

**MICHIGAN CITY PORT AUTHORITY
BOARD OF DIRECTORS MEETING**

February 12, 2007

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.

PRESIDING OFFICER & ATTENDANCE

President James Jaksa presided. Board members in attendance included James Cadwell, Sam Johns and Linda Simmons. Harbormaster Tim Frame, Assistant Harbormaster of Administration Mary Ann Pawlicke and Assistant Harbormaster of Operations Bob Kavanaugh were also in attendance.

Board members James Baldwin, John Haynes and John Quinn were unable to attend this meeting.

Attorney Jeffrey Katz was also in attendance.

Guests in attendance included Dan Messina and Ernie Piotrowski.

MINUTES

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

BILLS

Upon motion made by Sam Johns, seconded by Linda Simmons, the board approved payment of the bills as presented.

REPORT FROM HARBORMASTER

Harbormaster Tim Frame informed the board that the staff has completed approximately 60% of the Washington Park updates in the new marina software program. The second module consisting of invoicing and accounting is near 75% complete and the third module consisting of maintenance is approximately 40% complete. Once updates are installed and testing is completed, our goal is to use the program in April at the start of the season.

Harbormaster Frame informed the board he met with *Best Access*, who will submit a quote to upgrade the locks located at the restrooms in the maintenance building as well as the gate at Sprague Pointe Marina.

Harbormaster Frame informed the board he has received two (2) quotes for the electric and water upgrades to the Sprague Pointe slips; more information will be provided as received.

Harbormaster Frame informed the board a new laser printer has been installed in the office to upgrade the marina newsletter and streamline contracts.

A letter was submitted from Keith Logan of the Michigan City Sailboat Charters and distributed to the board.

REPORT FROM ASSISTANT HARBORMASTERS

Assistant Harbormaster of Operations Bob Kavanaugh informed the board the staff was making great progress with the refurbishing of the Sprague Pointe docks, and should be completed by April.

Assistant Harbormaster Kavanaugh informed the board, although one of the staff had incurred a slight injury while using the grinder, there have been no actual lost-time accidents for 675 days, 7,495 hours. Assistant Harbormaster Pawlicke stated although the employee who sustained the accident did not wish to see a doctor, the incident was submitted under Workman's Compensation.

Assistant Harbormaster of Administration Mary Ann Pawlicke informed the board that a discount was offered under the Port Authority's automobile insurance policy. We would receive a \$333.15 savings by making an annual payment as opposed to monthly.

Assistant Harbormaster Pawlicke went on to explain we would not implement use of the new marina software program until the start of the 2007 season as the majority of the bills would be received at that time and would negate having to update any old balances in the program.

COMMITTEE REPORTS

On behalf of the Budget and Financial Oversight Committee, there was no report.

On behalf of the Claims and Insurance Committee, Linda Simmons informed the board she would prepare a report on the comparison of premiums from 2006 to 2007 for the next meeting.

On behalf of the Master Planning and Special Projects Committee, Sam Johns had nothing to report.

On behalf of the Boater Communications, Special Events and Advertising Committee, Linda Simmons informed the board the LaPorte County Convention and Visitors Bureau sent the visitor guides to print on Friday, February 9th which should take approximately three (3) weeks to complete; the guides will be available by the start of the season.

On behalf of the Port Operations, Personnel and Marina Policy Committee, there was no report.

OLD BUSINESS

There was no old business to discuss at this meeting.

NEW BUSINESS

There was no new business to discuss at this meeting.

GUEST COMMENTS

Per inquiry made by Ernie Piotrowski, Assistant Harbormaster Pawlicke informed him the new charter boat surcharge policy will be included in the *2007 Port Authority Rules & Regulations* booklet, which is currently at the printers and will be available in approximately three (3) weeks.

ADJOURNMENT

Upon motion made by James Cadwell, seconded by Sam Johns, meeting was adjourned at 5:25 p.m.

Respectfully Submitted,

James Cadwell, Board Secretary

Approved On: _____
Date

By: _____
James Jaksa, Board President