

# **North East Community Marina Authority**

## **Minutes of a Meeting of the Board of Directors**

9:00a.m., Saturday, May 18, 2024

### **Mellon Heritage Veterans Outreach & Wellness Center**

16 West Division Street

North East, PA 16428

The inaugural public meeting of the Board of Directors for the North East Community Marina Authority (the Authority) was called to order at 9:00 a.m. on Saturday, May 18, 2024, by North East Borough Council President, Amber Belson. All five members of the Board were in attendance.

- **Election of Officers**

Following the “Pledge of Allegiance”, Amber Belson called for nominations for the position of Board Chairman. Amy Burniston nominated Eric Urbanowicz. That nomination was seconded by Tim Truitt. Following a unanimous vote, the motion to elect Eric Urbanowicz to serve as the Authority’s Board Chairman was passed.

At that time, Amber Belson turned leadership of the Board Meeting over to Eric Urbanowicz.

Eric Urbanowicz called for nominations for the position of Board Vice Chairman. Ed Mascharka nominated Amy Burniston. That nomination was seconded by Tim Truitt. Voting was unanimous in favor (with an abstention by Amy Burniston).

Eric Urbanowicz called for nominations for the position of Board Treasurer. Ed Mascharka nominated Kara Haas. That nomination was seconded by Tim Truitt. Voting was unanimous in favor (with an abstention by Kara Haas).

Eric Urbanowicz called for nominations for the position of Board Secretary. Amy Burniston nominated Ed Mascharka. That nomination was seconded by Kara Haas. Voting was unanimous in favor (with an abstention by Ed Mascharka).

- **Public comment.**

Eric Urbanowicz explained the need to seat the board, elect officers, and adopt Bylaws at this public meeting so the Authority might begin the process of negotiations with the Commonwealth and the Pennsylvania Fish & Boat Commission (Commission) regarding the transfer of the North East Marina. While “Public Comment” was the next item on the agenda, he asked for a motion to move public comment for this meeting to the end of the agenda. A motion was made by Ed Mascharka, seconded by Kara Haas, and upon roll call, was passed unanimously, to move Public Comment to the end of the meeting.

Eric Urbanowicz briefly mentioned that the next nine items are part of the standard meeting agenda but at this time there is no information to report under any of those categories, so they have been listed as “Not Applicable” (N/A)

- Approval of minutes of previous meeting. (N/A)
- Communications from local, state and federal agencies. (New Business.)
- Financial reports, including a summary of revenues, expenditures and balances for all funds for the reporting period and on a year-to-date basis. (N/A)
- Approval of bills. (N/A)
- Opening bids. (N/A)
- Staff Reports, including status of any construction projects. (N/A)
- Solicitor's report. (N/A)
- Approval/award of contracts. (N/A)
- Other old business. (N/A)
- New business.

- Present Draft of By-Laws for discussion, amendments and acceptance

Eric Urbanowicz explained that each member of the Board was provided with a preliminary draft of Authority Bylaws created by team members from the Initiative to Save the North East Marina (the Initiative), led by State Representative Jake Banta (PA-4). Each member of the Board reviewed the preliminary draft and returned potential changes to the Initiative. The initiative then provided a compilation of all proposed changes from all members to each member of the Board for their review.

A motion was made by Ed Mascharka, seconded by Tim Truitt for the Board to adopt the preliminary draft and compiled changes as a "working" version of Authority Bylaws until such a time as he could incorporate all changes received into a final draft which would be made public and, pending legal review by a yet-to be-named Authority Solicitor, passed as the set of Bylaws formally adopted by the North East Community Marina Authority. The motion passed unanimously.

- Receipt of Draft Option and Limited License Agreement from the Pennsylvania Fish and Boat Commission.

Dan Adamus, a member of the Initiative, provided background related to initial and ongoing discussions with the Pennsylvania Fish and Boat Commission which were conducted in preparation for the creation of the Authority. As part of those philosophical discussions, the Initiative asked about the possibility for the Authority to be able to operate the Marina, during the 2024 boating season, for the benefit of all those who want to rent slips, and all those who might wish to visit the Marina, while negotiations take place to determine the best way to transfer the Marina to the Authority. The Commission provided a draft of an OPTION AND LIMITED LICENSE AGREEMENT, which will be reviewed by the board.

He then provided each member of the board with a draft copy of the agreement for their individual review and for future discussion by the Board.

- Call for potential volunteers and those interested in supporting the North East Community Marina
- Next Meeting Time & Date

It was suggested that a established meeting date on a certain day each month be established.

- Adjournment.

(N/A: Not Applicable at this time.)