

AUGUST 19, 2020 HARBOR COMMISSION MEETING

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

Commission Members Present: President Carl Broberg, Candace Kolenda, Caroline Nelson, Rodger Reiswig, Nick Suminski, and John Baregi via telephone.

Commission Members Absent: Maryann Edholm.

Municipal Personnel Present: Scott Kluver, City Administrator/Clerk, and Kay Bratley, Deputy Clerk/Treasurer. Michelle Shrider, Marina Manager present via telephone.

Call to Order – President Broberg called the meeting to order at 5:30 p.m.

Approval of Minutes of the July 15, 2020 Meetings – Baregi moved, and Kolenda seconded, to approve and place on file the July 15, 2020 Meeting Minutes. Motion carried 5-0-1. Suminski abstained.

Public Comment – None.

Treasurer’s Report – Kolenda moved, and Reiswig seconded to accept and place on file the Harbor Passbook and Marina Operating reports. Motion carried 5-0-1. Suminski abstained.

1. **Payment of Invoices** – Reiswig moved, and Kolenda seconded, to approve Wiikwaibbaan Inini, Inc. invoices #53411 and #53417 in the amount of \$2,070.00 for the repair of the Marina lift station pump. Carried 6-0. Suminski moved, and Reiswig seconded, to approve SmithGroup, Inc. invoice #0148713 for \$4,450.00 for the West End Park Launch Dock project. Motion carried 6-0. Baregi moved, and Suminski seconded, to approve the Wisconsin Commercial Ports Association invoice #2020 Washburn for \$250.00 for the association annual dues. Motion carried 6-0.

Slip Transfers – None.

Marina Manager’s Report – Shrider stated after waiting 3 years we have the billboard up as you are driving into town directing to the marina which believes it will advertise to other boaters who drive through Washburn to stop in; the boat ramp sales are up 38% which may be due to the West End ramp being closed however other area boat ramps are also seeing an increase; the service department is staying moderately busy; all the rental slips have been spoken for but 25% of slip owners remain vacant at this time which will reflect in our numbers due to lack of occupancy.

1. **July Financial Report** – Shrider stated we are only 2.65% under budget surplus and have a 12.02% deficit of where we were this time last year which makes her happy; the service department is down about 25% which makes sense relating back to the 25% lack in occupancy; haul out forms went out in the mail and two are scheduled already. Shrider stated a delinquency letter went out certified to the delinquent account and will likely pay now as he commonly does, the other delinquency is a small outstanding balance because he didn’t have enough cash on him and will pay the balance later.

Discussion & Action on Marina Inspection Report – Shrider stated this report works as a check list on all the elements of the marina; she has been getting a phone call stating the sidewalk lights on the SW break wall off the condos are not working and we have never been able to find the power source for it. Broberg stated he believes the underwater cable that was pulled out by the marina entrance was the power source as the breaker was by the old fish cleaning station; we discussed in the past about putting in solar lights instead. Shrider stated she would get a quote on solar lights to replace them and Suminski stated that we should add it to next years budget since they are not a mandatory light source for the marina. Broberg, Suminski, and Reiswig will do the “walk around” at the marina as follow up to the inspection check list.

Update on and Possible Action on Various Marina Projects/Repairs –

1. **Concrete Repairs** – Broberg stated the concrete repairs have been done; the three drains have been pinned with rebar and new concrete put in; one of the travel lift pads was mud jacked with 4 ½ yards of a sand/concrete slurry and are not sure if it was totally filled; time will tell when winter hits as to how it will hold up. Shrider stated the furthest drain cover to the SE stands out about 1” and is wobbly and the crane does run over it.
2. **Awning** – Broberg stated the awnings have been order and due to the COVID, the company is backed up but will schedule with Shrider when they are available to install.
3. **Lift Station** – Broberg stated the best estimate of the damage to the impeller was caused by sand; it was repaired and reinstalled; the company suggested to have a back-up pump on hand to swap out since it could take two weeks or so to do repairs; an estimated cost for a back-up pump is about \$1,800.00. Broberg will pursue the cost for a back-up pump and present at the next meeting.
4. **Electric on Pier 1** – Broberg stated Foss Electric and Anderson Electric reviewed the issue; Anderson determined the boxes and connectors installed were not water proof; Broberg stated the cost of wood has doubled right now and we may want to wait until January to put the bid out for re-decking Pier 1. Broberg stated the cost to fix the electrical issue would be less if done during the re-decking rather than the current quote by Anderson Electric; Anderson provided a quote of \$4,128.00 to replace the four under pier junction boxes which includes labor and materials to a waterproof type and fix the issue now. Discussion occurred. Baregi made a motion, and Suminski seconded to have Anderson Electric do the repairs now for \$4,128.00. Motion carried 6-0.

Broberg stated Kluver and he participated in the WI Commercial Port Association virtual meeting last week; the meeting has been rescheduled for August 12 & 13 next year in Washburn. Broberg stated he has already reserved the Harbor View Event Center and a block of 10 rooms at the Inn of Washburn for the event.

Adjourn – Broberg stated the agenda items have been completed and adjourned the meeting at 6:20 p.m.

Respectfully Submitted,
Kay Bratley, Deputy Clerk/Treasurer