

**MICHIGAN CITY PORT AUTHORITY
BOARD OF DIRECTORS**

December 17, 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, 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 this meeting.

Board member James Baldwin was unable to attend this meeting.

Guests in attendance included Tom Cipares of General Insurance Inc., Mike Hampel and Steve Kreighbaum from the Charter Boat Association.

MINUTES

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

GUEST COMMENTS

There were no guest comments at this time.

BILLS

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

REPORT FROM HARBORMASTER

Harbormaster Tim Frame informed the board the staff has been maintaining the holiday lights and the bird repellors are being installed.

Harbormaster Frame informed the board Glenn Stransky from *Wayne Heating Co.* will be submitting a quote for installation work on the fish cleaning station which will be reviewed at an upcoming meeting.

REPORT FROM THE ASSISTANT HARBORMASTERS

Assistant Harbormaster of Operations Bob Kavanaugh reported 951 days, 10,479 hours without a lost time accident.

Assistant Harbormaster of Administration Mary Ann Pawlicke reminded the board the *Parks & Recreations Department* have their board meetings scheduled for January 3rd & 17th , and will need a member to attend, and the *Mayors Ball* will be on January 15th .

Assistant Harbormaster Pawlicke informed the board bills have been sent for the next installment of the 2008 season slip and rack fees, due on January 15th .

Assistant Harbormaster Pawlicke informed the board she has additional bills prepared in the amount of \$8,835.14 to be submitted for payment.

Upon motion made by John Quinn, seconded by James Cadwell, the board approved payment of bills in the amount of \$8,835.14.

COMMITTEE REPORTS

There was no report for the **Budget and Financial Oversight Committee**.

On behalf of the **Claims and Insurance Committee**, Tom Cipares of *General Insurance Services, Inc.*, submitted and reviewed the Port Authority's 2008 Insurance Summary (see summary document included). The premium comparison was reviewed as follows:

| | <u>2007</u> | <u>2008 – One Beacon</u> | <u>2008 - Hanover</u> |
|----------------------------|---------------------|--------------------------|-----------------------|
| Workers Compensation | \$ 9,398.00 | \$ 7,447.00 | \$ 7,447.00 |
| Automobile | \$ 2,987.71 | \$ 2,212.00 | \$ 2,212.00 |
| Umbrella | \$25,000.00 | Bumbershoot | |
| Surplus Line Tax | 625.00 | | |
| Public Officials (1-24/04) | \$ 5,554.00 | * 5,554.00 (pending) | \$ 5,554.00 |
| Surplus Lines Tax & Fees | \$ 441.23 | \$ 441.23 | \$ 441.23 |
| Package | \$86,315.00 | \$71,375.00 | \$55,157.00 |
| Marine Operators | Included | Included | Included |
| Watercraft Liability | Included | Included | Included |
| (Protection & Indemnity) | | | |
| Bumbershoot | | \$25,000.00 | \$23,859.00 |
| Excess marine Operators | \$14,868.00 | Bumbershoot | |
| TOTAL | \$145,188.94 | \$112,029.23 | \$ 94,670.23 |

Upon inquiry by Mr. Quinn, Mr. Cipares recommended *Hanover Insurance Co.*, as opposed to *One Beacon Insurance, Co.* as they are a more aggressive and competitive company.

Upon motion made by Linda Simmons, seconded by John Quinn, the board approved termination of *One Beacon Insurance, Co.*, and approved the Port Authority 2008 contracts provided by *General Insurance Services, Inc.*, with *Hanover Insurance, Co.*

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 handed out copies of the Indiana State map stating the Port Authority will receive a case from the *LaPorte County Visitors Bureau* at the start of the season. In addition the 2008 Visitors guide will be sent for print on January 11th, 2008 and completed by the first of March.

On behalf of the **Port Operations, Personnel and Marina Policy Committee**, John Quinn presented a summary of the Dockside Café survey and has requested they submit a more imaginative menu by mid-February for discussion by the committee. Attorney Jeffrey Katz reminded the board that the terms of the lease were one (1) year with the option to renew based upon review by the board, and consequently we are not obligated to renew their lease for the 2008 season.

On behalf of the **Nominating Committee**, Linda Simmons submitted the following nominations:

- Board President – James Jaksa
- Board Vice President – John Quinn
- Board Treasurer – James Baldwin
- Board Secretary – James Cadwell

Upon motion made by Linda Simmons, seconded by Sam Johns, the board approved the 2008 slate of officers as presented.

OLD BUSINESS

As there were no Washington Park Marina Basin Dredge bids submitted by the deadline, (Monday, December 17th, 2007 at 5:00 p.m.), Attorney Jeffrey Katz stated that the bid notice allowed the Board to waive irregularities in bidding. He suggested the board either waive the bid deadline and contact the various companies that received a bid packet or re-bid the project. Mr. Johns and Mr. Jaksa suggested they first contact the engineering companies then call a special meeting to review and re-bid if and when necessary.

Upon motion made by John Quinn, seconded by Linda Simmons, the board waived the deadline for bids for the Washington Park Marina Basin dredge project.

NEW BUSINESS

The board requested Attorney Katz forward a reminder to *The Bicek Group*, for the lease of slips at Sprague Pointe Marina, that their option to renew was due November 1, 2007. If no response is received then the lease terminates.

GUEST COMMENTS

Mike Hampel and Steve Kreighbaum requested that the current fish grinder remain as a backup once the new fish grinder has been installed; however Harbormaster Frame stated ideally, as the current grinder does not operate to capacity any longer, it would not be practicable. Mr. Johns reiterated it would not be feasible to keep the old system due to additional plumbing and electrical installations, and felt confident with the new state of the art system. Assistant Harbormaster Kavanaugh also stated they could use the Trail Creek station if needed.

ADJOURNMENT

Upon motion made by John Quinn, seconded by Sam Johns, the board adjourned the meeting at 5:32 p.m.

Respectfully submitted,

Approved On: _____

James Cadwell, Board Secretary

By: _____
James Jaksa, Board President