



# PORT AUTHORITY OF WINONA

Box 378

Winona, MN 55987-0378

(507) 457-8250

FAX (507) 457-8212

---

## AGENDA

**DATE:** March 8, 2007  
**TIME:** 4:00 P.M.  
**PLACE:** Council Chambers, City Hall

---

1. **CALL TO ORDER - APPROVAL OF MINUTES**

Approval of the minutes from February 8, 2007.

2. **REMARKS BY PRESIDENT**

3. **OLD BUSINESS**

***A. Prairie Island Road Fill Site Project***

Bids were received for the Prairie Island Road Fill Site Project on February 20, 2007. Staff recommends acceptance of the bid submitted by Winona Mechanical, Inc. If the Commissioners concur, a motion to approve the resolution accepting the bid would be appropriate.

4. **NEW BUSINESS**

***A. 2007 Nominating Committee Report***

***B. Presentation on Winona Labor Force***

5. **FINANCIAL REPORTS**

6. **ADJOURNMENT**

## **PORT AUTHORITY AGENDA ITEM**

**AGENDA ITEM: 1. Approval of Minutes**

**DATE: March 8, 2007**

Following are the minutes from the February 8, 2007 meeting for Commission's review and approval.

# PORT AUTHORITY OF WINONA MINUTES

- DATE:** February 8, 2007
- PRESENT:** President Cichanowski and Commissioners Thurley, Borzyskowski, Glubka and Hansen.
- ABSENT:** Commissioners Johnson and Kiekbusch and Executive Secretary Sorensen

## 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 from the January 18, 2007 meeting was made by Commissioner Borzyskowski and seconded by Commissioner Thurley. The motion carried with all Commissioners present voting aye.

## 2. REMARKS BY THE PRESIDENT

President Cichanowski welcomed Mike Hansen to the Port Authority. Commissioner Hansen will fulfill the term vacated by Pete Schwab.

President Cichanowski appointed Commissioners Johnson, Borzyskowski and Glubka to the Nominating Committee. They are to meet and present a slate of officers for the Port Authority meeting on March 8, 2007.

## 3. OLD BUSINESS

### A. Transfer of Property

Pursuant to a Public Hearing Notice published on January 26, 2007 the Port Authority Commissioners will review a request to transfer property that would clarify the property lines for both the Port Authority and Aerie Enterprise. President Cichanowski opened the hearing and asked for anyone wishing to speak to come forward. He called an additional two times for parties to come forward to speak. There being none, he closed the Public Hearing.

Staff reported this area is the land behind Jefferson's Pub and the adjoining Aerie building. The Port has done work in this area to repave, clarify and clean up the alley. The Port would agree to transfer any interest it may have in parcel 2, and Aerie would transfer any interest it may have in Parcel 1, to clarify any property interest issues.

The motion to approve the resolution was made by Commissioner Thurley, seconded by Commissioner Borzyskowski. The motion carried.

## RESOLUTION # 642

**WHEREAS**, the Port Authority of Winona, pursuant to Minnesota State Statutes, Section 458.196, did place a notice, a copy of which with proof of publication is on file in the office of the Port Authority of Winona, of a public

hearing of the proposed transfer of property owned by said Port Authority in a legal newspaper, said hearing to be held to determine whether it is in the best interest of the district and the people thereof, and that furtherance of the general plan of the Port Authority development and industrial development to transfer the land described in Exhibit "A" attached hereto; and

**WHEREAS**, Aerie Enterprise has submitted a proposal to transfer said property described in Exhibit "A" which property is owned by the Port Authority of Winona; and

**WHEREAS**, the Port Authority has investigated the facts of the proposed transfer of said land and terms and conditions of said transfer, and proposed use of said property and the relationship to the City of Winona and its business facilities of the Port Authority of Winona in general; and

**WHEREAS**, the proposed project, presented by Aerie Enterprise, meets the terms and conditions set forth by the Port Authority of Winona as its guide in determining if such proposals are in the best interest of the Port Authority district and the public.

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

1. That the Board of Commissioners of the Port Authority of Winona hereby finds, determines, and declares that it is in the best interest of the Port district and the people thereof and in furtherance of the general plan to transfer said real estate to Aerie Enterprise.
2. The actions of the Executive Secretary of the Port Authority of Winona in causing public notice of the proposed sale and in describing the terms and conditions of such transfer, which have been available for inspection by the public at the office of the Port Authority from and after the publication of the hearing, are in all respects ratified and confirmed.
3. The property is being transferred for \$1.00.

4. **FINANCIAL REPORTS**

The Port Authority Commissioners reviewed the financial information and it will be placed on file.

5. **ADJOURNMENT**

A motion to adjourn the meeting was made by Commissioner Glubka, seconded by Commissioner Hansen and the meeting was adjourned at 4:20 p.m.

  
\_\_\_\_\_  
Lucy McMartin  
Program Development Director

## PORT AUTHORITY AGENDA ITEM

**AGENDA ITEM: 3.A. Prairie Island Road Fill Site Project**

**DATE: March 8, 2007**

Bids were received for the Prairie Island Road Fill Site Project on Tuesday, February 20, 2007. Bids for the project were received as follows:

Engineer's Estimate:	\$142,500
Winona Mechanical	\$ 64,064
Winona Excavating	\$ 65,945
Dakota Intertek Corp.	\$ 76,637
A-1 Excavating, Inc.	\$ 81,425
North Star Environmental Construction	\$ 81,675
Road Constructors, Inc.	\$ 93,650
VanGundy Excavating	\$ 96,900
Kimball Paving & Excavating, LLC	\$ 97,850
Eagle Construction Co., Inc.	\$102,225
McHugh Excavating & Plumbing, Inc.	\$122,348
Hoist Excavating, Inc.	\$125,150
M.J. Neisen Asphalt, Inc.	\$129,475
Hoffman Construction Co.	\$196,340

Staff would recommend entering into a contract with the lowest responsible bidder meeting the requirements of the bid specifications. Staff recommends acceptance of the bid submitted by Winona Mechanical, Inc.

If the Commissioners concur, a motion to approve the attached resolution accepting the bid would be appropriate.

### RESOLUTION

**WHEREAS**, the Port Authority of Winona solicited bids for the Prairie Island Road Fill Site Project; and

**WHEREAS**, bids were received and opened on February 20, 2007; and

**WHEREAS**, thirteen bids were received with Winona Mechanical Inc. being the lowest responsible bidder in accordance with the specifications with a bid price of \$64,064.

**NOW, THEREFORE, BE IT RESOLVED** by the Port Authority of Winona that a contract for the Prairie Island Road Fill Site Project with Winona Mechanical Inc. be prepared and that the President and Executive Secretary be authorized to sign the appropriate documents.

## PORT AUTHORITY AGENDA ITEM

**AGENDA ITEM: 4.A. 2007 Nominating Committee Report**

**DATE: March 8, 2007**

The Nominating Committee presents the following slate of officers for 2007:

President	Mike Cichanowski
Vice President	Dana Johnson
Treasurer	Mary K. Glubka
Executive Secretary	Eric Sorensen
Director of Economic Development	Judith Bodway
Director of Finance	Mary Burrichter
Director of Public Works	Keith Nelson
Program Development Officer	Lucy McMartin

If the Commissioners agree, a motion to adopt the 2007 slate of officers as presented would be appropriate.

## **PORT AUTHORITY AGENDA ITEM**

**AGENDA ITEM: 4.B. Presentation on Winona Labor Force**

**DATE: March 8, 2007**

Staff will provide an update on trends in employment for Winona at the meeting.