

Harbor Commission

Regular Meeting Minutes

Tuesday, July 21, 2015, 5:30 p.m.
Council Chambers, South Haven City Hall



City of South Haven

1. Call to Order

Present: Pyle, Reineck, Stephens, Sullivan, Arnold
Absent: Silverman, Stegeman,

Also present: John Marple, Marina Manager

2. Approval of Agenda

Motion by Pyle, second by Sullivan to approve the July 21, 2015 regular meeting agenda as presented.

All in favor. Motion carried.

3. Approval of Minutes: May 19, 2015 Regular Meeting

Motion by Sullivan, second by Pyle to approve the May 19, 2015 regular meeting minutes as written.

All in favor. Motion carried.

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

None at this time.

4a. Reports

VandenBosch reviewed the reports. Noted some record revenues and lean expenditures. Noted staff is still working on a dredge permit for the turning basin; need to find another location to put dredge spoils.

VandenBosch reviewed a handout that he distributed before the meeting, noting it is a snapshot of our grant application progress.

VandenBosch noted that three grant applications were denied and will probably be included in a new five-year plan.

Sullivan asked about \$20,000 that was to be transferred to the River Maintenance Fund. VandenBosch noted that the transfer is not included in the report because the report is intended to show expenses from business operations, to allow for a better understanding of the marina as a business. The transfer is being made to the River Maintenance Fund. Discussion ensued regarding Downtown Development Authority (DDA) transfer to the River Maintenance Fund.

5. Fish Cleaning Station Grant Application, Concept Plan

VandenBosch explained that we have a concept sketch for the Fish Cleaning Station grant application. The paving will be coordinated with the Downtown Development Authority (DDA) project to build a parking lot adjacent to this site. This sketch does not include the driveway improvements because that grant was denied; staff will continue to try to get funding for driveway improvements and expects to reapply for driveway funding in the future.

VandenBosch pointed out the fish cleaning station elevations included in the packet; the proposed fish cleaning station implements a different method of disposal of fish remains than the city has used before. The current type of fish cleaning station incorporates a grinder which grinds up the remains and sends them into the sewer system. This process is based on the Manistee example which includes storing fish remains in barrels in a cooler which will subsequently be hauled away and recycled into cat or pig food. Discussion ensued regarding the maintenance issues and downtime involved with the fish grinder.

Reineck said they had a presentation at Steelheaders last month by a speaker who is a professor from Michigan State University. The topic was commercial fish production; one of the comments the speaker made was about pelletized fish food, which he says is a high demand item. This would be a resource rather than a waste product to be disposed of. VandenBosch said we are currently looking for someone who will haul it away and they can have all of the fish remains they haul. Staff priced out paying someone to haul it away. If we have to send the fish remains to a landfill it will be about sixty-seven dollars (\$67) per month, assuming two (2) barrels a week. This is the worst case scenario. Perhaps eventually fish remains will be seen as a resource instead of a detriment and someone will haul it away for free.

VandenBosch noted this station includes water sprayers that come down from the roof, eight tables and two public restrooms.

Stephens commented that looking at the floor plan and comparing with the last plans we looked at, the previous plans did not include restrooms. VandenBosch said that the city is looking at handicap accessibility and adding restrooms to our facilities. The restrooms in the fish cleaning station can also be used by cyclists; people parking near there to go to the

downtown; it will be an asset to the Kal-Haven Trail being the first public flush toilets available to bicyclists coming into town.

Pyle related that with the current numbers of people showing up at our boat launches, one of the biggest complaints we get is about restrooms. VandenBosch asked if it is because there are too many people for the facilities or that people just do not like the facilities at the boat launch. No conclusion was reached in the ensuing discussion.

Pyle noted she is firmly in support of this fish cleaning station and asked if the station will be manned overnight to which VandenBosch responded that it should be opened at night. "The Manistee model has someone who volunteers and cuts the fish for a donation; the volunteer also periodically moves the barrels into the cooler and cleans things up. The city may try to do that or we may just have someone come in on a regular basis and move the fish into the cooler."

Stephens asked what the storm improvements are which are included on page fifteen (15) of this document. VandenBosch said that would be parking lot drainage, noting that the city is not planning to do this as pervious pavement, which is extremely expensive. VandenBosch also noted that there will have to be a culvert underneath the drive entrance and that is also part of "storm improvements." There will probably be a drain in the parking lot that will drain to the ditch, according to VandenBosch. We have had comments in favor of pervious pavement but it is very expensive. Stephens asked if this money comes from the Cash & Investments balance to which VandenBosch responded, "Yes and we may have to borrow some." VandenBosch also noted the estimates are intended to be high, perhaps ten (10) to twenty (20) percent high if construction costs do not rise too much.

VandenBosch noted that this grant request will be going to City Council either the first or second meeting in August. The application is due August 21, 2015 at the Great Lakes Fisheries Trust. VandenBosch stated that one action this board could take is to recommend this item to City Council.

Pyle asked if this is an open air concept to which VandenBosch responded "Yes, it is, but it can be locked. There is very little to damage and there is no way to clog up the fish grinder; it might be able to be a twenty-four (24)-hour operation." Arnold asked if restrooms would be locked in the off-season. VandenBosch said he does not think the fish station restrooms are heated so will have to be winterized and closed during the winter.

Stephens asked if somebody does make a motion, whether something about the re-use of the fish offal should be included. Pyle asked if VandenBosch had contacted Bob Filbrandt about whom he uses to which VandenBosch stated that he had not. Stephens said she likes Reinert's suggestion from the Michigan State person and thinks that should be pursued.

Motion by Reineck to accept the fish station plan as proposed and recommend it to City Council. Second by Pyle.

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All in favor. Motion carried.

Member and Staff Comments

Stephens: Had a question about the cruise ship dock, as quoted in the newspaper. VandenBosch noted that the city received the Department of Environmental Quality (DEQ) permit this week and have started to talk about putting the electric pedestals in; that Chad Bard is still working on getting approvals from the coast guard for the tour boat. The city will not have the pedestals in for at least three (3) weeks because we have to bid it out. Stephens asked if the city is waiting for Chad's approval to which VandenBosch responded, "No, because those pedestals can be useful for many different events and reasons."

Pyle: Asked whether VandenBosch has a final update on where the bridge stands. VandenBosch said he has not heard anything more about raising of the lights or about the green-red lights. VandenBosch explained that the Coast Guard only allows the lights to be shown green when the bridge is in the full up position. However, we hardly ever open it completely vertical because it takes longer to get it from full vertical to the down position. With traffic backups the bridge tenders usually bring the bridge back down before the full upright position is achieved. The light always stays red due to that price and does not turn green. Because Coast Guard regulations require that, boaters often have questions about going through a red light, which is natural. VandenBosch noted there may be something the bridge operators can do to override that but VandenBosch does not know if the bridge tenders are doing that now.

Adjourn

Motion by Pyle, second by Stephens to adjourn at 6:03 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary