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 Aaron Garrett, John Haynes, Sam Johns, Bruce Manner, Agnes Meer and Dan Messina. Harbormaster Tim Frame and Assistant Harbormaster of Administration Mary Ann Pawlicke were also in attendance along with Attorney Joe Zaknoen.

GUESTS

There were no guests in attendance.

MINUTES

Upon motion made by John Haynes, seconded by Aaron Garrett, the board unanimously approved the minutes to the previous meeting.

REPORT FROM HARBORMASTER

Harbormaster Tim Frame reported on the following:

- Park Department West Lot Project
  - Light poles have been installed.

- 300 Dock Re-decking Project
  - Larsen-Danielson Construction Co. have moved and stored materials into their containers.
  - Will commence weather permitting.
  - Project expected to be completed by the beginning of April although their contract gives them until May 1st.

- Attended Power Squadron meeting and gave updates on the various projects.

- Mr. Johns reviewed that on any project over 150K, the MCPA is required to have advertised bids; those projects below 150K, can seek multiple quotes. Any item valued at five thousand ($5,000.00) dollars or more is considered a capitol item.

- Discussed the status of the Sprague Pointe bathhouse project. Edgewater Resources was instructed to get us pricing on the following services:
Task #1 – Design Development
Task #2 – Bidding & Contracts
  - Cost of $13,400.00
Task #3 – Oversee Construction
  - Cost of $7,800.00

As there was some discussion regarding why Edgewater Resources was used, the harbormaster explained that they are a marine design company that builds all over the world. Due to the costs involved, the discussion continued as to whether their services were necessary to build a bathhouse. The board continued to discuss various pros and cons and how they wish to proceed.

REPORT FROM ASSISTANT HARBORMASTER

Assistant Harbormaster of Administration Mary Ann Pawlicke had nothing to report.

COMMITTEE REPORTS

1. On behalf of the Budget and Financial Oversight Committee, Aaron Garrett reviewed the bills to be paid.

Upon motion made by Aaron Garrett, seconded by Agnes Meer, the board unanimously approved all 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 had nothing to report.
   - A solar paneled goose repellant light had been purchased last fall. Harbormaster Frame informed the board that although he has not noticed much difference, he plans on relocating it during the warmer months.

4. On behalf of the Boater Communications and Special Events Committee, Dan Messina informed the board he would like to review our list of Dock Representative personnel and perhaps add to it.

Mr. Johns commented that the Superintendent of the DNR had recently retired and as he always supported and cooperated with the MCPA, recommended we prepare a letter of appreciation.

5. On behalf of the Master Planning and Special Projects Committee, Bruce Manner had nothing to report.

6. On behalf of the Advertising & Public Relations Committee, Agnes Meer informed the board of the following events:
   - Saturday, March 9th @ 1 p.m. / St. Patrick’s Day Parade
   - Monday, April 1st / ZOO opens
   - Saturday, April 13th / Easter Egg Hunt

REPORT FROM ATTORNEY

Attorney Joe Zaknoen reported on the following:

- Loss Prevention Committee previously met to review issues needed to be addressed in moving forward with the annual report under the Internal Controls Policy; will have this ready to present during the next meeting.

- Abandoned Boat Auction is scheduled for April 15th.
**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 Aaron Garrett, the board adjourned the meeting at 5:35 p.m.

Accepted by: ____________________   Respectfully submitted, __________________________
Tim Frame, Harbormaster                                         John Haynes, Board Secretary

Approved On: ______________________

By: ________________________________
    Sam Ferguson, Board President

There were no attachments to these minutes.
Minutes prepared by Kristen N. Winkelstern