

HARBOR COMMISSION MINUTES:

May 10th, 2021

PRESENT: Fisher, Blesma, Hansen, Bronkema

ABSENT: Wiltse, Berck, Orschel

CALL TO ORDER: Meeting called to order at 7:02 P.M.

APPROVAL OF MINUTES:

- a. Regular Harbor Commission meeting held April 12th, 2021: Commissioner Bronkema motioned, and Commissioner Hansen seconded to approve minutes from the regular meeting April 12th, 2021. All members present voting yes (4-0). Motion carried.

REPORTS:

- a. Harbormaster Singleton presented the monthly report to the Commission.
- b. Council: Report presented by Trustee Bronkema
- c. Treasurer: Harbormaster Singleton provided up to date FY2021-2022 revenue and expenditure report.

CITIZENS COMMENT: 0 citizen comment

OLD BUSINESS:

- a. Wooden boat show June 11th - June 12th, event Dinner, Schooner Perception at harbor and will provide tours to the public
- b. Repair work completed on irrigation system
- c. Fuel quarterly inspection completed and found to be in compliance
- d. Bathrooms completed 100%
- e. New keyless entry lock installed at Dayroom
- f. Office and fuel dock facility up and completely running
- g. Staff training held on May 1st

UNFINISHED BUSINESS

- a. Harbor Commission Rules and Regulations discussion (Bylaws, Duties of Chair, Duties of Vice-Chair, Duties of Secretary, Authority of Commissioners, Harbor Commission Missions, Goals, etc.).

NEW BUSINESS:

- a. Appointment of Officers:
 - i. Motion by Commissioner Hansen for Commissioner Fischer to retain Harbor Commission Chair. Motion Second by Commissioner Bronkema, all commissioners present voting yes (4-0), motion carried
 - ii. Motion by Commissioner Blesma for Commissioner Orschel to Harbor Commission Vice-Chair. Motion Second by Commissioner Bronkema, all commissioners present voting yes (4-0), motion carried
 - iii. Recording Secretary position deferred to the June Harbor Commission meeting
- b. East Bay Irrigation has repaired all damage to irrigation system caused during demolition for storm water reduction/bio-swale project. Harbormaster submitted claim and all correspondence from the Watershed, Elmers, and Inhabitec to MML for the \$6,200 reimbursement for the repair work to the irrigation system
- c. Fuel dock quarterly inspection conducted, completed triennial hydro testing of the UST system with RW Mercer and the Harbor is now 100% compliant with Licensing and Regulatory Affairs
- d. Preventative maintenance conducted on all security systems and cameras
- e. New door security pad to be installed on dayroom door
- f. Two new sinks ordered and received for the day room bathrooms
- g. Harbor staff training conducted 1st of May
- h. Seasonal Wait List, Fees and Rules. A motion was made by Commissioner Blesma and supported by Commissioner Bronkema to increase the harbor's seasonal boat wait list one time application fee (size of 25'-30',

31'-37', 38' and up) from twenty dollars to a onetime fee of one hundred dollars (per 25'-30', 31'-37', 38' and up). All commissioner present voted yes (4-0). Motion carried.

- i. Seasonal Boater Contract and Rules. A motion was made by Commissioner Blesma and supported by Commissioner Hansen to allow current harbor seasonal slip holders to add a name of a spouse to their seasonal contract up to the date of October 15th 2021. This contract list will contain a maximum of two (2) names on a single slip contract lease and that the person added can only be "Natural Persons" and not an LLC, trust, business entity, organization. No names may be added or changed to a seasonal contract once it the contract has been submitted. All Commissioners present voted yes (4-0). Motion carried.

CORRESPONDENCE:

- a. Great Lakes water levels
- b. ACOE weekly Great Lakes water level update
- c. Wolfington wait list app

ADJOURNMENT: Meeting adjourned at 7:43 P.M.