

**HARBOR COMMISSION MINUTES  
MEETING OF OCTOBER 20, 2015**

A regular meeting of the Manistee Harbor Commission was held on Tuesday, October 20, 2015 at 1 p.m. in the Second Floor Conference Room, City Hall, 70 Maple Street, Manistee MI 49660. The meeting was called to order by the Vice-Chair.

<b>Roll Call</b>	<b>Present</b>	<b>Excused Absence</b>	<b>Unexcused Absence</b>
Commissioner Dave Bachman	✓		
Commissioner Ty Cook	✓		
Commissioner <i>Vacancy</i>	---	---	---
Commissioner Shelly Memberto			✓
Commissioner Jim Smith	✓		
Commissioner Alex Zaccanelli	✓		
Commissioner Roger Zielinski	✓		
City Manager Ben Bifoss		✓	

**OTHERS PRESENT:**       None

**APPROVAL OF AGENDA**

*MOTION* by Roger Zielinski, second by Dave Bachman, to approve the agenda as presented. Voice vote - Motion carried.

**PUBLIC COMMENTS ON AGENDA ITEMS**

- None

**APPROVAL OF MINUTES**

*MOTION* by Roger Zielinski, second by Dave Bachman, to approve the minutes for the July 21 and August 18, 2015 meetings as presented. Voice vote - Motion carried.

**STAFF REPORTS**

***Harbormaster.*** Fairly decent season at the Marina. State of Michigan inspection in late August resulted in a requirement for a shutoff valve on the gas line coming out of the bulkhead wall and some revised signage; at an estimated cost of \$5,000 and with a deadline of November 1. An extension has been requested; the contractor anticipates completion by November 15. Laura and Frank will be back next year. Facility has been winterized. Might look for additional charter boat captains to book seasonal slips next year. Captain Mark was a good customer and charter boats are no longer prohibited. The finance department has agreed to parcel out the electrical bill at the marina as this service appears to supply other lighting and park areas.

Discussed the launch ramp revenue report; the finance department will be completing marina reports in the near future. Ty Cook reported that the State fisheries report shows the salmon population is down 75% and is one of the reasons for lower numbers of fishermen. Believes

invasive species started the fishery decline. The decline in fisheries will affect many aspects of the community. Briefly discussed piling and deck maintenance. Boaters are charged \$100 if they damage the docks.

### **COMMITTEE REPORTS**

- Marketing Committee – Gave away three free nights this summer at the marina. Bikes were a nice added feature; one additional bike was given to the marina from Mark Wittlieff. Reviewing past marketing efforts and costs to see if there is a good return on investment. Has an opportunity to participate in the VCB publication again this year.
- Promotional Flier for Marina Facilities – was a project undertaken by Shelly Memberto to revamp a previous flier created when the new facilities were opened. Zaccanelli suggested a bulk mailing of the flier to registered boaters in the State of Michigan. Extensive discussion on the need to work cooperatively with other stakeholders in the City like the Parks Commission, DDA, Chamber, CVB and AES. Marketing the marina would benefit all these groups and perhaps they could share in the cost of a flier.

### **UNFINISHED BUSINESS**

- Pay Tube at Arthur Street Launch Ramp – DPW Director Jeff Mikula reports that this will be ordered this winter and installed prior to the 2016 season. Roger Zielinski said there are options available at Wahr Hardware and that Manistee Welding can craft a pay tube.

### **NEW BUSINESS**

- Set Meeting Dates for 2016 – *MOTION* by Dave Bachman, second by Jim Smith to schedule January 19, April 19, June 21, July 19, August 16, and October 18 as meeting dates for 2016. Voice vote – Motion carried and meetings will be posted.

### **PUBLIC COMMENTS**

- None

### **OTHER COMMENTS**

- Cindy Lokovich – Shelly Memberto has advised that she will not renew her position application. Shelly's term ends October 31 and will leave two vacancies on the Harbor Commission.
- Cindy Lokovich – The Harbor Commission is scheduled to present their annual report to Council on November 4, 2016. Harbormaster Dave Bachman was asked to report on behalf of the Harbor Commission.

### **ADJOURNMENT**

Next meeting is scheduled for January 19, 2016 at 1:00 p.m. in the Second Floor Conference Room, City Hall. *MOTION* to adjourn by Roger Zielinski second by Dave Bachman at 1:48 p.m.

Cynthia Lokovich, CAP-OM  
Recording Secretary