

NOVEMBER 18, 2020 HARBOR COMMISSION MEETING

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

Commission Members Present: President Carl Broberg, Candace Kolenda, Caroline Nelson, Rodger Reiswig, Nick Suminski

Commission Members Absent: John Baregi

Municipal Personnel Present: Scott Kluver, City Administrator/Clerk, Michelle Shrider, Marina Manager via zoom.

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

Approval of Minutes of the October 21, 2020 Meetings – Kolenda moved, and Reiswig seconded, to approve and place on file the October 21, 2020 meeting minutes. Motion carried 5-0.

Public Comment – Reiswig asked for an update on the Pearl Beach property. Kluver responded that no activity has taken place since the last meeting. Suminski asked Shrider about a concern with a gap in the concrete at the boat ramp. The two of them will get together to look at that closer.

Treasurer's Report – Kolenda moved, and Reiswig seconded to accept and place on file the Harbor Passbook and Marina Operating reports. Motion carried 5-0.

1. **Payment of Invoices** – Kolenda moved, and Rieswig seconded, to approve Proctor Canvas Products invoice #200976 in the amount of \$3,175 for the new awning. Motion carried 5-0.

Slip Transfers – None. Broberg noted that slip number 44 transferred within a family and did not require Harbor Commission review.

Marina Manager's Report:

1. **October Financial Report** – Shrider stated that the budget is down six percent, and down some 20 percent compared to last year at this time. In Shrider's opinion, it is not bad considering the situation this year.
2. **Action on Request to Purchase Computer** – Shrider stated that her current computer is from 2013 and is in need of replacement. An estimate of \$1278 was presented for a new unit. Suminski moved and Reiswig seconded to approve a new computer. Kluver reviewed the budget status. Maintenance and Repairs are now overbudget, but there are still dollars available in Capital. He understands some of the needs, but recommends caution going forward. Motion carried 5-0.
3. **Action on Purchase of Tires for Loader and Parts for Travelift** – Shrider presented an estimate for new tires. Kolenda moved and Suminski seconded to approve the quote from Zifko in the amount of \$1199.84 for four loader tires. Motion carried 5-0. (Note: There was confusion over the cost of the tires and the amount that was stated. Prior to adjournment, the following motion was made to clarify: Reiswig moved and Suminski seconded to amend the previous motion for the loader tires to the amount of \$1999.84. Motion carried 5-0.) The Travelift parts will be presented at a future meeting along with and invoice for Quickbooks services.

Update on and Possible Action on Various Marina Projects/Repairs:

1. **Awning** – Shrider stated that the awning has been completed.
2. **Electric on Pier 1** – Broberg stated that he is still waiting for an update from Anderson Electric.
3. **Decking Project on Pier 1** – Broberg stated that the price of southern yellow pine is coming down, and recommends proceeding with releasing the bid. Discussion occurred as to whether an alternate price for composite decking should be sought. Shrider stated composite has not yet become an industry standard due to uncertainty of lifespan. Broberg added additional structural support would be needed if composite was installed. Consensus to proceed only with southern yellow pine. Kluver stated that bid documents would be prepared to have results considered at January meeting.

Adjourn – Kluver stated that he would keep everyone updated if there would be a December meeting. Broberg stated the agenda items have been completed and adjourned the meeting at 6:13 p.m.

Respectfully Submitted, Scott J. Kluver, City Administrator