

**MICHIGAN CITY PORT AUTHORITY
BOARD OF DIRECTORS**

July 20, 2020

TIME & PLACE

The regular meeting of the Michigan City Port Authority Board of Directors was called to order at 5:00 p.m. on the Port Authority 300 dock patio.

ATTENDANCE

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

Board member Amanda Beutner was unable to attend this meeting.

GUESTS

Guests in attendance included Mike Cooper (*MCYC Jr. Sail*).

MINUTES

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

REPORT FROM HARBORMASTER

Harbormaster Tim Frame reported on the following:

- Mayors Press Release
 - Immediately effective 'Work @ Home' Policy for City Hall employees.
 - All meetings to revert back to virtual meetings.
 - Effective last Thursday, July 23rd @ midnight was the closing of the beach, Washington Park and Senior Center due to social distancing issues. These closings did not affect the marina; however, traffic was rerouted for marina patrons.
 - The closing is in effect for seven (7) days at which time the Council has the option to extend it.
- *Edgewater Resources*
 - Colin Hassinger will meet with the board next month to report progress on the 400, 500 and 600 dock re-decking and electrical upgrades.
- Mr. Ferguson commented on the press release stating the staff will be keeping the marina at status quo.

REPORT FROM ASSISTANT HARBORMASTER

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

- Reviewed the 2020 Occupancy/Revenue report indicating loss revenue of only forty-three thousand eight hundred (\$43,800.00) dollars as we are at a near 100% capacity for both Washington Park & Trail Creek Marinas.

COMMITTEE REPORTS

1. On behalf of the ***Budget and Financial Oversight Committee***, Mary Ann Pawlicke reviewed the bills to be paid.

Upon motion made by Socrates Gray, seconded by Chad Childers, the board unanimously approved all current bills presented to be paid.

Upon motion made by Dan Messina, seconded by John Haynes, the board unanimously approved all previous bills to be paid.

2. On behalf of the ***Claims and Insurance Committee***, John Haynes had nothing to report.
3. On behalf of the ***Port Operations, Personnel and Marina Policy Committee***, Sam Ferguson reviewed the following:

- During the previous meeting, Mr. Gray inquired about a refund amendment for a slip holder who was involved in an accident and was unable to use his dock this season. Harbormaster Frame explained that upon Committee review, it was felt that allowing refunds based upon medical reasons that could not always be substantiated, could prove difficult with **HIPAA** laws and advised that these exceptions should not be recognized.
- Mr. Ferguson appointed Chad Childers to the *Internal Policies & Control Committee*.
- Harbormaster Frame informed the board that we have been experiencing some random issues with the electronic gates and are trying to rectify these problems. We are also in the process of upgrading the system as it is becoming antiquated.

4. On behalf of the ***Boater Communications and Special Events Committee***, Dan Messina reported on the following:

- Attended the Dock representative meeting on Saturday, July 11th which was reasonably well attended; general marina maintenance issues were discussed.

5. On behalf of the ***Master Planning and Special Projects Committee***, Bruce Manner reported on the following:

- Attended the *Parks & Recreations* board meeting and reported that non-residential parking rates for vehicles were raised from twelve (\$12.00) dollars to fifteen (\$15.00) dollars, trailers and motor homes were raised from fifteen (\$15.00) dollars to thirty (\$30.00) dollars.

6. There was no report for the ***Advertising and Public Relations Committee***.

REPORT FROM THE ATTORNEY

Attorney Joe Zaknoen reported on the following:

- In regard to the new members, Attorney Zaknoen presented an overview of the boards function and responsibilities to preserve and maintain the marinas as well as interactions with other agencies and city departments; stating they set policy for capital improvements and in appropriating funds. The Boards directives are then carried out by the Harbormaster and Assistant Harbormasters; the Harbormaster answers exclusively to the Board President; the attorney takes directions from the Board.

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 Socrates Gray, the board adjourned the meeting at 5:45 p.m.

Accepted by: _____
Tim Frame, Harbormaster

Respectfully submitted, _____
John Haynes, Board Secretary

Approved On: _____

By: _____
Sam Ferguson, Board President

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