

OGDENSBURG BRIDGE & PORT AUTHORITY
BOARD MEETING
WEDNESDAY, APRIL 18, 2018

A meeting of the Board of Directors of the Ogdensburg Bridge and Port Authority was held in the Board Room of the Administration Building on Wednesday, April 18, 2018 at 7:00 PM.

The following were present:

Samuel J. LaMacchia, Chairperson
Christopher B. T. Coffin, Member
Megan J. M. Whitton, Secretary
Vernon D. "Sam" Burns, Assistant Secretary

ALSO: Francis P. Cappello, Counsel
 Wade A. Davis, Executive Director
 James L. Smith, Chief Financial Officer
 John. A. Rishe, Dir., Com & Ind. Dev.
 Steven J. Lawrence, Director of Operations
 Ronald L. Bogus, Airport Manager
 Fariah Qudsi, Accounting Manager

ABSENT: Douglas W. Loffler, Vice Chairperson

- I. Chairperson LaMacchia called the meeting to order at 7:36 PM.
- II. Letters and Communications to the Board. There were letters and articles pertaining to the Authority, including a letter of resignation from Board Member, James T. Farrell and a letter from Staff to the Commission of the Office of General Services regarding the salt contract bidding process.
- VI. Business Items.
 - A. General Administration
 1. Approval of Contract with Trane. Trane has provided preventative maintenance services for the Ogdensburg Border Station HVAC

system and was selected based on New York State Contract pricing (OGSContract #PT68523). Trane has submitted a new service agreement for the period April 1, 2018, through March 31, 2019, for the amount of \$7,760, less a 3 percent discount. Based on the New York State Contract pricing and discount, expertise required to perform services, historical relationship with the facility, as well as the fact that all HVAC roof units, controls, and computer control/software are all manufactured by Trane, staff recommends approval of this agreement with Trane. On a motion by Vernon D. Burns, seconded by Megan J. M. Whitton, it was,

RESOLVED, that the Executive Director is hereby authorized and directed to execute an agreement with Trane to provide HVAC maintenance services at the Ogdensburg Border Station for the period April 1, 2018, through March 31, 2019, for a cost not to exceed \$7,760.

A vote was called.

AYES: Samuel J. LaMacchia
Christopher B. T. Coffin
Megan J. M. Whitton
Vernon D. Burns

RESOLUTION PASSED

2. Approval of Line of Credit with Community Bank. The Authority has procured a line of credit with Community Bank, N.A. in the amount of \$500,000, per the terms and conditions of the letter of commitment. This is only to be used for the upcoming wind turbine project. This is also only to be used for grant reimbursements. On a motion by Megan J. M. Whitton, seconded by Vernon D. Burns, it was,

RESOLVED, that the Executive Director/CFO is hereby authorized and directed to execute the agreement with Community Bank, N.A. as per the terms and conditions of the letter of commitment.

A vote was called.

AYES: Christopher B. T. Coffin
Megan J. M. Whitton
Vernon D. Burns
Samuel J. LaMacchia

RESOLUTION PASSED

B. Ogdensburg-Prescott International Bridge

1. Approval of Bridge Toll Rates. The Ogdensburg Bridge and Port Authority directed the Executive Director to initiate the process for a bridge toll increase for the Ogdensburg-Prescott International Bridge with the Division of the Budget, Governor's Office, Department of State, and with appropriate U.S. and Canadian Officials. Staff has researched the processes, reviewed comparable rates, and recommends the Authority adopt the following rates:

Section 5704.1 – Schedule of Tolls

<u>TYPE OF VEHICLE</u>	<u>PROPOSED TOLL RATE</u>
Auto (One-Way)	\$3.00
2-Axle Truck	\$6.75
Each Additional Axle	\$1.75
Buses	\$6.75
Commercial Truck Permit	\$65.00
Commercial Permit Fee (Overweight)	\$140.00
Overweight/Escort	\$1000.00

Section 5704.4 – Special Toll Rates. The Authority's Special Toll Rates are as follows:

Prepaid Options: (USD)

- Commuter Card Options (Passenger Vehicles)
- 25 one way trips (Green Card – 15% discount) \$63.75

- 50 one way trips (Yellow Card – 25% discount) \$112.50
- 50 one way trip tickets (Auto-only Ticket Books) \$112.50

Commercial Vehicle Incentives: (USD)

- Prepaid Commercial Vehicle: 6 one way trips (Blue Card – 20%) \$60.00
- Accounts greater than \$35,000 annually will be credited a 15% incentive credit for future travel.

