



ALBANY PORT DISTRICT COMMISSION

MINUTES OF A REGULAR MEETING

August 26, 2020

Due to the pandemic the August 26, 2020 Board of Commissioners meeting was held remotely pursuant to the Governor's Executive Order No. 202.1, issued March 12, 2020, which suspended Article 7 of the Public Officers Law related to public body meetings. Prior to the meeting being called to order General Counsel Jordan noted that the meeting was being recorded and transmitted via on-line video. Chairperson Steffens called the meeting to order. In attendance were Commissioners Cinquanti and Coffey. Also present were CEO Hendrick, General Counsel Jordan, Economic Development and Procurement Director Daly, CFO Stuto, Maritime Business Development Manager Vasil, Director of Security Williams and Administrative Assistant DiLillo. Also joining the meeting was Richard Farrell from the Maritime Ministry.

Chairperson Steffens introduced the minutes of the July 22, 2020 Commission meeting. No changes were made to the minutes. Chairperson Steffens called for a motion to approve the minutes of said meeting. A motion was made by Commissioner Coffey, seconded by Commissioner Cinquanti and passed unanimously.

ALBANY MARITIME MINISTRY

Mr. Richard Farrell of the Maritime Ministry joined the meeting to introduce himself as the new Port Ministry Coordinator. He is also a member of the Ignation Volunteer Corps. Mr. Farrell gave the Board a brief overview of his duties, the duties of the volunteers and their interactions with the crew and staff of the incoming ships at the Port of Albany. The Maritime Ministry provides various services to the ship crews, including transportation and shopping services, as well as spiritual guidance. He noted that he is working with Office Manager, Cheryl Stock to assist him in identifying when a ship will be docking, the length of time the ship will be in and the nationality of the crew, allowing him to post this updated information immediately

to the Maritime Ministries' website to keep volunteers informed. Chairperson Steffens noted the support the Board and Port staff have previously given with gift donations for the Christmas at Sea program. She also stated that the Board continues to encourage and support the Maritime Ministry and their mission.

FINANCIAL UPDATE

CFO Stuto reviewed for the Board the actuals through July 31, 2020 and the projected forecast through the end of the year. She noted that there were not many changes from the June report. She reported a decrease of approximately \$80,000 in projected operating revenue, which relates to updated maritime predictions and reflects the wharfage in both the heavy lift and wood pulp categories. Operating expenses are projected to come in at \$52,000 lower than previously forecasted, primarily due to a decrease in consultant expenses. Rental income, dockage fees and other revenue are projected to be consistent with June's numbers. CFO Stuto also reported that other operating revenues are consistent with last month. She noted that over all the change in net position is steady, having a variance of \$117,000, due to revenue and expense fluctuations along with a slight decrease in projected grant revenue. Change in net position for the year is just under \$3 million as previously projected, primarily due to the change in capital grant receivables.

Chairperson Steffens noted her appreciation for being provided a financial monthly report.

CEO UPDATE

CEO Hendrick updated the Board on the following:

- Port staff continues to work with the City of Albany Summer Youth Development Program. At their latest meeting they were joined by two guest speakers, representatives from both the state and private development and manufacturing sector regarding future opportunities. CEO Hendricks noted that it was nice to see the students and staff engaged. He mentioned that the students asked a lot of valuable questions regarding offshore wind and the effects it has on them personally.
- CEO Hendrick noted that additional updates will be discussed in executive session.

REAL PROPERTY/DEVELOPMENT UPDATE

Director Daly noted that real property and development updates would be discussed in executive session.

MARITIME SECURITY FENCE AND GATE PURCHASE AND INSTALLATION

Chairperson Steffens presented Resolution 20-2020 regarding the Maritime Security Fence and Gate Purchase and Installation. Three responses were received from the RFP. After reviewing the proposals, the review team recommended that the Board award the contract to Siena Fence Co. Some discussion followed. Chairperson Steffens called for a motion to approve Resolution 20-2020, awarding the contract to Siena Fence Co. A motion was made by Commissioner Cinquanti, seconded by Commissioner Coffey and passed unanimously.

LEASE WITH EMPLOYERS ASSOCIATION, INC.

Counsel Jordan presented Resolution 21-2020 regarding the proposed lease with Albany Port Employers Association, Inc. (“AEPA”). The proposed lease area is for a single office located in the Administration Building. The lease term is for one year, with an option to renew for an additional year. The proposed lease is for an annual rate of \$5,753.65. Chairperson Steffens called for a motion to approve Resolution 21-2020. A motion was made by Commissioner Coffey, seconded by Commissioner Cinquanti and passed unanimously.

MARITIME BUSINESS ASSESSMENT

Manager Vasil provided an overview of the Ships, Barges and Tonnage Report and Longshore Hours Report for July 2020.

- Ships and Barges are up 28%, Tonnage is up 13%.
- Mid-September the Port will receive the first shipment from a new lumber customer, which will include 7 to 10 vessels.
- Longshore hours are at 19,700, mirroring last year.
- Implementing a winter port business development and marketing program. Due to the Great Lakes closed to traffic during Dec. – April, Manager Vasil is working with Bill Ring from FMT and the FMT Charlotte, NC marketing team to capture businesses that are moving to the Midwest and Canadian destinations. They will be identifying prospects, opportunities and products. Focusing primarily on steel products.

PUBLIC COMMENT

No public comments were made.

EXECUTIVE SESSION

Chairperson Steffens called for a motion to enter Executive Session for a discussion regarding the proposed, acquisition, sale or lease of real property and discussion of litigation matters. A motion was made by Commissioner Coffey, seconded by Commissioner Cinquanti and passed unanimously.

No action was taken during Executive Session. The regular meeting resumed.

OTHER BUSINESS

Chairperson Steffens called for a motion to approve the settlement agreement as proposed between Sims Metal Management and the APDC related to the mitigation of 700 Smith Blvd. A motion was made by Commissioner Coffey, seconded by Commissioner Cinquanti and passed unanimously.

NEXT MEETING

Chairperson Steffens informed all those in attendance that the **next meeting of the APDC Board of Commissioners will be held on Wednesday, September 23, 2020 immediately following the Finance Committee Meeting held at 12:00 p.m.**

Chairperson Steffens called for a motion to adjourn the meeting. A motion was made by Commissioner Cinquanti, seconded by Commissioner Coffey and passed unanimously. The meeting was adjourned.