

**PORT OF OSWEGO AUTHORITY**  
**Regular Monthly Meeting**  
**Monday, July 15, 2024**

**CALL TO ORDER:** Mr. Enwright called the meeting to order at 4:37 PM.

**PRESENT:** Francis Enwright - Chairperson, Constance Cosemento - Vice Chairperson, Stan Delia, Tom Schneider, Dr. John Kares Smith, William Scriber - Executive Director.

**ALSO PRESENT:** Pat McMahon - Supervisor of Development & Maintenance, Kim Natoli - Port Employee, Mercedes Niess - Executive Director of the H. Lee White Maritime Museum, Dr. Robert Morgan - Vice President of the H. Lee White Maritime Museum.

**ABSENT:** Diane Zeller and Kathleen Macey.

**OLD BUSINESS**

Mr. Enwright invited members of the H. Lee White Maritime Museum to update Board members on the status of the LT-5. Mercedes Niess, Executive Director of the H. Lee White Maritime Museum, acknowledged the Port's efforts and partnership with the Museum. Regarding the LT-5 grants, Ms. Niess provided a copy of the Museum's Notice of Award. The deadline is at the end of August when the first extension will expire for the grant. The Museum will apply for a second extension (because they do not want to forfeit the federal funds for the LT-5, and if that is lost, the state funds are also lost).

Mr. Schneider inquired about the Museum extending the federal money, and if the funds were awarded, why is there a need to extend the funds. Dr. Morgan explained that it needed to be extended because the funds have not been used yet. Mr. Schneider confirmed that the extension would be extension on the grant's utilization, which also extends the state's expiration date.

Mercedes Niess provided that the Museum has been submitting interim reports on a regular basis since being awarded the grant. Dr. Morgan stated that the Museum is unable to get the funds until the final contract is signed by the Port. Mr. Enwright summarized the process up until this point:

- the initial document went back for review, the Board approved Mr. Scriber to sign the with the review of the Port's attorney, then it went back to the State, it was returned from the State, and there were possible significant changes.
- Mr. Scriber signed the original document, and that was submitted to the State, which was returned with changes. It was submitted to the Port's attorney, and the attorney stated that there were some concerns on the document that he wanted to address with the Museum, and that the Museum would be having a phone call the following day (with Port counsel). If the attorney approves the changes, Mr. Scriber is able to sign (the Board has already approved in a resolution to approve changes and that Mr. Scriber can sign and another authorization to sign is not necessary).

Mr. Schneider inquired what the State's role in the federal grant is; Ms. Niess explained that the State is the lead agency. The federal grant is a separate concern, however the contract the Museum is

attempting to get signed for the State is their interest, their money, in the grant. The federal portion must be matched, and the State agreed to provide the match for the grant money.

Ms. Niess and Dr. Morgan also updated Board members on the ongoing changes with the West Pierhead Lighthouse and Boat Tours.

Mercedes Niess and Dr. Robert Morgan left the meeting at 4:51 PM.

### **EXECUTIVE SESSION**

**Motion 07-15-2401:** A motion was made by Mrs. Cosemento to move to Executive Session for discussion of confidential attorney/client matters. Mr. Schneider seconded the motion at 4:52 PM. Motion passed. 5-Aye, 0-Nay.

**Motion 07-15-2402:** A motion was made by Mrs. Cosemento to resume the regular monthly meeting at 5:47 PM. Motion seconded by Dr. Kares Smith. Motion passed. 5-Aye, 0-Nay.

### **APPROVAL OF MINUTES**

#### **Motion 07-15-2403:**

A motion was made by Dr. Kares Smith to approve the minutes of the June 26, 2024 regular monthly meeting. Motion was seconded by Mr. Delia. Motion passed. 5-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 – June 2024

Update on projects:

