



Board of Harbor Commissioners (BHC) Meeting Minutes  
Thursday, February 8, 2024 – 8:00am  
In-Person Meeting  
Port Milwaukee – 2323 S. Lincoln Memorial Drive  
Milwaukee, WI 53207

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**BOARD COMMISSIONERS IN ATTENDANCE:**

Commrs. Alderman Mark Borkowski, Claude Krawczyk, President (Pres.) Tim Hoelter, Craig Mastantuono, Vice President (VP) Ron San Felippo, Kathy Smith and Diane Diel.  
Virtual Online – Vice President (VP) Ron San Felippo  
Excused – Diane Diel

**OTHERS IN ATTENDANCE:**

Gregory Bird  
Will Baines

**PORT MILWAUKEE STAFF IN ATTENDANCE:**

Jackie Q. Carter – Port Director	Shauna Thompson – Administrative Assistant
Maria Cartier – Market Development Manager	Korey Garceau – Trade Development Rep.
Madison Goldbeck – Communications Officer	Brian Kasprzyk – Chief Engineer
Matt Gwiazdowski – Engineering Technician IV	Peter Daniels – Civil Engineer III
Eric Polzin – Port Operations Manager	John Dermeyer Jr. – Port Facilities Supervisor
Eddie Carter Jr. – Port Operations Technician	Rich Watt – Port Finance & Admin. Officer
Selena Cole – Finance Specialist	

**I. BHC Meeting Called to Order**

Pres. Tim Hoelter called the February 8, 2024 meeting to order at 8:00 am.

**II. ACTION ITEMS**

**a) Approve Thursday, December 14, 2023 Meeting Minutes**

Presented by Pres. Tim Hoelter

Following consideration and discussion by the Commissioners, Kathy Smith motioned to approve the December 14, 2023 minutes was seconded by Claude Krawczyk and carried by the following vote:

**AYES:** All Commissioners

**NAYS:** None

**b) Approve Lease Modification Request from U.S. Navy**

Presented by Jackie Q. Carter – Modification request was initiated by U. S. Navy. The request seeks to clarify existing language within the lease related to lease termination.

Vice President (VP) Ron San Felippo made motion to approve and seconded by Kathy Smith

**AYES:** All Commissioners

**NAYS:** None

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

Presented by Brian Kasprzyk

Commrs. Claude Krawczyk made a motion to approve and seconded by Kathy Smith and carried by the following vote:

**AYES:** All Commissioners

**NAYS:** None

### **III. INFORMATIONAL UPDATES**

#### a) Social Media and Web Analytics Presented by Maria Cartier

A re-cap of the 2023 social media and web analytics that displays page views of the Port's website is nearly 20% ahead of last year. The majority of web traffic comes by search engines (Google, Bing and Yahoo). Another source direct web search. Other sources of web traffic are media, such as press releases, hyperlinks, and articles.

The top landing pages are: Vessel tracker, Cruise page, Milwaukee World Festival, and contract opportunities.

Top devices used to access our site is through the mobile device. Last year, more people used their desktop computers verses their mobile devices.

Geography (where our site is being accessed from) - the United States is the largest market followed by Europe, Asia, Australia, Canada and the rest of the world.

Facebook is the most popular social media channels. Port Milwaukee currently has about 2600 followers. This is 54% over the previous year, with total page reaches increasing 119% over last year. Content interactions of 8,200 (likes, shares and comments).

LinkedIn is the platform of choice for port industry stake holders. In addition to posting Port content, tenants' posts and events are also shared.

Port Milwaukee has nearly 1,200 followers on X with a 2.2% engagement rate which is higher than industry percentage of 1.6%.

### **IV. PORT MILWAUKEE TRADE DEVELOPMENT REPORT – Maria Cartier & Korey Garceau**

Presented by Maria Cartier

Ms. Cartier gave the Trade Report, and stated that the Port closed out the year with 2.335 million metric tons tonnage, a 4% growth over 2022. Dry Bulk being at the largest category, grew by 20%. Salt and Cement grew over that past years, along with aggregates. This growth of the aggregates comes from Michels. Steel is down compared to past year, reflecting a 22% decrease compared to 2022. Liquid cargo saw uptick and with the tonnage increased by 14%. Private dock activity impacted the numbers negatively, as their tonnage decreased. The closure of COFCO had an impact on the reduced numbers as well. Municipal tonnage, without private dock activity, was up 14% over 2022.

Public Relations highlights include stories on cruising in Cruise Industry News the Milwaukee Journal Sentinel. Great Lakes Now published an article that included an interview with the Port Director, a representative from the DeLong Company and a local customs broker. This article was a two-page spread and displayed some great pictures from the Great Lakes of St. Lawrence Seaway System. Susan Kim from the TMJ4 news interviewed Jackie Q. Carter for an upcoming story in conjunction with Black History Month. This story will be televised on February 29, 2024.

