

**VERMILION PORT AUTHORITY MEETING MINUTES**

October 9, 2025 – 6:30 p.m.

Roll Call: Larry Drouhard, David Miklos, Heidi Riddle, Peter Corogin. Absent: Jonathan Hauck

Present: Arron Bias, Port Operations Manager; Mayor Forthofer; John Gabriel, Council Representative; Melanie Wood, Clerk of Council.

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Larry Drouhard, Chairman called the meeting of October 9, 2025, to order at 6:30 p.m. at the Vermilion Municipal Court Complex.

**APPROVAL OF MINUTES:**

**D. Miklos MOVED;** P. Corogin seconded to approve the minutes of September 11, 2025. Roll Call Vote 4 YEAS. **MOTION CARRIED.**

**CORRESPONDENCE/OPEN DISCUSSION:** None.

**FINANCIAL REVIEW:**

Arron Bias, Port Operations Manager, reported on the Statement of Cash from Revenue and Expense for period ending August 31, 2025. The Vermilion Port Authority Special Revenue Fund 214 beginning balance totaled \$57,556.66. The following reported by A. Bias indicates the following: Net Revenue YTD of \$158,816.45; Net Expense YTD - \$112,879.62; an Unexpended Balance of \$103,493.49; Encumbrance YTD - \$11,885.72; with an Ending Balance totaling \$91,607.77.

The Port Authority Capital Fund 411 beginning balance as of August 31, 2025, was \$47,573.50. The following reported by A. Bias indicates the following: Net Revenue YTD - \$33,251.66; Net Expense YTD - \$44,100.37; Unexpended Balance YTD - \$36,724.79; Encumbrance YTD - \$8,283.44; with an Ending Balance totaling \$28,441.35.

There was no change in the 463 Dredge Grant Fund with an Ending Balance totaling \$404.99. The cash position YTD is \$222,774.16. Compared to last year, they are up about \$15,000 from this time last year. They put in money from events like Woollybear parking and a deposit from the kayak raffle and the rest is from general price increases.

**Water Works Marina:**

Dock revenue reporting shows a total of \$9,142.00 for the month of September with the YTD total being \$68,729.00. The three-year average is \$59,129.33 and with a difference from the three-year average they are up \$9,599.67 (16.24%). A. Bias reported that in comparing 2025 to 2024, the revenue for Water Works Marina is up \$6,907.00 (11.17%).

**McGarvey's Landing:**

Dock revenue reporting shows a total of \$3,323.00 for the month of September. The Current YTD total is \$25,407.33. The three-year average is \$14,731.33 and with a difference from the three-year

average they are up \$10,676.33 (72.47%). A. Bias reported that in comparing 2025 to 2024, the revenue for McGarvey's Landing is up \$10,411.33 (69.43%).

#### South Street Launch Ramp:

Dock revenue reporting shows a total of \$2,665.50 for the month of September. The YTD total is \$35,486.00. The three-year average is \$40,044.92 and with a difference from the three-year average they are down \$4,558.92 (-11.38%). A. Bias reported that in comparing 2025 to 2024, the revenue for South Street Launch Ramp is down \$2,246.75 (-5.95%).

Overall, they are up 13.16% compared to last year. They had a couple rough months at South Street, but they are starting to reclaim in.

Arron Bias reported the projection for carryover between the 214 and the 411 Account, the estimated revenue is \$342,750.17 and the carryover is estimated to be \$126,574.13.

Arron Bias presented the board with the budget projection for next year. He noted everything is based off what they spent in the past and then they add a 5% increase for inflation. The total projected revenue is \$218,050.29 and the total projected expenses is about \$235,000 so in all it looks like they will be down \$17,105.00. It is an improvement from last year as they were looking to be down \$48,000. A lot of that can be contributed to the price increase in dockage.

P. Corogin asked on the first page of projected expenses he noticed the telephone expenses were less than half of this year and asked why. A. Bias said he will have to look back at that, it may be higher. H. Riddle noticed maintenance of facilities for Water Works/Exchange Marina went from \$5,000 this year to \$3,000 for next year. She said there are a lot that are less for next year than this year. D. Miklos asked if the 2025 expenses were actual numbers or projected numbers for this year. A. Bias answered they are actual expenses. The board pointed out there were a large number of projections for 2026 that went down significantly, and they asked A. Bias to look into it before they vote to approve the 2026 Projected Revenue and Expense Budget.

