

## JUNE 15, 2016 HARBOR COMMISSION MEETING

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

Commission Members Present: President Carl Broberg, Martin Katzmarek, John Baregi, Bradley Lemire, Mary Nowakowski, Stephen Schram, and Don Swedberg.

Municipal Personnel Present: Scott Kluver, City Administrator/Clerk and 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 May 18, 2016 Meeting** – Nowakowski moved to accept and place on file the May 18, 2016 Meeting Minutes and Baregi seconded. Motion carried 7-0.

**Public Comment** – None.

**Treasurer's Report** – Baregi moved to accept and place on file the Harbor Passbook and Marina Operating Accounts and Lemire seconded. Motion carried 7-0.

1. **Payment of Invoices** – Baregi moved to approve payment of Washburn IGA invoices dated 6/3/16 for \$79.81 and 6/4/16 for \$455.00 totaling \$534.81 and Schram seconded. Motion carried 7-0. Shrider arrived at 5:34 p.m. Lemire moved to approve payment subject to delivery & acceptance of fish grinder from QCEC invoice #0016882-IN for \$35,089.09 and Schram seconded. Motion carried 7-0. Nowakowski moved to approve payment of SmithGroup JJR invoice #0116109 for \$3,306.25 and Schram seconded. Motion carried 7-0. Swedberg moved to approve payment for Contractor's Application for Payment #1 from Ashland Construction for \$364,405.95 and Lemire seconded. Motion carried 7-0.

**Slip Transfers** – None.

**Marina Manager's Report** –

1. **May Financial Statement** – Shrider stated the weather and construction project is not helping the financials however the Ship Store appears to be doing better and believes it is due to the radio advertising; the 5 service techs are very busy so boat launching has been limited to Mondays & Fridays for the month of June; ramp and land storage fees are down due to the boat launch project. Shrider stated we have a 10.65% surplus on budget year to date and a negative 1.41% compared to last year at this time which believes is due to the boat launch project. Nowakowski moved to accept and place on file the May Financial Statement and Katzmarek seconded. Motion carried 7-0.

**Update on Marina Boat Ramp Project** – Kluver stated the boat launch opening this Friday will benefit the gravel in compacting it before the asphalt is laid in July; the water line to the bathroom is being put in this week and they should be assessable upon the completion of the electrical work; the fish cleaning station should arrive next Thursday and will be placed on the concrete pad; the new dock will be completed tomorrow; and dredging has been done. Broberg stated water runoff occurring from the Steak Pit/Dahlquist building is a concern with the possible wash out under the new asphalt after it is laid. Shrider stated it was brought to JJR's attention and can't believe that runoff management was not considered in the engineering of the project or in the bids. Kluver stated a conference call will need to happen with JJR concerning this issue. Nowakowski asked if we have a provision for signage and Shrider stated it would be taken care of when the project is completed.

**Discussion and Action on Pier Repairs** - Kluver stated to wait until the boat launch project is completed, then address Nelson Construction about the fuel dock issue.

**Discussion and Action on Seawall Fender Repairs** – Shrider stated 3 fenders have been torn off the wall and one is loose again and will be tighten up; two of the lost fenders do not have studs sticking out which will be a problem to put them back on; and weather permitting, will try to locate the missing fenders on the lake bed and retrieve them.

**Discussion and Action on Request from Nelson Construction for Use of Coal Dock** – Broberg stated a larger rock is used for the building of docks and the coal dock will be used for transloading only. Baregi moved to allow Broberg to discuss this project with Nelson Construction to find out the statistics before Harbor Commission sets the rate structure and Swedberg seconded. Motion carried 7-0.

**Recap of Annual Boaters Picnic** – Kluver stated the weather was not nice and there were leftovers which were left for the marina staff to finish. Shrider suggested to have the picnic a different weekend after graduations which would allow more boaters to attend increasing exposure to Harbor Commission members and to create name tags for the commissioners at the event.

**Adjourn** – Schram moved and Baregi seconded motion to adjourn. Motion carried 7-0 at 6:37 p.m.

Respectfully Submitted,  
Kay Bratley, Deputy Clerk/Treasurer