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
TDD: 1-800-649-3777

AGENDA

MARINA COMMISSION MEETING

December 18, 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: September 18, 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
    b. Water/Sewer Payment
9. Other Business
10. Adjourn

VILLAGE MARINA COMMISSION
HELD ON THURSDAY, September 18, 2025
AT 3:30 P.M. AT 315 QUARTZ STREET, ONTONAGON

ORDER
At 3:30 p.m. the meeting was called to order and the Pledge of Allegiance was led by Chairperson Fred Chamberlain.

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

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

MINUTES:
A motion was made by DuPont, second by Colgin (CARRIED), to approve the August 21, 2025, minutes as presented.
AYE: DuPont, Colgin, Kilmer, Chairperson Chamberlain
NAY: None
ABSENT: Chastan, Seid

ITEMS FROM THE FLOOR:
Michael McCabe representing the Ontonagon Conservation District, informed the Commission that they received a grant for invasive species education and requested permission to place signs informing the public on how to prevent the spread of invasive species at the Marina. Mr. McCabe provided a sample of what the sign would look like. Manager DuPont provided Mr. McCabe with his email for a written request.

FINANCIAL REPORT:
A motion was made by Kilmer, second by Colgin (CARRIED) to accept the financial report as presented.
AYE: Kilmer, Colgin, DuPont, Chairperson Chamberlain
Nay: None
Absent: Chasten, Seid

HARBOR MASTER REPORT:
None.

A discussion was held on repairs and materials needed. Manager DuPont will look into what is needed.

MARINA BUSINESS:
a. **Grant Update**

Manager DuPont spoke with the Minneapolis Foundation regarding the Thriving Communities Grant. A Quality Assurance Procedure Plan needs to be added to the work plan and once that is done we can move forward with requesting bids for the study.

OTHER COMMISSION BUSINESS:
Manager DuPont read a letter of appreciation to Harbormaster Phil Paulik and his crew from the U.P. Sports Fisherman's Association Board of Directors for a job well done at the Marina.

ADJOURN:
A motion was made by DuPont, second by Colgin (CARRIED) to adjourn the meeting at 3:45 pm.
AYE: DuPont, Colgin, Kilmer, Chairperson Chamberlain
NAY: None
Absent: Chasten, Seid

Wendy Pence, Clerk   Approved

Fund 208 MARINA FUND

GL Number	Description	Balance
*** Assets ***		
208-000.000-003.000	SAVINGS CSB 5289	32,432.30
208-000.000-009.000	MARINA CC ACCT CSB 0895	11,943.20
208-000.000-016.000	PETTY CASH - MARINA	150.00
Total Assets		**44,525.50**
*** Liabilities ***		
208-000.000-214.641	DUE TO EQUIPMENT FUND	248,026.86
Total Liabilities		**248,026.86**
*** Fund Balance ***		
208-000.000-390.000	FUND BALANCE	(227,089.90)
Total Fund Balance		**(227,089.90)**
Beginning Fund Balance		**(227,089.90)**
Net of Revenues VS Expenditures		**23,588.54**
Ending Fund Balance		**(203,501.36)**
Total Liabilities And Fund Balance		**44,525.50**

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 12/31/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2025 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	25,000.00	0.00	(25,000.00)	100.00
208-000.000-610.100	TRANSIENT BERTH FEES	7,100.00	4,294.00	0.00	2,806.00	60.48
208-000.000-610.200	SEASONAL BERTH FEES	29,000.00	30,638.25	0.00	(1,638.25)	105.65
208-000.000-615.100	SUMMER STORAGE FEES	1,200.00	400.00	0.00	800.00	33.33
208-000.000-615.200	WINTER STORAGE FEES	4,500.00	5,000.00	0.00	(500.00)	111.11
208-000.000-615.300	MONTHLY STORAGE FEES	100.00	0.00	0.00	100.00	0.00
208-000.000-622.000	MISC INCOME	0.00	215.01	0.00	(215.01)	100.00
208-000.000-625.000	WIFI FEE	0.00	499.00	0.00	(499.00)	100.00
208-000.000-625.100	DAILY RAMP FEES	4,400.00	4,051.75	0.00	348.25	92.09
208-000.000-625.200	SEASONAL RAMP FEES	6,750.00	7,370.00	50.00	(620.00)	109.19
208-000.000-625.201	TOURNEY DOCKS	100.00	160.00	0.00	(60.00)	160.00
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	105.00	60.00	0.00	45.00	57.14
208-000.000-630.000	TRAVEL LIFT FEES	5,000.00	4,995.00	0.00	5.00	99.90
208-000.000-642.000	ICE-POP-CHIPS	550.00	414.00	0.00	136.00	75.27
208-000.000-645.000	GAS & FUEL SALES	20,000.00	6,167.90	0.00	13,832.10	30.84
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	65.00	89.14	0.00	(24.14)	137.14
208-000.000-667.000	BUILDING RENTAL	1,800.00	1,275.00	150.00	525.00	70.83
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	100.00	99.00	0.00	1.00	99.00
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	309.00	0.00	0.00	309.00	0.00
Total Dept 000.000 - CASH		81,079.00	90,728.05	200.00	(9,649.05)	111.90
TOTAL REVENUES		81,079.00	90,728.05	200.00	(9,649.05)	111.90
Expenditures						
Dept 191.000 - ADMINISTRATION						
208-191.000-702.000	SALARY/WAGES	14,000.00	15,350.00	0.00	(1,350.00)	109.64
208-191.000-711.000	WORKERS COMP	0.00	600.94	0.00	(600.94)	100.00
208-191.000-715.000	F.I.C.A./MED	500.00	1,174.28	0.00	(674.28)	234.86
208-191.000-716.000	HOSPITALIZATION	1,000.00	0.00	0.00	1,000.00	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	200.00	0.00	0.00	200.00	0.00
208-191.000-980.000	OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	0.00
208-191.000-990.300	MISC EXP	0.00	2,520.00	0.00	(2,520.00)	100.00
Total Dept 191.000 - ADMINISTRATION		15,700.00	19,645.22	0.00	(3,945.22)	125.13
Dept 758.000 - VILLAGE MARINA & PARK						
208-758.000-702.000	SALARY/WAGES	3,700.00	1,814.12	0.00	1,885.88	49.03
208-758.000-702.100	WAGES -PART TIME	0.00	0.00	0.00	0.00	0.00
208-758.000-703.000	WAGES - PART TIME	3,200.00	700.00	0.00	2,500.00	21.88
208-758.000-711.000	WORKERS COMP	200.00	35.18	0.00	164.82	17.59
208-758.000-712.000	UNEMPLOYMENT	5.00	0.63	0.00	4.37	12.60