Executive Director Wade A. Davis stated that these proposed rates are in line with the 1000 Islands Bridge rates, and that they offer heavy incentives for commercial vehicles and commuters. Chairperson Samuel J. LaMacchia asked if Albany has the power to change these numbers. Wade A. Davis replied that there is a process, and that Albany would have the ability to make amendments. On a motion by Vernon D. Burns, seconded by Christopher B. T. Coffin, it was,

RESOLVED, the Executive Director is hereby authorized and directed to make the necessary filing to implement a toll increase at the Ogdensburg-Prescott International Bridge as follows:

Section 5704.1 – Schedule of Tolls

<u>TYPE OF VEHICLE</u>	<u>PROPOSED TOLL RATE</u>
Auto (One-Way)	\$3.00
2-Axle Truck	\$6.75
Each Additional Axle	\$1.75
Buses	\$6.75
Commercial Truck Permit	\$65.00
Commercial Permit Fee (Overweight)	\$140.00
Overweight/Escort	\$1000.00

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- 50 one way trip tickets (Auto-only Ticket Books) \$112.50

Commercial Vehicle Incentives: (USD)

- Prepaid Commercial Vehicle: 6 one way trips (Blue Card – 20%) \$60.00
- Accounts greater than \$35,000 annually will be credited a 15% incentive credit for future travel.

A vote was called.

AYES: Megan J. M. Whitton
Vernon D. Burns
Samuel J. LaMacchia
Christopher B. T. Coffin

RESOLUTION PASSED

2. Approval of Contract with Modjeski and Masters. Staff solicited proposals from engineers for the 2018 biennial inspection of the Ogdensburg-Prescott International Bridge. This inspection will include structural inspection and report and load rating review as mandated by the New York State Department of Transportation. Proposals were received and opened on March 29, 2018. Staff recommends approval of the proposal by Modjeski and Masters for a cost not to exceed \$182,470. On a motion by Vernon D. Burns, seconded by Samuel J. LaMacchia, it was,

RESOLVED, that the Executive Director is hereby authorized and directed to execute a contract with Modjeski and Masters to perform the 2018 biennial inspection of the Ogdensburg-Prescott International Bridge for a fee not to exceed \$182,470.

A vote was called.

AYES: Vernon D. Burns
Samuel J. LaMacchia
Christopher B. T. Coffin
Megan J. M. Whitton

RESOLUTION PASSED

C. Commerce Park

1. Bridge Approach Road Parcel. The Bridge Committee has reviewed options to generate revenue from the sale or lease of 11.59 acres of Authority-owned property on the corner of Rt. 37 and Trooper Shawn W. Snow Street, known as the Bridge Approach Parcel. Board Chair Samuel J. LaMacchia asked why the Authority would advertise the price of the land. John A. Rishe, Director of Commercial and Industrial Development, replied that if someone shows serious interest, the price could be made known to them. Samuel J. LaMacchia stated that the price should be negotiable, as the appraised value doesn't always match up with the market value. John A. Rishe assured the Chair that the price is always negotiable, and that it is a starting point. Executive Director Wade A. Davis added that the Resolution reserves the right of the Authority to reject any proposal. Vernon D. Burns commented that he liked the idea that the Authority could sell it and return the land to the tax roll, and that this was part of its duty to the community. Wade A. Davis, Executive Director, pointed out that this is an exciting proposal that has the opportunity to create some jobs. On a motion by Vernon D. Burns, seconded by Christopher B. T. Coffin, it was,

RESOLVED, RESOLVED, That the Bridge Committee would recommend making this Bridge Approach Road property available through a sale and/or lease.

