

AUGUST 13, 2014 HARBOR COMMISSION MEETING

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

Commission Members Present: President Carl Broberg, Carol Avol, Martin Katzmarek, Mary Nowakowski, Don Swedberg, and Jack Stewart.

Commission Member Absent: Brad Lemire

Municipal Personnel Present: Scott Kluver, City Administrator/Clerk; Kay Bratley, Deputy Clerk/Treasurer, Michele Shrider, Marina Manager and David Siegler, City Attorney.

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

Approval of Minutes of the July 16, 2014 Meeting – Nowakowski moved to approve the July 16, 2014 Meeting Minutes amending the motion in Discussion and Action on Request to Purchase a Yard Trailer as follows: to approve up to \$115,000.00 to purchase instead of: to approve \$115,000.00 to purchase and Avol seconded. Motion carried 6-0.

Public Hearing on Restated Slip Lease Declarations – Followed By Discussion and Recommendation – Kluver stated written comments were provided. Discussion occurred. Swedberg made a motion to close the Public Hearing and Katzmarek seconded. Motion carried 6-0. Swedberg made a motion to include the language recommended for Article 8, (j) in regards to the exclusion of negligence by the city and Nowakowski seconded. Motion carried 6-0. Nowakowski made a motion to adopt the term Facilities using the description found in Article 6, Description of Facilities and have it added to Article 32, Definitions and Stewart seconded. Motion carried 6-0. Avol made a motion to approve the Restated Slip Lease Declarations as amended and to forward it to City Council with recommendation for approval and Nowakowski seconded. Motion carried 6-0. Siegler left the meeting at 5:38 p.m.

Other Public Comment – None.

Treasurer's Report – Swedberg moved to accept the Harbor Passbook and the Marina Operating Account and Stewart seconded. Motion carried 6-0.

1. **Payment of Invoices** – Nowakowski moved to accept SmithGroup JJR invoice #103173 for \$2,475.00 and invoice #103174 for \$3,825.00 and Katzmarek seconded. Motion carried 6-0. Nowakowski moved to accept Nelson Construction Company of LaPointe, Inc. invoice #11936 for \$750.00, Pay Request No. 7 (SmithGroup JJR) for \$36,937.13, and Pay Request No. 8-Final (SmithGroup JJR) for \$15,000.00 for payment upon resolution of outstanding items on the Travel Lift Well & Fuel Pier Reconstruction project and Swedberg seconded. Motion carried 6-0.

Slip Transfers – Broberg confirmed the completion of Slip #052 and Slip # 100 transfers.

Marina Manager's Report – Shrider stated the July Financial Report will be presented for the September meeting. Shrider states she visited other marinas in the area and noticed little or no activity level and have not seen a season this low in a number of years; fuel sales are down 40% to date.

1. **Report on Dock Conditions** – Shrider stated a courtesy dock inspection was done by Pier Genius and was pleased with the results. Pier Genius pointed out issues we are aware of and recommend looking into wood alternatives since wood decking has become less dense and poorer quality. Shrider will look into wood alternative products and possibly get samples to test run.

Discussion and Action on Final Draft of Boat Ramp Project Plans – Avol expressed concern about the drainage issue with the Dahlquist building. Shrider stated she talked with Dahlquist and explained trenching cannot continue and directing it onto marina property must stop. Broberg stated Wright of SmithGroup JJR took a look at the issue and stated it appears to be draining into the lift station, but suggested a culvert could be laid from the back of the building to the lake. Wright stated we would have to figure out how to address this issue. Broberg stated the cost differential on the Mini-Monster fish grinder and a commercial grade garbage disposal, which is the next step down, is \$10,000.00. A unanimous decision was made to stay with the original plan for a fish grinder because the Mini-Monster construction would handle sticks/rocks, if vandalism were to occur. Katzmarek moved to approve the Final Draft of Boat Ramp Project Plans and project cost of \$782,220.00 with the finance plan as outlined and submit to City Council for approval and Swedberg seconded. Motion carried 6-0.

Update on Activities to Purchase a Yard Trailer – Shrider spoke with Kropf Conolift stating we have a budget number and are waiting for a final design, contract and requesting delivery to be no later than September.

Discussion and Action on 2014 Harbor Commission Budget Amendment #1 for Purchase of Yard Trailer – Kluver states the budget number is up to \$115,000.00 and not having the final design/contract at this point will have no effect on City Council's decision.

Update on Travelift Well and Fuel Pier Replacement Project – Kluver confirmed the contaminated soil has been removed. Shrider states the only item left to be completed is the painting of at least 2 more coats of yellow. Kluver stated the final payment will be released after the 2 coats of yellow paint are completed to Shrider's satisfaction.

Adjournment – Nowakowski moved and Stewart seconded motion to adjourn. Motion carried 6-0 at 6:52 p.m.

Respectfully Submitted,

Kay Bratley
Deputy Clerk/Treasurer