

NOVEMBER 15, 2017 HARBOR COMMISSION MEETING

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

Commission Members Present: President Carl Broberg, John Baregi, Bradley Lemire, Mary Nowakowski, Stephen Schram, and Don Swedberg.

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

Municipal Personnel Absent: Michelle Shrider, Marina Manager.

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

Approval of Minutes of the October 18, 2017 Meeting – Baregi moved to approve and place on file the October 18, 2017 Meeting Minutes and Schram seconded. Motion carried 6-0.

Public Comment – None.

Treasurer's Report – Baregi made a motion to approve and place on file the Marina Operating Account and the Harbor Passbook reports and Lemire seconded. Motion carried 6-0

1. **Payment of Invoices** – Nowakowski moved to accept Pier Genius invoice #2017-185 for \$10,310.00 and Baregi seconded. Motion carried 6-0. Baregi moved to accept Lake Effect Builders, LLC invoice #2672 for \$8,900.00 and Schram seconded. Motion carried 6-0.

Slip Transfers – None.

Discussion with Nicolas Sawyer, Officer-In-Charge, Coast Guard Station Bayfield – Broberg stated a confirmation of his presence at tonight's meeting was not received and a reminder was not sent as Sawyer is not here.

Marina Manager's Report –

1. **October Financial Statement** – Broberg asked if anyone had any questions or comments concerning the October Financial Statement and there were none. Baregi moved to accept and place on file the October Financial Statement and Schram seconded. Motion carried 6-0. Broberg stated Pier 1 has been fixed but some of the decking needs to be replaced. Kluver stated an inspection of the fuel system occurred and a couple of issues came up that need to be updated/fixed appropriately per the as-built plans. Broberg stated a report was written by the inspector and he had referred to the fuel dock as a "floating" fuel dock and had regarded the violations accordingly; Shrider read the report, contacted the inspector and told him it was not a floating fuel dock. Broberg stated the three issues that need to be fixed: 1) the rubber boot for the sump, where the valves are, needs to be replaced due to a crack in it, 2) the old fuel lines and shut off valves were not removed when the underground fuel tank was removed, and 3) the marina did not have on site an approved engineering plan or as-built plan for the fuel system which Shrider did get a copy of the engineer stamped approved plan. Broberg stated that Shrider is working on the issues.
2. **Update on Pier 1 Repairs** – Refer to Marina Managers Report - 1.October Financial Statement section.

Discussion and Action on Authorization to Select Environmental Consultant to Complete PECFA Reporting for DNR – Kluver stated an area at the Marina was subject to a petroleum environmental clean-up (PECFA) that was disturbed during the fuel pier construction which caused the case to be reopened; Harbor Commission hired ICECOR to handle the paperwork and to close the site again. Kluver stated ICECOR started the work but never finished and after several attempts to get them to finalize the case, it has not been done. Baregi made a motion to authorize Kluver to select an environmental consultant to complete the PECFA reporting for the DNR and Nowakowski seconded. Motion carried 6-0.

Update on Boat Ramp Project, Pier 3 Project – Broberg stated he was grateful to Anderson Electric on discovering the mess behind the power panel and pointing out other issues that will need to be resolved before the Pier 3 Project starts. Broberg believes JJR Smithgroup failed to oversee this project and stated 5 Star Electrical modified the cabinet for the power panel which nullified the warranty. The Harbor Commission is in unanimous agreement that JJR Smithgroup needs to rectify the issues with the electrical power panel. Kluver stated Shrider has been exploring other options on decking for Pier 3 and brought in a sample prior to the meeting.

Recruitment of Harbor Commission Member - Nowakowski stated this is her last meeting for Harbor Commission due to her resignation from City Council and will greatly miss being involved with City Council and Harbor Commission. Kluver stated City Council will have to nominate someone to be a City Council representative for Harbor Commission and the other vacancy applicant needs to have resided in the city for at least 3 years and will then be a mayoral appointment with City Council approval.

Adjourn – Baregi moved and Schram seconded motion to adjourn. Motion carried 6-0 at 6:25 p.m.

Respectfully Submitted,
Kay Bratley, Deputy Clerk/Treasurer