Arron Bias provided the board with the 20 Year Financial Analysis Projections that Bill and Bob prepared 4-5 years ago, which include items that are coming up or have not been completed yet. There is nothing they have to act on but he wanted to acknowledge the 20-year projection.

L. Drouhard said they would reconvene on the budget at the next meeting. D. Miklos asked when it needed to be turned in. A. Bias answered he would like to get it turned in before Amy is gone. D. Miklos said there is usually a hard date they need it submitted by. Mayor Forthofer answered most of the departments have to have their budgets submitted by October 15<sup>th</sup> but he is not sure if Port Authority would need to submit theirs by that date.

#### ACTIVITY REPORT:

Arron Bias reported on the Vermilion Port Authority Activity Report as follows:

#### Waterworks Marina:

Arron Bias reported they have completed all of their obligations for the Destination Development Grant this year. He asked if they applied for the grant next year, what would they like to put forward? He suggested they try for docks and go with their matching program in which they would match whatever was granted to them above \$10,000. D. Miklos said they had talked about applying for trash cans. A. Bias said they could try to go for trash cans. This year, they did the non-matching grant and received about \$5,000 so they didn't have to put any money towards it.

H. Riddle asked when he said the docks are sitting lower than usual, is it because they are leaking? A. Bias answered he believes the bottom is deteriorated and the float is gone inside. They had a welding repair last year with one of the docks and over the season it sunk but they are not sinking, they are getting down to a level and floating there. When they pull them out this year, they will probably need new floats and welding done to them before they put them back in. P. Corogin said a few years ago they toured the marinas, and they have not done anything about it. He is concerned with the revenue to support it and thinks they are heading into some rough water. L. Drouhard said the consensus was a couple years ago that doing all of them at the same time would be the most ideal way to do it, but they didn't have a plan to allocate all the funds at once because it was going to be around \$100,000 and would not be fiscally responsible. P. Corogin said they would be losing some docks if they don't do something. L. Drouhard said they can keep throwing band aids on but eventually it nickels and dimes you. D. Miklos said every year they can do one or two docks and then you cycle them all the way through and by the time you are done it is time to start over again. L. Drouhard said the Vermilion Boat Club repairs about four docks a year and they have been able to keep those docks going for about 50 years.

P. Corogin asked if they were to the point where they needed to get some ODNR assistance. They used to be an ODNR facility, and then they said they didn't need them anymore because they were charging off to a different type of management. If you look at the Huron Boat Ramp, it is really nice, and he doesn't know how they can compete with that long term unless they start to upgrade. L. Drouhard said when he saw the boat ramp numbers, he knows fishing is down in our area right now, but he has heard from a lot of fishermen why go to Vermilion where you have to pay when you can go elsewhere and they have wonderful facilities. P. Corogin said they also have a fish cleaning station which is a draw. H. Riddle said they can also catch more fish there than we are allowed to here so there is a big difference. L. Drouhard said it varies year to year where the fish are, some of their record years were because the fish were here. D. Miklos said they have to be careful because with Water Works, they took all that money and now they can't do some of the things they want to do with charter boats and some of the other things they have in the past. At some point they have to see the writing on the wall.

P. Corogin asked if they just take the ramp facility and try to get ODNR involved in that and keep all the other things for the Port Authority to manage with a scaled down group? L. Drouhard said it was something to consider. P. Corogin said they had a problem with the Water Work docks and a problem at the South Street Launch Ramp and he was down there the other day, and it is really getting ratty. A. Bias said the parking lot needs work too and asphalt is not cheap. L. Drouhard said the office has always been a trailer, maybe it is something they can consider. D. Miklos said there are flood considerations with that, and it was part of the reason because it was removable. P. Corogin pointed out it is on pilings. P. Corogin said they need to dust off the dock research to get thinking about it.

