



**BOARD COMMISSIONERS IN ATTENDANCE:**

Comms. Alderman Mark Borkowski, Diane Diel, President (Pres.) Tim Hoelter, Claude Krawczyk, Craig Mastantuono, Vice President (VP) Ron San Felippo, Kathy Smith

**BOARD COMMISSIONERS EXCUSED:**

Claude Krawczyk – Excused at 9:52am

**OTHERS IN ATTENDANCE:**

Gregory Bird

Melony Pederson – Harbor District

Jeremy McKenzie – City Attorney

Zach Sadowski – Strand

**PORT OF MILWAUKEE STAFF IN ATTENDANCE:**

Jackie Q. Carter – Port 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 October 14, 2021 meeting to order at 8:03am.

**II. ACTION ITEMS**

a) **Approve Thursday, August 12, 2021 Meeting Minutes**

Presented by Pres. Hoelter

*Following consideration and discussion by the Commissioners, VP San Felippo's motion to approve the August 12, 2021 minutes was seconded by Commr. Krawczyk and carried by the following vote:*

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

**NAYS:** None

b) **Approve 2022 Harbor Commission Meeting Schedule**

Presented by Pres. Hoelter

*Following consideration and discussion by the Commissioners, Commr. Krawczyk's motion to approve the 2022 Harbor Commission Meeting Schedule was seconded by Commr. Smith and carried by the following vote:*

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

**NAYS:** None

### III. **INFORMATIONAL UPDATES**

#### a) **SharePoint Intranet Site Preview – Rhonda Ronsman**

With a recommendation by Commissioner Diel, a Board of Harbor Commissioners (BHC) intranet site has been built via SharePoint. A preview was shown to the Board outlining the features of the site, how the site will be used, and how Port staff and each Board member will have access. Use of this site will go into effect for the next Board meeting on December 15, 2021.

The site will give Port staff and the Commissioners access to information pertaining to Board of Harbor Commissioners business, Board history, contact information and miscellaneous news that may be released with regard to Port Milwaukee. This will also give the Commissioners access to information sooner than previously provided and will allow for access to meeting documents from the past.

Commr. Krawczyk asked if the Commissioners would be able to review leases before Board meetings. Adam Tindall-Schlicht suggested making a folder that would give the Commission access to those leases as they are drafted and negotiated. This folder will be available for the next BHC meeting.

This site will only allow access to Port Milwaukee staff and the Commissioners. Public information, such as the BHC meeting agendas and minutes will still be made available via email and on the Port Milwaukee website.

Questions were raised regarding accessibility to the public and what new technologies or avenues the Board could use to share its information with the public. Adam Tindall-Schlicht will follow up with the City of Milwaukee's Chief Information Officer to address these questions and will provide answers to the Commissioners once available. Rhonda Ronsman will let the Board of Harbor Commissioners know how notifications and alerts can be set up in SharePoint to send Port staff and the Commissioners information regarding site and information additions.

Because this is a new project, changes and updates may be ongoing for up to 6-months until the site becomes complete and more familiar.

#### b) **South Shore Cruise Dock Funding – Adam Tindall-Schlicht, Jazmine Jurkiewicz**

##### **Breakdown of needed, available and potential future funding for South Shore Cruise Dock**

1. Overall need: \$6 million
  - Collins Engineering – Preliminary design complete; Final design forthcoming
2. Current available funds: \$1.578 million
  - Komatsu (1<sup>st</sup> allocation): \$755,000
  - Paving pre-award in 2020: \$198,400
  - State of Wisconsin – *Harbor Assistance Program (HAP)*: \$625,000
3. Additional opportunities for remaining need: \$4.421 million
  - Komatsu (2<sup>nd</sup> allocation): TBD
  - State of Wisconsin – *Capital Tourism Grant*
    - ✓ \$10 Million Statewide // \$3.5 Million Project Cap
  - U.S. Economic Development Administration – *Travel, Tourism & Outdoor Recreation Grant*
    - ✓ \$26.2 Million Allocation to Chicago Region
  - Request for Interest: *Forthcoming*
    - ✓ Landside development at South Shore

c) **Recap of Mayor Barrett's 2022 Proposed Budget for Port Milwaukee – Jackie Q. Carter**

The budget was submitted in May 2021 to the office of the Mayor.

