

PORT OF OSWEGO AUTHORITY – UNAPPROVED/DRAFT
Regular Monthly Board Meeting
Monday, April 21, 2025

CALL TO ORDER: Mrs. Cosemento called the meeting to order at approximately 4:43 PM.

PRESENT: Constance Cosemento - Vice Chairperson, Stan Delia, Dr. John Kares Smith, Kathleen Macey, Diane Zeller, and Thomas Schneider - Interim Executive Director.

ALSO PRESENT: Pat McMahon - Supervisor of Development & Maintenance, James Metcalf - citizen, observing, and Kimberly Natoli - Port Employee.

PRESENT ON PHONE: Francis Enwright - Chairperson

Motion 04-21-2501:

A motion was made by Mr. Delia to enter into Executive Session for discussion of federal grants at 4:44 PM. Motion was seconded by Ms. Zeller. Motion passed. 5-Aye, 0-Nay.

- A motion was made by Ms. Zeller to invite James Metcalf into Executive Session. Motion was seconded by Dr. Kares Smith. Motion passed. 5-Aye, 0-Nay.

Motion 04-21-2502:

A motion was made by Ms. Zeller to resume the regular monthly meeting at 5:12 PM. Motion was seconded by Ms. Macey. Motion passed. 5-Aye, 0-Nay.

APPROVAL OF MINUTES

Motion 04-21-2503:

A motion was made by Dr. Kares Smith to approve the minutes of the March 26, 2025 Regular Monthly Meeting and Annual Meeting at 5:34 PM. Motion was seconded by Ms. Macey. Motion passed. 5-Aye, 0-Nay.

ADMINISTRATIVE OPERATIONAL REPORT

Mr. Schneider, Interim Executive Director, presented the Administrative Operational Report to the Board and addressed any questions or comments at 5:13 PM.

Report Topics:

Monthly operations update – March 2025

Update on projects:

- Operations Monthly Report – included; this report originates from the Port's Scale's Office, provided by employee George Lloyd, that shows the volume of trucks, railcars, and vessels within any given month. The Port's three (3) commodities are that are transloaded and warehoused:
 - ✓ **aluminum**
 - ✓ **grain**
 - ✓ **potash**

The number of trucks and rail is up significantly over last month. Pertaining to grain, the Port's customer, The DeLong Co. Inc., did visit the Port; Mr. Schneider and Mr. McMahon are scheduled to tour the customer's facility in Geneva, NY later in the week. In regards to potash, there is a vessel (Algoma Innovator) arriving at the Port within the week.

- Marina – at the east-side Marina the recently refurbished crane is hoisting boats in the water and it is working well.
- Tenant Update
 - Heidelberg Materials – the Port is responsible for the condition of the tenant's grounds. Heidelberg Materials approached the Port about the condition of the asphalt. They will be looking into getting pricing; it is not ideal for the tenants or the Port to have this much deferred maintenance in the lots.
 - Vinegar Hill Property – closed on the sale on the land.
- Projects – breakwall repairs will be beginning soon. Trains have left the quarries and they are enroute; it takes about one month to arrive at Port property.
- Warehouse Modernization Grant – Port Infrastructure Development Program (PIDP), working with Maritime Administration (MARAD).
- Electric Railcar Mover – public bid process; there were three bids that were due April 10, 2025. This is a Passenger and Freight Rail Assistance Program (PFRAP) grant.
- Still Watch Vessel – abandoned vessel still sits at the Port's dock. The United States Coast Guard (USCG) has completed all of their remediation and issued a letter of report, signed off on it, then under their watch and utilizing Port equipment, moved the vessel north down the wharf into the secure Port area. The Port has to monitor the vessel now, ensure that it doesn't take on water.
- Meetings – Novelis, The DeLong Co. Inc., and NOAA; will have pricing/proposals to handle sugar and salt. Also Mr. McMahon and Mr. Schneider are now a part of a working group on an air separation plant that will be located near the future Micron plant (takes air and separates oxygen, nitrogen, and argon through a complex process of freezing and cooling and separating).

DISCUSSIONS ON TOPICS FROM ADMINISTRATIVE OPERATIONAL REPORT

Ms. Zeller asked when the vessels start to arrive at the Port; Mr. Schneider stated that April is usually when ships start to arrive. Mrs. Cosemento and Mr. Delia inquired where potash comes from; Mr. McMahon stated Thunder Bay. Mr. Delia inquired what happens to the potash once it gets to the Port. Mr. Schneider explained that the vessel that will be arriving at the Port will have a small load of potash. The ship refills Dome 3, Dome 2 is empty right now (product was loaded out on trucks). The next ship that comes in will refill Dome 2.

