

**Lorain Port and Finance Authority  
Board of Directors  
Regular Meeting  
Train Station  
Tuesday, October 13, 2020, at 7:00 p.m.**

**Board of Directors:** Messrs. Bansek, Davila, Kusznir, Mullins, Nielsen, Sommers, Veard and Zgonc (8; Mr. Zellers was absent.)

**Staff:** Tom Brown, Executive Director  
Tiffany McClelland, Economic Development Director  
Yvonne Smith, Accountant  
Kelsey Leyva-Smith, Office Manager  
Mike Brosky, Attorney

**Guests:** Lynn Van Wagnen, LPA Receptionist  
Jack Bradley, Lorain Mayor  
Anthony Horn, Owner of T-Bonds

**I. Roll Call**

A. The meeting was called to order at 7:02 p.m. by Chairman Brad Mullins with roll call indicating a quorum present.

**II. Pledge of Allegiance**

**III. Disposition of Meeting Minutes**

A. **September 8, 2020, Regular Board Meeting:** Mr. Mullins asked if there were any questions, changes or corrections. Mrs. Leyva-Smith explained two typos were corrected. On page one, "lost" was changed to "lot" and on page three "s" was changed to "is." Mr. Sommers moved to approve the minutes. Mr. Nielsen seconded. Motion carried.

**IV. Report of Officers**

**A. Chairman**

1. Correspondence received:

a. Mr. Brown said Main Street is selling a Christmas ornament featuring the streetscape. Mr. Nielsen has an example at his shop. Ornaments are \$20 and orders need to be in by October 18. Pick up is October

30<sup>th</sup>. Mr. Brown said he wants to order 20 so we have some in stock at the office to sell.

- b. Mr. Brown said last week Lorain City Council unanimously approved the Cold Storage facility. The purchase agreement is moving forward and he's hopeful for hardhats and overturned dirt in the future. Mr. Brown sees this as a huge achievement. For council to embrace the deal unanimously without taking it to a committee is a great step in the right direction.
- c. In the next week or two, either on October 27 or 30, the Lorain County Metro Parks will be having a ribbon cutting at Mile Marker 00. This is the bike trail that ends near the Mile-Long Pier and Oasis Marinas at Port Lorain. The metro parks will send out invite. Mr. Ziemnik will likely attend. Tentatively, Cascade Park is planning to have a ribbon cutting too. The idea is to get a group together to ride bikes from Mile Marker 00 to Cascade Park in Elyria.
- d. Last week the phragmite mitigation project started at the Dike Disposal Site. Mr. Brown said he visited the site on a day when about 50 birders happened to be there to see a Brooder Sparrow. The bird is from the west coast and it was the first Ohio sighting. He talked with the birders and while they're still mad about willow tree removal last year, they're excited we're going after the phragmite. Migration has started, so they were nervous at first, but they were understanding of the timing. On Thursday, units went around the site with herbicide to get rid of the phragmite. It will later be cut down and then eventually seeded. Phragmite will come back in any blank space, so we plan to plant native plants instead. Mr. Brown said this is the start of the five-year pan.
- e. Mr. Brown said we also redid the landscaping in the parking lot at the base of the hill near Mile Marker 00. The islands were cleared out except for a few trees. New grasses were planted, and rather than having stubbly grass, we did river stones. There are still a few small

items to tackle but it's looking a lot cleaner/better. In coordination with Oasis Marinas, we also did the landscaping outside the marina office building. Mr. Brown said a lot of what was around the building was overgrown, so about 80 percent was removed. The trees were trimmed, and all new plants and mulch were added. It made a big difference.

**B. Executive Director**

1. King Fishery Lease Agreement: Mr. Brown said King Fishery is at the south end of Black River Landing. They run four trap net operations in the perch industry. They need a 10-foot lease from us. Where they tie up their last boat is technically 10-feet onto our property. They pay a small fee to use the space and have for a long time. Mr. Brown asked for the board's approval for the lease, adding that it makes sense and allows us to be good neighbors. Mr. Mullins asked if it could be extended to multiple years. Mr. Brown said that is a possibility. Mr. Davila said Mr. King would need to sign off on that, too. Mr. Brown suggested passes the agreement this year and giving him time to talk with Mr. King about a multiple-year agreement next year. Mr. Mullins agreed.

Mr. Mullins presented:

**A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO RENEW AN AGREEMENT WITH KING FISHERY TO LEASE A PORTION OF THE GROVE SITE FOR TEMPORARY STORAGE COMMERCIAL FISHING VESSELS.**

Mr. Nielsen moved to approve Resolution No. 2020-27. Second by Mr. Bansek. Roll call votes as follows:

**Ayes: 8                      Nays: 0                      Abstain: 0                      Resolution Passed**

**C. Economic Development Director**

1. Brownfield Grant Update: Ms. McClelland said we're currently in the application period to submit for the Brownfield Assessment Grant funding. The application goes in at the end of the month and we're hoping to get \$300,000. The board already passed resolution last month, so this is just a

reminder. The application will be posted on our website and shared on social media if anyone has any interest in reviewing it.

