

**City of Alpena
Harbor Advisory Committee
Regular Monthly Meeting
4:30 p.m., Thursday, July 1, 2021**

This meeting will be in person.

The public is welcome to alternately join the meeting from your computer, tablet or smartphone.

Please join my meeting from your computer, tablet or smartphone.

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Agenda

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA/MODIFICATIONS

APPROVAL OF PRIOR MEETING MINUTES-June 3, 2021

HARBORMASTER'S REPORT

BUSINESS:

1. Corrective Action Update - *Committee/Staff*
 - a. *Lighting – Shannon*
 - b. *Boater Lounge - Committee*

2. Master Plan - *Committee/Staff*
 - a. *Charette Agenda and Procedure review – Eric*
 - b. *User Questions – Shannon*

3. *Brown Trout Festival – Peggy Donakowski*

4. Summer Parking – *Committee*

PUBLIC COMMENT

MEMBER COMMENTS

STAFF COMMENTS

CLOSED SESSION – Contract Discussion

NEXT MEETING: Date: August 2021
 Topics for Discussion: Charette

ADJOURNMENT

City of Alpena Harbor Advisory Committee

Meeting Minutes 4:30 p.m., Thursday, June 3, 2021

The meeting was called to order at 4:30 p.m.

Committee members present: Al Moe, Wayne Lewis, Tanner Kostelic, Don LaBarre, Steve Wilson

Committee members absent: Retherford, Luther, Winterstein

Staff present: Shannon Smolinski, Rachel Smolinski, Cassie Stone

Others present: Anne Gentry (DDA) Rich McTaggart (Thunder Bay Shores Marine) Eric Szymanski (NEMCOG)

APPROVAL OF AGENDA – Wilson added DPI smell to the agenda. Motion by Moe, Second by LaBarre, Motion carried.

APPROVAL OF MINUTES -MAY 6, 2021 -Motion by Lewis, Second by LaBarre, Motion carried.

Rachel Smolinski has been in contact with Tim Rombach, Environmental Engineer with DPI, regarding the smell from DPI in the City. Tim explained to Rachel that there has been a waste pile at DPI that has been accumulating there since November or December. They are hoping to have the waste pile removed from there before the fourth of July. The environmental engineer with EGLE has been onsite multiple times as well. Rachel added that Tim Rombach is scheduled to give an update at the next council meeting on Monday at 6:00 p.m., for anyone who would like to attend. The meeting will be held in person as well as virtually.

HARBORMASTER’S REPORT:

A full-time employee, Jason Zaske, was hired to help at the marina. 60 % of his time will be spent at the marina and he will also oversee raising the Second Avenue Bridge. He currently is scheduled to work Thursday – Sunday. Brendan Hawley donated the flag for the marina.

Flowering baskets arrived today. Shannon asked the committee to think about changing the bathroom locks on the doors to a coded lock key system where everyone would have their own individual codes for each dock. At this point its too late but leaning towards next Spring.

BUSINESS:

1. Corrective Action Plan Status Update – Wilson asked what the status was on the lights. Shannon stated that there are still boats in the way that need to be moved in order to fix the lights. Wilson questioned what is going to be done with the lights on the Yacht Club side. Shannon explained that the photocell that runs the lights is located over where the boats are still parked, and Thunder Bay Electric cannot get to it until the boats are out of the way. LaBarre stated that when he came into the marina around 10:00 o'clock the other night there were no lights at the entry of the marina coming in. Shannon is going to check into it. There maybe money in the CIP this year to fix some of the lighting issues. Shannon also added that she calls at least once a week to check on the status of the lights and every time she is told that there are still boats in the way. Ed notified Shannon that there are some trip hazards over by the fish cleaning station. They are currently getting cleaned up and taken care of and filled in with topsoil. Jason will also be replacing some of the boards on the docks as is currently at Home Depot picking up lumber to do so.
2. Master Plan - Public Survey Final Review/User Question Development/Charette Scheduling – Shannon stated that the format for the public survey will be survey monkey. The City will additionally issue a news release to the public. It is important to distribute this information out to as many people as possible to get the word out. Moe inquired about the wireless internet. LaBarre asked if it would make sense to offer a end of season survey asking how their experience was. Shannon stated that it would show if there were ongoing issues at the marina. Eric mentioned dividing the marina into sections on a map and having it available at the visioning session indicating what people would like to see within those specific areas. This would break it down to manageable projects within each section. Shannon suggested scheduling the charette during this summer when people are around and available. Lewis is going to check into having it at the Yacht Club during a week in July or August on a Monday at 6:00. Eric added that there will be two types of sessions. The first session is a vision session, and the second session is a public input

session.

3. Winter Storage/Parking – There is concern with the boats not being moved early enough to be able to utilize the parking lot and take care of issues. Shannon suggested setting rules that would reflect a fine if not abided by. Currently there is no set date to have boats removed by. Shannon has been discussing with Rich having to have all boats removed by June 1. Kostelic added that if not removed by June 1st users could potentially have to pay an additional summer rate on top of their previous winter rate. Shannon added getting something set up to make the marina more user friendly to allow more usage of the marina. There is a concern with paint running down the parking lot into the catch basins.

PUBLIC COMMENT: Augie Matuzak, spoke about being on the Art Vision Alpena Committee through Thunder Bay Arts Council and has been doing the public arts sculptures around town the last few years. This fall there will be a sail sculpture going in down at the boat harbor. It will be located west of the Yacht Club, between the parking lot and the sidewalk. Ann Gildner from Moran Iron Works in Onaway is currently building it now and it is anticipated to be ready for installation in August-September. Augie added that he has noticed that it seems like the harbor has been neglected from maintenance according to other communities. Augie also brought up that he has not seen too many communities that are using 55-gallon drums for trash cans and an upgrade is definitely needed as well as the lights from the break wall that are from the 1980's. The railing is also in need of fresh paint as well as some aged looking signs. Shannon stated that everything that was mentioned is included on the Marina's critical issue list. To apply for grants a master plan needs to be put in place Shannon added.

MEMBER'S COMMENTS: Kostelic asked if any information was ever obtained about a port of entry. Shannon stated she had called about it and was told no that could not happen. There was once a custom officer that has since retired and they do not have any plans on replacing him. The port of entry currently is at Port Huron and the Sault St. Marie. LaBarre stated that he feels with all the new businesses popping up between the marina and downtown it will be an improvement for all boaters.

NEXT MEETING: Set for July 1, at 4:30 p.m.

ADJOURNMENT: Motion by Wilson, Second by Lewis.

Charrette Agenda

1. Introduction
 - a. Brief Description of CIP & Current Projects
 - b. Purpose of the Charrette
 - c. Introduce Key Stakeholders
 - d. Expectation & Goals of the Charrette
 - i. Improvements, Project Goals, time frames, funding source, etc
 - e. Rules for Charrettes
 - i. All ideas are good ideas
 - ii. Respect everyone's time
 - iii. Everyone Participates
 - iv. Final decisions are consensus based
2. Speaker/Presentation (optional)
3. Breakout Session
 - a. Groups discussion, Power point, White Board, needs facilitators whether board members or staff.
 - b. Stay on track of goals, time frames, funding source, etc.
4. Brief Synopsis of Findings
5. Additional Public input
6. Information on further scheduling of a Public Input Session & Open House Meeting