

**MICHIGAN CITY PORT AUTHORITY
BOARD OF DIRECTORS**

February 22, 2021

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.

ATTENDANCE

Board Vice President Bruce Manner presided. Board members in attendance included Amanda Beutner, Chad Childers, Socrates Gray, John Haynes and Dan Messina. Harbormaster Tim Frame and Assistant Harbormaster of Administration Mary Ann Pawlicke were in attendance along with Attorney Joe Zaknoen.

Board President Sam Ferguson was unable to attend this meeting.

GUESTS IN ATTENDANCE

Phil Friese (*Parks & Recreations Board*) was in attendance.

MINUTES

Upon motion made by Amanda Beutner, seconded by Socrates Gray, the board approved the minutes to the previous meeting.

REPORT FROM HARBORMASTER

Harbormaster Tim Frame reported on the following:

- *Larsen-Danielson* Re-decking & Electrical Project
 - Weather has slowed production on **NIPSCO**'s electrical work.
 - New poles are scheduled to be set along median strip on Thursday, Feb. 25th.
 - Underground line to be bored week of March 1st.
 - Installation of transformer also delayed by weather; will be set after other work has been completed.
- Sprague Pointe (**SPM**) Bathhouse Project
 - *Edgewater Resources* to pick up where they previously left off with the engineering plans for 100 Dock re-decking and electrical upgrades to 100, 200 & 300 docks.
 - Bids to be ready by July giving contractors plenty of lead time to commence in November.
- Park Dept. has assisted with snow removal.
- Water levels are eighteen (18") inches lower than in July 2020.
- Bubblers are still in operation.
- Have approximately twenty (20) dock boxes left to refurbish; will begin installing them along the docks.

- Completed work on the barge so it should be back in the water by next week.

REPORT FROM ASSISTANT HARBORMASTER

Assistant Harbormaster of Administration reported on the following:

- There are twenty (20) 35-ft. slips available in Washington Park along with 25-ft. docks at Trail Creek and Sprague Pointe marinas.
- Billing for the final installment of slip fees were previously mailed; payment due date is March 15th.

COMMITTEE REPORTS

1. On behalf of the ***Budget and Financial Oversight Committee***, Socrates Gray reviewed the claims dockets to be paid:
 - **MCPA** Payment register = \$114,916.34
 - **MCPA EFT** Payment register = \$123.75
 - **MCPA** Capital Improvements = \$259,116.72

Upon motion made by Socrates Gray, seconded by John Haynes, the board unanimously approved all bills to be paid; total docket in the amount of \$374,156.81 as presented.

Mr. Gray made a recommendation to rollover a **CD** for an additional six (6) months at a rate of 0.2%.

Upon motion made by Socrates Gray, seconded by Amanda Beutner, the board unanimously approved to rollover the **CD** as presented.

2. On behalf of the ***Claims and Insurance Committee***, John Haynes informed the board there was an additional premium due from the renewal proposal on the workmen's comp policy of \$154.00 as the *Experience Modification Factor* was amended from 1.74 to 1.76 by the **IN** Ratings Bureau.
3. There was no report for the ***Port Operations, Personnel and Marina Policy Committee***.
4. On behalf of the ***Boater Communications and Special Events Committee***, Dan Messina had nothing to report.
5. On behalf of the ***Master Planning and Special Projects Committee***, Bruce Manner explained the three tasks *Edgewater Resources* will be performing in relation to the ***SPM Bathhouse Project***:
 - Task #1: Finalize bid documents
 - Task #2: Advertise & coordinate bid openings and prepare construction documents.
 - Task #3: Construction & Administration requirements.

Task requirements for the re-decking & electrical project that is slated in the fall:

- Task #1: Engineering site visit
- Task #2: Bid documents & bidding process
- Task #3: Construction & Administration requirements.

6. On behalf of the ***Advertising and Public Relations Committee***, Amanda Beutner informed the board we have signed up for another year of **DOCKWA (Marinas.com)**.

REPORT FROM THE ATTORNEY

Attorney Zaknoen reported on the following:

- Reviewed the following proposed additions to the **MCPA Internal Control Policies & Procedures**:
 - Ethics Policy
 - Board of Directors Procedural Rules & Regulations
 - Standing & Ad **HOC** Committees
 - Responsibility Group Actions Policy
 - Managerial Appraisal & Development

GUEST COMMENTS

Mr. Friese stated as a proposal is being put in place to acquire lifeguards this year, to inform any interested party they can apply online.

OLD BUSINESS

There was no old business to discuss during this meeting.

NEW BUSINESS

There was no new business to discuss during this meeting.

ADJOURNMENT

Upon motion made by John Haynes, seconded by Amanda Beutner, the board adjourned the meeting at 5:23 p.m.

Accepted by: _____
Tim Frame, Harbormaster

Respectfully submitted, _____
Dan Messina, Board Secretary

Approved On: _____

By: _____
Sam Ferguson, Board President

There were no attachments for this meeting
Minutes prepared by Kristen N. Winkelstern