

## JANUARY 20, 2021 HARBOR COMMISSION MEETING

5:30 P.M. WASHBURN CITY HALL – 119 N WASHINGTON AVENUE

Commission Members Present: President Carl Broberg, Candace Kolenda, Caroline Nelson, Rodger Reiswig, Nick Suminski

Commission Members Absent: John Baregi

Municipal Personnel Present: Scott Kluver, City Administrator/Clerk, 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 November 18, 2020 Meetings** – Suminski moved, and Kolenda seconded, to approve and place on file the November 18, 2020 meeting minutes. Motion carried 5-0.

**Public Comment** – Reiswig asked if the life rings on the coal dock should be brought in for the winter. Suminski suggested they should remain as thin ice is a danger in the winter. Reiswig asked for an update on the Pearl Beach property. Kluver responded that the Council is moving towards taking title of the property; however, there are legal issues that need to be resolved. Suminski asked if there is any word on a cruise service coming to the area. Kluver stated that he is aware of a cruise service planning to make a stop in Bayfield; however, they have not reached out for the potential use of Washburn facilities. Their plan currently is to anchor off of Bayfield and shuttle passengers in with smaller boats.

**Treasurer’s Report** – Kolenda moved, and Reiswig seconded to accept and place on file the Harbor Passbook and Marina Operating reports. Motion carried 5-0.

1. **Payment of Invoices** – Kolenda moved, and Rieswig seconded, to approve Quickbooks renewal invoice #P1-60744123 in the amount of \$2,644.91 which is actually a reimbursement to Marina Management. Motion carried 5-0. Suminski moved, and Kolenda seconded, to approve Zifko Invoice 01-4672 for tires in the amount of \$2275.92 which is slightly higher than anticipated because of old tire disposal. Motion carried 5-0. Suminski moved and Kolenda seconded to approve Pearl Beach contractor payment #4 for the West End Boat Ramp Project in the amount of \$114,834.10. Motion carried 5-0. Suminski moved and Koldenda seconded to renew the Chamber of Commerce membership for 2021 in the amount of \$85. Motion carried 5-0. Rieswig moved and Suminski seconded to approve CCS Invoice #39402 for the purchase of a new computer and software in the amount of \$1,541.99. Motion carried 5-0.

**Slip Transfers** – Slip #34 Remis/Morrison – Suminski moved and Rieswig seconded to approve the slip transfer. Motion carried 5-0. It was noted that the transfer for slip #97 was completed.

### Marina Manager’s Report:

1. **November and December Financial Report** – Shrider stated that overall things are going well. Only a couple more service contracts for the winter will be taken. Curbside delivery is still how the Ships Store is operating. In referring to the December financial statement, the budget is down 9.5 percent for this year, and off by 15 percent compared to this time last year. All things considered, it is not bad.

**Discussion & Action on Acceptance of Bid and Award of Contract to A to Z Plumbing & Heating, Inc. for Pier 1 Water and Decking Project** – Broberg reported that the project was let and two bids were received as indicated in the packet. A to Z Plumbing was the apparent low bidder. Being there was a significant price difference, A to Z was questioned to make sure the project was understood, and the major difference was in labor. References to other places indicated that the quality of work was good. Suminski moved and Kolenda seconded to accept the bid and award the contract to A to Z Plumbing. Motion carried 5-0. Shrider mentioned notice will be provided to those that have dock boxes on the pier that they will need to be removed. Suminski moved and Rieswig seconded to have Broberg and Kluver as the responsible representatives of the Harbor Commission for this project and to authorize a total project budget of \$101,000 for this project to allow for a 10 percent contingency. Motion carried 5-0.

### **Update on and Possible Action on Various Marina Projects/Repairs**

1. **Electric on Pier 1** – Broberg stated that Anderson Electric is working on the project and it is expected to be completed by the end of the month.
2. **Degradation of Boat Ramp Blocks** – Broberg stated that Impact Protective Coatings will take a look at the situation in the spring to provide options/estimate.

**Discussion on Future Capital Projects** – Shrider brought up that the metal caps protection portions of sidewalk were coming off and should be looked at for repair. Broberg suggested Impact Projective Coatings look at that in the spring as well. Discussion occurred on possible additional blacktop parking and pavilions. Kolenda requested a list of the various projects under consideration and the best estimates available in order to consider all of the possibilities. Upgrading windows/doors on the main building was also suggested. Discussion to continue at a future meeting once list is available.

**Discussion & Action on Renewal of Commercial Dock Usage Agreement with Nelson Construction, Inc.** Kluver reported that it is the same contract as last year, just the dates were changed. Nelson had no transloading activity this past year but plans some for this coming year. Suminski moved and Rieswig seconded to approve the contract. Motion carried 5-0.

**Adjourn** – Broberg stated the agenda items have been completed and adjourned the meeting at 6:40 p.m.

Respectfully Submitted, Scott J. Kluver, City Administrator