

**CITY OF BAYFIELD HARBOR COMMISSION NOTICE OF PUBLIC MEETING**  
**Minutes of July 5, 2022, 4 p.m.**

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**Call to Order – Roll Call**

Chairman Dougherty called the meeting to order at 4:00 p.m. at the Bayfield City Hall.

**Present:** Bauer, Dougherty, Jensen, Shrider and Zawislak

**Others:** John Langhans-MSA, Brian and Brook – Wren Works, Operator Peterson, Deb Radtke, and John Madigan–AICS

**Staff:** PWD Kovachevich and Clerk Hoopman

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

**Review/Accept meeting minutes of June 6, 2022:** Shrider/Bauer moved to approve the minutes of June 6, 2022, with the clarification the Special Harbor Meeting is scheduled for July 21, 2022, from 2-5 p.m. Carried.

**Marina**

**1. Breakwater and Shoreline Improvement Project:**

**a. Project Updates and the Wren Works Contract:**

John Langhans provided a memo dated July 5, 2022, outlining the project status which is nearing completion and a revised cost construction budget. Rock quantities are under so there is a cost savings to the Project.

Some requests were made for additional funding:

- i. Wren Works Fuel costs - \$5433.36
- ii. Wren Work Rub Rails - \$6954
- iii. Wren Works Electrical /Pedestals - \$29,263. The Harbor Commission asked for more information. When were pedestals ordered, how much is the aluminum, when did you know about the supply chain issue?
- iv. MSA Engineering - \$19,000

Jensen/Shrider moved to approve the funding requests for fuel in the amount of \$5433.36 and the rub rails in the amount of \$6954. Carried; all ayes.

More discussion on the remaining items to occur in closed session.

**b. Budget, Expense and Grant Reports:** Informational, no action required.

**2. Marina Lessee:**

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

**b. Issues/Concerns/Updates:** Peterson reported there is significant pooling of water on East Dock that needs to be addressed. Water pooled over his feet/ankles. Wren Works said they could do some drilling that would allow the water to drain to the lake. MSA noted the issue and will report back. He asked for photos to be sent of the pooling if anyone has some.

Peterson also mentioned the lower boards weren't put back on A-18.

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

**City Dock**

**1. EMS Invoice – Viking Cruises**

Shrider/Jensen made a motion to approve. Discussion. Bauer explained how the EMS service works and noted the number of EMT's needed and services available. Hoopman said with the exception of Apple Festival, the City was billed by EMS annually based on their budget and the number of runs from the previous year. Deb Radtke noted VOC passengers have some health services on the boat, but could need EMS in the event of a serious health incident. Commissioner's felt the passengers didn't provide as much of an impact as others who were in town to see the boat. Shrider withdrew her motion.

**2. Tariff Schedule for City Dock / Letter:** A copy of the letter sent to City Dock Lessees was provided in the packet. Informational only, no action required. John from the AICS noted he had concerns about this new policy and the impact to his business. Chairman Dougherty asked him to send us his concerns in writing and noted the HC plans to have this as a standing item on future agendas. He further said he was sympathetic to the AICS business, but Dougherty noted dock fees aren't covering the costs to maintain the facility and those costs need to be passed on to the users, not the City's taxpayers.

**3. Viking Cruises Updates and consideration of 2023 and 2024 port dates.** The Harbor Commission was informed the Pavilion and Security Services are available on the dates requested. The only issue is one of the dates falls on Memorial Day and the impact to City Staff.

**4. 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**

Shrider moved to postpone action or further review until no sooner than November 2022. Carried.

**2. Public Works Director Report: Issues/Concerns/Updates: None**

**Other/ Business/Concerns**

**1. June 2022 Rev./Exp. Budget:** Not provided.

**2. 2023 Budget and CIP's :** Hoopman said the Commission will need to work on the 2023 Budget and CIP's at their next meeting. A draft list of CIPs were included to get them thinking about what's next? What are the priorities?

**3. Schedule Next Meeting(s):** Thursday, July 21, 2022, 2 p.m.(Fire Hall) and Monday, August 1, 2022, 4 p.m. (City Hall)

**4. Marina Lease Discussion (Current Lease Exp. 12/31/23):** No action taken.

**Closed Session:**

Bauer/Zawislak made a motion to right to convene into closed session pursuant to Section 19.85(1)(e) to discuss the Wren Works contract and the investment of public funds on this project. 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, Jensen, Shrider and Zawislak

**Staff:** PWD Kovachevich and Clerk Hoopman

Bauer/Shrider moved to convene into open session. Carried; all ayes.

Bauer/Jensen made a motion to table action on the three remaining AIM Project items: MSA Billing, Electrical (want more detailed information) and Wren Works request for profitability revenue. Carried; all ayes.

**Adjourn:** Bauer/Shrider made a motion to adjourn. Carried. (5:35 p.m.)

Minutes by Billie L. Hoopman, Clerk