

**July 20, 2022**

**HARBOR COMMISSION MEETING**

5:30 P.M.

WASHBURN CITY HALL - 119 N WASHINGTON AVENUE

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

Commission Members Absent:

Municipal Personnel Present: Scott J. Kluver, City Administrator; 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 June 15, 2022 Meeting** – Crowell moved, and Reiswig seconded, to approve and place on file the June 15, 2022 meeting minutes. Motion carried 6-0-1 (Broberg abstained).

**Public/Member Comment** – None.

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

1. **Payment of Invoices** – Suminski moved and Nelson seconded to approve the invoices from AMI Consulting Engineers in the amounts of \$10,228.75 and \$3,425.00. Motion carried 7-0.

**Slip Transfers** – **Slip #12** – Smylie/Luell – Kolenda moved and Suminski seconded to approve the transfer of slip #12. Motion carried 7-0. **Slip #70** – Larson/Kocisak – Crowell moved and Kolenda seconded to approve the transfer of slip #70. Motion carried 7-0.

**Marina Manager’s Report:**

1. **June Financial Report** – Shrider commented that the marina is packed. There are no slips for sale, and the service department is three to five weeks out on work. The budget is currently at a 38 percent surplus, and ahead of last year. A new service technician is scheduled to start August 1<sup>st</sup>. Crowell moved and Reiswig seconded to place the reports on file. Motion carried 7-0.

**Update on the Following Projects/Items:**

1. **Service Bay Heater** – Shrider reported that the parts have come in, but this has been rescheduled for July 27<sup>th</sup> for when the area will be mostly empty.
2. **Boat Ramp Repairs** – Broberg reported that this was repaired on July 13<sup>th</sup> with gravel and a steel mesh screen. The hole is further out from where a typical trailer launches.
3. **Pier 4 Improvements/Issues** – Broberg reported that the ice bent the spuds/pins over and the dock is twisting because the spuds are out of position. The City bent them back into position, but they did not stay in place because not all of them could be adjusted. AMI has provided a drawing of a proposed extension of the pier, and they have proposed a different anchoring system with seven spuds for the existing dock and 11 spuds if the dock is expanded. These spuds would have a concrete base pinned into the bedrock. The spud would slide into position in the center of the base. The dock would still need water and electrical disconnects so that it could float free in the winter.

Questions were on how it would hold up with a fully loaded dock with wind, and has the system been used elsewhere? Proposed costs and additional information are expected for the next meeting.

**Presentation, Discussion & Action on Annual Marina Inspection with Recommendation on Proposed Future Improvements** – Shrider had provided an initial inspection report for the Marina. Broberg and Suminski conducted a walk-through of the exterior portions of the facility last Thursday. Report is on file. Some of the major points include: (1) the water leak to the pier is an issue that will need to be repaired, (2) on occasion there is a sewer smell from the women’s bathroom. Shrider reports that this is remedied with putting some water with Clorox down the drain when it goes dry, (3) Public Works will install the handicapped parking signs on a movable base at the boatramp parking lot and repaint the pavement markings, (4) chip sealing the parking lot should be considered in the 2023 budget. Shrider left the meeting.

**Closed Session: Discussion & Possible Action Regarding Replacement of Tires for the Travelift** – Suminski moved and Reiswig seconded to go into closed session pursuant to Wisconsin State Statute 19.85 (1) (e) and (g) for discussing and negotiating disputes with vendors and for conferring with legal counsel in regard to strategy for potential litigation over contract disputes, following which the Harbor Commission may reconvene in open session to take any action that may be necessary on the closed session items. Kluver to be present during closed session. Motion carried on a roll call vote of 7-0 of the members present. Discussion occurred on the updated information and Suminski’s visit with Travelift representatives. Suminski moved and Kolenda seconded to purchase eight newly manufactured Marine Travelift tires (50x20x20) that would have a warranty of at least one year from manufacturer’s defects at a cost of \$31,000 plus freight costs. Discussion. Motion carried 7-0. Suminski moved and Kolenda seconded to request Pumps Tires Inc. buy back the eight Michelin re-caped tires (\$21,000) that were placed on the machine and to install the eight new tires from Marine Travelift at Harbor Commission cost. Discussion. Motion carried 7-0.

Suminski moved and Nelson seconded to return to open session. Motion carried 7-0 at 6:55 p.m. Roll call taken; all members present.

**Discussion on Request to Reimburse Time to Marina Management Related to Travelift Tire Issue** – Discussion occurred on Marina Manager’s request to reimburse 52.5 hours of marina staff time, plus any additional time that may be needed pending actions taken this evening, at the shop rate of \$110/hr. Pressure of tires, installation methods, and use of nitrogen discussed.

**Closed Session: Discussion on Request to Reimburse Time to Marina Management Related to Travelift Tire Issue** – Suminski moved and Wright seconded to go into closed session pursuant to Wisconsin State Statute 19.85 (1) (e) to consider negotiation of provisions related to an existing contract following which the Harbor Commission may reconvene in open session to take any action that may be necessary on the closed session items. Kluver to be present during closed session. Motion carried at 7:12 p.m. on a roll call vote of 7-0 of the members present. Discussion continued with questions on the contract. Consensus to request Shrider to itemize labor costs on the tire issue base on hourly rates of the respective staff in time for consideration at the next meeting. Costs to reflect wages only.

**Adjourn** – Wright moved, and Reiswig seconded, to adjourn. Motion carried 7-0 at 7:50 p.m.

Respectfully Submitted,  
Scott J. Kluver  
City Administrator