

**MICHIGAN CITY PORT AUTHORITY
BOARD OF DIRECTORS**

January 11, 2010

TIME & PLACE

The regular meeting of the Michigan City Port Authority Board of Directors was called to order at 5:00 p.m. in the Port Authority board room.

ATTENDANCE

President James Jaksa presided. Board members in attendance included James Cadwell, Jonita Davis, Todd Dickard, John Haynes, Sam Johns and Dan Messina. Harbormaster Tim Frame, Assistant Harbormaster of Administration Mary Ann Pawlicke and Assistant Harbormaster of Operations Dan Hoepf were also in attendance.

Attorney Jeffrey Katz was unable to attend this meeting.

Guests in attendance included Steve Kreighbaum from the *Charter Boat Association*, Rick Smigielski from *Abonmarche Consultants, Inc.*, along with representatives from the following companies; *Gariup Construction, Gerace Construction Co., Hardman Construction, JCI Bridge Group, Kasier Spraker, Superior Construction, Thatcher Foundations and Tonn & Blank, Inc.*

MINUTES

Upon motion made by Sam Johns, seconded by James Cadwell, the board approved the minutes to the previous meeting.

OLD BUSINESS

President James Jaksa proceeded to open bids received for the Millennium Park Seawall Refacing Project. A total of eight (8) bids were submitted; Mr. Jaksa informed the representatives each bid would be properly reviewed by Attorney Jeff Katz, proposals evaluated with a final decision to be voted on during the next meeting scheduled for January 25th at 5:00 p.m. *See attached summary.*

BILLS

There were no bills to be paid at this time.

REPORT FROM HARBORMASTER

Harbormaster Tim Frame reported the Holiday Festival of Lights has officially ended and have been turned off. Staff is working to take them down as weather permits. Mr. Jaksa commended the staff for their efforts in maintaining and stabilizing the lights over the holiday season. De-icers have all been installed and are in working order.

In conjunction with previous discussion of the two (2) dry sail hoists located by Millennium Plaza, Sam Johns suggested one of them be removed during the refacing project, due to the lack of use and interest.

Harbormaster Frame informed the board the fuel tanks are not maintained during the winter months; however in the spring; they will be topped off and tested prior to the start of the season.

REPORT FROM ASSISTANT HARBORMASTERS

Assistant Harbormaster of Operations Dan Hoepf informed the board the staff is currently working on refurbishing the finger piers at Sprague Pointe Marina that had been damaged during last year's storms. In addition, the City had contracted the Port Authority to assist with snow removal.

Safety report: 571 days (6,563 hours) without an incident and 1,606 days (18,023 hours) without a lost time accident.

Assistant Harbormaster of Administration Mary Ann Pawlicke submitted the 'Conflict of Interest' statements and requested they be completed by January 25th. Mrs. Pawlicke informed the board the Port Authority is again sponsoring a table at the Annual Mayors Ball which is scheduled for January 30th and would like an attendance count by close of business tomorrow.

COMMITTEE REPORTS

On behalf of the ***Budget and Financial Oversight Committee***, Todd Dickard submitted the 2009 Year End Financial Report (see attached), thanking Assistant Harbormaster Pawlicke for her assistance in its preparation.

Summary

- All wages & salaries have been paid.
- Bills & bond payments have been paid.
- Received a positive report from the State Board of Accounts audit.
- 5th Series tax free bond payment in the amount of \$27,037.50 is due on February 1, 2010.
- December 31, 2009 balance of bond = \$2,300,000.00
- Bond payment schedule and year end statement reported.

Mr. Johns thanked the staff's performance in aiding to meet the 2009 budget.

On behalf of the ***Claims and Insurance Committee***, James Cadwell reviewed the public liability and pollution coverage's.

Upon motion made by James Cadwell, seconded by Sam Johns, the board approved \$1,000,000.00 coverage for Public Liability Insurance.

Upon motion made by James Cadwell, seconded by Sam Johns, the board approved \$820.00 renewal coverage for Pollution Liability Insurance.

