

JULY 15, 2015 HARBOR COMMISSION MEETING

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

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

Commission Member Absent: 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 5:30 p.m.

Approval of Minutes of the June 17 and 24, 2015 Meetings – Nowakowski moved to approve the June 17, 2015 Meeting Minutes and Schram seconded. Motion carried 5-0-1, Baregi abstained. Nowakowski moved to approve the June 24, 2015 Meeting Minutes and Lemire seconded. Motion carried 5-0-1, Baregi abstained.

Public Comment – Carrie Okey, EMT and parent spoke in support of the children being able to fish in the marina. Others, names not given, spoke their concern and support of fishing in the marina.

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

1. **Payment of Invoices** – Nowakowski moved to accept SmithGroup JJR invoice #0109831 for \$5,290.00 and Schram seconded. Motion carried 6-0.

Follow-Up, Discussion, Action on "Fishing at the Marina" Issue – Lemire made a motion to address this agenda item next and to open the floor for public comment and Baregi seconded. Motion carried 6-0. Broberg presented an overview of the discussion at the Special Harbor Commission meeting on June 24, 2015. Nowakowski and Lemire agree education should be the next step. Broberg will contact Quaintance to see if he has had any discussion with ABC Sportsman concerning this issue. Baregi made a motion to close the floor and Nowakowski seconded. Motion carried 6-0.

Slip Transfers – None.

Marina Manager's Report –

1. **June Financial Statements** – Shrider stated she will present the June Financial Statements at next month's meeting.
2. **Travel Lift Well Area Update** – Shrider stated Nelson Construction and JJR consulted and stated mud jacking would be a potential solution to fix the issue with the fuel dock but to continue to monitor its movement before any action is taken. Shrider stated that Nelson Construction should be responsible for the repair as it is a now documented warranty item. Shrider stated the catch basin will be sawed down and minor concrete issues need to be taken care prior to haul out.

Shrider stated the importance of the electrical replacement on Pier 3 as the next capital project; there is also a need for more fill in the back lot area and will contact C & W for a quote. Shrider states a seal on the travelift has broken free and will have a service tech focus on the overall status of the travelift to update/replace necessary parts as needed. Shrider mentioned it is time for the annual marina inspection, Broberg and Katzmarek have volunteered to do so. Shrider informed Harbor Commission the roads leading to the Winter Storage buildings and the Dahlquist building are in need of gravel due to drainage issues and would need to know who is responsible to pay for it pending the terminology of the easements to those buildings.

Update on Boat Ramp Project – Kluver stated the advertisement for bids has been released and should have results for next month's meeting.

Discussion and Action on Contributing Towards Boat Storage Building Feasibility Assessment Agreement with SmithGroup JJR – Kluver approached SmithGroup JJR for a proposal on the storage building feasibility project and recommended to split the cost 50/50 with the developer and further split the City share of the cost 50/50 between the TIF district and the Harbor Commission. Kluver stated the developer has concerned on the price for the land. *Lemire excused himself from the meeting at 6:30 p.m. due to a prior engagement.* Broberg made a motion to form a committee consisting of the Harbor Commission President, the Mayor and a City Council member to negotiate a price for the boat storage building project and Schram seconded. Motion carried 5-0. Baregi made a motion to split the cost of SmithGroup JJR proposal and scope for the storage building project 50/50 with the developer and to further split the City share of the cost 50/50 between the TIF district and the Harbor Commission and Katzmarek seconded. Motion carried 5-0.

Adjourn – Baregi moved and Schram seconded motion to adjourn. Motion carried 6-0 at 6:38 p.m.

Respectfully Submitted,
Kay Bratley, Deputy Clerk/Treasurer