

**MICHIGAN CITY PORT AUTHORITY  
BOARD OF DIRECTORS**

**June 28, 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 President Sam Ferguson presided. Board members in attendance included Amanda Beutner, Chad Childers, Socrates Gray, Bruce Manner and Dan Messina. Harbormaster Tim Frame and Assistant Harbormaster of Administration Mary Ann Pawlicke were in attendance along with Attorney Joe Zaknoen.

Board member John Haynes was unable to attend this meeting.

**GUESTS IN ATTENDANCE**

Guests in attendance included Mike Cooper (*MCYC Jr. Sail*), Phil Friese (*Parks & Recreations Board*) and Herb Philbrick (*MCYC Sail*).

**MINUTES**

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

**REPORT FROM HARBORMASTER**

Harbormaster Tim Frame reported on the following:

- *Edgewater Resources* submitted a proposal for the WPM 700 & 800 dock electrical project.
  - **Task 1**; Site Visit & Engineering = \$29,500.00
  - **Task 2**; Bid Documents & Bidding = \$10,500.00
  - **Task 3**; Construction Administration = \$24,800.00
    - Total = \$64,800.00

Upon motion made by Bruce Manner, seconded by Socrates Gray, the board unanimously approved the electrical project proposal in the amount of \$64,800.00 as presented.

- Discussed the 100 Dock re-decking project.
- Marina **Wi-Fi** is completely functional.
- Discussed upgrades to the marina security system to the gates and buildings.

## **REPORT FROM ASSISTANT HARBORMASTER**

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

- As was previously reported, Washington Park Marina slips were rented at 100% capacity for the season (*apart from one sixty (60') foot dock*); along with 100% capacity at Trail Creek & Sprague Pointe marinas.
- Will submit year end report during the next meeting.
- Sam Ferguson recommended that beginning in July, the board returns to having two (2) meetings per month. The board agreed.

## **COMMITTEE REPORTS**

1. On behalf of the ***Budget and Financial Oversight Committee***, Socrates Gray reviewed the claims dockets to be paid:
  - **MCPA** Payment register = \$170,344.18
  - **MCPA EFT** register = \$14,789.41
  - **MCPA** Capital Improvements = \$69,853.78

Upon motion made by Amanda Beutner, seconded by Chad Childers, the board unanimously approved all bills to be paid; total docket in the amount of \$254,987.37 as presented.

2. There was no report for the ***Claims and Insurance Committee***.
3. On behalf of the ***Port Operations, Personnel and Marina Policy Committee***, Sam Ferguson had nothing to report.
4. On behalf of the ***Boater Communications and Special Events Committee***, Dan Messina informed the board a Dock Representative meeting was recently held which had a good turnout. Harbormaster Frame discussed various marina maintenance issues / projects.
  - Questions arose regarding board member participation; Attorney Zaknoen explained that under the *OPEN MEETINGS ACT* there cannot be a quorum in attendance 'receiving' information; this is not considered a board committee but rather a boater communications meeting. Harbormaster Frame stated there is usually one (1) representative per dock, some docks are represented more than others.
5. On behalf of the ***Master Planning and Special Projects Committee***, Bruce Manner had nothing to report.
6. On behalf of the ***Advertising and Public Relations Committee***, Amanda Beutner revisited the idea of installing advertising boards along the gazebos on the east side of the marina stating the benefits:
  - The boards would provide privacy to the boaters utilizing the areas.
  - Allow local businesses to advertise so boaters would be aware of what services and places may be available to them.

Ms. Beutner will form a committee to consider ideas with the Harbormaster and Assistant Harbormaster to bring back to the board for their assessment.

## **REPORT FROM ATTORNEY**

Attorney Joe Zaknoen reviewed the following:

- Draft Resolution No. 2021-07-.1 to adopt the electronic communications.
- Memorandum re: **Electronic Communication for Public Meeting Policy**
  - Paragraphs 1-5 and 16-18 are required by the statute.
  - Paragraphs 6-15 are optional; the board may adopt some, all or none of these.
    - Attorney Zaknoen made his recommendations as to which provisions should be adopted, discussing the various requirements such as the number or the limiting of number of people allowed to participate electronically, providing or not providing a three (3) day notification to appear, amount of member participation and whether or not a roll-call is recommended. The resolution was adopted by the legislature during the pandemic due to the need for social distancing.

The board of Directors will take under review and bring their decisions to the next meeting.

## **GUEST COMMENTS**

- Mr. Philbrick submitted a request for rafting privileges during the season's **MCYC** major racing events. A list of tentative event dates and services required was submitted.

### ***MCYC PHRFaction Race:***

- Scheduled for August 14<sup>th</sup> & 15<sup>th</sup>
- Approximately thirty (30) yachts participating.
- Host Harbor **MCPA** to provide rafting privileges along the City dock at no charge to participants.

### ***TRI-State Race:***

- Scheduled for September 5<sup>th</sup> & 6<sup>th</sup>
- Approximately thirty-five (35) yachts participating.
- 1 Security Guard
- Host Harbor **MCPA** to provide rafting privileges at no charge to participants.
- The **MCPA** would be identified as a major sponsor.

The necessary insurance requirements will be submitted as has been requested during their past events.

Upon motion made by Chad Childers, seconded by Amanda Beutner, the board unanimously approved the 2021 **MCYC** racing proposal for docking as presented.

## **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 Chad Childers, seconded by Amanda Beutner, the board adjourned the meeting at 5:48 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