

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

This meeting will be in person at City Hall in the Council Chambers.

The packet for this meeting can be found on our website at:
http://cms3.revize.com/revize/alpenami/government/city_boards_2/HAC_meeting_agendas_and_minutes.php

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.

<https://global.gotomeeting.com/join/474566405>

You can also dial in using your phone.

United States: [+1 \(571\) 317-3122](tel:+15713173122)

Access Code: 474-566-405

Agenda

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA/ MODIFICATIONS

APPROVAL OF PRIOR MEETING MINUTES - October 7, 2021

HARBORMASTER'S REPORT

Grant Application – Department of Agriculture

BUSINESS:

1. Master Plan - *Committee/Staff*
 - Project List

2. Operations Updates- *Shannon*
 - *Wait List Application*
 - *SOP – Complimentary Slip Procedures*

3. Marina Pride
 - *Potential Project List*
 - *Available service groups*

- i. Boy Scouts*
- ii. Others?*

- 4. Critical Issues – *Shannon*
 - *Progress Report*

PUBLIC COMMENT

MEMBER COMMENTS

STAFF COMMENTS

NEXT MEETING: Date: December 2, 2021
 Topics for Discussion: Master Plan

ADJOURNMENT

City of Alpena Harbor Advisory Committee

Meeting Minutes 4:30 p.m., Thursday, October 7, 2021

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

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

Committee members absent: Jason Luther, Jeremy Winterstein

Staff present: Shannon Smolinski, Rachel Smolinski, Steve Shultz, Cassie Stone

Others present: Eric Szymanski (NEMCOG)

APPROVAL OF AGENDA –Motion by Retherford, Second by Lewis, Motion carried.

APPROVAL OF MINUTES – September 2, 2021 -Motion by Moe, Second by LaBarre, Motion carried.

BUSINESS:

1. Presentation by Huron Pines – Water Program Director, Samantha Nellis stated that Huron Pines is a small nonprofit organization. Their mission is to protect, restore and conserve Michigan’s natural resources. Currently Huron Pines is in the process of working on a stormwater assessment for the City of Alpena. Stormwater is an issue in the City and working on ways to better address the runoff into our Great Lakes. The results of the assessment are anticipated to be available by the end of winter. Nellis added that she is going to get contact information from engineers to Shannon who could help with the culvert issue down at the marina.

2. Master Plan

- a. Master Plan Review – Eric spoke to members and staff about the highlighted areas in the Master Plan Draft and gathered information that needs to be corrected or added. Shannon asked members to start gathering a project list to incorporate into the Master Plan for Eric for the next meeting. The Master Plan will have to go to Planning Commission for approval and then it will go to Council for their approval.

3. Marina Pride – Would still like to have a meeting this fall to be able to gather a list of projects to begin in the spring. Projects could be pulled from the walkthrough list, such as painting the boat house, help renovate the boaters’ lounge, paint railings on the break wall and weeding flower beds. Wilson suggested getting a list for next meeting for spots that need attention as well as what volunteer groups would be interested in what projects. Shannon is going to get a list together to get out to the HAC members.

4. Critical Issues

a. Reevaluation Results – Shannon asked for some clarification on some of the issues that were listed such as Styrofoam under the decks, what location the grass is/isn’t growing, where the big hole is by the sprinkler system, gas pump clean up and clean up or get a new ice machine. Ice company no longer exists.

HARBORMASTER’S REPORT –

- Fish Cleaning Station Painting and Cleaning - Shannon stated that the walls in the fish cleaning station are starting to be stripped down but the 2 part epoxy that’s needed must be used at 50 degrees or higher in order to install it. The fish cleaning station needs to be either closed earlier this fall or done in the spring. Boat fishing is going to be done shortly so the station could be closed early.
- Goose Cleanup – Shannon is aware someone is down at the marina feeding the geese on a regular basis. Asked members to help spread the word to get it to stop.
- Prentiss Street Road Construction – Is scheduled for construction next year but there is a possibility of switching projects. There would be no access to the marina at times during the construction. Shannon is trying to figure out a way to maintain access when construction does eventually happen.
- Gas Dock Hours are being reduced to 8 – 5:00 p.m. now. There is still on call and Jason and Kelton’s hours are being changed to 4 -10 hour days starting next week.

