Ontonagon
Harbor Town
Gateway to the Porcupine Mountains

VILLAGE OF ONTONAGON

Marina Commission

315 Quartz Street
Ontonagon, Michigan 49953
906-884-2305 Fax: 906-884-4369
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AGENDA

MARINA COMMISSION MEETING

August 21, 2025

3:30 P. M. 315 QUARTZ ST.

1. Pledge of Allegiance
2. Call to Order/Roll Call
3. Approval of Agenda
4. Approval of Minutes: July 17, 2025
5. Items from the Floor (Five minute Limit Per Individual on Agenda and Non-Agenda Items)
6. Financial Report
7. Harbormaster's Report
8. Marina Business
   a. Grant Update
9. Other Business
10. Adjourn

VILLAGE MARINA COMMISSION
HELD ON THURSDAY, July 17, 2025
AT 5:00 P.M. AT 315 QUARTZ STREET, ONTONAGON

ORDER
At 5:00 p.m. the meeting was called to order and the Pledge of Allegiance was led by Vice-Chairperson Deb Seid.

PRESENT: Don Chastan, Willie DuPont, Vice-Chairperson Debra Seid, Chairperson Fred Chamberlain
ABSENT: Tom Colgin, Barb Kilmer

AGENDA:
A motion was made by Seid, second by DuPont, (CARRIED) to approve the agenda as amended.
AYE: Seid, DuPont, Chastan, Chamberlain
NAY: None
ABSENT: Colgin, Kilmer

MINUTES:
A motion was made by DuPont, second by Chastan (CARRIED), to approve the June 19, 2025 minutes
AYE: DuPont, Chastan, Seid, Chamberlain
NAY: None
ABSENT: Colgin, Kilmer

ITEMS FROM THE FLOOR:
None

FINANCIAL REPORT:
Chairperson Chamberlain had a question on the financial report concerning the SOM CRS Fee which Manager Dupont explained is the State of Michigan online register.

Manager DuPont reported we have received $25,000.00 from the Thriving Communities Grant which will be used for a feasibility study of the current accessibilities like silting and to look for a long-term, cost-effective plan to maintain the silt and mapping stakeholders to see who is using the marina and how we can utilize it.

DuPont also reported the seasonal berths and daily ramp fees are up from last year.

Chairperson Chamberlain inquired about fees being paid up to date,

HARBOR MASTER REPORT:
The Marina lift needs a cover as each time it rains; the rainwater runs into the exhaust and fills the cylinders with water requiring the plugs to be pulled and drained. Manager DuPont gave Harbormaster Paulick permission to purchase the materials needed to build a cover for the lift.

MARINA BUSINESS:
Manager DuPont will get a quote for new posts. Harbormaster Paulick mentioned some of the cleats are loose and many of the bolts are also in need of replacement as well as some of the deck boards. He asked for the materials and will do the repairs once the marina freezes over as it will be easier to access.

OTHER COMMISSION BUSINESS: A motion was made by DuPont, second by Seid (CARRIED) to change the monthly Marina Commission meeting time from 5:00 pm to 3:30 pm.
AYE : DuPont, Seid, Chastan, Chamberlain
NAY : None
ABSENT : Colgin, Kilmer

ADJOURN:
Adjourned at 5:11 p.m.by call of the chair.

