

OCTOBER 21, 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, Bradley 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 5:30 p.m.

Approval of Minutes of the August 19 Meetings – Lemire moved to approve the September 23, 2015 Meeting Minutes and Schram seconded. Motion carried 7-0.

Public Comment – None.

Treasurer's Report – Baregi moved to accept the Harbor Passbook and Marina Operating accounts and Swedberg seconded. Motion carried 7-0.

1. **Payment of Invoices** – Swedberg moved to accept Marine Travelift invoice dated August 25, 2015 for \$4,615.75 and Schram seconded. Motion carried 7-0. Baregi moved to accept SmithGroup JJR invoice #110839 for \$9,257.50 and Nowakowski seconded. Motion carried 7-0. Nowakowski moved to accept Washburn Public Works e-mail billing dated September 14, 2015 for \$550.00 and Lemire seconded. Motion carried 7-0. Swedberg moved to accept C&W Trucking invoice #15199C&W for \$1,800.00 and Baregi seconded. Motion carried 7-0. Katzmarek moved to accept SmithGroup JJR invoice # 111306 for \$1,676.83 and Baregi seconded. Motion carried 7-0.

Slip Transfers – None.

Marina Manager's Report –

1. **September Financial Statements** – Shrider stated haul out started in September and hired a new service technician. Shrider stated the year-to-date versus budget has a 14.68% surplus and is over 10.56% this year compared to this time last year. Shrider stated all departments are on track except the Ship Store. Schram moved to accept the September Financial Statements and Baregi seconded. Motion carried 7-0.

Update and Action on Marina Boat Ramp Project – Broberg noted another problem currently at the boat launch with the angle of the ramp causing boat trailers to drag depending on height of vehicles hauling the boat trailer and/or the type of boat trailer. Broberg reviewed with commissioners the Smithgroup JJR Change Order #1 containing Ashland Construction bid reductions of \$\$509,989.34 and the estimate from Pier Genius for the docks and gangways which will be purchased directly by the city. Shrider stated Pier Genius is a known company with a good reputation with small marinas. Discussion occurred and telephone call made to Robert Wright with SmithGroup JJR at 5:55 p.m. Wright explained the changes which were responsible for the bid reduction. Telephone call with Wright ended at 6:35 p.m. Kluver stated

Discussion and Action on Request from Captain Joan Gilmore to Utilize the Marina as a Starting Point for Sailing Training Courses – Discussion occurred. Baregi made a motion to deny Captain Joan Gilmore's request for use of the marina as a starting point for sailing training courses and Nowakowski seconded. Motion carried 7-0.

Discussion and Action on Membership and Approval of By-Laws for Wisconsin Commercial Ports Association – Discussion occurred. Swedberg made a motion to renew the membership for \$100.00 with Wisconsin Commercial Ports Association and Baregi seconded. Motion carried 7-0. Nowakowski made a motion to approve the By-Laws for Wisconsin Commercial Ports Association and Lemire seconded. Motion carried 7-0.

Discussion and Action on 2016 Harbor Commission Budget – Kluver reviewed the proposed 2016 Harbor Commission budget with commissioners and the need to adjust the Capital Improvement/Expense by \$60,000.00 for the boat launch project. Baregi made a motion to approve the 2016 Harbor Commission Budget with the increase of \$60,000.00 to the Capital Improvement/Expense accounts for the boat launch project and Schram seconded. Motion carried 7-0.

Adjourn – Schram moved and Katzmarek seconded motion to adjourn. Motion carried 7-0 at 7:11 p.m.

Respectfully Submitted,
Kay Bratley, Deputy Clerk/Treasurer