

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

September 10, 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, 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 was not asked to attend this meeting.

Guests in attendance included Don Dolezal, Dave Gaddis, Mike Hampel with the Charter Association, William Kehoe with the M.C.Y.C. Foundation, Jr. Sail Program, Ellen Kubisz, Keith & Diane Logan with the Michigan City Sailboat Charters, John & Hazel Luther, Dennis Metheny, Tom Milcarek from the Parks & Recreations Board of Directors, Lewis Noe, Dave Oberle, Charlotte Pest, Captain Chuck Synowiec U.S.C.G. Master, and William & Laura Wiesemann.

MINUTES

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

GUESTS COMMENTS

In response to the recent article in the News Dispatch regarding the purchase of the Hagar Building in the amount of \$285,000.00, Dennis Metheny submitted information he received from the Michigan Township Assessor indicating the three (3) parcel property was assessed at \$214,800.00, and due to its past history, feels the property may be contaminated. The board explained that the Port Authority was first approached by the DNR about acquiring the property, and upon completion of an environmental analysis, if purchased, it would be at the current asking price. Mr. Baldwin went on to state the board felt this property was worth approximately \$500,000.00, therefore an excellent investment for the Port Authority.

Per inquiry by Charter Boat Captain Bill Wiesemann regarding reimbursement for the engraving of his placard, the board informed him that the Port Authority agreed to purchase and install the marina charter boat sign, however, each member was responsible for their own placard.

BILLS

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

REPORT FROM THE HARBORMASTER

Harbormaster Tim Frame reviewed recent events stating despite the weather, the In-Water Boat Show was successful; Labor Day weekend was busy throughout the marina and one hundred and thirty five (135) sail boaters arrived during the Tri-State Race.

Mrs. Simmons commended Tim and the staff for their efforts during the boat show.

Harbormaster Frame informed the board he received a letter from the Yacht Club Jr. Sail Program, thanking the Port Authority for the use of their facilities and requesting storage for the two (2) Avon's over the winter.

Upon motion made by John Quinn, seconded by James Cadwell, the board approved the storage of the Jr. Sail Program's Avon's at no charge.

Harbormaster Frame informed the board he and Sam Johns have begun to draw up a winter work agenda and have continued to complete their plans for Sprague Pointe Marina.

Harbormaster Frame informed the board a Dock Committee Meeting was held on Saturday, September 8th, and felt many positive suggestions had been made.

REPORT FROM THE ASSISTANT HARBORMASTERS

Assistant Harbormaster of Operations Bob Kavanaugh informed the board three (3) boats have been hauled out for winter storage with nineteen (19) currently on September's schedule.

Assistant Harbormaster Kavanaugh informed the board, after almost six (6) years, the slings and stainless steel cables were replaced on the hoist.

Assistant Harbormaster Kavanaugh reported the staff has completed 871 days, 9,905 hours without a lost time accident.

Assistant Harbormaster of Administration Mary Ann Pawlicke informed the board the office staff has mailed out all winter storage bills and is busy with scheduling haul-outs.

COMMITTEE REPORTS

On behalf of the **Budget and Financial Oversight Committee**, James Baldwin distributed and reviewed the 2008 Budget Report (attached).

Upon motion made by James Baldwin, seconded by Sam Johns, the board approved the 2008 Port Authority budget as presented.

Mr. James Jakska thanked Mr. Baldwin and Assistant Harbormaster Pawlicke for their preparations to the budget.

On behalf of the **Claims and Insurance Committee**, Linda Simmons informed the board a meeting was scheduled for October 8th at 10:00 a.m. with Tom Cipares of General Insurance to review the 2008 policy.

On behalf of the **Master Planning and Special Projects Committee**, Sam Johns informed the board after completing a research survey of approximately 5 marinas, it was shown that all of them had fish grinding equipment that was similar, if not the same, as what the Port Authority is

currently providing. Instructions have been posted at each station, (two at Washington Park and one at Trail Creek) to assist with daily usage; and as very few complaints have been received regarding the current equipment, it is the Port Authority's assessment to continue usage of what we are now providing. During the annual spring fishing tournaments, the Port Authority will have a staff member available to stand by, to clean and assist at each station, to improve operations of the grinders.

