

CITY OF BAYFIELD HARBOR COMMISSION NOTICE OF PUBLIC MEETING

June 6, 2022, 4 p.m.

Call to Order – Roll Call: Chairman Dougherty called the meeting to order at 4 p.m. followed by roll call.

Present: Bauer, Dougherty, Shrider, and Zawislak

Absent: Kathryn Jensen

Others: Operator Peterson, Mayor Ringberg, PWD Kovachevich, Clerk Hoopman, Jon Kukuk, Deb Radtke, Craig Skaaden, Jay Glase-NPS, Bryce Albrecht and Shannon Mager – AICS

2022 election of HC Chair: Shrider/Bauer moved to elect Ted Dougherty as HC Chair. No other nominations were received after asking three times. Motion carried by unanimous vote.

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

Public Input on Agenda Items: None.

Review/Accept meeting minutes of May 2, 2022: Shrider/Bauer made a motion to approve the minutes as presented. Carried.

Marina

1. Breakwater and Shoreline Improvement Project:

a. **Project Updates:** John Langhans, MSA provided an update on the project.

- 1) Rock is being delivered to the East Breakwall. Slow due to a lack of truck drivers.
- 2) Crew is working on shore station and electrical circuits, supply chain issues with delivery of pedestals.
- 3) Xcel cable area needs work. Just received written confirmation from Xcel today they agree with the work to be completed. Wren Works has been notified.
- 4) Phil Lockett, MSA will be on site and will start creating a punch list. Langhans asked the HC, PWD and Marina Operator to inform him of any concerns/work needed so it gets added to the list.
 - PWD Kovachevich report more rock is needed behind the boathouse.
 - Operator Peterson said there is water leaking at three of the boxes now. He also mentioned the amount of water Wren Works has been using. Can he be compensated for this?
 - Operator Peterson noted the light pole was damaged and needs to be replaced.
- 5) A safe sample was received for the new water lines.
- 6) Temporary Power will be in place sometime this week. Operator Peterson said he needs electric and the cleats in place by the end of next week at the latest or he will have problems.
- 7) There was a question about the contaminated materials. What was the original estimate and why is it so much higher than the estimate?
- 8) Five fire extinguishers are noted on the bid. It was preferred they be split, 2 on A Dock and 3 on E Dock. Langhans will talk to Wren about this change.

b. Parking Lot Improvements

Shrider/Bauer moved to approve the Construction Proposal from Wren Works dated June 2, 2022, in the amount of \$62,390 for additional asphalt (3" as show on map), removal of the fishing pier walkway and replacing it with 6" thick mesh reinforced concrete sidewalk, and replacement of park swing boards. Work to be completed by June 30, 2022. Passed by voice vote, all ayes.

c. Review Budget, Expense and Grant Reports

MSA provided an updated budget showing an estimated total budget of \$4,754,028.33 which includes construction, engineering and the change order noted above in the amount of \$62,390.

A report of the project expenses and reimbursements received was shared with the HC. Informational, no action required.

2. Marina Lessee:

a. **April Fees Report:** Informational, no action required.

b. **Issues/Concerns/Updates:** None.

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

4. Benches: Shrider/Bauer made a motion to approve the installation of three benches along the marina walkway adjacent to the First Street Parking Lot, with the understanding the cost of the bench and installation would be paid by the requestor.

City Dock

1. Tariff Schedule for City Dock

Shrider/Bauer moved to implement a tariff fee of \$2.00/passenger on all commercial ventures on the Bayfield City Dock beginning January 1, 2023. The HC will continue to work on a written Tariff Schedule Policy. Motion carried, all ayes.

2. Viking Cruises / Updates:

- The HC has been paid in full for use of the Bayfield City Dock.
- General Security Services – Maritime Services Agreement: Bauer/Zawislak moved to approve the Maritime Service Agreement as provided by General Security Services. Passed by voice vote, all ayes. The estimated amount of 2022 services is \$9783.60 which includes the development of the Security Plan, Security Service Dates, Administration and Security Drills/Exercises.
- Invitation – June 28: VOC has invited the HC to a ship tour and plaque exchange ceremony. Chairman Dougherty asked for more details, specifically a time.
- Consideration of 2023 and 2024 VOC dates which are Mondays as follows:

2023

May 23 (Memorial Day)

June 12

July 10

2024

July 29

August 12

September 9

Hoopman was asked if she could check for conflicts with Bill Leoni, General Security, and the Bayfield Lakeside Pavilion.

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

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

1. Jay Glase, NPS - Boat Cleaning Station: Review Proposed Agreement / GBWWTP Input

Mr. Glase provided a revised agreement for consideration. Some changes include, the NPS will be responsible to move the unit to other locations and they will store the unit during the off-season. The City learned we would not be able to transport the tank debris to the GBWWTP due to the aquatic species that could be transported. Land spreading might be the only option. Shrider volunteered to contact Birch Street to see if this is a possibility.

2. Public Works Director Report: Issues/Concerns/Updates: The HC was informed about the paybox being broken into and the marina restrooms being vandalized. The PD is actively investigating. The paybox and restrooms have been repaired by the PW Department and are in service.

Other/ Business/Concerns

1. May 2022 Rev./Exp. Budget: Informational, no action required.

2. Schedule Next Meeting(s): Tuesday, July 5, 2022, 4 p.m. and Wednesday, July 13, 2022, 2-5 p.m.

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

Present: Bauer, Dougherty, Shrider, Zawislak, Mayor Ringberg, Jon Kukuk, and Clerk Hoopman

Shrider/Zawislak moved to reconvene into open session. Carried.

Shrider/Zawislak moved to approve the proposal from Jon Kukuk in the amount of \$6778.00 as provided. Carried, all ayes.

Adjourn: Bauer/Shrider moved to adjourn. Carried. (5:47 p.m.)

Minutes by Billie L. Hoopman, Clerk