

**CITY OF BAYFIELD HARBOR COMMISSION
MEETING MINUTES OF JUNE 1, 2020**

Call Regular Meeting to Order - Roll Call:

Chairman Bryan called the remote meeting to order at 4 p.m.

Present: Chairman Bryan, Carl Dahl, Ted Dougherty, Terry Bauer, and Michelle Shrider

Others: Bryce Albrecht and Dan Boucher-AICS, Bill Peterson-AIM, Craig Skaaden

Staff: PWD Kovachevich and Clerk Hoopman

Approve Agenda: Shrider/Dougherty made a motion to approve the agenda as presented. Carried.

Review/Approve Minutes from March 2, 2020: Shrider/Bauer motioned to approve the meeting minutes of March 2, 2020 as presented. Carried.

Public Input on Agenda Items: None.

AGENDA:

Marina

1. Fuel Containment Repairs – Update:

Hoopman updated the Commission on the project. The State Permit is expected to be received by June 4, 2020 and Zyg Jablonski, A-Z Plumbing has indicated he has all the parts, etc. and will be ready to start ASAP. Operator Peterson told the Commission he has already lost \$8000 in revenue due to the fuel pumps not being up and ready.

2. Marina Parking & Storage Areas:

Operator Peterson explained the situation he is having with boats not going into the water due to the Covid-19 pandemic. He has asked for permission to allow the overflow boats to be parked on the East Dock Park Peninsula; near the fishing pier which contradicts Section 1 of the lease. Shrider/Dougherty moved to waive the “no parking” clause written in Section 1, paragraph 2, for the 2020 season and allow him to park the boats as requested. Carried.

3. Breakwater and Shoreline Improvement Project:

a. Grant Updates: HAP and ACE-Section 154 Grants

Hoopman told the Commission the terrible news about the grants, in that the HAP program will not allow the Army Corp Funds to be used as a full match. There is an obscure clause that says if US Army Corp of Funds are involved, HAP funding can only cover up to 50% of the local share of eligible project costs. This means the City Harbor Commission will likely have to contribute cash funds directly toward the project. We have been in discussions with the HAP program folks for weeks now trying to fully understand this clause and have been seeking exceptions. May need to go to our local legislators for assistance.

b. MSA Engineering Agreement Amendment #2 in the amount of \$5500 was reviewed which covers the addition of geotechnical exploration and documentation of the project site to the project. Hoopman reminded the Commission that in the estimates received for a \$3.2 million dollar project the total engineering fees were estimated at \$213,684. Shrider/Dougherty moved to approve Amendment #2 in the amount of \$5500 as presented. Passed by roll call vote, all ayes.

4. **2019 Bakertilly Audit Report:** The Commission received a copy of the 2019 Audit Report which showed revenues were up causing a balance due to the City of \$10,933.26 which was paid.
5. **Marina Lessee: April Fees Report:** Informational, no action required.
6. **Marina Lessee: Issues/Concerns/Updates:** None
7. **Public Works Director Report: Issues/Concerns/Updates:** None.

City Dock

1. **Race Week:** Peterson informed the Commission the 2020 Race Week has been cancelled. They will have a very abbreviated event from Sunday through Wednesday, but they will not be using the Dock or Pavilion for any socials, etc. Shrider/Dougherty made a motion to give a dollar-for-dollar credit received from others renting the space during the rental period (June 28-July 3). Carried.
2. **Thank you to the Apostle Islands Cruise Service – Cleat installation:** Informational, no action required. The Commission thanked the Cruise Service for their good deed.
3. **Apostle Islands Cruise Service – Request to paint 6’ distancing dots:** The Commission by consensus gave permission to the AICS to paint 3” social distancing dots on the City Dock with the understanding the cost and labor would be borne by AICS, and hopefully the paint only lasts one year. They will keep the dots to the Archipelago northbound to avoid conflicts with the finger pier users. The AICS will also take care of informing their customers about this policy.
4. **City and Harbor Budget Issues and Seasonal Hires:** Hoopman provided a summary on the severe budget issues the City is experiencing because of the Covid-19 pandemic. We are expecting significant budget shortfalls and the Council at their last meeting agreed we are not able to afford our seasonal hires at this time. Since then, a decision was made to open the restrooms and bring in a weekend cleaner. Reconsideration of bringing back the Harbor/Park Attendant was discussed to look after the Campground, City Dock and Boat Ramp on weekends.
5. **Seasonal Dockage Update and Requests for refunds/credit:** The Commission was provided with a current map, a list of Seasonal Renters and the request from two boaters who were seeking refunds. While the Commission understands their concerns, a decision was made to follow the terms of the existing contract.
6. **Winter Dockage and Electrical Usage Reports:** The Commission was provided with the Historical Winter Dockage Report which shows revenues were up in 2019-2020 but so is the electric use which was shown in the usage report. Commissioner’s asked if this information could continue to be updated and given to them again at budget time.

7. Illegal Docking (boat mooring in seasonal slips): Hoopman presented the Commission with draft Marine Guidelines. She asked Commissioners to please read through it provide changes/additions or corrections. Some discussion ensued on the fine structure which needs review and work. Hoopman also said she feels the document/ordinance should also be reviewed by the City's attorney once it has been reviewed and revised as needed.

8. Viking Cruises: Nothing new to report.

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

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

1. L.E. Building Rehabilitation: Chairman Bryan noted this project needs to remain on hold. Dougherty expressed concerns about use of the facility and what are the best uses going forward. Could a sub-committee be formed that includes members from the Harbor, Plan Commission and Parks and Recreation committee to discuss ideas. Currently the building repairs exceed the revenues received.

2. Public Works Director Report: Issues/Concerns/Updates

Other Business/Concerns

1. Next Meeting(s): July 6, 2020 and August 3, 2020

Adjourn: Dougherty/Shrider moved to adjourn. Carried. 5:26 p.m.

Minutes by Billie L. Hoopman, Clerk