Mr. Johns went on to inform the board, upon completion of an examination by *Hiscox Service Inc.*, the representative concluded that the fish cleaning disposers were in good condition and met with the manufacturer's specifications, making no recommendation to change or modify the current equipment as any add-ons were deemed unnecessary.

On behalf of the **Boater Communications, Special Events and Advertising Committee**, John Haynes informed the board attendance was good during the Dock Committee meeting held this past Saturday. After some discussion regarding the billing for the 2008 season renewals, Harbormaster Frame said he would review the legalities with Attorney Jeffrey Katz.

Mr. Haynes informed the board the dock representatives agreed to have one more meeting which is scheduled for Saturday, October 13th at 10:00 a.m.

On behalf of the **Master Planning and Special Projects Committee**, John Quinn proposed the following revisions to the current Port Authority rules and regulations:

1. (pg. 2 - Slip Renewal and Fee Information)
 - *Payment renewal notices are sent out in October of the previous year. A \$200 non-refundable down payment is due no later than November 15th to reserve your slip/rack for the upcoming season. If payment is not received or post-marked by November 15th, your slip/rack will be cancelled and reassigned. One-half the remaining balance is due on January 15th or customer will be cancelled for non-payment. The remaining balance is due on March 15th. Past due payments will no longer be accepted for slip renewals, all fees must be paid in full prior to the start of the season. If slip/rack is cancelled for non-payment, customer must complete a wait list application to secure another. The Port Authority cannot guarantee a slip/rack can be secured for the same season.*
2. (pg. 2 - Marina Access Passes)
 - *No refunds or exchanges shall be accepted.*
3. (pg. 2 – Parking Passes)
 - *No refunds shall be given. Exchanges will only be made if original sticker is returned.*
4. (pg. 5 – Cooking)
 - *No grills of any type are permitted on any wooden docks. Charcoal grills are strictly prohibited in the marina. Electric and propane grills are permitted on concrete docks surfaces. Due to boater liability, the Port Authority prefers that grills are not used on deck. For your convenience, the Port Authority provides several community, shore side grills for use on a first come, first serve basis.*

Upon Harbormaster Frames confirmation with the Fire Department, Mr. Quinn informed the board this final revision may be changed to, *'No grills of any type are permitted on the docks. Use of all grills within the marina are only permitted at the gazebos and picnic areas.'*

Upon motion made by John Quinn, seconded by Linda Simmons, the board approved to adopt the changes to the Michigan City Port Authority 2008 Rules & Regulations as presented.

Upon motion made by John Quinn, seconded by James Cadwell, the board approved to change the status of office staffer, Rosemary Bunton from seasonal employee to part time regular employee.

Mr. Quinn submitted the final draft of the Port Authority history, stating Jonita Davis was still gathering pictorials in which to include.

OLD BUSINESS

There was no old business to discuss at this meeting.

NEW BUSINESS

There was no new business to report at this meeting.

GUEST COMMENTS

Keith Logan with the Michigan City Sailboat Charters, informed the board he had compiled a survey, which included potential revenue to be gained, of the sail boaters throughout the marina who were interested in storing their boats at Trail Creek Marina during the winter. As safe harbor is becoming increasingly more difficult for sailors along the southern part of Lake Michigan, many feel it is advantageous to provide storage in the Michigan City area. In addition, their season could be extended by avoiding the sail along the lake. Mr. Jaksa assured him that if space is available and it was economical, the board would be interested in pursuing additional storage possibilities.

Lewis Noe, a sail boater on the 800 dock, offered to assist in the research of additional storage areas, suggesting obtaining a facility on the north side of the railroad bridge and/or providing a hoist in which they could step their own mast.

Chuck Synowiec, a sail boater on the 600 dock, advised the board to confer with the staff at St. Joe basin as they have implemented many of these ideas over several years.

ADJOURNMENT

Upon motion made by John Quinn, seconded by James Baldwin, the meeting was adjourned at 5:35 p.m.

Respectfully submitted,

James Cadwell, Board Secretary

Approved On: _____
Date

By, _____
James Jaksa, Board President