

**OGDENSBURG BRIDGE & PORT AUTHORITY**  
**BOARD MEETING**  
**TUESDAY, JULY 10, 2018**

A meeting of the Board of Directors of the Ogdensburg Bridge and Port Authority was held in the Board Room of the Administration Building on Tuesday, July 10, 2018 at 3:00 PM.

The following were present:

Vernon D. Burns, Chair pro tem  
Christopher B. T. Coffin, Member  
Joseph I. Andriano, Member  
David D. King, Member

ALSO:

Francis P. Cappello, Counsel  
Wade A. Davis, Executive Director  
James L. Smith, Chief Financial Officer  
John A. Rishe, Director of Commercial & Industrial Development  
Ronald L. Bogus, Airport Manager  
Fariha Qudsi, Accounting Manager  
Steven J. Lawrence, Director of Operations  
Samuel J. LaMacchia, former Chairperson  
Jeff Wood, McFarland Johnson  
Joe Klimek, EFPR  
Kenton Stancliff, EFPR

ABSENT: Megan J. M. Whitton, Secretary

- I. Pro tem Chair Burns called the meeting to order at 3:12 PM. Executive Director Wade A. Davis noted that the Airport welcomed its 30,000<sup>th</sup> passenger, the Port of Ogdensburg broke its handling record by receiving three ships in one week, and that the grain bins at the Port are now fully operational.
- II. Letters and Communications to the Board. There were several letters and articles pertaining to the Authority. Of note were 4 notices of Labor Law

inspection violations by a company that the Authority does business with. Pro Temp Chair Burns asked if any action on the Authority's part needed to be taken. Executive Director Wade A. Davis responded that there was not at this time, but that if these violations continued, the Authority may have to look to replace the vendor in question.

VII. Concluding Comments from Citizens, Board Members, and/or Authority

Staff. Vernon D. Burns suggested that the Board deviate from the agenda to allow the former Chair, Samuel J. LaMacchia to address the Board. Mr. LaMacchia made farewell remarks and thanked the Board members and Staff for their hard work throughout the years.

III. Approval of Board Minutes. On a motion by Christopher B. T. Coffin, seconded by Vernon D. Burns, the minutes from the June 11, 2018 meeting were approved by voice vote.

IV. Presentations and Reports. Joe Klimek and Kenton Stancliff from EFPR gave a detailed report on the Annual Audit. The recommendation was made that an actuary report that addresses health insurance for retirees be obtained. An increase in bridge tolls was also suggested. It was noted that Staff has already begun this lengthy process. Also noted was Staff implemented \$350,000 in cost reductions. The auditors noted that the Authority has \$1.6 million in payables, and that 39% of that is aged 90 days or older; operating revenue was down 27%, with operating expenses decreasing by only 5%. This resulted in \$4.5 million in non-operating losses. Executive Director Wade A. Davis then asked the auditors how the Authority can account for depreciation, when, as a public entity, future funds for maintenance will almost always come from grant

funding, based on future grant programs. The Board agreed to meet again to discuss and accept the audit report on July 17, at 4 PM. The auditors then provided a brief synopsis of the Border Station audit. Wade A. Davis thanked the auditors from EFPR for their professionalism and sharing their expertise.

There was need for Executive Session to discuss a personnel issue and the finances of a particular person or corporation. On a motion by Joseph I. Andriano, seconded by David D. King, the meeting moved into Executive Session at 4:47 PM. On a motion by Vernon D. Burns, seconded by Christopher B. T. Coffin, the meeting resumed at 5:25 PM.

VI. Business Items.

B. Ogdensburg International Airport

1. Acceptance of Bid Results for Automated Weather Observation System

(AWOS). The Ogdensburg Bridge and Port Authority solicited bids for the AWOS Construction Project at the Ogdensburg International Airport. The proposed project will replace the existing AWOS III P/T with new equipment on existing foundations and structures. In addition to the AWOS equipment, the Base Bid includes work such as replacing electrical wiring, replacing the existing chain link fence and gate, crushed stone backfill, and gravel access road.

On June 20, 2018, two bids were received for this project as follows:

Firm	Base Bid
Baseline King Corp.	\$287,418.00
Collins-Hammond Electrical Contractors	\$341,429.00

The cost of this project comes out of the \$420,000 FAA Project to be funded according to the following breakdown:

FAA	95.0%
NYSDOT	2.5%
OBPA	2.5%

Staff recommends awarding the contract to Baseline King Corporation. On a motion by Christopher B. T. Coffin, seconded by Joseph I. Andriano, it was,

RESOLVED, that the Executive Director is hereby authorized and directed to execute an agreement with Baseline King Corp. for the construction of an Automated Weather Observation System (AWOS) for the Ogdensburg International Airport, for a cost not to exceed \$287,418.00, broken down according to the following funding sources:

FAA	95.0%	\$273,047.10
NYSDOT	2.5%	\$7,185.45
OBPA	2.5%	\$7,185.45

A vote was called.

