

MARCH 18, 2015 HARBOR COMMISSION MEETING

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

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

Commission Members Absent: Martin Katzmarek.

Municipal Personnel Present: Scott Kluver, City Administrator/Clerk and 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 February 18, 2015 Meeting – Swedberg moved to approve the February 18, 2015 Meeting Minutes and Nowakowski seconded. Motion carried 6-0.

Public Comment – None.

Discussion and Action on Request of JBRC, LLC to Purchase Land and Construct a Boat Storage Facility – Kluver presented Bayfield County certified survey map #1706 and a site survey map of the Washburn Marina to the Harbor Commission to show the proposed placement for the proposed construction of the boat storage facility. Nowakowski made a motion to open the floor for JBRC, LLC presentation and Avol seconded. Motion carried 6-0. Attorney Jack Carlson representing JBRC, LLC was in attendance and presented the request on behalf of the client. Discussion occurred. Swedberg made a motion to move forward on the potential building construction concept and Nowakowski seconded. Motion carried 5-1 opposed by Stewart.

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

1. **Payment of Invoices** – Nowakowski moved to accept SmithGroup JJR invoice #0107518 for \$7,935.00 and Swedberg seconded. Motion carried 6-0. Swedberg moved to accept MarineTravelift freight charge on invoice #105011 for \$56.54 and invoice #105400 for \$31.96 and Lemire seconded. Motion carried 6-0. Kluver stated the second payment of \$34,462.50 to Kropf Industries for the yard trailer construction has been sent out.

Slip Transfers – Broberg stated Slip #033 transfer from Welford to Groenke Living Trust has been completed.

Marina Manager's Report –

1. **February 2015 Financial Statements** – Shrider stated the budget is beginning to fall back into place at 32.16% above budget year to date and 11.33% above compared to last year at this time due to the winter work orders. Nowakowski moved to approve the February 2015 Financial Statements and Swedberg seconded. Motion carried 6-0.
2. **Update on Yard Trailer Construction** – Shrider states the yard trailer is now completed and plans to go to Kropf Industries around April 10, 2015 to inspect it and run it through its paces.

Discussion and Action on Authorization of Commission President to Send A Letter In Support of Continued Harbor Assistance Program Funding – Swedberg moved to have Commission President Broberg to send a letter supporting the Harbor Assistance Program Funding and Stewart seconded. Motion carried 6-0.

Update on Boat Ramp Project – Kluver stated the Waterways Commission has increased our percentage to a 50% match which will give approximately an additional \$52,000.00 to the project funding. Kluver stated the project must begin by June 30, 2015 and JJR is working on the bid documents. Shrider stated she would like to review the language in the bid documents prior to their release.

Adjournment – Lemire moved and Nowakowski seconded motion to adjourn. Motion carried 6-0 at 6:50 p.m.

Respectfully Submitted,

Kay Bratley
Deputy Clerk/Treasurer

