

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

October 1, 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, John Haynes, Sam Johns and John Quinn. Harbormaster Tim Frame, Assistant Harbormaster of Administration Mary Ann Pawlicke and Assistant Harbormaster of Operations Bob Kavanaugh were also in attendance.

Board members James Cadwell and Linda Simmons did not attend this meeting.

Attorney Jeffrey Katz attended this meeting.

Guest in attendance included Tom Milcarek from the Parks Department Board of Directors.

MINUTES

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

GUEST COMMENTS

There were no guest comments at this time.

BILLS

Upon motion made by Sam Johns, seconded by John Quinn, the board approved payment of the minutes as presented.

REPORT FROM THE HARBORMASTER

Per inquiry made at the previous meeting regarding the trail creek ramp, Harbormaster Tim Frame informed the board after surveying the conditions he felt the ramp posed minor difficulties and was deemed usable, but would be able to extend the floating dock with very few changes. Upon discussion by the board, it was decided any major alterations could be temporarily put on hold.

After the boards' discussion regarding the hoist well at Trail Creek Marina, it was Sam Johns recommendation that as the problem is not paramount, it would be premature to make changes until a master plan for trail creek was decided.

Harbormaster Frame informed the board *Lakeshore Construction* will complete painting of the Trail Creek Marina fence by Friday, October 5th.

Harbormaster Frame informed the board, per recommendation by the water department; a new water meter box will be installed at Sprague Pointe Marina to feed water to the docks.

Harbormaster Frame informed the board the area by the Sprague Pointe Marina gate has been cleared of gravel and replaced with black soil, the lane designated for the sanitary department has been extended and the new entrance sign is ready to be installed.

Per inquiry by Attorney Jeffrey Katz, Harbormaster Frame informed the board, our internet service contract provided by *AIRBAUD* has been terminated and they are in the process of retrieving their equipment.

REPORT FROM THE ASSISTANT HARBORMASTERS

Assistant Harbormaster of Operations Bob Kavanaugh reported forty one (41) boats have been hauled out for the winter season with twenty five (25) currently on this weeks schedule.

Assistant Harbormaster Kavanaugh informed the board the remaining fifteen (15) buoy's will be picked up this week; they were behind schedule due to a malfunction with the steering cable on the barge.

Assistant Harbormaster Kavanaugh reported a total of 892 days, 10,181 days without a lost time accident.

The board discussed the possibility of additional winter storage space at Trail Creek Marina; Harbormaster Frame estimated an approximate 20% increase, however the fire department expressed their concerns of access. Harbormaster Frame and Assistant Harbormaster Kavanaugh will continue to explore all options.

Assistant Harbormaster of Administration Mary Ann Pawlicke informed the board she is scheduled to meet with Mike Holly from *Indiana Mechanical, Inc.* regarding the fuel dock on Wednesday, October 3rd.

Assistant Harbormaster Pawlicke reviewed the 2007 Budget with the board.

COMMITTEE REPORTS

On behalf of the **Budget and Financial Oversight Committee**, James Baldwin had nothing to report.

There was no report for the **Claims and Insurance Committee**.

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 had nothing to report.

On behalf of the **Port Operations, Personnel and Marina Policy Committee**, John Quinn submitted an amendment to the Employee Policy & Procedure Manuel, policy no. 325, to move the longevity bonus forward one (1) month.

Upon motion made by John Quinn, seconded by Sam Johns, the board approved to modify the timing of the employee longevity bonus.

Mr. Quinn informed the board he asked Assistant Harbormaster Pawlicke to include a Dockside Café survey with the next slip holder mailing.

Mr. Quinn informed the board, upon review, he would like to move forward with the publishing of the Michigan City Port Authority's 50 Year History. Jonita Davis will meet with *Arcadia Publishing*, who is interested in publishing and distributing the book. He went on to explain there are no upfront fees, however there may be a need for the Port Authority to purchase a number of presale books. Arcadia should be available to meet our deadline to publish in January of 2008.

OLD BUSINESS

Attorney Jeffrey Katz informed the board appraisals have been ordered for the Ace Auto Body property and is in the process of reviewing the two (2) proposals received for phase 2 - environmental analysis.

Attorney Katz informed the board the notice has been published regarding the M.C.Y.C Land Lease with bid openings scheduled for October 15th.

Attorney Katz informed the board the title company will supply the necessary documents requested regarding the sewer easements located at Sprague Pointe Marina.

NEW BUSINESS

Attorney Katz along with the board discussed naming the Port Authority building after Hartley Job as the principal architect of the M.C.P.A.'s existence and long serving board member from 1959 through 1990. A ceremony will be scheduled upon review by the Port Operations and Marina Policy Committee.

ADJOURNMENT

Upon motion made by John Quinn, seconded by Sam Johns, the meeting was adjourned at 5:25 p.m.

Respectfully submitted,

James Cadwell, Board Secretary

Approved On: _____

By: _____
James Jaksa, Board President