed possibly allowing fishing behind the Water Plant in the off-season and they can post signs with dates when fishing will be allowed. P. Corogin suggested that he fish off Captain's Corner. T. Lezon said they have about 30 feet of the Mobi-mat they don't use. This was discussed as an option. P. Corogin suggested putting together a committee to discuss various options to bring back to the next meeting.

FINANCIAL REVIEW:

B. Yancar reviewed the March Statement of Cash from Revenue and Expenses with the members. Pursuant to the 214 Special Revenue Fund, the 2018 beginning balance was \$7,721.07. The net revenue year-to-date is \$17,298.68 which is comprised of the leases. If they were looking at a June report it's about \$59,000. The ending balance according to the March statement is \$1,862.58, which takes into consideration \$4,000 that is encumbered for contracts, trash, electric, etc. The 411 Port Authority Capital Fund has had no activity, so the balance is \$16,774.89. He reviewed all expenses associated with the kayak/canoe dock, which includes excavations, extra stone, spud bars, and electrical supplies which total \$7,723.90. The plumbing side is being absorbed by the treatment plant because they had work to do anyway. He said they received a grant for the dock. He addressed the camera expenses which total \$2,400. The

cameras have been mounted and the monitors have to be reconfigured. He noted miscellaneous expenses total \$3,402.37 and golf cart expenses total \$3,017.16, which gives a grand total of \$16,543.43. Therefore, they pretty much expends the \$16,774.89 balance in the capital fund. R. Strauss asked what replenishes the 411 account and B. Yancar said monies from the duck race and donations will be classified under events in fund 214 rather than the 411 account. P. Corogin noted they are done allocating money to the 411 account. R. Strauss expressed his concerns about future repairs/painting of the water tower. P. Corogin agreed they should take money and allocate it for current operations. R. Strauss said they need to make a continuous effort in setting that money aside, so they're not in the bind like they were when they painted the water tower the first time. P. Corogin agreed and B. Yancar said they could set up an internal account with the Finance Department, or they could keep their own ledger on what they want to allocate on a monthly basis, which isn't part of their spending. It will just accumulate in the bank. P. Corogin said having a separate account is easier to track. They can set up a separate line item under Fund 214. The 411 account was a capital account specifically for the loan which has been paid off. P. Corogin asked B. Yancar to meet with the finance director on this matter. B. Yancar said he will get with her to discuss setting up an accrual type of account. The board said they can decide how much they want to set aside for capital savings.

B. Yancar reviewed the Deposit Recap Sheet for 2018 which is for the South Street Launch Ramp, Water Works Marina and McGarvey's Landing. As a result of the kayak dock donations (Poker Run) and McGarvey's; last year they had zero under events and to date the total under events/miscellaneous revenue is around \$1,300. They received their first installment payment of \$400 from McGarvey's for Tune up Tuesday and for Boat Night.

B. Yancar provided a monthly recap of lease deposits for 2018 and total revenue year-to-date is \$19,790. The total revenue for all the docks and events is \$39,647.62 according to the latest deposit in June.

The McGarvey's Landing dock revenue for the month totals \$965.00; the three year average is \$1,526.17 and they are down about 36%. Water Works Marina dock revenue year to date totals \$3,093.25 for the month of May; the three year average is \$4,069.83, so they are down 23%. The South Street Launch Ramp dock revenue for the month of May is \$6,791.00 and in April they collected \$2,629.00 for a year-to-date total of \$9,470.00. In 2017, they collected in total \$6,282. The three year average is \$7,179.33, so they are up 31%. If they look at 2017 compared to 2018 they are up 50%. He noted they are above 350 man hours from last year, which works out to be around \$5,400. He said they have done so much work and got a lot accomplished, and everything is in operation. They will control the hours at this point as some of the employees are down to two working days.

P. Corogin reported on the McGarvey's rental income and noted he contacted Tim McNeil in May and he was told there isn't going to be anything, but once he gets a report he will provide the Port Authority with it. He noted at the end of June in 2017 they received a check. Last year McGarvey's did \$3,279,000 and the Port received two percent. P. Corogin asked who is responsible for striping the parking lot and it was noted Sandusky Bay is responsible, so it was suggested that he reach out to Gene Gooding on this issue. B. Carrick addressed the pedestals at McGarvey's and suggested putting a valve under there in case they have to pull them in the winter due to ice. After minimal discussion, they agreed this is something they can look into.

