

OGDENSBURG BRIDGE & PORT AUTHORITY

BOARD MEETING

MONDAY, AUGUST 5, 2019

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 Monday, August 5, 2019 at 4:00 PM.

The following were present:

Vernon D. Burns, Chairperson
Megan J. M. Whitton, Vice-Chairperson
Christopher B. T. Coffin, Treasurer
Joseph I. Andriano, Secretary
David D. King, Assistant Treasurer

ALSO:

Francis P. Capello, Counsel
Wade A. Davis, Executive Director
James L. Smith, Chief Financial Officer
John A. Rishe, Director of Commercial & Industrial Development
Steven J. Lawrence, Director of Operations
Fariha Qudsi, Accounting Manager

ABSENT: Sheila S. Peo, Member

- I. Board Chair Burns called the meeting to order at 4:02 PM.
- II. Letters and Communications to the Board. Executive Director Wade A. Davis highlighted a news article about the Authority receiving \$18 million in grant funding from the State of New York. Board Chair Vernon D. Burns asked the clerk to read out the following resolution, expressing gratitude to Governor Cuomo for the awarding of \$18 million to the OBPA:

WHEREAS, the recent announcement that the OBPA will receive a \$18 million grant from the office of Gov. Cuomo that will be used toward port dredging, critical dock-wall repair and structural repairs is welcomed news, and

WHEREAS, Gov. Cuomo has shown his continued support of the Ogdensburg Bridge & Port Authority and the North Country, and

WHEREAS, Gov. Cuomo realizes the dedication of members of the local Longshoreman's Union and the hard working CSEA employees and management staff of the OBPA show every day, and

WHEREAS, with this grant the planned improvements at the Port of Ogdensburg will finally be realized and a second berth will be constructed increasing productivity and potential new cargo, and

WHEREAS, the use of a Project Labor Agreement at the port will save money and put local people to work, and Gov. Cuomo supports this PLA and,

WHEREAS, millions of dollars will be put into repairing the Ogdensburg-Prescott International Bridge extending the life and usefulness of this important economic structure, and

WHEREAS, these projects were identified through New York State's Comprehensive Statewide Freight Plan,

NOW THEREFORE LET IT BE RESOLVED that the Board of Directors of the Ogdensburg Bridge & Port Authority thanks Governor Andrew Cuomo for his financial support of such important economic infrastructure projects and his continuing willingness to invest in job creating projects in the North Country and the OBPA in particular.

Christopher B. T. Coffin stated that this funding was clearly needed and that the grant was an outstanding step. Executive Director Wade A. Davis thanked Governor Cuomo for this meaningful step that will create jobs for decades while supporting infrastructure. Christopher B. T. Coffin asked if the Authority will now have the necessary funds for the Port project. Executive Director Wade A. Davis stated that the details of the grant are not yet known but that it will more than likely be reimbursable. Board Chair Vernon D. Burns stated that the Governor understands the implications of the second berth at the Port and the ability to maintain the bridge. He also noted that this grant was the largest amount of funding that was awarded in the North Country. On a motion by Megan J. M. Whitton, seconded by Joseph I. Andriano, the resolution passed by roll-call vote.

AYES: Joseph I. Andriano

David D. King
Christopher B. T. Coffin
Vernon D. Burns
Megan J. M. Whitton

- III. Approval of Board Minutes. On a motion by Joseph I. Andriano, seconded by David D. King, the minutes from the July 9, 2019 meeting were approved by roll-call vote.

AYES: David D. King
Christopher B. T. Coffin
Vernon D. Burns
Megan J. M. Whitton
Joseph I. Andriano

MOTION CARRIED

- IV. Presentations and Reports:

Finance Committee Chair Christopher B. T. Coffin reported on the July 29, 2019 Finance Committee meeting. He presented a motion, seconded by David D. King, to affirm the following paragraph from the job specification for the Executive Director position:

Direct the Finance Office in developing and implementing financial and administrative plans, programs, and port annual budget and in administering, directing, and controlling related activities and functions to ensure sound financial and administrative management.

A vote was called.

AYES: Christopher B. T. Coffin
Vernon D. Burns
Megan J. M. Whitton
Joseph I. Andriano
David D. King

MOTION CARRIED

Joseph I. Andriano moved that the word "port" be struck from the paragraph. This was seconded by Christopher B. T. Coffin. A vote was called.

AYES: Vernon D. Burns
Megan J. M. Whitton

Joseph I. Andriano
David D. King
Christopher B. T. Coffin

MOTION CARRIED

Megan J. M. Whitton gave a report on the August 1, 2019 Human Resources and Sexual Harassment Committee meeting. There were no further questions regarding the income/expense report. The Airport Activity report was unavailable. The Bridge Traffic, Port Activity, and Building Occupancy reports were discussed briefly.

V. Unfinished Business.

There was none.

