



Board of Harbor Commissioners (BHC) Meeting Minutes  
Thursday, August 12, 2021 – 8:00am  
Port Milwaukee – 2323 S. Lincoln Memorial Drive  
Milwaukee, WI 53207

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**BOARD COMMISSIONERS IN ATTENDANCE:**

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

**BOARD COMMISSIONERS EXCUSED:**

Commr. Kathy Smith  
Commr. Claude Krawczyk (excused at 10:27am)  
Commr. Craig Mastantuono (excused at 11:02am)

**OTHERS IN ATTENDANCE:**

Greg Bird - Community Member	Chad Koranda – Westshore Pipeline Company
Lafayette Crump – City of Milwaukee	Richard Li – City of Milwaukee
Gary Edelman – Black Dog Marine	Mike Marek – Marek Landscaping
Jeff Fleming - City of Milwaukee	Jeremy McKenzie – City of Milwaukee
Ed Freer – GraEF	David Misky – City of Milwaukee
Jessica Geurts – Ramboll	Jeff Osterman – City of Milwaukee
Craig Harley - Ramboll	Laurie Parsons - Ramboll
Michael Hirsch – MMSD	Zach Sadowski – Strand Associates
Jackie Hrovat – Mallary SC	Casey Schwartz – Westshore Pipeline Company
Nick Kitzman – Foley & Lardner	

**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 - DCD and Port Milwaukee  
Matt Gwiazdowski – Engineering Technician IV  
Jazmine Jurkiewicz – Trade Development Representative  
Brian Kasprzyk – Chief Engineer  
Steve Paczesny – Civil Engineer III  
Eric Polzin – Port Facilities Supervisor  
Rhonda Ronsman – Executive Assistant/Assistant Secretary  
Adam Tindall-Schlicht – Port Director/Secretary

**I. BHC MEETING CALLED TO ORDER**

Pres. Tim Hoelter called the August 12, 2021 BHC meeting to order at 8:00.

**II. ACTION ITEMS**

a) **Approve Thursday, June 10, 2021 BHC Meeting Minutes**

Presented by Pres. Hoelter.

*Following consideration and discussion by the Commissioners, Commr. Mastantuono's motion to approve the June 10, 2021 minutes was seconded by Commr. San Felippo and carried by the following vote:*

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

**NAYS:** None

- b) **Approve Change of Date from December 9 to December 15, 2021 BHC Meeting**  
Presented by Pres. Hoelter.  
*Following consideration and discussion by the Commissioners, Commr. San Felippo's motion to approve the Change of Date from December 9 to December 15, 2021 BHC Meeting was seconded by Commr. Diel and carried by the following vote:*  
**AYES:** Commrs. Borkowski, Diel, Krawczyk, Mastantuono, VP San Felippo and Pres. Hoelter  
**NAYS:** None
- c) **Approve Lease with Perch Point, LLC, for Marek Landscaping**  
Presented by Port Director Adam Tindall-Schlicht.  
*Following consideration and discussion by the Commissioners, Commr. San Felippo's motion to approve the Lease with Perch Point, LLC, for Marek Landscaping was seconded by Commr. Borkowski and carried by the following vote:*  
**AYES:** Commrs. Borkowski, Diel, Krawczyk, Mastantuono, VP San Felippo and Pres. Hoelter  
**NAYS:** None
- d) **Approve Termination Agreement with Westshore Pipeline Company**  
Presented by Port Director Adam Tindall-Schlicht.  
*Following consideration and discussion by the Commissioners, Commr. San Felippo's motion to approve the Termination Agreement with Westshore Pipeline Company was seconded by Commr. Diel and carried by the following roll-call vote:*  
**AYES:** Commrs. Borkowski, Diel, VP San Felippo and Pres. Hoelter  
**NAYS:** Commrs. Krawczyk and Mastantuono
- e) **Approve Redevelopment Authority of the City of Milwaukee (RACM) Lease for DeLong Rail Improvements**  
Presented by David Misky, Assistant Executive Director of the Redevelopment Authority of the City of Milwaukee, and Richard LI, Public Debt Specialist of the City of Milwaukee.  
*Following consideration and discussion by the Commissioners, Commr. San Felippo's motion to approve the Redevelopment Authority of the City of Milwaukee (RACM) Lease for DeLong Rail Improvements was seconded by Commr. Mastantuono and carried by the following vote:*  
**AYES:** Commrs. Borkowski, Diel, Krawczyk, Mastantuono, VP San Felippo and Pres. Hoelter  
**NAYS:** None
- f) **Approve Tunnel Easement at 1225 S. Carferry Drive**  
Presented by Michael Hirsch, Real Estate Specialist at the Milwaukee Metropolitan Sewerage District.  
*Following consideration and discussion by the Commissioners, Commr. San Felippo's motion to approve the Tunnel Easement at 1225 S. Carferry Drive was seconded by Commr. Mastantuono and carried by the following vote:*  
**AYES:** Commrs. Borkowski, Diel, Krawczyk, Mastantuono, VP San Felippo and Pres. Hoelter  
**NAYS:** None

g) **Approve Sub-lease between Discovery World and Cingular Wireless**

Presented by Carl Schoettel, Chief Operating Officer at Discovery World.

