

SEPTEMBER 21, 2016 HARBOR COMMISSION MEETING

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

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

Commission Members Absent: Bradley Lemire.

Municipal Personnel Present: Scott Kluver, City Administrator/Clerk and Kay Bratley, Deputy Clerk/Treasurer.

Municipal Personnel Absent: 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 August 17, 2016 Meeting – Schram moved to accept and place on file the August 17, 2016 Meeting Minutes and Baregi seconded. Broberg abstained. Motion carried 5-0-1.

Public Comment – None.

Treasurer's Report – Katzmarek moved to accept and place on file the Harbor Passbook and Marina Operating Accounts and Baregi seconded. Motion carried 6-0.

1. **Payment of Invoices** – Baregi moved to approve payment of Pier Genius order ID #1472744938 for \$11,222.01 and #1474386310 for 6,500.00 and Swedberg seconded. Motion carried 6-0.

Slip Transfers – None.

Marina Manager's Report –

1. **August Financial Statement** – Nowakowski stated the service department has been working hard but noted their work load was down this month which allowed the service crew opportunity to complete maintenance work on equipment. Broberg stated the service department has a tremendous amount of work scheduled for this winter. Baregi noted the August financial report was below budget stating August is generally a slow month marina wide.
2. **Travelift Inspection Report** – Broberg stated the worn drive chains and links will make it through haul out this fall, then Shrider will get a quote from Fabco to replace them during down time; Marine Travelift will not rate the slings because they are not Travelift brand but a comparable brand sling.

Discussion and Action On Request from Gregory Pennella to Trade Ownership of Slip 88 with Another 32" Slip on Dock Two – Broberg stated he would rather sell the slip at fair market value than to trade the slip to not set a precedence of trading slips. Baregi moved to open the floor and Nowakowski seconded. Greg Pennella stated his reasons for his request. Baregi agreed a cash sale is better as it will the Harbor Commission to gain maintenance fee revenue and have funds available to allow the opportunity to purchase slips in the future. Discussion occurred on the sale price. Nowakowski made a motion to sell Slip #88 for \$15,000.00 and Baregi seconded. Motion carried 6-0. Baregi made a motion to close the floor and Nowakowski seconded. Motion carried 6-0.

Conducting Annual Marina Inspection – Broberg stated items that need to be addressed are: retrieving the bumpers from the break wall that have fallen off onto the lake bottom and put back on, street lights in the marina are burned out and need replacing, and the boat yard is full with 6 boats from Saxon

Harbor to be repaired has raised an issue of placement for boats after haul out this fall. Broberg and Baregi volunteered to do the Annual Marina Inspection within the next couple of weeks. Broberg stated the electrician informed him the repair needs to be done during warm weather in order to pull the wire around two 90 degree turns as he replaces 70' of wire from the box on the wall to just pass the transition plate; the Pier 2 issue can be fixed within a couple of hours at the same time.

Discussion and Action on 2017 Harbor Commission Budget – Kluver stated corrections were made to the proposed 2017 Harbor Commission draft 1 budget which will reduce the surplus funds to \$52,274.00 which can be put into the fund balance if no changes or capital projects are undertaken. Broberg stated the shelter for the fish cleaning station should be done and Pier 3 decking and electrical/water replacement needs to be added to the list of projects; asphalt was cut back from the original plan for the Travelift route to storage buildings and the drain gutter in the parking lot is beginning to deteriorate. Baregi made a motion to approve the 2017 Harbor Commission Budget draft 1 with corrections and move the \$52,274.00 surplus into capital improvements and Schram seconded. Motion carried 6-0.

Discussion and Action on Fishing Concerns at the Marina – Broberg stated the owner of Slip #85 reported a lure was found on their dinghy and 2 lures were found tangled on their lifelines. Kluver stated the signs have been made and are at the marina but have not been put up pending the completion of the boat ramp project. Broberg will have Shrider put the sign up at the entrance to the break wall below the Steak Pit immediately in hopes it will deter future fishing problems; the signs for the boat ramp can be put up when the boat ramp project is completed.

Discussion and Action on Dog Concerns at the Marina – Broberg stated dogs are being tied to the picnic tables, unattended. Discussion occurred and the decision was made to allow Shrider to create dog owner rules for the marina.

Update on Marina Boat Ramp Project – Kluver stated the new pier is now secure within the sandstone and utilities need to be run on the pier; majority of the electrical work is done aside from Pier 1 issue; need to set a time for Huffcutt to return to repair the toilet issues, discuss floor sealing issue and do winterization training; sediment on the coal dock still needs to be removed; drainage pond plants died and we will look to be credited for them and the boat wash rack needs to be placed. Broberg stated signage needs to be placed as boaters are parking every which way. Kluver stated the bathroom facility and fish cleaning station now have electrical power.

Update on Electrical Repairs to Pier 1 – Discussion occurred during *Conducting Annual Marina Inspection*.

Adjourn – Baregi moved and Katzmarek seconded motion to adjourn. Motion carried 6-0 at 6:59 p.m.

Respectfully Submitted,
Kay Bratley, Deputy Clerk/Treasurer