

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

**August 6, 2007**

***TIME & PLACE***

The regular meeting of the Michigan City Port Authority Board of Directors meeting was called to order at 5:00 p.m. in the Port Authority board room.

***PRESIDING OFFICER & ATTENDANCE***

President James Jakska presided. Board members in attendance included James Baldwin, James Cadwell, John Haynes, 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. Attorney Jeffrey Katz attended the meeting.

Guests in attendance included Mayor Chuck Oberlie, Mike Hampel with the Charter Boat Association and Bill and Laurie Wiesemann.

***MINUTES***

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

***GUEST COMMENTS***

Mike Hampel informed the board the *Annual Handicapped Outing* will be held on Friday, August 17<sup>th</sup>, at 5:00 p.m., with the picnic to follow at approximately 6:30 p.m., and requested permission to utilize the harbor and dock along the channel as done in previous years.

Upon motion made by John Quinn, seconded by Sam Johns, the board granted permission for the sponsors of the Handicapped Outing to use the harbor as requested.

Mr. Hampel also advised that he had been informed by several boaters that the outside lighting needed to be replaced at the 800 dock bath house.

Mayor Chuck Oberlie thanked the Port Authority and Assistant Harbormaster Bob Kavanaugh for the use of the barge in assisting the *MCNEAT Group* with their clean-up project in trail creek.

***BILLS***

Upon motion made by James Baldwin, seconded by John Quinn, the board approved payment of the bills as presented by Assistant Harbormaster of Administration, Mary Ann Pawlicke.

## **REPORT FROM THE HARBORMASTER**

Harbormaster Tim Frame updated the board of the following Sprague Pointe Marina projects:

- *Bancroft Electric, Inc.* has completed installation of all power pedestals and hook up along the docks.
- *Poston Plumbing, Inc.* has completed plumbing service of docks.
- *The Water Department* will be installing a meter box once information has been provided on adding a tap into the city water supply.
- *Crismar Graphics, Inc.* will be submitting their final design on the sign for the marina entrance.
- *DeLau Landscaping, Inc.* has been completing their clean-up and has scheduled the planting of the grass during the month of September.

Harbormaster Frame informed the board, the Michigan City Fire Department had upgraded the equipment in the marina fire boxes, to include replacement of the hose nozzles from plastic to brass.

Harbormaster Frame informed the board the *Boater Appreciation Picnic* was scheduled for Saturday, August 18<sup>th</sup> and the In-Water Boat show was scheduled for Thursday, August 23<sup>rd</sup> through Sunday, August 26<sup>th</sup>; the staff will begin to set up for the boat show during the prior weekend.

Per a request from Harbormaster Frame, Mr. Quinn scheduled a committee meeting along with the Assistant Harbormasters on Thursday, August 9<sup>th</sup>.

## **REPORT FROM THE ASSISTANT HARBORMASTERS**

Assistant Harbormaster of Operations, Bob Kavanaugh, informed the board nineteen (19) additional uprights had been installed at Sprague Pointe Marina.

Assistant Harbormaster Kavanaugh informed the board all docks have arrived and the boat show crew and staff has been busy with their preparations for the event.

Assistant Harbormaster Kavanaugh reported the staff has completed 836 days and 9,411 hours without a lost time accident.

Assistant Harbormaster of Administration, Mary Ann Pawlicke informed the board, Norm Shultz had provided the Port Authority with marina boat show tickets to be sold for \$20.00 each to include all four (4) days. These tickets will be available to only M.C.P.A. slip holders and are not transferable.

Assistant Harbormaster Pawlicke informed the board the maintenance staff were getting numerous requests for dock box repairs and requested an allowance of \$55,000.00 be approved to replace them throughout Washington Park Marina. She suggested the staff begin to replace the boxes on the east side of the marina this fall and complete installation of the west side docks in the spring; any old dock boxes worth keeping should be refurbished and used at Trail Creek and Sprague Pointe Marinas.