PERIOD ENDING 12/31/2025

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 12/31/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2025 INCREASE (DECREASE	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 208 - MARINA FUND						
Expenditures						
208-758.000-715.000	F.I.C.A./MED	520.00	191.94	0.00	328.06	36.91
208-758.000-716.000	HOSPITALIZATION	1,000.00	317.47	0.00	682.53	31.75
208-758.000-717.000	EMPLOYEE LIFE & DISABILITY INSURANCE	5.00	0.00	0.00	5.00	0.00
208-758.000-718.000	EMPLOYER RETIREMENT CONTRIBUTION-MERS	500.00	24.73	0.00	475.27	4.95
208-758.000-718.300	MERS 401A EMPLOYER MATCH	35.00	40.79	0.00	(5.79)	116.54
208-758.000-718.301	MERS HCSP EMPLOYER MATCH	20.00	4.94	0.00	15.06	24.70
208-758.000-730.000	POSTAGE	0.00	0.00	0.00	0.00	0.00
208-758.000-741.000	SUPPLIES & MATERIALS	1,350.00	2,395.64	0.00	(1,045.64)	177.45
208-758.000-753.000	MARINE FUELS PURCHASE	15,000.00	3,694.86	0.00	11,305.14	24.63
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	65.00	39.60	0.00	25.40	60.92
208-758.000-757.100	SOM CRS FEE	0.00	11.54	0.00	(11.54)	100.00
208-758.000-760.000	EQUIPMENT RENTALS	1,750.00	1,282.87	98.13	467.13	73.31
208-758.000-801.100	PROFESSIONAL SERVICES - AUDIT	500.00	0.00	0.00	500.00	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	1,850.00	0.00	0.00	1,850.00	0.00
208-758.000-806.500	GARBAGE DISPOSAL	2,200.00	879.59	0.00	1,320.41	39.98
208-758.000-850.000	TELEPHONE & COMMUNICATIONS	1,000.00	872.41	0.00	127.59	87.24
208-758.000-865.000	TRAINING/MEETINGS	0.00	0.00	0.00	0.00	0.00
208-758.000-905.000	PRINTING & PUBLISHING	125.00	14.00	0.00	111.00	11.20
208-758.000-911.000	INSURANCE/BONDS	3,000.00	0.00	0.00	3,000.00	0.00
208-758.000-921.000	ELECTRIC BILLS	6,500.00	6,212.74	395.69	287.26	95.58
208-758.000-930.000	REPAIRS & MAINTENANCE	2,500.00	3,316.59	0.00	(816.59)	132.66
208-758.000-950.000	MISCELLANEOUS EXPENSE	125.00	11.52	0.00	113.48	9.22
208-758.000-959.000	WATER/SEWER	3,000.00	320.00	0.00	2,680.00	10.67
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
208-758.000-970.103	TCGM GRANT EXPENSES	0.00	25,000.00	0.00	(25,000.00)	100.00
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		48,150.00	47,181.16	493.82	968.84	97.99
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	1,000.00	313.13	0.00	686.87	31.31
Total Dept 997.000 - SALES TAX		1,000.00	313.13	0.00	686.87	31.31
TOTAL EXPENDITURES		64,850.00	67,139.51	493.82	(2,289.51)	103.53

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 12/31/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2025 INCREASE (DECREASE	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 208 - MARINA FUND						
Fund 208 - MARINA FUND:						
TOTAL REVENUES		81,079.00	90,728.05	200.00	(9,649.05)	111.90
TOTAL EXPENDITURES		64,850.00	67,139.51	493.82	(2,289.51)	103.53
NET OF REVENUES & EXPENDITURES		16,229.00	23,588.54	(293.82)	(7,359.54)	145.35