The proposed budget includes funds to address increased needs, such as:

- Staffing support and major projects;
- Address deferred maintenance at Port facilities;
- Funding to leverage Federal grant funds:
  - Debt service for bonds to support the Agricultural Maritime Export Facility (AMEF) project via the Redevelopment Authority of the City of Milwaukee (RACM).

The 2022 requested and proposed budget has an overall increase of 20% in all Operations & Maintenance categories for the Port, including:

- Funding for two (2) authorized, previously unfunded positions – Port Operations Technician & Civil Engineer III;
- Increased cost for professional services and marketing;
- 27% increase to Special Funds, split across three categories:
  1. \$25K increase to Port project funding;
  2. Scheduled increase to Milwaukee World Festival's (MWF's) annual lease payment;
  3. Funding for RACM debt service to support MARAD Grant funding for the DeLong project.

The 2022 Capital Improvements request is based on needs outlined by the Capital Asset Renewal Plan (CARP):

- Addresses deferred maintenance on Port's aged facilities;
- Mitigates further degradation of dockwalls, terminals and rail;
- Six-year Capital Improvements Plan adjusted to reflect these changes.

The next steps for the budget process included attending the Port Budget Hearing, which was held on Tuesday, October 12<sup>th</sup>. Budget amendments are due on Thursday, October 21<sup>st</sup>; the Common Council members offer adjustments to the Mayor's proposal. Amendments are then heard at the Finance & Personnel Committee meeting on Thursday, October 28<sup>th</sup> and/or Friday, October 29<sup>th</sup>. All approved amendments, as well as those passed on the floor, will be included in the adopted budget, which is scheduled to be approved on Friday, November 5<sup>th</sup>.

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

The finance summary was dated at approximately 73% through the fiscal year. The Revenue & Expenses Summary shows an achievement of 82% of what was budgeted for the year, with a year to date actual of \$3.3 million. Salary expenses are doing well, with the operating accounts slightly below what was expected.

The Port is seeing a consistent improvement in collecting on delinquent accounts. As of 7/31/2021, delinquent accounts totaled \$205,425.61. 9/30/2021 shows those accounts totaling \$190,512.15, which is a 7% decrease from July's total. Steady communication with company leaders has played a vital role in collection efforts. When a customer calls finance inquiring about an invoice, the Port's strategy is to address every invoice that the customers owes. Letting customers know that interest will be added if invoices are not paid in the next 30-days has helped with getting invoices paid.

Operating revenue compared to last year increased by 5.5%, with increases in facility rent, mooring payments, billable equipment, billable labor, crane rental and parking for the Lake Express Ferry.

**V. PORT MILWAUKEE ENGINEERING REPORT – Brian Kasprzyk, Steve Paczesny**

Water levels are between the all-time high and average, measuring 18” either way which is a positive sign. A few missing dockwall timbers were found with the lower water levels. Engineering will continue to closely monitor. The dropping water level has shown some additional January 2020 storm damage.

The Port is happy to announce that the Port surveying vessel *Larry Sullivan* has gone back into the water in 2021. Matt Gwiazdowski has been the main operator of this small vessel.

Through the Wisconsin Coastal Management Program (WCMP), the Port used a grant to purchase survey equipment and conduct coastal facilities inspections with the *Larry Sullivan*. The Port purchased a side scan sonar which has underwater surveying capabilities. It provides clear photos and a breakdown of underwater data. The Engineering team also provided information on the newly purchased underwater drone, sharing the photos and associated data, and the extent of below-water dockwall inspection, completed in 2021. Above-water inspections do not provide a clear indication of what was happening underwater. This new equipment will give the Port the ability to be proactive in fixing problematic areas and maintaining those areas more effectively.

No substantial damage has been found with this new equipment, however, there are some areas of potential concern that are being monitored and addressed. Matt Gwiazdowski has been familiarizing himself with the new equipment to gain a better understanding on its operation and information output.

Using the State of Wisconsin Harbor Assistance Program (HAP) grant, the city heavy lift dock paving has begun. There is currently approximately  $\frac{3}{4}$  of an acre of laydown space left to pave.

