

CITY OF WASHBURN
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To: President: Carl Broberg
VP: Nick Suminski
Vacant Gruebele

Caroline Nelson
Matt Crowell
City Administrator

Candace Kolenda
Rodger Reiswig
Marina Manager

NOTICE OF SPECIAL HARBOR COMMISSION MEETING Corrected

DATE: Tuesday, May 24, 2022

TIME: 5:30 P.M.

LOCATION: Washburn City Hall – 119 Washington Avenue

This meeting may have members participating via tele or web conferencing. Public participants can listen to the proceedings by utilizing a computer or smart phone and using the link <https://us02web.zoom.us/j/84373881513?pwd=cS83WUZDVj90V2lGRClT051N1R0dz09> or by calling 1 (877) 853-5247 (Toll Free) and entering Webinar ID: **843 7388 1513** and using passcode **665468** as opposed to being present for the meeting. Limited seating will be available at the meeting and guests are asked to keep a six-foot distance from one another.

The Harbor Commission may elect to go into closed session pursuant to Wisconsin State Statute 19.85(1)(e) and (g) for discussing and negotiating disputes with vendors and for conferring with legal counsel in regard to strategy for potential litigation over contract disputes following which the Harbor Commission may reconvene in open session to take an action that may be necessary on the closed session items.

Agenda

- A. Call to Order – Roll Call
- B. Approval of Minutes of the May 18, 2022 Meeting
- C. Closed Session: Discussion & Possible Action Regarding Replacement of Tires for the Travelift
- D. Adjourn

May 18, 2022

HARBOR COMMISSION MEETING

5:30 P.M.

WASHBURN CITY HALL - 119 N WASHINGTON AVENUE

Commission Members Present: President Carl Broberg; Rodger Reiswig; Nick Suminski;
Candace Kolenda; Matt Crowell

Commission Members Absent: Caroline Nelson

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

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

Approval of Minutes of the March 16, 2022 Meeting – Kolenda moved, and Suminski seconded, to approve and place on file the March 16, 2022 meeting minutes. Motion carried 5-0.

Public/Member Comment – None.

Election of President and Vice President – Suminski moved, and Kolenda seconded to nominate Carl Broberg as president. Kolenda moved, and Reiswig seconded to approve Broberg as president. Motion carried 5-0. Crowell moved, and Kolenda seconded to nominate Nick Suminski as vice president. Kolenda moved, and Reiswig seconded to approve Suminski as vice president. Motion carried 5-0.

Treasurer's Report – Suminski moved, and Kolenda seconded to accept and place on file the Marina Operating reports. Motion carried 5-0.

1. **Payment of Invoices** – Kolenda moved, and Crowell seconded to approve an invoice from Nasi Construction LLC for bumper repairs in the amount of \$10,182.65. Motion carried 5-0. Kolenda moved, and Crowell seconded to approve an invoice from Nasi Construction LLC for bumper repairs in the amount of \$4,373.39. Motion carried 5-0. Crowell moved, and Kolenda seconded to approve an invoice from Pomp's Tire Service INC for tire labor, supplies and disposal in the amount of \$3,320.00. Motion carried 5-0. Reiswig moved, and Suminski seconded to approve an invoice from Ratliff Construction for three service doors in the amount of \$4,500.00. Motion carried 5-0.

Slip Transfers – None.

Marina Manager's Report:

1. **March and April Financial Report** – Shrider reported year-end financials through March 31. Finished out 2021-22 budget year well, in all departments. This year has not started out at the same pace due to colder weather temperatures. Report placed on file.
2. **Discussion and Action on Float Purchase Request** – The marina is down to six floats. Two failed over the winter, with additional assessment needed. Approximately 12 more will need to be ordered. Shrider will contact other local marinas to coordinate orders and freight delivery. Reiswig moved, and Crowell seconded to purchase 12 floats for \$2,226.24. Motion carried 5-0.

3. **Discussion and Action on Gravel Purchase Request** – Gravel will need to be spread to areas where boats are currently stored. The city will be purchasing alley gravel which is slightly different, and this is a comparable quote. Reiswig moved, and Crowell seconded to approve purchase of gravel in the amount of \$3,400.00. Motion carried 5-0.

Update on the Following Projects/Items:

1. **Service Bay Heater** – An appointment is scheduled for later this month but will likely be pushed back further due to access.
2. **Travelift Tire Replacement** – Tires have been installed, but there were hiccups with inner tubes. Travelift is now in use. Further issues have arisen that will need to be discussed in closed session scheduled for 5:30pm on Tuesday, May 24, 2022.
3. **Door Replacement** – Doors have been replaced and the invoice has been approved.

Discussion and Action on Agreement with Pearl Beach Construction Co. for Use of Coal Dock – Kolenda inquired about issues with dock usage last year. Kluver noted that a ramp has been constructed with potential concerns with the cap and untimely reporting at the end of the season. Crowell asked if they are on the honor system for tonnage. Tickets are not presently required. Suminski stated that in the past there have not been concerns. Suminski moved, and Reiswig seconded to approve the agreement with Pearl Beach Construction Co. for use of the Coal Dock. Motion carried 5-0.

Report on 2021 Coal Dock Usage – Kluver discussed tonnage and transloading, which have been reported to the state for grant reporting requirements. Army Corps has expressed interest in utilizing the dock for a month or so this summer for transloading to Michigan, which Kluver provided rates. Suminski moved, and Kolenda seconded to accept and place on file the Report on 2021 Coal Dock usage. Motion carried 5-0.

Other Business as approved – Pier 4 spuds are binding on dock and twisting the dock. AMI engineers are coming in early June to inspect. Action needs to be taken soon regarding spuds. Broberg sent pictures to expedite the process. Suminski asked about the fish cleaning station. Michelle has not gotten an update but hopes to have it up and running by this weekend.

Adjourn – Broberg stated the agenda items have been completed and adjourned the meeting at 6:01 p.m.

Respectfully Submitted,
Arianna Austin
Administrative Assistant