

**MICHIGAN CITY PORT AUTHORITY  
Board of Directors Meeting Minutes**

**March 6, 2023**

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

**ATTENDANCE**

Board President Socrates Gray presided. Board members in attendance included Amanda Beutner, Chad Childers, Sam Ferguson, Bruce Manner, and Dan Messina. Board member John Haynes was absent. Harbormaster Tim Frame, Assistant Harbormaster of Administration Mary Ann Pawlicke, Assistant Harbormaster of Operations Brian Jackson, and Attorney Joe Zaknoen were also in attendance.

**GUESTS IN ATTENDANCE**

Chris Coomer, Slip 511; Rob Orlaske, Freedom Boat Club; Colin Hassenger, Edgewater Resources; Marsella Kunstek, IIIFFC; Liz Reynolds, Michigan City Port Authority Staff.

**MINUTES**

Motion by Sam Ferguson, seconded by Chad Childers, to approve the minutes of the previous meeting. Motion passed unanimously.

**COMMENTS FROM THE PUBLIC**

- Rob Orlaske, General Manager, Freedom Boat Club presented two options regarding placement of a Shed in the marina to be used as an office year round. Proposal sent to committee for consideration at an upcoming Board meeting.

**REPORT FROM HARBORMASTER**

Harbormaster Tim Frame reported on the following:

- Additional fence finials are being installed on the wrought iron fencing around the marina to deter trespassers.
- The Franklin Street Bridge will begin Summer Hours on March 15.
- The Railroad Bridge will begin Summer Hours on March 16.
- The permit for the Washington Park ramp dredging was received and will be effective March 24.
- Final electrical inspections on the 700 & 800 docks on March 7.

**REPORT FROM ASSISTANT HARBORMASTER OF ADMINISTRATION**

Assistant Harbormaster of Administration, Mary Ann Pawlicke, reported on the following:

- Invoices for Final installments for slip rental have been sent.
- Assignments for remaining open slips continue to be made from the Transfer and Waiting Lists.

**COMMITTEE REPORTS**

***Budget and Financial Oversight Committee***

- Sam Ferguson reviewed the March 6, 2023 Claims Docket.

|                    |           |                 |
|--------------------|-----------|-----------------|
| Port Authority     | \$        | 8,488.84        |
| Port Authority EFT | \$        | 0.00            |
| Capital            | \$        | 0.00            |
| <b>Total</b>       | <b>\$</b> | <b>8,488.84</b> |

- Motion by Sam Ferguson, seconded by Amanda Beutner, to approve all bills to be paid. Motion passed unanimously.
- The 2022 Year End Financial report was distributed to the Board Members. Questions will be addressed at the next Board meeting.

**Claims and Insurance Committee**

- There was no report from the committee at this time.

**Port Operations & Personnel & Marina Policy**

- Socrates Gray reported that the attorney will be reviewing the Employee Handbook for any needed updates before review by the committee.
- Options for attracting seasonal employees are being explored.

**Boater Communications and Special Events Committee**

- Dan Messina reported that boaters report fishing activity is good.
- Cleaning station and Dock carts to be available Mid-April.

**Master Planning and Special Projects Committee**

- There was no report from the committee at this time.

**Advertising and Public Relations Committee**

- There was no report from the committee at this time.

**REPORT FROM THE ATTORNEY**

- Joe Zaknoen reported that he met with the staff regarding 2022 Internal Controls and Policy. More to be presented at an upcoming meeting.
- Review of the Bids for Dredging the Trail Creek Forklift and Hoist Wells was conducted with Edgewater Resources. Colin Hassenger, Edgewater Resources, reported that bids from Paragon Integrated Services Group and Donkersloot & Sons were reviewed to confirm that the scope of the project was correct. References supplied by Paragon Integrated Services Group were checked. A construction contingency of 15% was recommended for the project.
- Motion by Bruce Manner, seconded by Sam Ferguson to award contract based on the recommendation of Edgewater Resources to Paragon Integrated Services Group for \$79,036.46. Motion passed unanimously.

**NEW BUSINESS**

- There was no new business to discuss.

**OLD BUSINESS**

- There was no old business to discuss.

**COMMENTS FROM THE PUBLIC**

- There were no comments from the public.

**ADJOURNMENT**

Motion by Bruce Manner, seconded by Amanda Beutner, to adjourn the meeting at 5:21 p.m.

Accepted by: \_\_\_\_\_  
*Tim Frame, Harbormaster*

Respectfully submitted, \_\_\_\_\_  
*Dan Messina, Board Secretary*

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

By: \_\_\_\_\_  
*Socrates Gray, Board President*