

**City of Bayfield Harbor Commission
Meeting Minutes of September 8th 2025
Bayfield City Hall**

Call to Order: Chair Shrider called the meeting to order at 3:30pm

Present: Wilcox, Cornelius, Ringberg, Jensen, Chair Shrider

Staff: Harbormaster Hays, Administrative Assistant Hall

Online: Chase Dewhirst, Shanna Saarela-Schultz, Katie

In Person: Shannon Mager, John Madzgan

Review/Approve Agenda: Cornelius / Ringberg made and seconded a motion to approve agenda as circulated. Motion carried.

Review/Approve Meeting Minutes of August 4th: Ringberg / Jensen made and seconded a motion to approve minutes. Motion carried.

Public Input: None

Agenda Items:

Correspondence

- Harbor Commission received a letter from the Town of La Pointe Harbor Commission regarding Passenger Vessel/ Passenger Tariff Fee. The letter was forwarded to Anich, Wickman & Lindsey, S.C. and a response is forthcoming.

City Dock

1. City Dock / Finger Pier Project
 - AMI Engineering and Grant Status Update –Signed change order and proposal included in packet. All needed information needed provided for BIG grant. Waiting for official confirmation of pre-award funds. Discussion of Wisconsin electrical code and pedestal modifications. Discussion of floating dock options. Harbormaster Hays to follow up with AMI regarding vessel weights and dimensions.
 - Public Input Meeting Plan - After preliminary drawing available. Keep as placeholder.
2. Public Works Director Report – None

Marina

1. Ordinances that apply to marina and other City property under Harbor Commission - Tabled
2. Harbormaster Report – Busy prepping for haul out. Minimum bid for MD40 tow tractor not met.
3. Financial Reports – Correction to 2025 January – July Harbor Budget Report included in the packet. YTD City Dock Insurance = \$3,083.28. YTD LE Building Insurance = \$1,6288.28. Some heat/electric bills not included, but water/sewer updated. Marina payroll more heavily used than other properties. Marina staff to improve on timesheet reporting of time across properties. City requesting preliminary budget at the end of next week.
4. Public Works Director Report – None

LE Building – Slip / Fishing Pier / Boat Ramp

1. Public Works Director Report – None

Other Business / Concerns

1. Harbormaster Performance Review Process
2. Schedule Next Meeting(s):
 - Monday October 13th 2025, 3:30pmm
 - Monday November 3rd 2025, 3:30pm

Meeting adjourned by Chair Shrider at 4:39pm.