

PORT OF OSWEGO AUTHORITY
Annual Meeting
Wednesday, March 27, 2024

CALL TO ORDER: Ms. Cosemento called the meeting to order at 4:41 PM.

PRESENT: Constance Cosemento - Vice Chairperson, Stan Delia, Tom Schneider, Kathleen Macey, and William Scriber - Executive Director.

ALSO PRESENT: Pat McMahon - Supervisor of Development & Maintenance, Debbie Godden - Accounting Manager, Kim Natoli - Port Employee, Mercedes Niess - Executive Director of the H. Lee White Maritime Museum, and Don Smith - Board Member of H. Lee White Maritime Museum.

PRESENT ON ZOOM: Francis Enwright – Chairperson.

ABSENT: Dr. John Kares Smith and Diane Zeller.

ANNUAL MEETING ITEMS

Motion AM 2401 – Approval of Prompt Payment Policy Pursuant to Section 2880 of the Public Authorities Law (Exhibit A)

A motion was made by Mr. Delia to approve the Prompt Payment Policy Pursuant to Section 2880 of the Public Authorities Law. Motion was seconded by Ms. Macey. Motion passed. 4-Aye, 0-Nay.

Motion AM 2402 – Review and approve the adoption of Guidelines for Awarding of Procurement Contracts Pursuant to Section 2879 of the Public Authorities Law (Exhibit B)

A motion was made by Mr. Schneider to approve adoption of Guidelines for Awarding of Procurement Contracts Pursuant to Section 2879 of the Public Authorities Law. Motion was seconded by Ms. Macey. Motion passed. 4-Aye, 0-Nay.

Mr. Schneider inquired about the numbers on page 4, Item B on Public Authorities Law. Mr. Scriber explained that the Port does follow the Law.

Motion AM 2403 - Review and approve the Port of Oswego Authority Property Disposition Policy Pursuant to Section 2896 of the Public Authorities Law (Exhibit C)

A motion was made by Mr. Schneider to approve Port of Oswego Authority Property Disposition Policy Pursuant to Section 2896 of the Public Authorities Law. Motion was seconded by Mr. Delia. Motion passed. 4-Aye, 0-Nay.

Mr. Schneider inquired about Reporting Requirements on Annual Report, list of all properties on page 3; Ms. Godden explained that it is reported to the Public Authorities Reporting Information System (PARIS) annually.

Motion AM 2404 – Review and approve the Port of Oswego Authority Investment Policy Pursuant to Section 2925 of the Public Authorities Law (Exhibit D)

A motion was made by Mr. Schneider to approve the Port of Oswego Authority Investment Policy Pursuant to Section 2925 of the Public Authorities Law. Motion was seconded by Mr. Delia. Motion passed. 4-Aye, 0-Nay.

Motion AM 2405 – Review and approve the Port of Oswego Authority Mission Statement and KPIs (Exhibit E)

A motion was made by Mr. Schneider to approve the Port of Oswego Authority Mission Statement and KPIs. Motion was seconded by Ms. Macey. Motion passed. 4-Aye, 0-Nay.

Mr. Schneider would like to comment more on this in Executive Session.

Appointments and Elections

• **Appointment of Legal Counsel for FY 2024-2025 (Exhibit F)**

Mr. Scriber explained currently that the Port utilizes Bond, Schoeneck & King, PLLC for labor law attorneys and Bousquet Holstein PLLC for general counsel.

A motion was made by Mr. Schneider and Ms. Macey seconded this motion. Motion passed. 4-Aye, 0-Nay.

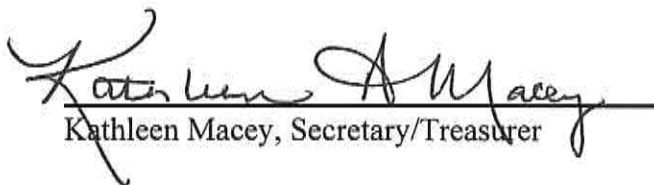
• **Election of Board Officers for FY 2024-2025 (Exhibit G)**

- Chairman – Mr. Francis Enwright
- Vice-Chairman – Ms. Connie Cosemento
- Secretary/Treasurer – Ms. Kathleen Macey

A motion was made by Mr. Schneider and Mr. Delia seconded this motion. Motion passed. 4-Aye, 0-Nay.

