

VERMILION PORT AUTHORITY MEETING MINUTES

June 9, 2022 – 6:30 p.m.

Roll Call: Dave Miklos, Larry Drouhard, Jonathan Hauck, Heidi Riddle,
Peter Corogin
Present: Bill Yancar, Port Operations Manager; Steve Herron, City
Council Representative; Guest – Mayor Forthofer

Peter Corogin, Chairman called the meeting of June 9, 2022, to order at 6:30 p.m.

APPROVAL OF MINUTES:

D. Miklos MOVED; H. Riddle seconded to approve the minutes of May 12, 2022. Roll Call Vote 5 YEAS. **MOTION CARRIED.**

Financial Review:

B. Yancar reported on the Statement of Cash from Revenue and Expenses, and the beginning balance in Fund 214 (Vermilion Port Authority Special Revenue) was \$77,886.38. At the end of April, they took in an additional \$41,178.57 and expenses totaled \$34,757.67, leaving an unexpended balance at the end of April at \$84,307.28. The encumbrance YTD for expenses is \$13,269.45 and the unexpended open balance is \$71,037.83. There was activity in the 411 Capital Account with a beginning balance of \$21,506.84 and they received a donation from Peter Corogin which added to their Capital Account. They expended this same amount or close to \$5,580.00, which was the joint effort between the city and the port authority to complete the mediation of the Clear Well, so that the waters would not continue to deteriorate their area at Water Works. The unexpended balance is \$21,926.84 at the end of April.

The Dredge Account started at \$4,404 and that has not changed due to no activity.

According to the Deposit Recap Sheet – Cash Position, the last deposit in June brought the current balance (411 & 214 Accounts) to \$65,835.91. This is up \$6,800 from this same period last year. He noted \$6,000 was the donation they received for the Clear Well.

Water Works Marina:

Dock Revenue reporting shows they took in \$797.00 at the end of May. The 3-Year Average is \$2,579.00 and 2022 Year to Date is \$922.00. They are down about \$1,657.00 or -64.25%. He said they need to take into consideration that there has been a change in how the different clubs schedule or reserve as they always received sizeable deposits to hold the docks. Now, the clubs are holding their monies back and they are asking their patrons to send in their individual credit card

information, which is a big part of why they are not seeing the cash influx earlier in the year to reserve docks. P. Corogin asked if they have the same number of reserved spaces. B. Yancar said it is close, but they're a little bit shy, but it's not concerning yet. He isn't certain if the gas prices will have any negative impact, but currently they're taking reservations at a good pace.

McGarvey's Landing:

Dock Revenue reporting shows the 3-Year Average at \$132.00, and they have taken in \$400.00 to date.

South Street Ramp:

Dock Revenue reporting shows the 3-Year Average at \$9,788.67 and so far, this year they have taken in \$13,579.99 and a 38.73% increase. In combining all revenue from the three locations and comparing 2022 to 2021 they are down about \$1,471.01 or -8.98%.

As a side note, B. Yancar said they have not looked in-depth at expenses yet because it is early in the year, but currently in 2022 as compared to 2021 they are somewhere around \$6,000 more in expenses than last year. Part of it is labor (\$2,500 greater than 2021), as they have done more repair and completely rebuilt long dock south. They touched up posts at McGarvey's Landing and had weld repairs internally and externally on the docks at Water Works. He is watching the expenses carefully to remain within the budget by year end.

He said they had all their leases out for 2022 and one individual bailed and went to the Boat Club, so they did reimburse this lease. However, they picked up another lease that was a few hundred dollars better. From a booking standpoint, this is considered an expense. He said they are not far off from their target.

Port Operations Activity Report:

B. Yancar presented the board with his activity report and noted they should be happy with the remediation of South Street. Estimates were received based on what was observed to remediate the shoreline, and it was around \$32,000. In doing the remediation and using the amount of stone required, the project came in about \$10,000 less. P. Corogin mentioned that Bob Collingwood did an excellent job of coordinating this project. B. Yancar said in Bob's career background he had experience with dealing with these types of materials and situations. P. Corogin noted that B. Yancar's leadership guided him with an excellent job as well.