*Following consideration and discussion by the Commissioners, Commr. San Felippo's motion to approve the Sub-lease between Discovery World and Cingular Wireless was seconded by Commr. Borkowski and carried by the following vote:*

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

**NAYS:** None

**<sup>1</sup>ABSTAIN:** Commr. Claude Krawczyk

h) **Approve Amendment to Contract 664 (Railroad Track Rehabilitation)**

Presented by Chief Engineer Kasprzyk.

*Following consideration and discussion by the Commissioners, Commr. San Felippo's motion to approve the Amendment to Contract 664 (Railroad Track Rehabilitation) was seconded by Commr. Krawczyk and carried by the following vote:*

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

**NAYS:** None

**III. INFORMATIONAL UPDATES**

a) **Final Delivery of the Capital Asset Renewal Plan (CARP) – Adam Tindall-Schlicht**

In 2020, Port Milwaukee began the process of establishing a Capital Asset Renewal Plan (CARP) to comprehensively address deficiencies in Port facilities and infrastructure, and establish a long-term maintenance and replacement schedule.

The CARP will serve as a tool for Port Milwaukee to:

- Strategically plan significant improvements to Port facilities, and;
- Develop funding strategies for long-term asset repair and replacement.

The CARP provides a high level, long-term action plan for asset renewal through the year 2070 and includes considerations for several key factors influencing asset renewal planning at the Port, including growth plans and long-term trends in coastal conditions and infrastructure resiliency. In addition, it is designed to address Port assets within the boundaries of both the South and North Harbor Tracts, including navigational areas within adjacent waterways. Port infrastructure assets are organized into 10 primary categories:

1. Buildings, terminals and warehouses
2. Dockwalls
3. Pavement and roads
4. Navigational areas
5. Fencing
6. Green infrastructure and public spaces
7. Lighting
8. Rail
9. Utilities
10. Vehicles, vessels, cranes and other equipment

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<sup>1</sup> Commissioner Claude Krawczyk abstained from voting on II.g. to avoid any unintended conflict of interest.

Craig Harley, Jessica Geurts and Laurie Parsons of Ramboll presented additional findings, plans, overviews and specific outlines of each primary category, providing the Commission with a clearly defined path toward how the CARP will be utilized.

d) **Presentation of the Robert J. Lewis Pacesetter Award – Craig Middlebrook**

Craig Middlebrook, Deputy Administration of the GLS, presented the award to Port Milwaukee via a YouTube video that was shared with the Commission.

Established in 1992, the Great Lakes St. Lawrence Seaway Development Corporation's (GLS) Pacesetter Award Recognized U.S. ports that have registered increases in international cargo tonnage shipped through their ports and through the St. Lawrence Seaway. Port Milwaukee earned its 14<sup>th</sup> Robert J. Lewis Pacesetter Award in 2020.

Port Milwaukee finished 2020 with its highest annual cargo volume in the past seven (7) years, with overall tonnage rising by more than 5%. This growth includes handling of Wisconsin-grown agricultural products destined for foreign markets, and cement for infrastructure and public works projects. With an increase in outbound grain shipments and construction materials, private docks in the Harbor handled nearly 37% more cargo than in 2019.

*“Milwaukee’s maritime connections to the world showed remarkable strength in a year of pandemic challenges. In 2020, businesses in our area relied on the efficient connections the Port provides,”* said Mayor Tom Barrett. *“Port Milwaukee adds value to our economy, offering transportation solutions that reduce the use of fossil fuels.”*

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

To date, the Port has received eight (8) salt ships, seven (7) steel ships, four (4) steel barges, two (2) limestone/slag ships, fifteen (15) grain barges and 20 cement ships. Repair and planned launching of the *Harbor Seagull* is ongoing. Hatches are installed, the marine gear is scheduled to be ready next week, and high water alarms have been purchased.

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

Currently, the Port is approximately \$36k ahead in revenue; slightly less than last year, however, with the *Harbor Seagull* sinking, recovery from storm damage, overhead door repair and fence replacement, the Port has maintained revenue status despite these financial challenges in 2021.

