

**MICHIGAN CITY PORT AUTHORITY  
BOARD OF DIRECTORS**

**February 22, 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, Assistant Harbormaster of Operations Dan Hoepf and Attorney Jeffrey Katz were also in attendance.

Guests in attendance included Leslie Herrold of *Rackham Service Corp.*, and Steve Kreighbaum from the *Charter Boat Association*.

**MINUTES**

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

**BILLS**

Upon motion made by Todd Dickard, seconded by James Cadwell, the board approved payment of the bills as presented.

**REPORT FROM HARBORMASTER**

Harbormaster Tim Frame reported on the following topics:

- Received **401 Water Quality Permit** from the *Indiana Dept. of Environmental Management (IDEM)*:
  - Copy to DNR; awaiting review from law enforcement division.
  - Copy to Army COE; no response as yet, District Manager out of office until February 24<sup>th</sup>.
- Mayor Oberle forwarded some information from the *Economic Development Administration*, which is a group through the NW Indiana Regional Funding Initiative. Two (2) projects were submitted for review:
  - NIPSCO Launch Ramp Project
  - Trail Creek Dredge Project; specifically requesting an evaluation study of the no. 2 turn basin.
- Per inquiry from Congressman Donnelly's office, an appropriations budget request will be submitted for possible funding for two (2) projects.
  - Trail Creek channel dredging
  - Dredge material management plan
- Reviewed the Resolution of the *Great Lakes Small Harbor Coalition*, recommending the board support membership for the Port Authority.
  - The coalition is an organization that bans together small harbors to lobby congress for federal funding to maintain navigational access through dredging.
  - No cost to gain membership and may cancel at any time.

Upon motion made by Sam Johns, seconded by James Cadwell, the board approved to adopt the *Great Lakes Small Harbor Coalition* resolution.

### **REPORT FROM ASSISTANT HARBORMASTERS**

Assistant Harbormaster of Operations Dan Hoepf reported on the following topics:

- The *North Central Community Action Agency* has dispatched six (6) individuals to assist with various Port Authority projects; they are scheduled to rotate between us and the Parks Department through September.
  - Projects to include welding, decking, landscaping in the spring and are currently assisting with small winter projects.
  - They are employed by the agency via a federal grant through the city, which teaches them a trade; personnel range from high school graduates to retirees.
- With the exception of the fountain, all holiday lighting has been removed; the fountain will be removed once we are able to access it.
- Sanding and repainting Washington Park Marina pier extensions.
- Safety report: 600 days (6,795 hours) without an incident and 1,636 days (18,263 hours) without a lost time accident.
- On Friday, February 5<sup>th</sup>, *Heston Cable* certified the gantry hoist stating two (2) cables will need to be replaced. Cables were ordered and delivered but have not been replaced as yet; Assistant Harbormaster Hoepf informed the board this project will be completed by April 1<sup>st</sup>.

Assistant Harbormaster of Administration Mary Ann Pawlicke reported on the following:

- Due to the Presidents Day office closure, the next board meeting will be held on Monday, March 1<sup>st</sup>.
- Assistant Harbormaster Pawlicke thanked the board for promptly returning their non-collusion forms.
- To date, six (6) bids have been submitted for the Dockside Café. Bids to be opened during the next meeting.
- Washington Park currently has fifty seven (57) vacant slips which are only twelve (12) more than our highest point last season, majority being the thirty five (35') foot.
- Billing of final installment has been completed and mailed. Payments are due on March 15<sup>th</sup>.

### **COMMITTEE REPORTS**

On behalf of the ***Budget and Financial Oversight Committee***, Todd Dickard recommended that the remaining funds in our *Fifth/Third Bank* money market account be transferred to the capital improvements account.

Upon motion made by Todd Dickard, seconded by Sam Johns, the board approved closing the money market account and transferring the remaining funds to the capital improvement account at *Fifth/Third Bank*.

Mr. Dickard went on to report the committee met prior to tonight's meeting to discuss our current bond obligation and payment schedule.

On behalf of the ***Claims and Insurance Committee***, James Cadwell had nothing to report.

On behalf of the ***Master Planning and Special Projects Committee***, Sam Johns, along with Harbormaster Frame informed the board additional soil testing along trail creek has been postponed, and will be completed as soon as the channel can be accessed as the barge has only a two (2") inch ice breaking capability. In addition, Mr. Johns reported the drawings for the 500 dock bathhouse should be available in approximately three (3) weeks.

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**, Sam Johns had nothing to report.

Mr. Johns scheduled a committee meeting for Thursday, March 4<sup>th</sup> at 4:00 p.m.

Mr. Johns informed the board a committee meeting was scheduled for Thursday, February 25<sup>th</sup> at 4:00 p.m. to discuss creative ways in which to expand out winter storage customer base.

On behalf of the **Public Relations and Advertising Committee**, Jonita Davis had nothing to report.

**OLD BUSINESS**

Attorney Jeff Katz opened the three (3) bids received for the 2010 season fuel provider. Specifications as follows:

	<b>Knoll Bros. Michigan City, IN</b>	<b>Rackham Service Corp. LaPorte, IN</b>	<b>Witham Sales &amp; Serv., Inc. Hammond, IN</b>
Gasoline			
87 Octane	2.3785	2.3475	2.2566
93 Octane	2.5085	2.4775	2.4485
Diesel			
Grade 1	na	na	2.420
Grade 2	2.216	2.234	2.1607
Low Sulfur	na	na	2.1057

Commencing an evaluation by Attorney Katz, a recommendation will be given during the March 1<sup>st</sup> board meeting.

Mr. Jaksa informed the board a joint meeting was recently held by the Lake Art Festival committee, Park Superintendent Jan Orlich, Harbormaster Frame and Ken Alvey of LEMTA were there to discuss this years In-Water Boat Show. Discussion included joint advertising, ticket access to both events, along with remote parking and transportation. Mr. Jaksa concluded the meeting was extremely positive with the marketing personnel from the art committee along with the ad agency LEMTA employs out of Chicago, would consult on their advertising ideas.

**NEW BUSINESS**

There was no new business to discuss during this meeting.

**GUEST COMMENTS**

Due to the schedule change of this year's boat show, Steve Kreighbaum inquired as to whether both the boater appreciation picnic and the handicapped outing were still planned; Mr. Jaksa confirm they were both scheduled for the weekend of August 14<sup>th</sup>.

Respectfully submitted,

Approved On: \_\_\_\_\_  
Date

\_\_\_\_\_  
John Haynes, Board Secretary

By: \_\_\_\_\_  
James Jaksa, Board President