

**City of Bayfield Harbor Commission
Meeting Minutes of May 4th 2026
Bayfield City Hall**

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

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

Staff: Harbormaster Hays, Administrative Assistant Hall

Public: Shannon Mager

Online: Chase Dewhirst (AMI), Sarah Szymaniak, Noah Tapper (AMI)

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

Review/Approve Meeting Minutes of April 13th: Ringberg/Wilcox made a motion to approve minutes. Ringberg made a correction to the motion correcting the minutes to reflect the updated date of bid opening Friday May 22nd 2026. Motion carried.

Public Input: None

Agenda Items:

City Dock

1. City Dock / Finger Pier Project

- Approval of AMI Project Invoice 11468 –

Cornelius/Jensen made and seconded a motion to approve payment on AMI Project Invoice 11468. Motion carried.

- Review Updated Engineering Proposal – AMI working on. Should be up for approval at the next meeting.
- AMI Grant Update – AMI waiting for bid opening to complete grant tracking spreadsheet. Tapper following up with Danielle Block from DNR about BIG release of funds and finalizing HAP grant application.
- AMI Engineering Update – April 28th 2026 meeting between Gary Loftis (Electrical Engineer), Harbormaster Hays, President Shrider, and Chase Dewhirst. Design and contractor scope reviewed (see summary notes from April 28th Meeting). New transformer and CT box to be installed to bring electrical up to code. AMI working with dock suppliers to make sure specifications of the project are met Bid opening changed to May 22nd 2:00pm 2026 to allow for more bids.

AMI expecting four project bids. Next addendum to include Microsoft teams link for virtual bid opening; physical location will be old City Hall. Water Qualification Certification decision document sent to Ashland Daily Press. To be printed in 5/7/26 edition.

2. Public Works Director Report – None

Marina

1. Harbormaster Report: Issues/Concerns/Update – Carry deck crane requires repairs. Older used piece of equipment. Plans to have repaired locally. Two poles required to be reset. Bathroom repairs progressing. Building maintenance over budget, but within 20% allowed for reallocation.
2. Public Works Director Report – None

LE Building – Slip / Fishing Pier / Boat Ramp

1. Lead Paint Update – No lead abatement leads from Carrier. Harbormaster Hays calling local contractors registered with the state to handle lead. Thus far, indicated they are uninterested in the project due to scope. Boat ramp busy start, but seasonal passes down thus far.
2. Public Works Director Report – None.

Other Business / Concerns

1. Parks and Rec – Provided Parks and Rec Committee with engineering contact information from the Marina Breakwall project. Project getting scaled to donation and grants available. Agenda item to be removed unless there is a specific update.
2. Elect Harbor Commission President and Vice President –

Ringberg/Jensen made and seconded a motion to nominate Michelle Shrider as Harbor Commission President. Motion carried. No additional nominations.

Roll Call Vote on electing Michelle Shrider as President of Harbor Commission: Jensen (yes), Shrider (yes), Ringberg (yes), Cornelius (yes), Wilcox (yes). Motion carried.

Cornelius/Wilcox made and seconded a motion to nominate Gordon Ringberg as Harbor Commission Vice President. Motion carried. No additional nominations.

Roll Call Vote on electing Gordon Ringberg as Vice President of Harbor Commission: Jensen (aye), Shrider (aye), Ringberg (aye), Cornelius (aye), Wilcox (aye). Motion carried.

3. Financial Report
 - Review Report – Financial reports reflect March numbers.
 - Debt Service Consolidation Progress – Boat ramp loan consolidated with other loans. Parsing out harbor component.
 - Bank Account Balance/Management – Bank account report starting next month.
4. Harbor Commission Organization/Charter .
 - Financial SOP – Waiting on new software. Meters have arrived.
 - City Ordinances affecting Harbor Commission – No update
 - Facilities Management Plan – No update
 - Harbor Commission City Ordinances vs. State Statute – No update
5. “Old” City Hall Task Force Update – Task force made recommendations to council on some properties located up on the hill that they think could sell right now. City goal of selling Old City Hall and use proceeds to build a new Public Works building. Harbor Commission concerned about losing boat storage and operational space. Discussion over ability to parcel off the property and retain some lots for equipment and boat storage. Discussion on burying powerlines. Discussion of revenue from winter storage, launch and haul vs. tax base. Discussion of condition of Old City. Discussion of buildability on filled land. Walk through of City Hall scheduled for next task force meeting.
6. MIFL MOU Update - Harbormaster Hays sent edited MOU to Madeline Island Harbor Commission. MOU discussed in closed session at 4/23/26 Harbor Commission Meeting. Hays to follow up.
7. Schedule Next Meeting(s)
 - Public Bid Opening Meeting - Friday May 22nd 2026 2:00pm
 - Monday June 1st 2026 3:30pm

Meeting adjourned by Chair Shrider at 5:02pm.