

VERMILION PORT AUTHORITY MEETING MINUTES

June 11, 2020 – 6:30 p.m. @ Vermilion Municipal Complex

Roll Call: R. Strauss; D. Miklos; H. Riddle. Not Present: T. Sommer; P. Corogin
Present: B. Yancar, PORT OPERATIONS MGR; F. Loucka, COUNCIL REPR
Guests: Mayor Forthofer

Dave Miklos called the meeting of June 11, 2020 to order.

APPROVAL OF MINUTES:

R. Strauss MOVED: H. Riddle seconded to approve the meeting minutes of May 14, 2020 after R. Strauss pointed out that on the first page, second paragraph it states that “He will offer these lots”, where it should state, “We’re going to offer the lots to the public. Additionally, on the second page under the Activity Report, 4th paragraph it states that Bill Yancar noted the washrooms at Water Works has further deterioration and he said it should be noted that it is the “roof” that is deteriorating. B. Yancar clarified for the record that it was a freeze leak from wintertime; the downspouts coming down from the upper roof and it was a freeze kind of drippage in this restroom. There hasn’t been any leaking from any of these recent rains, so it’s not the roof itself, but the freeze from the winter that caused the water to go in there. Roll Call Vote 3 YEAS. **MOTION CARRIED.**

CORRESPONDENCE: None.

FINANCIAL REVIEW:

B. Yancar reported the finance department was able to close May, so he provided the Statement of Cash from Revenue and Expense for both periods ending in April and May. He conveyed that in period ending April 30, 2020 the ending balance in Fund 214 “Vermilion Port Authority Special Revenue” is \$30,605.64. The ending balance in Fund 411 “Port Authority Capital” is \$29,946.22. In May, they improved their ending balance, which is \$34,114.31 in Fund 214 and Fund 411 has as ending balance of \$34,946.22 as they picked up the additional \$5,000 from the Whitman Wieber Charitable Impact Fund.

B. Yancar included a Financial Recap spreadsheet comparing expenses, revenues, and dockmaster man hours from 2019 vs. 2020 YTD as of April. He said in the Operating Account (214) they’re about \$10,000 higher than they were in 2019. Pursuant to the 411 Account because of the grants they received, they’re about \$26,000 more than they were at this point last year. He said he cut dockmaster manhours down significantly and they’re actually about 264 hours less than what they were at this time last year. He conveyed in all other expenses they are up a little. He provided a YTD analysis on items such as tech related, auditor, dock tickets, bank card fees, dues, W.W. electric, telephone, and supplies, which relate to

increases, new items, and timing. Additionally, he provided an overview of reservations from a standpoint as to what clubs he has coming in or various groups to see if he will get a surprise in June or July as far as revenue streams go. The overview for example shows 20 @ 3 days in June of 2019 and 2020 for Fish Festival. He explained that he is saying he had 20 docks sold for three days in 2019 and 17 sold this year for three days. He said between now and August reservation wise he has 55 less dock days, so it averages about \$60 a day, so on the books it looks like they are about \$3,000 shy at the end of August. This has nothing to do with day to day “day” trippers. R. Strauss pointed out that they don’t have a Fish Festival scheduled right now. B. Yancar said he has people coming to Vermilion whether they have the Fish Festival or not. The whole three-day weekend reservations are still coming. R. Strauss said he is aware via his news feed that the Fish Festival is rescheduled to August as of right now. Mayor Forthofer said this is not going to happen.

B. Yancar addressed the Cash Deposit Recap Sheet and the amounts are up to date and at this point last year they had \$54,313 in revenue, but this year they are at \$71,540.42 and the impact is the \$15,000 in grants. However, they’re still on track and it’s largely due to the fish and the ramp as they broke their second record this past Saturday since he has been with the Port Authority.

He addressed the Dock Revenue - 2020 compared to three-year average and in May the Water Works Marina collected \$1,278 and according to the three-year average they are down as they took in about \$645.08 less, which is a decrease of -22.26%, and between 2019 compared to 2020 it’s down \$266.00 or -10.56%. As far as McGarvey’s Landing there is nothing going on due to the high water. The Port’s salvation is the S.S. Launch Ramp as they took in \$5,705 in May, which was better than 2019 and 2017. The three-year average was \$7,673.67 and the 2020 average is \$8,729, so they’re up a grand and 13.75% overall. Between 2019 and 2020 they are up \$1,460 or 20.09%. He said to recap all dock revenue they are up \$1,166 or 11.82%.

