

City of St. Clair Harbor Commission

Meeting Minutes

October 17, 2015

- **Call to order**

Chairman Goyette called to order the regular meeting of the Harbor Commission at 9:02 am on October 17, 2015 at the St. Clair Boat Harbor.

- **Roll call**

Bill Schwarz conducted a roll call. The following persons were present: Jim Harkins, Dennis Bucholz, Bill Schwarz, Jane Goyette, Keith Winn, Councilman Mitch Kuffa, and Harbormaster Katie Stepp.

- **Approval of minutes from last meeting**

Bill Schwarz motioned accepting the minutes/Keith Winn supported. Passed unanimously.

- **Financial Report**

Nothing was presented at this time. Mitch Kuffa had attempted to communicate with the City Manager with no response prior to the meeting. Mike Booth has informed the Harbormaster that he will be attending only one meeting per year (to review prior year financials), unless he is needed for a specific issue.

- **Old business**

- a) PWC project

No update.

- b) Bathroom project

Harbormaster Stepp has been struggling to acquire the necessary bids for the proposed update to the bathrooms. Commissioners gave suggestions. This was tabled until the February meeting, where it is anticipated that more formal quotes will be discussed.

- c) Dock Box Proposal

Models of dock box options were laid out on Dock 2 at the end of the meeting. Consideration will be given to moving forward with this offering.

- d) Parking Lot Restriping

The city is moving forward with the restriping.

e) RV sites

It was brought to the commissioners' attention that the RV project was not complete. There was a pump-out component to the project that still needs to be executed. The Harbormaster informed the commissioners that this has become more complicated due to the location of the RV sites. Engineering will be a necessary step in completing this aspect of the project. The Harbormaster will follow up with Dan Lockwood in the future, to inform him of the progress.

• **New Business**

a) Curtain quotes

The Harbormaster informed the commissioners of the various states of the Harbor pavilions. It was determined that the wind/weather curtains for pavilion 1 had to be replaced for the next season. Bill Schwarz made a motion to move forward on the Blue Water Boat Top & Awning quote of \$2506.00, supported by Jim Harkins. Vote passed 5-1.

b) Future winter storage at Harbor

A question arose around the feasibility of boat storage on the Harbor grounds in the winter. The Harbormaster is waiting to hear back from the city on the liability costs for this idea.

c) Ingress/Egress license for DSLT properties

This annual matter is resolved between city hall and the owner's association.

• **Harbormaster's Report**

a) Bathroom door security pin pads

Harbormaster Stepp spent a lot of time quoting options for the bathroom doors' security. It was determined that a locking system would alleviate some need for security at the Harbor during the year. Keith Winn motioned to accept the A&C Builders quote of \$2562 for door replacement and pin pads, seconded by Bill Schwarz. Passed unanimously.

b) Fuel Dock

The Harbormaster also reported an issue with a hose on the fuel dock that was taken care of immediately. She also mentioned some considerations for replacing key locks with key cards in the future.

c) Dock Sealing

This was discussed during the meeting, and determined that it is a necessary expense to maintain the facility. Numerous options were discussed that need to be addressed at the next meeting. This appears to be a Spring project for the Harbor.

• Public Comments

None

• Commission Comments

None.

• Adjournment

Chairman Goyette adjourned the meeting at 10:20 am. Motion by Jane Goyette and seconded by Bill Schwarz. **The next meeting will be February 20, 2016 at Pine Shores Golf Course starting at 9:00 am.**

Minutes submitted by: Bill Schwarz

2015-16 Harbor Commission Meeting Schedule

February 20, 2016 – Pine Shores Golf Course

May 21, 2016 – St. Clair Boat Harbor

July 16, 2016 – St. Clair Boat Harbor

October 15, 2016 – Pine Shores Golf Course