

CITY OF BAYFIELD HARBOR COMMISSION MEETING
Minutes of Monday, October 1, 2018 - 4 p.m. at the Bayfield City Hall

Call Regular Meeting to Order - Roll Call: Chairman Bryan called the meeting to order at 4:03 p.m. at the Bayfield City Hall followed by roll call.

Present: Fredenberg, Shrider, Bauer, Dahl and Chairman Bryan

Others: Mayor Ringberg, Dan Boucher, Bryce Albrecht, Randy Lund, Rich Ryan, Sherman Edwards, Bill Peterson, Tom Kovachevich-PWD, and Billie Hoopman-Clerk

Approve Agenda: Dahl/Bauer moved to approve the agenda as presented. Carried.

Review/Approve Minutes from August 15, 2018: Shrider/Dahl made a motion to approve the previous meeting minutes as presented. Carried.

Public Input on Agenda Items: None.

Resignation/Appointment: The Harbor Commission members learned of the resignation of Jim Edwards; a member for the past 14 years. He will be sorely missed by all. Michelle Shrider was named by the Mayor as a regular member to the Commission. An alternate is needed.

AGENDA:

City Dock

- 1. Bayfield Classic Boat & Schooner Rendezvous – 2018:** The Commission was given a copy of a thank you note from Phil Peterson along with the paid dockage report. It was noted this was a great event which brought some visitors to the area. The Mayor who helped organize the event thanked the Commission for the deal on the dock rate. He told the Commission, they plan to do it again next year.

- 2. Apostle Islands Cruise Service: Island Princess Refund Request:** The Apostle Islands Cruise Service has requested a refund in the amount of \$2996.20 for the space they reserved for the Island Princess. They ended up pulling out the Island Princess shortly after the Archipelago arrived due to some mechanical problems.

Before acting on the request, Hoopman asked the Commission to consider the loss in revenue to the City. The AICS only paid half price for the space. The request was made in May and solidified in July. The Harbor Commission had at least three requests for dock space that could not be pursued due to the arrangement to hold the space for the Island Princess. Additionally, other boats had to be moved to accommodate the request which caused some dissatisfaction. Some discussion ensued about the City's ability to use the space for transient, but Hoopman explained the south side of the dock is not set up for transient dockage (boaters are informed of the exact opposite) and we don't have an on-site attendant who can easily fill the spots on a temporary basis.

Some further discussion ensued on the Harbor's policy for issuing refunds. Hoopman noted she was not aware of any refunds granted in the past.

Shrider/Bauer made a motion to refund 50% of the rate charged and apply it as a credit in 2019. Shrider said the AICS does a great job promoting the City. Chairman Bryan

reiterated the issues caused as a result of the uncertainty of the date of the arrival of the Archipelago. Shrider asked Boucher if he would be happy with that arrangement and Boucher said no. Shrider then asked to rescind her motion. Bauer concurred. The motion to rescind the motion was approved by the Commission; all ayes.

Shrider/Fredenberg then made a motion to refund 75% of the rate charged and to apply it as a credit in 2019. Discussion. Motion carried; all ayes.

3. **Review 2019 Draft Seasonal Lease Information:** The Commission was provided a copy of a draft cover letter and proposed 2019 Seasonal Lease Agreement. Hoopman noted the only change made was with regard to the date the information/deposit needed to be returned. The new date is December 15 and previously the return date was January 15. This is more in line with other area marinas. The Commission by consensus agreed to send the information with the December 15 due date. Some other corrections were noted.
4. **West's Big Lake Properties, Inc.- Dock Shop, Dock Renovation CUP Request:** The Commission was provided a copy of the Conditional Use Permit Application submitted by West's Big Lake Properties to reconstruct the dock at 19 Front Street as a courtesy since the City Dock may be affected by the alterations requested to the dock at 19 Front Street.

Randy Lund was present to answer questions. Chairman Bryan asked if any consideration was given to put in a pass-through? Lund said they could put one in if we wanted one. Some discussion ensued about what would be the best way to eliminate any unnecessary wave action.

It was felt that a marine engineer would have to indicated the best design for the overall area and therefore the Harbor Commission did not take any action on the agenda item.

5. **Public Works Director Report: Issues/Concerns/Updates:** PWD Kovachevich noted there was a glitch in some of the 50-amp connections on the dock, but Hunt Electric was contacted to take care of the issue.

Bauer left to go on an EMS call. (4:28 pm)

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

1. **L.E. Building Painting Bids: Review and possibly take action:** The Commission learned that two bids had been received. One bid was higher than our estimate, and the other lower bid was received after the bid deadline. Some consideration was given to residing the building, but Chairman Bryan noted that there is a lot of trim and doors which would need continued maintenance.

Fredenberg/Dahl made a motion to repost the project, but to change the completion date to the end of 2019 and add some additional details to the bid notice. Carried.
2. **Waterfront Turning Point Project – Updates:** PWD Kovachevich noted the fountain pump was turned on today. He noted it will run until approximately Oct. 15th and then be winterized. Chairman Bryan thanked Kovachevich for his project oversight.
3. **Public Works Director Report: Issues/Concerns/Updates:** None.

Marina

- 1. Marina Lessee: July & August Fees Reports:** The Commission received a copy of the July & August Fees Report. Informational; no action needed or required.
- 2. Marina Lessee: Issues/Concerns:** Marina Operator Peterson told the Commission about the brand-new sensor that failed; but it was replaced. When asked about the lake level, he said it's about 5" below last years level.
- 3. Apple Festival Camping:** The Marina will monitor the Apple Festival RV parking and will split the revenues 50/50 with us (same as previous years).
- 4. Evaluation of the Marina Breakwall/Seawalls: MSA Review and Updates**

The Commission learned that Bruce Lunde, MSA and the diver had been to Bayfield on September 12, 2018 for the initial walk-thru and diving. Peterson informed the Commission that the diver came back last Friday and dove again on the inside. Early feedback suggested that anything below the water looked good, but the areas above the water had issues.

Commission members inquired about MIFL's plans to begin construction on the City Dock. A review of the MOU may be needed, but from memory it was thought that they would begin work within three years.

Chairman Bryan indicated he would talk with Ken Dobson about a temp. repair to the outer breakwall.

- 5. Public Works Director Report: Issues/concerns/updates:** None.

Other Business/Concerns

- 1. 2018 Budget Updates Informational:** The Commission received copies of the 2018 Harbor Revenues and Expense to to-date along with a historical report on Boat Ramp passes. Hoopman clarified a comment she made, historically speaking we are down on Seasonal Lease/Transient Revenues. Over the past few years revenues have decreased from \$80,000 to \$70,000. Informational, no action needed.
- 2. 2019 LE Dock Rate:** Fredenberg/Dahl made a motion to grant permission to Peterson to lease space (long and short term) at the LE Dock in 2019. Carried.
- 3. Schedule Next Meeting(s):**
 - Monday, November 5, 2018 at 4 p.m.
 - Monday, December 3, 2018 at 4 p.m.

Adjourn: Shrider/Fredenberg made a motion to adjourn. Carried. (4:54 p.m.)