

APRIL 17, 2019 HARBOR COMMISSION MEETING

5:30 P.M. WASHBURN CITY HALL – 119 N WASHINGTON AVENUE

Commission Members Present: President Carl Broberg, John Baregi, Candace Kolenda, Rodger Reising, Nicholas Suminski, and Don Swedberg.

Municipal Personnel Present: Scott Kluver, City Administrator/Clerk, 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 March 20, 2019 Meetings – Baregi moved to approve and place on file the March 20, 2019 Meeting Minutes and Suminski seconded. Motion carried 4-0-2, Broberg and Kolenda abstain.

Public Comment – None.

Treasurer's Report – Suminski made a motion to accept and place on file the Harbor Passbook and Marina Operating Account reports and Baregi seconded. Motion carried 6-0

1. **Payment of Invoices** – Baregi moved to approve for payment Lake Effect Builders, LLC invoice #2767 for \$17,910.00, invoice #2772 for \$34,626.00, and invoice #2771 for \$11,870.00 and Swedberg seconded. Motion carried 6-0. Suminski moved to approve for payment Washburn Marina invoice #65168 for \$3,054.86 and Reising seconded. Motion carried 6-0. Swedberg moved to approve for payment Smithgroup invoice #137584 for \$3,815.00 and Baregi seconded. Motion carried 6-0. Baregi moved to approve for payment Smithgroup pay Request No. 3 for Michels Foundation for \$409,617.00 and Suminski seconded. Motion carried 6-0. Reising moved to approve for payment Fast Lane Motor Sports statement dated 4/12/2019 for \$3,141.99 and Kolenda seconded. Motion carried 6-0. Baregi moved to approve for payment Pier Genius, Inc. order dated 4/15/2019 for \$1,159.31 and Suminski seconded. Motion carried 6-0.

Slip Transfers –

1. **Slip #20 Fleig/Bicek** - Baregi moved to approve transfer of Slip #20 on Pier 1 from Fleig to Bicek and Suminski seconded. Motion carried 6-0.
2. **Discussion and Action on Request to Purchase Slip 56 from Harbor Commission Via a Trade – Mike Sandor, Petitioner** – Discussion occurred. Baregi moved to disapprove the request by Sandor to purchase an individual's slip of same size to trade for a Harbor Commission owned slip and Swedberg seconded. Motion carried 5-1, Kolenda opposed.

Marina Manager's Report – Shrider stated there is ice in the marina and are working to bubble it out; the service department is very busy with work orders.

1. **March Financial Reports** – Shrider stated the March Financial report is the preliminary unaudited version of year end financials; we finished .44% below budget and a 20.52% net income increase for fiscal year end. Shrider stated we are full in slip rentals; the service department fell short of budget by 12.65% but 5.68% ahead of last year at this time; the Ship Store fell short of budget by 2.92% but 13.12% ahead of this time last year. Shrider stated the information has been sent to the auditors for review. Suminski moved to accept and place on file the March Financial Reports and Reising seconded. Motion carried 6-0.
2. **Update on Ice Damage to Piers** – Broberg discussed the structural damage one-third out on Pier 3 that needs to be repaired and the spud at the end of one of Pier 3's finger piers needs to be addressed, the opposite spud is missing. Broberg stated in order to fix these issues the ice needs to be out of the marina.

Discussion and Action on Lift Well Cement Issues/and Mudjacking on Fuel Dock Area – Broberg stated the fuel pier settled again after it was mudjacked last year by Larry Cicero/Spray Foam Insulation crew who in turn stated it would probably need to be done again in order to stabilize the fuel pier. Shrider stated she received a quote of \$3,500.00 from Cicero to mudjack the fuel pier again. Suminski moved to accept the quote of \$3,500.00 from Larry Cicero/Spray Foam Insulation to mudjack the fuel pier and

Reiswig seconded. Motion carried 5-1, Kolenda opposed. Shrider stated she had John Cook look at the several cement issues in the lift well area which are: the storm drain closest to the bulkhead continues to jack up, has been dealt with in the past, does not drain properly and is a tripping hazard; the storm drain with the waste water recycling system is also jacking up and crushing PVC pipes that are believed to be abandoned but won't know until the water is turned on; several areas of cracking and crumbling cement in the lift area need to be repaired because there is too much of a drop while carrying a boat. Shrider believes ice is jacking up the culverts and is also waiting to hear back from Cook.