VI. Business Items.

A. Ogdensburg-Prescott International Bridge

1. Approval of Special Inspection with Modjeski and Masters. Modjeski and Masters has submitted a proposal to the Authority for a Special Inspection of the Ogdensburg –Prescott International Bridge. A Special Inspection of the Ogdensburg-Prescott International Bridge is required to evaluate the current condition of the severely deteriorated floor joists flagged under the 2018 Biennial Inspection Yellow Structural Flag Reports, as well as, the areas of fatigue cracking found throughout the joint metalwork of the girder spans. In addition to these areas, the floor joists noted with significant section loss will also be inspected. Modjeski and Masters cost to provide these design services is \$16,365.00. The Special Inspection cost was provided in the 2018 Biennial Inspection proposal. Based on their familiarity with the Ogdensburg –Prescott International Bridge, along with their expertise in the field, as well as their past performance on Authority Bridge projects, staff recommends contracting with

Modjeski & Masters for this work. On a motion by Christopher B. T. Coffin, seconded by David D. King, it was,

RESOLVED, that the Executive Director is hereby authorized and directed to execute an agreement with Modjeski and Masters to provide Special Inspection services associated with the Ogdensburg –Prescott International Bridge for a cost not to exceed \$16,365.00.

A vote was called.

AYES: Megan J. M. Whitton
Joseph I. Andriano
David D. King
Christopher B. T. Coffin
Vernon D. Burns

MOTION CARRIED

B. Ogdensburg International Airport

1. Approval of Hangar Leases. Staff has prepared these Transfer and Storage Agreements for hangar space at the Ogdensburg International Airport with Frederick A. Proven, Pete Bogardus, R.B. Lawrence, and Frank Richardson. The monthly rental for these hangars is \$215. The terms of the Agreements are as follows:

- Frederick A. Proven	- September 1, 2019 through August 31, 2020
- Pete Bogardus	- September 1, 2019 through August 31, 2020
- R.B. Lawrence	- July 8, 2019 through July 7, 2020
- Frank Richardson	- August 1, 2019 through July 31, 2020

Included in the agreement is the requirement that proof of the appropriate insurance coverage be provided naming the Ogdensburg Bridge and Port Authority as an additional insured. On a motion by David D. King, seconded by Joseph I. Andriano, it was,

RESOLVED, that the Executive Director is hereby authorized and directed to execute a Transfer and Storage Agreement with Frederick A. Proven for hangar space at the Ogdensburg International Airport at the rate of \$215 per month for the period September 1, 2019 through August 31, 2020; and be it,

FURTHER RESOLVED, that the Executive Director is hereby authorized and directed to execute a Transfer and Storage Agreement with Pete Bogardus for hangar space at the Ogdensburg International Airport at the rate of \$215 per month for the period September 1, 2019 through August 31, 2020; and be it,

FURTHER RESOLVED, that the Executive Director is hereby authorized and directed to execute a Transfer and Storage Agreement with R.B. Lawrence for hangar space at the Ogdensburg International Airport at the rate of \$215 per month for the period July 8, 2019 through July 7, 2020; and be it,

FURTHER RESOLVED, that the Executive Director is hereby authorized and directed to execute a Transfer and Storage Agreement with Frank Richardson for hangar space at the Ogdensburg International Airport at the rate of \$215 per month for the period August 1, 2019 through July 31, 2020; and be it,

FURTHER RESOLVED, that Federick A. Proven, Pete Bogardus, R.B. Lawrence, and Frank Richardson shall provide proof of the appropriate insurance coverage naming the Ogdensburg Bridge and Port Authority as an additional insured.

A vote was called.

AYES: Joseph I. Andriano
David D. King
Christopher B. T. Coffin
Vernon D. Burns

ABSTENTIONS: Megan J. M. Whitton

MOTION CARRIED

2. Approval of Airport Operations/Maintenance Specialist Position. The current year budget does not include a new Airport Operations/Maintenance Specialist position, however, there is a business need for the position. Per the CBA with the CSEA, the Grade 12 Airport Operations/Maintenance Specialist position was posted internally per the CSEA Labor Agreement requirements. This position is necessitated by additional work load and increased operations at the Airport. Staff met with the Human Resources Committee on August 1, 2019, to discuss the position and as a result of the meeting discussions, it is recommended by

staff and the Human Resources Committee that the position of Airport Operations/Maintenance Specialist Grade 12 under the CBA be created. On a motion by Megan J. M. Whitton, seconded by Christopher B. T. Coffin, it was,

RESOLVED, that the Board of Directors does hereby authorize and approve the Grade 12 Airport Operations/Maintenance Specialist position at the current rate of pay under the CBA; and be it,

FURTHER RESOLVED, that staff is directed to immediately fill the position.

A vote was called.

