

JUNE 17, 2015 HARBOR COMMISSION MEETING

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

Commission Members Present: President Carl Broberg, Vice President Martin Katzmarek, Brad Lemire, Mary Nowakowski, Stephen Schram, and Don Swedberg.

Municipal Personnel Present: Scott Kluver, City Administrator/Clerk, Kay Bratley, Deputy Clerk/Treasurer, Michelle Shrider, Marina Manager

Call to Order – President Carl Broberg called the meeting to order at 5:32 p.m.

Approval of Minutes of the May 20, 2015 Meeting – Swedberg moved to approve the May 20, 2015 Meeting Minutes with the following amendment correcting the verb *was* repaired to *were* repaired in Marina Manager’s Report 3) Travel Lift Well Area Update, first sentence and Lemire seconded. Motion carried 5-0.

Public Comment – None.

Treasurer’s Report – Lemire moved to accept the Harbor Passbook and the Marina Operating Account and Swedberg seconded. Motion carried 5-0.

1. **Payment of Invoices** – Nowakowski moved to accept Washburn IGA 5/29/15 receipt dated 5/29/15 purchase amount of \$94.99 and bill dated 6/1/15 for \$420.00 and Swedberg seconded. Motion carried 5-0.

Slip Transfers – None.

Marina Manager’s Report – Shrider invited new Harbor Commissioner Schram to make an appointment to take a tour of the Marina facilities and review the accounting procedure used.

1. **April and May 2015 Financial Statements** – Shrider stated to look at May’s Financial Statement which shows we currently have a budget surplus of 21.59% and are 2.7% ahead compared to this time last year. Shrider states there are a couple of big projects lined up for the summer and projects already lined up for this winter. Shrider stated this is only one maintenance fee still outstanding as of today’s date. Nowakowski moved to approve the April and May 2015 Financial Statements and Swedberg seconded. Motion carried 5-0.
2. **Travel Lift Well Area Update** – Shrider stated she has not received any updates on the issues with the utility chase on the travel lift well beam and catch basin issues. Shrider finds it necessary to have these issues taken care of before haul out season begins. Broberg advised Shrider to get a quote from Mackey Construction to fix the catch basin.
3. **Rule on Fishing at the Marina** – Shrider stated she has been having a problem with some people concerning the fishing in the marina this year not knowing why since it has been 3 years since the marina fishing rule was created. Broberg had a fisherman cast their lure 10 feet off the bow of his boat as he was motoring into the marina, knows of boaters finding lures stuck in dock lines and on the docks, sail covers and dinghies damaged by lures. *Katzmarek arrived at 5:53 p.m.* Broberg stated the Wisconsin State Statutes Chapter 30 Navigable Waters, Harbor and Navigation containers laws governing marinas and safety issues which can give the Harbor Commission the right to create a fishing policy. Kluver added City Council has no ordinances pertaining to fishing in the marina and the Harbor Commission has not adopted any rules on fishing in the marina. Discussion occurred to get an opinion from City Attorney Siegler and possibly hold a special Harbor commission meeting.

Discussion and Action on Lawn Mower Purchase - Shrider stated the maintenance crew mows approximately 7 acres of lawn each time and presented estimates on two different models of riding lawn mowers. Swedberg moved to approve the purchase of the John Deere mower X320 Tractor w/48” deck for \$4,000.00 and Lemire seconded. Motion carried 6-0.

Update on Boat Ramp Project – Kluver stated the concrete floor through Huffcutt cannot be colored but can be seal coated; JJR will advertise for bids the week of July 6th if we approve of Huffcutt Concrete quote for the bathroom facility. A unanimous agreement to go with Huffcutt Concrete quote.

Discussion on the Future Use and Development of the Coal Dock – Broberg would like to know what the Harbor Commission intentions with the future use of the dock will be. Nowakowski stated she talked to many people asking their opinions of the use of the coal dock and many stated the coal dock should be recreational. Discussion occurred, no conclusion reached and commercial use will continue on a case by case basis for the time being.

Review of Annual Boaters Picnic – Shrider stated she was happy with the people that attended the Annual Boaters Picnic however she believes a more advanced announcement of the event would help and have it on the second Saturday of June coinciding with National Marina Day.

Adjourn – Schram moved and Katzmarek seconded motion to adjourn. Motion carried 6-0 at 7:10 p.m.

Respectfully Submitted,
Kay Bratley, Deputy Clerk/Treasurer