

# HARBOR COMMISSION MINUTES:

June 8<sup>th</sup>, 2020

**PRESENT:** Fisher, Bronkema, Wiltse, Blesma, Orschel, Berck

**ABSENT:** Hansen

**CALL TO ORDER:** Meeting called to order at 7:00 P.M.

## APPROVAL OF MINUTES:

- a. Regular Harbor Commission meeting held May 11<sup>th</sup>, 2020: Commissioner Blesma motioned and Commissioner Bronkema seconded to approve minutes from the regular meeting May 11<sup>th</sup>, 2020. All members present voting yes. Motion carried.

## REPORTS:

- a. Harbormaster Singleton presented the monthly report to the Commission.
- b. Council: Trustee Bronkema provided a council report to the Harbor Commission.
- c. Treasurer: Harbormaster Singleton provided up to date FY2020-2021 revenue and expenditure report.

**CITIZENS COMMENT:** 1 citizen comment

## OLD BUSINESS:

- a. Harbor open May 22<sup>nd</sup>, all services provided to boaters (except for sewage pump outs)
- b. Fire Department conducted hose testing on the Harbor premises
- c. Windemueller found six 30amp breakers to be replaced on various pedestals lower harbor
- d. GEI engineer consultant inspection of break wall/rip rap
- e. All PPE, disinfectants and cleaning supplies have been received and stocked for staff use
- f. Worked with Elk Rapids DDA Relief and recovery planning team
- g. Green Infrastructure/Watershed approved and sent out for bid
- h. HD camera installed on gas dock office and streaming live on [Elkrapids.org/harbor](http://Elkrapids.org/harbor)
- i. Meeting with Tom Reid from Innwood Harbor President about working together with new dredge company
- j. Fixed 3" PVC potable water pipe and two 2" ball valves below docks, tested and operational
- k. Potable water tested by SOS in Traverse City, passed
- l. Fixed two copper fittings in the Pavilion, one in the overhead men's bathroom and one in the furnace room

## NEW BUSINESS:

- a. Slip 184, Mr Paul Williams, 50% refund request. Motion made by Commissioner Berck to refund 50% of the annual slip fee to Mr Paul Williams. Motion second by Commissioner Bronkema. Four Commissioners voting yes and one voting no. Motion carried to refund Mr Williams 50% of his slip fee.
- b. New vinyl floor installed by Harbor Flooring
- c. Quarterly UST inspection result and recommendation for French drain installation
- d. Entire harbor staff certified as class "C" UST operators
- e. Dock adjustments continuing
- f. All aids to navigation commissioned for the season/serviced range boards
- g. Cataloged all harbor construction design blueprints for the Harbor and associated infrastructure
- h. Digitized all prints for harbor to have electronic record on file at the Village
- i. Summer concerts scheduled to take place starting in July
- j. Covid-19 signage purchased and placed throughout the harbor facility
- k. New parking lot signs purchased and received
- l. New polo shirts and jackets for crew received
- m. Installation of new stackable washer and dryer set
- n. Commission agreed with the Harbormaster in proceeding with the research and establishing a new harbor 5-year plan

## CORRESPONDENCE:

- a. Great Lakes water levels
- b. ACOE weekly Great Lakes water level update

**ADJOURNMENT:** Meeting adjourned at 7:29 P.M.