

VERMILION PORT AUTHORITY MEETING MINUTES

July 23, 2020 – 6:30 p.m. @ Vermilion Municipal Complex

Roll Call: R. Strauss; D. Miklos; H. Riddle, T. Sommer; P. Corogin (via telephone)
Present: B. Yancar, PORT OPERATIONS MGR; F. Loucka, COUNCIL REPR
Guests: Mayor Forthofer

Dave Miklos called the meeting of July 23, 2020 to order.

APPROVAL OF MINUTES:

T. Sommer MOVED; R. Strauss seconded to approve the meeting minutes of June 11, 2020. Roll Call Vote 4 YEAS. **MOTION CARRIED.**

CORRESPONDENCE:

B. Yancar said he received correspondence through Gwen Fisher from Councilwoman Emily Skahen with concerns she heard on the condition of the staircase at the upper parking lot at South Street. He said they have inspected this all along and it looks weather beaten but it is sound. He said they did inspect it again and there may be a couple steps they will look at next year. He said they applied a heavy coating of waterproofing and they will reapply another coat, so officially the staircase is usable.

He referred to a letter he received from Gene Gooding as he had a request whether or not it would be practical for the Port Authority to deploy the containment buoy along McGarvey’s Landing to assist in keeping the debris off the parking lot. There was a question whether they had a 100’ or 200’ containment, but they think they have 200’. They have 350’ of dockage so he’s not sure if 200’ would be effective or moderately effective. He asked the members if they were in favor of deploying this. He does have the area closed off with signage, but people still dock there, so he is not sure if the containment is strong enough with boat traffic, which could be a concern. In talking with Bill McCarthy, he said the Port does have ownership as it was received from the original company, so he feels the Port can make this decision. He said they want to be good neighbors and help where they can, but he is not sure whether this containment unit is the answer.

T. Sommer said he made a recommendation on chicken coup wire and to him this is dirt cheap and all they need to do is get 18” H and nail it to the 6’x6’ posts and it should trap most of the debris. They will not even need to clean off the chicken coup wire. When they’re done with it, they can just throw it away. The thing he didn’t like about he buoy is that it will sit in the water for two months and who will clean it from the all the river water, so he would like to see what the cost would be to put chicken coup wire up. D. Miklos asked if he would propose some type of

identifier to see the chicken coup. T. Sommer said they can tie fluorescent flags on the wire. B. Yancar said they can also thread caution tape through the wire. R. Strauss said his only concern is somebody tripping over it and for it to become a liability issue; somebody docking illegally when the dock is closed could trip over it if they don't see it. However, he doesn't want to use the boom because it is wearing on the boom and this is an expensive asset they have for the duck race and without it, it would be challenging. He said they could try it and put caution tape on it. He thought they would only have to put it 12" high. B. Yancar said the higher would be more visible from a distance. He said there is material and labor costs involved, so should they approach Gene Gooding in sharing this expense. T. Sommer asked him to find out how much chicken coup wire is needed. He did not think the labor would take that long because you are just nailing or stapling it on to the posts. B. Yancar said he would go with zip ties as they are cheap, and they won't damage the posts. P. Corogin didn't have a problem with going this route and they may find out it works, but it may be an eye sore and doesn't work, but it doesn't seem like that much of a cost issue to try it. H. Riddle said she does not have a problem with it. She asked who is complaining about the debris in the parking lot. D. Miklos said the customers are probably complaining to the restaurant who are passing along the information to Sandusky Bay, which in turn is complaining back to the Port Authority. R. Strauss did not have a problem with B. Yancar getting an estimate for chicken wire and the labor and throwing it back to Sandusky Bay. He said the Port Authority is not making any money at McGarvey's Land at all this year. B. Yancar said this is just to assist them in maintenance. B. Yancar said he will investigate this and if it is within his expendability then he will move forward on it.

