

PORT OF OSWEGO AUTHORITY
Regular Monthly Meeting
Monday, May 20, 2024

CALL TO ORDER: Ms. Cosemento called the meeting to order at 4:03 PM.

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

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

PRESENT ON ZOOM: Francis Enwright - Chairperson.

EXECUTIVE SESSION

Motion 05-20-2401: A motion was made by Ms. Macey to move to executive session for discussion of ILA negotiations and property transfer. Dr. Kares Smith seconded the motion at 4:04 PM. Motion passed. 5-Aye, 0-Nay.

Motion 05-20-2402: A motion was made by Ms. Macey to resume the regular monthly meeting at 4:20 PM. Motion seconded by Mr. Schneider. Motion passed. 5-Aye, 0-Nay.

APPROVAL OF MINUTES

Motion 05-20-2403:

There was a short discussion of editing the previous meeting minutes to recognize Ms. Diane Zeller as excused.

A motion was made by Mr. Schneider to approve the minutes of the April 15, 2024 regular monthly meeting as amended. Motion was seconded by Ms. Macey. 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 – April 2024

Update on projects:

- Monthly Report – included.
- Oswego-Detroit Short Sea Shipping Study – approaching the end of the study; will need to provide additional numbers.
- Aluminum – Evans Spirit on 05/16/2024, the Algoma Innovator on 05/15/2024; a slow start to the season (usually there would have been three ships by this point), however take into consideration that the Port has 47,000 metric tons onsite (Novelis does not seem to be taking aluminum as fast as they could be). Mr. Pat McMahon stated that there are equipment issues (i.e. crane) at the local plant.

- Reach Stacker – have the bids; will have to review the bid tabs, which is complicated due to “Buy America, Build America Act” requirements (B.A.B.A.A. requires that all iron, steel, manufactured products, and construction materials used in federally funded projects for infrastructure must be produced in the United States); will be looking to complete the preliminary the following week.
- Goble Marina Bathhouse Renovations – repairs are ongoing. Port employees are completing renovations; the marina will tentatively open during the first week in June. Several items that were not foreseen, and employees are having to repair items such as broken pipes and completing electrical issues.
- West Terminal Repairs – repairs are ongoing. The pile-driving company will be arriving in June, and the project is still scheduled to be completed by October.
- FTZ Customer – signed Form 216, which is the first thing to acknowledge an incoming new customer; will have additional updates.
- Port Infrastructure Development Program (PIDP) Grant – submitted and is included in the Board packet. The Port has not submitted this grant for several years. Revenue, tonnage, and cost calculations were completed. This was a positive, strong team effort in submitting this grant between C&S Companies and the Port.
- Oswego Marina Bathhouse Roof – due to the poor condition, a new roof was installed. Soffits will be installed. Port employees are repairing interior water damage due to the previous roof condition. Will be operational within a week.
- Fish Cleaning Stations – renovations and repainting that area.
- Oswego County Micron Steering Committee – \$6.1 billion was awarded last month to Micron, however nothing new to report.
- Alouette Aluminum Mill Representatives Visit – employees (who are from Sept-Iles, Quebec, Canada) have not been here in about a decade, took tour and they were impressed with operations at the Port. The Alouette Aluminum Mill produces the aluminum ingots that are stored at the Port. The Port is the fastest unloading port on the Great Lakes, despite the issues unloading with getting onto the Evans Spirit vessel with forklifts. Mr. Scriber acknowledged ILA Local 1570-A for their excellent efforts, and their being highly productive at unloading.
- St. Lawrence Seaway Development Corporation – marketing idea/advertising campaign for the American Great Lakes Ports Association. Video and photos taken the week prior of the Port, to develop a marketing tool for every port on the American side on the St. Lawrence Seaway (the public authorities) to be part of an advertising campaign. It would highlight the Port, the Port’s products, and the Port’s employees.
- New York State Freight Plan – a member of this group; topics of rail and rail traffic. The New York State Freight Transportation Plan incorporates the perspectives of different stakeholders regarding the challenges and opportunities related to freight and logistics, as well as the demand for goods movements in New York state. Plans are redone every 10 years, and every 5 years the plans are updated; ports are advocated for.
- Leadership Oswego County – presentation given.
- Dome 4 – approaching completion; asphalt will be installed the next day.

- Rail Grant – included in the Board’s packet, and will need Board approval for the \$1.8 million grant, 0% match from the Port. This grant will be used to purchase a new electric locomotive to replace the Port’s current older diesel trackmobile, which is no longer sufficient.

DISCUSSIONS ON TOPICS FROM ADMINISTRATIVE OPERATIONAL REPORT

Aluminum Storage at the Port – Mr. Scriber stated that the customers are getting high storage rates at this time. Mr. Schneider explained that the customer is actually the broker, and the local aluminum plant is buying from the broker; Mr. Scriber explained that the customer pays for storage and transloading.

PIDP Grant – Mr. Delia inquired about the PIDP Grant. Mr. Scriber explained that in the narrative of the grant, he has requested a larger amount (90%), which the Port qualifies for. Mr. Scriber also emphasized that this investment, the 28,000 square foot climate-controlled warehouse that is planned, would be the only one of its kind on the Great Lakes; it would be profitable for the Port. Mr. Delia inquired about a time frame of completion after grant approval; Mr. Scriber stated that there are five years to complete the project. This project would include the gantry crane, that is capable of handling rolls and containers. Mr. Scriber also stated that there are grants available to assist in matching the PIDP grant funds.

