

**JANUARY 18, 2017 HARBOR COMMISSION MEETING**

5:30 P.M. COUNCIL CHAMBERS, WASHBURN CITY HALL

Commission Members Present: Vice President Martin Katzmarek, Brad Lemire, Mary Nowakowski, and Don Swedberg.

Commission Member Absent: President Carl Broberg, John Baregi and Stephan Schram.

Municipal Personnel Present: Scott Kluver, City Administrator/Clerk and Kay Bratley, Deputy Clerk/Treasurer.

Municipal Personnel Absent: Michelle Shrider, Marina Manager

**Call to Order** – Vice President Martin Katzmarek called the meeting to order at 5:30 p.m.

**Approval of Minutes of the December 21, 2016 Meeting** – Swedberg moved to approve and place on file the December 21, 2016 Meeting Minutes and Nowakowski seconded. Motion carried 4-0.

**Public Comment** – None.

**Treasurer's Report** – Swedberg made a motion to approve and place on file the Harbor Passbook and Marine Operating Account reports and Nowakowski seconded. Motion carried 4-0

1. **Payment of Invoices** – Nowakowski moved to accept Wisconsin Harbor Towns Association invoice #230 for \$250.00 and Swedberg seconded. Motion carried 4-0. Unanimously agreed to proceed to the Update on Marina Boat Ramp Project for Kluver to explain the contractor's application for final payment #3 invoice.

**Update on Marina Boat Ramp Project** – Kluver stated the Contractor's Application for Payment #3 – Final contains the change order items that occurred and credit for the landscaping issues; the spigot for the Boat Wash will be completed by the contractor in Spring 2017; the bathroom repairs, fish cleaning shelter, bollards to protect the transformer and boat ramp signs will come out of the 2016 budget carry over of \$52,000 into 2017 for capital expense. Nowakowski made a motion to accept Contractor's Application for Payment # 3 – Final for \$146,712.22 and Lemire seconded. Motion carried 4-0.

**Slip Transfers** – Nowakowski moved to approve Slip #121 transfer from Weese to Giddings and Lemire seconded. Motion carried 4-0. Kluver stated last month's Slip #57 transfer from Bangsund to Weese has been completed.

**Marina Manager's Report** –

1. **December Financial Statement** – Swedberg moved to approve the December Financial Statement and Katzmarek seconded. Motion carried 5-0

Kluver asked to hold off the discussion on the standard draft contract for the coal dock lease incase Broberg shows up before the meeting is over; he has more details concerning Nelson Construction use of the coal dock. Unanimously agreed to hold this discussion before Adjournment.

**Discussion on Coal Dock Information/Desire to Seek Repairs** – Kluver stated the coal dock will need to be monitored on its condition until something can be done to fix it. Nowakowski found information concerning two federal grants that may complement one another; one is a Tiger grant that can be used for maintaining infrastructure for ports and the other is a transportation alternative for preserving history sites and they are both highly competitive grants. Nowakowski will follow up with more information and report back at the next meeting.

**Discussion and Action on Next Meeting Date** – Lemire moved to cancel the February meeting for anticipated lack of attendance and Nowakowski seconded. Motion carried 4-0. The next meeting will be in March.

**Discussion and Action on Standard Draft Contract for Coal Dock Lease** – Kluver stated Nelson Construction is still interested in leasing the coal dock for use this summer; his intent is to move 700 to 1,000 ton of rock and not to use it for storage unless something unforeseen occurs or weather inhibits movement at that time; details are needed from Nelson Construction for further discussion at this time; a proposed contract should be presented at the next meeting.

**Adjourn** – Nowakowski moved and Lemire seconded motion to adjourn. Motion carried 4-0 at 6:30 p.m.

Respectfully Submitted,  
Kay Bratley, Deputy Clerk/Treasurer