

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

April 17, 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, John Haynes, and Bruce Manner. Board member Dan Messina 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

There were no guests in attendance.

MINUTES

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

COMMENTS FROM THE PUBLIC

- There were no comments from the public.

REPORT FROM HARBORMASTER

Harbormaster Tim Frame reported on the following:

- Water service in the Washington Park marina was turned on this past weekend and all bathhouses and the fish station are in service. Trail Creek water is operational. Water at the Sprague Point Marina is experiencing an issue at the bathrooms but will be resolved soon.
- Dredging of the Trail Creek ramp by Paragon Integrated Services was completed on Thursday. The crew left on Friday. The floating docks were placed in the water and the forklift service was operational on Saturday.
- Estimates for dredging the Washington Park marina were requested from three vendors:
 - Paragon Integrated Services - \$23,300.00
 - Dunkersloot - \$21,000.00
 - J&B Excavating – No Bid

Contract was awarded to Dunkersloot per board pre-approved contract amount not to exceed \$25,000.00. Crew moved equipment in on Monday morning. Dredging to begin on Tuesday morning and is scheduled to be completed by the end of the week.

REPORT FROM ASSISTANT HARBORMASTER OF ADMINISTRATION

Assistant Harbormaster Mary Ann Pawlicke reported on the following:

- Meetings for the Board of Director for the month of May will be held on the 8th and the 22nd.
- The office has had high levels of customer traffic in the office the past week as people are picking up stickers and passes. There has been increased interest from boaters inquiring about 40 ft. slips that are not available.
- Only three 35 ft. slips remain unassigned in the Washington Park Marina.

COMMITTEE REPORTS

Budget and Financial Oversight Committee

- Sam Ferguson reviewed the April 3, 2023 Claims Docket.

Port Authority	\$	41,540.80
Port Authority EFT	\$	4,893.45
Capital	\$	0.00
Total	\$	46,434.25

- Motion by Sam Ferguson, seconded by Amanda Beutner, to approve all bills to be paid. Motion passed unanimously.

Claims and Insurance Committee

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

Port Operations & Personnel & Marina Policy

- Socrates Gray reported that all seasonal employees have been hired and the Office is looking for one additional seasonal employee.
- The gas docks are now ready for use. Gas Dock Hours are 8am – Noon on Mondays and 8am – 5pm Tuesday – Sunday.

Boater Communications and Special Events Committee

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

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 is drafting the Employee Handbook and incorporating policies currently in place. He invited the Board to forward any areas of concern for review to him to investigate. A DRAFT of the Employee Handbook to be presented to the Board at an upcoming meeting.

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.

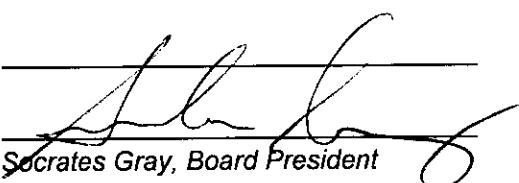
ADJOURNMENT

Motion by John Haynes, seconded by Chad Childers, to adjourn the meeting at 5:08 p.m.

Accepted by: 
Tim Frame, Harbormaster

Respectfully submitted, 
Dan Messina, Board Secretary

Approved On: _____

By: 
Socrates Gray, Board President