

CITY OF BAYFIELD HARBOR COMMISSION MEETING
Minutes of August 3, 2020

Call to Order - Roll Call: Chairman Bryan called the meeting to order at 4:01 p.m.

Present: Jim Bryan, Michelle Shrider, Carl Dahl and Ted Dougherty

Absent: Terry Bauer

Others: Bill Peterson, Mayor Ringberg, Clerk Hoopman, PWD Kovachevich, Bryce Albrecht, Mike Halsted, Bruce Lunde, Raine Gardner, and John Laughers

Approve Agenda: Dougherty/Dahl moved to approve the agenda as presented. Carried.

Review/Approve Minutes from July 6, 2020: Dougherty/Dahl made a motion to approve the minutes of July 6, 2020 as presented. Carried.

Public Input on Agenda Items: None.

AGENDA:

Marina

1. Fuel Containment Repair Project

- a. Project Update – Recent communications from the contractor indicate work is expected to begin on Monday, August 10, 2020.
- b. Loss of Revenue at AIM – Operator Peterson has reported additional losses from Transient Rentals. Hoopman informed the Commission the complaint has been forwarded to our insurance company and is being reviewed by them.

2. Breakwater and Shoreline Improvement Project

- a. **Project Status Update** – Bruce Lunde, Engineer provided a summary of the engineering work that has been done. He showed the Commission a few cross sections of the findings. Shrider asked about using a concrete cap like they did in Washburn. She will provide additional information about that project directly to Lunde for review and consideration. Regarding the height of the wall, Lunde was asked if he knew the height of the new wall at the Soo Locks. He has a call into them and is waiting to hear back. Bruce told the Commission they will be receiving the Geotechnical Exploration Report very soon.
- b. **Grant Updates: HAP, ACE-Section 154, and Recreational Boating Facilities Program** - The WIDNR - Recreational Boating grant was investigated but we just learned it will not work as an additional match. Lunde is planning to prepare an updated cost opinion and will provide to the City in the next day or two. We are hoping to get the HAP and ACE grant contracts signed and underway with this new information.
- c. **Project Cost Updates / Breakdown:** As noted above, Lunde is working on updating those costs and will forward in the next day or two.
- d. **MSA Engineering Agreement:** The Commission received an agreement for professional services from MSA Professional Services, Inc. for the Breakwall Repairs Project. The agreement includes services for developing:

Final Design	\$154,409
Bidding and Negotiating	\$9,745
Grant Admin. And Reporting	\$20,000
Construction Administration	\$53,146
TOTAL ESTIMATED COST	\$237,300.00

Discussion ensued about what was included in the contract and the rates for services that would be applied. Commissioners expressed they needed more time to review the agreement. A bulk of the agreement is the Wisconsin's Standard Engineering Contract, the details of the work is outlined in the last 10 pages or so. According to the timeline, the project would be bid January 2021 with work to be completed by October 22, 2021. It is not likely the timeline could be adjusted to have work done this Fall. The project does not include the finger piers, but the Commission was wondering if they should still be pursuing this work at this time. Chairman Bryan will send a note to Lunde about this question. Maybe the RBF Funding would be an option for that project?

MSA told the Commission that should the scope of the project change, they would revise and provide amendments as needed.

Dahl made a motion to grant permission to the Mayor, Chairman and Shrider (later amended to Hoopman) to review the agreement, amend as needed and then to allow the Mayor to sign and execute by this Thursday. Motion died for lack of a second.

Dougherty/Shrider made a motion to provide additional time and input by Commissioners, by giving them until August 11, 2020 to provide input to the Mayor, Chairman and/or Hoopman and once questions were answered and amendments were made allow the Mayor signature on the contract. Carried.

3. **Marina Lessee: June Fees Report:** This report was provided to the Commission. No action needed or required; informational. Peterson said he has lost some transient rentals due to no fuel being available.
4. **Marina Lessee: Issues/Concerns/Updates:** Transient rentals are up because of a few seasonal spots being available for transient rentals.
5. **Public Works Director Report: Issues/Concerns/Updates:** None.

City Dock

1. **Request for Wireless Internet:** Hoopman was instructed to ask for additional information from the requestor/installer seeking more details about the request. What, where, when, how much, etc. Should we consider providing this service to all boaters, or allow users to install when requested? Although no decision was made there seems to be clear pros and cons if we went forward and provided the service.
2. **Illegal Docking (boat mooring in seasonal slips) Draft Ordinance:** Commissioner's were reminded to look over the draft document and provide feedback to Hoopman.

3. **Viking Cruises** – Although no details have been received, the City was informed they still plan on cruising in the area beginning 2022.
4. **Public Works Director Report: Issues/Concerns/Updates:** PWD Kovachevich reported large amounts of trash being stacked up at the end of the City Dock. He spoke to Hoopman and she has already made a few phone calls and will follow-up with an e-mail to all the seasonal boaters.

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

1. **L.E. Building Rehabilitation:** Will be reviewed by a special sub-committee. The question is, what is the best long-term use of the building? Dougherty volunteered to be on the Sub-Committee. A Plan Commission and Parks & Rec. member should also be on the Committee. The Mayor said he will work on making these appointments and suggested this group begin meeting in September.
2. **Public Works Director Report: Issues/Concerns/Updates:** PWD Kovachevich told the Commission the Fishing Pier needs some railing work and it is on his list. They will get to it when they can.

Other Business/Concerns

1. **2021 Budget & CIPs** – Documents were provided to the Commission for preparation of their 2021 Budget and CIP requests. Information is due back to the City by September 4, 2020. Dougherty noted he would like to discuss the Boat Ramp Fees at that time. Maybe they should be increased?
2. **Schedule Next Meeting(s):** Monday, August 17, 2020, 4 p.m.

Adjourn: Shrider/Dahl moved to adjourn. Carried. 5:34 p.m.

Minutes by Billie L. Hoopman