PUBLIC COMMENT: None

MEMBER’S COMMENTS: Wilson said everything is going good.

STAFF COMMENTS: None

NEXT MEETING: Set for November 4, 2021, at 4:30 p.m.

ADJOURNMENT: Motion by LaBarre, Second by Retherford



Wait List Application

OWNER'S INFORMATION

Name: _____
Address: _____
City: _____ State: _____ Zip: _____
Home Phone: _____ Cell Phone: _____
Email: _____

VESSEL INFORMATION

Type: Sail Power

Vessel Name: _____ Vessel Mfg: _____ Year: _____
Length Overall*: _____ Registration #: _____
Beam Size: _____ Insurance Company: _____

REQUESTED LOCATION

Yacht Club Row (Slips 1-34) Flagpole Row (Slips 34-54) Any Slip -Prentis Side (Slips 1-54) Any Slip

Other (specify) _____

WAIT LIST PROCEDURES

This request entered this _____ day of _____, 20____, between the City of Alpena and the Alpena Marina, and _____ herein known as OWNER.

Available slips will be assigned at the discretion of the Harbormaster based upon the size of the vessel in comparison to the available slip.

It is the policy of the Alpena Marina to allow current seasonal slip holders the option of returning for the next season. Current slip holders must commit by March 1 for the upcoming season. In the event there is a vacancy, every effort will be made to fill these vacancies by April 1. If you are notified of an available slip by April 1, and you do not take the slip, you will remain on the list in your seniority order after your first refusal but will drop to the bottom of the list after your second refusal. If you are notified after April 1 and you refuse, you will remain on the list in your seniority order.

Only one request per boat shall be accepted on the wait list. Wait list seniority is not transferable with the except for a spouse or purchase of a different boat.



When registering on the wait list, complete information must be given including home and work telephone numbers. Contacting by telephone speeds the process of filling vacancies. Therefore, the City will try for two (2) days to contact you by telephone. If no contact is made by phone, a letter will be sent, and you will have seven (7) days to respond. The seven days will start from the date of the letter. If there is no response either by phone or letter, you will be treated as described above. It is the responsibility of the owner to update their contact information with the City of Alpena. After any refusal or lack of response or commitment as stated above, the City will then go to the next person on the list. An offer of an available slip will only be made to a person once per season.

Once an owner has agreed to a slip, a Seasonal Slip Agreement and the \$100 deposit shall be due within 10 days if it is prior to June 1. Seasonal Slip Fees shall then be due in accordance with the Seasonal Slip Agreement. If the owner has agreed after June 1, a Seasonal Slip Agreement and the Seasonal Slip Fees shall be due within 10 days to prevent forfeiture of your slip.

I (We), the undersigned, have read and agree to abide by all the terms and conditions set forth on this Agreement.

_____ date _____
City of Alpena Marina

_____ date _____
Owner

Standard Operating Procedure

Alpena Marina – Complimentary Dockage

Define what complimentary dockage means:

Who should receive complimentary dockage:

For each of the groups above, please complete the following questions:

Should there be a time limit on dockage? If so, what is that time limit.

Where should the complimentary dockage be?

How or should the marina be compensated for this dockage?

Marina Pride Project List

General Assistance Projects

- Landscaping (once a month)
- Painting of the breakwall railing
- Spring Cleanup
- Pre-Brown Trout Cleanup
- Spring Landscaping (flower planting/mulching)
- Sealing Docks

Skilled/Semi-skilled Assistance

- Boaters' Lounge Remodeling
- Potable Water System Replacement
- Painting Fish Cleaning Stations
- Painting Buildings
- Newsletter Assistance
- Advertising Campaigns

Other Suggestions

- 504C Organization – Friends of the Marina