

# Manistee Harbor Commission

*Established - November 1931*

70 Maple Street, Manistee, Michigan 49660

## Agenda

Tuesday, April 16, 2013 at 1 p.m. – Second Floor Conference Room

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### **Call to Order**

### **Approval of Agenda**

### **Public Comments on Agenda Items (5 minute limit)**

### **Approval of Minutes**

- Minutes of February 19, 2013

### **Staff Reports**

- Harbormaster
- City Manager

### **Committee Reports**

- None

### **Unfinished Business**

- None

### **New Business**

- Kathy Adair, AES Office on Accessibility Grant Funds

### **Public Comment (5 minute limit)**

### **Comments by Harbor Commissioners**

### **Adjourn**

Commissioners are encouraged to participate in the preparation of the monthly agendas for Harbor Commission meetings. Please contact the City Manager's Office at least two weeks prior to the scheduled meeting to discuss agenda items.

## HARBOR COMMISSION MINUTES MEETING OF FEBRUARY 19, 2013

A regular meeting of the Manistee Harbor Commission was held on Tuesday, February 19, 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      | ✓       |                 |                   |
| Vacancy                   | ---     | ---             | ---               |
| Commissioner Memberto     | ✓       |                 |                   |
| Commissioner Smith        | ✓       |                 |                   |
| Commissioner Zielinski    | ✓       |                 |                   |
| City Manager Mitch Deisch |         | ✓               |                   |

**OTHERS PRESENT:** Parks & Beautification Chair Ed Tegler, City Engineer Corey Kandow, Manistee News Advocate Reporter Eric Sagonowsky

### **APPROVAL OF AGENDA**

*MOTION* by Ty Cook, second by Roger Zielinski to approve the agenda as presented. Motion carried.

### **PUBLIC COMMENTS ON AGENDA ITEMS**

None

### **ELECTION OF OFFICERS**

Election of Officers is required in the bylaws. This item was tabled from the January meeting.

For the position of Chair:

Rosemary Daniels nominated Thom Smith.

No further nominations. All voted in favor of Thom Smith as Chair.

For the position of Vice-Chair:

Dave Bachman nominated Roger Zielinski.

No further nominations. All voted in favor of Roger Zielinski as Vice-Chair.

*MOTION* by Ty Cook, second by Roger Zielinski to waive the bylaw requirement that officers take their seats at the next regular meeting; allowing the Chair to step into their position at this time. Motion carried.

## APPROVAL OF MINUTES

*MOTION* by Roger Zielinski, second by Dave Bachman to approve the minutes for the January 15, 2013 meeting as presented. Motion carried.

## STAFF REPORTS

Shelly Memberto arrived at 1:08 p.m.

***Harbormaster.*** 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. Dave Bachman and Mitch Deisch are unable to attend. Participants will be updated on planned actions/funding for harbor dredging by state and federal officials.

Frank Post will return to the Marina this spring as Marina Manager. The Municipal Marina has been slated to receive emergency dredging funds in the amount of \$23,450; no local match. City Staff is reviewing requirements to receive this funding. Looking at dredging the four large slips with this appropriation since the Coast Guard uses one of them and they had water level issues last year. The USCG provides significant rental income so this area needs to be maintained. Facing \$10,000 deficit in this year's marina budget; looking for ways to offset. Marina opens May 15.

Dave Bachman asked the Harbor Commission to consider adding a meeting in June and August while the marina was open for the season. Consensus to add Tuesday, June 18 and Tuesday, August 20 to the meeting calendar for 2013.

***City Manager.*** No report.

## 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. At their meeting of January 15, 2013 the Harbor Commission directed the Secretary to draft proposed amendments that reflect revised ordinance language and additional clarifications. Proposed amendments were distributed electronically to all members on January 31, 2013.

The Secretary reviewed all proposed amendments. A consensus was achieved on all areas. *MOTION* was made by Ty Cook, second by Rosemary Daniels that the proposed amendments be adopted and forwarded to City Council for their review and approval.

Ty Cook left the meeting at 1:20 p.m.

**PUBLIC COMMENTS**

Ed Tegler, Chair of the Parks and Beautification Commission commented that he didn't think the Harbor Commission could operate efficiently by only meeting quarterly.

**COMMENTS BY HARBOR COMMISSIONERS**

*Roger Zielinski* - requested some clarification on the proposed dredging at the marina.

*Shelly Memberto* - requested that those attending the meeting in Lansing forward a summary of the meeting to all members.

*Roger Zielinski* – questioned the goal of the meeting in Lansing.

*Dave Bachman* – The Small Harbors Coalition represents small recreational harbors and would like a good turnout at the meeting for a show of strength to receive an update from the Governor's Office.

**ADJOURNMENT**

Next meeting is scheduled for Tuesday, April 16, 2013. There is no meeting currently scheduled for March.

*MOTION* by Bachman, second by Rosemary to adjourn at 1:32 p.m.

Respectfully submitted,

DRAFT - *cl*

Cindy Lokovich, Recording Secretary