

October 19, 2022

HARBOR COMMISSION MEETING

5:30 P.M.

WASHBURN CITY HALL - 119 N WASHINGTON AVENUE

Commission Members Present: President Carl Broberg; Nick Suminski; Matt Crowell; Michael Wright; Candace Kolenda (arrived at 5:33pm)

Commission Members Absent: Caroline Nelson; Rodger Reiswig

Municipal Personnel Present: Scott Kluver, City Administrator via Zoom; Michelle Shrider, Marina Manager; Arianna Austin, City Administrative Assistant

Call to Order – President Broberg called the meeting to order at 5:30 p.m.

Approval of Minutes of the September 21, 2022 Meeting – Crowell moved, and Wright seconded, to approve and place on file the September 21, 2022 meeting minutes. Motion carried 4-0.

Public/Member Comment – None.

Treasurer’s Report – Suminski moved, and Crowell seconded, to accept and place on file the Harbor Commission financial reports. Motion carried 4-0.

1. **Payment of Invoices** – Crowell moved, and Suminski seconded, to approve the invoice from Marine Travelift in the amount of \$32,532.40. Motion carried 5-0. Kolenda moved, and Wright seconded to approve the invoice from The Ashland Daily Press in the amount of \$32.77. Motion carried 5-0. Wright moved, and Suminski seconded to approve the invoice from Washburn Marina in the amount of \$5,549.97. Motion carried 5-0. Crowell moved, and Suminski seconded, to approve the invoice from Ratliff Construction in the amount of \$3,000.00. Motion carried 5-0.

Slip Transfers – None.

Public Hearing, Discussion & Action on 2023 Slip Fees – Suminski moved, and Kolenda seconded, to open the meeting to public hearing. Motion carried 5-0. Suminski moved, and Kolenda seconded, to open floor to comments. Motion carried 5-0. No slip holders were present in person or on zoom to comment. Kolenda moved, and Suminski seconded, to close public hearing. Motion carried 5-0. Kolenda moved, and Suminski seconded, to approve fee structure with 3% increase for 2023. Motion carried 5-0.

Discussion & Action on 2023 Harbor Commission Budget – Crowell moved, and Wright seconded, to approve 2023 budget as proposed. Motion carried 5-0. Future budget amendments will be needed to approve capital projects that have not yet been defined.

Reconsideration of Previous Action to Discontinue Work with AMI Engineering – Suminski moved, and Kolenda seconded, to reconsider the motion from the September 21 meeting. Motion carried 5-0. Broberg described the remaining \$3,000 balance needed to complete the initial contracted work. Broberg suggested giving a deadline of November 15 for completed scope of work. Broberg gave a brief history of the accessibility lift. Crowell inquired about pulling permits for the project and the necessity of a final plan. Suminski moved, and Kolenda seconded, to allow AMI to complete the original scope of work for the original contract amount. Motion carried 5-0.

Discussion & Action on Installation of Electrical Disconnect on Pier 4 and Replacement of Meter Box on North Side of Ship's Store – Lindquist Electric has provided three proposals for consideration. The first proposal is to replace the meter boxes for \$2,789.00. The second proposal is for electrical on Pier #4 for \$11,524.00. The third proposal is for electrical on Pier #4 plus future expansion of Pier #4 for \$17,650.00. Work could be completed yet this fall. Suminski moved, and Crowell seconded to approve the proposal for \$2,789.00. Motion carried 5-0. Suminski moved, and Crowell seconded, to approve the proposal from \$17,650.00. Motion carried 5-0.

Marina Manager's Report: Shrider reported positive activity at the marina for the summer and fall seasons. Recent snowfall has spurred end of season haul out work. Gross income and expenses at the Ships Store are down. Service department is lining up projects for winter months. Suminski moved, and Kolenda seconded to accept the report and place on file. Motion carried 5-0.

Update on the Following Projects/Items:

- 1. Ship's Store Window** – Window has been installed.
- 2. Travelift Tire Replacement/Travelift Repair Schedule** – Tires are in stock. Once paid for, we can schedule the work. Tires can now be ordered. Once tires arrive, coordination will occur with Poms.
- 3. Water Line Replacement/Lift Station Repairs** – Repair items are being ordered and scheduled. Jolma will be putting in the new water line. A separate company will flush out and replace the pumps in the lift station. Work will hopefully be completed in the next month.

Adjourn – Broberg adjourned at 6:20 p.m.

Respectfully Submitted,
Arianna Austin
Administrative Assistant