

# CITY OF BAYFIELD HARBOR COMMISSION MEETING

## Minutes of Monday, May 1, 2017

**Call Regular Meeting to Order and Roll Call:** Chairman Bryan called the meeting to order at 4 pm at the Bayfield City Hall followed by roll call.

**Present:** Michelle Shrider, Eric Fredenberg, Jim Edwards, Terry Bauer, Carl Dahl and Chairman Bryan

**Others:** Bill Peterson, Tom Kovachevich, and Billie Hoopman, Mayor Ringberg

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

**Review/Approve Minutes from March 6, 2017:** Shrider/Edwards made a motion to approve the minutes as presented. Carried.

**Public Input on Agenda Items:** None.

### AGENDA:

#### City Dock

##### **1. Seasonal 2017 Dockage/Leases – Update:**

Hoopman provided the Commission with a map showing the open spaces. She will continue to advertise and try and get them filled. Informational; no action required.

##### **2. Electrical Usage Report:**

The Commission was given an Electrical Expense Report showing usage on both the North and South sides for 2013/2014, 2014/2015, 2015/2016 and 2016/2017 Winter Seasons. It was noted we may want to add some extra notes about the number of boats, winter climate (mild/harsh) to the report. Informational; no action required.

##### **3. Public Works Director:**

He reported all is well on the dock. There is one outlet that needs to be fixed and they will take care of that as soon as possible. He plans to turn the water on by May 15<sup>th</sup>. All "winter" boats are gone and some "seasonals" are already at the dock.

##### **4. Issues/concerns/updates:**

Edwards asked about the MOU. Hoopman will contact MIFL/Nelson requesting to see final plans and to get an update on the proposed project schedule by the Commission's next meeting which is June 5, 2017.

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

##### **1. Update on long-term lease options with the US Coast Guard:**

The Coast Guard Chief informed the City they won't be pursuing a lease for the LE Dock this year. Their proposal was turned down.

##### **2. LE Dock Slip Usage:**

Since we do not have a long term lease in place, the Commission asked Kovachevich if he could put up transient docking signs and a pay box as soon as possible.

##### **3. Public Works Director:**

He said the Boat Ramp is open and being used! He is not aware of any issues at the LE Building. Bill Peterson indicated he found there were some critters in the building. We

need to do some investigating to see how/where they are getting in. Peterson checked over his space and hasn't found a hole or opening. He encouraged other tenants to check over their spots as diligently.

Kovachevich asked the Commission if it was alright for the Fire Department to do some training in the LE Dock space on Saturday, May 6, 2017. They would like to host a pump operator class for Bayfield, Port Wing and Cornucopia. This is ok with the Commission.

**4. Issues/concerns/updates:** None.

## **Marina**

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

The Commission was given a copy of the March 2017 Fees Report. Informational. Peterson informed the Commission the pelican poles are in, and they are waiting for the weather to improve in order to turn on the water.

**2. Public Works Director:** Nothing to report.

**3. 2017 CIP – Marina Breakwall:**

The Commission discussed the issue of the failing cribs on the marina breakwall. The 2017 budget includes a capital improvement project of \$35,000 for temporary fixes to the wall. The Chairman and PWD will try and talk to Nelson's about the fix needed and timing. In the meantime, the Commission felt they needed to work toward getting some engineering done to get a better understanding of the problems and potential cost to repair. It was noted the section that needs works is about 100 ft. long and at least 20 ft. deep.

Shrider provided information on the project that was done in Washburn; it was about \$1.2 for 600 feet. They used a concrete system with tie backs rather than sheet piling. Chairman Bryan said we just did about 300' of steel piling for almost \$300,000 at the LE Slip. Shrider said she would provide the City with a few names of Engineering Firms to consider.

**4. Issues/concerns/updates: Fuel Dispensers:**

Hoopman provided the Commission with some information on the proposed replacement of the fuel dispensers at the Marina. This was a proposed CIP in 2016 in the amount of \$17,000, but didn't get done due to the overall cost of the LE Dock Project.

Shrider asked if the estimated \$17,000 project comes with electronic readings? Their current system already has this capability. Peterson said their system also has a containment unit; "that's already there with the sensor". The \$17,000 is for two pumps units. Shrider noted Washburn also had some fuel dispenser work done and will look at their installation costs. It was clarified the request includes two dispensers and each have two separate pumps. The price originally came from Northwest, but all agreed to look at some other vendors such as O'day or TND. The Mayor recommended another vendor from Eau Claire; we could check with Steve from Pike's Bay for contact information.

## **Other Business/Concerns**

**1. 2016 Year End Trial Balance:** Hoopman informed the Commission at year end (2016) they owed the City of Bayfield General Fund \$12,595.08. The Commission believes this amount will be able to be paid back to them in 2017 with revenues received. The balance due is the result of the LE Dock Project.

**2. Harbor/Park Attendant:** There were no applications received. Shrider suggested reposting on indeed.com and to consider contacting NWCEP. The Mayor also said he may know of somebody who might be interested. Hoopman will send him the paperwork.

**3. Waterfront "Turning Point" Project Update:** Bid came in \$238,000 over budget, timing was awful. The Committee is meeting to discuss how best to proceed.

**4. Next meeting:** The next meeting was scheduled for June 5, 2017 at 4 p.m. They were receptive to a special meeting if needed to discuss the breakwall work.

**Adjourn:** Fredenberg/Dahl moved to adjourn. Carried. (4:58 pm)

Minutes by: Billie L. Hoopman, Clerk