

# Harbor Commission

## Regular Meeting Minutes

Tuesday, January 17, 2017  
5:30 p.m., Council Chambers



City of South Haven

### 1. Call to Order by Stegeman at 5:30 p.m.

### 2. Roll Call

Present: Ashley Deming, Nick Fazio, Cathy Pyle, Steve Schlack, Greg Sullivan, Tim Stegeman

Absent: Tim Reineck

Also present: Chad Bard, IT-IL-DO Charters; Mike Morphy, Senior Engineer, Abonmarche; Lydia Trevino, Engineer, Abonmarche.

### 3. Approval of Agenda

Motion by Schlack, second by Pyle to approve the January 17, 2017 Regular Harbor Commission Agenda as presented.

All in favor. Motion carried.

### 4. Approval of Minutes: October 18, 2016

Motion by Deming, second by Schlack to approve the October 18, 2016 Regular Meeting Minutes as written.

All in favor Motion carried.

### 5. Interested Citizens in the Audience Will be Heard on Items Not on the Agenda

None at this time.

### 6. Financial Reports

Hosier reviewed the financial reports.

### NEW BUSINESS

### 7. 2017 Harbor Commission meeting dates for 2017

Stegeman read the dates into the record, noting that the meetings are scheduled for the third Tuesday of each month at 5:30 p.m. January 17, February 21, March 21, April 18, May 16, June 20, July 18, August 15, September 19, October 17, November 21 and December 19

Motion by Schlack, second by Deming to approve setting the Harbor Commission regular meeting dates for 2017.

All in favor. Motion carried.

## **8. Charter Fishing License Agreement Renewal**

Hosier introduced the license agreement renewal by explaining where the charter boat is located. Noted that since there has been increase in fees in the marinas, we are proposing the same agreement adjusted for the increase in the price per year.

Hosier noted that Captain Chad Bard is here for questions.

Schlack asked if it makes sense, since either party can terminate the contract for any reason, to extend the license agreement further. Hosier said this board could recommend that; City Council is the one who actually approves the license agreement. Fazio thinks that makes sense.

Motion by Schlack, second by Pyle to recommend that City Council approve the license agreement but extend the contract for five years.

Sullivan said the contract states the city manager, if any breach of the agreement occurs, can terminate the contract. Stegeman asked for clarification of what Sullivan's question is. Sullivan expressed concern that the motion is being made based on either party being able to terminate for any reason, but the agreement talks about the city manager being able to terminate for cause. Hosier explained that this is a very broad paragraph, and each sentence explains different reasons that can lead to termination and explains the means of appeal. Stegeman asked for confirmation of Schlack's reasoning and Schlack said it is an open-ended contract, that can be voided for cause or not. Schlack suggests getting the paperwork out of the way; it's a formality.

All in favor. Motion carried.

## **9. Tour Boat License Agreement Renewal**

Hosier explained that IT-IL-DO Charters have proposed a tour boat, we have a three-year term probably because it's a new operation; the city is still seeing how things are going. The fee has been increased to \$200 per foot or \$8,000 dollars which reflects recent rate increases in the marinas. IT-IL-DO Charters has been a very good tenant; there haven't been any problems. Hosier pointed out that to terminate the contract is a little bit more complicated and explained the terms of termination.

Deming ask if this is prime frontage. “Is it the same cost per foot as any other dock space?” Kate said it’s somewhat prime but, “it’s a rough area, and it’s commercial so I assigned the same rate as inside.”

Stegeman asked if Hosier is comfortable extending this one year contract for three years. Hosier said she has not heard any complaints, and noted that people are always asking how to get on the water. Stegeman asked whether about the changes we planned at the marina have been implemented to which Hosier responded, “We didn’t get to that, because it was late in the season, but the marina obtained a long extension cord and the tenant was willing to forgo water. We have a request for bid set to go out in February.”

Stegeman asked if Mr. Bard had any comments. Bard thanked the city for the opportunity to park their boats down there so people can get out on the lake and enjoy Lake Michigan. “Things went really well down at the marina; Marple and Susan were great. We did try to pick up trash when we saw it; we did have a situation where a lady broke her leg coming in on a boat and we helped get her off the boat. Things went really well.”

Schlack asked if Hosier knows how long the Maritime Museum contracts run to which Hosier responded 10 years. In response to a question by Sullivan, Hosier said she reviewed the contracts today; slips 29 and 30 were started in early 2000 and 28 in 2014 so they have different end dates. Stegeman asked about sharing the docks to which Hosier said “Under the agreement, if the Friends Good Will is gone and the city puts boats there, we share the proceeds with the museum.”

