

January 18, 2023

HARBOR COMMISSION MEETING

5:30 P.M.

WASHBURN CITY HALL - 119 N WASHINGTON AVENUE

Commission Members Present: President Carl Broberg; Nick Suminski via Zoom; Caroline Nelson; Matt Crowell; Michael Wright; Candace Kolenda; Rodger Reiswig

Commission Members Absent: None.

Municipal Personnel Present: Scott Kluver, City Administrator; Michelle Shrider, Marina Manager via Zoom; 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 December 21, 2022 Meeting – Crowell moved, and Wright seconded, to approve and place on file the December 21, 2022 meeting minutes. Motion carried 7-0.

Public/Member Comment – None.

Treasurer’s Report – Kolenda moved, and Reiswig seconded, to accept and place on file the Harbor Commission financial reports. Motion carried 7-0.

1. **Payment of Invoices** – Kolenda moved, and Nelson seconded, to approve two invoices from Xylem Water Solutions USA Inc in the amount of \$9,056.60 and \$633.60. Motion carried 7-0. Crowell moved, and Kolenda seconded to approve two invoices from Lindquist Electric in the amount of \$2,789.00 and \$13,237.50. Motion carried 7-0. Nelson moved, and Kolenda seconded, to approve the invoice from UC Utilities in the amount of \$5,441.00. Motion carried 7-0. Crowell moved, and Kolenda seconded, to approve the invoice from Wisconsin Harbor Towns Association in the amount of \$250.00. Motion carried 7-0.

Slip Transfers – None.

Marina Manager’s Report: Shrider reported that the aerators are working great, although with the cost of the utilities, they have been turning them off when the weather is warm enough. Shrider has spoken with Ryan Pierce of Ehlers and Pierce, who will no longer be providing audit and review services. After examining other options and receiving expensive proposals, Pierce suggested completing a compilation with notes in lieu of a full review. The current Marina Management agreement requires a full review. Shrider is requesting an addendum to the management agreement to allow for this change. Crowell will discuss this option with Pierce for further consideration on the next agenda. Winter work has been extraordinary. Budgeting for the next fiscal year is underway. Crowell moved, and Reiswig seconded to accept the report and place on file. Motion carried 7-0.

Update on the Following Projects/Items:

1. **Lift Station Repairs** – Repairs have been completed. Two pumps were purchased, allowing for a stand-by pump if needed. Pumps are set to alternate.
2. **Electrical Disconnect on Pier 4/Replacement of Meter Box/Installation of Bubblers** – Meter boxes have been replaced with appropriate boxes, which completes the project. The box on pier 4 has one remaining component for the circuit breaker to be complete.

Discussion & Action on Resolution 2023-01 Authorizing Application for Sport Fish Restoration Boat Access and Recreational Boating Fund Grants – Kolenda moved, and Nelson seconded the Resolution 2023-01. Motion carried 7-0.

Discussion & Action on Budget Amendment and Authorization to Pay-Off BCPL Loan for the Marina Boat Ramp Project – The TID will be closed after the City pays their portion, effectively paying off the loan one year early. Crowell moved, and Kolenda seconded the budget amendment and authorization to pay-off the BCPL loan for the marina boat ramp project. Motion carried 7-0.

Discussion & Action on Coal Dock Usage Agreement with Nelson Construction, Inc. - Reiswig moved, and Nelson seconded the renewed agreement with Nelson Construction, Inc. Motion carried 7-0.

Discussion & Action on February Meeting Date – Shrider requested that the February meeting be rescheduled to Wednesday, February 22. Crowell moved, and Reiswig seconded the February Harbor Commission meeting date change to Wednesday, February 22, 2023. Motion carried 7-0.

Adjourn – Broberg adjourned at 6:09 p.m.

Respectfully Submitted,
Arianna Austin
Administrative Assistant