

**OGDENSBURG BRIDGE & PORT AUTHORITY
BOARD MEETING
THURSDAY, OCTOBER 12, 2023**

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 Thursday, October 12, 2023 at 5:00 PM.

The following were present:

Vernon D. Burns, Chairperson
Megan J. M. Whitton, Vice-Chairperson
David D. King, Secretary, Member
Nicole Terminelli, Assistant Secretary, Member
Jennifer Quirk-Pickman, Member

ALSO: Jennifer Granzow, Counsel
Steven J. Lawrence, Executive Director
Patricia A. Nisco, Chief Financial Officer
Charlie Garrelts, Airport Manager

ABSENT: Toni Kennedy, Member
Anthony Adamczyk, Director of Economic Development
James D. Chase, Director of Operations

I. Vernon D. Burns, Board Chair, called the meeting to order at 5:03 PM.

II. Letters and Communications to the Board.

Executive Director, Steven J. Lawrence, stated there were no letters or communications to the Board.

Executive Director, Steven J. Lawrence, stated there was a need for Executive Session under Open Meeting Law §105 item h of the Open Meeting Law to discuss the proposed acquisition, sale, or lease of real property. On a motion made by Jennifer Quirk-Pickman, seconded by Vice Chair Megan J.M. Whitton, the meeting went into Executive Session at 5:04pm.

III. Approval of Meeting Minutes.

- **September 25, 2023 Board Meeting Minutes**

On a motion by Jennifer Quirk-Pickman, seconded by Vice Chair Megan J.M. Whitton,

the meeting minutes were approved by voice vote.

IV. Presentations and Reports

1. Committee Reports

a) Finance Committee

- Due to the timing of the September Board Meeting, there are no new Financials to report at this time.

2. Reports

a) Bridge Traffic Report

- Overall traffic was down 17.6% from 2019; however, the trend is improving. Auto crossings was down 18.3%, truck traffic was down by 12.4%. Overall revenue was down \$52,000 over September of 2019, up \$29,000 from September of 2022. Heavy loads needed to be halted on the Bridge for a short time this month so the Bridge Crew could make some repairs. Those are not complete and heavy loads are now crossing again.

b) Airport Activity Report

- For the month of September there were 406 enplanements. Load factor was just under 30%. For September, OGS had 86% for on time performance. He added Altoona and Plattsburgh information to the report for September.
- Regarding the ferry flights. DOT responded saying that ferry flights are not reimbursable. He sent that response to Patti.
- A Canadian Geological Company is surveying out of OGS for the next month. The company is based out of Ottawa. Charlie explained how close OGS is and it secured them coming to OGS. The company will be purchasing fuel every day. They are also paying the daily fee for their aircraft type. The crew is staying at the Granview. Vice Chair, Megan J.M. Whitton, and Nicole Terminelli commended Charlie for his work.

c) Port Activity Report (done by Executive Director, Steven J. Lawrence)

- Salt is settled down with all the fall fill ups, now leveled off.
 - Grain is moving in.
 - The bid process is moving ahead for the Dock Expansion. Coordinating a lot of this with the DOT Rail Division to get their approval. Patti has been helping Steve with MWBE / WBE numbers. There are pieces of information we need to include.
 - Transformers are being shipped out next week from the port. There are over 100 areas where wires need to be moved. The journey to Chateaugay will take two and a half days. There are seven total transformers. They will be leaving the port every three to four days. They should all be out of the port by Thanksgiving.
 - James and staff did a really good job getting the salt piles shaped and covered.
 - Board Chair, Vernon D. Burns, asked if a conversation about Thaw Rox had taken place with Assemblyman Jones. Executive Director, Steven J. Lawrence, stated he needed to check with Director of Operations, James D. Chase.
- d) Economic Development Report, Including Building Occupancy (done by Chief Financial Officer, Patricia A. Nisco)
- The Building Occupancy report is still holding steady at 86%.
 - Discussions are still taking place with a few tenants to take over some of the warehousing space.
 - Board Chair, Vernon D. Burns, asked about the non-rentable space in Building 1. 8,700 square feet. Executive Director, Steven J. Lawrence, reported that it is all hallways.

V. Unfinished Business.

None.

VI. Business Items

A. General Administration

1. None.

B. Ogdensburg-Prescott International Bridge

1. None.

C. Commerce Park

1. None.

D. Ogdensburg International Airport

1. Approval of Commercial Rates & Charges. On a motion by Secretary, David D.

King, seconded by Jennifer Quirk-Pickman, it was,

RESOLVED, that the Authority Board of Directors authorize the implementation of the new Schedule of Commercial Rates & Charges effective immediately for new airline contracts.

A vote was called.

AYES: David D. King
Jennifer Quirk-Pickman
Vernon D. Burns
Megan J.M. Whitton
Nicole Terminelli

MOTION CARRIED

2. Approval of Contract –Gateway Improvements Enabling Work. On a motion by Secretary, David D. King, seconded by Vice Chair, Megan J.M. Whitton, it was

RESOLVED, that the Executive Director is hereby authorized and directed to execute contract documents with D.C. Building Systems for the construction of the Gateway Improvements Enabling Work at the Ogdensburg International Airport for a cost not to exceed \$855,400.00.

A vote was called.

AYES: Jennifer Quirk-Pickman
Vernon D. Burns
Megan J.M. Whitton
Nicole Terminelli
David D. King

MOTION CARRIED

E. Port of Ogdensburg

1. None.

F. New York & Ogdensburg Railroad

1. None.

G. Border Station

1. None.

H. Other Such Matters

1. None.

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

1. None.

VIII. Next Meeting Date

The next Board meeting was confirmed for Thursday, November 9, 2023, at 5:00 pm.

IX. Adjournment

On a motion by Jennifer Quirk-Pickman, seconded by Vice Chair, Megan J.M. Whitton, the meeting adjourned at 7:05 PM.

David D. King
Secretary

Vernon D. Burns
Chairperson