

**MICHIGAN CITY PORT AUTHORITY  
BOARD OF DIRECTORS**

**July 26, 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, Sam Johns and Dan Messina. Harbormaster Tim Frame and Assistant Harbormaster of Operations Dan Hoepf were also in attendance. Attorney Jeffrey Katz was also in attendance.

Board member John Haynes and Assistant Harbormaster of Administration Mary Ann Pawlicke were unable to attend this meeting.

Attending guest was Dan Radtke from *Pioneer Pier*.

**MINUTES**

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

**BILLS**

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

**REPORT FROM HARBORMASTER**

Harbormaster Tim Frame reported on the following:

- Per inquiry from Sam Johns, the harbormaster reported that the *State Board of Accounts* performs an annual audit and Exit Report at a cost of \$3,500.00. Attorney Jeff Katz proposed the Port Authority hire a private auditor to submit the report to the state at a reduced cost.
- A young bald eagle has been spotted throughout Washington Park Marina in the last week.
- The *Columbia Yacht Race* went off without problems. M.C.Y.C. Vice Commodore, Herb Philbrick called to say the racers were pleased with the facilities. Although sixty (60) vessels were anticipated, only twenty (20) showed up.
- *Thatcher Construction* has poured the sidewalk at Millennium Plaza and should be completed by the end of week.

- The *Super Boat Grand Prix* will be held next week with boats arriving on August 3<sup>rd</sup>, with a practice race on Saturday, August 7<sup>th</sup> and main race scheduled for Sunday, August 8<sup>th</sup>. Expecting approximately forty (40) participants, doubling last year's entrants.
- The new jet ski docks have been assembled and should be installed this week.
- The *Water Test Certification* for back flow preventers to be tested annually. Although the storm water filters are now available, they cannot be installed until the County MS4 Coordinator does their soil & water testing so comparisons can be identified.
- The *Clean Marina* achievement award will be presented during our Boater Appreciation Picnic scheduled for Saturday, August 14<sup>th</sup>.

### **REPORT FROM ASSISTANT HARBORMASTERS**

Assistant Harbormaster of Operations Dan Hoepf reported on the following:

- The dock for the Washington Park launch ramp has been installed with a few minor modifications to be completed.
- New dock boxes had been ordered; maintenance will be changing out any old boxes in disrepair.
- Sam Johns inquired about the disposal of old cradles at Trail Creek; owners have been contacted and should be completed within two weeks.
- Per Dan Messina's previous inquiry about a new fish grinder for Trail Creek Marina, Assistant Harbormaster Hoepf reported the cost for a new grinder was approximately \$20,000.00. However Mr. Johns stated to upgrade the cleaning station would cost closer to \$40,000 and would not be feasible at this time. The assistant harbormaster suggested installing two (2) grinders similar to what is currently used, at a cost of \$6,000.00 each; he stated the life expectancy for these was nine (9) year's and ours are over sixteen (16) years old. The board discussed completing a study to determine how much usage is done at each fish cleaning station, with Mr. Hoepf suggesting posting someone at the trail creek station during high traffic times to count the number of fish be cleaned.
- Safety report: the staff has completed 744 days (8,491 hours) without an incident and 1,770 days (19,780 hours) without a lost time accident. Last lost time accident occurred in 2004. Mr. Jakska commended the staff for their safety practices.

### **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 asked about the next step for the Washington Park Bathhouse Project. Attorney Katz stated a 'Prevailing Wage Hearing' will be held on August 4<sup>th</sup>, with bid openings to be held by the first meeting in September.

Mr. Johns also discussed the importance of notifying our slip holders of the winter storage discounts and referral program; Harbormaster Frame informed him the office staff was conducting an informational mailing to all customers. In addition, coupons are available via the website.

There was no report from the ***Boater Communications and Special Events Committee.***

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

There was no report from the ***Public Relations and Advertising Committee.***

**OLD BUSINESS**

There was no old business to discuss during this meeting.

**NEW BUSINESS**

Attorney Jeff Katz informed the board the Master Plan was established in 1962, with five additional amendments to the development plan in 1975, 1993, 1994 and 1995 respectively. Attorney Katz informed the board they now need to authorize a publication notice to adjacent property owners informing them of a public hearing by certified mail of an amendment to the Master Plan. In addition, notification will be printed in the *News Dispatch*. A preliminary approval with a public hearing scheduled for August 16th along with a presentation by Kathy Weykamp.

Upon motion made by Sam Johns, seconded by Todd Dickard, approval for a public hearing regarding a 5<sup>th</sup> amendment to the Master Plan, will be scheduled for August 16<sup>th</sup>.

**GUEST COMMENTS**

Dan Radtke inquired about the possible relocation of Trail Creek and projects included in the Master Plan. Mr. Jaksa reported that the information should be out on the trail creek study by late August. Mr. Jaksa went on to inform him the Master Plan would address renovation of the bathhouse, major equipment replacement and life expectancy of the docks. Attorney Katz stated the Master Plan will be ready for viewing after the public notice is out.

**ADJOURNMENT**

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

Respectfully submitted,

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John Haynes, Board Secretary

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

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