ADJOURNMENT

A motion was made by Mr. Schneider to adjourn the Annual Meeting at 4:56 PM. Motion seconded by Mr. Delia. Motion passed. 4-Aye, 0-Nay.


Kathleen Macey, Secretary/Treasurer

PORT OF OSWEGO AUTHORITY
Regular Monthly Meeting
Wednesday, March 27, 2024

CALL TO ORDER: Ms. Cosemento called the meeting to order at 4:56 PM.

PRESENT: Constance Cosemento - Vice Chairperson, Stan Delia, Tom Schneider, Kathleen Macey, and William Scriber - Executive Director.

ALSO PRESENT: Pat McMahon - Supervisor of Development & Maintenance, Debbie Godden - Accounting Manager, Kim Natoli - Port Employee, Mercedes Niess - Executive Director of the H. Lee White Maritime Museum, and Don Smith - Board Member of H. Lee White Maritime Museum.

PRESENT ON ZOOM: Francis Enwright – Chairperson.

ABSENT: Dr. John Kares Smith and Diane Zeller.

NEW BUSINESS

Mercedes Niess - Executive Director of the H. Lee White Maritime Museum spoke briefly about the Museum's operating plans during the Solar Eclipse Weekend and the day of the eclipse. The Museum will be open on the weekend prior to the eclipse. On the day of the eclipse, they will be curtailing vehicle traffic on the pier because of the anticipated high numbers of people that will be coming to view it. They do not want vehicles on the pier after 1:00 PM. The Museum is requesting barricades to assist with blocking the pier; the Museum will be closed during the eclipse, and they will have staff and volunteers to assist in monitoring the property. Mercedes Niess also passed out to Board members pamphlets of area museums plans for the Solar Eclipse weekend.

Mr. Scriber explained that the Port will provide barricades to the Museum and security personnel at the Goble Marina property.

Mercedes Niess also described the Museum's Star Gazing event on Wednesday, April 24, 2024 to the Board members. She explained that professors from SUNY Oswego who bring their portable telescopes to a small group of people. The Museum is requesting to go just beyond the black fence where it is much darker for star-gazing.

Mr. Scriber stated construction would start on the West Terminal Pier, and that even though he didn't have an issue with this event, he would have to contact the construction company (W.D. Malone) who are completing the repairs. Temporary fencing will be installed prior to the event, and there are concerns of steel, heavy equipment, and scene safety. Also, the Property Use form, which is available on the Port's website, would have to be completed prior to the event.

Mr. Schneider inquired about the grant paperwork for the LT-5 and if the Port had fulfilled its obligation in this matter. Mercedes Niess explained that the grant paperwork has been sent to the state, it has been received (it was sent Certified Mail), and they are awaiting the required signatures from the state.

Ms. Cosemento expressed their best wishes and prayers to all affected by the Francis Scott Key bridge accident that occurred on Tuesday, March 26, 2024.

APPROVAL OF MINUTES

Motion 03-27-2401: A motion was made by Mr. Delia to approve the minutes of the February 12, 2024 regular monthly meeting. Motion was seconded by Ms. Macey. Motion passed. 4-Aye, 0-Nay.

ADMINISTRATIVE OPERATIONAL REPORT

Mr. Scriber, Executive Director, presented the Administrative Operational Report to the Board and addressed any questions or comments.

Report Topics:

Monthly operations update – February 2024

Update on projects:

- Monthly Report – included.
- Aluminum – test of the large ingot occurred on February 13, 2024, which was 90 railcars with large ingots for Novelis; there are 3 onsite now from the return trip. The Port is planning to unload when CSX will be onsite, which will be the following week.
- American Great Lakes Port Association (AGLPA) – agenda provided to Board members for the Washington D.C. trip that went well and included a meeting with United States Secretary of Transportation Pete Buttigieg. Meetings also included members of Murad, who administer the Port Infrastructure Development Program grant (PIDP). Mr. Scriber reiterated during discussions the importance of why Great Lakes ports needs the developments funds to upgrade the aging ports.
- Reach Stacker bids – due on Friday, March 29, 2024, will advise on results.
- Micron Steering Committee – no new developments (30 members of this committee)
- Army Corp of Engineers – Section 107, not occurring.
- Solar Eclipse – closing operations at 11:00 A.M. on the day; security will remain on Port properties. The Port has been asked by the City of Oswego to open the Fitzgibbons property for parking, however there are scene safety issues to consider (rocks, dirt, etc.), as well as limited staff to control parking issues.

