

**HARBOR COMMISSION MINUTES  
MEETING OF JANUARY 15, 2013**

A regular meeting of the Manistee Harbor Commission was held on Tuesday, January 15, 2013 at 1 p.m. in the Second Floor Conference Room, City Hall, 70 Maple Street, Manistee MI 49660.

<b>Roll Call</b>	<b>Present</b>	<b>Excused Absence</b>	<b>Unexcused Absence</b>
Commissioner Bachman		✓	
Commissioner Cook	✓		
Commissioner Daniels	✓		
Vacancy			
Commissioner Memberto		✓	
Commissioner Smith	✓		
Commissioner Zielinski	✓		
City Manager Mitch Deisch	✓		

**OTHERS PRESENT:**        None

Distributed copies of a resignation from Ed Kriskywicz. City Clerk will advertise the vacancy.

**APPROVAL OF AGENDA**

*MOTION* by Zielinski, second by Daniels to approve the agenda as presented. Motion carried.

**PUBLIC COMMENTS ON AGENDA ITEMS**

None

**ELECTION OF OFFICERS**

As required in the bylaws, the election of officers shall occur at the first meeting of each calendar year in January and officers shall take office at the start of the next regular meeting. Floor was opened for nominations of chair; no nominations were made.

*MOTION* by Cook, second by Daniels to postpone the election of officers to the meeting in February. Motion carried.

**APPROVAL OF MINUTES**

*MOTION* by Zielinski, second by Smith to approve the minutes for the October 17, 2012 meeting as presented. Motion carried.

*MOTION* by Zielinski, second by Daniels to approve the minutes for the December 4, 2012 meeting as presented. Motion carried.

## STAFF REPORTS

**Harbormaster.** Report submitted by email dated 1/11/13. Requested that the Harbor Commission review the rate information submitted by Frank Post and made the recommendation that a motion be made to adopt Transient Rate D from the schedule for the 2013-2014 boating season and the Seasonal Rate to remain at Rate C. The logic behind these recommendations is clearly economical and are the only rates that keep the marina from losing money based upon boat inventory comparisons from last season. Anticipates increased pressure on marina use due to low water at other facilities.

*MOTION* by Cook, second by Zielinski to support the recommendation by Dave Bachman to adopt Transient Rate D and Seasonal Rate C for the 2013-2014 boating season at the Municipal Marina. Motion carried.

Dave Bachman passed the Level A and B Operator exams for underground storage tanks. Due to family and work commitments Frank Post was unable to take the exams this year. It is uncertain if he will be taking the exams this year. Mr. Post has taken a position in the Benzie County Emergency Management. Impact on his position as Marina Manager is uncertain at this time. Bachman will work to fill the position if Mr. Post is unable to come back this season.

**City Manager.** Discussed historically low water levels in the Great Lakes and its effects on the First Street Boat Launch and other Lake Michigan harbors. Abonmarche will undertake a bathometric survey of the launch ramp in April. Discussed current conditions at the ramp, options to consider, should still be okay for smaller boats, and the fact that Mother Nature will rule at the end of the day. Ty Cook suggested an option to consider – cut into the existing launch ramp area to create a deep water bay for larger boats. Interesting option and will be explored. Staff believes there is adequate water at the marina for their operations. All Lake Michigan harbors will be experiencing difficulties this year.

## COMMITTEE REPORTS

None.

## UNFINISHED BUSINESS

None.

## NEW BUSINESS

**Annual Bylaw Review.** As required by the City Council all boards and commissions are to conduct an annual review of their bylaws. The Secretary noted that City Council recently amended Chapter 266 of the Code of Ordinances and that bylaws could be amended to reflect revised ordinance language and provide some additional clarifications. Secretary was asked to draft proposed amendments and submit them for Harbor Commission consideration at the next meeting. If Harbor Commissioners have additional amendment suggestions they should submit them to the Secretary for inclusion in the draft.

***Discuss Meeting Dates for 2013.*** Past practice was to hold monthly meetings. Chapter 266 of the Manistee Code of Ordinances requires the Commission to meet at least quarterly each year, and more frequently as needed. The date and time of each meeting will, where practicable, be agreed upon by the consensus of the Commission and City Staff assigned to the Commission.

Consensus to schedule quarterly meetings in January, April, July and October on the Third Tuesday of the month. Meetings will start at 1 p.m. and will be held in the Second Floor Conference Room, City Hall. Additional meetings can be scheduled as necessary.

A meeting was scheduled for February 19, 2013 at 1 p.m. in the Second Floor Conference Room to continue the election process and continue to review bylaws for proposed amendments.

**PUBLIC COMMENTS**

None.

**COMMENTS BY HARBOR COMMISSIONERS**

MOTION by Cook, second by Zielinski that the Harbor Commission sends their thanks and appreciation to Ed Kriskywicz for his contributions and years of service on the Harbor Commission. Motion carried.

**ADJOURNMENT**

MOTION by Zielinski, second by Daniels to adjourn at 1:50 p.m.

Respectfully submitted,



Cindy Lokovich, Recording Secretary