

**MICHIGAN CITY PORT AUTHORITY
BOARD OF DIRECTORS**

May 17, 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 also in attendance.

There were no guests in attendance.

MINUTES

Upon motion made by James Cadwell, seconded by John Haynes, 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:

- *De Lau's Landscaping* have removed the overgrown trees around the fish pond and sprayed the grass around duck walk area to be killed off. The new design will feature day lilies and nearly wild rose along with prairie drop seed grass with a mixture of these flowers to be planted around the duck walk. Planting to commence this week and be completed by Memorial weekend.
- The first Dock Representative meeting was held on Saturday, May 1st. The meeting was attended by board members Jonita Davis, John Haynes and Sam Johns. *Summary attached.*

- In regards to the Millennium Seawall Refacing Project, *Thatcher Foundations* has moved the fencing, brought in equipment and will begin pile driving on Monday, May 24th. They are projecting a period of six (6) weeks to completion; however the harbormaster is hopeful to have the work finished by the Fourth of July weekend.
- Harbormaster Frame informed the board he received confirmation from Rick Smigielski that *Weaver Boos Consultants* have completed testing of the soil samples and we have received the lab report, IDEM has been contacted however no response as yet.

REPORT FROM ASSISTANT HARBORMASTERS

Assistant Harbormaster of Operations Dan Hoepf reported on the following:

- Redecking the service well at Trail Creek Marina.
- Due to the recent storms, the staff has been clearing debris from the channel and basin.
- Repairs have been completed to the small barge; lower unit cracked the housing.
 - Daily maintenance of installing dock extensions & ladders was disrupted, but have now continued.
- Safety report: the staff has completed 674 days (7,581 hours) without an incident and 1,710 days (19,062 hours) without a lost time accident.

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

- There are currently fifty (50) vacant slips at Washington Park Marina, the majority of which are thirty five (35') and forty (40') slips.

COMMITTEE REPORTS

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

On behalf of the ***Boater Communications and Special Events Committee***, John Haynes informed the board some of the highlights discussed during the dock representative meeting included an update on the *Clean Marine Program* by the harbormaster, Ms. Davis informed the group about the website and email alerts and Norm Welham was there to promote the new *Tin City Dockside*.

Jonita Davis informed the board she attended the workshop on Saturday, May 1st, held by Ed Buetner, instructing participants on how to build their cardboard boats for this year's boat dash, stating it was very informative. Although the turnout was small, Mr. Buetner intends to hold another one dependant upon interest.

On behalf of the ***Port Operations, Personnel and Marina Policy Committee***, Sam Johns informed the board he and Harbormaster Frame are looking into expanding security cameras along with additional security located at the gates.

On behalf of the ***Public Relations and Advertising Committee***, Jonita Davis informed the board she has designed a coupon for the *Customer Referral Discount Program* that can be accessed online or distributed as a hard copy.

Ms. Davis also submitted a draft of the advertisement to be used in conjunction with the *Super Boat Grand Prix*, as well as various postcards for promotional purposes.

Dan Messina suggested preparing an email alert indicating the location of fire extinguishers throughout the marina.

OLD BUSINESS

There was no old business to discuss during this meeting.

NEW BUSINESS

Mr. Jakska informed the board the Master Plan is underway with capital improvements of facilities being included in the plan. He went on to state that although the Port Authority has several projects on the table, such as repairs or replacement projects which could become quite costly; due to the decline of our customer base, these expenditures may need to be addressed and put on hold for the immediate future. The Master Plan will allow us to consider future projects. No major decision will be made until we know the impact of how these vacancies will affect the M.C.P.A. Mr. Dickard reiterated that the board should evaluate how to fund various projects and stay operational as some tough decisions will need to be made.

ADJOURNMENT

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

Respectfully submitted,

John Haynes, Board Secretary

Approved On: _____
Date

By: _____
James Jakska, Board President