DISCUSSIONS ON TOPICS FROM ADMINISTRATIVE OPERATIONAL REPORT

Mr. Scriber explained that the Great Lakes Association is not another environmental organization, but a development agency – economic development aimed at the Great Lakes ports, to create jobs and industrial development, infrastructure development in the areas.

Mr. Scriber explained further on Section 107 (for harbor deepening, harbor maintenance, navigation improvements) – the cap in authorized funds is unrealistic because of costs, attempting to get Congress to amend the legislation to increase the funding cap. This would be for harbor deepening projects.

ADMINISTRATIVE FINANCIAL REPORTS

Motion 03-27-2402: A motion was made by Ms. Macey to accept the February financial reports as presented. Motion seconded by Mr. Delia. Motion passed. 4-Aye, 0-Nay.

Primary Financial Reports

- Cash Position
- Balance Sheet
- Profit & Loss Statement

Subsidiary Financial Reports

- Monthly Bills
- Accounts payable
- Accounts Receivable
- Loan Summary
- Schedule of Assets
- Sales Report

Mr. Schneider commented that the cash position decreased as it is reflective of the slower part of the season and year. The income statement shows a significant decrease over the year of 2023, however remains ahead of budget.

Chairman's Report: Mr. Enwright thanked Ms. Cosemento, Mr. Scriber, and Mr. Schneider for attending the City of Oswego Administrative Services Committee meeting on Monday, March 18, 2024 in regard to the resolution by the Mayor of Oswego for modifying East 1st Street. He cited that the Port had excellent representation at the meeting, and they did a very good job in explaining why it is necessary for the modification. The results of the meeting were disappointing – not one councilor forwarded the resolution on for council vote. The Broadwell Group reiterated safety, and was mimicked by the councilors, during that Committee meeting; it appears that they would want all truck traffic ceased in the area. This opinion puts all truck drivers transversing the City limits in an unfavorable disadvantage (being described as unsafe operators, speeding), when in actuality they are high-skilled.

Mr. Schneider and Mr. Scriber reiterated that Ms. Cosemento did an excellent job in her opening statement during the City's Committee meeting.

COMMITTEE REPORTS:

Executive Committee: Ms. Cosemento described the last Port of Oswego Authority/City of Oswego Advisory Committee meeting that took place on February 22, 2024 at the Port; the Broadwell Group was invited to share their concerns on the modification of East 1st Street. None of the three plans put forth by the City of Oswego Engineer and C&S Companies were viable, as they were all exorbitant and high-priced. A fourth option was created by C&S Companies and brought to the City's Committee meeting – to remove 15' of island on the north end of the median and also remove a bump-out in the middle (giving the Broadwell Group two additional parking spaces), paint crossings, and install speed bumps to control vehicular speeds, decreasing the project cost down to \$30,173.00 which the Port was willing to pay \$25,000.00 of that cost, which one Councilor requested the Port pay the total (Mr. Scriber stated that the same Councilor was quoted in a local newspaper that he would never support the resolution). Mr. Delia commented that the price was not an issue with the project.

Mr. Scriber reiterated that it takes approximately 5-7 years to redesign an alternative route of egress and went on to explain that the road that the Port has connected to the Fitzgibbons property is not designed for daily traffic and it is not wide enough for daily traffic. When looking at the Fitzgibbons connecting road, the road has to be extended out further, and the Army Corp of Engineers, Department of Environmental Conservation (DEC), SEQRs, New York State Department of State are all involved in the process, taking approximately five years to develop a plan; it took six years to designate East 1st Street a truck route originally (beginning in 1999, working through the National Highway Act, New York State Department of Transportation, city engineering, Port engineering, then issuing a report in 2001, with construction beginning in 2003, not including lake issues and CSX agreements). The Port originated in 1955; the Broadwell Group constructed a water park next to an operating port.

Ms. Cosemento stated that the Governor did a ribbon-cutting to designate the water park as a tourist attraction/area, however she did not designate the street as a tourist area, and the street is still a designated truck route. Mr. Schneider stated that the State designating a very successful revitalization in downtown Oswego did not take into consideration the impact on this industrial Port.

