



Board of Harbor Commissioners (BHC) Meeting Minutes  
Thursday, February 10, 2022 – 8:00am  
Hybrid Meeting  
Port Milwaukee – 2323 S. Lincoln Memorial Drive  
Milwaukee, WI 53207

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**BOARD COMMISSIONERS IN ATTENDANCE:**

Comms. Alderman Mark Borkowski, President (Pres.) Tim Hoelter, Claude Krawczyk (entered meeting at 8:05 a.m.), Craig Mastantuono (entered meeting at 8:10 a.m.), Vice President (VP) Ron San Felippo, and Kathy Smith.

**BOARD COMMISSIONERS EXCUSED:**

Diane Diel

**OTHERS IN ATTENDANCE:**

Gregory Bird	Lacey Mask
Jeremy McKenzie	Cheryl Nenn
Melony Pederson	Bruce Hebbell
Zach Sadowski	Lilith Fowler
Caley Clinton	John Koetz

**PORT OF MILWAUKEE STAFF IN ATTENDANCE:**

Jackie Q. Carter – Finance and Administration Officer  
Maria Cartier – Market Development Manager  
John Dermeyer – Port Facilities Supervisor  
Jonathan Fera – Communications Officer  
Matt Gwiazdowski – Engineering Technician IV  
Jazmine Jurkiewicz – Trade Development Representative  
Brian Kasprzyk – Chief Engineer  
Steve Paczesny – Civil Engineer III  
Eric Polzin – Harbor Master  
Rhonda Ronsman – Executive Assistant/Assistant Secretary  
Adam Tindall-Schlicht – Port Director/Secretary

**I. BHC Meeting Called To Order**

Pres. Tim Hoelter called the February 10, 2022 meeting to order at 8:01am.

**II. ACTION ITEMS**

a) **Approve Wednesday, December 15, 2021 Meeting Minutes- 4:12 – ADD THESE APPROVED MINUTES TO SHAREPOINT**

Presented by Pres. Hoelter

*Following consideration and discussion by the Commissioners, Commr. Kathy Smith's motion to approve the December 15, 2021 minutes was seconded by Ron San Felippo and carried by the following vote:*

**AYES:** Comms. Borkowski, Krawczyk, Smith, VP San Felippo and Pres. Hoelter

**NAYS:** None

b) **Approve DeLong Lease Amendment – 4:46**

Presented by Adam Tindall-Schlicht

*Following consideration and discussion by the Commissioners, Commr. Kathy Smith's motion to approve the DeLong Lease Amendment was seconded by Commr. Claude Krawczyk and carried by the following vote:*

**AYES:** Commrs. Borkowski, Krawczyk, Smith, VP San Felippo and Pres. Hoelter

**NAYS:** None

c) **Approve Ad Hoc Employee Disciplinary Appeals Panel Recommendation**

Presented by Jeremy McKenzie

*Following consideration and discussion by the Commissioners, Commr. Kathy Smith's motion to approve the Ad Hoc Employee Disciplinary Appeals Panel Recommendation was seconded by Commr. Claude Krawczyk and carried by the following vote:*

**AYES:** Commrs. Borkowski, Krawczyk, Mastantuono, Smith, VP San Felippo and Pres. Hoelter

**NAYS:** None

d) **Approve Harbor Assistance Three-Year Statement of Intentions**

Presented by Adam Tindall-Schlicht

*Following consideration and discussion by the Commissioners, Commr. Kathy Smith's motion to approve the Harbor Assistance Three-Year Statement of Intentions was seconded by Commr. Claude Krawczyk and carried by the following vote:*

**AYES:** Commrs. Borkowski, Krawczyk, Mastantuono, Smith, VP San Felippo and Pres. Hoelter

**NAYS:** None

e) **Approve Revoking Use and Control of South Urban Park Area Agreement (1987)**

Presented by Adam Tindall-Schlicht

*Following consideration and discussion by the Commissioners, Commr. Claude Krawczyk's motion to approve the Revoking Use and Control of South Urban Park Area Agreement (1987) with the intention of negotiating a new agreement with Milwaukee World Festivals (MWF) was seconded by Commr. Smith and carried by the following vote:*

**AYES:** Commrs. Borkowski, Krawczyk, Mastantuono, Smith, VP San Felippo and Pres. Hoelter

**NAYS:** None

f) **Approve Discovery World SunVest Solar Panel Project**

Presented by Bryan Wunar, President and CEO of Discovery World

*Following consideration and discussion by the Commissioners, Commr. Kathy Smith's motion to approve Discovery World SunVest Solar Panel Project was seconded by VP San Felippo and carried by the following vote:*

**AYES:** Commrs. Borkowski, Krawczyk, Mastantuono, Smith, VP San Felippo and Pres. Hoelter

**NAYS:** None

A formal letter from Port Milwaukee will be shared acknowledging the approval of this project.

### **III. INFORMATIONAL UPDATES**

a) **Annual Presentation from Discovery World**

Presented by Bryan Wunar, President and CEO of Discovery World

Mr. Wunar discussed COVID-19 related challenges to Discovery World. According to Mr. Wunar, the safety of the staff, customers and volunteers at Discovery World was taken very seriously during the COVID-19 pandemic; high standard safety protocol measures were implemented. The Discovery World budget was greatly impacted, and Discovery World decreased staff numbers by about 100 in 2021. Discovery World implemented new programs, including those that allowed families to implement STEM learning from home, such as a new video-based tool.

In 2019, annual attendance at Discovery World averaged 200 to 300 thousand; in 2021, 80,000 guests visited Discovery World. Private events held at Discovery World are occurring with more frequency in 2022.

