

## **Minutes of Bay St. Louis Municipal Harbor Commission**

**Date:** Tuesday, February 4 2014

**Location:** Bay St. Louis Central Fire Station Training Room, 543 Main Street, Bay St. Louis  
The meeting of the Bay St. Louis Municipal Harbor Commission convened at 3:00 p.m.

**Commissioners Present:** Chairman Lee Seal, presiding, Vice Chairman Ken Barbor, Charles LaFleur, Rod Ward and Chet LeBlanc

**Absent:** J.P. Compretta and Chris Roth

**City Officials Present:** Buz Olsen, Paula Fairconnetue and Don Rafferty

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### **APPROVAL OF MINUTES**

#### **RE: January 14, 2014**

Commissioner LaFleur moved, seconded by Commissioner LeBlanc, to approve the minutes of the Harbor Commission meeting held January 14, 2014, as presented.

A vote was called for with the following response:

VOTING YEA: LaFleur, LeBlanc, Ward, Barbor, Seal

VOTING NAY: None                      ABSENT: Compretta and Roth

### **APPROVAL OF MINUTES**

#### **RE: January 21, 2014**

Commissioner LaFleur moved, seconded by Commissioner Barbor, to approve the minutes of the Harbor Commission meeting held January 21, 2014, as presented.

A vote was called for with the following response:

VOTING YEA: LaFleur, LeBlanc, Ward, Barbor, Seal

VOTING NAY: None                      ABSENT: Compretta and Roth

### **Guest: Jason Chiniche**

#### **RE: Change Order No. 4**

Jason stated that at a previous meeting the Commission recommended approval of Change Order No. 4 for construction of the 350LF Day Pier. The contractor is requesting thirty (30) additional calendar days to the contract to construct the Day Pier and he recommended approval of the additional time.

### **MOTION TO RECOMMEND APPROVAL**

#### **RE: Change Order No. 4**

Commissioner LaFleur moved, seconded by Commissioner Ward, to recommend that the City Council approve Change Order No. 4 with the request for thirty (30) additional calendar days to the contract for construction of the day pier.

A vote was called for with the following response:

VOTING YEA: LaFleur, LeBlanc, Ward, Barbor, Seal

VOTING NAY: None

ABSENT: Compretta and Roth

### **Marketing Report**

Buz Olsen reported that he spoke with Myrna at the Tourism Bureau and the Advertising Agency will be at the Harbor Commission meeting next week to present a proof of the rack card for approval before going to print. Also, there are three boat shows coming up. Biloxi Boat & RV Show, February 21-23, Gulfport Gulf Coast Yacht & Boat Show, April 3-6 and another show in New Orleans.

### **Harbor Update**

Jason presented the comfort station plan to the commission for review

Jason reported on the Clean Marina recommendations regarding fish cleaning stations. Their recommendation is that fish cleaning stations and fish disposal stations be kept far away from the water as possible to not impair water quality.

(Commissioner LeBlanc left the meeting)

### **OLD BUSINESS**

#### **Slip Rental Agreement**

The Commission reviewed the preliminary version of the slip rental agreement and made final changes to present to the City Council at their next meeting.

Commissioner Seal called for a motion to accept the revised document.

#### **MOTION TO ACCEPT SLIP RENTAL AGREEMENT**

Commissioner Barbor moved, seconded by Commissioner LaFleur, to accept the Slip Rental Agreement, as modified.

A vote was called for with the following response:

VOTING YEA: LaFleur, LeBlanc, Ward, Barbor, Seal

VOTING NAY: None

ABSENT: Compretta, Roth and LeBlanc

#### **ByLaws Review**

The Commission reviewed the bylaws and will discuss further at their next meeting.

### **NEW BUSINESS**

#### **Amend Ordinance No. 547 Discussion**

##### **RE: Lottery System**

Commissioner Seal stated that the Commission had previously discussed that slips would initially be assigned by a lottery selection. He discussed the matter with Don Rafferty and we need to add an amendment to the ordinance to include the Lottery System. He noted that the Commission has to recommend an amendment to the ordinance to the City Council to add the Lottery System Procedures.

The Commission had a lengthy discussion o the Lottery System.

**Operating Budget**

Commissioner *Seal* stated that we have a detailed proforma and Long Beach's budget going back to 2005, so we have a good idea of what our operating expenses will be based on that information. The income part of the budget will be a projection.

**Fuel Dock/Bait Shop**

Commissioner Seal stated requested that Commissioner Ward head up setting up a process to establish Request for Proposals, interview process, lease agreements and other information relative to subcontractors.

**Standard of Operations**

Commissioner LaFleur stated that the Commission should begin developing the Standard of Operations manual for the harbor.

Commissioner Seal stated that the Commission would break into committees to work on the document.

**MOTION TO ADJOURN**

Commissioner LaFleur moved, seconded by Commissioner Ward, to adjourn the February 4, 2014 Harbor Commission meeting, there being no further business to discuss.

A vote was called for with the following response:

VOTING YEA: LaFleur, Ward, Barbor, Seal

VOTING NAY: None                      ABSENT: Compretta, Roth and LeBlanc