

# PORT AUTHORITY OF WINONA MINUTES

**DATE:** October 12, 2006

**PRESENT:** President Cichanowski, Commissioners Borzyskowski, Johnson Thurley, Kiekbusch, Glubka, Schwab and Executive Secretary Sorensen

**ABSENT:** None

## 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 September 14, 2006 meeting was made by Commissioner Borzyskowski, seconded by Commissioner Thurley. The motion carried with all Commissioners present voting aye.

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

President Cichanowski congratulated Coda Composites of Winona on a recent award that they received from the Southern Minnesota Initiative Foundation. The award was part of the 20 in 20 awards at a regional recognition luncheon. Coda received \$5,000 for their commitment to innovation and collaboration.

## 3. **NEW BUSINESS**

### **A. *Port Authority Extended Contract for Commercial Dock Lease***

The lease with CD Corporation for operation of the Port Authority Commercial Dock expires in 2006. The Port Authority Riverfront Committee is working with users of the harbor to create a more efficient lay out which may affect the Commercial Dock. While the process of looking at the facility and users in the harbor is being reviewed, staff and the Riverfront Committee recommend extending the lease with CD Corporation for one year. A motion to approve the President and Executive Secretary to enter into an extended lease agreement was made by Commissioner Thurley, seconded by Commissioner Kiekbusch. All Commissioners present voted aye.

### **B. *Port Authority License Agreement for Barge Fleeting***

Port Authority Commissioners were informed that letters were accepted for barge fleeting operations in the Commercial Harbor area. The current license agreement has expired and a new agreement would be put in place beginning with the 2007 shipping season. Staff summarized components of the new agreement which consists of:

- A five year license agreement with two renewals for a total of 15 years
- Non renewal would occur only in the case of nonperformance by Artco

- A license fee with a schedule as follows:

Year	Annual Fee
2007- 2011	\$90,000
2012-2014	\$110,000
2015-2016	\$115,000
2017-2019	\$125,000
2020-2021	\$130,000

**Total \$1,645,000 over fifteen years**

- Other terms and conditions included in the existing lease agreement.

A motion to authorize the President and Executive Secretary to enter into a license agreement with those components was made by Commissioner Thurley, seconded by Commissioner Kiekbusch. The motion carried with all Commissioners present voting aye.

**C. Award to Coda Composite Company**

As mentioned in the President's remarks Coda Composite was awarded with \$5,000 from the Southern Minnesota Initiative Foundation. The check for the award was made out to the Port Authority of Winona and staff is asking Commissioners to approve accepting \$5,000 and to issue a check to Coda Composite Company for the \$5,000. A motion was made by Commissioner Glubka, seconded by Commissioner Johnson. The motion carried with all Commissioners present voting aye.

**D. Transfer of Funds**

Port Authority Commissioners were asked to review and approve a transfer of funds from the general fund to the Riverbend Industrial Park Improvement Fund to cover costs related to the construction of Technology Park. Fund 947 currently has a deficit balance. Staff recommends a transfer from 911-49109-8029 of \$250,000 into fund account number 947-39109. A motion to make such a transfer was made by Commissioner Borzyskowski, seconded by Commissioner Schwab. The motion carried with all Commissioners present voting aye.

**4. FINANCIAL REPORTS**

Staff reported on the financial reports of the Port Authority including the Revolving Loan Fund. Staff informed the Port Authority Commissioners that a new loan was made to Harry Vardon Sejung USA Company which expanded operations in Winona.

**5. OTHER BUSINESS**

Prior to adjournment, Commissioner Glubka asked about the status of the Winona County Historical Society project and action that took place at the Port's last Port Authority meeting of September 14, 2006. In particular, Commissioner Glubka wanted to know what action the County had taken since the Port Authority approved replacement parking for County employees. Staff reported that they informed the County about the Port Authority's actions.

**6. ADJOURNMENT**

A motion to adjourn the meeting was made by Commissioner Thurley, seconded by Commissioner Johnson, the motion carried with all Commissioners present voting aye.

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Lucy McMartin  
Program Development Director