Advance building demolition is complete. The Board of Harbor Commissioners viewed the demolition in a time-lapsed video. The demolition took about one-month to complete.

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

Tonnage is down by 15%. Dry bulk is down overall 9%. Much of this is attributed to salt, due to a very mild winter in 2020/2021. There was quite a bit of inventory of salt already in storage. Steel is down 8%, and grain is trending 7% ahead of last year.

“Chill on the Hill” and “Harborfest” were attended by various Port staff who shared port information and marketing materials with attendees. Harborfest had at least 3,000 attendees at this year’s event.

The Port hosted boat tours on the *Joey D* tugboat for members of the Milwaukee County Council. “Open Door” was a success. The Port gave tours to 144 attendees.

Maria Cartier attended the Breakbulk Americas conference in Houston, TX at the end of September. BizTimes Next Generation Manufacturing Summit was also attended by Jazmine Jurkiewicz and Ms. Cartier.

Earlier this year, Federal Marine Terminals (FMT) reached out to Port Milwaukee asking if there was interest in receiving donated trees to plant. FMT and Port Milwaukee are both members of Green Marine.

Port Milwaukee accepted 13 trees from FMT, 8 of which were planted with an expectation to receive 5 more at the end of October. FMT is donating 103 trees to be planted at Three Bridges Park in Milwaukee.

FMT selected Milwaukee as its site for their first General Manager’s meeting “on the road”. FMT combined their meeting with the planting of these trees at Port Milwaukee.

Adam Tindall-Schlicht wrote an op-ed in the Capitol Times and Urban Milwaukee in support of the federal infrastructure bill. There were a few articles discussing the approved merger between Canadian Pacific and Kansas City Southern. Adam Tindall-Schlicht was also interviewed on Spectrum news regarding the DeLong groundbreaking.

At the DeLong groundbreaking, which took place on Wednesday, October 13, 2021, all 5 local news stations were present. Several interviews were conducted at the groundbreaking as well. Port Milwaukee appreciates the presence of our Board of Harbor Commissioners at this event.

HBO interviewed several crew members at FMT about Milwaukee, the Ascent project and Port Milwaukee's role in the supply chain effort. HBO is going to highlight these interviews on a forthcoming episode of a show. Maria Cartier will share the link to this show with the Commissioners when made available. Adam Tindall-Schlicht was interviewed by John McGivern for an episode of Main Streets which will air in the future.

The new Port Milwaukee PowerPoint template is now being used. Today's Harbor Commission meeting is being presented using this new template. The Port logo, brand colors and brand design elements are imbedded in each of the slide layouts. This will allow for more consistency with presentations to various internal and external stakeholders and customers.

#### **Foreign Trade Zone (FTZ) Update**

- New application submitted on October 6, 2021 for a 3PL in Kenosha:
  - Production Notification forthcoming;
  - Facility goes "live" in first quarter of 2022.
- Renewed interest from a formerly approved site in Kenosha:
  - Sunset clause went into effect before activation with CBP was completed:
    - Underwent several ownership transitions.
  - Production Notification forthcoming.
- Continuing to meet with prospects to evaluate feasibility of FTZ programs for their companies

Jazmine Jurkewicz attended the 2021 Seatrade Cruise Global Conference at the end of September, 2021 in Miami Beach, FL. Synonymous with maritime cruising since 1970, Seatrade Cruise has led the industry through five decades of growth, development, and change.

#### **VII. PORT MILWAUKEE OPERATIONS REPORT – Eric Polzin**

- Salt: 8 Ships; Steel: 6 Ships; Steel: 4 Barges; Limestone/Slag: 3 Ships; Cement: 22 Ships.
- *Harbor Seagull* (Marine gear installed, Prop installed, installing new rudder assembly, Marine surveyor identified).
- Harbor Crane Operator Testing Oct. 20 & 21.
- The U.S. Department of Homeland Security (DHS) has a new State of Wisconsin representative. Each year, the U.S. government chooses 20-30 public entities to provide diagnostic review of its security posture, and the Port was selected. DHS had a Port site visit and audit in August. The delivery of this report is forthcoming, and once received, will be presented to the Commissioners and the Milwaukee Common Council.
- Cruise Terminal Security Plan has been submitted and is currently under review by the United States Coast Guard (USCG).
- Dockwall Timber replacement is ongoing.

