

CITY OF BAYFIELD HARBOR COMMISSION

Minutes of February 7, 2022, 4 p.m.

Call to Order - Roll Call: Chairman Dougherty called the meeting to order at 4 p.m. followed by roll call.

Present: Bauer, Bryan, Dougherty, Shrider, and Zawislak

Others: Mayor Ringberg, Clerk Hoopman, PWD Kovachevich, Brian-Wren Works, Deb Radtke John Langhans-MSA, Operator Peterson, Erik Gruber, Bryce Albrecht, Carol Fahrenkrog

Approve Agenda: Shrider/Bryan moved to approve the agenda as presented. Carried.

Public Input on Agenda Items: None.

Review/Approve Previous Meeting minutes of January 12 and February 2, 2022:

Bryan/Shrider motioned to approve the previous minutes as presented. Carried.

Agenda:

Marina

1. Breakwater and Shoreline Improvement Project

a. Update Memo from MSA, Feb. 3, 2022: John Langhans, MSA reviewed the content of the memo.

- He noted Change Order #2 was needed to meet electrical code requirements. Shrider asked various questions about what is being proposed, and how it was overlooked?
- He believes the expense for rock will be approximately 20% under the bid amount.
- They will be sending a letter to Xcel Energy about the line to Madeline Island and their response to do nothing at this time.
- He said the sheet piling work was near completion and most of the rock work along the south shore was done.
- He mentioned the additional \$625,000 ACE funding the project received and their involvement.
- They continue to work with the HAP program on those grant funds. A revised budget is now being reviewed by them.
- The transition from A Dock to E Dock and the elevations was discussed. After considerable discussion on the elevations and drainage, it was understood the plan would be done as specified. E Dock would remain at 605 and A Dock would be 604.5 allowing a ramp type transition between the two. By not increasing A Dock to 605 would eliminate a significant drop to the Finger Piers.
- No significant draining or parking lot improvements will be made due to funding constraints.

b. Updates: Grant, Expenses & Project Budget

Hoopman provided the Commission with an updated budget which shows the local share is currently \$558,114.35 (includes Change Order #2). The Commission also received a Project Revenue and Expense Report created by Treasurer Johnston. It shows all project expenses and grant funds received to date.

c. Change Order #2 - Electrical System Modifications

Bryan/Shrider moved to approve Change Order #2 contingent upon a review by Shrider first; if an amendment is needed it would be brought back to the Commission. If no amendment is needed, Chairman Dougherty can sign and return. Shrider has experience with this code requirement and has a better understanding of what is needed. Carried, all ayes.

d. MSA Invoice #10 and #11 Detailed Hourly Report

Shrider/Bryan made a motion to approve payment of MSA Invoice #10 and #11. Carried, all ayes.

2. Marina Lessee:

- a. **November/December Fees Report:** Informational, no action required.
- b. **Issues/Concerns/Updates:** All is good during this quiet time. Mentioned the underground storage tank.

3. Public Works Director Report: Issues/Concerns/Updates: A wood piling on D Dock popped and will have to be replaced this Spring.

City Dock

1. **2022 Race Week Request:** Shrider/Zawislak made a motion to approve the Transient Dockage agreement between the City and the Race Week Organization with the understanding the \$300 credit line would be removed. The fee for 2022 will be \$2500, the same as in previous years. Carried.
2. **Apostle Islands Cruise Service Dockage Request:** The Cruise service has requested first right of refusal for two facing finger piers for 2023, with the continued understanding they would be able to remove the pelican pole in the middle. Shrider/Bryan moved to provide the first right of refusal only if the AICS pays for the slips in 2022 with the understanding that if they could be rented for one year by a different party, AICS would be given a dollar for dollar credit in 2023, and they continue to be allowed to remove the pelican pole with the understanding they would replace it in a timely manner when the slips are vacated by them. Carried.
3. **Viking Cruises:**
 - a. **General Security Services Corporation Update**
 - The Commission was provided with information on the proposed landing zone and plans for the Facility Security Plan. It is close to being submitted to the Coast Guard for review. One outstanding item to consider is if the Harbor Commission would like to formally assign the security to General Security Services. If yes, GSS needs to seek a waiver due to the proximity of the Duluth Harbor where they currently provide services.
 - At a previous meeting, the Harbor Commission agreed to pay GSS \$2500 to draft the Facility Security Plan.
 - Shrider/Bauer made a motion to move forward with General Security Services for the Viking Cruises security, but to first seek further clarification on the out-of-town travel and when that would be necessary. Carried.
 - PWD Kovachevich indicated fencing will cost approximately \$4500. A trailer may be needed.

b. Landing Assignment/Agreement

- Chairman Dougherty is working on this document. Hoopman is seeking assistance from our Insurance Company for appropriate language for the Insurance section.
- Chairman Dougherty worked with Radtke on the upfront payment of \$25,000 which is forthcoming. The Commission discussed what that \$25,000 would cover: Facility Security Plan, fencing, security, Pavilion use fees, etc.
- Hoopman asked Radtke for contact information for the Shore excursions. Carol Fahrenkrog and Bryce Albrecht have some names they will forward to Hoopman.

4. Public Works Director Report: Issues/Concerns/Updates: Nothing new to report.

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

- 1. Boat Cleaning Station:** Brief discussion ensued on the request from Jay Glase, NPS to put the solar powered boat cleaning station near the boat launch this summer. The boat launch area is busy and often congested so careful placement of the unit is important. Could it go in the DNR Parking Lot? Is that too far away? Photos of the unit, review of the agreement and further consideration will take place at the next Harbor Meeting.
- 2. Public Works Director Report: Issues/Concerns/Updates:** Nothing new to report.

Other/ Business/Concerns

- 1. Schedule Next Meeting(s):** March 7, 2022, 4 p.m.
- 2. Marina Lease Discussion (Current Lease Exp. 12/31/23):** Postponed until the special meeting scheduled for February 22, 2022.

Adjourn: Shrider/Bauer moved to adjourn. Carried. (5:59 p.m.)

Minutes by Billie L. Hoopman, Clerk