

**DECEMBER 21, 2016 HARBOR COMMISSION MEETING**

5:30 P.M. COUNCIL CHAMBERS, WASHBURN CITY HALL

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

Commission Member Absent: Bradley Lemire.

Municipal Personnel Present: Scott Kluver, City Administrator/Clerk, Kay Bratley, Deputy Clerk/Treasurer, and Michele 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 16, 2016 Meeting** – Baregi moved to accept and place on file the November 16, 2016 Meeting Minutes and Schram seconded. Motion carried 6-0.

**Public Comment** – None.

**Treasurer's Report** – Katzmarek moved to accept and place on file the Harbor Passbook and Marina Operating Accounts and Nowakowski seconded. Motion carried 6-0.

1. **Payment of Invoices** – None.

**Slip Transfers** – Baregi moved to approve Slip #57 transfer from Bangsund to Weese and Nowakowski seconded. Motion carried 6-0.

**Marina Manager's Report** –

1. **November Financial Statement** – Shrider stated all departments are on track or have a budget surplus; the Ship Store has done well this year and believes the radio advertising has help to make the difference.

**Discussion and Action on Request to Replace Awnings** – Discussion occurred. Unanimously agreed to table the discussion until May 2017.

**Update on Marina Boat Ramp Project** – Kluver stated SmithGroup JJR is still reviewing the punch list with Ashland Construction on the Boat Ramp Project. Kluver received a Memorandum from SmithGroup JJR concerning the Travel Lift Well issue for our review and that it is the contractor's responsibility to fix the issue.

Discussion occurred as to what points to consider, concerning the coal dock issue, as agenda item for future meetings.

**Adjourn** – Baregi moved and Nowakowski seconded motion to adjourn. Motion carried 6-0 at 6:28 p.m.

Respectfully Submitted,  
Kay Bratley, Deputy Clerk/Treasurer