2. Exciting announcement: Ms. McClelland said yesterday she attended the Elyria Township Trustee meeting. We had submitted for them to expand the ESID into Elyria Township and they have approved the request. With the ESID expanding from Lorain territory into the township territory, we're now able to offer PACE Financing to the township as well. Not only that, but it opens the possibility for us to expand into other areas as well. Elyria is very interested in being able to offer PACE Financing but geographically Lorain and Elyria do not touch. The slight location barrier has now been solved. Ms. McClelland said she's now working with Elyria and is expecting to expand the ESID there by November. It's a good step for us.

## **V. Report of Committees**

### **A. Contract Management Committee**

1. Mr. Sommers had no report. Mr. Brown said there will be a meeting in November.

### **B. Strategic Development Plan Committee**

1. Mr. Kuszniir said he had no report.

### **C. Marketing and Public Affairs Committee**

1. Mr. Bansek said he had no report.

### **D. Grounds Maintenance and Capital Improvements Committee**

1. Mr. Nielsen said he had no report.
2. Mr. Brown said he would like the committee to meet next month as well so present on the 2020 ground maintenance projects. He suggested a joint meeting with contract for the year-end report.

### **E. Financial Planning and Audit Committee**

1. September 2020 Financial Statement: Mrs. Smith said she was not able to go over financials with a board member, so that will be held until November.
2. Accepting Amounts and Rates for Calendar Year 2021: Mrs. Smith said in July the board passed a budget for 2021 and we submitted it to the

county. Last month the County Commissioners met and presented the tax rates and amounts for 2021. We now need to accept and certify them to the county. The resolution had a slight error, and “2020” was changed to “2021.”

Mr. Mullins presented:

**A RESOLUTION ACCEPTING THE AMOUNTS AND RATES FOR CALENDAR YEAR 2021 AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR.**

Mr. Davila moved to approve Resolution No. 2020-28. Second by Mr. Sommers. Roll call vote as follows:

**Ayes: 8                      Nays: 0                      Abstain: 0                      Resolution Passed**

3. Budget Amendment: Mrs. Smith said due to COVID we were unable to offer most of our recreation activities, so we had to make some adjustments the budget. The staff went over the budget prior to requesting the amendment. This year we have a bit of an anomaly with our first payroll of 2021. It will be on January 1. That is recognized as a bank holiday, and our policy is to pay the day before the holiday, which would be in 2020. The general fund we reduced by \$88,809.23. The general fund appropriations were reduced by \$98,577.17. The Kelley’s Island line items weren’t included digitally for some reason, but there was a revenue increase of \$22,735.44 and an expenditure increase of the same amount.

Mr. Mullins presented:

**A RESOLUTION RATIFYING EXPENDITURES AND AUTHORIZING THE EXECUTIVE DIRECTOR TO REVISE THE 2020 OPERATING BUDGET, TRANSFER AND APPROPRIATE FUNDS AND REQUEST AN AMENDED CERTIFICATE OF ESTIMATED RESOURCES FROM THE COUNTY AUDITOR.**

Mr. Veard moved to approve Resolution No. 2020-29. Second by Mr. Davila. Roll call vote as follows:

**Ayes: 8                      Nays: 0                      Abstain: 0                      Resolution Passed**

Mr. Davila asked if the changes in revenues and expenditures was a wash? Mr. Brown said a lot were complimentary. When we have the concert series, we’re using a lot more

electricity and water. Although we lost some revenue, we weren't spending as much either. We're also not traveling as much this year. Mr. Mullins asked what was the net loss? Mr. Brown said we'd have to dig deeper to find that number.

**F. Bylaws and Personnel Committee**

1. Mr. Sommers said he had no report.

**VI. Other Business**

A. None.

**VII. Public Comment**

A. Mr. Bradley thanked the Port for its involvement with the economic development at the industrial park. It's Exciting to see the development. Council voted unanimously and he agrees it's the right direction. He thanked the Port for their support and cooperation.

**VIII. Executive Session: Purpose of Property Disposition**

A. Mr. Davila moved to enter executive session. Second by Mr. Bansek. Roll call vote as follows:

**Ayes: 8                  Nays: 0                  Abstain: 0                  Motion Carried**

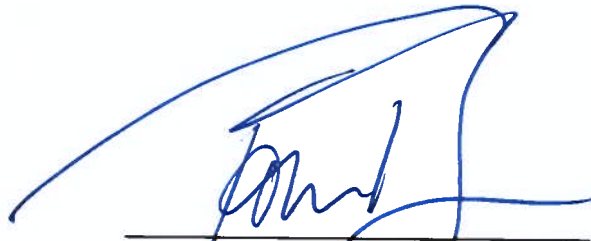
Mr. Davila moved to exit executive session. Mr. Zgonc seconded. Motion carried.

**IX. Adjournment**

A. There being no further business to come before the board, Mr. Sommers moved to adjourn. Mr. Nielsen seconded. Meeting adjourned at 8:00 p.m.



Brad Mullins, Chairman

  
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Tom Brown, Executive Director