Discussion and Action on Pier 3 Alignment – Shrider stated there is really no material in the lake bed for the slip pilings to be put into; due to high water and winter ice believes the cause of the pier to shift towards the fuel dock which probably contributed to the ramp problem. Shrider stated Karl Dornburg has 2 tugs stored at the marina, when they get launched we will use his tugs and attempt to jack up the slip pilings on Pier 3, put heavy metal wedges in them, push the pier into place, then drop the pilings back down. Broberg believes ice is causing the issue and stated one spud is missing and the other is broken off and should have Fast Lane/Bretting, when he comes back, have the spuds replaced.

Update on Dock 3 Utility Upgrade Project – Broberg stated they started putting in the water lines today, the pedestals have all been converted, the conduit has been laid and the electrical wire will need to be fished through it.

Discussion and Action on Agreement with US Army Corps of Engineers for Coal Dock Usage – Kluver stated we have to use US Army Corps' agreement and a draft of that agreement has not arrived yet; their intention is to store some stone and to use for mooring later in the summer. Kluver stated they wanted to use the dock by May 1st, however we have not yet received their agreement; if you are comfortable with what was outlined last fall and the prices were fine, we could eliminate a special meeting by authorizing myself and Broberg to enter into an agreement with the US Army Corp per the terms we had outlined and they are agreeable with our rates. Broberg stated our standard agreement has indemnification clauses and insurance requirements which the government will not sign because they are self-insured. Baregi moved to allow Broberg and Kluver to enter into an agreement with the US Army Corps of Engineers for Coal Usage and Suminski seconded. Motion carried 6-0.

Update on Coal Dock Rehabilitation Project – Kluver stated an updated project budget draft dated 4/15/19 which includes the invoices from tonight's meeting is laying in front of you; we have \$6,104.00 worth of engineering costs and \$39,559.25 for contractor costs; we need to do a clean-up change order we approved for the ladders that were welded on the dock which cost about \$11,000.00 to \$12,000.00 that will come out of the contingency fund; there should be a credit back from the change in how the tie back system was done and then when the final bill for the gravel comes in we will see how it all washes out. Kluver stated all in all we have stayed close on target to the budget. Kluver stated some grading was done to fill in gaps along the wall and level to the sidewalks, some underwater welding needs to be done on some sheets that separated, grind down some rough edges and the light at the end of the dock needs to be put back. Baregi stated that maybe we should add safety throw rings on the dock. Kluver stated we will look into the cost of 2 throw rings to be possibly mounted on each light pole at the end of the coal dock and put it on our next meeting agenda. Suminski asked if there is a city ordinance to back up police if called on from a renter of the coal dock having an issue with a fisherman during their work time. Broberg stated there is a state provision for interference with a vessel and Suminski stated maybe we could look into creating a city ordinance to go along with the state provision concerning this issue; Kluver stated he would talk with the city attorney concerning this issue.

Discussion and Action on Approving an Aerial Photo Survey of the Coal Dock/Marina Area for Future Dock Usage Agreements/Other Potential changes to Usage Agreements – Broberg stated the reason for this request is instead of using the four section method used in the past, an aerial photo survey would give us a better view of the coal dock in order to utilize both sides of the dock to rent out. Kluver stated this will help us modernize how we do our agreements plus we have gained some real estate after the dock rehabilitation; the cost will be \$500.00 and we can do the marina area also. Baregi made a motion to approve the Aerial Photo Survey of the Coal Dock/Marina Area and Kolenda seconded. Motion carried 6-0.

Broberg stated, for future discussion, we are a member of the Wisconsin Commercial Port Association and had attended the 2-day meeting last year and they would like to hold their meeting in Washburn in 2020. Kluver stated the engineer of the coal dock rehabilitation will be getting depth soundings all along the dock which will be good information to give to people.

Adjourn – Suminski moved and Swedberg seconded motion to adjourn. Motion carried 6-0 at 6:47 p.m.

Respectfully Submitted,
Kay Bratley, Deputy Clerk/Treasurer