

CITY OF BAYFIELD HARBOR COMMISSION

Minutes of May 2, 2022

Call to Order – Roll Call - Welcome new Commission Members

Chairman Dougherty called the meeting to order at 4 pm followed by roll call. He welcomed new Harbor Commissioner Kathryn Jensen. She then told the Commission briefly about her background which includes sailing and consulting work.

Present: Bauer, Dougherty, Jensen, and Shrider

Absent: Zawislak

Others: Mayor Ringberg, Clerk Hoopman, PWD Kovachevich, Operator Peterson, Bryce Albrecht, Craig Skaaden, Jay Glase-NPS, and Jon Kukuk

Review Code of Conduct for Council and Committees: Informational, no action required.

Approve Agenda: Shrider/Bauer moved to approve. Carried.

Public Input on Agenda Items: None.

Review/Accept meeting minutes of April 4 and 15, 2022: Shrider/Bauer moved to approve the previous meeting minutes as presented. Carried.

Marina

1. Breakwater and Shoreline Improvement Project:

- a. **Project Updates:** The Commission was given a revised construction schedule showing work until the end of June along with some e-mails explaining the situation. John Langhans, MSA was present and provided a brief update. He mentioned welding on E Dock, electrical being roughed in, straightening needed on A Dock, and the road bands which are delaying work. MSA and Wren Works will continue to collaborate with Operator Peterson on how best to minimize the impact to him and the boaters. It was agreed the contractor is responsible for making sure the entire project area is safe and accessible.
- b. **Xcel Energy:** John Langhans, MSA met with Xcel Energy on April 27, 2022. A summary of the conversation and outcome were outlined in a memo dated April 27, 2022, which included five attached schematic drawings/photos. MSA supports this work plan and feels it will provide the shoreline protection needed and there will be a cost savings of approximately \$80,000 from not utilizing the concrete pad that was in the original design.
- c. **Review Budget, Expense and Grant Reports:** No updates provided.

2. Marina Lessee:

- a. **March Fees Report:** Informational, no action required.
- b. **Issues/Concerns/Updates:** Operator Peterson voiced concerns about the upcoming month and his operations with the project still in motion. The ice is finally out of the marina, and they started launching boats today. He specifically asked about the placement of cleats and MSA ensured Peterson he would be consulted prior to the concrete work commencing.

3. **Public Works Director Report:**

- a. **Well Maintenance / Dredging:** Wren Works will provide the necessary dredging work while they are here. The work will be billed separately and will cost between \$500 and \$1000.
- b. **Issues/Concerns/Updates:** None.

City Dock

1. **Viking Cruises:**

- a. **General Security Services Corporation:** Commissioners received information on the Security Position(s) available. No action required; informational. Hoopman noted we are still waiting for final approval of the Facility Security Plan.
- b. **Great Lakes Excursion Shore Activities update:** A list of the shore excursions were provided to Commissioners. Informational, no action required.

2. **Public Works Director Report: Issues/Concerns/Updates:** The PWD informed the Commission the fencing has been ordered and should arrive before the first date of arrival. He provided a quote for an enclosed trailer to store the fencing. Shrider/Jensen moved to authorize the purchase of an enclosed trailer as described by the PWD in the amount of \$8775 + \$150 for the spare tire. Carried; all ayes.

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

1. **Jay Glase, NPS - Boat Cleaning Station** - Review Proposed Agreement / Public Works Committee Concerns: Mr. Glase-NPS was present to discuss the use and logistics of the Boat Cleaning Station. The HC received the PW Committee comments, but believes the station is still a good idea. The largest hurdle is placement. Questions were asked about how to properly dispose of the debris collected, especially if it contains invasive species and how often this is needed. More discussion will ensue at the Commissions next meeting.
2. **Boat Launch Pier:** The new pier has been installed. A flag will not be reinstalled in this location; mostly due to the inability to light it correctly. The PWD will be responsible for putting the plaques in places. Thank you!
3. **Public Works Director Report: Issues/Concerns/Updates:** None.

Other/ Business/Concerns

1. **Schedule Next Meeting(s):** June 6, 2022, 4 p.m.
2. **Marina Lease Discussion** (Current Lease Exp. 12/31/23): Shrider/Bauer made a motion to convene into closed session pursuant to Section 19.85(1)(e) and (g): the lease between the City of Bayfield and the Apostle Islands Marina is due to expire on December 31, 2023, and the Harbor Commission would like to continue discussing future lease options, opportunities, and negotiation strategies. They reserve the right to reconvene into open session to make any decisions on the discussion, to continue with any remaining agenda items or for adjournment purposes. Motion carried, all ayes.
Present: Bauer, Dougherty, Jensen, and Shrider.
Others: Mayor Ringberg, Clerk Hoopman, and Jon Kukuk
Shrider/Bauer moved to reconvene into open session. Motion carried, all ayes. (5:41 pm)

Shrider/Jensen made a motion to approve the consulting proposal from Jon Kukuk in the amount of \$6778. Motion carried, all ayes.

Adjourn: Shrider/Jensen moved to adjourn. Carried. (5:43pm).

Minutes by Billie L. Hoopman, Clerk