ACTIVITY REPORT:

B. Yancar provided the activity report to the board and noted the only new item he penciled in is the handicap ramp at the South Street Ramp conference room that needs repaired.

R. Strauss addressed the t-shirt that was observed in the sump hole at Water Works Marina. B. Yancar explained that he received a call from the stationary engineer advising there was an electrical smell, but they couldn’t find the source, so they asked for the code to the restroom so they could investigate it. Upon investigation, they really couldn’t define where the smell was coming from. They were looking near the chemical tanks and there is an access panel to the ladies restroom where the water lines go in, and they were getting whiffs of it through there, so the following day he went down along with the Chris the electrical guy and they did more of a search. The ladies room drain is the one drain that they have to keep water, so they opened up the sump hole and found a t-shirt on the top of one of the pumps – not in the pump, so they continuously flushed the commodes and filled the sump up with water so it would cycle. There are two pumps and they alternate

operation, so they cycled them back like twice. Both of the cycling's worked and the more they did this the less there wasn't smell, so they figured that maybe some other garment or something had actually been in the pump and because it wasn't used that much, it was straining to remove the debris. It has not happened since they did this multiple recycling.

R. Strauss addressed the McGarvey's planters (reset and pointing at joints) and asked if this was something B. Yancar needed to do. B. Yancar said he is not, and it was pointed out that some of the caps are loose. They are in place and stationary and they're not going anywhere. This would just be a maintenance item. R. Strauss advised B. Yancar that if he does proceed, John MacGreggor worked with Joe who is the guy that did those planters and he could come down to reset them. He noted he's pretty reasonable and can provide Bill with his phone number.

R. Strauss addressed the vandalism at South Street. B. Yancar said that Rich Kadoo used to have a bait shop at the top of the hill, but he is also the eye of the ramp at night and at 3:00 a.m. he heard a commotion and could see there were a couple of guys down there drinking and raising heck, so he called the police and before the cruiser got there they had taken one of the trash cans and threw out all the trash, and threw the container top and smashed it. When the cruiser came down the hill the guys started picking up the trash and reassembling. The police ran their plates, but this is far as it went. The next morning when he got the story, he could see they had damage. They broke the lid and broke a sign off, which is about \$150, so he asked the Detective to come down and he wrote it up, but he didn't have all the details, so he was going to go back to the officer to reconstruct it. B. Yancar said he provided him with the cost of the tops and the sign. He will touch base with the police again to see if they can go after the guy. The top might get replaced if they get the grant on the trash collection.

D. Miklos said he was at Quaker Steak on the dock on Sunday and was approached by a member of the community regarding the uncleanness and excessive trash they keep noticing in the parking lot – smashed beer cans, etc. He wanted to make everyone aware that Quaker Steak is supposed to be managing this area. B. Yancar said there is a general manager, acting general manager, and a person that is running the place now that he spoke with. He mentioned the agreement he had with Shelby and asked if they were still going to do this. The agreement was using the trash receptacles and their compactor, so he doesn't have to start trash service with Republic again, so anyway they went to Jeremy who is the District Manager and they are not going to take the trash cans...D. Miklos said this wasn't trash cans – this was trash in the parking lot that apparently had been there for more than a week. It was the same cans and bottles. He understands there is debris from the river, and they will keep fighting that battle, but this was restaurant and alcohol trash. He said the trash in the parking lot and around their restaurant is their responsibility to keep clean. B. Yancar said this is the position they have taken in the past as they should be keeping their parking lot clean. D. Miklos asked B. Yancar to mention this to Quaker Steak if he talks to them again. B. Yancar said he will address this with Jeremy. However, in conclusion he noted they're not going to do trash receptacles, so the Port is taking that back over. However, they will use

Quaker's compactor. To cut costs they are going to plastic bags and will dump them in their dumpster at South Street. He did start trash up at Water Works.