B. Yancar said visually the stone barrier along the shoreline looks nice. He said with how the stone looks they will not need to put the posts back up. He identified some funds to put them back, but he would like board agreement to not put the posts back and develop the grass. D. Miklos said B. Collingwood was concerned that people would be parking on the grass. B. Yancar said when they get busy, they ask people to pull into the grass as they start running out of parking spaces. This gives them flexibility that is an advantage. You may get a tire track here and there, but he didn't feel it was a deterrent. J. Hauck suggested assessing this over the summer and reconvene if it makes sense to do it. B. Yancar said he was not planning on getting into this project now, so they can assess it. P. Corogin agreed with monitoring the situation and if it looks like they can live without the posts, then they are good. H. Riddle asked about the spot where the steel bulkhead is that is caved in. Are they worried about this area that did not get any stone? B. Yancar said at some point he thinks they will need to do something with this. Unfortunately, when they received some assistance moving some of the dirt around, one of the pilings was pushed forward, so they were thinking about getting some 4" used pipe and pounding it in front of the piling to reinforce it for the short term. He does not see it to be a problem that he needs to do anything with it immediately.

B. Yancar said they are communicating heavily with tech who is getting the port operating to full capacity as it is still difficult to function efficiently, especially with billing customers which is a nightmare. He must perform his billing on the computer due to security. P. Corogin said through his communication with the administration he is advising them of the issues. B. Yancar said he is not brow beating anyone, but it is merely keeping everyone informed.

B. Yancar said he sent out the first pass of the tickets for the golf cart fundraiser. He asked J. Hauck if he was able to get a picture of the golf cart. J. Hauck said he will receive a picture tomorrow and he will forward it as there was a slight change in the color profile. B. Yancar said there was also a suggestion to cut back on the amount of detail relating to their supplier and just use the logo. J. Hauck said it is a nice logo that says it all. P. Corogin agreed and H. Riddle said it does not make it appear too busy. B. Yancar said they will add that the ticket will be drawn at McGarvey's Landing. P. Corogin asked if he wanted to include a time and B. Yancar said he did on the revised ticket. J. Hauck asked if they were going to add something that says, "These tickets are being sold by your friends at the Port" or is everyone good with the way it is. B. Yancar said it identifies it is for the Port Authority and he is not sure he has enough space to add more. P. Corogin said they need to discuss a time of the drawing. D. Miklos said he bought a ticket from another organization that was raffling a four-wheeler, and they included a disclaimer on the back of their ticket that said, "The winner is responsible for any applicable tax and title fees." He asked the board if this were something they would like to add to their tickets. J. Hauck thought a disclaimer would make sense to add to the back of the ticket. D. Miklos did not know if it would add to the printing costs. B. Yancar did not think it would

be that much to add this to the ticket, so he would make sure to add the disclaimer. P. Corogin said they need to decide on a time if the tickets are getting printed soon. J. Hauck thought noon or 1:00 p.m. seemed like a suitable time. B. Yancar said he would like to have the tickets printed for the Fish Festival next week, so he would appreciate a time as soon as possible. P. Corogin and D. Miklos both felt noon was too early. D. Miklos suggested 4:00 p.m. J. Hauck agreed this made sense. G. Fisher asked what day the drawing was. P. Corogin said it is on September 11. After minimal discussion, the board agreed to having the drawing at 4:30 p.m. as the Duck Race in former years was around 5:00 to 6:00 p.m.

D. Miklos asked if the container for storage was delivered. B. Yancar said P. Corogin was able to communicate with the mayor to make sure they were allowed to have this container. He said he will fill out a building permit with the building department. He said T. Sommer is in negotiations on his end and it is not going to be next week.

J. Hauck asked the board if they needed to finalize anything else on the golf cart. B. Yancar said they questioned whether to pay in full or pay part of it. J. Hauck said they agreed collectively on the raised golf cart, and they were able to negotiate a better than MSRP pricing and they came in at their set budget of \$10,000. He proposed to put half the money down to acquire the cart because from a marketing standpoint it may be good to have the cart at a location/event where they are selling tickets. The company committed to providing the cart if they released the funds prior to next Thursday, so they can start selling tickets during Third Thursday. He proposed releasing the \$10,000 with the confidence that they will be able to sell the tickets as they did last year, with an extended period to do so if they were to approve this today. P. Corogin said if they pay for the golf cart, then does the winner go to the company to do the paperwork or will the Port Authority be responsible for the paperwork. J. Hauck said the Port would hold the title and then sign off on the title, but he would ask the company if they would manage this and would hold the title. H. Riddle thought this would be easier. P. Corogin asked Jonathan to see if the company would hold the title if they paid for the cart. He told Jonathan he did an excellent job managing the negotiation of the price. D. Miklos asked where they would keep the cart, display it, and how would they secure it. He thought they would need to put it on a trailer to move it. J. Hauck said he has access to a trailer, and he can move it back and forth wherever they decide to store it. He said last year they stored it at Moes, and this is a central location to promote Third Thursday as well as being close to the South Street Launch Ramp. If they anticipate busier days at the launch, they could trailer it down there. H. Riddle asked if they had a sign promoting the fundraiser. J. Hauck said that B. Yancar had a sign last year that looked nice, and which explained the specs on the cart when promoting the fundraiser. He said it is nice seeing the product when purchasing tickets.