J. Gabriel asked if anyone had cut and looked inside them from the top sides. A. Bias answered no. J. Gabriel said they have docks from the 70's and if you looked at them today you would never know that. What they did was cut the bottoms off, plated them, primed the insides of them and then attached the float to those plates. Those docks will be there long after he is gone now. There are two tanks that are attached with a middle seam, and they cut the bottom tank off and then put ¼ inch steel plates under them and have floats that go under that which has made up the difference in the width because you can order various size floats. The steel never touches the water again and you are good to go for the rest of your days. P. Corogin said they have been adding floats to the bottom, they haven't cut them down. A. Bias said for example, when the bottom deteriorated, they welded a plate for the float to sit on and then a band to hold the float in place. L. Drouhard asked Arron Bias if the plates they used only go the length of the float. A. Bias answered yes. L. Drouhard asked John Gabriel if their plates go the entire length. J. Gabriel

answered yes, they sealed the dock again to prevent water or anything from getting up into the upper tank because the upper tanks were pristine. It is affordable and they do 3-4 of the worst docks a year and over a course about 5-7 years now they have eliminated the worst docks. D. Miklos asked if their guys came down, would he be willing to share and show them what they did. J. Gabriel answered yes, absolutely. P. Corogin said it sounds like something they need to investigate. H. Riddle said yes, they can't have their docks sinking.

P. Corogin asked A. Bias to get a good inventory of the docks, and which docks have problems. A. Bias answered yes, when they pull them out this year, they will be able to see all of them out of the water, and he knows the bottom is deteriorated on at least two of them. L. Drouhard asked J. Gabriel if this was a project a local welder could undertake. J. Gabriel answered yes, weather permitting and based on the time of year.

Arron Bias asked the board if they had any suggestions for the 2026 Destination Development Grant or if they wanted to look at doing trash cans. L. Drouhard said at the previous meeting, when they discussed the trash cans the cost of them added up to about the amount they were looking at for the grant. H. Riddle asked if the repairs were on the line of the grant. A. Bias answered no, they can't use it to fix something preexisting, it has to be new or an addition. He will have to get clarification if they can do trash cans. D. Miklos asked when the deadline is to apply for the grant. A. Bias answered they haven't put the 2026 grant information up yet; last year, they had a meeting in October so he is assuming sometime this month they will start putting out information and he believes the deadline is in March. He worked on it in the off-season last year. D. Miklos said they still have time to decide what they want to do.

#### McGarvey's Landing:

Arron Bias reported they still have an outstanding invoice from the contractor who sent the increased invoice. They sent a few communications out to the contractor and still have not received an explanation for the price increase. P. Corogin asked which project the invoice was for. A. Bias answered it was for irrigation. He asked the board members if they wanted to pay the amount that was originally quoted or hold off. L. Drouhard asked if the contractor had gotten back to them about the price increase. A. Bias answered no. L. Drouhard said to wait until they hear back from the contractor. D. Miklos asked if the contractor was scheduled to do any more work for them this season. A. Bias answered no. P. Corogin asked the price difference between the two invoices. A. Bias answered it went from \$950 to \$1500 with no explanation and it has been a couple of months of trying to reach out with no response from the contractor. D. Miklos said they already approved the \$950 so they should move forward with paying that amount to get it off the books. The board agreed to move forward with payment of what was previously approved.

Arron Bias stated the McGarvey's sign is completed which wraps up everything other than the kiosk. P. Corogin said he sent a memo to Mike Cyran and the cabinet guy and asked them to submit the estimate for the cost because the donation has to go through Amy and City Council before they can write a check or it won't be done this year. A. Bias said he believes they have until November 1<sup>st</sup> for purchase orders. P. Corogin said he received an estimate today from Mike Cyran of almost \$15,000 but he doesn't have the number from the cabinet guy so whatever he is going to be will add to it. They should probably budget \$20,000 and if they don't use it all, then they don't use it all. They will have to get that number to Amy and when she is ready, they can get the funds to her, and they will be set to get it approved and paid out.

Arron Bias asked if there was an update on the map for the kiosk. L. Drouhard said there is a nice list made, and they need to get in contact with the graphic designer. P. Corogin said they met the

other day, and they need to give Chris input, she met with Kate at Main Street Vermilion but since the season is over, they have time to think about it and get the cabinets in the kiosk to see what it looks like. They have to decide the surface and if it will be the size like at the city parks, or Chris said a lot of times they put it on aluminum and cover it with a clear acrylic. The issue with that is when you hose it down, there is an edge that water can get under or bugs. D. Miklos said the acrylic will also turn yellow in the sun. H. Riddle asked why they wouldn't put the sign vertically. P. Corogin said they can, it was just suggested to have it on the counter, but they don't have to because now they are understanding more of the issues with the countertop. The cabinets will be delivered any day now and then he will have the tops installed. They also have to get the Wi-Fi installed.