Delinquent accounts have slightly increased. Letters are scheduled to be sent to the corresponding companies early next week. The BHC Finance Committee recommended that accounts that have been outstanding for three (3) years or more be referred to a collection agency, which the Port is now pursuing. Finance staff has continued working toward eliminating as many delinquent accounts as possible by initiating consistent and robust follow-up.

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

Water levels on Lake Michigan are decreasing, approximately two (2) feet below from last year at this time. These levels will give operations an opportunity to work on the timbers along the dock. The water levels are about one (1) foot above average.

The Port currently has two (2) rail projects that are being worked on and are not yet complete. Brian Kasprzyk provided several visual examples of the current state of each project.

Abatement is currently in its final stages at the Advance Building in preparation for the New Agricultural Maritime Export Facility (AMEF) with DeLong. The former Ward Welding and Gillan buildings have been demolished. Contractors need to return to excavate as per the agreement. The sandblast shed is also slated to be demolished.

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

Tonnage is down by 18% as compared to 2020. In May, tonnage was down 32%, with an anticipated growth spurt in the 3<sup>rd</sup> and 4<sup>th</sup> quarters of 2021. Salt and steel are both down 7%, while grain, up 23%, remains strong.

Several community projects were attended by staff, including a trip to the Port of Muskegon by Adam Tindall-Schlicht, Jazmine Jurkiewicz and Maria Cartier; Chill on the Hill, where community members approach a marketing table facilitated by Port Milwaukee staff, asking questions about who the Port is and what the Port does; the Rail and Maritime Summit in Chicago, IL; the USA Triathlon which took place at the North and South portions of Urban Park and attended by more than 10,000 people, and; the Wisconsin Commercial Port Association's (WCPA) annual conference which was held in Washburn, WI and attended by Brian Kasprzyk, Maria Cartier, and Adam Tindall-Schlicht. Adam Tindall-Schlicht is the current WCPA President.

The USA Triathlon created some significant landscape damage that will be repaired before the beginning of Summerfest. Port Milwaukee received a \$1,500 security deposit for damages, and will forward any additional repair fees to USA Triathlon.

The new Foreign Trade Zone (FTZ) marketing brochure is finalized and available on the Port's website.

On July 15, 2021, Transport Canada announced it will be lifting restrictions on cruise ships beginning on November 1, 2021. The U.S. Great Lakes Cruising Coalition – organized under Highway H20 – will be launching a new website and construction is underway for a SeaTrade booth.

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

##### **Recent & Upcoming Events/Meetings**

1. **Business Development Meetings with Port of Muskegon** – Wed., June 16
2. **U.S. Army Corps of Engineers – Senior Executive Visit** – Wed., June 16
3. **Tour of Harbor with the Community Advisory Committee (CAC)** – Thur., July 1
4. **Business Development Meetings with Kinder Morgan** – Tues., July 6
5. **Meeting with new U.S. Customs Director for Milwaukee** – Wed., July 7
6. **Milwaukee Common Council – Water Tours of Port Milwaukee** – Fri., July 9 & Fri., July 16  
There is a third tour scheduled. Commissioner Alderman Mark Borkowski has been assisting in encouraging council members to attend.
7. **Meeting with Honorary Consul to Belgium** – Tues., July 13
8. **Harbor District/BID 51 Summer Social** – Wed., July 14
9. **Review of Ascent Project Logistics with Key Developers** – Fri., July 16
10. **Wisconsin Department of Transportation  
Harbor Assistance Program (HAP) Project Audit** – Fri., July 16  
All activity pertaining to HAP funding to the Port was audited.

11. **EcoShips Initiative – Coordination with State and Federal Partners** – Mon., July 19
12. **Wisconsin Department of Transportation – Freight Advisory Committee** – Wed., July 21
13. **Ongoing Coordination regarding South Shore Moorings – Various Stakeholders** – Mon., August 2
14. **Wisconsin Commercial Ports Association – Annual Meeting** – Thur., August 5
15. **USA Triathlon – Use of Urban Park** – Sat., August 7 & Sun., August 8

The Port is currently undergoing a three (3) day safety and security assessment/audit, which is being facilitated by the U.S. Department of Homeland Security (DHS). The Port will provide the results of this audit to the Commission once it is finalized and received at the Port.

Marty Welles, the Seaway's new Chief of Staff, is expected to tour Port Milwaukee later today.

Port Director Adam Tindall-Schlicht introduced and welcomed Jonathan Fera, the Port's newly hired Communications Officer. Jonathan joins the Port from the Office of U.S. Senator Tammy Baldwin.

**IX. ADJOURNMENT**

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

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

**NAYS:** None

Pres. Tim Hoelter adjourned the August 12, 2021 Board of Harbor Commissioner's Meeting at 11:04am.