



**HARBOR COMMISSION MINUTES
MEETING OF APRIL 16, 2013**

A regular meeting of the Manistee Harbor Commission was held on Tuesday, April 16, 2013 at 1 p.m. in the Second Floor Conference Room, City Hall, 70 Maple Street, Manistee MI 49660.

Roll Call	Present	Excused Absence	Unexcused Absence
Commissioner Bachman	✓		
Commissioner Cook	✓		
Commissioner Daniels	✓		
Commissioner Memberto	✓		
Commissioner Smith	✓		
Commissioner Zaccanelli	✓		
Commissioner Zielinski	✓		
City Manager Mitch Deisch	✓		

OTHERS PRESENT: Alliance for Economic Success – Kathy Adair Morin and Tim Ervin;
Manistee News Advocate – Eric Sagonowsky

APPROVAL OF AGENDA

MOTION by Alex Zaccanelli, second by Ty Cook to approve the agenda as presented. Motion carried.

ROLL CALL VOTE	YEAS	NAYS	ABSTAIN
COMMISSIONER BACHMAN	---	---	---
COMMISSIONER COOK	✓		
COMMISSIONER DANIELS	✓		
COMMISSIONER MEMBERTO	✓		
COMMISSIONER SMITH	✓		
COMMISSIONER ZACCANELLI	✓		
COMMISSIONER ZIELINSKI	✓		

PUBLIC COMMENTS ON AGENDA ITEMS

None.

APPROVAL OF MINUTES

MOTION by Roger Zielinski, second by Rosemary Daniels to approve the minutes for the February 19, 2013 meeting as presented. Voice vote - Motion carried.

STAFF REPORTS

City Manager. City Manager Mitch Deisch reported on status of the First Street Beach Boat Launch. City spent approximately \$850 out of the Boat Launch Enterprise Fund to purchase 15-

20 yards of ballast stone and placed it in front of the sheet piling as identified in the bathymetric survey completed by Abonmarche earlier this spring. All skid piers are in and the ramps should be in good shape this year. The CVB has been contacted to advertise this fact as many harbors along the lake will be having low water problems this year. The Fish Cleaning Station has been razed and the project to replace has begun. Temporary fish cleaning facilities will be erected west of the construction site. Ty Cook noted that one section of the slab next to the second skid pier has heaved. The skid pier should be moved to the east to block this hazard. Ramp improvements this year are a short-term improvement. Long-term options would require additional capital funds.

Manistee harbor will be dredged again this year; and some dredging will occur at the Municipal Marina. Abonmarche is working on a permit to dredge 300-400 yards of material at the Marina. Samples passed the sieve test and additional testing will not be required. Dredged materials will be deposited at the compost area.

As part of their annual budget process City Council is reviewing the Fee Schedule. City Manager undertook a brief survey of neighboring communities including Frankfort, Ludington, Muskegon and Grand Haven. Manistee's launch ramp fees are low in comparison. Discussed the MDNR requirement that municipalities that have received grant funding cannot charge differential rates for residents and nonresidents. Following discussion on current rates; the Harbor Commission reached a consensus to support increases to the daily fee from \$5 to \$10 and the seasonal rate from \$35 to \$40. This information will be shared with City Council. The auto-attendant is up and running at the launch ramp and seasonal passes are being sold. Another requirement by the MDNR is that they must review any proposed rate increases. It is entirely possible that any proposed rate increases might not take effect until July 1 or even next year. Staff is also recommending that the auto-attendant be replaced in the 2014-2015 budget and is recommending equipment that will dispense seasonal permit stickers. The concession stand at the launch ramp will be raised as soon as the new Fish Cleaning Station is completed. Received a request from David Story to operate a temporary concession trailer at this location.

COMMITTEE REPORTS

Rosemary Daniels and Thom Smith volunteered to represent the City of Manistee at the Michigan Small Harbors Coalition meeting in Lansing on February 27, 2013. A report was distributed to the Harbor Commission electronically on April 15, 2013 and was reviewed at this time. A good learning experience and very interesting. The Coalition continues to look at future funding for harbor dredging.

UNFINISHED BUSINESS

None.

NEW BUSINESS

The USCG Auxiliary would like to sponsor another navigation class at the Municipal Marina on Saturday, June 8 from 9 to 5 p.m. The cost of the session would be \$15. Requested the use of the second floor meeting space at the marina for this class. Alex Zaccanelli, along with Ty Cook will be working on advertising this event and on the annual boat inspection program.

Discussion on Accessibility Grant Funds. AES Executive Director Kathy Adair Morin and Tim Ervin discussed funding mechanisms for marinas, launch ramps and other recreational based ventures. Manistee is known to various funding providers for their strategic planning. The Alliance for Economic Success (AES) office will do their best to find and help secure grant funding for projects. Discussed creating a Harbor Commission strategic plan. Several members (Shelly Memberto, Roger Zielinski and Rosemary Daniels) volunteered to work with the AES to get a strategic planning session scheduled. Consensus by the Harbor Commission to request that the AES contact Onekama and Arcadia Harbor Commissions to see if there is any interest in a tri-port collaborative for a strategic planning session.

STAFF REPORTS (continued)

Harbormaster. Dave Bachman arrived at 1:50 p.m. and gave a brief update on marina operations that will begin May 15. The seven seasonal slips are full for the season. Frank Post will return to manage the marina on a part-time basis. Miscellaneous comments on areas that do not have enough draft for sailboats at the marina and other areas.

PUBLIC COMMENTS

None.

COMMENTS BY HARBOR COMMISSIONERS

None.

ADJOURNMENT

Next meeting is scheduled for Tuesday, June 18, 2013. There is no meeting currently scheduled for May.

MOTION by Roger Zielinski, second by Rosemary Daniels to adjourn at 2:04 p.m.

Respectfully submitted,



Cindy Lokovich, Recording Secretary