

# PORT AUTHORITY OF WINONA MINUTES

DATE: June 12, 2008

PRESENT: Commissioners Cichanowski, Kiekbusch, Glubka, Thurley and Borzyskowski, Executive Secretary Sorensen.

ABSENT: Commissioners Johnson and Hansen

## 1. **CALL TO ORDER – APPROVAL OF MINUTES**

The meeting was called to order at 4:00 p.m. by President Cichanowski. A motion to approve the minutes of the May 8, 2008 meeting was made by Commissioner Thurley, seconded by Commissioner Glubka. The motion carried with all present voting aye.

## 2. **REMARKS BY THE PRESIDENT**

President Cichanowski reported the Minnesota Highway 43 Bridge will re-open to passenger vehicles on Saturday June 14<sup>th</sup>. Repair work on the gusset plates will begin in mid-summer and be completed by late summer/early fall.

## 3. **OLD BUSINESS**

### A. **201 Main Street Chrysler Building**

The Port Authority reviewed information related to receiving quotes for asbestos removal at the building at 201 Main Street. The Port can have GES prepare specifications and then bid the work or have GES secure quotes through their pre-qualified subcontractor process. Cost savings will be likely if the quote process is used due to the small scope of the project. The estimated cost for the work and project oversight is approximately \$7,000. A motion to have GES Inc. coordinate quotes for removal of asbestos and a motion to have staff prepare specification for demolition was made by Commissioner Borzyskowski, seconded by Commissioner Kiekbusch. The motion carried with all Commissioners present voting aye.

### B. **Accounts Receivable Write-off**

Staff has reviewed the accounts receivable for The Sawdust Factory. Payments in 2007 were not received and a notice of debt discharge was received from Bankruptcy proceedings. After brief discussion, a motion to remove The Sawdust Factory, Inc. loan in the amount of \$52,241.81 from current and future billings of accounts receivable was made by Commissioner Glubka, seconded by Commissioner Borzyskowski. The motion carried with all Commissioners present voting aye.

**C. Completion Prairie Island Road Fill Project**

Winona Mechanical, Inc. under its contract with the Port Authority of Winona has completed work on the project which is in compliance with the plans and specifications governing the work. The final payment is in the amount of \$4,946.74 and the final estimate is in the amount of \$64,734.70. A motion to approve the following resolution was made by Commissioner Thurley, seconded by Commissioner Kiekbusch. The motion carried with all Commissioners present voting aye.

**RESOLUTION # 657**

**WHEREAS**, a contract was let for the Prairie Island Road Fill; and

**WHEREAS**, the original contract price for these improvements is \$64,064.00; and

**WHEREAS**, change orders to the contract price have been issued in the amount of - \$3,417.00 and a quantity reduction bringing the contract price to \$64,734.70; and

**WHEREAS**, the contract has been completed according to the plans and specifications; and

**WHEREAS**, the final price for the improvements is \$64,734.70.

**NOW, THEREFORE, BE IT RESOLVED** by the Port Authority of Winona, Minnesota:

1. The Port Authority of Winona hereby accepts the work.
2. The Port Authority of Winona hereby approves the change order \$3,417.00
3. The Port Authority of Winona hereby authorizes the final estimate in the amount of 64,734.70.

**4. FINANCIAL REPORTS**

The financial reports were distributed to the Commissioners. Commissioner Glubka questioned the expenditure in the Port General Fund Purchased Services. There were expenditures of \$43,784.95 and a budget of \$10,000. Staff noted this would be reviewed and an explanation to Commissioners would be forthcoming.

Prior to adjourning President Cichanowski expressed his concern about the Delta Queen's ability to continue operations on the Mississippi River. He requested staff to let Congressman Oberstar, who was in Winona addressing the bridge closure issue, know the importance of allowing the exemption for the

Delta Queen to operate. President Cichanowski noted there is a law that prohibits wooden vessels from carrying a certain number of overnight passengers and the Delta Queen has an exemption to operate that expires in November. He requested the City Manager to consider lobbying on the matter.

**5. ADJOURNMENT**

A motion to adjourn was made by Commissioner Kiekbusch, seconded by Commissioner Glubka. The motion carried with all Commissioners present voting Aye.

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Lucy McMartin  
Program Development Director