Hosier pointed out that you want to think about the rates being raised and pointed out the nine addendums, noting, “It’s more complicated.” Sullivan asked if next year someone else wanted this space and was willing to pay a higher amount, whether the city would auction it. Hosier responded, “I doubt it because we have this agreement. Would I be bringing it to this board? Absolutely.”

Deming asked the full length of commercial space available to which Hosier responded, “80 feet.” In response to Deming’s comment on placing two 40’ boats there, Hosier noted, “You do have to have five feet between the boats or extend too far over on the transient side which we have state requirement to provide.”

Sullivan asked if the boat was not there, was down for maintenance, could the city rent that dock with revenue sharing. Hosier wouldn’t suggest revenue sharing because we own the dock. In the seasonal contract if you’re gone from your dock 24 to 48 hours the city could feasibly rent it. Stegeman asked if any boat in Bard’s fleet could technically tie up there. Schlack pointed out this lease for this dock is for the tour boat. Bard said he would have to get approval from the city.

Motion by Fazio, second by Schlack to recommend to City Council to approve the renewal of the license agreement with IT-IL-DO Charters, LLC for Tour Boat operations at the Southside Municipal Marina.

All in favor. Motion carried.

## 10. Marina Projects Update

Hosier updated the board on going out for bid to replace two skid piers, noting that if any money is left over it will be used for maintenance on the other two existing skid piers. Hosier also noted that grant applications seeking money for another two skid piers are in process. Black River Park bathroom rehab and South Side roof are being handled by Abonmarche. Two colors have been picked out for the South Side Marina building roof; a gray and a greenish-gray. Restrooms are anticipated to be done before May, so hoping to get them out for bid.

*Mike Morphy, Senior Project Engineer & Project Manager, Abonmarche.* Presented a Power Point on the South Haven Wave Study, noting he wants to provide an overview, the outlay and how we plan to push things along here.

Explained the process, outreach to stakeholders including United States Army Corps of Engineers and the lower Black River marinas.

Spoke about the existing conditions and the use of hindcast modeling. Stegeman suggested looking into the three years of data from the buoy.

Hindcast 1960 – 2014 . . . 50 year storm 22.6 ft., 100-year wave 24.2 ft.

Lydia Trevino, Engineer, Abonmarche was introduced.

General rule of thumb to keep waves under 1' in marinas. How can we solve that for SS Marina and others within the harbor. Some options being reviewed are:

1. Inner Harbor Breakwater
2. Baffle Wall
3. Floating Wave Attenuator
4. Pocket Wave Absorbers.

Schlack asked the consultants if they have spoken with John Marple and suggested they ask Marple about a study done in the 1980s. Schlack also mention a Mr. Ted Jones, who was also involved with the studies done in the past. Mike suggested that next time Hosier and he sit down see if Marple can join them. Stegeman and Schlack spoke about the Hannah's dock and whether it was completely removed. Deming noted that the Historical Association of South Haven (HASH) would be a good source about Hannah's dock.

Hosier spoke about the recent visit by United States Army Corps of Engineers - USACE and her appreciation for their visit and getting the rails primed and painted blue.

Hosier noted this presentation will be added to the agenda online and it will be helpful for City Council.

## **11. Weather Buoy Update**

Hosier gave an update on the weather buoy, noting it is very popular for WOOD TV8.

Stegeman noted the reason the count was higher than normal; the buoy north of us did not have funding late in the year, so that drove our numbers up. Stegeman spoke about the conclusion of our third year of our five year deployment; three years ago, some of those folks who funded it, he is not sure if they'll renew. Stegeman would like to create a campaign to take individual donations, to take the five and 10 dollar donations. Expressed his disappointment that many of our other marinas other than the Yacht Club and River Bend Boat Club, would not donate. Fazio wondered if staff could be asking for donations when people pay their fees.

Stegeman said the Steelheaders were the lead on the project and he would like to have them set up a foundation to take tax deductible donations on a website. Plan B would be something similar with the city. Deming asked if we could do both to which Stegeman responded no, it gets too complicated. Stegeman feels now is the time to start thinking about this because it gives us time to get something up. It costs \$15 to 20 thousand a year to put it in, plus the cost of maintenance and the websites. Deming asked about grants to which Stegeman responded that the city got the grant for NOAA to set the buoy; the maintenance part is on us.

Hosier asked, referring to Ottawa County not being able to put their buoy in, "Didn't they have to buy their buoy?" Stegeman thinks LimnoTech takes ownership and can sell it to someone else. Stegeman noted that if the program closed, the temperature string was bought by the Steelheaders.

## **12. Staff and member comments**

Hosier: As I get updates on our projects I will pass them on to the Harbor Commission.

There were no other comments.

## **13. Adjourn**

Motion by Schlack, second by Sullivan at 6:29 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom  
Recording Secretary.