

TOPIC	DISCUSSION / ASSESSMENT / FINDINGS	ACTION
<b>Attendance</b>	<p><b>Commissioner/Staff Present:</b> Port Commissioners (PCs) James Herman, William Schmitt, Wayne Vinyard; Executive Director (ED) Margie Ziegler; and Administrative Assistant (AA) Bonita Snyder.</p> <p><b>PC/Staff Absent:</b> None. <b>Guests Present:</b> Ben Johnson, Maul Foster Alongi.</p>	Meeting called to order by PC Vinyard at 12:12 PM.
<b>DIP Feasibility Study Workshop</b>	<p>PC Vinyard opened the DIP Feasibility Workshop. ED Ziegler reviewed the scope of work and existing conditions report provided by Maul Foster Alongi (MFA). Discussion followed about the Port’s goals and interests for the Cornerstone Lots 24/26.</p> <p>Vinyard called a ten minute break at 1:30 PM, after which discussion continued about the Barge Dock.</p> <p>At 2:30 PM the Port met with Ben Johnson, MFA to clarify the Port’s vision for the cornerstone lots and provide direction for the work MFA would do regarding the DIP Dock. After some discussion, MFA agreed to investigate transportation paths for the current barge dock and space needed for loading equipment, rather than exploring options for Lot 46.</p> <p>At 4:34 PM Vinyard ended the workshop session and started regular business.</p>	
<p><b>Administrative Matters</b> Approval of Minutes</p> <p>Approval of Vouchers</p>	<p>Minutes – September 6, 2022.</p> <p>Payroll Vouchers – September 20, 2022, #D13297-D13304, \$11,969.25.</p> <p>Vouchers – September 20, 2022, #29215-29226, \$9,292.67.</p>	<p>PC Schmitt M to approve the minutes, PC Herman S, MP 3-0.</p> <p>PC Herman M to approve the vouchers, PC Schmitt S, MP 3-0.</p>

<b>Old Business</b> BPT Bldg 1A Kerrits Remodel	ED Ziegler reported A&E has determined they cannot repair the upstairs HVAC unit that failed in suite C. She noted Kerrits is reviewing the lease amendment, and has requested a separate amendment be made so work can move forward on suite F while they develop plans for the proposed remodel in suites B, C, and D.	
<b>Executive Director's Report</b> 2022-03 BPT Lot 9 Boundary Fill	ED Ziegler stated the change order for the manhole extension has been approved and the contractor is awaiting ordered supplies to complete the manhole extension.	
<b>Executive Director's Report (cont.)</b> DIP 151C Office Construction	ED Ziegler noted the exterior HVAC cords have been sealed, but no collar was installed. She added the Port hasn't received a final bill.	
<b>Executive Director's Report (cont.)</b> DIP Mine Expansion Permit	ED Ziegler presented a draft letter addressed to James Dean Construction extending the mine operating permit. She noted the Port Attorney and Port Engineer both reviewed and had input on the letter.	By consensus, the PC directed ED Ziegler to send the letter as drafted to James Dean Construction.
<b>Commissioners Remarks</b>	None.	
<b>Public Comment</b>	None.	
<b>Adjournment</b>	PC Vinyard adjourned the PC Meeting at 4:39 PM.	

Approved on October 4, 2022  
(Date)

Margie Ziegler  
Margie Ziegler, Executive Director

Bonita Snyder  
Bonita Snyder, Administrative Assistant

Jim Herman  
Jim Herman, Secretary