

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

**September 25, 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 Sam Ferguson, Bruce Manner, Chad Childers, and Dan Messina. Board members Amanda Beutner and John Haynes were not present. Harbormaster Tim Frame, Assistant Harbormaster of Administration Mary Ann Pawlicke, and Attorney Joe Zaknoen were also in attendance.

**GUESTS IN ATTENDANCE**

The guests in attendance were Phil Freeze from the Park Department and Bob Kelsey, slip holder.

**MINUTES**

- Motion by Dan Messina, seconded by Sam Ferguson to approve the minutes of August 21<sup>st</sup> meeting. Motion passed unanimously.
- No minutes from the meeting on September 11<sup>th</sup> due to lack of quorum.

**COMMENTS FROM THE PUBLIC**

There were no comments from the public.

**REPORT FROM HARBORMASTER**

Harbormaster Tim Frame reported on the following:

- Tim Frame reported that marina operations have switched from summer to fall haul out.
- Cormorants are fewer this year because of using the drone program, and the USDA's treatment program of the nests. Staff also performed daily clean-up of the droppings.

**REPORT FROM ASSISTANT HARBORMASTER OF ADMINISTRATION**

Assistant Harbormaster Mary Ann Pawlicke reported on the following:

- The Loopers are still calling and making reservations waiting for the Locks to open.
- The office is busy with customers calling and making their haul out appointments.

**COMMITTEE REPORTS**

***Budget and Financial Oversight Committee***

- Sam Ferguson reported that the 2024 Budget review has begun and will be presented to the Board in the coming weeks.
- Sam Ferguson reviewed the September 11, 2023, Claims Docket.

Port Authority	\$	140,526.94
Port Authority EFT	\$	0.00
Capital	\$	0.00
<b>Total</b>	<b>\$</b>	<b>140,526.94</b>

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

- Sam Ferguson reviewed the September 25, 2023, Claims Docket.

Port Authority	\$	81,767.47
Port Authority EFT	\$	0.00
Capital	\$	0.00
<b>Total</b>	<b>\$</b>	<b>81,767.47</b>

- Motion by Sam Ferguson, seconded by Bruce Manner to approve all bills to be paid. Motion passed.
- Sam Ferguson reported that a \$250,000.00 CD is coming to term. Motion by Sam Ferguson, second by Bruce Manner to renew \$250,000.00 CD for 9 months with M1 Bank at the rate of 5.5%. Motion passed unanimously.
- With price increases we need to plan for the Electric project (the 100, 200 and 300 electrical), other prices continue to increase such as security, supplies, materials, and outside contractors. We are hiring one more full-time employee. Mr. Ferguson felt an 8% increase would bring expenses in line also will bring in an additional \$144,000.00. President Gray stated we now have a unique way of managing the Marina.
- Sam Ferguson's motion was withdrawn because of a lack of quorum for voting due to two members who were present could not vote because they are under contract for their slips in our marina.

#### ***Claims and Insurance Committee***

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

#### ***Port Operations & Personnel & Marina Policy***

- President Gray informed the Board the Mayor's Ball will be held soon. Motion by Sam Ferguson, seconded by Chad Childers to purchase a \$1,000 table for the event.
- Roll call vote: Bruce Manner, Abstain; Chad Childers, Yes; Dan Mesina, Yes; Sam Ferguson, Yes.
- Motion passed.

#### ***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**

- Attorney Joe Zaknoen advised that he met with staff for a review of gas dock receipts. The investigation determined the shortage was not intentional as employees did not understand the process. Mr. Zaknoen recommended surprise audits, math testing and improved training for future seasonal employees.
  - Motion by Bruce Manner, seconded by Chad Childers to pursue slip holder/boater for payment of unpaid fuel receipt. In the event the slip holder/boater refuses to make payment, renewal of the slip license will not be honored. Motion passed unanimously.
- The Port Authority received a summons from the Park Department regarding the esplanade area of the dunes. The Port Authority does not have an interest or claim to the area under consideration. Motion by Sam Ferguson to accept Attorney Zannone's recommendation to not appear or respond to the summons, seconded by Bruce Manner. 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**

- Mr. Kelsey suggested we send a note out with the billings stating we have had only one increase in 10 years.

**ADJOURNMENT**

Motion by Chad Childers, seconded by Sam Ferguson to adjourn the meeting at 5:45 p.m.

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

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

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

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