

July 19, 2023

HARBOR COMMISSION MEETING

5:30 P.M.

WASHBURN CITY HALL - 119 N WASHINGTON AVENUE

Commission Members Present: Nick Suminski; Candace Kolenda; Michael Wright; Jared Trimbo; Rodger Reiswig; Caroline Nelson

Commission Members Absent: Matt Crowell

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

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

Approval of Minutes of the June 21, 2023 Meeting – Trimbo moved, and Wright seconded, to approve and place on file the June 21, 2023 meeting minutes. Motion carried 6-0.

Public/Member Comment – None.

Treasurer’s Report – Nelson moved, and Trimbo seconded, to accept and place on file the Harbor Commission financial reports. Motion carried 6-0.

Payment of Invoices – Kolenda moved, and Trimbo seconded, to approve the invoices from the State of Wisconsin in the amounts of \$1,369.41. Motion carried 6-0.

Slip Transfers – None.

Marina Manager’s Report: Shrider reported that the service department is busier than ever. Work orders are out 6-8 weeks. An additional service technician is being sought after. Demand is very high. Budget is ahead year-to-date. Ship Store sales are down, as is fuel sales.

1. June Financial Reports – See above.

Reiswig moved, and Kolenda seconded, to accept and place on file the Marina Manager’s Report. Motion carried 6-0.

2. Review Travelift Inspection Report and Discussion and Action on Recommended Repairs
- The tires have been holding. The report came up with no safety issues, with some recommended repairs. Chains and sprockets are nearing replacement. Repairs will ideally be completed by Marine Travelift in November. An updated quote will be obtained for the next meeting.

Presentation, Discussion and Action on Annual Marina Inspection with Recommendation on Proposed Future Improvements – Shrider recommended that commissioners take time to visit the marina to see items listed on the inspection report. A time and date will be set, public notice will be given. No major changes were noted from last year in the report. Shrider discussed needed repairs as noted on the inspection. Building integrity was discussed, as the building is aging. Discussion on slip buy-back occurred. Copies of the Declaration of Trust will be provided to the commission.

Discussion and Action on Marina Parking Lot Project – The anticipated cost estimate has not been received. Shrider explained priority locations, based on where boats need to be moved. The storm drain in that area will likely

need repair. Timing was discussed based on usage throughout the year. Further discussion to occur once a cost estimate is received.

Update on Pier 4 Improvement Project - Information has been received from AMI for permitting. Permits have been submitted. Grant applications can proceed once permitting is complete.

Adjourn – Suminski adjourned at 6:52 p.m.

Respectfully Submitted,
Arianna Austin
Administrative Assistant