

City of St. Clair Harbor Commission

Meeting Minutes

August 23, 2014

I. Call to order

Chairman McCartney called to order the regular meeting of the Harbor Commission at 9:00 am on August 23, 2014 at the St. Clair Boat Harbor.

II. Roll call

Secretary Bill Schwarz conducted a roll call. The following persons were present: Dan McCartney, Kathy Darmstatter, Dennis Bucholz, Bill Schwarz, Paul Lydy, Keith Winn, Councilman Mitch Kuffa, Harbormaster Stephanie Schriener. Excused absence of Bernie Kuhn and Dan Lockwood was noted and carried.

III. Approval of minutes from last meeting

Secretary Bill Schwarz distributed the minutes from the last meeting via email. The minutes were approved as distributed with a note that the date was wrong at the top of the minutes. Secretary Schwarz noted the mistake and corrected. Keith Winn motioned/Paul Lydy supported. Passed unanimously.

IV. Financial Report

- a) The Harbormaster presented the financials for the harbor. A comment was made around the soda pop machine not working. This will be looked into. A motion was made to accept the report by Paul Lydy/Kathy Darmstatter supported. Passed unanimously.

V. Old business

- a) Campsite update

The Harbormaster informed the commissioners that the site has been approved by the State of Michigan. She will be looking into the next step.

- b) PWC update

The city is waiting for a DEQ permit to install the new slips. Collected fees from potential seasonal boaters have been refunded. The commissioners would like to see the equipment moved from the grass to the parking lot before winter arrives.

- c) Harbor bathroom renovation

The Harbor is looking into a possible grant from the Community Foundation of St. Clair County for help in the renovation. The Harbor currently is in need of a vision plan for the project. Dan McCartney and Mitch Kuffa volunteered to explore options and update the commissioners at the next meeting.

VI. New Business

a) Unattached boat trailers in the parking lot

Currently there are 5 to 6 unattached boat trailers in the harbor parking lot. This seems to be an ongoing seasonal problem. The parking lot has a difficult time accommodating the attached-to-vehicle trailers that are using the launch ramp. It was discussed and decided that there is currently no room for unattached trailers at the boat harbor. A fee needs to be considered to be assessed to the unattached trailers. The Harbormaster will draft an addendum to the 2015 seasonal contract addressing this issue.

b) Cost of living wage increase

There is a 10% minimum wage increase coming in the fall that will affect the harbor. The Harbormaster speculated that this would add a \$300 per week burden the expenses for the 2015 season. She also informed the commissioners that the State of Michigan releases suggested pricing in November. The harbor commissioners need to consider pricing increases across all revenue sources to cover this upcoming expense. The Harbormaster will be looking for direction from the commissioners at the October meeting.

VII. Harbormaster's Report

a) Thank you's

The Harbormaster expressed her appreciation for the help received in pulling off the Mardi Gras party, and for the assistance in the grounds improvements.

b) Weed control

The harbor personnel have completed their obligations to the weed issue. The harbor is waiting for City Hall to complete their end of the promised work that was addressed at the beginning of the summer.

c) Parking lot striping

The harbor staff has completed striping of the parking lot to get through until next season.

VIII. Public Comments

There was one comment in reference to the streetlight that is out between docks 1 and 2.

IX. Commission Comments

Keith Winn: Suggested that the harbor staff try a new marketing approach to the discounted fuel day (Tuesday). Inform the transient captain on their approach to the harbor that fuel is on discount. This might motivate the boater to visit the fuel dock before docking for the day. VHF radio traffic to this affect might have follow-on business from boaters passing the harbor.

Dan McCartney: The harbor needs to stay after the wood accumulating around the dumpster. Also, a big “thank-you” to all that helped with Mardi Gras.

X. Adjournment

Chairman McCartney adjourned the meeting at 9:52 am. **The next meeting will be October 25, 2014 at Pine Shores Golf Course starting at 9:00 am.**

Minutes submitted by: Bill Schwarz

2014-15 Harbor Commission Meeting Schedule

October 25, 2014 – Pine Shores Golf Course

December 20, 2014 – Pine Shores Golf Course

February 28, 2015 – Pine Shores Golf Course

April 25, 2015 – St. Clair Boat Harbor

June 27, 2015 – St. Clair Boat Harbor

August 22, 2015 – St. Clair Boat Harbor