

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

A regular meeting of the Manistee Harbor Commission was held on Tuesday, July 16, 2013 at 1 p.m. in the Marina Open Space, 480 River 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	✓		
Commissioner Memberto			✓
Commissioner Smith	✓		
Commissioner Zaccanelli	✓		
Commissioner Zielinski			✓
City Manager Mitch Deisch	✓		

**OTHERS PRESENT:** Manistee News Advocate Reporter Eric Sagonowsky, AES Director Kathy Adair-Morin

**APPROVAL OF AGENDA**

*MOTION* by Alex Zaccanelli, second by Rosemary Daniels to approve the agenda as presented. Voice vote - Motion carried.

**PUBLIC COMMENTS ON AGENDA ITEMS**

None.

**APPROVAL OF MINUTES**

*MOTION* by Dave Bachman, second by Rosemary Daniels to approve the minutes for the June 18, 2013 meeting as presented. Voice vote - Motion carried.

**STAFF REPORTS**

***Harbormaster.*** Harbormaster Dave Bachman reported that the marina season is going well. Marina has not been full but the boaters have been happy with the facility and service. Upcoming special events like Friday’s Grapes on the River and the Salmon Splash fishing tournament will impact the marina. Discovered diesel fuel in the containment area of the underground fuel storage tank. A leaking fitting was found and repaired. The containment area was cleaned up and passed its quarterly inspection.

***City Manager.*** City Manager Mitch Deisch is working with the Finance Department on routine tracking of launch ramp fees and revenue to provide a monthly report to the Harbor Commission.

City continues to see good compliance at the boat launch. The fish cleaning station should be at substantial completion and functioning by Tuesday, July 23, 2013. No concerns at Arthur Street. Couple of popped boards on the west skid pier at First Street will be repaired. Water levels are coming up. Auto-attendant card reader went down yesterday. It has been repaired and is operational. A spare unit is available. Not many tickets have been written this year. No complaints on the increased launch ramp fees that went into effect July 1.

#### **COMMITTEE REPORTS**

AES Director Kathy Adair-Morin was present and advised that their office will work with the Harbor Commission on August 20, 2013 on their role to support and advance the City's Strategic Plan. Please plan on the August meeting taking a little more time to work through this process. It is important that all members of the Harbor Commission take part in this process.

#### **UNFINISHED BUSINESS**

Discussed marketing efforts by the marina. Participating again this year in the 9&10 News/DDA program.

Alex Zaccanelli reported that he had not yet scheduled vessel inspections. Dave Bachman asked that this not occur during peak season and would prefer after Labor Day and not during Century Boat Show. Work with Marina Manager Frank Post on possible dates.

#### **NEW BUSINESS**

None.

#### **PUBLIC COMMENTS**

None.

#### **COMMENTS BY HARBOR COMMISSIONERS**

City Manager Mitch Deisch looking forward to the strategic planning process. This could be a template for all City boards and commissions.

#### **ADJOURNMENT**

Next meeting is scheduled for Tuesday, August 20, 2013 and will be dedicated to a strategic planning process. The meeting will be held in the Marina Open Space, 480 River Street.

*MOTION* by Rosemary Daniels, second by Alex Zaccanelli to adjourn at 1:30 p.m.

Respectfully submitted,



Cindy Lokovich, Recording Secretary