

FEBRUARY 14, 2018 HARBOR COMMISSION MEETING

4:30 P.M. WASHBURN CITY HALL – 119 NORTH WASHINGTON AVENUE

Commission Members Present: President Carl Broberg, John Baregi, Bradley Lemire, Rodger Reiswig, Stephen Schram, and Don Swedberg.

Commission Member Absent: Mary McGrath.

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 4:30 p.m.

Approval of Minutes of the January 10, 2018 Meeting – Swedberg moved to approve and place on file the January 10, 2018 Meeting Minutes and Lemire seconded. Schram abstained. Motion carried 5-0-1.

Public Comment – None.

Treasurer's Report – Baregi made a motion to approve and place on file the Marina Operating Account and the Harbor Passbook reports and Schram seconded. Motion carried 6-0

1. **Payment of Invoices** – Shrider stated T&D Enterprises did not completely remove the old fuel line however the inspector did look everything over after T&D finished and signed off on the inspection; the time T&D spent on it was not the same as on the proposal so it should not be the amount proposed. Baregi moved to approve T&D Enterprises, LLC invoice #2600 for \$2,000.00 subject to Shrider's negotiation concerning the cost for the amount of work done since the proposal was not completed as proposed and Reiswig seconded. Motion carried 6-0. Baregi moved to accept APG Media of WI invoice #1182000532 for \$820.21 and Schram seconded. Motion carried 6-0.

Slip Transfers – Swedberg moved to approve transfer of Slip #101 from Lupa-Fleig to Patterson and Schram seconded. Motion carried 6-0. Broberg stated slip transfers for Slip #058 from Mettler to Sandor and Slip #055 from Baker to Franklin have been completed.

Marina Manager's Report – Shrider stated there is plenty of work in the service department at this time; down a service technician due to knee surgery but will have him work in the Ship Store until he is released for regular duty; and have 2 slips available for rent at this time.

1. **Update on Fuel Line Removal** – Discussion occurred during Payment of Invoices.

Discussion and Action on Award of Bid and Contract for Pier 3 Electrical, Water, and Decking Project – Broberg stated bids were received from Lake Effect Builders, LLC and Wren Works, LLC; the bid tabulation total is dependent on which bid alternate is chosen for the different decking materials. Discussion occurred. Baregi made a motion to award Lake Effect Builders, LLC the contract for Pier 3 Electrical, Water, and Decking Project and to use southern yellow pine for the decking and Swedberg seconded. Motion carried 6-0.

Baregi made a motion to move item J. Discussion and Action on Financing Plan for Coal Dock Project next and Adam Stauffer, representing Pearl Beach Construction is present and Swedberg seconded. Motion carried 6-0.

Discussion and Action on Financing Plan for Coal Dock Project – Kluver stated he is still waiting for the contract on the coal dock grant and should it arrive in time, we will schedule a special meeting next week on Wednesday, February 21st to discuss it. Kluver stated City Council received an offer to purchase city property behind the boat storage buildings at the marina and Adam Stauffer is here representing Pearl Beach Construction that has made the offer; the City Council responded informally to this proposal stating they want a lease agreement approved by the Harbor Commission for the coal dock as part of the binding offer from Pearl Beach Construction to be presented to City Council by the April meeting. Kluver stated negotiations will need to occur quickly for the dock space they will request to use and price, assuming that we get a positive response back from the owner of Pearl Beach Construction. Stauffer stated the owner is on his way back from Florida and his goal is to move quickly to get what is needed done. Broberg stated we need to maintain the character of the coal dock as recreational on the south end and east wall and to look at re-sectioning off the west side for commercial use. Kluver stated depending on how quickly we can get that necessary information from Pearl Beach Construction, will determine if it can be added to the special meeting that may be held next week. Kluver stated we will need to know how we intend to finance the \$325,000.00; do we get a local bank loan or a public land loan; the length of loan and to consider other factoring projects that would come up in the near future. Discussion occurred. A unanimous decision was made to go for a length of 10 years and have Kluver look into local bank lending rates.

Discussion and Action on 2018-19 Marina Budget – Shrider explained the budget process to the new members; she starts with payroll and breaks it down by department; the service department is the main revenue generator. Baregi moved to accept the 2018-19 Marina Budget with the date corrections as follows: Page 1 under Budget & Actual Summary, column for "Anticipated" should read Apr. '17 to Mar 18 and the column for "Actual" Apr '11-10 should be Actual Apr '11 -12 and Schram seconded. Motion carried 6-0.

Lemire excused himself from the meeting at 5:58 p.m.

Discussion and Action on Trimming/Removal of Trees in Marina Basin – Shrider stated she has talked with the owner of Harbor View Event Center who stated they will offer to clean up the brush/tree issue in the marina basin; it was discussed with the DNR and the Army Corps of Engineers for advice. Shrider stated she will meet with Roger Kumlein, Harbor View Event Center representative and Quality Tree Service to discuss what trees to cut and what brush to clear out. Reiswig moved to allow the Trimming/Removal of Trees in Marina Basin and Swedberg seconded. Motion carried 5-0.

Update on Boat Ramp Project Electrical Matter Dispute – Broberg stated 5 Star Electrical installed 2 of the 5 safety breakers and stated the power needs to be shut down to finish; he is unsure of the cabinet replacement issue. Broberg stated JJR SmithGroup sent a reminder to 5 Star Electrical concerning the balance of work that was not completed by February 7th and 8th which still needs to be done, they have not heard back from 5 Star. Broberg suggested that if we do not hear back from 5 Star Electrical by next week we may need to take legal action. Baregi moved to have Kluver and Broberg to proceed with best judgement to resolve the electrical issue and Schram seconded. Motion carried 5-0.

Discussion on Next Meeting Date – Kluver stated if the contract for the coal dock project arrives a special meeting could occur on February 21st at 4:30 p.m. to discuss what is next and include negotiating with Pearl Beach Construction for the potential lease of the coal dock. Kluver will contact the members as soon as possible. Due to work schedules regular meetings will return to 5:30 p.m.

Adjourn – Baregi moved and Reiswig seconded motion to adjourn. Motion carried 5-0 at 6:25 p.m.

Respectfully Submitted,
Kay Bratley, Deputy Clerk/Treasurer