

**City of Bayfield Harbor Commission
Meeting Minutes of April 13th 2026
Bayfield City Hall**

Call to Order: Chair Shrider called the meeting to order at 3:31 pm

Present: Cornelius, Wilcox, Chair Shrider

Absent: Ringberg, Jensen

Staff: Harbormaster Hays, Administrative Assistant Hall

Online: Bronte Grosse

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

Review/Approve Meeting Minutes of March 16th: Cornelius / Wilcox made and seconded a motion to approve minutes. Motion carried.

Public Input: None

Agenda Items:

City Dock

1. City Dock / Finger Pier Project

- Approval of AMI Project Invoice 11418 –

Wilcox / Cornelius made and seconded a motion to approve payment to AMI in the amount of \$22,422 for engineering services. Motion Carried.

- AMI Grant Update – None
- AMI Engineering Update – Pre bid meeting held on April 7th 2026. Sixteen packets taken. Expecting 3 or 4 bids. Concerns over tight timelines. Bid opening on Friday April 24th 2026 at Old City Hall. Need to prepare bid spreadsheet in advance. [Bid opening has since by changed to May 22nd]

2. Public Works Director Report – None

Marina

1. Harbormaster Report: Issues/Concerns/Update – Starting the season short one crew member, but an application just received. Progress on the marina bathroom. Ceiling

replaced and new insulation in the overheads. Painting and lighting going in next week. Harbor staff to handle special contracts like Race Week going forward.

2. Public Works Director Report – None

LE Building – Slip / Fishing Pier / Boat Ramp

1. Lead Paint Update – None.
2. Public Works Director Report – None.

Other Business / Concerns

1. Parks and Rec – Harbor communicated an openness to conversations with Parks and Rec regarding the LE Building. Matt might know somebody who could help with the lead paint. Provided Parks and Recs with the engineering information that went into constructing the break wall. Harbor continues to have concerns regarding the step down and water access near the LE Building and Coast Guard Station.
2. Financial Report
 - Review Report – Seasonal deposits received in 2025 towards the 2026 season were recognized in March and will appear on the next report.
 - Debt Service Consolidation Progress – At February 2026 meeting Harbor Commission approved \$100,000 of debt consolidation for the boat ramp and marina electrical. Payments made for 2026, so only \$68,191.43 outstanding. Staff to prepare a budget amendment for the May meeting for Harbor Commission to discuss.
 - Bank Account Balance/Management – Transfer of \$410,903.09 between Harbor and General Fund bank account needed to cover 2025 expenses. May differ slightly as Harbor overpaid on payroll. Cornelius says transfer will happen this week. Based on a March 13th snapshot, Harbor Commission has ~\$438,000 of funds in the bank. Reimbursements for the City Dock project starting. Shrider, Hall and Tapper (AMI) developing a tracking system. Once Work Horse up and running checks to be written out of Harbor bank account.
 - Budget Amendment – Error in Proposed 2026 Amended Budget column. Federal Grants should be \$887,250.00 not \$897,136.82. Harbor Total on Revenue should be \$2,366,536.82 not \$2,376,423.64

Cornelius / Wilcox made and seconded a motion to approve the corrected amendment. Motion carried

3. Harbor Commission Organization/Charter .
 - Financial SOP – Waiting on City’s transition to Work Horse to finalize any SOP. Discussion of an enterprise fund’s ability to have an unbalanced budget and generate profit. Discussion of potential splits of excess profit and protecting both infrastructure and tax payers.
 - City Ordinances affecting Harbor Commission – No update
 - Facilities Management Plan – No update
 - Harbor Commission City Ordinances vs. State Statute – No update
4. “Old” City Hall Task Force Update – Public Works tasked with determining what size building they need and the associated cost. Goal to offload un-needed properties and generate revenue.
5. MIFL MOU Update - Created a separated MOU in addition to the 2019 MOU between Harbor Commission and MIFL. Reviewed by Max Lindsey’s office, which added detail about the new term and defaults. September 1st to be added as the annual date payment is due. Additional \$5,000 to cover nonpayment in 2025 due at signing of the new MOU. Edited MOU to be sent to Madeline Island Harbor Commission for response and signature.
6. Schedule Next Meeting(s)
 - Public Bid Opening Meeting - Friday May 22nd 2026 2:00pm [Date reflects update]
 - Monday May 4th 2026 3:30pm
 - Monday June 1st 2026 3:30pm

Meeting adjourned by Chair Shrider at 4:40 pm.