

PORT OF OSWEGO AUTHORITY
Regular Monthly Meeting
Wednesday, June 28, 2023

CALL TO ORDER: Mr. Enwright called the meeting to order at 4:35 PM.

PRESENT: Francis Enwright - Chairperson; Constance Cosemento - Vice Chairperson; Stanley Delia, Kathleen Macey, Dr. John Kares Smith, Tom Schneider, Diane Zeller, and William Scriber - Executive Director.

ALSO PRESENT: Pat McMahon - Supervisor of Development & Maintenance, Debbie Godden - Accounting Manager, Kim Natoli - Port Employee, Jennifer Walck - CPA/Audit Manager with Bowers CPAs & Advisors, and Liz Bush - CPA/Audit Partner with Bowers CPAs & Advisors on Zoom.

EXECUTIVE SESSION

Motion 06-28-2301: A motion was made by Ms. Cosemento to move to executive session to review and discuss the annual audit and personnel matters. Mr. Delia seconded the motion at 4:37 PM. Motion passed. 7-Aye, 0-Nay.

Motion 06-28-2302: A motion was made by Ms. Cosemento to resume the regular monthly meeting at 6:21 PM. Motion seconded by Ms. Zeller. Motion passed. 7-Aye, 0-Nay.

APPROVAL OF MINUTES

Motion 06-28-2303: A motion was made by Dr. Kares Smith to approve the minutes of the May 15, 2023 meeting. Motion was seconded by Mr. Delia. Motion passed. 7-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 – May 2023

Update on projects:

- Mr. Scriber spoke about once again beginning project reports with C&S Companies on updates on all projects, which include pictures.
- Short Sea Shipping Project – The Port signed NDA's with Novelis. Positive going forward.
- RV Park – a work order has been completed and an application for the curb cut. Oswego City engineer requested the Port to connect the RV Park's sewer system to the city's sewer system. Contractor anticipating to begin in approximately 1 – 2 weeks.
- Breakwall Projects – Finished the lease for Dean Marine & Excavating Inc., \$8.7 million project for next year. Lease has been sent to attorney for review; will be completed in July.

- Logistec – Completing quotes for Vestas for windmill projects next year. Received quotes on temporary fencing for the projects, as well as a quote for re-establishing the road at the area the Port leased last year where there has been damage done by the previous owner. Minor repairs will need to be done to that area.
- Positive press with Mr. Steve Chirello of Chirello Advertising.
- C&S Engineers – Working with engineers from C&S Companies who are giving support on the EDA grant, a \$4.7 million total grant. Was able to provide revenue projections and other narratives on ownership. The Port has passed the first phase of the grant review. This grant is for a new ship loader, that is more modern with an articulating head, as well as adding additional rail to the Port’s property, which will increase rail capacity by 1/3. Increasing rail capacity is important due to the Port being able to do more rail transloading, which can be done during the winter season.
- Discussions with Novelis in regards to transloading large slabs via rail. The Port can accommodate 89’ and 65’ rail cars, unloading and transloading slabs back to Novelis.
- Harbor Deepening – Quoted a company to test and dredge in the harbor. Normal dredge in August to establish rock and depth.
- Ms. Cosemento inquired about the possibility of upgrading the showers, and/or adding a 2nd shower, and adding washers/dryers at the west-side marina; this may be under consideration in the future.

ADMINISTRATIVE FINANCIAL REPORTS

Motion 06-28-2304: A motion was made by Mr. Schneider to accept the May Primary and Subsidiary Financial Reports as presented. Motion seconded by Mr. Delia. Motion passed. 7-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
- Loan Summary
- Schedule of Assets
- Sales Report

Mr. Schneider noted the audit adjustments.

Chairman’s Report: Mr. Enwright had nothing new to report.

COMMITTEE REPORTS:

Executive Committee: Ms. Cosemento had nothing new to report.

Audit and Finance Committee: Mr. Schneider requested to accept the annual audit report as presented by Bowers CPAs & Advisors as is listed in New Business.

Governance Committee: Dr. Kares Smith had nothing new to report.

Planning and Development Committee: Ms. Macey had nothing new to report.

OLD BUSINESS: None.

NEW BUSINESS:

Motion 06-28-2305: A motion was made by Mr. Schneider to accept the 2022-2023 Annual Audit. Motion was seconded by Ms. Cosemento. Motion passed. 7-Aye, 0-Nay.

Motion 06-28-2306: A motion was made by Mr. Schneider to approve sole source vendor for rail scale replacement. The motion was seconded by Ms. Macey. Motion passed. 7-Aye, 0-Nay.

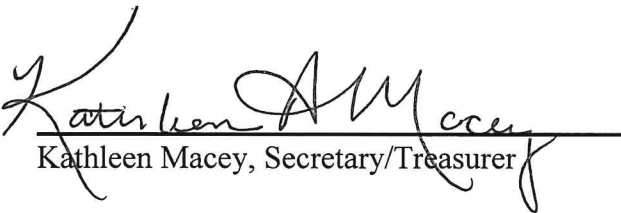
Motion 06-28-2307: A motion was made by Ms. Zeller to approve the bank agreement and the estoppel agreement for WT Terminals Oswego. The motion was seconded by Mr. Delia. Motion passed. 7-Aye, 0-Nay.

Motion 06-28-2308: A motion was made by Ms. Zeller to approve purchase of rail scale replacement. The motion was seconded by Ms. Macey. Motion passed. 7-Aye, 0-Nay.

Motion 06-28-2309: Discussion of the lease of a heavy forklift for ongoing projects with Novelis and Micron was postponed to July's regular board meeting.

ADJOURNMENT

Motion 06-28-2310: A motion was made by Ms. Zeller and seconded by Dr. Kares Smith to adjourn the regular monthly meeting at 7:00 PM. Motion passed. 7-Aye, 0-Nay.


Kathleen Macey, Secretary/Treasurer