RESOLVED, that the sale price should be set at \$24,200 per acre.

RESOLVED, that the lease price should be set at \$6,000 per acre.

RESOLVED, that staff commence with marketing this property at the above-noted pricing through internal efforts; by listing on the multiple listing service; and by all other means.

RESOLVED, that only proposals that meet the minimum price per acre and that are firm development projects that create jobs will be considered by the Board.

RESOLVED, that the Authority reserves the right to reject any and all proposals.

FURTHER RESOLVED, that any sale must comply with the requirements of the Public Authority Accountability Act, which may require a public auction.

A vote was called.

AYES: Samuel J. LaMacchia
Christopher B. T. Coffin
Megan J. M. Whitton
Vernon D. Burns

RESOLUTION PASSED

D. Ogdensburg International Airport

1. Acceptance of New York State Department of Transportation SOARS Grant. The Authority has received a SOARS grant for Airport Marketing and Promotion of Ogdensburg International Airport Grant from the New York State Department of Transportation, identified as PIN 7903.99. This grant will enable the Authority to design a Strategic Marketing Plan Analysis to implement a cohesive advertising and marketing campaign. Funding will allow OGS to effectively market to local, regional, and international audiences, and increase ridership and enplanements to the economic benefit of Northern New York. Financial participation for this project is broken down as follows:

New York State Department of Transportation - SOARS (100%)

\$ 68,750

Wade A. Davis, Executive Director, stated that he was very appreciative to our State officials, Addie Jenne and Patty Ritchie for their assistance in securing this grant. On a motion by Vernon D. Burns, seconded by Megan J. M. Whitton, it was,

RESOLVED, that Executive Director is hereby authorized and directed to execute Contract No. K007296 with the New York State Department of Transportation for the Airport Marketing and Promotion of Ogdensburg International Airport Grant, identified as PIN 7903.99. This grant will enable the Authority to design a Strategic Marketing Plan Analysis to implement a cohesive advertising and marketing campaign. Funding will allow OGS to effectively market to local, regional, and international audiences, and increase ridership and enplanements to the economic benefit of Northern New York. Financial participation for this project is broken down as follows:

New York State Department of Transportation - SOARS (100%)

\$ 68,750

A vote was called.

AYES: Christopher B. T. Coffin
Megan J. M. Whitton
Vernon D. Burns
Samuel J. LaMacchia

RESOLUTION PASSED

2. Approval of Second Amendment to the Management Contract for Public Parking Facilities at Ogdensburg International Airport. The former agreement with St. Lawrence NYSARC to provide janitorial services at Ogdensburg International Airport expired March 7, 2018. An agreement

with MAPCO Auto Parks to provide the same level of janitorial service at a reduced cost has been negotiated and prepared. Wade A. Davis reported the NYSARC is eliminating their services and that staff was able to negotiate this agreement with MAPCO at a reduced cost for the Authority. He thanked NYSARC for the fabulous job that they have done at the Airport. On a motion by Samuel J. LaMacchia, seconded by Christopher B. T. Coffin, it was,

RESOLVED, that the St. Lawrence NYSARC agreement and the continuation of extended services provided outside the agreement period for Professional Janitorial Services at the Ogdensburg International Airport will end effective May 3, 2018;

RESOLVED, that the Executive Director is hereby authorized to enter into Amendment No. 2 with MAPCO Auto Parks for Professional Janitorial Services at the Ogdensburg International Airport effective 3 May 2018 for a period of 3 years.

BE IT FURTHER RESOLVED, that all other terms and conditions of the original Management Contract for Public Parking Facilities agreement and Amendment No. 1 shall remain in full force and effect.

A vote was called.

