

JULY 20, 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 – Baregi moved to accept and place on file the June 15, 2016 Meeting Minutes and Swedberg 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 Katzmarek seconded. Motion carried 7-0.

1. **Payment of Invoices** – Baregi moved to approve payment of SmithGroup JJR invoice #0116993 for \$3,306.25 and Nowakowski seconded. Motion carried 7-0. Nowakowski moved to approve payment of C&W Trucking invoice #15975C&W for \$2,900.00 and Lemire seconded. Motion carried 7-0. Baregi moved to approve payment of Xcel Energy statement #505130874 for \$8,461.38 and Swedberg seconded. Motion carried 7-0.

Slip Transfers –

1. **#91 Nelson/Shonblom** – Baregi moved to approve slip #91 transfer from Nelson to Shonblom and Schram seconded. Motion carried 7-0.
2. **Discussion and Action on Potential Purchase of Slips** – Shrider informed the Harbor Commission of 2 slips available for purchase by Harbor Commission. A unanimous decision was made to monitor the Harbor Commission's finance situation due to the current on-going projects until year end and possibly budget for future slip purchases in 2017.

Marina Manager's Report – Shrider stated phone calls have been coming in from Saxon Harbor boaters in lieu of what happened during the July 11th storm for repairs and storage. Kluver stated with the recent storm occurrences, it might be a good time to review the insurance coverage on the marina.

1. **June Financial Statement** – Shrider stated we are in good shape overall on budget, however we are down from last year which believes is due to the boat ramp project. Shrider stated Pier 1 had fireworks coming out from under it, discovering the electrical conduit had been rubbed through shorting out the power to the pier. Shrider noted we were very lucky no one was injured. Shrider states the cost to fix this issue is \$12-15,000.00. Baregi moved to accept and place on file the June Financial Statement and Schram seconded. Motion carried 7-0.

Update on Marina Boat Ramp Project – Kluver stated the project is on budget, noting the contingency fund will be used for the fish cleaning station putting the budget out to its max; the electrical project will be completed after Labor Day as power will be down for approximately 4 days; the bathroom has some issues that will be taken care of by Huffcutt Concrete next week and is only open during the daylight hours due to the electrical project issue; the fish cleaning station will be able to be used when the electrical project is completed; the boat wash station has not been completed yet; Kacvinsky of Ashland

Construction stated they will complete the site restoration next week; silt and gravel needs to be removed from the ramp area; the new pier spuds/pilings are not all in place and a spongy area at the end of the pier needs to be fixed; the current gang way will be switched out to a gang way without a railing on the south side and a kick rail that will make it handicap compliant, with added cost to the project. Shrider stated she talked with Tony Brown concerning the electrical project, Brown stated he will do prep work prior to Xcel finalizing the project which will cut the power down time from 4 days to 1 ½ days. Kluver made a telephone call to Rob Wright and Jason Stangland of SmithGroup JJR at 6:20 p.m. to discuss the pier anchoring issue and resolution of the gang way issue on the new pier. Wright agreed the gang way switch is handicap compliant but the water level will have an effect on the angle of the gang way for handicap compliance. Wright stated the contractor told him the pipe pilings were driven in and holding but upon his visit, he was able to turn the piling. Wright stated a credit of \$2,200.00 for pilings not placed and \$5,300.00 for Pier Genius to install 5 additional 3” pipe pilings on the back side of the dock will net out \$3,100.00 more. Wright stated he will contact Ashland Construction informing them of the notice of non-compliance concerning the burned board and the \$800.00 to switch an improperly installed piece of decking charge; Ashland Construction will be given the opportunity to fix these items or it will be deducted from the contract. Wright stated Pier Genius will be doing soundings tomorrow on the north side of the dock to determine if their given proposal will work or if it will be necessary to use pelican pilings to anchor the pier.

Discussion and Action on Request from Nelson Construction for Use of Coal Dock/Agreement for Use of the Coal Dock – Broberg stated we need to promote the coal dock as a commercial dock to start building funds to fix the coal dock and for possible future grant monies. Discussion occurred. Baregi moved to approve the rates of \$2.50 per ton and \$75.00 per day for demerge and Swedberg seconded. Motion carried 7-0.

Discussion and Action on City Property “For Sale” List – Discussion occurred. Swedberg moved to exempt property #27 from the “For Sale” List and Lemire seconded. Motion carried 7-0.

Adjourn – Baregi moved and Katzmarek seconded motion to adjourn. Motion carried 7-0 at 7:27 p.m.

Respectfully Submitted,
Kay Bratley, Deputy Clerk/Treasurer