

# **CITY OF BAYFIELD HARBOR COMMISSION MEETING**

## **Minutes of Thursday, August 4, 2016**

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

**Roll Call:**

**Present:** Fredenberg, Edwards, Bauer, Dahl and Chairman Bryan

**Absent:** Shrider

**Others:** Bryce Albrecht, Dan Boucher, Mike Radtke, Stacy Barclay, Tom Kovachevich and Mayor Gordon Ringberg

**Approve Agenda:** Fredenberg/Bauer made a motion to approve the agenda as presented. Carried.

**Approve Minutes from July 5, 2016:** Bauer/Dahl moved to approve the minutes from July 5, 2016 as presented. Carried.

### **AGENDA:**

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

### **City Dock**

**1. Apostle Islands Cruise Service Sign**

Don Boucher and Bryce Albrecht were present to address the Commission's concerns on their new sign. They were present to request permission to install two signs, one for the Island Express and the other for the Water Taxi.

There was some uncertainty to the Harbor Commission's rules on signage. Bauer explained the Harbor Commission wanted them to be uniform and adopted the design, size and style of those placed by John Thiel and Terry McQuire awhile back.

It was noted that this design structure was provided to the AICS staff, but they were specifically told to abide by the size, but material type could vary. Boucher provided photos of the signs currently on the dock and noted that they were measured and all are a little different in size and style.

Fredenberg/Edwards moved to approve their request to place two signs. Discussion. The Harbor Commission by consensus agreed:

- a. They retain the right to approve all dock signage.
- b. Want to make sure language about signage is in all contracts for dockage (currently is listed is Item #10 – Alterations or Additions to Docks, Slips, or other Facilities not allowed: "No signs are to be attached or placed on dock unless approved by the Harbor Commission")
- c. Size allowed is 30' wide by 20" high, not including base. Can be no taller than 32" high; no more than 18" below top dock.
- d. Material types can vary.
- e. They reserve the right to review policy in the next few months and modify as needed.

Carried.

## **2. Madeline Island Ferry Lines –Memorandum of Understanding Discussion**

Discussion ensued between the Harbor Commission and the MIFL Representatives.

Fredenberg/Dahl made a motion indicating the Lease/MOU should include the following:

- a. Provide a 50-year lease at annual slip rental rates
  - b. Grant first right of refusal after fifty years
  - c. The MOU/Lease will be transferable upon the sale of MIFL to another ferry operation transporting people, goods, and vehicles to Madeline Island
  - d. Terminate lease access if it is converted to another use
  - e. Tenant not allowed to lease space for dockage
  - f. Retain other provision of draft agreement (insurance, Liability, etc.).
  - g. All other provisions (insurance, liability, etc.) should be retained from draft agreement.
- Carried (all).

**3. Public Works Director** - None

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

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

### **1. Stacy Barclay Request to lease space in 2017**

Mr. Barclay sent an e-mail dated July 13, 2016 seeking permission to lease the entire LE Slip in 2017 for his vintage boats. He would like to start a classic boat charter business. He noted he has five boats; 17', 22', 33', 36', and 57' (15' wide).

Discussion ensued. The Commission noted the slip space is shared with the US Coast Guard and there was concern about egress. There is about 180 feet of usable dock space. The Commission is interested in doing business with Mr. Barclay. Where do we go from here? Commission asked if he would want to try the space out for a month? If he feels he can make this work, he should come to us with a proposed amount of leased dockage he would want.

Shrider arrived at 4:40 p.m.

Mr. Barclay asked what is the best rate the City could grant him? The Commission highly suggested he use the area as a trial period and get back in touch with Hoopman after.

### **2. Apple Festival – Parking Lot Request from Rick Erickson, Bayfield School**

Dahl/Bauer moved to approve the request from Erickson to use the Boat Ramp parking lot for an Apple Festival Parking Fundraiser, noting it was a win-win for both the City and School. The Commission appreciated them protecting some of the spaces in the lot that would be open and available to boaters. The Commission asked to be notified who the person in charge would be. Carried.

**3. Public Works Director** – None.

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

## **Marina**

**1. Marina Lessee - Fees Report/Lease.** The Commission received a to-date report. Informational; no action required. Lessee Peterson noted they are working on getting hoist area paved.

**2. Public Works Director** – None.

**3. Issues/concerns/updates** – None.

## **Other Business/Concerns**

### **1. 2016 Collection Reports: Boat Ramp & City Dock (Transient & Annual Dockage)**

The Commission received reports showing the to-date collections for the Boat Ramp and City Dock. Informational. The Harbor Commission recognized they might not see a large influx in revenues from what we're currently seeing in the reports.

### **2. Invoice – City of Bayfield Utility for Backflow Preventer Test**

Edwards/Dahl moved to approve payment of the backflow preventer bill from the Utility in the amount of \$284.00. Carried.

### **3. 2017 Dockage/Lease Rates**

The Commission received a breakdown of the current rates for review. No action was taken on the rate structure. Discussion ensued. The Commission agreed to review and decided on the rates at the next meeting.

### **4. 2017 Capital Improvement Projects:** At first it was thought that no Capital Improvements would be completed in 2017. However, the Commission received photos of the openings on the exterior portion of the breakwall. The estimated cost to repair is \$30,000. This was based on the work done 10 years ago which cost approximately \$11,550 to repair about 30 feet.

### **5. 2017 Budgets:** The Commission received copies of the preliminary 2017 budgets minus the payroll expenses. Hoopman reminded the Commission there was still an outstanding balance of \$57,144.23 due to the City's General Fund for the LE Dock Improvement Project completed earlier this year. The Commission may need to consider borrowing funds to pay back the City if revenues don't exceed expenses by this amount.

### **6. Next meeting:** The next meeting was scheduled for September 6, 2016

**Adjourn:** Fredenberg/Edwards moved to adjourn. Carried. (5:22 p.m.)