AYES: Megan J. M. Whitton
Vernon D. Burns
Samuel J. LaMacchia
Christopher B. T. Coffin

RESOLUTION PASSED

3. Rejection of Request for Qualifications Responses for Fixed Base Operator (FBO) Services. The Fixed Base Operator (FBO) contract between the Ogdensburg Bridge and Port Authority and Inspir Aviation Holdings LLC expired on March 31, 2018. On March 15, 2018, the Authority received

RFQ responses for the FBO at Ogdensburg International Airport. After reviewing RFQ responses, staff recommends all responses be rejected and the FBO service be provided by Authority personnel. Vernon D. Burns expressed concerns about the level of service that can provided at the Airport. He stated that he hoped that an opportunity to review this would be possible as the Airport increases its service. Samuel J. LaMacchia suggested that the Authority could revisit the candidates from the RFQ process when the need arises. On a motion by Samuel J. LaMacchia, seconded by Megan J. M. Whitton, it was,

RESOLVED, that the Executive Director is hereby authorized and directed to reject all responses to the FBO RFQ.

A vote was called.

AYES: Vernon D. Burns
Samuel J. LaMacchia
Christopher B. T. Coffin
Megan J. M. Whitton

RESOLUTION PASSED

Board Chair Samuel J. LaMacchia remarked on the need for more Board members. He said that, in the present state, with two vacancies, one member could derail the plans of the rest of the Board. Vernon D. Burns agreed that this situation puts a lot of pressure on each member.

E. Port of Ogdensburg

1. Approval of Agreement with Vestas-American Wind Technology INC.
Vestas-American Wind Technology, INC. desires to use the Port of

Ogdensburg to import wind turbine main components and containers, listed in Exhibit A. John. A Rishe was commended for his work in developing this process. On a motion by Vernon D. Burns, seconded by Samuel J. LaMacchia, it was,

RESOLVED, that the Ogdensburg Bridge and Port Authority is hereby authorized to approve an agreement with Vestas-American Wind Technology, INC. to use the Port of Ogdensburg to import wind turbine main components and containers, prices listed in Exhibit A.

A vote was called.

AYES: Samuel J. LaMacchia
Christopher B. T. Coffin
Megan J. M. Whitton
Vernon D. Burns

RESOLUTION PASSED

2. Approval of Storage and Handling Agreement with Compass Minerals America. Staff has prepared a Storage and Handling Agreement with Compass Minerals America for receiving vessels, storing and loading out road salt. The agreement commences on April 1, 2018 and terminates on March 31, 2021. The Authority agrees to provide the following services. All rates are in U.S. Funds, are based on Short Tons (ST), and are predicated on handling product during straight time hours. The schedule of rates are as follows:

4/1/18 - 3/31/19

Dockage:	\$0.18 per Gross Registered Tonnage
Wharfage & Receiving:	\$4.63 per Short Ton
Truck Loading & Scaling:	\$1.92 per Short Ton
Storage:	\$0.15 per Short Ton per Month

4/1/19 - 3/31/20

Dockage:	\$0.18 per Gross Registered Tonnage
Wharfage & Receiving:	\$4.73 per Short Ton
Truck Loading & Scaling:	\$1.96 per Short Ton
Storage:	\$0.15 per Short Ton per Month

4/1/20 - 3/31/21

Dockage:	\$0.18 per Gross Registered Tonnage
Wharfage & Receiving:	\$4.83 per Short Ton
Truck Loading & Scaling:	\$2.00 per Short Ton
Storage:	\$0.15 per Short Ton per Month

Wade A. Davis complimented John A. Rishe on his efforts and thanked him for his work in these negotiations. On a motion by Vernon D. Burns, seconded by Megan J. M. Whitton, it was,

RESOLVED, that the Executive Director is hereby authorized to execute this Storage & Handling Agreement with Compass Minerals America.

FURTHER RESOLVED, that the Authority agrees to provide the following services. All rates are in U.S. Funds, are based on Short Tons (ST), and are predicated on handling product during straight time hours. The schedule of rates are as follows:

4/1/18 - 3/31/19

Dockage:	\$0.18 per Gross Registered Tonnage
Wharfage & Receiving:	\$4.63 per Short Ton
Truck Loading & Scaling:	\$1.92 per Short Ton
Storage:	\$0.15 per Short Ton per Month

4/1/19 - 3/31/20

Dockage:	\$0.18 per Gross Registered Tonnage
Wharfage & Receiving:	\$4.73 per Short Ton
Truck Loading & Scaling:	\$1.96 per Short Ton
Storage:	\$0.15 per Short Ton per Month

4/1/20 - 3/31/21

Dockage:	\$0.18 per Gross Registered Tonnage
Wharfage & Receiving:	\$4.83 per Short Ton

Truck Loading & Scaling: \$2.00 per Short Ton
Storage: \$0.15 per Short Ton per Month

A vote was called.

