

City of Alpena Harbor Advisory Committee

Meeting Minutes
4:30 p.m., Thursday, May 11, 2023

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

Committee members present: Brian Peterson, Steve Wilson, Jason Luther, Rick Konecke, Tanner Kostelic, Wayne Lewis, Don LaBarre

Committee members absent: Al Moe

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

Staff absent: Steve Shultz, Rachel Smolinski

APPROVAL OF AGENDA – *Motion made by Peterson, Second by Lewis* to approve the agenda with the amendment made to move the report of youth sailing to number one under the business section. Motion carried.

APPROVAL OF MINUTES – March 2, 2023 – *Motion by Peterson, Second by Luther* to approve the minutes as presented, Motion carried.

BUSINESS:

1. Report of Youth Sailing – River Servia stated he was at the meeting today for his yearly report to the members regarding the dockage that the City donates to the sailing school every year and explaining what the docks are used for. There are 25-30 students that attend the program every Tuesday and Thursday night and they are taught how to race for the duration of the summer. River stated he is very appreciative of the City's generosity on offering complimentary slips. The program is going really well and currently have a wait list to join the program. Three boats are able to be in one slip and they currently occupy six total slips.
2. Marina Rules and Regulations – Shannon stated that she feels once a year the marina rules and regulations should be read through to make certain they are current and reasonable and if there is anything that needs to be changed or added. Shannon updated a few things such as the

addition of the air b-n-b and that dogs must be under control rather than stated must be on a leash. Shannon stated that quiet hours were also added in which are actually the City noise ordinance hours. There is also language added in that states there will be no fishing on the docks. Shannon is going to verify if quiet time starts at 9:00 p.m. or 10:00 p.m. No fishing signs will be posted eventually. ***Motion made by Luther, Second by Kostelic*** to approve the marina rules and regulations once Shannon confirms the 9:00 p.m. quiet time to match the City's noise ordinance. Motion carried.

2. Commercial Business SOP – Shannon stated that the current SOP for commercial businesses operating within the Marina will need to be rewritten. The United States Coast Guard does not regulate a vessel tied to a dock operating as an air b-n-b. The new policy will have to be created. Language could be added that the boat needs to be inspected like a charter boat in order to be an air b-n-b and list them all out on the policy. It was decided to put together a subcommittee including Tanner and Brian. They will put together an inspection list as well as verbiage like the boat must run and be washed/cleaned so many times while at the marina. Hoping to have an updated SOP available for the next meeting.
3. Annual Critical Issues List – Shannon is looking for a critical issues list for things that are being overlooked and not getting done that fall in the under \$1000.00 category. This is an annual review of the marina and its services. Shannon is asking for members to get back with her the items that they feel need to get addressed for the next meeting.

HARBORMASTER'S REPORT: Shannon stated that we had to rebid the marina fuel. Shannon is buying small amounts of fuel for the time being until a vendor can be awarded. After some issues with being able to pump fuel, the fuel system is now up and running at the dock. Additionally, all of the rec fuel hoses need to be replaced and are currently on order and hopefully will be here next week. Two bids were received for the marina fuel this time and Shannon will be taking her recommendation to the next council meeting to get awarded. A new marina tech named Kyle was hired and is working out very well. He is a journeyman plumber, very handy and dedicated to his job. One of the dockhands, Sam Cook, was brought in early and has been helping out since Kyle is at CDL training for two weeks. Shannon added that the marina received the grant

from Waterways for the bathrooms and the fuel system. As soon as the paperwork is completed, Shannon plans on sending out a request for sealed bids to replace the lines in the fuel system. Bathrooms won't be able to start right away. The project will need to be split across two fiscal years for the budget. Shannon added that the docks are behind schedule and are looking at being delivered now in June. The goose deterrer will be going on quiet mode from 9 – 9 soon once more boaters arrive. Shannon added the marina is receiving an AED (automated external defibrillator) which will be placed in the fish cleaning station and will be important to have during an emergency. The Steel Headers is planning on setting up a donation box to raise funds for the fish cleaning station.

PUBLIC COMMENT: None

MEMBERS COMMENT: None

STAFF COMMENT: None

NEXT MEETING: Next meeting will be June 1, 2023, at 4:30 p.m.

ADJOURNMENT: ***Motion by Lewis, Second by Peterson.*** Motion carried.