

**NOVEMBER 17, 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

Commission Members Absent: Matt Crowell

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

**Call to Order** – President Broberg called the meeting to order at 5:31 p.m.

**Approval of Minutes of the October 20, 2021 Meeting** – Suminski moved, and Reiswig seconded, to approve and place on file the October 20, 2021 meeting minutes. Motion carried 6-0.

**Public/Member Comment** – None.

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

1. **Payment of Invoices** – Suminski moved and Kolenda seconded to approve an invoice for Marine Travelift in the amount of \$1,790.19 for parts for the trailer. Motion carried 6-0. Kolenda moved and Suminski seconded to approve an invoice in the amount of \$433.09 for A to Z Plumbing for the installation of a winterization drain (blow-out valve) on Pier 1. Motion carried 6-0. Kolenda moved and Nelson seconded to approve the Anderson Electric invoice for 30-amp breakers in the amount of \$3,145.00. Motion carried 6-0.

**Slip Transfers** –

1. **Slip #15 Olson/Wiesert** – Suminski moved and Reiswig seconded to approve the slip transfer. Motion carried 6-0.

**Marina Manager’s Report:**

1. **October Financial Report** – Shrider reported that the Marina is a busy as can be. October financial statements show there is a 46 percent budget surplus at this time, and the Marina is 70 percent ahead of last year at this time. Reiswig moved and Nelson seconded to place the report on file. Motion carried 6-0.
2. **Travelift Inspection Report** – Shrider reviewed the Travelift Inspection report and stated most of the items would be taken care of internally. Tires are the main concern and ribbed tires are no available. Lugged tires are not desired. Broberg has been researching tires online. Suppliers for aviation and mining have not been cooperative in providing options for marine use. Further investigation will continue.

**Update, Discussion, and Possible Action on the Following Projects/Items:**

1. **Service Bay Heater** – Shrider reported that an estimate was received from Cady Plumbing & HVAC to replace the infrared heater for the service bay as the pipes are burnt through and the burners are not functional. Broberg asked if it would need to be vented to the roof and that was not included in the estimate as a separate contractor would be needed for that. Shrider responded that she will talk to him about utilizing the existing vent. Suminski moved, and Nelson seconded, to approve up to \$7,000 for the heater replacement, including roof work. Discussion on 50 percent deposit. Motion carried 6-0.
2. **Store Window** – An estimate of \$3,000 was received from Ratliff Construction to replace this window. Suminski moved and Kolenda seconded to approve the window replacement in the Ship’s Store. Motion carried 6-0. Broberg will inform Ratliff.
3. **Retrieval of Breakwall Bumpers** – It is anticipated that this work will be completed soon by Black Warrior Marine prior to ice-over at a price of \$300/hour. Suminski suggested checking on retrieving the metal cap on the breakwall. Kluver will inquire.
4. **Purchase of Truck/Plow** – Broberg reviewed the various projects the Harbor Commission approved for funding and shared an estimate that has been received for the extension of Pier 4. That project, with the engineering expense, is anticipated to cost \$135,662. With this estimate, and the other items approved for 2022, it would eat the capital budget without any grant funding. Concern that there may not be enough money for a truck at this time. Consensus that the Commission would like to review the capital projects list with updated costs at the December meeting. Shrider stated she will need to make other arrangements for snow removal for this season.

**Adjourn** – Broberg stated the agenda items have been completed and adjourned the meeting at 6:32 p.m.

Respectfully Submitted,  
Scott J. Kluver  
City Administrator