Audit and Finance Committee: Mr. Schneider stated that the Audit and Finance Committee had a meeting on March 21, 2024 to discuss the 2024-2025 fiscal year operating budget (with himself, Mr. Delia, Mr. Scriber, and Ms. Godden). He recommended the budget as presented in the email Board members received.

Motion 03-27-2407: A motion was made by Mr. Schneider to approve the 2024-2025 fiscal year operating budget as presented. Motion seconded by Mr. Delia. Motion passed. 4-Aye, 0-Nay.

Governance Committee: No report; Dr. Kares Smith was absent.

Planning and Development Committee: No report per Ms. Macey.

OLD BUSINESS:

None.

NEW BUSINESS:

East 1st Street – Reevaluating Return to Original Route – Mr. Scriber explained that he spoke with Carl Rode with C&S Companies to review the original route, which is the Marina road out East 1st Street to East Bridge Steet/State Route 104. It is possible, as it has been utilized before, it is a truck route, it was not undesignated, and it is the Port’s property. The engineers are looking at widths, load capabilities, and capacities. He stated that the Port can’t just stop doing international commerce, and by restricting the Port, it not only disadvantages the City of Oswego but the entire region of customers. Mr. Scriber will update the Board on how that progresses.

Goble Marina Bathhouse Bids – bids that were received were costly. C&S Companies recommended rejecting all bids that were submitted, and after reviewing the bids and C&S Companies review, Mr. Scriber also recommended rejecting the bids.

Motion 03-27-2408: A motion was made by Mr. Schneider to reject all bids submitted for the Goble Marina Bathhouse renovations at 6:35 PM. Motion seconded by Ms. Macey. Motion passed. 4-Aye, 0-Nay.

Goble Marina Bathhouse, New Design with Budget Parameters and Scope – Mr. Scriber stated that C&S Companies presented a new scope for the renovations. There is a detailed list of items such as new hardware, counters, painting, upgrading lights, replacing doors, exterior painting, repairs soffits, and making it handicap-accessible in the restrooms (widening the doors). The Port has many talented employees who can self-perform some of the scope of work, and the remaining work completed by local contractors, under the spending limits, within the budget, and keeping with the scope of work.

Motion 03-27-2409: A motion was made by Mr. Schneider to move forward with the new scope of work for Goble Marina Bathhouse renovations at 6:41 PM. Motion seconded by Mr. Delia. Motion passed. 4-Aye, 0-Nay.

Motion 03-27-2405: A motion was made by Mr. Delia to accept funding through the New York State Department of Transportation (NYSDOT) for the 2023 Passenger and Freight Rail Assistance Program in the amount of \$1,832,320.00 for an Electric Railcar Mover at 6:45 PM. Motion seconded by Ms. Macey. Motion passed. 4-Aye, 0-Nay.

Mr. Schneider congratulated Mr. Scriber on his efforts to secure this funding for the Port.

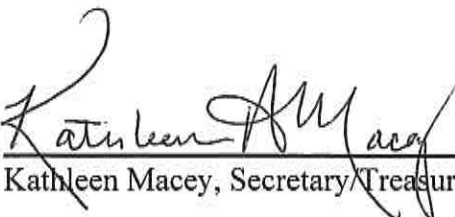
Motion 03-27-2406: A motion was made by Mr. Delia to accept funding through the New York State Department of Transportation (NYSDOT) for the 2023 Passenger and Freight Rail Assistance Program in the amount of \$2,861,349.27 for additional storage track, track upgrades, and railcar unloading at 6:46 PM. Motion seconded by Ms. Macey. Motion passed. 4-Aye, 0-Nay.

Mr. Scriber stated that part of the Port's Comprehensive Plan was to add additional tracks, which would allow the Port to handle up to 90 railcars, opening a new market with the largest operating railyard in Oswego County, making the Port a true intermodal facility. Ms. Cosemento reiterated praise for Mr. Scriber in securing funding for this grant.

EXECUTIVE SESSION

Motion 03-27-2403: A motion was made by Mr. Schneider to enter executive session at 6:49 PM for discussion on property and personnel. Motion seconded by Ms. Macey. Motion passed. 4-Aye, 0-Nay.

Motion 03-27-2404 & Motion 03-27-2409: A motion was made by Ms. Macey to adjourn at 7:52 PM. Motion seconded by Mr. Schneider. Motion passed. 4-Aye, 0-Nay.



Kathleen Macey, Secretary/Treasurer