

**January 17, 2024**

**HARBOR COMMISSION MEETING**

5:30 P.M.

WASHBURN CITY HALL - 119 N WASHINGTON AVENUE

Commission Members Present: Nick Suminski (5:34 pm arrival); Candace Kolenda; Jared Trimbo; Caroline Nelson; Rodger Reiswig

Commission Members Absent: Matt Crowell; Michael Wright

Municipal Personnel Present: Scott Kluver, City Administrator; Michelle Shrider, Marina Manager; Arianna Austin, Administrative Assistant

**Call to Order** – Vice President Kolenda called the meeting to order at 5:31 p.m.

**Approval of Minutes of the November 29, 2023 Meeting** – Reiswig moved, and Trimbo seconded, to approve and place on file the November 29, 2023 meeting minutes. Motion carried 4-0.

**Public/Member Comment** – None.

**Treasurer’s Report** –

Payment of Invoices – Trimbo moved, and Nelson seconded, to approve the invoice from McCoy Construction and Forestry, Inc. in the amount of \$178,955.00. Motion carried 5-0. Trimbo moved, and Nelson seconded, to approve the invoice from Ritola in the amount of \$2,537.50. Motion carried 5-0. Trimbo moved, and Reiswig seconded, to approve the invoice from Loffler in the amount of \$5,511.99. Motion carried 5-0. Trimbo moved, and Reiswig seconded, to approve the invoice from Marine Travelift in the amount of \$1,514.40. Motion carried 5-0. Trimbo moved, and Reiswig seconded, to approve the invoice from Washburn Marina in the amount of \$1,672.51. Motion carried 5-0. Trimbo moved, and Nelson seconded, to approve the invoice from Washburn Marina in the amount of \$1,910.33. Motion carried 5-0. Trimbo moved, and Reiswig seconded, to approve the invoice from Scribble Software in the amount of \$11,400.00. Motion carried 5-0. Trimbo moved, and Nelson seconded, to approve the invoice from Wisconsin Harbor Towns Association in the amount of \$250.00. Motion carried 5-0. Kolenda moved, and Reiswig seconded, to oppose the invoice from Washburn Chamber of Commerce in the amount of \$210.00. Motion carried 5-0.

**Slip Transfers** – Slip #75 Jenicek/Abeles-Allison - Suminski moved, and Trimbo seconded the approval of the slip transfer for slip #75 Jenicek/Abeles-Allison. Motion carried 5-0. Completion of slip transfer of Slip #40 Mager/Moonrise Over Washburn LLC noted.

**Marina Manager’s Report:** Shrider reported that the loader has arrived and is working wonderfully, with a learning curve on operation. The new copier has also arrived. Scribble software has been installed and is front-end labor intensive but will improve operations. Budget was reviewed. The increase in December launches was noted. The boat cleaning station, maintained by the park service, remains onsite for the winter. Kolenda moved, and Trimbo seconded, to accept and place on file the Marina Manager’s Report. Motion carried 5-0. Shrider noted that all Travelift parts are back at the marina and progress is being made on reassembly.

**Discussion and Action on Request to Place Park Bench at the End of the Coal Dock** - Clarification on the concrete slab was discussed. Suminski noted the potential necessity for having portability for commercial use and maintenance and would recommend that the commission not be responsible for the cost of the concrete. Kolenda moved, and Trimbo seconded, to allow for a bench to be placed in the fishing zone of the coal dock, with a moveable concrete base as approved by Public Works. Motion carried 4-1, with Reiswig opposing.

**Update on Water Line Repair** – The plan includes running uniform pex on all piers. Public Works will be completing the work. Nelson moved, and Kolenda seconded, to move forward with the water line repair. Motion carried 5-0.

**Discussion and Action on Resolution 2024-01 Authorizing Application for Sport Fish Restoration Boat Access, Boating Infrastructure, and Recreational Boating Fund Grants** – Trimbo moved, and Kolenda seconded, to authorize application for Sport Fish Restoration Boat Access, Boating Infrastructure, and Recreational Boating Fund grants. Motion carried 5-0.

**Discussion and Action on Coal Dock Usage Agreement with Nelson Construction, Inc.** – Trimbo moved, and Nelson seconded, to approve the usage agreement with Nelson Construction, Inc. Motion carried 5-0.

**Adjourn** – Suminski adjourned at 6:15 p.m.

Respectfully Submitted,  
Arianna Austin  
Administrative Assistant