B. Yancar asked Mary Hoholski to update the members of the event happening at the kayak dock. M. Hoholski said on June 17 they will hold their first Poker Run. All scheduled events have been put on the city website, along with rules and regulations. There are 40 people signed up for the Poker Run to date. She will have announcements for the Poker Run starting at 9:25 am and kayakers will be in the water by 9:30 am. She will have a crew positioned at five separate stops and they will have spotters in kayaks and Bill McCarthy will be in Blue. All volunteers will wear bright yellow t-shirts that say Port Authority on the front and volunteer on

the back. They will award prizes starting at 11:45 am. She presented the Port members with a beautifully framed picture of the Kayak Dedication which included pictures of the members and others in attendance. She thanked the Port members for recognizing her and humbly said she didn't do this, but Bill Yancar was instrumental in the kayak dock. B. Yancar said he was the facilitator but had no expertise in kayaks. P. Corogin thanked Mary Hoholski on behalf of all the members for everything she did and said they appreciate her and her whole crew as they did a great job! B. Yancar said so many people chipped in and he has received phone calls from the newspapers asking for details and pictures of the kayak dock. M. Hoholski mentioned that Ingemar Svala took all the pictures at the Kayak Dedication and will be at the Poker Run on Sunday to take additional pictures.

B. Yancar noted it was mentioned at the dedication that the kayak dock didn't appear to be as usable for wheelchairs as they had promoted it. They told this individual they put the dock together with no instructions, so they came up with a plan of putting a spacer on the box beam, which caused the entire ramp to be raised up, which is less of an incline. They are confident this will resolve the concerns.

PORT OPERATIONS REPORT:

B. Yancar provided the board with his activity report as of June 14. He reported that at Water Works marina the electrical system main breaker box and slop sink electrical panel is being monitored due to the main restroom breaker popping. He wasn't sure if this was contributed to the water heater or the ice machine.

He reported the soffit is being repaired at the South Street Launch Ramp. He noted he received a call from Matt Smith of ODNR informing him they have a project going with the Cleveland Bureau of Natural History to observe/conduct research on the Vermilion River south regarding birds, fish, insects, and wild life, which will be a one-day event. There will be around 13 kayak/canoers coming on August 16 who will conduct the research.

B. Carrick mentioned the last meeting minutes reported that the FB page was dead, but B. Yancar mentioned in the most activity report that the FB page will be recovered. B. Yancar said he might have a misunderstanding on this issue, but they didn't want to leave the FB page in idle mode. He said they could deactivate the page if the members were in agreement. B. Carrick said when he searches for the page it's gone. P. Corogin said if they do a FB page then they need to come up with a policy and decide who will manage it; determine a plan, purpose and implement it. Currently they don't have anything and the password is unknown due to the time the transition was made in the hiring of a new Port Operation Manager. He asked the members if the city website was sufficient enough. D. Miklos said there is an old Port Authority page that is still active, but nobody knew how recent pictures were posted. It was noted that anyone could have linked the pictures to this page. P. Corogin said if they want a FB page then they should come up with a plan, but he asked the members their feelings on this and said somebody would have to put the energy into managing it. The Port Authority information is on the city website. G. Fisher understands B. Carrick's thoughts on having a FB page and mentioned the Vermilion Police Department has a FB page which a lot of information is seen by many. She said today's generation is social media and there is a Vermilion Gab Page on FB, which also provides event information. She said they can have a Port Authority Facebook page to just post events. B. Carrick said they should reach out to the Lorain Port Authority to see how they manage their FB page. D. Miklos said if they do this it should be informational news only on events. He said he has no desire to get into all the threads and communications. G. Fisher concurred there are a lot of negative comments on FB. P. Corogin understands FB is popular with the new generation. B. Carrick thought FB was a good way to promote the Port Authority, but was willing to research how other Port Authorities manage their FB. P. Corogin said at this point they should let this issue go and the members agreed. The board will try to figure out how to take the current page down and if they decide later on to have a FB page then they will start the page fresh.

ADJOURNMENT:

D. Miklos MOVED; P. Corogin seconded to adjourn the meeting upon no further discussion.

NEXT MEETING:

July 12, 2018 @ 6:30 pm; Meeting Place – Ramp Office, 777 W. River, Vermilion, OH