City of Bayfield Harbor Commission
Meeting Minutes of September 14th 2026
Bayfield City Hall

Call to Order: President Shrider called the meeting to order at 4:00 pm

Present: Ringberg (Online), Jensen, Havlik (Online), Wilcox, President Shrider, Mayor Cornelious

Staff: Harbormaster Hays, Administrative Assistant Hall

Online: Shana Saarela-Schultz (AMI), Ted Dougherty, Nick – Unknown last name, Bryce Albrecht

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

Review/Approve Meeting Minutes of August 3rd: Havlik / Jensen 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 11557 – Description of work to date received from AMI and included in packet. Discussion of AMI work project and contract terms.

      Ringberg / Havlik made and seconded a motion to approve payment on Invoice 11557 motion carried.

    - Grant/Engineering Update – BIG extension application submitted and received for an additional ~1 million upping total to maximum of 1.5 million. City Dock visit scheduled October 9th 2026 with Erika Kluetmeier of Wisconsin DOT and the HAP grant. Awards for HAP to be announced by January 28th 2027 at latest. Requested maximum 1.729 million from HAP. Discussion of potential funding scenarios based on award received. Budgeting for Max BIG & 50% HAP Award scenario with 2.1 million remaining non-Federal match. Receiving less in funding would require looking at alternative options on design.
    - Review Updated AMI Engineering Proposal – Proposed fees of $27,000 which includes separate plans for finger removal, alternative design specifications for

sheet piling large fingers, and bringing project out to bid again. Discussion of project timeline. Weather window for concrete pour will affect completion date. Cruise boats will be able to operate prior to installation of floating fingers. June 15th suggested as hard completion date. Discussion on continuing to partner with AMI.

Jensen / Ringberg made and seconded a motion to approve the updated engineering proposal from AMI pending amendment to proposed construction timeline from Spring/Summer 2027 to Fall 2027/ Spring 2028. Motion carried.

- Action on Contractor Selection for Removal of Finger Piers – No updated proposal received from Pearl Beach. Nelson construction plans to barge not truck materials for removal.

  Grant / Jensen made and seconded a motion to accept Nelson Construction's contract to remove the six finger piers on City Dock for an amount to exceed $130,000. Motion carried.

- Public Stakeholders' Meeting: Public meeting to be held Tuesday October 13th 5:00-6:00 pm at the Pavillion. Circulated in the Chamber's member newsletter, the Chamber's public newsletter, the Bayfield marina newsletter and will poster around town closer to the date. Give people the opportunity to submit questions prior to the meeting and join interest email lists for ongoing updates.

2. PWD and Harbormaster Reports - Filed

Marina

1. PWD and Harbormaster Reports – Filed. New employee hired to finish out season. Concerns over Trudeau Development agreement, specifically timeline. Add as future agenda item.

LE Building – Slip / Fishing Pier / Boat Ramp

1. Lead Paint Update – No update on lead abatement costs. Task force working recommendation to renovate and use whole building or convert into pavilion. Harbor Commission will be involved in conversation before action taken.
2. PWD and Harbormaster Reports - Filed

Other Business / Concerns

1. Financial Report
    - Review Reports – Filed.
    - Debt Service Consolidation Progress – In progress.
2. 2027 Budgets – Saarela-Schultz and Hall to work on City Dock CIP numbers. Updated budget to be presented for next meeting.
3. Harbor Commission Organization/Charter
    - Financial SOP – Tabled
    - City Ordinances affecting Harbor Commission – Tabled
    - Facilities Management Plan – Tabled
    - Harbor Commission City Ordinances vs. State Statute – Tabled
4. "Old" City Hall Task Force Update – Recommend to council to complete appraisal and engineering assessment of Old City Hall and the LE Building.
5. MIFL MOU Update and Action – Agreement has been approved and signed by the LaPointe Harbor Commission and Town of LaPointe. Clarified this was in addition to dockage fee. Term set at10 years.

    Havlik / Jensen made and seconded a motion to approve, sign and put the Memorandum of Understanding with LaPointe for approval by Common Council. Motion approved.

6. Chequamegon Point Light Relocation – Not moving forward with formal decision making. Remove from future agendas.
7. Schedule Next Meeting(s)

    Monday October 5th 2026 3:30pm
    Tuesday October 13th 2026 5:00p, - Public Stakeholders' Meeting
    Monday November 2nd 2026 3:30pm

Meeting adjourned by President Shrider at 5:56pm.