D. Miklos MOVED; L. Drouhard seconded to expend an amount not to exceed \$10,000 to purchase the golf cart for their fundraiser. Roll Call Vote 5 YEAS.
MOTION CARRIED.

D. Miklos addressed the hot water in the sink in the restroom at Water Works and asked if a plumber got involved to fix this. B. Yancar explained the issues on the tubing, which is not his expertise, so they will need a plumber to do the work, which is on the list. However, he will obtain estimates before committing to the work.

D. Miklos addressed the materials next to the Chez Restaurant. B. Yancar said this is on his list to address. P. Corogin said they reached out to Matt to let him know they are working on this, and J. Miller is looking at a solution. D. Miklos said he is referring to #16 on the Activity Report under Water Works Marina in that B. Yancar will contact Matt on outside storage of unused materials/crates/etc. at Chez, along fence/tree line. B. Yancar said he hasn't done this yet, but he will. D. Miklos asked if it is Matt's stuff or the port's stuff. B. Yancar said it is Matt's stuff, such as unused chairs, pottery, crates, or anything they need to store. They had him storing these types of things in the shrub line, so it was not visible, but for some reason they stopped doing this, so they will encourage him to make it look good from the port's side. P. Corogin asked B. Yancar to fill everyone in on the other problem. B. Yancar said when they finished the Clear Well, they ran a new drain and tied it into an existing city drain, so now the question is whether this is really a city drain. They are not sure and the water that was going through was greater than what that line could handle, so it started blowing out. It is not where the junction is and where Justin tied in was in a solid pipe. The pressure from the additional water is what blew an older section that was weaker out. They are not sure what the source of the water in that line is to begin with or where it is originating, and it is a corrugated metal pipe, and they're not sure it is even a city dedicated sewer line, so they are investigating this. P. Corogin said that Matt is satisfied for now that they are working on a solution with Justin Miller as soon as possible. They were informed there is another line they can tie into rather than putting in another hole through the bulkhead to add another drain.

Old/New Business:

P. Corogin noted that L. Drouhard sent communication out regarding the VBC and asked if he wanted to discuss this. L. Drouhard said he is still waiting on more information from the long-range planning committee at the Boat Club. He feels they should have an update as of June 21, so he will get back to everyone. He said they are thankful that the port will consider helping them.

J. Hauck said there is a follow-up on the signage for the wake idle speed on the break wall. He took pictures and confirmed there are brackets out there. He needs to go back and get measurements to finalize what they are going to do. He said there are four signs and the larger one is more mangled, and two of the smaller

versions are on the east side of the break wall. He said if they are doing two, then he would think they should do all four to clean them up. B. Yancar said they have already got one 'No Wake' zone sign that they were planning on putting on the railroad bridge. H. Riddle said the one on the railroad bridge is mangled too. B. Yancar said the one they got is the replacement for it.

J. Hauck said he has not received further updates at this time on the West Pier. Mayor Forthofer said the Army Corp had asked for permission to work 24/7 on the pier, pending any significant noise to the neighbors. Hopefully, it will be done sooner so people can use it next year. J. Hauck said they worked 24/7 on the previous project, so hopefully it all goes well the same with minimal complaints. P. Corogin said it is interesting when they work at nighttime. Mayor Forthofer said he started motion with the law director for an application for a recreational use lease for the surface.

H. Riddle MOVED; D. Miklos seconded to approve the expense reimbursement for Bill Yancar. Roll Call Vote 5 YEAS. **MOTION CARRIED.**

D. Miklos MOVED; H. Riddle seconded to adjourn the meeting. Roll Call Vote 5 YEAS. **MOTION CARRIED.**

Next meeting: The Port Authority will meet July14, 2022, at 6:30 p.m. at the Vermilion Municipal Court Complex, 687 Decatur Street, Vermilion, Ohio.

Transcribed by Gwen Fisher, Certified Municipal Clerk (CMC)