

**OCTOBER 20, 2021**

**HARBOR COMMISSION MEETING**

5:30 P.M.

WASHBURN CITY HALL – 119 N WASHINGTON AVENUE

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

Commission Members Absent: Caroline Nelson

Municipal Personnel Present: Tony Janisch, Assistant City Administrator; Scott J. Kluver, City Administrator via Zoom; Michelle Shrider, Marina Manager via Zoom

**Call to Order** – President Broberg called the meeting to order at 5:35 p.m.

**Approval of Minutes of the September 15, 2021 Meeting** – Reiswig moved, and Crowell seconded, to approve and place on file the September 15, 2021 meeting minutes. Motion carried 6-0.

**Public/Member Comment** – None.

**Treasurer’s Report** – Suminski moved, and Kolenda seconded to accept and place on file the Marina Operating reports. Motion carried 6-0.

1. **Payment of Invoices** – Crowell moved and Suminski seconded to approve an outstanding invoice with Smithgroup for the West End Boat Ramp Project in the amount of \$2,225. Motion carried 6-0. Suminski moved and Kolenda seconded to approve a portion of the Milestone Materials invoice for gravel in the amount of \$4,620. Motion carried 6-0. Reiswig moved and Crowell seconded to approve the #2 Septic Pumping invoice for the port-o-potties in the amount of \$370. Motion carried 6-0. Crowell moved and Suminski seconded to approve the Cooper Engineering invoice for services performed so far in the amount of \$5,370. Motion carried 6-0.

**Slip Transfers** –

1. **Slip #18 Miller/Hanan** – Suminski moved and Reiswig seconded to approve the slip transfer. Motion carried 6-0.
2. **Slip #116 Funk/Strecker** – Reiswig moved and Suminski seconded to approve the slip transfer. Motion carried 6-0.

**Marina Manager’s Report:**

1. **September Financial Report** – Shrider reported that September was above budget expectations. As of the end of September the marina is 49 percent ahead of budget and 78 percent ahead of last year. Shrider further noted there is a 46-person waiting list for slip rentals. Kolenda moved and Suminski seconded to place the report on file. Motion carried 6-0.

**Discussion & Action on Proposed 2022 Harbor Commission Budget and 2022 Capital Projects’s** – Broberg began discussion of capital projects. He identified each project, gave a brief description and costs if available. Broberg noted that it has been tough getting final cost quotes. Discussion ensued. Specific comments were made to the Pier 4 Upgrade and Boat Ramp Parking expansion projects. Kolenda questioned which of these two projects would provide more income. She also asked if parking could be tried first, without the expense of paving. Suminski questioned how much use the parking would receive in the spring, when items would still be in storage from the winter. It was noted that the Pier 4 project would be eligible for a DNR Recreational Boaters grant. Suminski suggested tabling the Boat Ramp Parking expansion project until 2023 and prioritize the Pier 4 Upgrade project. Suminski further suggested that all projects involving the NASI vendor be prioritized. A brief discussion occurred regarding the purchase of a service truck and plow; as well as the Lot 48 property. Kluver suggested adding Lot 48 to the capital projects list. It was noted that \$250,000 is available to be spent on capital projects next year. Suminski moved and Crowell seconded to approve a \$348,447 budget to include \$228,290 of capital expense. Motion carried 6-0.

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

Tony Janisch  
Asst. City Administrator