

**PORT OF OSWEGO AUTHORITY**  
**Regular Monthly Meeting**  
**Monday, November 18, 2024**

**CALL TO ORDER:** Mr. Enwright called the meeting to order at approximately 4:30 PM.

**PRESENT:** Francis Enwright - Chairperson, Constance Cosemento - Vice Chairperson, Stan Delia, Dr. John Kares Smith, Kathleen Macey, and William Scriber.

**ALSO PRESENT:** Pat McMahon - Supervisor of Development & Maintenance, Kim Natoli - Port Employee, Debbie Godden - Accounting Manager, and Tom Schneider - Port Board Consultant.

**ABSENT:** Diane Zeller.

**EXECUTIVE SESSION (Ad Hoc Motion)**

**Motion 11-18-2403:**

A motion was made by Mrs. Cosemento to enter into Executive Session to discuss several contracts at 4:31 PM. Motion was seconded by Dr. Kares Smith. Motion passed. 5-Aye, 0-Nay.

**Motion 11-18-2404:**

A motion was made by Mrs. Cosemento to resume the regular monthly meeting at 5:59 PM. Motion was seconded by Dr. Kares Smith. Motion passed. 5-Aye, 0-Nay.

**APPROVAL OF MINUTES**

**Motion 11-18-2401:**

A motion was made by Ms. Macey to approve the minutes of the September 18, 2024 regular monthly meeting at 6:02 PM. Motion was seconded by Dr. Kares Smith. Motion passed. 5-Aye, 0-Nay.

**ADMINISTRATIVE OPERATIONAL REPORT**

Mr. Scriber, Executive Director, presented the Administrative Operational Report to the Board and addressed any questions or comments at 6:03 PM.

**Report Topics:**

Monthly operations update – September and October 2024

Update on projects:

- Monthly Report – included.
- Large uptick in metric tonnage, in ships, which is positive, and approaching the budget; 3 ships, possibly a 4<sup>th</sup> vessel, are scheduled to arrive at the Port before the end of December.
- US Senator Schumer – meeting with representatives on the Port Infrastructure Development Program (PIDP) grant, which the Port was awarded \$11.5 million.
- Novelis – representatives came to the Port in October for a tour; viewed aluminum and the process the Port has for operations (these representatives are different from corporate, and from different divisions within Novelis).

- Micron Steering Committee Meeting – attended 11/04/2024 meeting, it is going forward, it is positive. Currently progressing through the environmental, such as the Environmental Protection Agency (EPA) and the National Environmental Policy Act (NEPA); they already progressed through the State Environmental Quality Review Act (SEQR).
- Rail Scale – the 2<sup>nd</sup> scale that is used for trucks and/or rail; the scale had an issue with components (8 “pucks”) that read the weight of the scale are old and defective and cannot be replaced. They must be completely redone. Mr. Patrick McMahon has been in contact with the scale company. C&S Engineers evaluated the pit structure to see if the scale could be re-equipped. Pucks, installation, wire connections, and a new monitor have been ordered/purchased.
- The DeLong Co., Inc. – DeLong hosted an open house for several area farmers, with a tour of the Port on September 26, 2024. Mr. Scriber acknowledged the efforts of Longshoreman Mr. Dan Hibbert in grain operations at the Port. Mr. Scriber also mentioned SUNY Oswego interns in the Probe Lab at the Port, and their efficiency at turning over the grain trucks quickly.
- Foreign Trade Zone (FTZ) – collaborated conference will take place on Wednesday, November 20, 2024, in conjunction with Operation Oswego County, Onondaga County Economic Development, SUNY Oswego, local economic development and the Port, about the advantages of selling an FTZ. Tariffs are being discussed in government.
- New Loader Bids – machine has been received; reduced monthly payments.
- Army Corp. of Engineers – at the Port last month. Lt. Commander gave a presentation, which they do every year. The Army Corp. of Engineers will put out a break wall project for the east wall in December; unknown start date.
- BreakBulk America 2024 – Mr. Tom Schneider detailed his experience at both the BreakBulk Americas (October 15<sup>th</sup>-17<sup>th</sup>) in Houston, Texas and Highway H<sub>2</sub>O in Toronto, Canada (November 12<sup>th</sup>-14<sup>th</sup>) conferences that were attended.
- US DOT – exit interview.
- Rail – transloading rail, possible start in January.
- Property Sale – US Border Patrol building; closing date of possible end of January, start of February.
- Fitzgibbons Property – severe drainage issues on the property due to aging infrastructure. Mr. Patrick McMahon explained that City of Oswego and Fort Ontario officials assisted the Port in locating underlying drainage pipes at the property (which entailed viewing blueprints from 1926). There is a storm drain that runs from the city through the Fitzgibbons property, to the lake, with an overflow if there is large quantities of water. Pipes caved in on the property; it took two weeks of exploratory excavation of the property to discover the pipes affected, and that they had collapsed. New piping was installed, and it is draining properly at this point.

## **ADMINISTRATIVE FINANCIAL REPORTS**

**Motion 11-18-2402:** A motion was made by Ms. Macey to accept September and October's financial reports as presented at 6:28 PM. Motion seconded by Dr. Kares Smith. Motion passed. 5-Aye, 0-Nay.

### **Primary Financial Reports**

- Cash Position
- Balance Sheet
- Profit & Loss Statement
- Marina Profit & Loss Statement

### **Subsidiary Financial Reports**

- Monthly Bills
- Accounts Payable
- Accounts Receivable
- Grants Receivable Summary
- Loan Summary
- Schedule of Assets
- Sales Report

Mr. Delia explained that despite this being a slow time of year, the financials are maintaining. There is a lot of activity occurring, the Port is profitable, however it is still coinciding with its mission statement to assist economic activity throughout Oswego County and in Central New York.

**Chairman's Report:** No report per Mr. Enwright.

## **COMMITTEE REPORTS:**

**Executive Committee:** No report per Mrs. Cosemento.

**Audit and Finance Committee:** No report per Mr. Delia.

**Governance Committee:** No report per Dr. Kares Smith.

**Planning and Development Committee:** No report per Ms. Macey.

## **OLD BUSINESS**

None.

## **NEW BUSINESS:**

Supplemental Fee for Engineering and Construction Administration Services for the Port of Oswego Authority 03RED02 - Goble Marina. This explains the increase for the Goble Marina contract with C&S Engineers due to several changes and additional time and efforts in completion of the project in letter dated November 5, 2024 from Mr. Carl Rode (Exhibit D).


Mr. Scriber explained that the Port originally accepted and contracted with C&S Engineers for a set amount on the Goble Dry Dock project. There were other engineering fees that are due. Mr. Scriber wanted the Board to be aware of the additional, minor amount to be paid out due to these change orders.

**ACTION AS THE RESULT OF EXECUTIVE SESSION**

**Motion 11-18-2405:** A motion was made by Ms. Macey to allow the Port of Oswego Authority Board Chairperson and/or the Board Vice-Chairperson and/or the Audit & Finance Committee Chairperson, with at least two of the three officers reviewing/approving, to approve the hours for the Port's Board Advisor, Mr. Tom Schneider. Dr. Kares Smith seconded the motion at 6:32 PM. Motion passed. 5-Aye, 0-Nay.

**ADJOURNMENT**

**Motion 11-18-2406:** A motion was made by Dr. Kares Smith to adjourn the regular monthly meeting at 6:34 PM. Motion seconded by Mr. Delia. Motion passed. 5-Aye, 0-Nay.

  
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Kathleen Macey, Secretary/Treasurer