

OCTOBER 16, 2019 HARBOR COMMISSION MEETING

6:00 P.M. WASHBURN CITY HALL – 119 N WASHINGTON AVENUE

Commission Members Present: President Carl Broberg, John Baregi, Maryann Edholm, Candace Kolenda, Rodger Reiswig, and Nick Suminski.

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

Call to Order – President Carl Broberg called the meeting to order at 6:00 p.m.

Approval of Minutes of the September 19, 2019 Meeting – Suminski moved to approve and place on file the September 19, 2019 Meeting Minutes and Reiswig seconded. Motion carried 6-0.

Public Comment – None

Treasurer's Report –

1. **Payment of Invoices** – Reiswig moved, and Kolenda seconded, to approve the Joseph Pezderic invoice #760834 for the repair of the axle hub unit on the Travelift in the amount of \$1,740.00. Motion carried 6-0. Kolenda moved and Suminski seconded, to approve SmithGroup invoice #141478 for professional services on Thompson's West End park rehabilitation in the amount of \$2,670.00. Kluver stated the money leftover from the coal dock project will cover this expense. Motion carried 6-0.

Baregi moved to accept and place on file the Harbor Passbook and Marina Operating Account reports and Suminski seconded. Motion carried 6-0.

Slip Transfers – Suminski moved, and Reiswig seconded, to accept the sale of Slip #121 from Giddings to Erickson. Motion carried 6-0.

Marina Manager's Report – Shrider stated they are busy hauling out boats and are a little ahead of last year, everything is going well; there have been a few larger and commercial boats being hauled out this year and we are running out of space which is a good problem to have.

1. **September Financial Reports** – Shrider stated we are doing great with a 17.89% budget surplus and are 24.69% ahead of this time last year; all departments are on target; we have enough winter work to keep everyone busy through January/February. Kolenda moved, and Reiswig seconded, to approve and place on file the September Financial Reports. Motion carried 6-0.
2. **Update on Repairs to Cement in Travelift Well Area** – Shrider stated the contractor was up against horrible weather in September, came back in October to not much better weather; she believes the product that was put down did not work as well as we thought it would; what became very evident there is a lot of water movement under that cement slab because the repairs that were done are cracking already; the contractor discovered large voids along the culvert that has a history of jacking up in the lift area and attempted to fill the voids in with the epoxy product; the contractor will look into what can be done to solve this issue and will be back in the spring. Shrider stated if the problem is the same as the fuel dock issue, we may have to get the foam jacking company back to do the lift area. Broberg stated the contractor said he could do a sounding of the concrete to identify where voids are, thinks the void is between the culvert and the sea wall; he would also test the Ph of the concrete to find out how much salinity is in it, too much would cause concrete to deteriorate faster; the high water is also a problem since concrete is porous, the water coming over the top is going in and evaporating out which has a tendency to weaken concrete; the contractor recommends treating it with a chemical which permeates the concrete up to 4 inches and will reduce the water passing in and out of the concrete.
3. **Discussion on Travelift Repair Update and Listing of Proposed Capital Projects** – Shrider stated when the inspections are done each year, a different inspector came which can consider one item a problem more so than the previous inspector; this year the inspector felt the steering column is a little sloppy, but not a high risk emergency item and stated to keep an eye on it; should it need to be repaired, it will cost around \$8,000.00 to \$10,000.00. Shrider stated the capital purchase list updated annually which contain items that need to be addressed at some point in time, such as the awnings for the Ship Store, and the gazebos for pier 1 and 3. The capital purchase list is estimated at \$165,000.00.

Update on Pier 3 Post Re-Installation – Shrider stated she contacted Wren Works three weeks ago to bring in their barge to do the repair, but they have not been able to get here; now the good weather window has closed and doesn't know if they can make it; in the meantime Fast Lane Auto Sports is making the brackets so when Wren Works does make it with the barge the brackets will be ready to be installed and welded in place.

Discussion & Action on Marina Inspection – Broberg stated he and Reiswig did the walk through. Broberg stated cleats on the break wall need to be re-secured, Shrider stated they have been like that when she was hired, some have been repaired others taken off. Broberg stated some wood facing has been torn off by ice, Shrider stated with the highwater level it can't be seen or repaired. Broberg stated the harbor entrance lights need to be repaired and the harbor entrance needs maintenance dredging, Shrider stated it was done and the rock was removed from the harbor entrance by Army Corp and dredged to the depth of about 11 ½ to 13 ½ feet but since then it has filled back in with sand and silt to about 8 ½ to 9 feet. Broberg stated many studs for the fenders on the outside of the south break wall are bent or gone, we will need to make a decision on what to do next spring; Dornburg, of Pearl Beach Construction, stated they can do the work so we can get a price quote from him. Shrider stated the larger boats have their own fenders that they put out. Shrider stated the electrical service to outlets and water service under Site Roads & Grounds are located close to the service building that were originally installed don't work anymore and Foss Electric has attempted many times to fix it; the water service in that same area must have been improperly winterized one year and exploded; they need to be addressed due to the limited electrical and water supply to the parking area. Shrider stated during the new restroom installation water and electrical conduit was laid from the new bathroom facility to the other side of the parking lot for service and it was crushed; spoke to the contractor, Xcel Energy, and the engineer about the crushed conduit and nobody took blame for it. Broberg stated the Genie Lift tires look rough, Shrider stated they are solid rubber tires and pieces of rubber are coming off one of them which will be replaced and will replace the others as they begin to fall apart.

Discussion & Action on Acceptance of Bid and Award of Contract Pier 1 Electric, Water & Decking Project Bid Documents – Broberg stated we had one bid submitted for \$220,000.00 which was more than what was anticipated and we don't have the capital to do it this year; recommends to reject the bid and reschedule it another year out after we have another year's worth of income. Broberg stated we need to address the electrical issue on pier 1; had a discussion with Anderson Electric who offered a couple of suggestions on how to fix it; suggests we need to come to an agreement as to how to proceed with the electrical issue, estimating it will be between \$20,000.00 to \$25,000.00 and will have to bid it out again. Suminski moved, Reiswig seconded to reject the bid received for Pier 1 Electric, Water & Decking Project. Motion carried 6-0.

Discussion & Action on 2020 Slip Maintenance Fees – Broberg stated the public hearing was held at the marina per requirements. Broberg stated the rate calculations for a one percent (1%) increase is \$2.63/sq. ft., two percent (2%) increase is \$2.65/sq. ft., and three percent (3%) increase is \$2.68/sq. ft.; at the last Harbor Commission meeting we had discussed a two percent (2%) increase. Reiswig moved, Suminski seconded to propose a two percent (2%) raise in the 2020 Slip Maintenance Fee. Motion carried.

Discussion & Action on 2020 Harbor Commission Budget – Kluver stated the budget has been updated based on the anticipated two percent (2%) slip fee increase and left the \$100,000.00 in the capital project line in anticipation of the electrical work on pier 1 and/or anything else that may occur during the year; the total expenses are \$767,954.00 anticipating putting \$31,000.00 into the bank plus whatever the profit sharing will be next year. Baregi moved, Suminski seconded to accept the 2020 Harbor Commission Budget of \$767,954.00. Motion carried 6-0.

Attendance at Annual Chamber Dinner – Discussion occurred and Broberg will attend the Annual Chamber Dinner.

Adjourn – Suminski moved and Baregi seconded motion to adjourn. Motion carried 6-0 at 7:18 p.m.

Respectfully Submitted,
Kay Bratley, Deputy Clerk/Treasurer