

JULY 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, Nick Suminski, and Rodger Reiswig.

Municipal Personnel Present: Scott Kluver, City Administrator/Clerk, 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 June 26, 2019 Meeting – Baregi moved to approve and place on file the June 26, 2019 Meeting Minutes and Suminski seconded. Motion carried 5-0.

Public Comment – Reiswig asked why the bathrooms and fish cleaning station were closed this past Saturday. Shrider responded that it will be discussed later in the agenda.

Treasurer’s Report – Baregi made a motion to accept and place on file the Harbor Passbook and Marina Operating Account reports and Suminski seconded. Motion carried 5-0

1. **Payment of Invoices** – Baregi moved to approve C&W Trucking Company of Bayfield, Inc. invoice #20228 for \$725.00 and Suminski seconded. Motion carried 5-0. Kolenda moved to approve for payment Cady Pumbing and HVAC invoice #5402 for \$1,115.00 and Reiswig seconded. Motion carried 5-0. Baregi moved to approve for payment Spray Foam Insulation LLC invoice #2005 for \$3,500.00 and Reiswig seconded. Motion carried 5-0. Baregi moved to approve for payment Den Hartog Industries invoice #657470 for \$4,981.48 and Reiswig seconded. Motion carried 5-0. Kolenda moved to approve for payment Washburn Marina invoice #4976.4 for \$420 and Baregi seconded. Motion carried 5-0. Kluver explained the Smithgroup invoice was for the West End Boat Ramp Project which is being run through the Harbor Commission account for financial reasons. No Harbor Commission dollars, except for leftover dollars from the Coal Dock Project borrowing, will be utilized. Transfers from other funds will come in to cover this project. Baregi moved to approve for payment Smithgroup invoice #0139469 for \$22,250 and Suminski seconded. Motion carried 5-0.

Slip Transfers –

1. **Slip #26 Stange/Blomstrom** - Suminski moved to approve the transfer of Slip #26 on Pier 1 from Stange to Blomstrom and Baregi seconded. Motion carried 5-0.
2. **Slip #106 Kilbane/Dory LLC** - Reiswig moved and Suminski seconded to approve the transfer of Slip #106 on Pier 3 from Kilbane to Dory LLC. Motion carried 5-0. Broberg noted the completion of the slip transfer of slip #63 from Brewer to Giddings and Nelson.

Marina Manager’s Report –

1. **June Financial Reports** – Shrider reported that due to the high water, Pier 2 jumped the tracks this week, but it was caught before any damage occurred. High water continues to be an issue throughout the region, both Great Lakes and inland lakes. Shrider also reported the following maintenance items:

(1) the Pier 3 T-head slip piling still needs to be addressed, (2) she spoke to a concrete restoration company representative about an epoxy type product that may address some of the concrete issues around the lift pad. Shrider will provide further information at a future meeting. (3) Shrider recommends that extension plates be added to Piers 1 and 2 like what was done with Pier 3 to address high water issues. And(4) Shrider worked out an arrangement with the Army Corps of Engineers to exchange dockage for removing a large boulder from the marina entrance. As far as financials, June has the year to date 18.5 percent ahead of the budget, and 29.35 percent ahead of this time last year.

Update on Coal Dock Rehabilitation Project – Kluver stated that the base for the light pole was poured today, and the light pole should be placed in about a week. The life rings the Harbor Commission previously approved will be ordered to be placed on the light poles. The welding of the remaining spots on the dock are to be scheduled soon. Once all of the work is done, and inspection will occur with a DOT representative. Broberg noted that there was a request to consider placing a large flag pole at the end of the dock. General discussion was that the interested party should come back with a formal plan and how to fundraise for the project for consideration by the Harbor Commission. Kluver noted that the unused gangway from the Marina Boat Ramp Project has been sold for \$6,500 to Wren Works.

Discussion and Action on Repairs to the Pier 1 Electrical Conduits – Shrider reported that the conduits pulled out on the dock side and she obtained an estimate from Meyers Electric to use a rubberized conduit to provide as much flexibility as possible. Broberg discussed the issue with another electrician to expressed concern on UV damage to the proposed rubberized conduit. Considering that the decking, and the ramp extension issue, Broberg is recommending that and bid document be prepared to address all of the issues related to Pier 1. No objection by the members. It was noted to also indicate salvaging the dock number placards, and to address the ladder issue. Broberg will draft the bid specifications and present at a future meeting before releasing for bids.

Discussion and Action on Upgrades to Bathroom/Fish Cleaning Grinder Pump/Lift Station- Broberg reported that a transducer has been ordered and the electrical junction box will be removed from the well. This will help with some of the issues that are causing the lift well to fail and require the bathrooms and fish cleaning station to be closed periodically. The long-term solution is to replace the simplex system with a duplex system that has a better capacity for what it is being used for. The contractor is working on putting this information together. Some concerns exist about the high water table and how the device will function with that issue.

Discussion and Action on the Annual Inspection Process for the Marina – Reiswig and Broberg volunteered to conduct the inspection in the later half of August. Shrider will update the form with some of the changes that have occurred at the marina, and do a preliminary survey. Discussion occurred about how to best go forward with this in the future, and whether the entire Commission and/or Public Works Director should be involved. Request to discuss this further when the inspection report is ready to be reviewed by the Commission.

Adjourn – Baregi moved and Suminski seconded motion to adjourn. Motion carried 5-0 at 6:28 p.m.

Respectfully Submitted,
Scott J. Kluver, City Administrator