

SEPTEMBER 19, 2019 HARBOR COMMISSION MEETING

6:00 P.M. WASHBURN CITY HALL – 119 N WASHINGTON AVENUE

Commission Members Present: President Carl Broberg, John Baregi, Maryann Edholm, Candace Kolenda, Rodger Reiswig, and Nick Suminski.

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 6:00 p.m.

Approval of Minutes of the August 21, 2019 Meeting – Baregi moved to approve and place on file the July 19, 2019 Meeting Minutes and Reiswig seconded. Motion carried 5-0-1. Edholm abstained.

Public Comment – None

Treasurer's Report – Kolenda moved 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, and Kolenda seconded, to approve the Wiikwaibaan Inini, Inc. invoice #53269 for the repairs and installation of the transducer to the fish grinder pump in the amount of \$2,825.00. Motion carried 6-0. Reiswig moved, Kolenda seconded, to approve C&W Trucking of Bayfield, Inc. invoice #20508 for additional gravel to smooth out the surface where the rock pile and equipment were on the coal dock in the amount of \$1,740.00. Motion carried 6-0. Baregi moved, Suminski seconded, to approve Michels Foundation contractor's application for Payment #4 for \$15,053.09 and Payment #5 for \$39,945.23 which closed out the coal dock project. Motion carried 6-0.

Slip Transfers – None.

Marina Manager's Report –

1. **August Financial Reports** – Shrider stated she did not have the opportunity to complete the financials because she was on vacation however the August Financial report will be available for next month Harbor Commission meeting.
2. **Discussion on Travelift Inspection** – Shrider stated overall many of the issues were taken care of in-house; The wheel weld was completed, turned out to not be as deep a break as expected; service tech Grupstra checked out the steering spindle bearings which appear to be fine and are not having any steering issues but will continue to monitor them. Shrider stated the concrete repair worker, challenged by weather, ran out of epoxy and plans to come back the first week of October. Kluver interjected that the concrete issue is item M on the agenda and a Certificate of Insurance is needed from the concrete worker to be put on file before he gets paid. Kluver introduced the new Harbor Commission member, Maryanne Edholm, and stated to ask questions at any time if something is not understood. Shrider offered Edholm a rundown of the financials and how it is put together whenever she would like to do so.

Discussion and Action on Replacement of Marina Entrance Navigation Lights and Discussion on Breakwall Lights – Broberg stated the green navigation light on the harbor entrance and all the amber lights on the breakwall went out at the same time; some concern is where does the power come from for those lights in order to fix this issue; the red light is also operating at reduced capacity. Broberg stated the existing lights are from Tideland Signal and contacted them for a quote which is \$4,900.00 for the entrance lights only; they are self-contained but the bolt down pattern to mount them is

different than the existing lights so a plate would need to be made to accommodate these lights at an additional cost. Broberg stated the breakwall lights wiring is old and brittle and is looking into a different option for the six amber lights along that wall; the entrance lights are listed as a private aid to navigation on the Federal Light list and we are obligated to fix them. Baregi made a motion to purchase the Tideland Signal entrance lights, have a plate fabricated to accommodate the new bolt down pattern and install them not to exceed \$6,000.00 and Kolenda seconded. Motion carried 6-0.

Discussion and Action on Pier 1 Electric, Water, & Decking Project Bid Documents – Broberg stated in your packet is a copy of the Invitation to Bid which summarizes the work needing to be done on Pier 1, including any possible structural support damage/decay that may be seen when the decking has been removed. Suminski moved to approve the Pier 1 Electric, Water, & Decking Project Bid Documents and Kolenda seconded. Motion carried 6-0.

Discussion and Action on Marina Inspection – Broberg and Reisinger will do the Marina inspection within the next couple of weeks.

Discussion and Action on Picnic Gazebos at the Heads of Piers 1 and 3 – Broberg stated the boaters for the past 3 years have been wanting a gazebo/picnic shelters for Pier 1 and Pier 3; received a quote from Ratliff Construction for 2 picnic shelters at a cost of \$7,500.00 each. Broberg stated the Yacht Club would contribute \$1,500.00 to the project. Baregi believes we should wait to see what the water levels do this winter in case of potential pier damage; Suminski agrees and suggests looking into it early next year. Suminski moved to table this agenda item and brought back up in the March 2020 Harbor Commission meeting and Baregi seconded. Motion carried 5-1. Kolenda opposed.

Discussion and Action on Proposed 2020 Harbor Commission Budget and Slip Maintenance Fees – Kluver stated several things to point out since the draft Harbor Commission budget was put together, the Benefit amount was reduced by \$38.00 dollars, slip fees have not changed in several years and in September 2018 we discussed the possibility of putting full insurance coverage on the piers. Kluver stated we given two options back then in coverage 1) coverage up to \$250,000.00 per occurrence, or 2) full coverage, which was super expensive and it was voted down to not take either endorsement. Kluver stated the City was reevaluated this past year which included the boat ramp project, the unfortunate issue is the entire marina complex insurance coverage is coming to an end which was \$912.00 per year. Kluver stated the quote for full coverage of the marina complex and the coal dock was \$47,029.00 per year, if the coal dock is removed, the premium would be \$16,295.00 per year for full coverage with a per occurrence deductible equal to 10% of the total covered loss; The annual premium without the coal dock with a maximum limit of \$250,000.00 per occurrence would be \$9,312.00. Baregi moved to accept MPIC – 204 – Premium \$9,312.00 with maximum limit of \$250,000.00 per occurrence with a 10% of the total covered loss or \$1,000.00 applies regardless of any other deductible, covered loss or damage provisions and Suminski seconded. Motion carried 6-0. Kluver stated the insurance line needs to be adjusted after all the insurances are totaled; the West End Boat Launch Project is being run through the Harbor Commission which is money left over from the coal dock and money will transfer in from other funds to complete that project but running that money thru the Harbor Commission to take care of other financial issues in the city. Baregi made a motion to raise slip fees by 2% and Suminski seconded. Motion carried 5-1. Kolenda opposed. Baregi made a motion to approve the Harbor Commission budget with a \$38.00 reduction on the Benefit line, adjustment to the insurance line and the 2% projected increase of revenue to Slip fees line and Reisinger seconded. Motion carried 6-0. (After the meeting it was determined that a public hearing is needed before action could be taken on this item).

Discussion and Action on Proposed 2019 Harbor Commission Budget Amendment – Kluver stated this amendment contains the coal dock project adjustment, Pier 3 project and it was decided to put the West End boat launch project in our budget with a transfer coming in to offset that amount to get 2019 back on track with capital projects. Kluver stated there will be another amendment concerning the maintenance issues and will do that in December. Kolenda moved to approve the 2019 Harbor Commission Budget Amendment No. 1 and Suminski seconded. Motion carried 6-0.

Update on Repairs to Concrete in Lift Pad Area – This item was discussed during the Marina Manager's Report item #2 Discussion on Travelift Inspection.

Update on Coal Dock Rehabilitation Project – Kluver stated this is the revised Coal Dock Rehabilitation Project which includes the invoices approved tonight for gravel and final payments to the contractor; we need to request one final payment from the grant after these invoices tonight are paid and the checks clear; then they will come to inspect the coal

dock, hopefully before snow flies and everything should be able to be closed out. Kluver stated we will have to deal with the legal definition of our Waterfront with the State.

Adjourn – Suminski moved and Baregi seconded motion to adjourn. Motion carried 6-0 at 8:18 p.m.

Respectfully Submitted,
Kay Bratley, Deputy Clerk/Treasurer