

PORT OF OSWEGO AUTHORITY
Regular Monthly Meeting
Monday, November 20, 2023

CALL TO ORDER: Mr. Enwright called the meeting to order at 4:38 PM.

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

ALSO PRESENT: Pat McMahon - Supervisor of Development & Maintenance, Debbie Godden - Accounting Manager, Kim Natoli - Port Employee.

ABSENT: None.

APPROVAL OF MINUTES

Motion 11-20-2301: A motion was made by Dr. Kares Smith to approve the minutes of the October 23, 2023 regular monthly 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 – October 2023

Update on projects:

- Meeting with new SUNY Oswego President – conversation was about expanding cooperation in working with the Port and planning a Port tour in the Spring.
- Oswego County Micron Strategy Committee – asked to serve on the committee; centers around transportation and logistics.
- Novelis Global Procurement – meeting with Govind Rajan; spoke about expanding global opportunities, inquiries on Novelis and the Port’s roles, and potential new customers.
- Aluminum wave – a vessel with approximately 16,650 pieces arriving during the week, with three more vessels scheduled to arrive by December 26th. The Port is exceeding its volume that it has had over the years, with possibly having the largest amount of aluminum on site. Several companies have been utilizing rail transportation due to last month’s St. Lawrence Seaway closure, with 101 railcars carrying aluminum coming to the Port to offload.
- Break-Wall Projects – contract 24-1 has been signed with Board approval, and currently working on contract 24-2, which is a phase contract and possibly storing some of the stone over the winter on site. Contract 24-2 may start next year, with storage into year 2025.
- Stormwater Pollution Protection Plan (SWPPP) – draft completed. Conference was held last week with members of the DEC and Mr. McMahon; went over the proposal.

- New York State Freight Plan, Freight Working Group Meeting – asked by the Governor’s office to serve on that committee, educating members on how the Port deals with large freight.
- Minority and Women Owned Business Enterprise (MWBE) – Confirmations of fiscal year 2022-2023 Utilization Data: 79%, which is in the top tier of the agencies and authorities in the state; Mr. Scriber acknowledged the work of Human Resources employee Ms. Meghan Wahrendorf on this.
- CenterState CEO 2023 Economic Champions Award – the award was received on November 16, 2023 with Board Member Mr. Tom Schneider attending.

ADMINISTRATIVE FINANCIAL REPORTS

Motion 11-20-2302: A motion was made by Mr. Schneider to accept the October financial reports as presented. Motion seconded by Ms. Cosemento. 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

Chairman’s Report: Mr. Enwright commented on the recent elections, being in contact with city officials, and moving forward with a positive Port of Oswego Authority-City of Oswego working relationship.

COMMITTEE REPORTS:

Executive Committee: No report per Ms. Cosemento.

Audit and Finance Committee: Mr. Schneider stated that the committee did not meet, however he commented on Mr. Scriber and him attending the CenterState CEO Economic Champions presentation and the award the Port received. Mr. Scriber explained that the award was based on the Port receiving the Pacesetter Award, the increased overall tonnage the Port handled, and the results of the economic impact study that was completed earlier this year.

Mr. Schneider also stated that he was making small changes to the employee compensatory policy and will forward those to Port counsel when complete.

Governance Committee: Dr. Kares Smith reiterated that he was pleased with delaying the discussion and possible voting on employee compensatory issues, as he did in the October monthly meeting.

Dr. Kares Smith also reviewed the Summary of the Confidential Evaluation of Board Performance evaluations, which is to be completed annually. The evaluation appears to be positive. The evaluation reveals that Board Members feel confident to perform their professional duties. Dr. Kares Smith highlighted that less than full agreement that Board Members are always consistent with Port of Oswego Authority's mission, all Board members communicate effectively with Port of Oswego staff, and lastly that the Board set clear and measurable performance goals so to that the Port accomplishes its missions. Dr. Kares Smith stated that the evaluation indicated that all Board members view themselves and others as competent, professional, responsible, decisive, and well-informed.

Ms. Cosemento stated that future Board member candidates could be invited to meetings to get them familiar with the Port of Oswego Authority.

Mr. Enwright agreed with Ms. Cosemento, and would be willing to work with new Board members in the future to prepare them and assist them to facilitate the whole Board moving forward with their vision and duties.

Mr. Schneider stated that the Board needs to be cognizant of, in mind with reviewing Board evaluations, that a large amount of time is spent on the projects and property management of the Port Authority, however the core revenue of the Port is storage, dockage, wharfage, stevedoring and the Board should spend more time understanding the core business and not concentrate on the periphery elements of the business.

Mr. Scriber commented on possibly holding a Board retreat next year, with the purpose of goal-setting, revising the Comprehensive Plan (Vision 2030 Plan), and possibly re-focusing efforts with new funding sources and new businesses.

Dr. Kares Smith closed the discussion by stating that the Board members are present at the Port for their judgment, maturity, and fiduciary responsibilities.

Planning and Development Committee: Ms. Macey commented that the Planning and Development Committee has been speaking of getting together with the new Oswego City mayor and councilors, and talk about and show them what the Port is about; Mr. Enwright stated that they would form an advisory board with the City, to include councilors from the 1st, 2nd, and 3rd wards, however would let the City decide who would be appointed to the proposed advisory board. A meeting will be planned prior to the end of the year.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

EXECUTIVE SESSION

Motion 11-20-2303: A motion was made by Ms. Zeller to move to executive session to discuss a service agreement. Mr. Delia seconded the motion at 5:20 PM. Motion passed. 7-Aye, 0-Nay. Executive session ended at 5:32 PM.

A motion was made by Ms. Zeller to resume the regular monthly meeting at 5:32 PM. Motion seconded by Ms. Macey. Motion passed. 7-Aye, 0-Nay.

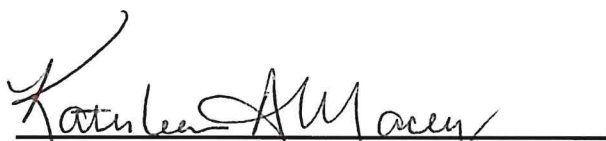
Motion 11-20-2304: A motion was made by Ms. Cosemento to approve the LOGISTEC USA, INC. – Port of Oswego Authority Service Agreement and authorize the Executive Director to sign and complete any and all paperwork. Motion seconded by Mr. Delia. Motion passed. 7-Aye, 0-Nay.

DISCUSSION

Ms. Cosemento initiated a brief discussion about the water depths near the docks at the west-side Goble Marina. She had a concern about a large boulder in the channel going into the docks; she brought up the idea of possibly mapping out or measuring the water levels to prevent the Port from being liable for possible boat damage due to the shallow water levels and possible unseen hazards. Ms. Cosemento spoke about the concept of placing markers or buoys in the areas of concern.

ADJOURNMENT

Motion 11-20-2305: A motion was made by Ms. Zeller and seconded by Dr. Kares Smith to adjourn the regular monthly meeting at 5:40 PM. Motion passed. 7-Aye, 0-Nay.


Kathleen Macey, Secretary/Treasurer