

CITY OF BAYFIELD HARBOR COMMISSION MEETING
Minutes of Monday, March 6, 2017

Call Regular Meeting to Order and Roll Call: Chairman Bryan called the meeting to order at 4:04 p.m. at the Bayfield City Hall.

Present: Michelle Shrider, Jim Edwards, Carl Dahl, and Chairman Bryan

Absent: Eric Fredenberg and Terry Bauer

Others: Mayor Ringberg, Chief Nicholas Sawyer, Tom Kovachevich and Billie Hoopman

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

Review/Approve Minutes from January 10 and 19, 2017: Shrider/Dahl moved to approve both sets of minutes as presented. Carried

Public Input on Agenda Items: None.

AGENDA:

City Dock

1. Seasonal/Winter 2017 Dockage/Leases – Update

Hoopman provided a report showing the Winter and Seasonal Dockage lists. We have three boaters leaving the dock, but two of their spaces have been filled. Some advertising was put on the website and sent out via the Chamber's Newsblast. Informational; no action required.

2. Great Lakes Cruising Coalition – 325' long cruise vessel (est. 200 passengers)

The Commission was informed the Great Lakes Cruising Coalition asked about possibly docking their large vessel on the City Dock. All felt this would be great for Bayfield, and noted we would not charge a fee if they moored outside the City Dock breakwall (but we are willing to accept a donation). However, the City would charge for water if they asked to fill up their tanks.

3. Annual Race Week Request – Shrider/Dahl moved to approve the agreement as presented in the amount of \$2200 for use of transient space located on the north side of the City Dock from the Pavilion to the ell (same as last year) from Sunday, July 2 to Friday, July 7, 2017. Carried.

4. Public Works Director – reported there was one power pedestal GFI breaker outlet that needs to be repaired otherwise everything else is ok. It was noted some cleats on the North side need to be tightened.

5. Issues/concerns/updates – none.

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

1. Consider long-term lease options with the US Coast Guard

Chief Sawyer informed the Commission he had a conference call earlier today with his Superior's and he would like to meet with a smaller group to inform them of the discussion. He will plan to meet with Bryan and Hoopman on Monday, March 13 at 8:30 am.

2. LE Building Leases – Bryan informed the Commission that all three lease agreements had been signed by the City and sent out. To date, one has been returned.

3. Public Works Director – none.

4. Issues/concerns/updates – none.

Marina

1. Marina Lessee (Exp. 12/31/18): Fees Reports /Lease

The Commission was reminded the marina lease is due to expire on 12/31/18. They indicated they may want to start the process of review this fall. Hoopman was asked to provide the Committee with a copy of the current lease and copies of the fees reports at their September meeting. They have asked for a closed session to be posted for the October 2017 Meeting. They also asked for staff to find some other contracts to review for comparison; maybe Knife Rivers and Barker's Island. Shrider may be able to provide some additional contact information for other marinas.

Commissioner's received copies of the Nov & Dec. 2016 Fees and Jan 2017 Fees Report. Informational; no action required.

2. Public Works Director – none.

3. Issues/concerns/updates – none.

Other Business/Concerns

1. Waterfront "Turning Point" Project Update – The commission was informed this project is expected to be bid out later this month. We are now waiting for the final plans which are expected mid-week. Bryan told the Commission that we may need to soften the completion goal of July 1st. He will update them again at the next meeting.

2. Harbor/Park Attendant – The Commission received copies of the job description, the daily schedule and a draft position opening notice. Hoopman plans to talk with our current attendant Bryan to learn more about her plans for the upcoming year. Last year, Bryan asked the Commission to consider hiring a second person to fill in some of the shifts. Shrider shared some position incentives to consider. Hoopman will update the Commission at the next meeting.

3. 2016 Budget – The Commission received the un-audited year-end figures for 2016 which show revenues exceed expenses by \$24,244.27. Hoopman reminded the Commission they own the City's General Fund for the balance of the LE Dock Project; estimated at \$56,000.

4. City Comprehensive Plan – Review & Update Implementation Element

The Commission spent the remainder of their time reviewing the 8 actions items listed in the City of Bayfield's Comprehensive Plan along with the additional 68 action items found in the City's Waterfront Plan. It was found that many of the items had been completed. Most notably was the need to work on a long-term plan for the City's harbor and lakefront assets/resources, keep up the City's Clean Marina status and continually obtain dredging permits. Other issues identified were related to parking, signage, the relocation of City Hall, and maintaining properties and walkways along the waterfront.

The Mayor collected the worksheets so he can enter the data into the master spreadsheet.

5. Next meeting: May 1, 2017

Adjourn: Shrider/Edwards moved to adjourn. Carried. (5:33 pm)

Minutes by: Billie L. Hoopman, Clerk