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

Presented by Eric Polzin

Mr. Polzin shares that salt shipments were up threefold over the same period last year, other cargoes remained consistent. During the first major snowfall of the season, the operations team logged roughly 80 hours cleaning railroads, streets, docks and assisting tenants with snow removal. Last week, Operations staff assisted Aquarius Systems, builders of the Lynyrd Skymmr, with testing a new vessel. Aquarius brought in their brand-new skimmer to test operations on the new machine. Port Operations assisted with launch and recovery of the new vessel. The new equipment is headed to the Washington D.C. area where it will be utilized for removal of trash and debris from local waterways.

Mr. Polzin recently attended an RNC Critical Infrastructure Subcommittee. There are currently no recent updates to report on at this time. The next meeting is scheduled for February 22<sup>nd</sup> with hopes to have complete plan in place.

Last week the Port received two amendment approval letters regarding Cyber Security from the United States Coast Guard, which were submitted in December of 2023.

On January 25<sup>th</sup>, the United States Coast Guards closed the Port of Green bay in an effort to preserve remaining ice to protect ice fishing. Liquid bulk vessels will get diverted to Milwaukee during this Green Bay closure.

Mr. Polzin and Mr. Dermeyer, recently met with MFD Battalion Fire Chief of station #11. MFD is interested in doing a comprehensive familiarization of Port Milwaukee. This would provide an opportunity for their team to check out Port facilities and learn more about various properties and tenants. These tours are scheduled for April. Developing SOP's with a focus on emergency response for vessels within port was also discussed.

The Harbor Seagull project hasn't progressed as the contactors left for the winter to work at area ship yards, planning to return in the next few months. Communication is ongoing with the contractor with the primary focus being deck replacement, upgrade of fuel filtration, testing of all instrumentation, and final alignment of marine gear.

Lastly, a JLG Telehandler was purchased which is a fork lift and can double up to a crane. This Telehandler will be used on various projects throughout the Port area.

## **VI. PORT MILWAUKEE ENGINEERING REPORT – Brian Kasprzyk**

Mr. Kasprzyk stated that water levels are currently 3 inches above average.

Dredging work was recently completed by the US Army Corps of Engineers at the Harbor Entrance near the Hoan Bridge and in the southern portion of the federal channel in the outer harbor. Nearly 60,000 cubic yards of sediment was dredged and placed in the southeast corner of the DMDF.

The Corps is planning to begin repairs on the southern breakwater this year. The project, which will take approximately 10 years to complete, involves placing armor stone on the lake side along 11,400 feet of breakwater.

The Harbor District issued an RFP for design of the Ecological Breakwater and is in the process of selecting a design firm. Port staff is involved in the selection process and continues discussions with the Harbor District and other stakeholders.

In late January, DeLong filled three barges with soy beans. The barges went down the Mississippi River to New Orleans to be loaded on a ship.

Mr. Kasprzyk closed by stating that the Turbine is celebrating its 12th anniversary in late February.

#### **VII. PORT MILWAUKEE FINANCIAL REPORT – Rich Watt**

Mr. Watt gave the financial report covering 2023 year end. Revenue exceeded estimates by 6%, while operating expenses were at 95% of budgeted amounts. Receivables total a half million dollars currently, including invoices issued after December 31<sup>st</sup> with a 12/31 accounting date.

#### **VIII. PORT MILWAUKEE DIRECTOR'S REPORT – Jackie Q. Carter**

Ms. Carter shared updates regarding Industry partners, doing Port 101 tours and continuing to do collaborations. The big focus, is about the future outlook of the goals & plans for the upcoming year for the Port of Milwaukee. Before closing out the year of 2023, the Mayor Cavalier Johnson visited the Port Administration Building for the Port's final MAPP meeting of 2023. The meeting took place at Port Milwaukee at Ms. Carter's request so that Port staff could attend and get a better understanding of the discussions that take place. Staff would now have better context for responding to information requests for future MAPP meetings.

Efforts to grow Port business have included community outreach with local, state and regional business support agencies.

#### **XI. ADJOURNMENT**

President Hoelter called to adjourn the meeting

Commr. Kathy Smith motioned for adjournment and it was seconded by Claude Krawczyk

President Hoelter recognized Alderman Mark Borkowski for his excellent service as a Harbor Commissioner and "Our voice on the Common Council and our influencer too" for almost 9 years. Alderman Mark Borkowski took the opportunity to speak. He was recognized with a plaque and cupcakes in his honor

Pres. Hoelter adjourned the February 8, 2024 Board of Harbor Commissioner's meeting at 9:16 a.m.