R. Strauss pointed out that B. Yancar didn't have the date of the Duck Dash in the Activity Report and said the minutes from last month reflect the date as being September 13. He said they need to get the tickets going. Mayor Forthofer said the awkward position he is in by keeping the city safe as best he can, is that they have two options – one is to allow things and one is not to allow things. You don't allow things when you know nothing bad is going to happen, but if you allow it then you almost have to assume, you're going to lose control. It's very hard to maintain. Like at Fish Festival, how do you inject \$30,000 people into town and expect any kind of distancing or masks; you can't. He really wants the Duck Dash to come off as he knows how important it is to the Port Authority and he knows the community enjoys it, but he asked that there be a plan that considers the virus. Just this year, if they can run by him what they're planning and how they can minimize the exposure of people and the groupings of people they have, then he would appreciate it. He's tired of saying no to things and he would like to be able to say yes to some stuff, so if they could this, he would appreciate it. He's not trying to play hardball – he just wants to assure himself that this is a reasonable risk and they should be able to move forward with it. D. Miklos said this is reasonable. R. Strauss didn't know how they could do this. B. Yancar said that Mr. Parson's is not putting in the Mystic Belle. H. Riddle said he might as he is changing his mind, and they're thinking in July. R. Strauss said they can get another boat if needed. D. Miklos said they could always have a Duck Dash that is pre-sale only and they don't have any people there. They can drop the ducks and whoever wins gets the money. B. Yancar said historically they pick up a quarter to a third of their money on that day. D. Miklos said they would probably have a little less cost without door prizes, balloons, etc. G. Fisher said they could have a drive-up station where people can buy tickets that day. B. Yancar said since they didn't have the kayak race associated with the Fish Festival, all the vendors they usually hit for that could continue and they can continue to draw tickets for that as a selling point. D. Miklos said there is no way that you could have people lined up against the river six feet apart to watch the ducks go down. R. Strauss asked how they will keep them from not coming down. He said they should give this some serious thought on whether they need to kill it or whatever by the next meeting. He said if they set up the barriers to dump the ducks, without any balloons or fanfare, you'll have people on top of people once you dump ducks into the river. B. Yancar asked what is happening at German's Villa – is he having large scale events at all. Mayor Forthofer said he is doing a controlled dinner with the same format as any restaurant venue has where they're six feet apart. He's trying to turn his place into an actual restaurant, and he has plenty of room to distance people. B. Yancar said they have the ducks and what if they had it at this kind of venue. H. Riddle said they could live stream it. B. Yancar said they could have the ducks in some monster container and have kids go in and start picking ducks instead of throwing them in the river. D. Miklos said they can have a strategy session about this issue and then they can run it by the Mayor. B. Yancar said they can do a steak fry or fishing tournament instead. G. Fisher said they could have a virtual Duck Dash just like they did with graduation. H. Riddle said it will be too hard to keep people away because they are going to know.

B. Yancar asked the board if they saw the refurbished signs. The board said they looked nice. He said the signs were very deteriorated, but they were foam filled.

B. Yancar asked the board to look at the ramp they put in by Chez by Water Works. They did a better one this year and it's reusable, so they can pull it in the wintertime and store it, and then just put it back.

R. Strauss addressed the pre-application testing fees for the Dredging. He said they don't need to do that as the board needs to vote to do this. It's due by June 1, and they won't do it until next year he is assuming. He said they don't have a big river problem now. B. Yancar said other than the Disbrow area; it's building up and in the river portion right at the head of that channel it's building to the point where they have 5' depth.

RAMP RESTROOM EXPANSION PROJECT UPDATE:

R. Strauss distributed an ADA Restroom Addition Proposal for the Vermilion Port Authority showing the drawings he did in 2012 when they first started talking about the restroom expansion. He said he met with Architect Ruby who will provide the Port with a price. They will sketch with a little higher roof and noted they will have to cut back the overhangs as they are 2'. He's afraid that if they have this 2' overhang a boat on a trailer will hit it, so he might drop this back. He said they do have the flood permits, but they must have an architect stamp and seal on the drawings to submit because it's a commercial building. He said most of the numbers are from bids that he got back in January. The biggest thing now is to figure out how to get guys to do the work without waiting 45 days for pay. B. Yancar said Finance is a lot quicker in paying invoices. R. Strauss said he just needs to know upfront and needs to make sure it will happen before he hires somebody; he must know when they can cut them checks. B. Yancar said they just need to make sure they put in a requisition prior. R. Strauss said he is sure he's going to have some cost increases since last year when he did this. He said they don't have drawings for where the plumbing is as it comes out the west end. He knows it comes out there and they know it goes to the pump. They also must do something according to the permit for the flood. They have to come up with some kind of a system within their force main – back up to the Sewage Treatment Plant that if it floods and the water comes up so high, they have to have another kind of float switch that will shut the pump off, so it's not pumping flood waters into the sewer system. He can't use any materials inside, and he can't use wood studs – they must be metal studs. He can't use drywall but has to use concrete board or something that will not absorb water. He added in numbers to epoxy the floor and all the interior walls, including the wall where the toilets were. This is an easy clean – tile becomes a nightmare. He said the floor at the Water Works looks great! B. Yancar agreed. R. Strauss said the epoxy on the walls could be done in a color like tan or something that doesn't show dirt. He didn't believe they needed a ventilator fan. He shows a 2' x 4' obscure glass window that will be awning and they can crack it open and leave it open all the time and that would give them the same type of ventilation as a fan would. It must be safety glass for reasons that it's a bathroom, or they can take the handle off, so nobody opens or closes it. They can put a screen on

it to avoid bugs getting in. He said he can put a fan up and could check into this – every time the light comes on then the fan would come on.

B. Yancar said there is a floor drain in there and maybe they should discuss this. Is that drain in there because the fact that there is a pump in there for pumping out boats that they never use? He said there is a backflow preventer that traditionally would leak. They needed the floor drain for that. R. Strauss said he thinks because they already have one drain in one floor, they're going to have to do something with that valve to stop it. B. Yancar asked if they can eliminate it. R. Strauss said they could, but he was just going to put in a floor drain, so they have some place to push the water when mopping the restroom. B. Yancar said if it will put a damper on the project, they can shoot the water out the door into the grass. R. Strauss said they use similar alarms in sump pumps, and this would be similar that would shut their pump off if that flow got up high enough. He said the alarms are \$225 installed, but he never talked this over with his plumber and electrician. He doesn't foresee a lot of problems.

B. Yancar said the current restroom is old and dated, but he had a couple women last week tell him that it was the cleanest restroom they have ever been in at a marina, so he thinks cleanliness is the most important. R. Strauss said they just want to make it easier for the crew to keep it clean. If they epoxy everything and it was messy, then they could go in with a hose to wipe it off making it much faster than wiping by hand. He said they could plug the drains, but they have them there, so they should keep them there.

D. Miklos said they checked on the grant and if they have everything completed by the end of year, they do not have to send that money back. R. Strauss didn't see that as being a problem as it's a small job.

Miscellaneous:

Mayor Forthofer said at 4:00 p.m. he received correspondence from Steve Poggiali informing the City that the Army Corp of Engineers is proposing to establish a nearshore dredged sediment placement area at Vermilion Harbor next year. He said it will be from the bridge all the way out to the mouth to the break wall at 8' and around the mouth at about 12', and they are soliciting input right now on where to drop the findings. Their proposal is off Showse Park and Sherod Park. The idea is that it might help impede the current. R. Strauss said they are talking about dumping it back into the lake, but the Port Authority was told they can't do that. However, it's the Army Corps and they can do whatever they want. D. Miklos asked B. Yancar what depth they've dredged to in the past in the river. B. Yancar wasn't sure but thought B. McCarthy had said it was 12'.

EXPENSE REPORT:

R. Strauss MOVED. H. Riddle seconded to approve Bill Yancar's expenses for reimbursement in the amount of \$261.40. Roll Call Vote 3 YEAS. **MOTION CARRIED.**

ADJOURNMENT:

D. Miklos MOVED; R. Strauss seconded to adjourn the meeting. Vote 3 YEAS.
MOTION CARRIED.

NEXT MEETING:

Regular Meeting: July 23, 2020 @ 6:30pm at Vermilion Municipal Complex, 687 Decatur Street, Vermilion, Ohio

Transcribed by: Gwen Fisher, Certified Municipal Clerk