

**December 21, 2022**

**HARBOR COMMISSION MEETING**

5:30 P.M.

WASHBURN CITY HALL - 119 N WASHINGTON AVENUE

Commission Members Present: President Carl Broberg; Nick Suminski; Caroline Nelson; Matt Crowell; Michael Wright

Commission Members Absent: Candace Kolenda; Rodger Reiswig

Municipal Personnel Present: Scott Kluver, City Administrator; Michelle Shrider, Marina Manager via Zoom; Arianna Austin, City Administrative Assistant

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

**Approval of Minutes of the November 21, 2022 Meeting** – Suminski moved, and Nelson seconded, to approve and place on file the November 21, 2022 meeting minutes. Motion carried 5-0.

**Public/Member Comment** – None.

**Treasurer’s Report** – Suminski moved, and Wright seconded, to accept and place on file the Harbor Commission financial reports. Motion carried 5-0.

1. **Payment of Invoices** – Suminski moved, and Crowell seconded, to approve the invoice from Amazon.com in the amount of \$280.58. Motion carried 5-0. Crowell moved, and Nelson seconded to approve the invoice from Ritola Inc in the amount of \$1,461.65. Motion carried 5-0. Crowell moved, and Nelson seconded to approve the invoice from Ferguson Waterworks in the amount of \$2,107.03. Motion carried 5-0. Crowell moved, and Suminski seconded, to approve the invoice from Fastenal in the amount of \$119.25. Motion carried 5-0. Crowell moved, and Nelson seconded, to approve the invoice from Washburn Marina in the amount of \$295.76. Motion carried 5-0. Suminski moved, and Crowell seconded, to approve the invoice from Fire Folks LLC in the amount of \$1,794.00. Motion carried 5-0. Suminski moved, and Nelson seconded, to approve the invoice from AMI Consulting Engineers in the amount of \$3,013.75. Motion carried 5-0.

**Slip Transfers** – Slip #83 Hansen/Rogers - Crowell moved, and Suminski seconded the approval of the slip transfer for slip #83 Hansen and Rogers. Motion carried 5-0.

**Marina Manager’s Report:** Shrider reported that winter work is plentiful and going well. Nelson moved, and Wright seconded to accept the report and place on file. Motion carried 5-0.

**Discussion & Action of Pier 4 Engineering Plans/Potential Grant Applications** – AMI proposal does not include several electrical components, pedestals, and additional plumbing needs. Potential funding for this project is available from the DNR. Kluver and Broberg attended a meeting with a DNR representative. Three potential grants include the Boating Infrastructure grant, Sport Fish Boat Access grant, and Recreational Boating Facilities grant. Grant cycles may allow for construction to begin in fall of 2023, but likely 2024. Discussion on the practicality of the kayak launch occurred, with consensus to eliminate this component from the plan. Sport Fish Boat Access and Recreational Boating Facilities grants application deadline of February 1. Suminski moved, and Crowell seconded the approve the elimination of the kayak launch from the proposal and to move forward with the Sport Fish Boat Access grant and the Recreational Boating Facilities grant applications. Motion carried 5-0.

**Update on the Following Projects/Items:**

1. **Travelift Tire Replacement/Travelift Repair Schedule** – Tires have been installed and will be tested soon.
2. **Water Line Replacement** – Borer hit debris with the first attempt. Scheduled to be completed first thing in the spring.
3. **Lift Station Repairs** – Parts have arrived and installation will occur in January.
4. **Electrical Disconnect on Pier 4/Replacement of Meter Box/Installation of Bubblers** – Disconnect has been completed. Meter box replacement will be completed yet this month. Bubblers are in and working well.
5. **Parking Lot Repair/Replacement** – Consulted with Public Works Department, with recommendation to replace portions of the lot. Cost estimates have not been completed.

**Adjourn** – Broberg adjourned at 6:10 p.m.

Respectfully Submitted,  
Arianna Austin  
Administrative Assistant