

# CITY OF BAYFIELD HARBOR COMMISSION NOTICE OF PUBLIC MEETING

## Minutes of November 7, 2022, 4 p.m.

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**Call to Order – Roll Call:** Chairman Dougherty called the meeting to order at 4 pm at the Bayfield City Hall followed by roll call.

**Present:** Bauer, Dougherty, Jensen, Shrider and Zawislak

**Others:** Mayor Ringberg, John Madigan, Shannon Mager and Attorney John Carlson – Apostle Islands Cruise Service, William Bland, Phil Johnson, Craig Skadden, Operator Peterson and Charlie, and Attorney Max Lindsey

**Staff:** PWD Kovachevich and Clerk Hoopman

### **Public Input on Agenda Items:**

Attorney John Carlson representing the Apostle Islands Cruise Service was present and noted the following:

- He mentioned the Adult and Children's rate and the impact of the tariff fee on them
- They need the Apostle Islands Park Services approval to increase the rate
- He asked the HC to consider the potential impact on customers especially in these economic times – high fuel and labor prices; everyone is getting squeezed.
- Asked what the City is looking for in terms of revenues? Are there other options?
- Noted the Apostle Islands Cruise Service is the most impacted by this policy.
- The Apostle Islands Cruise Services operations are being directly supported by other communities, the opposite of Bayfield.
- Asked what are the revenues going to be used for?

William Bland noted some of the seasonal tenants are making the City Dock more like a discount marina. The dock is a place for all to enjoy and hopes the Commission will be mindful of the "public" vs. "private" use going forward.

John Madigan, owner of the AICS, said he feels he has a good relationship with the City. He asked for additional conversation on what they need to operate, as the cost of doing business here is already high.

**Review/Accept meeting minutes of October 3, 2022:** Jensen/Zawislak moved to approve the previous minutes as presented. Carried.

**Agenda:** Shrider/Zawislak made a motion to approve the agenda as presented. Carried.

### **City Dock**

#### **1. Passenger Vessel Policy & Forms**

Shrider/Bauer made a motion to approve the documents as provided, including:

- Board of Harbor Commissioners Rulemaking Applicable to Passenger Vessels at the Bayfield City Dock
- Letter to Business Owners (add ferry to list)
- Passenger Vessel Registration Form
- Vessel Report Forms – Single and Multiple Vessels

A friendly amendment was made and accepted to apply the passenger fees to those ages seven and up. Passed by roll call vote as follows: Bauer, Dougherty, Jensen, Shrider, and Zawislak – yes. Motion carried.

## 2. **2023 Seasonal Lease Letter / Agreement**

Shrider/Zawislak moved to approve the letter and agreement as presented. Carried.

## 3. **Viking Cruises: 2023 / 2024 Date Requests General Security Services Corporation and Expense Report**

The Commission was informed about the dates VOC would like to port in Bayfield in 2023 and 2024. The Commission asked for the consideration of a contract be on the Harbor's next meeting agenda. They also noted:

- They would like VOC to be considerate of US Holidays. There will be extra fees if they land on a holiday.
- Tuesdays – Thursdays are preferred due to staffing and other logistics like the use of the Bayfield Lakeside Pavilion.
- They would like the opportunity to discuss dates and contracts before they are posted.
- Overall, the experience was great, and the City received positive feedback. We would like this to be an on-going relationship.
- Need to work out the logistics for security due to changes at General Security Services Corporation.

4. **Bayfield On the Lake Agreement:** Nothing new reported. Chairman Dougherty asked this be put on the next Commission's closed session agenda.

5. **Winter Dockage Request – Vessel greater than 40':** Shrider/Jensen made a motion to approve the request for winter dockage from Wayne Nelson at a rate of \$1102.50 and with the understanding he is allowed one electric cord on one-30amp. plug in. Carried.

6. **Public Works Director Report: Issues/Concerns/Updates:** Nothing to report.

## Marina

### 1. **Breakwater and Shoreline Improvement Project:**

- a. **Project Updates:** None.
- b. **Pay Requests**
  - Shrider/Jensen moved to approve and execute the Final Change Order and Pay Application #11 as presented. This adjusts the final contract amount to \$4,220,589.14. Carried.
  - Shrider/Zawislak moved to pre-approve the final retainage payment of the \$25,000 upon review and recommendation of MSA. Carried.
  - Shrider/Jensen made a motion to pay MSA Invoice #18 in the amount of \$3273.75 upon receipt of the "as built" drawings. Carried.
- c. **Budget, Expense and Grant Reports:** MSA and Hoopman provided budget updates. Informational, no action required.

### 2. **Marina Lessee:**

- a. **September Fees Report:** Received; nothing to report.
- b. **Annual AIM Winterization Letter:** Received.
- c. **Issues/Concerns/Updates:** Nothing to report at this time.

### **3. Public Works Director Report: Issues/Concerns/Updates**

Blowers started and there were no major issues. A diver will be on-site on Wednesday to look over the system. This is a new person and City should have him fill out contractor's statement form and provide Certificate of Insurance prior to starting. Kovachevich noted the compressor has shavings present and it will either need to get re-built or replaced soon.

### **L.E. Building-Slip/Fishing Pier/Boat Ramp**

#### **1. Public Works Director Report: Issues/Concerns/Updates**

### **Other/ Business/Concerns**

#### **1. 2023 CIP Updates: LE Building & Finger Piers**

Chairman Dougherty told the Commission he met with John Gerzina, DSGW and Jon Amond, Northland Consulting. He learned the LE Building is structurally sound and that floating docks wouldn't work at the City Dock. Gerzina can help with preparing a bid solicitation for the LE Building for exterior improvements and Jon Amond, is consulting with others on the finger piers. Dougherty will circle back to them for updates.

#### **2. Wisconsin Marina Association Invoice and Fall Workshop**

Jensen/Zawislak moved to pay the invoice to the WMA in the amount of \$300. Carried, all ayes.

#### **3. Schedule Next Meeting(s):**

Special Meeting - November 10, 2022, 2 p.m.

Regular Meeting - December 5, 2022, 4 p.m.

**Adjourn:** Shrider/Zawislak moved to adjourn. Carried. (5:46 p.m.)

Minutes by Billie L. Hoopman, Clerk