

2022 MAY 17 PM 3:17

# SPECIAL OPEN MEETING MINUTES OF THE ST. JOSEPH REGIONAL PORT AUTHORITY

Board of Commissioners  
May 17, 2022

**Members Present:** Ken Beck, Pat Dillon, Glen Drake, Chris Dunn, Joe Houts, Patt Lilly, Mark Woodbury

**Others Present:** Marty Novak, Andy Macias, Brad Lau, Jennifer Humbert

## 1. CALL TO ORDER

Ken Beck called the meeting to order at 4:00 p.m. The meeting was held in the boardroom at the St. Joseph Chamber of Commerce. Ken welcomed Patt Lilly to the Board of Commissioners. Patt will complete the vacancy created as a result of Robert Norton's unfortunate passing.

## 2. APPROVAL OF APRIL 12, 2022, OPEN MEETING MINUTES

Ken Beck asked the Board to review the Open Meeting Minutes from April 12, 2022.

Ken Beck requested a motion to approve the minutes. A motion was made by Chris Dunn and seconded by Glen Drake and all in favor signify by yes. All in favor. Motion approved.

Ken Beck also asked the Board to review the Open Meeting Minutes from March 2, 2022.

Ken Beck requested a motion to approve the minutes. A motion was made by Patt Lilly and seconded by Pat Dillon and all in favor signify by yes. All in favor. Motion approved.

## 3. MOTION TO AUTHORIZE BUCKET CONVEYOR CONTRACT

Brad Lau reviewed the discussion from the last meeting related to the bucket conveyor capital project. The Commissioners agreed to begin the bidding process and authorized the increase of the grant agreement for an additional \$120,000 in MoDOT funding. The bids opened on May 12<sup>th</sup>.

Andy Macias with Snyder and Associates, who executed the bidding process, presented three bids from the following companies, Mid-States Millwright and Builders (\$377,252.000), Brooner and Construction and Crane (\$392,784.00) and E.L. Crawford Construction (\$450,200.00). Andy noted the bucket conveyor was the base bid with the electrical as the first alternate, the hopper bin level indicator as the second alternate and the third alternate as the square spout with urethane liner. Snyder and Associates' recommendation is to award the project to Mid-States Millwright and Builders from Nevada, Iowa with the lowest bid. Andy stated they have a notable reputation with bucket conveyor systems throughout the country.

Brad Lau presented two documents outlining the project funding and associated contract amounts. He noted the original project funding for FY22 included \$520,000 in MoDOT allocation with a \$120,000 project increase as of April 12<sup>th</sup> for a total project amount of \$650,000 with a port match of \$130,000. The total project based on contract amounts is \$406,752.00, which includes \$29,500 associated with the

engineering fees of Snyder and Associates and the bid contract with Mid-States Millwright and Builders in the amount of \$377,252.00.

Brad Lau also discussed his recent conversation with MoDOT. Due to the structuring of this project, they have offered more funding in FY22 with the balance to be received in FY23. Brad explained that he could draw down \$12,000 related to the bidding expenses from Snyder and another \$8,200 for the bid documents for the conveyor project before June 30, 2022, for a total of \$239,775 from MoDOT. MoDOT has agreed to increase the grant agreement by another \$71,820 for the conveyor project and include another \$4,587.32 for the change order related to the grain bin project. As a result, the total FY22 MoDOT allocation would be \$205,132.32. Brad plans to utilize the line of credit account for the match funds of \$81,350 but he also hopes to acquire approximately \$60,000 from Evergy for the easement at the truck staging property. Mark Woodbury noted Evergy has agreed to pay a total of \$65,000 for the easement.

Ken Beck asked for a motion to authorize the Chairman to execute the contract with Mid-States Millwright and Builders for the bucket conveyor system, base bid and alternates 1, 2 and 3, in the amount of \$377,252.00, and further to reflect such contract and related expense in the FY22 budget. A motion was made by Joe Houts and seconded by Glen Drake and all in favor signify by yes. All in favor. Motion approved.

#### **4. MOTION TO INCREASE FY22 MoDOT GRANT AGREEMENT**

Ken Beck asked for a motion authorizing the Executive Director to electronically sign the FY22 MoDOT Grant Agreement increasing the agreement by \$76,407.32, for a total FY22 award of \$205,132.32, and further to amend the FY22 budget to reflect expenses and revenues including line of credit match or other identified match sources associated with the project. A motion was made by Pat Dillon and seconded by Patt Lilly and all in favor signify by yes. All in favor. Motion approved.

#### **5. OTHER BUSINESS**

Brad plans to discuss the need of any future projects, such as a river wall, building storage or any additional concrete with Bill Becker at Transport 360.

There was also a discussion regarding the amendment to the Transport 360 Operating Agreement. Brad noted a replacement for Robert Norton to serve on this committee will need to be determined. Chris Dunn volunteered for the position.

Brad also noted the Port Authority Bylaws still need to be finalized by the committee and he hopes to hold the next regular meeting in June when the audit is available for the commissioners to review.

#### **6. ADJOURN**

The meeting was adjourned at 4:25 p.m.

Respectfully submitted,

  
Mark Woodbury, Secretary