

CITY OF BAYFIELD HARBOR COMMISSION

Minutes of August 16, 2021, 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

Staff: Tom Kovachevich-PWD, and Billie Hoopman-Clerk

Others: Bill Peterson-Operator; Bryce Albrecht-AICS; Bruce Lunde and Phillip Lockett-MSA; Robin and Gary Russel, Arnie Nelson, Mike Radtke and Cal Linehan, MIFL; Deborah Radtke-American Yacht Agents; Colleen Beagan, Matt Carrier and Phil Johnson

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

Public Input on Agenda Items: None.

Review/Approve Previous Meeting minutes of June 23, 2021: Bryan/Zawislak moved to approve the minutes as presented. Carried.

Agenda:

Marina

1. Breakwater and Shoreline Improvement Project Updates

a. Review and possibly recommend awarding/rejecting the bids, discuss budget and next steps

Bryan/Shrider made a motion to recommend the Council award the bid to Wren Works, upon a recommendation by Bruce Lunde, MSA in the amount of \$4,336,969.00. Discussion.

- The bid was lower than the most current project estimate.
- References were called/checked and found to be very positive.
- Additional on-site review may need to be considered.
- MSA Project Mgr. Lockett noted he has worked with Brooks, the owner, and he thinks it will all run smoothly.
- Working on the development of a revised Project Budget; a draft budget was shown. Lunde said the overall cost to the City will be around \$620,000.
- Calls have been made to both the HAP and ACE Lenders. Will need to make formal amendment requests to adjust budget figures.

Motion carried, all ayes.

b. To-Date Project Expense Report: Informational only, no action required.

2. Underground Storage Tank Insurance: The current policy is due to expire on September 5, 2021. The Commission received a quote of \$3759, another significant increase in the premium seemingly due to the age of the tanks. The 2020 rate was \$2734.65. Increasing the deductible from \$5000 to \$10000 lowers the premium to \$3419.00.

Hoopman told the Commission she applied for insurance through another provider and is waiting for their proposal.

Shrider/Bryan made a motion to accept the quote with the \$10,000 deductible at the rate of \$3419.00 with the exception that if Hoopman can secure a better proposal from another firm she has the authority to move forward with that alternative quote.
Carried.

3. **Marina Lessee: June Fees Report:** Informational, no action required. Operator Peterson said monthly dockage is up and transient is about the same as last year. Very busy!
4. **Marina Lessee: Issues/Concerns/Updates:** Peterson said the well area needs to be dredged.
5. **Public Works Director Report: Issues/Concerns/Updates:** PWD Kovachevich said he'll investigate getting the dredging work scheduled.

City Dock

1. **Madeline Island Ferry Lines – Dock/Ramp Project Update**
Commissioners were provided with a copy of the signed MOU. Cal Linehan provided a few drawings of the proposed work. Discussion ensued. It was said the dock will be like the new one on the island but narrower. Most notably, Linehan told the Commission the idea is to make the end of the dock angled so their boats lie more north to south. Nelson offered to provide to scale drawings of the proposed dock improvements along with markings that show the proposed mooring of the vessels. The Commission will plan to review at their next meeting (Sept. 7, 2021).
2. **Viking Cruises – Updates/Facility and Security Plan Proposal**
The Commission received a written proposal from Deb Radtke, American Yacht Agents to assist the City with the preparation of the Facility and Security Plans needed for the arrival of the Viking Cruise ship. She disclosed that since submitting this proposal she has been contacted by Viking Cruises to be their port liaison in Bayfield and at Houghton. Discussion ensued. What is the best dockage option? City Dock? Kim West's Dock? Other? Will we have trouble finding Security Officers? What are the true costs? It was agreed the Commission would schedule a special meeting to discuss further.
3. **Public Works Director Report: Issues/Concerns/Updates:** None.

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

1. **Ernie LaPointe Boat Ramp Project – Public Notice / Project Updates:**
PWD Kovachevich said the dock with minor modifications was ordered from Pier Genius.
2. **Public Works Director Report: Issues/Concerns/Updates:** None.

Other Business/Concerns

1. **July 2021 Revenue Report** - Informational. It was noted boat ramp fee and dockage fees were up.

2. **2022 Budget and Capital Improvement Project Requests:** By consensus the Commission approved the 2021 CIP's with the understanding the City Dock Finger Pier Project would move to #2 and the LE Building to #3. Commissioners were asked to review the budgets and let him or Hoopman know of any requested revisions within a week or so.

3. **Schedule Next Meeting(s):** Tuesday, September 7, 2021

4. **Marina Lease Discussion** (Current Lease Exp. 12/31/23) - Closed Session:

Shrider/Zawislak moved 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. Carried – all ayes.

Shrider/Zawislak moved to reconvene into open session for purposes of adjournment. Carried.

Adjourn: Shrider/Bauer moved to adjourn. Carried. (5:58 p.m.)

Minutes by: Billie L. Hoopman, Clerk