Diane Zeller joined the meeting at 4:35 PM.

Rail Grant – The Port currently owns an older, Tier 4 diesel, that is not capable of running more than two loaded cars up a hill. The Port requires a larger trackmobile to replace the Hercules Trackmobile. With the large number of rail improvements and extensions in the future and possible potential customers, the Port’s trackmobile will need to quadruple the number of railcars that could be moved. A new trackmobile would be electric and environmentally-friendly and move 6-8 railcars at one time. Maintenance costs would decrease. Ms. Zeller inquired the life cycle of this type of equipment; Mr. Scriber stated 10 years on battery (there are different types of batteries for the equipment, and the Port will specifically look at lead batteries due to the weight to assist in gripping and motion to move railcars and cost).

West Terminal Repairs – Ms. Cosemento shared that she has had several questions about the West Terminal.

Marketing Video – Ms. Cosemento commented that SUNY Oswego has a broadcasting department that could assist in the future with any marketing videos. Mr. Scriber explained that the marketing video and photos were from the federal funds authorized by Congress, federal procurement policies must be followed.

ADMINISTRATIVE FINANCIAL REPORTS

Motion 05-20-2404: A motion was made by Mr. Schneider to accept April's financial reports as presented. Motion seconded by Mr. Delia. Motion passed. 6-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 the Port remains in a stable cash position. Mr. Scriber explained that there is a slow start to the year due to the lack of shipping. While the Port is getting storage on the aluminum, storage is not as profitable as unloading/loading ships.

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

COMMITTEE REPORTS:

Executive Committee: No report per Ms. Cosemento.

Audit and Finance Committee: Mr. Schneider commented that the annual audit is underway.

Governance Committee: No report per Dr. Kares Smith, however he did send a memo to Board members that he received a copy of the Employee Handbook that all employees receive from Human Resources employee Ms. Meghan Wahrendorf, and there are items that need to be edited and added. He is hoping to accomplish this task sometime this summer. Ms. Zeller requested a copy of the Employee Handbook (which was provided to her on 05/24/2024). Mr. Scriber explained that some of the Employee Handbook is codified with the CSEA contract.

Planning and Development Committee: Ms. Macey shared that she joined a meeting with the Mayor of Oswego City and members of the H. Lee White Museum, along with personnel from DLR Group. She can provide the plan that the Museum has and what the DLR has reviewed, i.e. new location for museum, however they are still in the planning stages.

OLD BUSINESS:

None.

NEW BUSINESS:

Motion 05-20-2405: A motion was made by Mr. Schneider to review and approve contract with C&S Companies for engineering services that was previously awarded by the Board through competitive bid in March 2023, and to authorize the Executive Director to sign and complete any and all paperwork, and to administer the contract with approval of Board Counsel. Motion seconded by Dr. Kares Smith. Motion passed. 6-Aye, 0-Nay.

Mr. Scriber stated that this was Board-approved last year; after Port Counsel review, the contract needs to be signed.

Motion 05-20-2406: A motion was made by Mr. Schneider to review and approve the Minority and Women’s Business Enterprise (WMBE) Procurement Strategy. Motion seconded by Ms. Zeller. Motion passed. 6-Aye, 0-Nay.

Motion 05-20-2407: A motion was made by Ms. Zeller to review and approve the adoption of Service-Disabled Veteran Owned Business (SDVOB) Goal Plan. Motion seconded by Dr. Kares Smith. Motion passed. 6-Aye, 0-Nay.

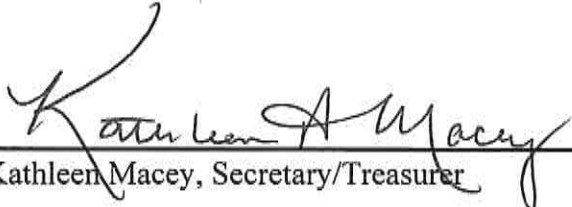
Motion 05-20-2408: A motion was made by Ms. Zeller to review and approve the New York State Department of Transportation Grant Agreement for the Electric Railcar Mover, Comptroller Contract #DR39098, Project Identification #3935.89.301, which the Board hereby approves and agrees to first instance of the project funds and adhere to the terms of the agreement, and to authorize the Executive Director to sign and complete any and all paperwork, and administer the grant. Motion seconded by Ms. Macey. Motion passed. 6-Aye, 0-Nay.

Motion 05-20-2409: A motion was made by Ms. Zeller to review and approve the Fourth Amendment to Terminal and Service Agreement between the Port of Oswego Authority and Nutrien Ag Solutions, Inc., which has been reviewed by Port Counsel, and to authorize the Executive Director to sign and complete any and all paperwork regarding the Agreement. Motion seconded by Mr. Delia. Motion passed. 6-Aye, 0-Nay.

Mr. Scriber explained that the Port has been agreeing to the contract that has been in effect for a year; however, when the number of potash loads dropped below a certain number, it was costly. There was no provision in any of the amendments or contracts that the Port could reduce the standby time of operators and equipment (Section 2D – Loading of Trucks for off-Season); this is what was needed to be agreed to in the contract. Mr. Scriber explained that Nutrien has been a customer for 35 years and that this would keep the good business relationship secure.

ADJOURNMENT

Motion 05-20-2410: A motion was made by Ms. Zeller to adjourn the regular monthly meeting at 5:15 PM. Motion seconded by Ms. Macey. Motion passed. 6-Aye, 0-Nay.


Kathleen Macey, Secretary/Treasurer