The *Denis Sullivan* has not sailed for two consecutive seasons, and Discovery World staff have prioritized vessel maintenance during the interim. A search remains underway for a new captain, and Cmmr. Smith inquired about hiring retired sea captains for the *Denis Sullivan*. Cmmr. Mastantuono inquired about ways in which students visit Discovery World, including community passes, summer camps, and virtual programs.

b) **Annual Review of 2021 Social Media and Website Metrics**

Presented by Maria Cartier, Market Development Manager

Ms. Cartier noted that the City of Milwaukee is in the process of procuring a new social media tool, which will allow the Port to consider public relations analytics more robustly and regularly. The Port has seen a recent uptick in social media “reach” and activity, largely due to content being authored by the Port’s new Communications Officer, Jonathan Fera.

c) **Review of Harbormaster Roles and Responsibilities**

Presented by Adam Tindall-Schlicht, Director

The Port Director provided an overview of local, state and federal responsibilities of the Harbor Master, noting that the Harbor Commission is responsible for appointing the Harbor Master, not the Port Director. The Harbor Master has broad operational and geographic responsibilities concerning vessel activity.

Cmmr. Mastantuono inquired about if the Milwaukee Police Department (MPD) Harbor Patrol could present to the Harbor Commission, and Port Director Tindall-Schlicht confirmed he would schedule the presentation accordingly.

d) **Update on Komatsu 2021 Oil Spill**

Presented by John Koetz, President of Surface Mining at Komatsu

Mr. Koetz provided an update to the Harbor Commission about an accidental oil spilled caused by Komatsu at its National Avenue facility in late 2021. Mr. Koetz noted that Komatsu immediately began response activities in coordination with the Wisconsin Department of Natural Resources (DNR), the National Response Center (NRC), the U.S. Environmental Protection Agency (EPA), and other authorities. As of the today, Mr. Koetz estimated that the Milwaukee Estuary was 95% clear of the Komatsu-related spill.

Komatsu has implemented and reinforced internal protocols since the incident, including increased employee training, deploying new equipment, and increased stakeholder and regulatory communication. Port Director Tindall-Schlicht noted that the Port has equipment and services readily available to aid in on-the-water response scenarios. The Port also hopes to participate in an emergency response roundtable hosted by the Menomonee Valley Partners in the future.

**IV. PORT MILWAUKEE TRADE DEVELOPMENT REPORT – Maria Cartier, Jazmine Jurkiewicz**

Commercial activity in Milwaukee Harbor (both public and private) was down in Milwaukee Harbor 16% when comparing 2021 to 2020.

Recent public relations activities have included the public announcement about the StewardSHIP Initiative, cruise activity and other commercial highlights. Much attention has occurred related to the \$3.5 million grant award to Port Milwaukee by Wisconsin Governor Evers for development of the South Shore Cruise Dock.

The Port's ongoing work supporting Foreign Trade Zone (FTZ) 41 was also highlighted.

**V. PORT MILWAUKEE OPERATIONS REPORT – Eric Polzin**

An update on vessel activity in February 2022 was provided.

The Port recently underwent a security audit by the U.S. Coast Guard on January 20, 2022. 3 deficiencies were noted, and security plan amendments were promptly submitted by Port staff.

**VI. PORT MILWAUKEE FINANCIAL REPORT – Jackie Q. Carter**

The close out of Fiscal Year 2021 continues; the Port is currently anticipating a \$250,000 to \$500,000 return to the City of Milwaukee General Fund.

Cmmr. Krawczyk inquired about ongoing efforts to address outstanding accounts receivable, noting that Port staff attempts to address delinquent accounts has improved in recent years. Ms. Carter committed to a process of continual improvement in how the Port communicates with tenants and customers regarding outstanding receivables.

**VII. PORT MILWAUKEE ENGINEERING REPORT – Brian Kasprzyk**

Water levels on Lake Michigan are hovering near average levels after historic highs in recent years. An overview about the Port's envisioned enhancement to the South Shore Cruise Dock was presented. A status update on the Agricultural Maritime Export Facility, to be operated by the DeLong Company after construction, as well as the proposed Dredged Material Management Facility (DMMF) were also presented.

**VIII. PORT MILWAUKEE DIRECTOR'S REPORT – Adam Tindall-Schlicht**

The Port Director presented on several topics, including his ongoing coordination with the Trowbridge School for Great Lakes Studies, the Port of Chicago, the UWM School of Freshwater Sciences, the City's Department of Public Works, Green Marine, the Port of Antwerp, the Port of Alaska, the Office of U.S. Senator Tammy Baldwin, the Wisconsin Economic Development Corporation, the Wisconsin Department of Transportation, the Wisconsin Department of Tourism, the Office of Wisconsin Governor Tony Evers, the Wisconsin Department of Agriculture, and other organizations.

The Port Director previewed in-process work, including efforts to repair the South Shore Breakwater, as owned by Milwaukee County; new signage at the Pier Wisconsin Cruise Dock; a new binational agreement between Port Milwaukee and the Port of Saguenay, Quebec; and implementation of U.S. Department of Homeland Security audit findings.

The Port Director joined the Harbor Commission in congratulating Alderman Cavalier Johnson for his swearing in as Acting Mayor of Milwaukee on December 23, 2021.

**IX. ADJOURNMENT**

*Commr. Mastantuono's motion for adjournment was seconded by Commr. Smith and carried by the following vote:*

**AYES:** Commrs. Borkowski, Mastantuono, Smith, VP San Felippo and Pres. Hoelter

**NAYS:** None

Pres. Tim Hoelter adjourned the February 10, 2022 Board of Harbor Commissioner's Meeting at 10:15 a.m.