On behalf of the ***Master Planning and Special Projects Committee***, Sam Johns informed the board IDEM has concluded what type of testing needs to be conducted for the upper trail creek dredge project and field testing.

Upon motion made by Sam Johns, seconded by James Cadwell, the board approved the additional soil testing required by the *Indiana Department of Environmental Management* in the amount of \$18,893.00 for the upper trail creek dredge project.

Upon motion made by Sam Johns, seconded by James Cadwell, the board approved funding in the amount of \$20,712.00 for field testing of the NIPSCO Ramp Project.

On behalf of the ***Boater Communications and Special Events Committee***, John Haynes had nothing to report.

On behalf of the ***Port Operations, Personnel and Marina Policy Committee***, Dan Messina had nothing to report.

On behalf of the ***Advertising and Public Relations Committee***, Jonita Davis submitted a copy of the Scuttlebutt Magazine, showcasing the Port Authority advertisement.

OLD BUSINESS

Mr. Jaksa confirmed with Ken Alvey of LEMTA, that as the traditional weekend prior to the Labor Day holiday weekend for the In-Water Boat Show has been selected by the *American Sail Training Association* for its Tall Ships Challenge in Chicago, his intention for this season's show is to schedule it the same weekend as the *Lakefront Art Festival*, moving it up a week from August 19th thru August 22nd.

NEW BUSINESS

Mr. Jaksa requested a closed meeting to be held at 4:00 o'clock p.m. on January 25th to discuss the acquisition and disposition of real estate.

Mr. Jaksa submitted a summary of the 2010 Board of Directors, Attorney and committee assignments for review.

As follows:

- ❖ **James Jaksa: Board President**
- ❖ **James Cadwell: Board Vice President**
- ❖ **Todd Dickard: Board Treasurer**
- ❖ **John Haynes: Board Secretary**
- ❖ **Jeffrey Katz: Attorney**

- **Advertising and Public Relations**
 - **Jonita Davis, Chair:** Sam Johns, Dan Messina – members
- **Boater Communications and Special Events**
 - **John Haynes, Chair:** Jonita Davis, Sam Johns - members
- **Budget & Financial Oversight**
 - **Todd Dickard, Chair:** Sam Johns, Dan Messina - members
- **Claims & Insurance**
 - **James Cadwell, Chair:** John Haynes, Dan Messina - members
- **Ethics**
 - **James Cadwell, Chair:** Todd Dickard, John Haynes – members
- **Master Planning & Special Projects**
 - **Sam Johns, Chair:** James Cadwell, Dan Messina - members
- **Port Operations, Personnel & Marina Policy**
 - **Sam Johns, Chair:** James Cadwell, Todd Dickard - members

ADJOURNMENT

Upon motion made by Sam Johns, seconded by James Cadwell, the board adjourned the meeting at 5:30 p.m.

Approved On: _____
Date

By: _____
James Jaksa, Board President

Respectfully submitted,

John Haynes, Board Secretary

**MICHIGAN CITY PORT AUTHORITY
MILLENNIUM PARK SEA WALL REFACING
BID OPENING - JANUARY 11, 2010**

CONTRACTOR	BID AMOUNT	Bid Form Signed	Addendum 1	Addendum 2	Non-Collusion Affidavit	Bid Security	Power of Attorney	Form 96	Financial Statement	List of Sub-Contractors	EEO Documents
Gariup Construction	\$813,700.00	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes
Gerace Construction Co	\$955,000.00	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes
Hardman Construction	\$1,048,000.00	yes	yes	yes	no	yes	yes	yes	yes	yes	yes
JCI Bridge Group	\$937,700.00	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes
Kasier Spraker	\$773,000.00	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes
Superior Construction	\$1,052,000.00	yes	yes	yes	yes	yes	yes	yes *	yes	yes	yes
Thatcher Foundations	\$763,000.00	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes
Tonn & Blank	\$1,089,012.08	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes

Bids reviewed and Certified by Rick Smigielski, Abonmarche Consultants, Inc: _____ Date: _____