FINANCIAL REVIEW:

B. Yancar provided the Port members with a Statement of Cash from Revenue and Expense for the period ending June 30, 2020. He conveyed the ending balance in Fund 214 "Vermilion Port Authority Special Revenue" is \$38,284.69. They started off with a beginning balance of \$19,459.63. As of the end of June they have a year to date revenue of \$76,069.39 and a net expense year to date of \$53,193.61, the unexpended balance is \$42,335.41. At the end of June 2019, they had an ending balance of \$18,370.78, so they are up about \$19,913.91. He said a part of the revenue is \$7,400 in tax they collect from Sandusky Bay.

The ending balance in Fund 411 "Port Authority Capital" is \$34,946.22. He noted that \$15,000 of that balance is money that goes towards the restroom expansion project.

B. Yancar reviewed the year to date Financial Recap of Cash Position spreadsheet of all revenue. He said the Port Authority is sitting on \$116,151.41, which includes the 411 account. This is \$40,000 over what the city is showing currently, but it does include the donations of \$15,000.

Next, he addressed the Expense Report with Encumbrance Detail and with regards to their labor expense they are sitting on \$30,743.96, which is about \$3,000 less than what they were last year at this time. He reported the total expenses is \$65,471.31 and in 2019 they were at \$71,331.26, so they are down \$5,859.95, which is including the labor.

He addressed the Dock Revenue - 2020 by reporting that in June, Water Works Marina collected \$5,698.08, which is down from where they were the prior three years. The three-year average was \$12,694.73, and to date they are at \$7,951.08, so they are down \$4,743.65, which is about -37.37%. He said Water Works is not performing at this time where they would like it to be and they are starting to see some cancellations due to COVID. As far as McGarvey's Landing there is nothing going on due to the high water. The S.S. Launch Ramp collected \$13,705.50 in June, which doubles the season total of what they collected in 2017. The three-year average is \$15,185.00 and total collected year to date is \$22,434.50, so they are up nearly 50%. So, to recap S.S. Launch Ramp, McGarvey's Landing, and Water Works they are still up about \$3,251.58 (11.94%). P. Corogin was impressed how well the Launch Ramp was doing this year and said the guys have been working hard to capitalize on everything, so that is carrying the Port right now. B. Yancar said some notable things to mention is the kayak participation from last year to this year. He said for the month of June they launched 1,100 kayaks. Last year at this time, he had 1,500 less tickets written for launches.

ACTIVITY REPORT:

B. Yancar provided the activity report to the board which outlines active and completed projects at Water Works Marina, McGarvey's Landing, South Street Ramp, Clarion Drive, Exchange Street, and all other. He said at the South Street Ramp they striped the lower parking lot due to its condition. He donated this to the Port Authority since it needed to be done.

He said with regards to the restroom he understands they will be doing the new addition but they wanted to get a head start on the old restroom, so they did a partial painting and they redid the electrical in the inside so they could put in a new storage cabinet.

D. Miklos asked the status on the electrical situation at Clarion. B. Yancar explained they were having a brown out situation and one of the lease holders was having a problem keeping his appliances continuously running. He contacted First Energy and they sent out a crew and it seems that a tree was wearing on an overhead line, so they repaired the connection and they are back in operation.

D. Miklos said it was mentioned there does not appear to be any warranty left on the west camera at the South Street Ramp. Does this mean the camera is non-operational? B. Yancar said it has not been operating all year, so he has been talking with the tech crew and they will investigate the situation.

RAMP RESTROOM EXPANSION PROJECT UPDATE:

R. Strauss distributed ADA Restroom Addition construction plans that Mark Ruby, Architect provided. He feels he should be able to go for permits from the city next week. D. Miklos asked what type of timeframe they are looking at to start the project. R. Strauss said he would like to start it next month, so they can wrap it up in October, so they are not dealing with cold weather. He gave a thorough review

