

**MICHIGAN CITY PORT AUTHORITY
BOARD OF DIRECTORS**

April 6, 2009

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 and Sam Johns. Harbormaster Tim Frame, Assistant Harbormaster of Administration Mary Ann Pawlicke and Assistant Harbormaster of Operations Dan Hoepf were also in attendance.

Board member John Quinn was not in attendance.

Attorney Jeffrey Katz was not asked to attend this meeting.

There were no guests in attendance.

MINUTES

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

BILLS

Assistant Harbormaster of Administration Mary Ann Pawlicke reviewed the bills, explaining the next bond payment along with the final payment for the dredge project is included.

Harbormaster Tim Frame informed the board he received a quote from *Old Paths, Inc.* for the planting of dune grass along the north shore as part of the sand containment project. The dune grass will cover an area of 900 feet in length with two (2) ten foot wide strips along the length. A deposit and second installment has been included with the bills.

Upon motion made by Sam Johns, seconded by James Cadwell, the board approved payment of the bills as presented by Assistant Harbormaster Pawlicke.

REPORT FROM HARBORMASTER

Harbormaster Tim Frame reported on the following:

- Sand catchers along the north shore have been extended further out. The beach will be leveled off and a two foot (2') drop-off along the north side of walkway will be created to disrupt the air flow that allows sand to blow over; in addition, dune grass will be planted which will significantly reduce the impact as it is capable of growing through three (3') feet of sand. Harbormaster Frame explained that dredging is required in the area every three (3) to four (4) years at a cost of \$50,000, however, with the implementation of the sand containment project, we can reduce the dredge to every six (6) to eight (8) years, thus a significant cost reduction.
- The new Chevy truck is on order from Harbor Chevrolet and is scheduled to be assembled on May 4th and delivered within one (1) week to ten (10) days thereafter.

- There are approximately twenty five (25) boats currently docked in Washington Park Marina.
- Harbormaster Frame informed the board several price structures have been assembled from various newspapers and television stations for advertising slip availability. The advertising committee will meet on Thursday, April 16th at 1:00 p.m. to discuss our options.

REPORT FROM ASSISTANT HARBORMASTERS

Assistant Harbormaster of Operations Dan Hoepf informed the board of the following:

- To date; eleven (11) boats have been launched.
- The maintenance staff is in the process of completing the pier at the Washington Park ramp. They experienced some minor set-backs due to the weather. Trail Creek docks are also near completion with *Bancroft Electric, Inc.* finishing the electrical boxes.
- Safety ladders have been re-installed at the 200, 500, 600, 700 and 800 docks; remaining docks will be completed weather permitting.
- Staff has been cleaning winter debris such as logs, branches and general trash throughout the creek and marina basin.
- Inventory of buoy's, chains and anchors have been completed in preparation for them to be set at beach stops and swim areas on May 15th.
- Safety report: The staff has completed 301 days (3,494 hours) without an incident and 1,336 days (14,965 hours) without a lost time accident.

Assistant Harbormaster of Administration Mary Ann Pawlicke informed the board of the following:

- Board members John Haynes and Todd Dickard to attend the Parks & Recreations Department board meetings in April and May respectively.
- There are currently thirty five (35) vacant slips in Washington Park Marina. In assessing other marinas, Assistant Harbormaster Pawlicke informed the board we have far less vacancies than any other location and receive inquiries for season rentals on a daily basis.
- Assistant Harbormaster Pawlicke attended a meeting for *American Bloom* in which Michigan City will be part of a nationwide project to enhance the city with the planting of flowers, grasses, shrubs and plants.

COMMITTEE REPORTS

On behalf of the **Budget and Financial Oversight Committee**, John Haynes had nothing to report.

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 reported the trail creek dredge permits are back in the hands of the *Army Corp. of Engineers*. Mr. Johns did compliment the improvements that have been completed or in progress throughout the marinas, in particular the improvements to the Trail Creek shop.

On behalf of the **Boater Communications, Special Events and Advertising Committee**, John Haynes informed the board he will meet with the *Hoosier CoHo Club Committee* on Thursday, April 9th. The first boater dock representative meeting will be held on Saturday, May 9th.

On behalf of the **Port Operations, Personnel and Marina Policy Committee**, Todd Dickard scheduled a committee meeting on Thursday, April 16th at 5:00 p.m. to discuss a). the Port Authority rules and regulations and b). the boston whaler currently owned by the city police department.

Sam Johns informed the board that he and Harbormaster Frame have been working in conjunction with the police department for the last six (6) months on taking ownership of their vessel as they are looking to donate it. Although the Port Authority owns a tender and barge, we do not have a vessel. Mr. Johns stated a boat would be useful for marina tours and inspections.

OLD BUSINESS

Jonita Davis reviewed current website revisions as discussed at the previous meeting. Ms. Davis submitted a layout of the site stating if approved by the board she would begin to add the content. She went on to suggest that the Assistant Harbormaster’s submit pictures showing the progress of various marina projects.

Sam Johns inquired if the Chicago and Michigan marinas have their own sites. Ms. Davis informed him with the exception of Hammond Marina, most marina sites are connected through their city or park departments.

Jonita Davis informed the board the new M.C.P.A. history book came out on March 30th. Ms. Davis met with Eric Bielsky from *Arcadia Publishing* who informed her the book would be available at the following locations:

- ❖ **Readers World, Marquette Mall**
- ❖ **Old Lighthouse Museum**
- ❖ **Lubeznik Center for Arts**
- ❖ **The Framing Station**
- ❖ **The Antique Market**
- ❖ **Walgreens, Michigan City**
- ❖ **Schoolhouse Shop**
- ❖ **Westchester Public Library**

Ms. Davis’ book signings are scheduled for Monday, April 13th at Perdue North Central from 11:00 a.m. to 1:00 p.m. and Saturday, April 18th at the bookstore located at Lighthouse Mall from 1:00 p.m. to 3:00 p.m.

NEW BUSINESS

James Jaksa informed the board, member John Quinn’s term has expired. Mr. Quinn served on the board for twelve (12) years as both president and vice president, as well as on several committees. As a new vice president will need to be nominated, Mr. Jaksa asked Sam Johns to chair the nominating committee, with James Cadwell and John Haynes to serve. A recommendation will be made at the next meeting.

ADJOURNMENT

Upon motion made by James Cadwell, seconded by Sam Johns, the board adjourned the meeting at 5:35 p.m.

Respectfully submitted,

Approved On: _____
Date

James Cadwell, Board Secretary

By: _____
James Jaksa, Board President