

August 17, 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: None.

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

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

Approval of Minutes of the July 20, 2022 Meeting – Suminski moved, and Kolenda seconded, to approve and place on file the July 20, 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** – None.

Slip Transfers – Slip #63 Giddings and Nelson/Nelson Trust- Reiswig moved, and Suminski seconded the approval of the slip transfer for slip #63 Giddings and Nelson/Nelson Trust. Motion carried 7-0.

Marina Manager’s Report:

1. **July Financial Report** – Shrider commented that summer is going great, marina is full both for sale and rent. Guest dockage is down significantly. Service department is still exceptionally busy. Shrider reviewed the budget as provided.

Update on the Following Projects/Items:

1. **Service Bay Heater** – Began work on July 26, left after two days and 2/3 complete. Date of return is unknown.
2. **Water Leaks/Interior Grinder Pump** – Public Works director dug up water line to reveal multiple leaks and incorrect pipes. The section around the docks must be replaced. The proposal to bore in pex and isolation value at every pier and add pex and isolation value at Pier 4. Cost estimate is \$8,000. Bore 460 feet of pex piping. Broberg requested approval to move forward swiftly. Suminski moved and Kolenda seconded to proceed with replacing the line and authorize Kluver and Broberg to approve within reason. Motion carried 7-0. The primary pump is no longer functional. The secondary pump has required periodic manual operation. The pumps should work in tandem, but the system is not functioning properly. Pump cost estimate is \$6,000, with a total replacement cost of \$20,000. Work will need to occur when the marina building is closed, in November. Suminski moved and/Kolenda seconded to move forward with replacement of pump and necessary piping. Motion carried 7-0.
3. **Travelift Tire Replacement** – Tires were requested from Marine Travelift but are unavailable until the end of October at the soonest. Price will be held until they are available. Tire pressure has been adjusted based on rim requirements (150 psi).

Discussion & Action on Cost Estimates for Spud Replacement/Repair on Pier 4 – AMI engineers made a design recommendation. Broberg requested an interim solution, a recommendation of six spuds was given at a quote of \$158,000. The cost of maintaining the current four spuds would be \$105,000 with three deicers at \$7,000 running over the winter. Suminski asked if DNR grant funding would be available. Shrider suggested renting deicers from Bayfield instead of purchasing. Four spuds could hypothetically still be replaced in 2022, though a bid process would take several weeks, the middle of November would be the earliest work could begin. Realistically, bubbling should be planned for this winter, with the entirety of the project to be completed in spring 2023. Consensus was reached to bubble through 2022-2023 winter, continue preparing the project with the engineering firm to get a full bid out for the repairs and expansion, and pursue grant funding for eligible aspects, with the expectation that repairs must occur in spring 2023 regardless of the expansion progress.

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 at the shop rate of \$110/hr versus at the hourly wage rates. Pressure of tires, installation methods, and use of nitrogen discussed. Shrider discussed extenuating circumstances and the status of additional project delays due to time spent on tire issues. Shrider stated that her contract places responsibility of cost on Harbor Commission. Shrider suggested negotiating a split difference of costs. Pumps is willing to retrieve the tires and provide a full refund of product costs but has not offered to reimburse labor costs. Shrider estimates ten percent of the 52.5 hours was overtime.

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 7:00 p.m. on a roll call vote of 7-0 of the members present.

Suminski moved and Kolenda seconded to offer Marina Management \$2,887.50 for their services to date for removing the and replacing the failed tires on the Travelift. Discussion. This will be a good-faith non-precedent setting offer. Pumps will be contacted to discuss the details of the future tire removal to better understand what will need needed for the last changeout. Motion carried 7-0.

Adjourn – Crowell moved, and Suminski seconded, to adjourn. Motion carried 7-0 at 7:43 p.m.

Respectfully Submitted,
Arianna Austin
Administrative Assistant