of the proposed plans for the expansion. He provided a sample of the exterior split face block. It doesn't match the building in color, but they got the best they could find. The one on there has been out of production for a long time. He noted he met with Rob Yost at the lift station and he expected to see some sort of a force main pump, but it is one of the city's E-1 pumps and the inlet comes in very deep. He talked with them about the flood shutoff because this was one of the stipulations that came out with the flood plain. The city advised him they don't have anything like this on any of their pumps through Riverside or anything. He was advised they don't need anything like this, and it was noted the only time the river floods is in the winter time and the Port Authority is closed down and the electric is shut off, so the pump wouldn't pump any flood waters in. He said the water pressure issue has been a substantial issue and their water doesn't go through a second lift. It was suggested to put on a pressure pump, and he talked with a plumber who can put it where the water line comes in the basement of the sewage treatment plant. This would solve their problem and they would be able to get 45 – 50 pounds of pressure so they can use their hoses. It works off a bladder and it is an electric motor. They would have to do something with the city because they will need to use electric for the motor, but it will only run when someone turns on water. He said he will talk with Rob Yost and the Service Director to see if they can work out doing something like this. He will get a cost on this.

He met with Mark Ruby today who will finish up with the isometric plumbing drawing and the electrical drawing. They will put a 2'x4' LED light in the building and the electrician will put in a different light in the existing building. He included raising the roof line in the plans and in the existing building and hopes to do this without damaging the inside of the bathroom. He said ventilation isn't required, but he will put vents in it. He will propose to put either vinyl or aluminum flat soffits instead of angled soffits as it keeps the bugs from getting in there and making nests. He will put on aluminum wrap fascia boards and he will try to find a vinyl shake in a taupe color to match the building. They will only need to paint the exterior doors. In the inside he will put in a flat ceiling and the floor will be about 1 ½" higher so they have fall on the sidewalks for the water. The toilet in the existing bathroom is currently a handicap toilet and the new one will be as well. They will need to get some stainless-steel grab bars. He will use plywood on the ceiling rather than epoxy, but they will epoxy the block walls and the floor, and he will add a floor drain so they can clean the bathroom with a hose.

T. Sommer asked if they would be putting in some bollards (protective posts) on the outside. R. Strauss said he wasn't, as he felt they wouldn't need them. Mayor Forthofer asked if they have ever used graffiti proof sealants. R. Strauss said they have not because they do not leave the bathrooms open at night when the area is unattended. B. Yancar said they are open 24/7. R. Strauss said the epoxy paint is durable, but he would need to check with his painting contractor. Mayor Forthofer said they are using this in the parks and on the postcards in town.

R. Strauss said they will have one vinyl window that will have a screen and it will be an awning window with a crank handle that can be removed, so they can open the window open all the time so they don't have to put a bath fan in.

R. Strauss said he would like to set up a meeting with Bill Yancar and Amy Hendricks so they know how they can pay people to do this work.

D. Miklos thanked R. Strauss for the nice job he has done in pulling this project together and told him it is much appreciated. P. Corogin told Randy he was doing a great job in covering all the details and he noted he is very excited for the project.

Duck Dash - D. Miklos said there is no conceivable way they can pull this project off with the new orders that have come down from the state and from the city, so they decided to table this event until next year. Mayor Forthofer advised the board that the Health Department has advised him they are 86% capacity at Firelands Hospital and it's all outside events that are causing it, so they are shutting down almost all outside events that are 10 or more. Upon consensus of the members, the Duck Dash has been pushed to 2021.

Miscellaneous - R. Strauss addressed the loose sandstone caps at some of the planter areas and provided a name of a mason to Bill Yancar that may help in replacing these at a reasonable cost.

D. Miklos asked the status on the dock post that was damaged and asked if they heard anything from the insurance company. B. Yancar said he got a comprehensive police report and he contacted Nationwide Insurance. He said he generated an invoice and the amount of the damage is \$845.00.

F. Loucka noted the sign that says "Idle Speed, No Wake" north of the South Street dock on the bridge abutment needs repaired as you cannot read it. B. Yancar said he will look at this, but they do not have use of their work barge as it sprung a leak.

ADJOURNMENT:

D. Miklos adjourned the meeting after no further discussion. Vote 4 YEAS. **MOTION CARRIED.**

NEXT MEETING:

Regular Meeting: August 13, 2020 @ 6:30pm at Vermilion Municipal Complex, 687 Decatur Street, Vermilion, Ohio

Transcribed by Gwen Fisher, Certified Municipal Clerk