Arron Bias said right now, they only get Wi-Fi halfway down McGarvey's and the reason they don't have the other half is because the adapter needs to be set up. The adaptor was on the old kiosk which is disconnected so they need to find somewhere to put the adaptor on the new kiosk. They are concerned because of how far they are as far as building the kiosk so he figured it would be best if he, Peter and the IT department met to figure out a good place to install it and how they want to run the wire, so it doesn't take away from the aesthetic of the building. A. Bias and L. Drouhard confirmed a date to meet IT to look at the installation of the wire after continuing discussion of where to put it.

Mayor Forthofer reported after hearing back from Amy Hendricks, their reporting for the 2026 budget does not need to be back by October 15, they have a little more time.

#### South Street Ramp:

Arron Bias stated there was a recommendation to install a bridge clearance meter, and he added it to the list for projects they may be able to get to next year. He will talk to Bill McCarthy on how they installed the one they had previously.

They put a new television in the lobby to display the local news and weather forecast for customers. They also completed painting.

Last month, he presented the idea of security cameras, and he has clarification for some of the questions asked. There will be no additional upkeep cost for subscription, licensing, or reoccurring costs. The age of the NVR is three years with the average lifespan of a NVR being six to ten years.

J. Gabriel explained the camera system he uses at his business which are relatively inexpensive, which would record around the clock with hard drives in them. After a lengthy discussion regarding the wiring issues the board determined they would not be able to move forward with that type of system.

Arron Bias explained that the camera system which was quoted to them by the IT Department gives them a dedicated security camera system that can be built upon with 16 different cameras which will span between multiple locations that can be monitored 24/7 year-round. He would prefer to spend a little extra money to get a dedicated system put into place rather than wiring everything. They would also be able to tie into the new cameras that were put into the water plant to give them views of Water Works. P. Corogin asked if the price included monitors to be placed in the office. A. Bias answered no, they should be able to get it on their existing computers and on his phone. Having the NVR stored at the Fire Department allows for monitoring in the off-season because the power is disconnected at the office in the off-season. D. Miklos asked if this system would allow them to run off the network because it is approved by the city's IT

Department. A. Bias answered yes, this is 100% city approved and behind firewalls with full security. The only drawback is if they want to get a camera installed at McGarvey's they would have to get a firewall at McGarvey's. The cameras are top of the line, and they have clear night vision. The camera on the sewer plant side would be zoomable to see everything in the kayaking area.

L. Drouhard asked if they had a crime issue. H. Riddle said they wouldn't know if they did because they don't have cameras. L. Drouhard said they would be notified if a customer was reporting vandalism to their boat or a break-in. A. Bias said they don't have a huge crime issue, but they will never know what happens down there if they don't have cameras. They would know how many people are skipping out on their dock fees at South Street after hours. They would know who is dumping fish in trash cans because that has also been an issue. L. Drouhard asked if the fish in the trash cans and the missed revenue would be worth the \$5,000 of the camera system. D. Miklos asked if they could get grant money for the camera system. A. Bias said they couldn't use it for the Shores and Islands Destination Grant, and he hasn't seen any grants for security.

L. Drouhard said he didn't think this needed to be solved today and they need to look long and hard if they have an issue with security, fish and trash cans or people not paying dock fees. L. Drouhard asked what the cost was of adding an additional camera. A. Bias said he assumes it would be the cost of the additional camera plus labor and whatever you would use to install it. D. Miklos said the cameras are \$379.50 and the wall brackets are \$34.50 according to the itemized list. D. Miklos said the NVR is coming off of lease and asked if there was a time frame they needed to make a decision or will they always have those available. L. Drouhard said he talked with Eric today and it went up by \$40 from last month but the NVR is still available off lease. D. Miklos said he is in favor of a system, but he is not sure if this is the correct system, it is intriguing what they have done at other marinas but could be cumbersome as well. L. Drouhard said his main reservation is if they spend the \$5,000 now which only includes four cameras, immediately they will have overnight expenses because they need to add additional cameras and they wouldn't have one at McGarvey's landing without a firewall. P. Corogin asked if that was an area they would want to monitor. L. Drouhard said that it is the main transient dockage spot short term. After further discussion, the board determined they would continue the camera discussion at another meeting as they are going into the wrong season for cameras and they want to determine the condition of the docks and if they can do some type of repair to those.

