

CITY OF BAYFIELD HARBOR COMMISSION NOTICE OF PUBLIC MEETING

Minutes of April 4, 2022, 4 p.m.

Call to Order - Roll Call: Chairman Dougherty called the meeting to order at 4 p.m.

Present: Bauer, Bryan, Dougherty, Shrider and Zawislak

Others: Operator Peterson, Bryce Albrecht, John Langhans, MSA and Clerk Hoopman

Approve Agenda: Bryan/Zawislak moved to approve the agenda as presented. Carried.

Public Input on Agenda Items: None.

Review/Accept meeting minutes of March 7 and 15, 2022: Shrider/Zawislak moved to approve the minutes as presented. Carried.

Marina

1. Breakwater and Shoreline Improvement Project:

a. **Project Updates:** John Langhans, MSA gave a brief update:

- Wren Works is not on site this week
- They are almost out of rock, and road limits are now in place. They need about a week to finish the rock work.
- Wren Works has issued a new pay request that is in process.
- MSA has resolved the error made on Pay Application #5 and it was taken care of with Pay Application #6.
- MSA provided a draft letter regarding Xcel Energy to the HC.

b. **Ltr. To Xcel Energy** – The letter from MSA was received, slightly amended and sent to Xcel Energy via e-mail and certified mail.

c. **Review Budget & Expense Report, consideration of borrowing for project**

The HC received an updated expense report and a current project budget. The City of Bayfield Council has asked the Commission to consider their project borrowing needs so an interest rate can be locked in for their project. Bankers have noted rates are likely going to increase over the next year. Discussion ensued.

- MSA was asked to provide an updated budget, and to get an updated project schedule from Wren Works. The HC wants assurance the project is on schedule.
- How many years should the length of the note be? 15 yrs.? 20yrs?
- How much money should the loan amount be? \$625,000, \$650,000
- Loan rates were provided from Chippewa Valley, Bremer Bank and the Board of Commissioners. Bremer has offered the lowest rate, fixed term loan, allows for early payments
- Hoopman suggested the Commission make sure all project details are done and to not leave available funding on the table if it's needed. Parking Lot improvements are needed and were previously removed from the project.

Bryan made a motion to move forward with a 15 year, 3.25% rate loan. Motion withdrawn.

Bryan/Bauer moved to recommend the Council move forward with a \$625,000 loan for the Apostle Islands Marina Breakwall and Seawall Project, from Bremer Bank, with a 3.35% interest rate. Discussion ensued on the amount of loan. Carried; all ayes.

2. Marina Lessee:

- a. **February Fees Report:** Informational, no action required.
- b. **Issues/Concerns/Updates: Removal of Cassie-K, Dock Boxes on LE Dock, other**
 - The HC learned that Operator Peterson has a possible way to get the abandoned Cassie-K removed from the back of City Hall. The HC felt this was BD Marine's issue, not theirs.
 - Operator Peterson requested permission to allow a dock box on the NW grassy area of the LE Building for a long-term LE Dock renter. Bauer/Zawislak made a motion to approve this request as long as it was understood the approval if for one year at a time. Carried.

3. Public Works Director Report: Issues/Concerns/Updates: None.

City Dock

1. Viking Cruises:

- a. **Bayfield City Dock and VOC Berth Agreement:** The revised Berth Agreement and e-mail from Chairman Dougherty was given to the HC. If we don't hear back, Dougherty will send an inquiry to make sure they received the revised agreement.
- b. **General Security Services Corporation:** The plan is in the hands of the USCG and we are waiting for them to review and approve.
- c. **Great Lakes Excursion Shore Activities update:** Requested, but not received.
- d. **Other – Information from Attorney Lindsey regarding other cruise boats:** Chairman Dougherty asked Hoopman to follow up with Attorney Lindsay and request his "definite response" as noted in his e-mail to us. It currently appears we don't have authority to govern other docks, just ours.

2. Public Works Director Report: Issues/Concerns/Updates: None.

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

1. **Boat Cleaning Station – Review Proposed Agreement:** Discussion postponed until the next meeting.
2. **Public Works Director Report: Issues/Concerns/Updates:** None.

Other/ Business/Concerns

1. Schedule Next Meeting(s):

- Special Meeting – April 15, 2022, 9 a.m.
- Regular Meeting, May 2, 2022, 4 p.m.

2. Marina Lease Discussion (Current Lease Exp. 12/31/23):

Zawislak/Bauer moved to convene into closed session pursuant to Section 19.85(1)(e) and (g): the lease between the City of Bayfield and the Apostle Islands Marina is due to expire on December 31, 2023, and the Harbor Commission would like to continue discussing future lease options, opportunities, and negotiation strategies. They reserve the right to reconvene into open session to make any decisions on the discussion, to continue with any remaining agenda items or for adjournment purposes. Carried; all ayes.

Present: Bauer, Dougherty, Shrider, Zawislak and Clerk Hoopman

Shrider/Bauer moved to reconvene into open session for purposes of adjournment. Carried.

Adjourn: Bauer/Zawislak moved to adjourn. Carried. 5:39 p.m.

Minutes by Billie L. Hoopman, Clerk