

HARBOR COMMISSION MINUTES:

July 12th, 2021

CALL TO ORDER: Meeting called to order at 6:30 P.M.

PRESENT: Fisher, Blesma, Bronkema, Wiltse

ABSENT: Orschel (6:33pm), Hansen, Berck

APPROVAL OF MINUTES:

- a. Regular Harbor Commission meeting held June 14th, 2021: Commissioner Bronkema motioned, and Commissioner Wiltse seconded to approve the minutes from the regular Harbor Commission meeting June 14th, 2021. All members present voting yes (4-0). Motion carried. Harbor Chair Fisher proposed an amendment to the July agenda, add item 8(f) refund for annual slip fee to Mr. Skyler Nelles. After a review of harbor rules a motion was made by Commissioner Orschel to amend item 8 and to add section (f) annual slip refund. Motion second by Commissioner Wiltse, all commissioners present voting yes (5-0). 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: 2 citizen comments

OLD BUSINESS:

- a. Recording Secretary position selected as per Article II section A in the Harbor Commission Bylaws to the Harbormaster Mike Singleton
- b. Fishing Expo with Don Reynolds at the Pavilion
 - i. Don Reynolds provided Harbormaster and Commission with itemized financial report of Fishing Expo expenditures and an update on the event held June 30th 2021
- c. Elk Rapids Fee Schedule updated to a onetime \$100.00 payment per slip size on the Harbor's waitlist has been approved by the Village Council (6-1)

UNFINISHED BUSINESS

- a. Harbor Commission Rules and Regulations discussion (Duties of Chair, Duties of Vice-Chair, Duties of Secretary, Authority of Commissioners, Harbor Commission Missions, Goals, etc.)
 - i. Chairman Fisher identified the 5-year plan will have to be updated in 2022
 - ii. Harbormaster to add 5-year plan and discussion as a new business item to October 2021 or November 2021 agenda
- b. Harbor Commission Chair request that a member of the Village Staff provide revenue and expenditure report explanation and training to the Commission in October 2021 or November 2021

NEW BUSINESS:

- a. Three (3) barge quotes with all specifications of the barge's length, the width, draft, articulating crane, working load limit, engine power, additional anchoring options, trailer, and miscellaneous costs, were all presented by the Harbormaster to the Commission at their request (per the June 2021 Harbor Commission meeting). The Harbormaster provided information that he feels the current harbor barge is structurally unsafe for the work that is being conducted. The Harbormaster identified unsafe equipment and practices that need to be addressed immediately to prevent potential staff injuries and damage to village and/or boater property. The Harbormaster stated that procurement and fabrication of a new barge and delivery is approximately one year away. The Harbormaster additionally stated that he cannot in good conscience have staff continue to work in conditions that are unsafe and that he would ask for a budget amendment to hire a private contractor each fall and spring to complete necessary work. The Harbormaster stated that the commission should take action to vote and move forward with applying for grants and to begin budgeting for a 2022 purchase. No motion or vote was made by the Harbor Commission. Commissioner Orschel requested pictures of a barge and stated that wanted to be able to step on a barge to see how it worked. Harbor Chair requested Commissioner's Berck and Orschel contact and work with the Harbormaster to further research a barge.

- b. Refund request of \$1,222.00 (50%) for seasonal slip holder #102, Peter and Margaret Haddix NOT awarded as per harbor rules and village contract
- c. The Harbormaster presented a portable sewage pumpout fee increase to \$20 for a vessel under 30', \$30 for a vessel under 40', \$40 for a vessel under 50', \$50 for a vessel under 60'. Vessels requesting a portable sewage pumpout shall have dockside access for staff to conduct pumpout safely and in accordance with Michigan Clean Marina best practices. A motion to approve an increase to the portable sewage pumpout fee was made by Commissioner Wiltse, the motion was second by Commissioner Bronkema. All Commissioners present voting yes (5-0), motion carried to increase portable sewage pumpout fees.
- d. Discussion of human waste disposal/dumping at the harbor
 - i. It is to be enforced by the Harbormaster and with the support of the Harbor Commission that ANY disposal/dumping of raw human waste from a marine sanitation device (MSD) such as a porta john, porta toilet, holding tank, receptacles or bucket inside the harbor facility (bathroom toilets/deep sink) shall be strictly forbidden and cause for indefinite expulsion from the harbor.
 - ii. Signage shall be posted strictly forbidding the transport, disposal, or dumping of human waste in any harbor facility or in the water
- e. Harbormaster presented two (2) pavilion concrete repair quotes to the Harbor Commission which will fix several uneven and hazardous cracks in cement walkway/pads that have been identified as significant tripping hazards. Commissioner Orschel stated that he has a company that he would like to come in and evaluate the conditions and bid the work at the pavilion. No vote or motion by Harbor Commission to proceed with fixing cement walkway area around pavilion was taken by the Commission.
- f. A 100% refund request for new seasonal slip holder, slip 124, Mr. Skyler Nelles. After review of the harbor rules a motion was made by Commissioner Orschel and second by Commissioner Blesma to refund 0% of the seasonal slip to Mr. Skyler Nelles. All Commissioners present voted, 4 YES and 1 vote NO. Motion carried 4-1 for a 0% refund to Mr. Skyler Nelles.

CORRESPONDENCE:

- a. Great Lakes water levels
- b. ACOE weekly Great Lakes water level update
- c. Mr Peter Haddix refund request

ADJOURNMENT: Meeting adjourned at 7:49 P.M.