

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

June 4, 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 Baldwin, James Cadwell, Sam Johns, John Quinn 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 member John Haynes was unable to attend this meeting.

Attorney Jeffrey Katz was not asked to attend this meeting.

Guests in attendance included Mike Hampel and Steve Kreighbaum with the Charter Boat Association and Tom Milcarek from the Michigan City Parks and Recreation Board of Directors.

MINUTES

Upon motion made by John Quinn, seconded by James Cadwell, the board approved the minutes to the May 21st and May 25th board meetings.

GUEST COMMENTS

There were no guest comments at this time.

BILLS

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

REPORT FROM HARBORMASTER

Harbormaster Tim Frame informed the board that he has received the sign from *Crismar Graphics, Inc.*, for the charter services which will be installed at the Washington Park fish cleaning station some time this week.

Harbormaster Frame informed the board, neither *Bancroft Electric Inc.* or *Poston Plumbing, Inc.* has begun installation service at Sprague Pointe Marina as both companies are currently waiting for various materials and supplies.

Harbormaster Frame informed the board since *Access Unlimited* does not have a manual for the handicapped lift they built, they have made arrangements to work with *Tonn & Blank* directly regarding installation.

Harbormaster Frame informed the board the staff will begin various painting projects such as the guard shack at the gas dock and the maintenance building along with some other tasks at Trail Creek Marina.

REPORT FROM ASSISTANT HARBORMASTERS

Assistant Harbormaster of Operations, Bob Kavanaugh informed the board the Trail Creek staff has launched a total of one-hundred and fifty (150) boats to date.

Assistant Harbormaster Kavanaugh informed the board the staff has completed 773 days, and 8,507 hours without a lost time accident.

Assistant Harbormaster of Administration, Mary Ann Pawlicke submitted a couple 'thank you' cards, informing the board of the boater's appreciation of the staff.

Assistant Harbormaster Pawlicke informed the board the final title search for our abandoned vessels, has been sent to the Indiana Bureau of Motor Vehicles; once completed and Attorney Jeffrey Katz has published the legal notice, the final notification will be mailed to the last known owner, advising them of the Port Authority's upcoming public auction.

Assistant Harbormaster Pawlicke distributed the revised copy of the handicapped lift lease agreement stating it would now be valid for the whole year as opposed to completing a new agreement each time the lift is utilized.

Assistant Harbormaster Pawlicke distributed the final insert to the draft of the history of the Port Authority.

COMMITTEE REPORTS

On behalf of the Budget and Financial Oversight Committee, James Baldwin informed the board the committee was contemplating the sale of the abandoned boats to be held in August.

Upon motion made by James Baldwin, seconded by John Quinn, the board approved the transfer of \$800,000.00 from the operating and maintenance account at Horizon Bank into the Fifth/Third account.

On behalf of the Claims and Insurance Committee, Linda Simmons 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, Special Events and Advertising Committee, there was no report.

On behalf of the Port Operations, Personnel and Marina Policy Committee, Assistant Harbormaster Pawlicke informed the board per inquiry from John Quinn that with the exception of the seasonal employees, all employee evaluations are current.

OLD BUSINESS

There was no old business to report for this meeting.

NEW BUSINESS

There was no new business to report for this meeting.

GUEST COMMENTS

Tom Milcarek from the Michigan City Parks and Recreation Board of Directors informed the board their board meeting had been moved to Wednesday, June 6th at 5:00 p.m.

Per inquiry from Mike Hampel, Harbormaster Frame informed him the handicapped lift came equipped with a 4" velcro chest strap that was secured. In addition, once the lift has been installed, Harbormaster Frame assured him the area would be maintained and cleaned for available docking.

Harbormaster Frame also informed Mr. Hampel that the placards for the sign could be picked by the charter members, and once returned our staff would have them installed.

They went on to discuss possible renovations for the fish cleaning station.

ADJOURNED

Upon motion made by John Quinn, seconded by Sam Johns, the meeting was adjourned at 5:15 p.m.

Respectfully submitted,

James Cadwell, Board Secretary

Approved On: _____
Date

By: _____
James Jaksa, Board President