**Agenda**

**Meeting of the North East Community Marina Authority**

Wednesday January 15, 2025

7 PM

**Northeast Community Marina Authority**

**Marina Building**

11950 East Lake Road

North East, PA 16428

* Call To Order 7:04pm
* 5 attendees
* Pledge Of Allegiance
* Roll Call - Ed Mascharka was unable to attend – All other Board Members were present and a quorum existed from which to conduct Authority business.
* Adopt agenda with any changes
* Approval of minutes from the December 18, 2024 - With the absence of Secretary Ed Mascharka, this agenda item was continued to be addressed at the Authority’s February meeting.
* Public Comment: Please limit to 3 minutes, all comments can be submitted in writing, Questions must be submitted in writing. No comments were noted.
* Treasurer Report Tim Truitt
	+ Reconciliation report 1/13 75,004.67
	+ 9 payments made; 5 deposits recorded

* + Register balance as of 1/13/2025 is $68,792.30
		- GCF billed for $5,350.
		- Discussion on payments and accounting process

Motion made by Tim Truitt to pay the bill

Motion was seconded by Amy Burniston

Motion passed unanimously

* Staff Reports (N.A.)
* Executive Committee Report Committee Disbanded no longer needed
	+ **This Committee shall be removed from future agenda**
* Negotiation Committee Report

* + Ed Mascharka and Dan Adamus are continuing bi-weekly meetings with the Pennsylvania Fish and Boat Commission. Discussions remain focused on how to best transition the Marina to the Authority.

* Old Business

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| * Meeting dates for 2025 3rd Wednesday Each Month for 1st qtr. 02/19 ,03/19
	+ Confirmation ads were placed for first quarter meetings.
* Review and Discussion of Proposals Received for Operation of Marina Restaurant
	+ Dan Adamus recommended completing interviews with each interested party, using a standardized set of questions. All Board Members were invited to submit questions to be included in the interview set.
	+ General Dunlavey stressed the need for anyone operating the restaurant in 2025 to offer food wanted by consumer.

 * + Amy Burniston stressed time limitations and recommended this process be complete by next meeting.
	+ Meeting attendees offered some insight, noting that many fishermen bring their own food.
	+ Dan Adamus will be the point of contact. Dan Adamus and Tim Truitt will reach out to the individuals who responded with interest, to schedule interviews. Tim Truitt and Dan Adamus will offer feedback and a recommendation to the Board at the February meeting.
* Discussion of Potential Plans for the Issuance of an RFP (Request for Proposals) related to a Strategic Business Plan
	+ Amy Burniston mentioned that RFP is only needed if grant funds are secured to pay for strategic business plan.
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New Business

1. Bylaws amendments or changes proposed. Request for special meeting for Bylaws to be discussed in a public forum.

* 1. Dan Adamus shared a compilation of corrections and recommendations gathered from board members.
	2. General Dunlavey recommended posting them for public feedback
	3. Dan Adamus will post copies of proposed changes at the Borough and Township Offices. A copy will be posted on the Marina bulletin board and an electronic copy will be provided to Paul Crowe for him to post on his online site.
	4. It was discussed and determined that a special meeting was not needed; the Board will vote to adopt changes to bylaws as part of the agenda for its next regularly scheduled public meeting, in February.
1. RFP (Request for Proposals) for New Counsel to be advertised by Secretary
	1. Motion made by General Dunlavey
	2. Second by Amy Burniston
	3. Motion passed unanimously
2. Next Steps for Ongoing Discussions with Pennsylvania DEP and U.S. Army Corps of Engineers
	1. Through his role with the Pennsylvania Farm Bureau, Nick Mobilia is working to schedule a follow-up meeting with PA DEP and the Army Corps.
	2. Dan Adamus has met with governor’s office in Erie to begin a dialogue on the future of the North East Community Marina and the need for the support of the Office of the Governor.
	3. Dan Adamus is working with a group of community members on an alternative approach to twice-annual sand movement, in preparation for proposal to the U.S. Army Corps of Engineering.
* Board Member comments
	+ Tim Truitt recommended inviting local Commissioner Dan Pastore to Authority meetings.

* + Dan Adamus mentioned need for and preliminary work underway to establish a North East Community Marina Foundation.

* Adjournment*.* 8:05p.m.
	+ Motion made by Tim Truitt
	+ Second by General Dunlavey
	+ Passed unanimously

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