

## **JULY 21, 2010 HARBOR COMMISSION MEETING**

6:00 P.M. COUNCIL CHAMBERS, WASHBURN CITY HALL

Commission Members Present: President Josie Lupa-Fleig, Carol Avol, John Baregi, Mike Engen, John Odell and Donald Swedberg

Commission Member Absent: Phylis Melin

Municipal Personnel Present: Scott Kluver, City Administrator, Michelle Shrider, Marina Manager; and Kay Bratley, Administrative Assistant

**Call to Order** – President Josie Lupa-Fleig called the meeting to order at 6:00 p.m.

**Approval of the June 16, 2010 Meeting Minutes** – Swedberg made a motion to accept the June 16, 2010 Meeting minutes and Baregi seconded the motion. Motion carried 6-0.

**Treasurer's Report** – Odell made a motion to accept the Harbor Passbook and Marina Operating Account and Swedberg seconded the motion. Motion carried 6-0.

**Payment of Invoices** – Baregi made a motion to accept the invoice dated May 23, 2010 for \$8.35 Washburn Hardware Invoice dated May 23, 2010 for \$8.35 and Engen seconded the motion. Motion carried 6-0. Note: Invoice previously accepted June 16, 2010.

### **Slip Transfers –**

1. **Slip #25 Riedel/Sink** – Baregi made a motion to approve sale of Slip #25 from Steven and Fern Riedel to Duane and Jane Sink and Odell seconded the motion. Motion carried 6-0.
2. **Slip #53 Peterson/Baker** – Baregi made a motion to approve sale of Slip #53 from Robert Pearson to David and Eileen Baker and Odell seconded the motion. Motion carried 6-0.
3. **Slip #112 Olsen/Beeksma** – Baregi made a motion to approve sale of Slip #112 from Clark Olsen to Robert and Joyce Beeksma and Odell seconded the motion. Motion carried 6-0.
4. **Status Report of Previous Transfers** – Shrider stated Slip #35 and Slip #11 transfers have been completed.

**Marina Manager's Report** – Shrider reported copper issue not making progress because the Community Service program will not allow inmates to use wire strippers. Discussion occurred. Shrider will get best price leaving coating on copper wire.

1. **June Financial Reports** – Shrider stated net profits are currently exceeding budget by about 45%, Service Department is very busy and about 10% over budget income, looking to hire another person. Shrider also stated the Ship Store sales are 18% over budget; however fuel sales are 25% off of budget. Baregi made a motion to accept June Financial Reports and Odell seconded the motion. Motion carried 6-0.
2. **Discussion and Action on Facility Inspection** – Swedberg and Odell volunteered to do the Facility Inspection.

### **Report and Action on Marina Electrical System Upgrade Phase 1 Project –**

1. **Project Update and Fiscal Report** – Kluver stated still waiting for Meyer Electrical to complete the electrical report of work done on Dock 1 and still withholding the final payment until it is submitted and contract is further satisfied. Kluver added he has not heard anything from International Dock on the credit of \$360.00.

2. **Discussion and Action on Water Line Issues on Dock #1** – Shrider had City of Washburn Water Utility personnel test water pressure in the marina building and to the docks. Discussion occurred. Swedberg made a motion to upgrade Dock 1 to a 1 ½” water line after the 2010 Boating season and have it completed by spring 2011 and Baregi seconded the motion. Motion carried 6-0.

**Discussion and Action on 2011 Slip Fees** – Shrider suggested reviewing the analysis she had done 2 years ago and believes it is necessary to balance between slip rental fees and maintenance fees. Odell raised the fact that there are issues requiring attention and dollars needed correct the issues. Discussion occurred. Swedberg made a motion to Table Action on 2011 Slip Fees and Odell seconded the motion. Motion carried 6-0.

**Discussion and Action on Signage for the Marina**– Shrider stated she has another sign estimate from a fellow that was working on a boat in the marina and he does wonderful work. Baregi stated he talked with the land owner of the parcel of land on which the sign would like to be placed. Discussion occurred. Shrider will apply for a temporary sign permit.

**Adjournment** – Avol made a motion to open the floor and Swedberg seconded the motion. Motion carried 6-0. Tom and Julie Rossi took the floor. Rossi stated they had 3 concerns: Water pressure on Dock 1; Rock issue in harbor on behalf of another boater; Handicap issue in bathroom. All issues were addressed during this meeting. Avol suggested to Shrider the bathroom issue should be taken care of as soon as possible and Shrider concurred. Baregi made a motion to adjourn and Swedberg seconded the motion. Motion to adjourn at 7:25 p.m. Motion carried 6-0.

Respectfully submitted,

Kay Bratley  
Administrative Assistant