Mr. McMahon described the conditions at the west-side Goble Marina. The Port's contractor is currently building new brackets for the docks at the west-side. During the winter, ice came in off the lake and breakwall and damaged twelve docks; new end caps need to be installed. Mrs. Cosemento inquired if there was business at the west-side. Mr. McMahon stated that there are potential customers that would like to rent slips. After the damaged sustained this past winter season, the Port would look to install dock bubblers or dock deicers ("bubblers") at Goble Marina, which uses air bubbles to prevent ice formation around docks and marinas during the winter. Dock bubblers work by bringing

warm water from below the ice surface up to the surface, circulating the water, disrupting the ice formation process and keeping the area around the dock free of ice.

The aging hoist at the east-side is operational; it will suffice this season. All docks are in on the east-side and they are being filled.

Mr. Delia inquired if the Electric Railcar Mover was 100% subsidized. Mr. Schneider indicated that the grant covered 100% of the cost of the Railcar Mover; the bid came in below the total amount of the grant. Mr. Schneider stated that a railcar mover is a needed piece of equipment at the Port. Mr. McMahon stated that the new Electric Railcar Mover will help in conjunction with the Port's trackmobile, especially with the rock project going.

In regard to removing the Still Watch from the water, Mr. McMahon researched the cost of cranes to remove the vessel from the water. The weight of the vessel is approximately 380 tons. Two 600-tons crawler cranes would be needed. With crane rental and mobilizations, the total cost would be over \$1.7 million dollars to remove the vessel from the water.

ADMINISTRATIVE FINANCIAL REPORTS

Motion 04-21-2504: A motion was made by Ms. Zeller to accept March's financial reports as presented at 5:47 PM. Motion seconded by Ms. Macey. Motion passed. 5-Aye, 0-Nay.

Primary Financial Reports

- Cash Position
- Balance Sheet
- Profit & Loss Statement
- Marina Profit & Loss Statement

Subsidiary Financial Reports

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

Mr. Delia reviewed the cash position, balance, and profit/loss statements ending 03/31/2025. Cash position, savings are lower than the previous fiscal year. The balance sheet total current assets which do not include fixed assets are down somewhat from the previous fiscal year. Total assets, including fixed assets, have increased from the same time last year. Total current liabilities have increased from the previous fiscal year due to an increase in accounts payable, retainers payable, and other items. There have been no changes in loan summaries. Compared to last year, the debt service has increased.

Mr. Schneider explained the primary reason for what drives the debt service up is the large portion of the receivable that is being carried on the east-side dock. It was a FEMA-based project. The monies were passed from FEMA to the New York State Department of Homeland Security and Emergency Services. They are administering that in response to the flooding events that took place along the lake in 2017 and 2019. Their structure is more used to the residential reimbursement process. The Port has carried a large receivable on most of the period during the repairs.

Chairman's Report: No report per Mr. Enwright (on phone).

COMMITTEE REPORTS:

Executive Committee: No meeting, no report per Mrs. Cosemento.

Audit and Finance Committee: No meeting, no report per Mr. Delia.

Governance Committee: No meeting, no report per Dr. Kares Smith.

Planning and Development Committee: No meeting, no report per Ms. Macey.

OLD BUSINESS

Mr. Delia inquired about the status of the LT-5 and the grant process. Mr. Schneider explained that the H. Lee White Maritime Museum personnel are actively working on the grant process, and they do have an alternative plan to dry dock the vessel. Mr. McMahon explained that every couple of weeks he, along with Museum personnel, go on the vessel to ensure that everything is secure.

NEW BUSINESS:

Motion 04-21-2505:

A motion was made by Mr. Delia to authorize the Interim Executive Director to award the bid for one (1) proposed Electric Railcar Mover, contingent upon review and approval of the bid process and analysis by the New York State Department of Transportation to the lowest qualified bidder, ALTA Material Handling, and to further execute the contract to complete and deliver the Electric Railcar Mover, in accordance with the specifications and pricing proposed and approved. This is funded through a New York State Department of Transportation, Passenger Freight Rail Assistance Program (PFRAP) grant awarded to the Port of Oswego Authority in 2024; NYSDOT PIN 3935.89.301, Contract #DR39098 (Exhibit D) at 6:00 PM. Motion was seconded by Dr. Kares Smith. Motion passed. 5-Aye, 0-Nay.

Mr. Schneider explained that this is a Passenger Freight Rail Assistance Program (PFRAP) that was awarded in 2024. The Port worked with C&S Engineers to provide the specifications for the Electric Railcar Mover. It has multiple battery cell systems, electric-based instead of diesel-based. The project went out to public bid with three bidders came forward with two of the bidders substantively met the specifications and of those two bidders, one came within the projected grant amount. There are options for the machine that if included would be approximately 4.75% over the grant amount, however, the Port is exploring those options and which options would be necessary for the facility use, in order to bring the total down to the grant amount.

ADJOURNMENT

Motion 04-21-2506: A motion was made by Ms. Zeller to adjourn the regular monthly meeting at 6:01 PM. Motion seconded by Dr. Kares Smith. Motion passed. 5-Aye, 0-Nay.

Kathleen Macey, Secretary/Treasurer

Constance Cosemento, Vice-Chairperson