Per her report submitted at the previous meeting, Assistant Harbormaster Pawlicke presented the board with the following accounts deemed uncollectible, in which she had requested they be written off the open balance report:

- **Gary Cacalano – Invoice no. 8765 dated 8/1/06 - \$731.48**
- **Michael Weaver – Invoice no. 10097 dated 11/20/06 - \$299.64**
- **Jay Slutzkin – Invoice no. 10134 dated 11/28/06 - \$153.19**
- **Scott Adrian – Balance from Sale of Abandoned Boat - \$4,959.10**

**TOTAL = \$6,143.41**

Upon motion made by James Baldwin, seconded by John Quinn, the board approved a write-off in the amount of \$6,143.41 for three (3) uncollectible invoices and the balance of one (1) abandoned boat.

Attorney Jeffrey Katz informed the board there was an interested buyer for one of the abandoned boats; and as the title had been returned showing different ownership, a certified notice had been sent to the new owner on file. Once the time period was up (approximately five months), this vessel could be auctioned off. In addition, Attorney Katz went on to say, according to the *State Board of Accounts*, if a boat was auctioned twice without a bid, the M.C.P.A. had the authority to dispose of them.

Assistant Harbormaster Pawlicke went on to inform the board she would like to request an allowance of approximately \$20,000.00 to purchase new picnic tables for Washington Park Marina and refurbish the old ones over the winter to be replaced at Trail Creek and Sprague Pointe Marina's. Mr. Baldwin suggested it be reviewed at the next committee meeting and be presented at an upcoming board meeting.

### **COMMITTEE REPORTS**

On behalf of the **Budget and Financial Oversight Committee**, James Baldwin informed the board a rough draft of the 2008 Budget Report has been drawn up and will be presented after it is finalized. Mr. Baldwin also proposed that a 'Washington Park Basin Dredge Fund' be set up in the future, with a \$50,000.00 annual budget; however, Attorney Katz informed the board that due to the outstanding bond payments, the Port Authority may not create a new 'fund', but may be able to sub-par a fund. In response to Mr. Baldwin's request that the board determine an amount to initiate the fund, Sam Johns suggested a minimum amount of \$200,000.00 to begin with. The board agreed to have the financial committee review and vote upon at a future meeting.

On behalf of the **Claims and Insurance Committee**, Linda Simmons informed the board she has a meeting schedule with Tom Cipares of *General Insurance* at the end of the week to discuss the Port Authority's 2008 Policy. Mrs. Simmons did state that the health insurance will remain the same for next year.

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**, John Haynes mentioned the Dock Committee meeting was scheduled for this Saturday and the annual Ladies Powder Puff Tournament was also on Saturday, August 11<sup>th</sup>. Mr. Haynes requested that the Port Authority staff provide a table and grill for the picnic that is held after the tournament.

On behalf of the **Port Operations, Personnel and Marina Policy Committee**, John Quinn informed the board the Port Authority history project is near completion; Jonita Davis will have a final manuscript along with pictures available sometime mid-August.

### **OLD BUSINESS**

Upon motion made by John Quinn, seconded by James Baldwin, the board approved authorization of Attorney Jeffrey Katz to draft a contract for the purchase of the ACE property located on U.S. Hwy 12.

### **NEW BUSINESS**

As a Trail Creek Marina rack customer, Attorney Jeffrey Katz commended Assistant Harbormaster Kavanaugh and the Trail Creek staff for their professionalism, promptness and courtesy in dealing with the boaters.

**GUEST COMMENTS**

In regards to the abandoned boats, Mike Hampel suggested the M.C.P.A. donate those boats that had not been sold, however Attorney Katz informed him the Indiana State Board of Accounts will not allow the Port Authority to make charitable donations to a non-profit organization, but someone could purchase a vessel for a nominal fee and make a personal donation.

**ADJOURNMENT**

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

Respectfully submitted,

\_\_\_\_\_  
James Cadwell, Board Secretary

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

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