

JUNE 16, 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, Phylliss Melin, John Odell and Donald Swedberg

Municipal Personnel Present: Michelle Shrider, Marina Manager; and Kay Bratley, Administrative Assistant

Municipal Personnel Absent: Scott Kluver, City Administrator

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

Approval of the May 19, 2010 Meeting Minutes – Swedberg made a motion to accept the May 19, 2010 Meeting minutes and Baregi seconded the motion. Motion carried 7-0.

Treasurer's Report – Odell made a motion to accept the Harbor Passbook and Marina Operating Account and Swedberg seconded the motion. Motion carried 7-0.

1. **Payment of Invoices** – Engen made a motion to accept the invoices/statements as follows: JJR Invoice #0075765 dated June 4, 2010 for \$389.40, Olson Building Materials, Inc. Invoice #39776 dated June 3, 2010 for \$18.24, Washburn IGA Invoices dated May 26, 2010 for \$155.69 and dated May 29, 2010 for \$61.24, Washburn Hardware Invoice dated May 23, 2010 for \$8.35 and Meyers Electric Service, LLC statement dated May 26, 2010 for \$36, 214.70 and Avol seconded the motion. Motion carried 7-0. Baregi made a motion to not approve Invoice for 2010 WCPA Dues for \$100.00 from Wisconsin Commercial Ports Association for payment and Odell seconded the motion. Motion carried 7-0.
2. **Budget Preparation Timeline** – Shrider commented the Capital Expense requests are due July 30, 2010 and she should have a list ready for next month's meeting. Discussion occurred on dollar amounts available for such requests.

Slip Transfers –

1. **Slip #35 Danielson/Green** – Baregi made a motion to approve sale of Slip #35 from Brian J. Green to Wendy Danielson and Odell seconded the motion. Motion carried 7-0.
2. **Status Report of Previous Transfers** – Shrider stated the transfer of Slip #93 has been completed.

Marina Manager's Report – Shrider reported copper prices are currently at \$2.68 per pound and there is approximately 2 ton of wire left from Pier 1 upgrade. Baregi suggested using Community Service program to strip the wiring as quickly as possible, majority concurred upon Kluver's return.

1. **May Financial Reports** – Shrider stated May came out with a budget surplus of \$26,656.30 and there are 3 slips unspoken for at this time. Melin made a motion to accept the May Financial Report and Baregi seconded the motion. Motion carried 7-0.

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

1. **Work Progress** – Shrider stated not all the backflow preventers have been installed because they were backordered and when they arrive, will be installed and that should be the end of the project.

Discussion and Action on Slip Transfer Fee Amount – Lupa-Fleig explained Bayfield County Register of Deeds have raised the fee to record a real estate document, which includes Assignment of Boat Slip/Unit Lease & Certification and suggested raising the Slip Transfer fee to \$130.00. Baregi made a motion to raise the Slip Transfer Fee to \$130.00 effective with the next new slip transfer and Avol seconded the motion. Motion carried 7-0.

Discussion and Action on Proposal to Video and Analyze Marina Wall for Future Army Corp of Engineers 154 Grant Application – Baregi made a motion to reapprove JJR to video and analyze the Marina Wall and Engen seconded the motion. Motion carried 7-0.

Discussion and Action on Applications to WisDOT Harbor Assistance Program for Marina Wall Replacement – Shrider stated there is no money available with WisDOT Harbor Assistance Program this year.

Discussion and Action on Additional Grant Opportunities and Plans for Applications Related to Site Plan Implementation – Shrider states she will assist Kluver in their search for additional grant opportunities and plans for applications related to the Site Plan.

Discussion and Action on Delinquent Slip #7 – Debra Rusch – Discussion occurred. Avol made a motion to offer Rusch \$1000.00 for Slip #7 and absolve Rusch of all debt with the Washburn Marina and Harbor Commission and approve Slip #7 transfer to City of Washburn and Baregi seconded the motion. Engen abstained and motion carried 6-0-1.

Discussion and Action on Harbor Commission/Boaters Picnic – Lupa-Fleig stated it was planned for 80, had a lot of people zip in and out and a boater suggested having a Safety Day in conjunction with next year Harbor Commission/Boaters Picnic.

Adjournment – Odell made a motion to adjourn and Melin seconded the motion. Motion carried 7-0.

Respectfully submitted,

Kay Bratley
Administrative Assistant