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Wendy Pence, Clerk Approved

PERIOD ENDING 08/31/2024

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 08/31/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 08/31/2024 INCREASE (DECREASE	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 208 - MARINA FUND						
Revenues						
Dept 000.000 - CASH						
208-000.000-502.000	SOM - PLANTE REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
208-000.000-502.108	TCGM GRANT	0.00	0.00	0.00	0.00	0.00
208-000.000-610.100	TRANSIENT BERTH FEES	8,320.00	6,316.00	2,390.00	2,004.00	75.91
208-000.000-610.200	SEASONAL BERTH FEES	44,820.00	30,274.50	1,258.00	14,545.50	67.55
208-000.000-615.100	SUMMER STORAGE FEES	7,800.00	400.00	0.00	7,400.00	5.13
208-000.000-615.200	WINTER STORAGE FEES	11,800.00	500.00	0.00	11,300.00	4.24
208-000.000-615.300	MONTHLY STORAGE FEES	0.00	100.00	0.00	(100.00)	100.00
208-000.000-622.000	MISC INCOME	0.00	0.00	0.00	0.00	0.00
208-000.000-625.000	WIFI FEE	0.00	0.00	0.00	0.00	0.00
208-000.000-625.100	DAILY RAMP FEES	8,820.00	3,726.23	750.00	5,093.77	42.25
208-000.000-625.200	SEASONAL RAMP FEES	13,000.00	6,650.00	110.00	6,350.00	51.15
208-000.000-625.201	TOURNEY DOCKS	0.00	140.00	0.00	(140.00)	100.00
208-000.000-625.300	DO NOT USE	0.00	0.00	0.00	0.00	0.00
208-000.000-625.400	DO NOT USE	0.00	0.00	0.00	0.00	0.00
208-000.000-628.000	SEWAGE PUMPOUT FEES	140.00	60.00	45.00	80.00	42.86
208-000.000-630.000	TRAVEL LIFT FEES	10,800.00	2,438.00	240.00	8,362.00	22.57
208-000.000-642.000	ICE-POP-CHIPS	800.00	478.00	171.00	322.00	59.75
208-000.000-645.000	GAS & FUEL SALES	26,000.00	16,118.61	4,467.51	9,881.39	61.99
208-000.000-651.100	DO NOT USE	0.00	0.00	0.00	0.00	0.00
208-000.000-651.200	DO NOT USE	0.00	0.00	0.00	0.00	0.00
208-000.000-665.000	INTEREST INCOME	40.00	34.77	8.95	5.23	86.93
208-000.000-667.000	BUILDING RENTAL	3,300.00	900.00	300.00	2,400.00	27.27
208-000.000-668.000	LEASED PROPERTY	0.00	0.00	0.00	0.00	0.00
208-000.000-673.200	BUILDING RENTAL	0.00	0.00	0.00	0.00	0.00
208-000.000-675.000	CONTRIBUTIONS	200.00	115.00	17.00	85.00	57.50
208-000.000-675.101	MERS FLYER/ADS DONATIONS	0.00	0.00	0.00	0.00	0.00
208-000.000-678.101	MML DISTRIBUTION	0.00	0.00	0.00	0.00	0.00
208-000.000-692.000	CREDITS & REFUNDS	0.00	158.58	158.58	(158.58)	100.00
Total Dept 000.000 - CASH		135,840.00	68,409.69	9,916.04	67,430.31	50.36
TOTAL REVENUES		135,840.00	68,409.69	9,916.04	67,430.31	50.36
Expenditures						
Dept 191.000 - ADMINISTRATION						
208-191.000-702.000	SALARY/WAGES	0.00	8,308.00	2,740.00	(8,308.00)	100.00
208-191.000-711.000	WORKERS COMP	0.00	215.93	128.00	(215.93)	100.00
208-191.000-715.000	F.I.C.A./MED	0.00	635.57	209.61	(635.57)	100.00
208-191.000-716.000	HOSPITALIZATION	0.00	0.00	0.00	0.00	0.00
208-191.000-717.000	EMPLOYEE LIFE & DISABILITY INSURANCE	0.00	0.00	0.00	0.00	0.00
208-191.000-718.300	MERS 401A EMPLOYER MATCH	0.00	0.00	0.00	0.00	0.00
208-191.000-801.701	PROF SERVICES - ORDINANCES	0.00	98.80	0.00	(98.80)	100.00
208-191.000-980.000	OFFICE EQUIPMENT	300.00	0.00	0.00	300.00	0.00
208-191.000-990.300	MISC EXP	20.00	0.00	0.00	20.00	0.00
Total Dept 191.000 - ADMINISTRATION		320.00	9,258.30	3,077.61	(8,938.30)	2,893.22
Dept 758.000 - VILLAGE MARINA & PARK						
208-758.000-702.000	SALARY/WAGES	23,000.00	3,625.54	405.00	19,374.46	15.76
208-758.000-702.100	WAGES -PART TIME	9,000.00	0.00	0.00	9,000.00	0.00
208-758.000-703.000	WAGES - PART TIME	0.00	1,930.00	180.00	(1,930.00)	100.00
208-758.000-711.000	WORKERS COMP	300.00	153.35	6.18	146.65	51.12
208-758.000-712.000	UNEMPLOYMENT	10.00	1.73	0.16	8.27	17.30