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

Milwaukee Common Council

- ✓ Conclusion of 2021 Port Milwaukee Tours / August 18, 2021

- ✓ Attendees: Borkowski, Dimitrijevic, Dodd, Pres. Johnson, Lewis, Rainey, Spiker

Wisconsin Department of Transportation

- ✓ Port Tour / September 8, 2021

Fednav

- ✓ Senior Executive Annual Meeting & Tree Planting / September 15, 2021

Southeastern Wisconsin Maritime Security Committee

- ✓ Quarterly Meeting / September 15, 2021

Harborfest

- ✓ Sponsorship, Marketing Table and Harbor Tours / September 16, 2021

Doors Open

- ✓ Annual Guided Tours of Port Milwaukee / September 19, 2021

United Ethnic Festivals (UEF)

- ✓ A spirited discussion was had with senior staff from the United Ethnic Festivals / September 29, 2021. There are several issues that should be followed up on in the near future.

The Board of Harbor Commissioners suggested inviting senior staff from United Ethnic Festivals to Port Milwaukee for a conversation with Adam Tindall-Schlicht, Commr. Mastantuono, Pres. Hoelter and VP San Felippo. Because of previous financial challenges and the challenges associated with COVID-19, the Commission feels that it would be appropriate to have this discussion to explore options in assisting the UEF with future plans.

American Association of State Highway and Transportation Officials (AASHTO)

- ✓ Council on Rail Annual Conference Keynote Address / September 29, 2021

Wisconsin Department of Transportation

- ✓ Port Tour / October 11, 2021

DeLong Agricultural Terminal

- ✓ Groundbreaking Ceremony / October 13, 2021

Marek Landscaping

- ✓ Start of new lease on November 1, 2021

Compass Minerals and Federal Marine Terminals

- ✓ Both have expressed interest in looking at potential lease extensions and initiating new negotiations

U.S. Navy/U.S. Marine Corps

- ✓ Lease expiration planning / future use preparation. The U.S. Navy has left their site, however, the U.S. Government has exercised their right to maintain the use of the property for the U.S. Marine Corps

City of Milwaukee COVID-19 Vaccination Requirement

- ✓ Ongoing implementation

Port Milwaukee has kept in touch with all staff about the City of Milwaukee COVID-19 vaccination mandate. Employees have been informed of the exemption process on the grounds of religion or medical reasons and have been informed of the deadlines associated with those requests. For those that choose not to get vaccinated or are unsuccessful in their exemption, Port employees will be terminated after their 30-business day suspension ends. Adam Tindall-Schlicht will keep the BHC informed of any potential terminations that may take place at the Port due to non-compliance.

### **Passing of Douglas Gold, FMT General Manager**

A moment of silence was had for Douglas Gold, Federal Marine Terminals General Manager, who passed away suddenly on Monday, October 11, 2021. Douglas was a longtime community member of Port Milwaukee, and Jones Island.

### **Husband and Wife Rescue – Matt Tillman and John Dermeyer Honored**

On August 24, 2021, Crane Operator Matt Tillman and Facilities Supervisor John Dermeyer assisted two (2) people who were on a sailboat in distress. A derecho developed over Lake Michigan throwing the husband and wife passengers overboard as they were sailing. Matt and John, along with two (2) FMT employees, were able to help the wife off of the sailboat which eventually crashed as the wife tried to navigate it to safety near FMT. John was approached by Milwaukee Police Harbor Patrol asking if they needed assistance. John directed them to where the husband was in the water. Both husband and wife made it safely back to shore, thanks to the selfless actions of Matt and John.

On October 7, 2021, Matt and John were given meritorious community service awards from the Milwaukee Fire Department for their heroism. Adam Tindall-Schlicht attended this event on behalf of Port Milwaukee.

## **IX. ADJOURNMENT**

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

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

**NAYS:** None

Pres. Tim Hoelter adjourned the October 14, 2021 Board of Harbor Commissioner's Meeting at 10:15am.