

## **AUGUST 18, 2021 HARBOR COMMISSION MEETING**

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

Commission Members Present: President Carl Broberg; Rick Gruebele via Zoom; Candace Kolenda; Caroline Nelson; Rodger Reiswig; Nick Suminski

Municipal Personnel Present: Scott J. Kluver, City Administrator; 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 21, 2021 Meeting** – Suminski moved, and Kolenda seconded, to approve and place on file the July 21, 2021 meeting minutes. Motion carried 6-0.

**Public/Member Comment** – None.

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

1. **Payment of Invoices** – Reiswig moved and Nelson seconded to approve a series of invoices totaling \$3,301.04 for the bathroom/fish cleaning sewerage issue. Motion carried 6-0. Suminski moved and Kolenda seconded to approve the Milestone Materials invoice for gravel in the boat storage area in the amount of \$1655.25. Motion carried 6-0. Kolenda moved and Suminski seconded to approve the fee for the Marina maintenance dredging permit in the amount of \$310.58. Motion carried 6-0. Nelson moved and Suminski seconded to approve the Ratliff Construction invoice for the picnic shelters in the amount of \$13,700. Motion carried 6-0.

**Slip Transfers** – None.

### **Marina Manager’s Report:**

1. **July Financial Report** – Shrider reported that the marina is extremely busy, but they will begin hauling boats out next week. As of the end of July the marina is 38 percent ahead of budget and 48 percent ahead of last year. This is the best season ever for this point in time. Suminski moved and Reiswig seconded to place the report on file. Motion carried 6-0.

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

1. **Pier 1 Electrical Repairs** – Broberg reported that the failing 30 amp breakers have been replaced. The 50 amp breakers have arrived and have been provided to Anderson Electric. Some of them have been replaced so far and they seem to be working. Shrider stated that it may be a warranty issue with the breakers, and that is being looked at because they are expensive. Shrider also stated that breakers are beginning to fail on piers 2 and 3.
2. **Parking Lot Expansion Project** – A concept plan was provided, but there were questions that needed to be responded to. It is anticipated that a revised plan will be provided for discussion at the next meeting. The target is to be able to construct something in the spring.
3. **Sewer Upgrades for Fish Cleaning Station/Bathrooms** – The system has been working for a month without incident. Omer Nelson had concerns with the electrical setup in the chase room, and that will be followed up on. A temporary connection of the outflow pipe will need to be corrected at the end of the season. The pit will need to be vacuumed out by a sanitary truck and have the components replaced. In addition, the Harbor Commission should consider getting a new back-up pump as the system is operating on the back-up pump at this time.
4. **West Breakwall Lights** – Sample light is expected to be mounted by the end of the week and will need to see how it works. If it looks good, additional lights can be ordered.

5. **Gravel for Boat Yard Area** – The gravel was delivered and placed. Additional gravel will be stockpiled in the coming days.

**Discussion & Action on Annual Marina Inspection Report** – Broberg and Suminski reviewed the report provided by Shrider and walked the marina to verify. Discussion occurred on several of the highlighted points. Kolenda moved and Suminski seconded to hire a diver to retrieve the additional fenders on the breakwall that have fallen, and to inspect and possibly retrieve the steel sheeting at the end of the breakwall that has fallen. Discussion occurred. This would be a time and materials project. Motion carried 6-0. Reiswig moved and Nelson seconded to expend \$12,220 to have the sprockets and swivels on the Travelift repaired per the report. Discussion. Motion carried 6-0. Suminski moved and Kolenda seconded to expend \$4,150 for tires and a front swivel for the 12-ton hydraulic trailer. Discussion. Motion carried 6-0.

**Recap of Wisconsin Commercial Ports Association Meeting** – The event was well attended and expenses were covered. A good time was had by all.

**Adjourn** – Broberg stated the agenda items have been completed and adjourned the meeting at 6:44 p.m.

Scott J. Kluver  
City Administrator