

## APRIL 15, 2015 HARBOR COMMISSION MEETING

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

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

Commission Members Absent: Brad Lemire.

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** – Nowakowski moved to approve the March 18, 2015 Meeting Minutes and Avol seconded. Motion carried 5-0.

**Public Comment** – None.

**Treasurer's Report** – Stewart moved to accept the Harbor Passbook and the Marina Operating Account and Katzmarek seconded. Motion carried 5-0.

1. **Payment of Invoices** – Nowakowski moved to accept SmithGroup JJR invoice #0107954 for \$3,306.25 and invoice #0107952 for \$1,333.66 and Katzmarek seconded. Motion carried 5-0.

**Slip Transfers** – None.

**Marina Manager's Report** –

1. **March 2015 Financial Statements** – Shrider stated the March Financial can be considered a draft version of the end of year for the marina as it has been submitted to the auditors. Shrider stated she is happy with the 15.01% above budget year to date and 3.62% above compared to last year at this time since it was a very poor summer last year. Shrider stated every department was either on budget or with a surplus except the Ship Store had approximately 50% less fuel sales plus having to make an inventory adjustment due to the new fuel tanks.
2. **Update on Yard Trailer Construction** – Shrider states she went to Kropf Industries in Canada to observe the yard trailer run through load testing and the custom features and picked up a Coast Guard vessel. Shrider stated the yard trailer worked better than expected and is scheduled to arrive next Tuesday. Shrider stated it will be put to work on 6 boats that are ready to be put in the water. Kropf employees will be on hand to train the staff on the yard trailer controls.

**Discussion and Action on Boat Ramp Project Timing, Update on Grant Funding** – Kluver stated he is still waiting for the official approval from the Boating Infrastructure Grant before moving forward with bidding on the project. Discussion occurred and it was unanimously agreed to get an extension from the Waterway Commission to begin the project this fall. Nowakowski made a motion to proceed with the final documents and go to bidding in May with the stipulation that construction begin after Labor Day and Katzmarek seconded. Swedberg arrived at 5:55 p.m. Broberg explained the motion to Swedberg. Motion carried 6-0.

**Discussion and Action on Annual Boaters Picnic** – Swedberg made a motion to have the Annual Boaters Picnic on May 30, 2015 and an amendment to the motion to include providing a picnic luncheon and Katzmarek seconded. Motion carried 6-0.

**Discussion and Action on City Land Sale List Review** – Discussion occurred. Swedberg made a motion to have City Council explore the purchase of the foreclosed property acquired by Bayfield County that is located east of the driveway to the Steak Pit and Katzmarek seconded. Motion carried 6-0.

**Adjournment** – Katzmarek moved and Nowakowski seconded motion to adjourn. Motion carried 6-0 at 6:16 p.m.

Respectfully Submitted,

Kay Bratley  
Deputy Clerk/Treasurer