PERIOD ENDING 08/31/2024

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Fund 208 - MARINA FUND						
Expenditures						
208-758.000-715.000	F.I.C.A./MED	2,448.00	423.88	44.76	2,024.12	17.32
208-758.000-716.000	HOSPITALIZATION	600.00	826.42	0.00	(226.42)	137.74
208-758.000-717.000	EMPLOYEE LIFE & DISABILITY INSURANCE	2.00	3.48	0.00	(1.48)	174.00
208-758.000-718.000	EMPLOYER RETIREMENT CONTRIBUTION-MERS	300.00	509.75	0.00	(209.75)	169.92
208-758.000-718.300	MERS 401A EMPLOYER MATCH	20.00	33.63	0.00	(13.63)	168.15
208-758.000-718.301	MERS HCSP EMPLOYER MATCH	10.00	14.63	0.00	(4.63)	146.30
208-758.000-730.000	POSTAGE	0.00	0.00	0.00	0.00	0.00
208-758.000-741.000	SUPPLIES & MATERIALS	11,000.00	567.76	0.00	10,432.24	5.16
208-758.000-753.000	MARINE FUELS PURCHASE	23,000.00	6,890.35	6,890.35	16,109.65	29.96
208-758.000-756.000	INTEREST EXPENSE - CREDIT CARD	0.00	0.00	0.00	0.00	0.00
208-758.000-757.000	CREDIT CARD SERVICE FEES	130.00	24.75	4.95	105.25	19.04
208-758.000-757.100	SOM CRS FEE	0.00	0.00	0.00	0.00	0.00
208-758.000-760.000	EQUIPMENT RENTALS	0.00	1,643.31	0.00	(1,643.31)	100.00
208-758.000-801.100	PROFESSIONAL SERVICES - AUDIT	1,000.00	0.00	0.00	1,000.00	0.00
208-758.000-801.200	PROFESSION SERVICES - LEGAL	0.00	0.00	0.00	0.00	0.00
208-758.000-801.600	PROFESSIONAL SERVICES - ENGINEERING	0.00	0.00	0.00	0.00	0.00
208-758.000-801.800	PROFESSIONAL SERVICES - INSPECTION	3,000.00	1,770.00	0.00	1,230.00	59.00
208-758.000-806.500	GARBAGE DISPOSAL	5,200.00	1,006.68	264.84	4,193.32	19.36
208-758.000-850.000	TELEPHONE & COMMUNICATIONS	1,500.00	19.95	77.10	1,480.05	1.33
208-758.000-865.000	TRAINING/MEETINGS	0.00	0.00	0.00	0.00	0.00
208-758.000-905.000	PRINTING & PUBLISHING	0.00	124.55	33.55	(124.55)	100.00
208-758.000-911.000	INSURANCE/BONDS	3,000.00	1,472.50	0.00	1,527.50	49.08
208-758.000-921.000	ELECTRIC BILLS	13,000.00	2,410.50	2,143.57	10,589.50	18.54
208-758.000-930.000	REPAIRS & MAINTENANCE	6,000.00	1,363.57	525.00	4,636.43	22.73
208-758.000-950.000	MISCELLANEOUS EXPENSE	0.00	124.94	27.60	(124.94)	100.00
208-758.000-959.000	WATER/SEWER	6,000.00	0.00	0.00	6,000.00	0.00
208-758.000-959.100	WATER METER	0.00	0.00	0.00	0.00	0.00
208-758.000-960.000	REIMBURSE FOR EXPENSES	0.00	0.00	0.00	0.00	0.00
208-758.000-977.000	PROPERTY ACQUISTION	0.00	0.00	0.00	0.00	0.00
208-758.000-979.000	DREDGING - HILTON MARINE	0.00	0.00	0.00	0.00	0.00
Total Dept 758.000 - VILLAGE MARINA & PARK		108,520.00	24,941.27	10,603.06	83,578.73	22.98
Dept 901.000 - CAPITAL OUTLAY						
208-901.000-970.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total Dept 901.000 - CAPITAL OUTLAY		0.00	0.00	0.00	0.00	0.00
Dept 906.000 - DEBT SERVICE						
208-906.000-990.000	DEBT SERVICE -PRINCIPAL	0.00	0.00	0.00	0.00	0.00
Total Dept 906.000 - DEBT SERVICE		0.00	0.00	0.00	0.00	0.00
Dept 997.000 - SALES TAX						
208-997.000-900.000	STATE OF MICH. SALES TAX	1,560.00	641.49	0.00	918.51	41.12
Total Dept 997.000 - SALES TAX		1,560.00	641.49	0.00	918.51	41.12
TOTAL EXPENDITURES		110,400.00	34,841.06	13,680.67	75,558.94	31.56

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Fund 208 - MARINA FUND						
Fund 208 - MARINA FUND:						
TOTAL REVENUES		135,840.00	68,409.69	9,916.04	67,430.31	50.36
TOTAL EXPENDITURES		110,400.00	34,841.06	13,680.67	75,558.94	31.56
NET OF REVENUES & EXPENDITURES		25,440.00	33,568.63	(3,764.63)	(8,128.63)	131.95

BALANCE SHEET FOR VILLAGE OF ONTONAGON
Period Ending 08/31/2025

Fund 208 MARINA FUND

GL Number	Description	Balance
*** Assets ***		
208-000.000-003.000	SAVINGS CSB 5289	61,378.13
208-000.000-009.000	MARINA CC ACCT CSB 0895	8,380.50
208-000.000-016.000	PETTY CASH - MARINA	150.00
208-000.000-040.000	ACCOUNTS RECEIVABLE	10,408.50
Total Assets		**80,317.13**
*** Liabilities ***		
208-000.000-214.641	DUE TO EQUIPMENT FUND	246,743.99
208-000.000-214.704	DUE TO PAYROLL CLEARING	54.25
Total Liabilities		**246,798.24**
*** Fund Balance ***		
208-000.000-390.000	FUND BALANCE	(247,426.92)
Total Fund Balance		**(247,426.92)**
Beginning Fund Balance - 24-25		**(247,426.92)**
Net of Revenues VS Expenditures - 24-25		**20,337.02**
***24-25 End FB/25-26 Beg FB**		**(227,089.90)**
Net of Revenues VS Expenditures - Current Year		**60,608.79**
Ending Fund Balance		**(166,481.11)**
Total Liabilities And Fund Balance		**80,317.13**

* Year Not Closed