

# HARBOR COMMISSION MEETING MINUTES

July 25, 2013

6:03 P.M.

## MEMBERS PRESENT

Lee Kummer

Jack Resch

James Anderson

Fred Radandt

Jim Ruffolo

Peter Allie

Mike Dailey

## STAFF PRESENT

Paul Braun, Harbor Master

## OTHERS PRESENT

See Sign in Sheet

## MEMBERS EXCUSED

Alderman Jason Sladky

## Approval of the Minutes from September 13, 2008 Meeting

Mr. Kummer made a motion to approve the minutes of the January 23, 2013 meeting. J. Ruffolo seconded the Motion.

Motion carried unanimously, no further discussion.

Presentation from Norma Bishop, Wis. Maritime Museum regarding the NOAA National Marine Sanctuary project.

Mrs. Bishop, Executive Director of the Wisconsin Maritime Museum was invited by Mr. Ruffolo to give a presentation on the importance of NOAA's National Marine Sanctuary project.

Mr. Ruffolo gave a quick introduction of the status of the current efforts to attract the Sanctuary's Visitor Center to Manitowoc and how important a project like this is in attracting visitors and their money to the area in addition to permanent and temporary jobs. Mr. Ruffolo is in full support of the project and would like to have the Commission listen to Mrs. Bishop and provide their full support of the project.

Mrs Bishop provided a brief summary of her experience and qualifications. She also mentioned that she has been working with Dean Charles Clark from the UW – Manitowoc campus and the two entities have formed a solid partnership trying to pursue the Sanctuary Visitor Center. In the past 6 years there has been a lot of communication with NOAA regarding the Sanctuary in addition to other projects that have been funded with some NOAA grant monies. Mrs. Bishop explained that NOAA has been looking into creating a second Great Lakes Marine Sanctuary for quite some time.

Mrs. Bishop went on to explain that there is a lot of competition from other coastal communities to attract the Visitor Center mainly Sheboygan. The proposed boundary of the sanctuary would extend approximately from Port Washington north to Two Rivers.

Mr. Kummer asked what action was being requested from the Commission regarding the topic. Mrs. Bishop stated that their group is looking for the support of the Harbor Commission and would specifically request that the Commission send a communication to the City Council asking for their full support in trying to recruit the Visitor Center to Manitowoc.

The Commission discussed the topic and were in agreement that the project is important and should be supported.

Dean Charles Clark added that a huge advantage that Manitowoc has is its partnership with UW-Manitowoc; UW – Manitowoc has a fisheries biologist which is important because none of the other communities have such a great resource. If the Visitor Center was located in Manitowoc there is the possibility of a partnership between the UW and NOAA working on water related projects and studies.

A question raised was has there been communications with the local charter and commercial fisherman. Mrs. Bishop said that she has had discussions with Tiger Leclair who has been very supportive of the project. Mr. Braun also stated that he was at a Northeast Wisconsin Great Lakes Sports Fishing monthly meeting about a year ago and the project was discussed there and it seemed like that group was supportive.

Mr. Kummer made a motion which was seconded by Mr. Dailey to have a report sent from the Harbor Commission to the Common Council asking for the Council's full support of the project. The motion was approved unanimously.

#### Chair / Co-Chair discussion

The members held a discussion regarding who will be Chair and Co-Chair for the Commission. Currently James Anderson is Chair and a Co-Chair has not been established. After discussion the Commission reaffirmed that Mr. Anderson shall remain as Chair and that Peter Allie will be co-chair. The Harbor Master will work with the Chair of the Commission to set meeting dates, prepare agendas and meeting packets.

#### Harbor Commission Reappointments

Mr. Braun gave a brief update regarding the reappointments to the Commission. Peter Allie and Mike Dailey have been reappointed for an additional 3 years. Mike Flentje, who was a former member is not eligible to be on the Commission because he is not a resident of City of Manitowoc. Mr. Braun explained that by Statute and Municipal Code all members of the Commission must be a city resident. The Commission is now looking for an individual to fill the vacancy.

Commissioner Kummer had to excuse himself from the meeting due to another commitment at 6:42pm

#### Harbor Commission Handbook discussion

Mr. Braun handed out to the Commissioners a document entitled the "Harbor Commission Handbook". Mr. Braun explained the reason he created the handbook was to have a resource to answer 90% of the issues or questions that may be brought up to the Commission. Mr. Braun searched the State Statutes and Municipal Code for any areas that made reference to Harbor Commission, Harbor Master, or Marina and any major text sections that mentioned those words were copied and pasted into the handbook. The handbook will be reviewed by the City Attorney's office to get their sign off.

#### Future Project Map and List

Mr. Braun showed the Commission a large wall map that was an aerial of the marina, inner harbor and outer harbor. His goal with the map is to create a working document showing future projects that the Commission could focus on for their meetings. When potential projects were discussed a note would be placed on the map.

#### F2013 - 2014 Coastal Management Grant Update

Mr. Braun updated the Commission on the 2013 - 2014 Coastal Management Grant. He mentioned that the grant is for a preliminary engineering and design report for

a sheet wall and adjacent bike and pedestrian path. The project limits are from the former WPS office building on N. 10<sup>th</sup> Street to the former Consumer Steel building at 1311 Spring Street. Mr. Braun is in the process of writing the Request for Proposals to be sent out to consultants. Some of the major goals of the project are to provide additional public access to the water, stabilize the shoreline and improve water quality. The Commission was supportive of the project and encouraged connectivity to other existing trails and paths.

#### Harbor Assistance Grant – City Centre, LLC project

Mr. Dailey gave an update regarding St. Mary's Cement's recent announcement that they have been awarded a \$475,000 Harbor Assistance grant from the Department of Transportation. The grant is an 80 / 20 split with St. Mary's picking up 20% and Harbor Assistance paying the remaining 80%. The dredging project in the inner harbor area will allow for heavier loads of their product to be delivered.

#### Harbor Assistance Grant – St. Mary's Cement, LLC project

Mr. Allie also gave an update on City Centre's recent announcement that they have been awarded a \$278,978 Harbor Assistance grant from the Department of Transportation. The grant is an 80 / 20 split with St. Mary's picking up 20% and Harbor Assistance paying the remaining 80%. The dredging project will allow larger vessels to use their mooring locations along the peninsula property.

#### Update on discussion with DNR Research Vessel Captain

Mr. Braun updated the commission on a conversation he had with Captain Bastar from the Department of Natural Resources Research Vessel. The DNR vessel occasionally moors overnight in the area east of the USS Cobia and Captain Bastar stated that there are some wood beams that have deteriorated and need to be replaced. Captain Bastar stated that he would be willing to replace the beams at no cost to the Commission or City. The Harbor Commission stated that they are open to Captain Bastar's proposal but would like a formal communication from him.

Update on meeting with the Army Corps of Engineers

Mr. Braun explained to the Commission that he and staff from the City Engineering Department met with the Bob Stanick and Mike Staal from the Corps. The meeting was informal and was meant for everyone to introduce themselves. The Corps explained their areas of review and regulation. Mr. Braun stated the meeting was beneficial to everyone to help in understanding everyone's roles in regards to the marina, confined disposal facility and federal channel. Mr Braun stated that he was bringing the Commission up to speed and the discussions with the Corps.

The Commission discussed briefly the next meeting date, no date was selected but everyone agreed it should be in September or October.

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J. Ruffalo made a Motion to adjourn meeting at 7:30 p.m. M. Dailey seconded the Motion.

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Paul Braun  
Harbor Master

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