

CITY OF BAYFIELD HARBOR COMMISSION

Minutes of April 1, 2024

Call to Order – Roll Call: Chairman Dougherty called the meeting to order at 3:30 p.m. followed by roll call.

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

Staff: Clerk/ZA Hoopman, Harbormaster Hayes, and Foreman Bainbridge

Others: Phil Johnson, Jeff Rennie, Cal Linehan, Shannon Mager, Dave Thone, John DeMars, Tyler Forsythe, Laura Lima, and Craig Skaaden

Review/Approve Agenda: Shrider/Jensen made a motion to approve the agenda. Carried.

Review/Accept meeting minutes of March 4, 14 and 20, 2024: Bauer/Zawislak moved to approve the minutes as presented. Carried.

Public Input on Agenda Items:

Tyler Forsythe was present to advocate for a policy that includes nightly rentals and noted that model has worked in the past at the marina. He offered his time to discuss further and noted he plans to be at future meetings to help.

Other/ Business/Concerns

1. Watch Wave – Jeff Rennie, Executive Director, Friends of the Apostle Islands

Rennie was present to explain the benefits of Watch Wave and to seek help from the Harbor Commission on providing awareness. Commissioners and staff present were agreeable to assisting with this endeavor by adding information to our websites, posting signs, and providing brochures.

City Dock

1. Apostle Islands Cruise Service Lease

Commissioners were told about the meeting held last week with AICS Owners and legal representation for both parties. Some minor revisions were agreed upon. Hoping to have final changes made soon and to put it in the hands of the Harbor Commission next month for final approval. Commissioners were agreeable to offering two consecutive 5 yr. renewals.

2. Finger Pier Project – Updates / Schedule Design Charette

The design charette is scheduled for Thursday, April 4, 2024, from 10 a.m.-2 p.m. at the Bayfield Lakeside Pavilion.

3. Ponant Visit to Bayfield September 8 and 20, 2024

Harbor Commissioners were informed about Ponant's visit and told the Bayfield City Dock Berth Agreement was sent to them for their consideration.

4. Consider contracting for service: including but not limited to Op. Manual, representation at SeaTrade and with incoming cruises

Shrider/Zawislak made a motion to approve contracting with Deb Radtke for services up to \$2000.00 to aid the Commission with preparing for the arrival of cruise vessels and will include but is not limited to: representation at SeaTrade, developing SOP's and a checklist, policy and city ordinances (if needed). Discussion. Carried; all ayes.

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

Marina

- 1. Underground Storage Tank Replacement Project:** The project was awarded to Pump and Meter Inc. and the contract has been signed. Work is expected to begin in July and be completed by early August. It was noted Madeline Island will also be replacing their USTs and our construction timelines are sequential so that when ours is closed theirs will be open vice versa.
- 2. Yard Trailer and Travel Lift Delivery Updates**
The yard travel arrived last week, and the travel lift is expected on Tuesday, April 9, 2024.
- 3. Bayfield Marina – Allowed/Commercial Uses Policy**
(Standing Agenda Item – goal is to draft a policy by August 2024 for implementation in 2025)
General discussion ensued.
 - What do other marina's do? Could we get sample policies? Policy ideas/language? HM Hays will check with other municipal marinas and Shrider volunteered to ask her colleagues for copies of their policies. Forsythe noted he has contacts from two other marinas that allow nightly rentals (Barker's Island and Canal Park).
 - Port Superior seems to allow them, and PB Marina requires written permission.
 - Should consider a policy that covers all/other commercial uses besides nightly rentals such as commercial fishing, towing, sailing and fishing charters, etc.
 - Consider no overnight accommodations w/o functioning toilet.
 - Inquire if there have been any police reports from commercial activities at the marina.
 - Consider making City Dock all commercial, but the lack of restroom facilities hinders this concept.
 - Consider what is wanted long term.
- 4. Harbormaster Report:** See attached. Commissioners thanked Hays for his efforts. The office renovations look great. They were happy to hear some of the AIM staff will be returning to work at the Bayfield Marina – Ric and Justin Lehto and John Unger. They suggested he hire a professional to assist with creating a website.
- 5. Public Works Director Report: Issues/Concerns/Updates:** The blowers will be shut off tomorrow. Commissioner's thanked Foreman Bainbridge for stepping up and helping out!

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

- 1. Public Works Director Report: Issues/Concerns/Updates:** None.
- 2. LE Boathouse Slip Rental:** Chairman Dougherty is interested in potentially renting the LE Boathouse space. He then got up and left the building. Shrider/Bauer made a motion to offer the space which has been vacated for two seasons to Dougherty at a rate comparable to D Dock, which is \$3894.00 plus tax. Carried.

Zawislak went out to tell Chairman Dougherty he could come back in the building to continue with the remaining agenda items.

Other/ Business/Concerns

- 1. Schedule Next Meeting(s):**
 - April 4 – Finger Pier Design Charette
 - May 6 - 3:30 p.m. – Reorganization Mtg. / Selection of Chair and Vice Chair, include dredging on the agenda
 - June 3- 3:30 p.m.

Adjourn: Shrider/Jensen moved to adjourn. Carried.

Minutes by Billie L. Hoopman, Clerk/ZA