AYES: Vernon D. Burns  
David D. King  
Joseph I. Andriano  
Christopher B. T. Coffin

RESOLUTION PASSED

2. Approval of Task Order 2 with McFarland Johnson, Inc. for (AWOS) Construction Agreement. McFarland-Johnson, Inc. has provided the Authority with a Scope of Work to provide professional engineering services associated with the construction of an Automated Weather Observation System (AWOS) for the Ogdensburg International Airport.

The cost of this project (PIN 7904.XX) is \$49,452.00, out of the \$420,000 FAA Project to be funded according to the following breakdown:

FAA	95.0%	\$46,979.40
NYSDOT	2.5%	\$1,236.30
OBPA	2.5%	\$1,236.30

Staff recommends approval of this agreement with McFarland-Johnson, Inc. On a motion by David D. King, seconded by Joseph I. Andriano, it was,

RESOLVED, that the Executive Director is hereby authorized and directed to execute a Scope of Work Agreement with McFarland-Johnson, Inc. (PIN 7904.XX), pending satisfactory Independent Fee Estimate results, for professional engineering services associated with the construction of an Automated Weather Observation System (AWOS) for the Ogdensburg International Airport, for a cost not to exceed \$49,452.00, broken down according to the following funding sources:

FAA	95.0%	\$46,979.40
NYSDOT	2.5%	\$1,236.30
OBPA	2.5%	\$1,236.30

A vote was called.

AYES: David D. King  
Joseph I. Andriano  
Christopher B. T. Coffin  
Vernon D. Burns

RESOLUTION PASSED

3. Approval of Task Order 3 with McFarland Johnson for Medium Intensity

Approach Lighting System with Sequenced Flashers (MALSF) Design and Bidding. McFarland-Johnson, Inc. has provided the Authority with Task Order 3 to provide design, permitting, and bidding services associated with the installation of a new Medium Intensity Approach Lighting System with Sequenced Flashers (MALSF) for the Ogdensburg International Airport.

The cost of this project (PIN 7904.XX) is \$227,817, out of the \$240,000 that was budgeted in the Capital Improvement Plan, to be funded according to the following breakdown:

FAA	95.0%	\$216,426.15
NYSDOT	2.5%	\$5,696.43

OBPA            2.5%            \$5,695.42

Staff recommends approval of this agreement with McFarland-Johnson, Inc. On a motion by Christopher B. T. Coffin, seconded by Joseph I. Andriano, it was,

RESOLVED, that the Executive Director is hereby authorized and directed to execute Task Order 3 with McFarland-Johnson, Inc. (PIN 7904.XX), pending satisfactory Independent Fee Estimate results, for design, permitting, and bidding services associated with the installation of a new Medium Intensity Approach Lighting System with Sequenced Flashers (MALSF) for the Ogdensburg International Airport, for a cost not to exceed \$227,817.00, broken down according to the following funding sources:

FAA	95.0%	\$216,426.15
NYSDOT	2.5%	\$5,696.43
OBPA	2.5%	\$5,695.42

A vote was called.

AYES: Joseph I. Andriano  
Christopher B. T. Coffin  
Vernon D. Burns  
David D. King

RESOLUTION PASSED

**C. Other Such Matters**

1. **Approval of Agreement with Brady Fence Co. Inc.** As time is of the essence, the Authority contacted multiple vendors to relocate a section of fence at the Ogdensburg International Airport. Only one vendor, Brady Fence Co. Inc. responded. They have provided an estimate of \$9,287.00 for the removal and new alignment of high wildlife fencing. This agreement is in the best interest of the Authority as the fence realignment is necessary for the closure of the FAA Runway projects (PINs 7903.98 and 7903.97). On a motion by Joseph I. Andriano, seconded by David D. King, it was,

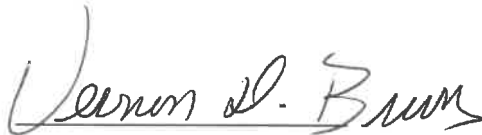
**RESOLVED**, that the Executive Director is hereby authorized and directed to execute and agreement with Brady Fence Co. Inc. to remove and realign a section of fence at the Ogdensburg International Airport, at a cost not to exceed \$9,287.00, in order to close out the FAA Runway projects (PINs 7903.98 and 7903.97).

A vote was called.

**AYES:** Christopher B. T. Coffin  
Vernon D. Burns  
David D. King  
Joseph I. Andriano

**RESOLUTION PASSED**

Pro Temp Chair Vernon D. Burns asked Christopher B.T. Coffin to Chair the Nominating Committee. Mr. Coffin agreed and stated that he would ask Megan J. M. Whitton to assist. They will report at the next meeting for the election of officers. The next meeting is scheduled for Tuesday, July 17 at 4:00 PM. On a motion by David D. King, seconded by Christopher B. T. Coffin, the meeting adjourned at 5:38 PM.



**Vernon D. Burns**  
pro tem Chair