

CITY OF BAYFIELD HARBOR COMMISSION MEETING

Minutes of Wednesday, September 6, 2017

4:00 p.m. at the Bayfield City Hall

Call Regular Meeting to Order - Roll Call

Chairman Bryan called the meeting to order at 4:00 p.m. at the Bayfield City Hall followed by roll call.

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

Others: Zach Bradley-USCG, Tom Kovachevich-PWD, Billie Hoopman-Clerk and Doreen Johnson-AIM

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

Review/Approve Minutes from August 7, 2017: Dahl/Bauer made a motion to approve the minutes as presented. Carried.

Public Input on Agenda Items:

Zach Bradley, USCG introduced himself and noted he would likely be the representative who attended the Harbor Commission's monthly meetings. He then presented a written MOU regarding usage of the LE Dock Slip area shared by us. The Commission thanked Bradley for the information. It was accepted by Chairman Bryan and noted it would be properly placed on next month's agenda.

AGENDA:

City Dock

- 1. Transient Docking –Research Vessels at Coregonid Symposium (Sept. 12-13, 2017):** The Commission was informed about the research vessels (Hack Noyes – 55', KIYI – 107' and the Lake Explorer II – 90') that would be moored on the north side of the City Dock on September 12 and 13, 2017. Informational, no action required. The Lake Explorer II may dock on the outside of the T for the remainder of the week.
- 2. Setting a time to stay or pay: Update**

The Commission discussed the idea of putting a time limit in place for when boaters either need to leave the City Dock or pay the nightly fee. Hoopman made some inquiries and most of the other marinas in the area don't have this problem and have very little demand for transient space. At the last meeting we learned that Washburn implements their time limit at 4 p.m. Hoopman found the AINL's timeline is from 6 pm to 6 am. Adding a morning time limit also seems like a good idea to consider. Commissioners were asked to mull it over during the next month with hopes of making a final decision at the next meeting.
- 3. Public Works Director - Issues/concerns/updates:** None.

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

1. LE Dock Project & DNR Approval – Need to add 1854 survey line:

Hoopman informed the Commission that Steve LaValley, WI DNR asked that we add the 1854 survey line to our survey. Peter Nelson, Nelson Surveying is working on adding this line for us. In looking at the map it appears most of the east dock park land is not conveyed on the 1854 map, suggesting it would be considered "filled lands".

- 2. 2017 Apple Festival Parking at the Boat Launch Parking Lot– Bayfield School:**
Rick Erickson has asked for permission to use the Boat Ramp parking lot again this year for parking during the annual Apple Festival; it's a fundraiser for the school. Erickson told Hoopman he would plan to leave spaces open for Boat Ramp users like they did in the past. Fredenberg/Bauer moved to approve the request. Carried.

The Commission was informed the AIM also plans to rent spaces for campers/RV's as they have done in the past.

- 3. Public Works Director - Issues/concerns/updates:** None.

Marina

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

The Commission received a July Fee's Report. Informational, no action required.

Chairman Bryan asked if Hoopman would provide copies of the current lease to members noting the work that will be needed this winter in evaluating a new lease. Members were asked if they would be around or leaving for any extended time. Fredenberg will be around until February and then gone for a couple of months.

- 2. Invoices:**

The Commission received copies of the following invoices:

- 7/26 O'day – Annual Functionality Testing
- 8/4 O'day – Replace Sensor
- 8/14 One Guy & Sons Plumbing - Gas Valve / Repair Leaks Pipe leaking in the boiler room, natural gas.

Hoopman indicated they were already paid. Just informational.

Shrider arrived at 4:17 pm

- 3. Fuel Dispensers and Hose Reel Proposal: O'day Equipment Proposal**

At the last meeting, the quote received was discussed. There were some questions about the bid and a suggestion that Peterson get a second quote. Hoopman informed the Committee she had spoken to the League of WI Municipality and was advised this project should be properly bid.

Shrider works with T and D, out of Superior and she noted a new company out of Duluth; MN Petroleum.

- 4. 2017 CIP Marina Breakwall Project**

The Commission discussed the compromising issues on the breakwall. Shrider/Edwards agrees work is an "emergency" and City staff and Chairman are urged to get the work done as soon as possible. All are worried about winter ice, weather conditions, and the breakwall being breached during the inclement winter season. PWD Kovachevich will track down Arnie Nelson to see about getting this emergency repair work done.

- 5. Public Works Director - Issues/concerns/updates:** None.

Other Business/Concerns

- 1. 2018 Budget and CIPs:**

The Commission discussed the proposed 2018 budget, contribution to General Fund, and proposed CIP's.

- Should the LE Dock be resided with composite? Bryan will get some prices for other material types. The current condition of the siding is good, paint is just flaking. Seems the building was just painted; maybe 7 years ago. Need to keep in mind the location of the building and the related weather. Both painting and/or replacing the siding will need to be posted as a Class 1 notice under the state bidding law requirements (over \$5,000 but less than \$25,000).
- Is the marina engineering price solid? It's really a guess in the dark. There is a definite need to get a credible plan and cost opinion so we can fully understand the work needed and cost to protect this significant asset.
- All agree the 2018 proposed CIPS should get done if possible. By consensus they were ranked: Fuel Dispensers – 1, Breakwall Engineering – 2, and LE Dock Painting/Siding – 3.

Fredenberg/Edward made a motion to approve the 2018 proposed Budget and CIPS as presented and further requested the completed budget (with wage information) be brought back to them at the next meeting. Carried.

2. Waterfront "Turning Point" Project Update: None.

3. Boat Ramp and City Dock Collections Reports

- Hoopman told the Commission they are made whole on the budget prediction as a deposit was made in the amount of \$425.00 today.
- City Dock collections are up. The Commission was reminded that neither the City Dock or LE Dock was full in 2016 and 2017. The City Dock is full at this point.
- There was some discussion about the space on the T as we are not able to rent out all usable space due to the size of the vessels moored which require more space for maneuvering. The Commission may want to consider alternative rates for oversized boats (dock space vs. LOA). Fredenberg/Bauer made a motion to reconsider prices at the meeting next month. May pay based on dock space, or hull space. Discussion. The AICS may be bringing a catamaran in 2018. Carried.

4. August 2017 Budget

A copy of the 2017 August Budget was provided to the Commission for review. Shrider/Dahl moved to place the budget on file. Carried.

5. Schedule Next meeting: October 2, at 4 p.m. Bauer can't attend, going to Cuba.

Adjourn: Fredenberg/Bauer moved to adjourn. Carried. (5:03 pm)