Arron Bias said they spent a good bit of money on Blue this year and probably didn't use it as much. P. Corogin asked if it is something they want for next year now that they know the cost. A. Bias said they were looking at storing Blue at South Street for the off-season. P. Corogin said he can store it for free. A. Bias said they can do the bottom wash themselves and the winterization. The plan was to put it in the new container so they wouldn't have to pay for shrink wrapping which would save \$585.

They have obtained their new printer, and it is set up, and they can now print their own envelopes, and they have color printing capabilities. The black and white printer will need some work next year.

#### Clarion Drive:

Arron Bias said now is the time to find someone to commit to the narrow spot at Exchange and they can fit at max an 8-foot boat there, so a jet ski or small boat would be perfect. They might advertise in the paper. L. Drouhard asked if anyone on the waiting list would fit. A. Bias said they might have a couple so he will make calls to see if they want it. There are smaller boats on the waiting list, he does not believe they have any jet skis.

## Events:

Arron Bias updated the board that the sales for the kayak raffle have slowed down significantly. P. Corogin asked how many they have sold so far. A. Bias answered right now they are at \$1400 in sales and at this point they are out of kayaking season so most people coming in are not interested in buying tickets. Personally, he plans on taking some tickets and selling them on his own time to friends and family and asked if any of the board members would like to do the same. D. Miklos said the whole deal with this is that they were not trying to presell tickets, they were trying to piggyback with the opening of Showse Park and sell the tickets with a bunch of people there. It was supposed to be on the 4<sup>th</sup> of July, then Labor Day and now it is Veteran's Day. A. Bias said if that date gets pushed back again, they might need to come up with a date to draw the ticket. D. Miklos said the whole point was that there was going to be the big push to sell tickets on the day of the event. P. Corogin asked if there were any complaints, wondering why the ticket hasn't been drawn yet. A. Bias said the question has been raised and people are asking about it every time they come in. L. Drouhard asked if the Veteran's Day event doesn't happen should they draw the ticket on Facebook Live on the Port Authority page. A. Bias said they can do that or check in with Chamber of Commerce or Main Street Vermilion to see if they have anything they can piggyback off of. L. Drouhard said he thinks they should wrap it up on November 11<sup>th</sup> and ask Main Street Vermilion to do a Facebook live with them to draw a ticket for transparency and get it over with. H. Riddle said they need to get it done before the end of the year.

**D. Miklos MOVED**; H. Riddle seconded to draw the ticket for the kayak raffle on November 11, 2025, at the Veteran's Memorial event at Showse Park, if there is no event they will draw the ticket on Facebook Live. Roll Call Vote 4 YEAS. **MOTION CARRIED**.

Arron Bias asked L. Drouhard for any updates on planter dedications. L. Drouhard said he has not wrapped up fundraising yet.

Arron reported they made \$1,405 in Woollybear parking this year, which is a new record.

## Miscellaneous:

Arron Bias stated that he received a miscellaneous communication from someone regarding rocks off of Sherod Park. Some boats have been hitting the rocks causing damage to the boats. He forwarded the communication to the Harbor Master and Parks Department since it is technically not their property.

D. Miklos said they had talked about Mike Moes wanting them to do some surveys of the river and asked if anything had come of that. A. Bias said he never received any communication from him. L. Drouhard said he can reach out to Mike Moes.

## **ADJOURNMENT:**

Chairperson Larry Drouhard adjourned the meeting upon no further discussion.

**Next Meeting:** Thursday, November 13, 2025 – 6:30 p.m.

Location: Vermilion Municipal Court Complex, 687 Decatur Street, Vermilion, Oh.

Transcribed by: Melanie Wood, Clerk of Council