

## DECEMBER 19, 2018 HARBOR COMMISSION MEETING

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

Commission Members Present: President Carl Broberg, V.P. John Baregi, Mary McGrath, Rodger Reiswig, Nicholas Suminski, and Don Swedberg.

Commission Member Absent: Bradley Lemire

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 5:30 p.m.

**Approval of Minutes of the November 14, 2018 Meetings** – Baregi moved to approve and place on file the November 14, 2018 Meeting Minutes and Swedberg seconded. Motion carried 6-0.

**Public Comment** – None.

**Treasurer's Report** – Reiswig made a motion to accept and place on file the Marina Operating Account and the Harbor Passbook reports and McGrath seconded. Motion carried 6-0

1. **Payment of Invoices** – Baregi moved to approve SmithGroup, Inc. invoice #135038 for \$18,541.00 and Swedberg seconded. Motion carried 6-0.

**Slip Transfers** – Broberg stated Slip #41 transfer from Schumacher to Oasheim has been completed.

**Marina Manager's Report** – Shrider stated the slip rental agreements are coming in for next year and has a waiting list for the smaller slips; two large slip owners have changed their minds to allow their slips to be added to the rental pool; received some nice projects for the service department for winter work.

1. **November Financial Reports** – Shrider stated the budget is right on target and is a little bit better than anticipated at this time of year with a budget surplus of 4.95% and are 15.34% ahead of last year at this time; the facility department which is the slip rentals and boat storage has done quite well than what was budgeted for; the service department is plugging along and the Ship Store needs to break even. Baregi made a motion to accept and place on file the November Financial Reports and Suminski seconded. Motion carried 6-0.

### **Discussion and Action on Agreement with US Army Corps of Engineers on Use of Coal Dock During 2019 Season**

– Broberg stated we have received a request from the US Army Corps of Engineers to use a portion of the coal dock for the break water project in Ashland; they would need it for 2 to 3 months for storage and a place to work in to move an estimated 2,000 to 2,500 tons of material. Broberg stated based on our current contract it would give us approximately \$5,000.00 to \$6,200.00 dollars in dock usage fees next year; we would use the standard contract and use addendums to define the rate to be charged, the length of time to be used and the amount of area to be used. Broberg stated Kluver mentioned today that we may want to re-look at how we parcel out the dock in the future for rental. Kluver stated this is the fourth agreement for 2019; as opposed to having the A, B, C, D spaces on the coal dock in the past, probably look at square footage needed per request. Baregi moved to approve the agreement with the US Corps of Engineers and Swedberg seconded. Motion carried 6-0.

**Update on Dock 3 Utility Upgrade Project** – Broberg stated Anderson Electric is waiting for the ice to form in the marina before starting the electrical project; he remembered he did not spec out the cleats for the dock but had discussed with the Washburn Foundry as they have the molds to do it. Kluver stated he would need a sample cleat and would contact the foundry concerning this issue.

**Update on Coal Dock Rehabilitation Project** - Kluver stated approximately 250 feet of sheeting has been placed along with the tie rods; Michels stated as they get closer to shore it will get easier to place the sheeting however due to some unforeseen complications they have experienced, completion is pushed back to mid or late January. Kluver stated we have submitted our first request of payment to the grant so we will have money to pay the next round. Suminski inquired about the lights at the end of the coal dock and Kluver stated the solar lights in the plan were removed since we upgraded the current lights to LED and Broberg stated a new base needs to be poured to place the one light that was taken down for the coal dock project.

**Adjourn** – Suminski moved and Reiswig seconded motion to adjourn. Motion carried 6-0 at 6:00 p.m.

Respectfully Submitted,  
Kay Bratley, Deputy Clerk/Treasurer