

City of Alpena Harbor Advisory Committee

Meeting Minutes 4:30 p.m., Thursday, December 1, 2022

The meeting was called to order at 4:28 p.m.

Committee members present: Al Moe, Steve Wilson, Wayne Lewis, Tanner Kostelic, Don LaBarre, Rick Konecke, Jason Luther, Brian Peterson (left at 5:20 p.m.)

Committee members absent: None

Staff present: Shannon Smolinski, Steve Shultz (virtual), Anne Gentry, Cassie Stone

APPROVAL OF AGENDA – Motion to modify the agenda to include Capital Improvement Projects (CIP) under the business section by Luther, Second by Wilson, Motion carried.

APPROVAL OF MINUTES –October 6, 2022 – Motion by Lewis, Second by Moe, Motion carried.

BUSINESS:

1. Marketing and Advertising Update

- Meeting with DDA – Shannon stated she had a meeting with the DDA regarding marketing with the marina in cooperation with the downtown businesses. Shannon and the DDA are going to approach some of the downtown businesses and see if it is possible to offer a 10 % discount, free appetizer or coupon book to draw people into the downtown area. Shannon stated that now that the fiber is down at the marina she is hoping to be able to hand work down to other people including some of the social media.
- Follow up with America’s Great Loop Cruisers’ Association – Shannon has started the paperwork with them but has asked them to delay our membership with them until January because that’s when the reservation system is open. Tentatively the open for reservations date is January 10th.

2. Commercial Business SOP/Agreement – Shannon stated that in the members packet she included a checklist that Rick had provided regarding commercial businesses. Shannon requested that the members take a look at it and see what they find reasonable. Shannon stated that if people do not supply a charter certificate it will be their responsibility to get a third party that is knowledgeable and acceptable to do the inspection and who would assume the liability. Rick stated that every five years the Coast Guard does a marine inspection and every two years the DNR does a safety inspection. Will have to decide how often the city is going to request the inspections. In addition to the mandatory inspections that are needed, Brian added that he feels if someone is going to operate a air b-n-b the city needs to provide a ten point check list that lists the stipulations that need to be followed to operate in the marina such as the boat needs to be running, can't leak any fluids and not be unsightly and must also provide proof of insurance. Members agree to only allow two air b-n-b's a year and they must apply and be approved. They will also have the first right to refuse to operate the following year.

3. Committee Requested Discussion Points

- Fish Cleaning Station Fees – Steve Wilson suggested since people come from Roger's City to use the fish cleaning station, should we regulate a cost for people to use it? Rick added that it would be hard to regulate that and by not offering the service we would be opening ourselves up to fish guts spread around the marina. He suggested trying voluntary first by going to the Brown Trout Committee, Walleye Club and Steel Headers and ask for donations. Members agreed putting up a drop box with a sign that says any donations are accepted to help offset costs to operate the fish cleaning station. Shannon added that the money the charter boats use to purchase the bathroom cards will go towards cleaning/maintenance costs.
- Complimentary Dockage – Wilson questioned if it was ever decided who was going to receive free dockage. Shannon stated free dockage is only for law enforcement and youth activities going forward.

- Goose Management – Wilson suggested doing something different with the goose management system down at the marina. Shannon stated that the hours are going to be limited. The system will be shut off over night beginning at 9:00 p.m. and once back on it will only go off every half hour versus the fifteen minutes it was running. Shannon added they are still working on different ideas to deter the geese and another Goose Management Meeting is scheduled for January.
4. Lease Agreement – Cochon Market of Alpena – Shannon stated that Cochon has proposed a modification to his lease agreement. Wilson feels that there should be a minimum amount set for rent not 10 % as there are only a few good months for business. Internal discussion with city staff led to having a minimum amount that would at least cover the utilities for the building. Cochon’s utility portion was \$100.00. Cochon also put a lot of fixtures in the inside of the building and has a lot of ideas to help improve the building. Cochon also wants to work with All Marine and have things in stock for boaters that All Marine doesn’t carry to allow more of a variety and to have product available when All Marine isn’t open. Members agreed to set a minimum amount that would cover the utilities for the building even when it is closed and review it again in a year. Wilson questioned what is planned to be done to the building. Shannon stated at the minimum she is going to get the building painted. It needs siding and windows as well but it has been hard to get a contractor to bid on it and for it to be reasonable. Moe suggested that Home Depot will sometimes provide materials at no cost. Moe appreciates Phillip from Cochon coming to the meeting and would like to see Arlee and Reid from All Marine join a meeting as well.
 5. 2023 Meeting Schedule – Moe suggested canceling some meetings if there is not anything pressing on the agenda. Shannon said probably try to skip the June/July one when everyone is busy. Motion by Lewis, Seconded by Moe to approve the 2023 Meeting Schedule as presented. Motion carried.
 6. CIP Items – Shannon asked if any of the members seen anything for the marina that wasn’t listed in the CIP and if there was any questions on the projects that were listed. Shannon is going to email the members the projects that are going to get done in 2023.

Motion made by Lewis, seconded by Wilson to approve the projects listed. Motion carried.

HARBORMASTER'S REPORT: Shannon reported that she was made aware of the Michigan Bass Adult State Championship that will be held in Alpena September 8th – 10th. We are expecting to have 80 boats to come in to the marina. Kooter was the recipient representing DPW for the City Wide Pride achievement and if anyone sees him to congratulate him and he will be awarded an additional four hours of personal time to use. Shannon will be sending out an email shortly asking who will be coming back next year for a slip. There has been some increased interest for slips so there are a few people currently on a wait list. There are two spots available on Prentiss Street for shorter boats.

PUBLIC COMMENT: None

MEMBERS COMMENT: None

STAFF COMMENT: None

NEXT MEETING: Next meeting will be January 5, 2023, at 4:30 p.m.

ADJOURNMENT: Motion by Lewis, Second by Luther. Motion carried.