

**MICHIGAN CITY PORT AUTHORITY
BOARD OF DIRECTORS**

MARCH 15, 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 also attended this meeting.

Guests in attendance included Steve Fargus, General Manager of *Giorgettis Restaurant & Pizzeria* (formerly Harbor Grill).

MINUTES

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

GUEST COMMENTS

Steve Fargus introduced himself to the board and informed them of the specifics of the restaurant, stating they will be a family oriented restaurant with Italian fare, homemade pastas and pizza, with their price point primarily under ten (\$10.00) dollars. It is a full service restaurant which includes a liquor license. Mr. Fargus stated they intend to answer to the needs of the local community, boater and visitor.

Hours of Operation:

Currently: 11:00 am - 5:00 pm

April 1st: 11:00 am - 8:00 pm

May 1st: 7:30 am - 8:00 pm (Breakfast available)

Open year round, 7 days a week, non-smoking environment with the exception of the pavilion.

In reference to the pavilion, Mr. Fargus informed the board they intend to work with the Port Authority around boating events as a first priority then host individual events and entertainment. Eventually they foresee installing an open grill to provide a quick service for sandwiches available to the boaters. In addition, they hope to improve the 'look' of the pavilion with general maintenance, painting and décor. He went on to say they will be opened to suggestions.

BILLS

Todd Dickard reviewed the claims report for the board.

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:

- As part of the clean marine program, *IDEM* informed us we are to comply under Rule No. 6 regarding storm water run-off; a notice of intent had been submitted in December 2009. Harbormaster Frame informed the board he received a letter of sufficiency from Joe Exl, Coastal Nonpoint Coordinator, *DNR* stating the Port Authority has complied with the requirements necessary and can proceed with a storm water pollution prevention plan. The process of obtaining an industrial stormwater permit can take up to one (1) year's time, and as such Mr. Exl is conditionally awarding the ***Indiana Clean Marine*** designation to both Washington Park and Sprague Pointe Marinas. Harbormaster Frame went on to say Mr. Exl has requested a copy of the Notice of Intent (NOI) that was submitted to *IDEM* as part of the conditional designation.
- Harbormaster Frame stated that we had scored 75% with our lowest scores being in the Trail Creek maintenance department, specifically on pressure washing and organization. He feels assured we can be over 80% by June.
- Harbormaster Frame suggested, per Mr. Exl's recommendation, that we schedule an awards ceremony and press release to announce that the Port Authority is a designated 'Clean Marina'. The board suggested a presentation be conducted during the season so the boaters can participate.
- Both the *DNR* and *IDEM* permits have been received for the Millennium Park Seawall Refacing Project, and are still awaiting the final *Army COE* permit. There are no restrictions on the time frame in which to complete the project.

REPORT FROM ASSISTANT HARBORMASTERS

Assistant Harbormaster of Operations Dan Hoepf reported on the following:

- Completed installation of lift well docks; painting to be finished weather permitting.
- Refurbishing continues at Sprague Pointe Marina.
 - ✓ Hinge plates installed on docks
 - ✓ Finger piers reset
 - ✓ Re-enforce pilings
- New cables have been installed on the gantry hoist.
 - ✓ Ready for operation by April 1st.
- Sanded and painted hydraulic lifts.
- Forks trucks schedule to be serviced for their annual maintenance inspection.

- Dock extensions have been sanded and painted.
 - ✓ Ready to install along the 300 dock next week.
- Safety report: The staff has completed 615 days (6,915 hours) without an incident and 1,651 days (18,383 hours) without a lost time accident.

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

- An updated listing of all board and committee members was submitted.
- An updated vacancy report was submitted indicating a total of fifty three (53) open slips at Washington Park Marina, twenty six (26) slips and seventeen (17) racks at Trail Creek.
 - ✓ Four (4) slips rented at WPM last week.
 - ✓ Three (3) slips and two (2) racks @ TCM rented last week.

COMMITTEE REPORTS

On behalf of the ***Budget and Financial Oversight Committee***, Todd Dickard informed the board that he met with Duane Mertl from *Horizon Trust & Investment Management* to discuss bond payment options and upon careful review and discussion by the committee members, it was his recommendation to pay off the current bond obligation in full as apposed to a partial payoff.

He went on to state that the interest paid on the bonds is more than the interest received on invested monies. By retiring the bonds it will dramatically reduce annual expenses and develop surplus funds on an annual basis to be used on various projects or to increase the Port Authority's investments. In order to pay off the bonds without penalty, Attorney Katz explained a thirty (30) day notice must be submitted prior to the interest payment date; upcoming date is May 1st with the next payment due in November.

Upon motion made by Dan Messina, seconded by Jonita Davis, the board approved to retire the five (5) bonds at 4.8% and to retain the remaining three (3) bonds at 4.5%. James Jaksa abstained from the vote due to his affiliation with another financial institution.

Sam Johns requested there be additional lines items placed into the existing budget to track other expenditures such as special events and various labor costs. Assistant Harbormaster Pawlicke informed him she was working in with the controllers' office for advisement on what the state board would allow. She will report once a review has been completed.

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 informed the board he will schedule a final engineering review for the bathhouse drawings sometime next week.

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 informed the board the committee met earlier to discuss various ways to increase our winter storage customer base reviewing both cost versus potential costs. He hopes to make a recommendation during the next board meeting.

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

OLD BUSINESS

Harbormaster Frame and Assistant Harbormaster Pawlicke met with Norm & Donna Welham of *Tin City Grill*, who submitted a bid for the Dockside Café. They reviewed the points Sam Johns had listed and are eager to begin.

Upon motion made by Sam Johns, seconded by James Cadwell, the board awarded the 2010 contract for Dockside Café to the Welhams of *Tin City Grill* as presented.

Attorney Jeff Katz informed the board he would complete all details of the contract and forward to the Harbormaster.

NEW BUSINESS

There was no new business to discuss during this meeting.

ADJOURNMENT

Upon motion made by Sam Johns, seconded by James Cadwell, the board adjourned the meeting at 5:45 p.m.

Respectfully submitted,

John Haynes, Board Secretary

Approved On: _____
Date

By: _____
James Jaksa, Board President