AYES: Christopher B. T. Coffin
Megan J. M. Whitton
Vernon D. Burns
Samuel J. LaMacchia

RESOLUTION PASSED

3. Approval of Contract Assignment with Foth Infrastructure & Environment, LLC. In connection with the sale of all assets of CLE Engineering Inc. to Foth Infrastructure & Environment, LLC , CLE Engineering Inc. intends to transfer its contracts to Foth Infrastructure & Environment, LLC, which will assume all responsibilities under these contracts. All terms and conditions of the Authority's contract will remain the same. On a motion by Vernon D. Burns, seconded by Megan J. M. Whitton, it was,

RESOLVED, that the Ogdensburg Bridge and Port Authority consents to CLE Engineering's assignment of its rights and obligations under the Agreement to Foth Infrastructure & Environment, LLC at the closing of the transaction.

A vote was called.

AYES: Megan J. M. Whitton
Vernon D. Burns
Samuel J. LaMacchia
Christopher B. T. Coffin

RESOLUTION PASSED

4. Authorizing Submission of an Application for Fiscal Year 2018 Northern Border Regional Commission Economic and Infrastructure Development

Grant Application. The Board hear that; WHEREAS, Federal grant funding is available through the NYS Department of State to support local economic and infrastructure development activities which are undertaken by eligible applicants; and

WHEREAS, the Ogdensburg Bridge and Port Authority is eligible to apply for such grant funding in the 2018 competitive cycle under the Northern Border Regional Commission's Economic and Infrastructure Development Grant Program; and

WHEREAS, the Board of Directors has determined that such funding should be used to enhance and upgrade facilities at the Port of Ogdensburg. Therefore, on a motion by Christopher B. T. Coffin, seconded by Samuel J. LaMacchia, it was,

RESOLVED, that the Executive Director is authorized to sign and submit an application for funding from the Northern Border Regional Commission's Economic and Infrastructure Development Grant Program for consideration in the 2018 competitive grant cycle; and

BE IT FURTHER RESOLVED, the Executive Director is authorized to sign all agreements, certifications, and other documents required to complete the application and to accept a grant and administer the program that is proposed for the 2018 NBRC funding.

A vote was called.

AYES: Vernon D. Burns
Samuel J. LaMacchia
Christopher B. T. Coffin
Megan J. M. Whitton

RESOLUTION PASSED

V. Unfinished Business.

1. Approval of Appointment of Internal Control Officer. Francis P. Cappello reported that no response had been received from the Auditors on the question of who could be appointed to fill this position. There was a discussion about how to proceed. Megan J. M. Whitton stated that she was not comfortable voting for something that the auditor had instructed the Authority not to do. Vernon D. Burns moved to remove this item from the table, for Board discussion. It was seconded by Samuel J. LaMacchia. A vote was called.

AYES: Christopher B. T. Coffin
Vernon D. Burns

NAYES: Samuel J. LaMacchia
Megan J. M. Whitton

MOTION FAILED

Item was returned to the table for future action under Unfinished Business.


F. Other Such Matters.

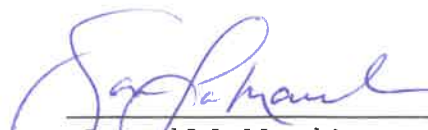
There were none.

VII. Concluding Comments from Citizens, Board Members, and/or Authority Staff.

There were none.

The next meeting was scheduled for May 7, 2018 at 7:00 PM. On a motion by Vernon D. Burns, seconded by Megan J. M. Whitton, the meeting adjourned at 8:30PM.


Megan J. M. Whitton
Secretary


Samuel J. LaMacchia
Chairperson