

Minutes of the Bay St. Louis Harbor Commission

Date: Tuesday, June 10, 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: Lee Seal, presiding; Rod Ward, Charles LaFleur, J.P. Compretta, Chet LeBlanc

Absent: Commissioners Chris Roth, Ken Barbor and Mike Hemsley, alternate.

City Officials Present: Buz Olsen and Paula Fairconnetue

The meeting was called to order by Vice Chairman Ken Barbor.

APPROVAL OF MINUTES

RE: June 3, 2014

Commissioner LaFleur moved, seconded by Commissioner Compretta, to approve the minutes of the Harbor Commission meeting held June 3, 2014, as presented.

A vote was called for with the following response:

VOTING YEA: LaFleur, Compretta, Seal, LeBlanc and Ward

VOTING NAY: None ABSENT: Barbor and Roth

Harbor Master Report

Charles Fortin reported that essential supply items are on order including VHS radios. Bids are being taken on oil containers and software companies. Dock Master is the preferred software; cost is approximately \$11,000, which includes onsite training.

Discussion was had on dock boxes and specific size and brand that will be used at the harbor. Boaters will have the option to purchase dock boxes from the city, or purchase directly themselves. A \$25 fee was recommended as a reasonable charge for installation of dock boxes.

MOTION TO APPROVE DOCK BOX INSTALLATION FEE

Commissioner Ward moved, seconded by Commissioner Compretta, to approve a twenty-five dollar (\$25) installation fee to mount each dock box; brand and size of dock box to be specified by harbor master.

A vote was called for with the following response:

VOTING YEA: LaFleur, Compretta, Seal, LeBlanc and Ward

VOTING NAY: None ABSENT: Barbor and Roth

Further discussion was had on operations of the pump out station and possible five dollar fee to boaters for use, considering time and labor involved in providing the service.

Recommendation of the Commission was to not add a charge for the pump out station at the initial opening of the harbor.

During discussion on Clean Marina Checklist, Chuck Fortin noted that among other regulatory Clean Marina requirements, collection of used oil, batteries, recyclables and containment pallet is part of the checklist. He is working with Jason Chiniche to identify a containment area for

these items. Fencing will be used to hide the containment area. A dumpster will be placed near the maintenance ramp.

Chuck Fortin has prepared a rough draft of the Standard of Procedure (SOP) guidelines and will email document to the Commission for review and input. He's working with the Public Works and Fire Departments on emergency and fire safety regulations. Some type of siren will be used to alert boaters of fire on the docks. In the case of fire on dock, all boaters will be required to evacuate; public safety is top priority. Electrical lock-out, tag-out will most likely be handled by Public Works.

Duane Caughlin was appointed to the position of Deputy Harbor Master by the mayor; a dock hand will be needed before the fuel dock opens. Hours of operation will start out as 8am-5pm, 7 days a week. The harbor will remain open as long as boats are coming in.

Chuck Fortin reviewed marketing proposals and recommended the AdLib group.

Commissioner Seal and Buz Olsen will meet with Myrna Green with Tourism to discuss marketing funding at 3pm on Wednesday, June 18th.

Guest: Jason Chiniche

RE: Harbor Update

Jason reported on schedule of completion; June 23rd is contractual completion date. Parking lot paving will be completed next week. After inspection, recommendation will be made for sub-completion of the project. The punch list will not be completed, but is not critical to opening. Asphalt work will be completed next week. Railing, landscaping and umbrella tables may not be completed by opening, and a few minor items will have to be finished after substantial completion. The entrance sign will be installed in mid-July.

With the harbor opening in mind and assuring that the tourist area on Beach Blvd is kept attractive at all times, the Commission discussed recommending that the city adopt a property maintenance ordinance to require a six (6) inch grass height along Beach Blvd and the downtown area.

After a lengthy discussion, Commissioner Seal called for a motion.

RECOMMENDATION TO ADOPT GRASS CUTTING ORDINANCE

RE: Beach Blvd/Old Town District

Commissioner Ward moved, seconded by Commissioner LeBlanc, to recommend that the City adopt a property maintenance ordinance for grass not to exceed a height of six (6) inches on property along Beach Blvd., from Washington Street to Highway 90 on the east, and all commercial zoned property in the Old Town District.

A vote was called for with the following response:

VOTING YEA: LaFleur, Compretta, Seal, LeBlanc and Ward

VOTING NAY: None ABSENT: Barbor and Roth

MOTION TO ADJOURN

Commissioner LeBlanc moved, seconded by Commissioner LaFleur, to adjourn the Harbor Commission meeting of June 10, 2014, there being no further business to discuss.

A vote was called for with the following response:

VOTING YEA: LaFleur, Compretta, Seal, LeBlanc and Ward

VOTING NAY: None ABSENT: Barbor and Roth