

AUGUST 19, 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, Mary Nowakowski, Stephen Schram, and Don Swedberg.

Commission Member Absent: Bradley Lemire.

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 July 15 Meetings – Baregi moved to approve the July 15, 2015 Meeting Minutes and Schram seconded. Motion carried 5-0-1, Swedberg abstained.

Public Comment – Broberg stated he received an e-mail requesting a laundromat should be put on the marina property for boaters to use.

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

1. **Payment of Invoices** – Nowakowski moved to accept SmithGroup JJR invoice #0110441 for \$3,967.50 and Swedberg seconded. Motion carried 6-0.

Slip Transfers – None.

Marina Manager's Report –

1. **July Financial Statement** – Shrider apologized for not having the June Financial Statement ready at the last meeting and to look at the July Financial report as it is a continuation of the June Financial report. Shrider stated an error was made in the Ship Store budget under Pump Out where \$5,000.00 was put in for the pump out total for the month and it should have been \$585.00. Shrider stated we are 14.83% above budget year to date and 7.38% above compared to last year at this time. Gas sales were way down this month; however, the part-time fuel dock assistant requested to reduce work days from 5 to 3 days which helped to balance out the budget. Shrider stated the maintenance fees were paid on time this year.
2. **Travel Lift Well Area Update** – Broberg stated a bid estimate from Mackey Construction of \$1,000.00 has been approved by himself and Kluver for fixing the catch basin and patching the pot holes to get it done prior to haul out season. Shrider stated the ice damage on Pier 1 and last night's wind damage to Pier 3 could be taken care of when the boat ramp project is being done.

Discussion and Action on Acceptance of Bid and Award of Contract on Marina Boat Ramp Project – Broberg stated Ashland Construction delivered the only bid in the amount of \$1,020,982.95 and JJR Smithgroup presented two options to potentially reduce the cost of the project. Discussion occurred. Swedberg made a motion to accept the bid and award the contract to Ashland Construction with the provisions of Option 1 outlined by JJR Smithgroup which would require a change order be issued immediately with the provisions of the 5" asphalt pavement reduced to 3.5" with a 10" dense aggregate base, a floating dock system at the boat ramp with spuds inside the 6' - 8' docks vs. cement piers and have Harbor Commission at the next meeting discuss the electrical distribution panel for another potential change order and to have the project authorized to proceed with a contract cost of \$752,000.00 plus the loan cost for engineering with the balance of available funds to be available for contingency and Baregi seconded. Motion carried 6-0.

Follow-Up, Discussion, Action on "Fishing at the Marina" Issue – Broberg stated it appears to have quiet down and talked with the boaters at the end of Pier 1, they stated they are not against fishing in the marina, just don't allow the people fishing to be casting lines on and around our boats. Broberg stated we need to have an understanding as to what we can and cannot do in creating a firm policy which can be enforced within State and Federal guidelines. Broberg asked Nowakowski if she would present to City Council the idea to have a meeting or to create a committee concerning this issue, to include City Counselors, a representative from the DNR, Broberg, and the city attorney.

Discussion and Action on Request to Conduct Commercial Activity – Captain Joan Gilmore – Baregi made a motion to allow Captain Joan Gilmore request to conduct sailing training courses on August 20, 2015, August 22, 2015 and September 24-27 Day sailing and not to allow docking drills and Schram seconded. Motion carried 6-0.

Discussion and Action on Marina Inspection Report – Broberg has scheduled the inspection of the marina with Katzmarek on Tuesday, August 26th.

Discussion and Action on Estimated for Gravel Work on Roadways up to Storage Buildings – Shrider presented two C&W Trucking bids, one for the back parking lot and one for the Dahlquist road way. Shrider recommended the back parking lot area should be taken care of right away and the Dahlquist road way could be pushed out to next year during the boat ramp project. Nowakowski made a motion to accept C&W Trucking bid estimate #1 for the back parking lot of \$7,605.00 and Schram seconded. Motion carried 6-0.

Discussion and Action on Parts for the Travelift – Swedberg made a motion to accept from Marine Travelift quote #00107101 dated 7/23/15 for \$4,615.75 and to go ahead with the repairs and Baregi seconded. Motion carried 6-0.

Adjourn – Baregi moved and Schram seconded motion to adjourn. Motion carried 6-0 at 7:35 p.m.

Respectfully Submitted,
Kay Bratley, Deputy Clerk/Treasurer