- Monthly Report – included.
- Aluminum – still down on ships for aluminum, which has decreased the Port's revenue projections for the year; hopeful that the 3<sup>rd</sup> quarter will increase. Numerous trucks running aluminum (ran trucks at the local plant's request on a recent weekend), which is starting to empty the Port's yard out. As soon as the Port's yard gets emptied out, ships will begin to come, which generates revenue.
- West Terminal Repairs – ongoing, and approximately one week behind schedule.
- Dome 4 – complete.
- Rail Grant – rail car mover will go to bid in approximately one week.
- Meeting with the local aluminum plant and rail company last week – will create an operational plan to accommodate the increase of new ingots into Oswego, and at the same time advocating for additional days of service; planning for 90 rail cars per month.
- Grain Contract – the Board approved, and the contract was signed last month. A meeting to be held tomorrow (07/16/2024) to include the Probe professor at SUNY Oswego and her operational students to be ready to receive grain; had two inquiries for ships for corn going out for the Port's new customer.
- Operation Oswego County Ad – the Port is mentioned in the ad's literature from the IDA and Operation Oswego County as an integral part of business development of Oswego County.

- List of on-going projects – provided a list of current projects to Board Members that are on-going that are tentatively to be completed by 2026. For example:
  - bids on new rail car mover next week
  - plan to quadruple the Port’s rail capacity and thereby double revenues through rail in the next several years; the Port is becoming a rail-centric port which is important due to the St. Lawrence Seaway closure during the winter months; the Port is building rail and building operational ability to be able to handle a large amount of cargo by rail and move it through the area
  - dual receiving and loading system at the silo; requested a scope change last month; signed it and sent to Department of Transportation for their signature and will be going out to bid on that
  - breakwall projects continuing; negotiating in the next few weeks; large amount of stone being stored on the property; conversation with Army Corp of Engineers on what stone goes to what project; 3-4 projects of stone will take place next year

**DISCUSSIONS ON TOPICS FROM ADMINISTRATIVE OPERATIONAL REPORT**

Mr. Delia inquired about future rail operations, and how the anticipated amount of business will double and triple – what product would be brought into the Port. Mr. Scriber stated that a new track would be dedicated to grain operations so that the loads can turn around quickly. Rail will play a more important, long-term effect on business. Connections to water and rail make the Port unique.

**ADMINISTRATIVE FINANCIAL REPORTS**

**Motion 07-15-2404:** A motion was made by Mr. Schneider to accept June’s financial reports as presented. Motion seconded by Mrs. Cosemento. 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
- Loan Summary
- Schedule of Assets
- Sales Report

Mr. Schneider commented that there are rightful concerns regarding the pace of volume. This is a revenue-driven business, and revenues have been impacted due to decreased traffic into the Port, and decreased traffic across the Great Lakes as well, significant delays in aluminum, Dome 4 not being completed in time to secure contracts. Mr. Scriber commented on future revenue-generating contracts and projects. Mr. Schneider recommended that the Audit and Finance Committee meet with Mr. Scriber and Mrs. Godden soon to discuss and reforecast the remainder of the calendar year. Mr. Schneider also commented in the years that he has served on the Port’s Board that the finances are in much better shape than in the past, and in a year that did not ramp up as quickly as forecasted.

**Chairman's Report:** No report per Mr. Enwright.

**COMMITTEE REPORTS:**

**Executive Committee:** No report per Mrs. Cosemento.

**Audit and Finance Committee:** No report per Mr. Schneider; the Audit and Finance Committee will schedule a meeting to focus on forward projections.

**Governance Committee:** No report per Dr. Kares Smith.

**Planning and Development Committee:** No report (Ms. Macey was absent). Mr. Enwright inquired about a "soft opening" of the Goble Dry Dock Marina; Mr. Scriber stated that the "soft opening" was occurring now. Mr. McMahon will inquire about getting the fencing installed.

**NEW BUSINESS:**

**Motion 07-15-2405:** A motion was made by Mr. Schneider to authorize use of the Port of Oswego Authority west-side parking lot and associated property in front of the US Coast Guard Station for the 2024 Harborfest amusement rides, from Monday, July 22, 2024 – Monday, July 29, 2024. Motion seconded by Mr. Delia. Motion passed. 5-Aye, 0-Nay.

Mr. Enwright stated that this is done every year for Harborfest. Mr. Delia inquired if insurance was provided; Mr. Scriber stated that insurance is provided each year.

**ADJOURNMENT**

**Motion 07-15-2406:** A motion was made by Dr. Kares Smith to adjourn the regular monthly meeting at 6:15 PM. Motion seconded by Mrs. Cosemento. Motion passed. 5-Aye, 0-Nay.



Mr. Francis Enwright, Chairperson