AYES: David D. King
Christopher B. T. Coffin
Vernon D. Burns
Megan J. M. Whitton
Joseph I. Andriano

MOTION CARRIED

C. Commerce Park

1. Approval of Supplemental Lease Agreement No. 1 with Med-Eng, LLC. Staff has prepared a Supplemental Lease Agreement with Med Eng, LLC. for an additional 7,745 square feet of space in Building 14. The term of the lease is from August 1, 2019, through September 30, 2021. The rental rate to be paid for the additional space shall be at the same annual per square footage rate as detailed in the schedule in Med Eng's existing lease. As Med Eng will now be occupying the entire Building 14, they agree to place all electrical and natural gas meters for the building in their name for direct payment to the utility companies. On a motion by Joseph I. Andriano, seconded by Megan J. M. Whitton, it was,

RESOLVED, that the Executive Director is hereby authorized and directed to execute a Supplemental Lease Agreement with Med Eng, LLC for 7,745 square feet of additional space in Building 14 for the period August 1, 2019, through September 30, 2021.

A vote was called.

AYES: Christopher B. T. Coffin
Vernon D. Burns
Megan J. M. Whitton
Joseph I. Andriano
David D. King

MOTION CARRIED

2. Approval of Surplus Property Options. The Director of Commercial and Industrial Development, John A. Rishe, presented options in regard to selling Authority-owned land in an effort to facilitate local real property tax generation; to facilitate private sector growth and development; and to encourage job creation through development. Board Chair Vernon D. Burns suggested that the options be studied by the Facilities Committee. On a motion by Christopher B. T. Coffin, seconded by Megan J. M. Whitton, the matter was referred to the Facilities Committee by voice vote.

D. New York & Ogdensburg Railroad

1. Approval of Easement Agreement with SLIC Network Solutions. SLIC Network Solutions has requested an easement from the Authority to install aerial fiber optic cables over the NYOG right-of-way near the O'Neil Road in the Town of Lisbon. Staff has prepared an easement agreement with SLIC Network Solutions for a fee of \$2,250 for the five-year term of August 15, 2019, through August 14, 2024. Also included in this agreement is the requirement that SLIC Network Solutions provide proof of a \$1 million liability policy naming the Ogdensburg Bridge and Port Authority as an additional insured. On a motion by Megan J. M. Whitton, seconded by Joseph I. Andriano, it was,

RESOLVED, that the Executive Director is hereby authorized to execute an easement agreement with SLIC Network Solutions to install aerial fiber optic cable over the NYOG right-of-way near the O'Neil Road in the Town of Lisbon,

New York, at the rate of \$2,250 for the five-year term of August 15, 2019, through August 14, 2024; and be it,

FURTHER RESOLVED, that SLIC Network Solutions shall provide proof of liability insurance in the amounts of \$1 million naming the Ogdensburg Bridge and Port Authority as an additional insured.

A vote was called.

AYES: Vernon D. Burns
Megan J. M. Whitton
Joseph I. Andriano
David D. King
Christopher B. T. Coffin

MOTION CARRIED

E. General Administration

1. Approval of CFO. This item was not ready for action and requires an Executive Session.
2. Approval of Account Clerk Position. The current year budget does not include a new Account Clerk position, however, there is a business need for the position. Per the CBA with the CSEA, the Grade 9 Account Clerk position was posted internally per the CSEA Labor Agreement requirements. This position is necessitated by additional accounting work load, a retirement, and other accounting personnel changes. Staff met with the Human Resources Committee on August 1, 2019, to discuss the position and as a result of the meeting discussions, it is recommended by staff and the Human Resources Committee that the position of Account Clerk Grade 9 under the CBA be created. With the creation of this position, it is necessary to continue the process for hiring a CSEA Grade 9 Account Clerk. On a motion by David D. King, seconded by Joseph I. Andriano, it was,

RESOLVED, that the Board of Directors does hereby authorize and approve the Grade 9 Account Clerk position at the current rate of pay under the CBA; and be it,

FURTHER RESOLVED, that staff is directed to immediately fill the position; and be it,


FURTHER RESOLVED, the Executive Director is authorized to advertise for a CSEA Grade 9 Account Clerk if needed.

A vote was called.

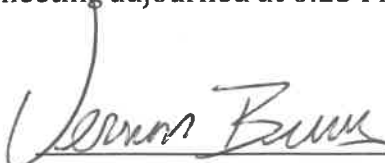
AYES: Megan J. M. Whitton
Joseph I. Andriano
David D. King
Christopher B. T. Coffin
Vernon D. Burns

MOTION CARRIED

The meeting went into recess at 5:15 PM for the Ogdensburg Border Station, Inc. meeting. The meeting reconvened at 5:58 PM. Executive Director Wade A. Davis stated that there was a need to go into Executive Session to discuss matters leading to the appointment of an individual or corporation. On a motion by Joseph I. Andriano, seconded by David D. King, the meeting went into Executive Session at 5:58 PM. On a motion by Joseph I. Andriano, seconded by David D. King the meeting resumed at 6:22 PM. Board Chair Vernon D. Burns asked Executive Director Wade A. Davis if there was any action to be taken coming out of Executive Session. He stated that there was none. The next meeting date was set for Thursday, September 12, 2019 at 4:00 PM. On a motion by Joseph I. Andriano, seconded by David D. King, the meeting adjourned at 6:23 PM.



Joseph I. Andriano
Secretary



Vernon D. Burns
Chairperson