

**Village of Egg Harbor  
Harbor Committee Meeting Minutes  
Wednesday, March 20<sup>th</sup>, 2019 10:00 AM  
Paul J. Bertschinger Community Center  
7860 STH 42, Egg Harbor, Wisconsin 54209**

**1. Call meeting to order**

Dickson called the meeting to order at 10:03 a.m. Those in attendance were Robert Dickson, Denny Phillips, Karl Klug, William Freyman, Ryan Heise, and Megan Vandermause. Absent was Robert Dunworth. Also in attendance was the Egg Harbor Marina manager Ali Gibbs.

**2. Approval of the Agenda**

Dickson moved to approve the agenda striking item number 11. Printed Packets, second by Klug, motion carried.

**3. Approval of February 27<sup>th</sup>, 2019 Harbor Committee Minutes**

Freyman moved to approve the February 27<sup>th</sup>, 2019 meeting minutes, second by Phillips, motion carried.

**4. Open session (limit ten minutes)**

- Heise stated that Jeff Meyer the Village's Public Works Supervisor has announced his retirement and will be working through the end of April.
- Heise stated that the Village will be posting an employment ad for the position.
- The committee suggested maybe subcontracting some future Village work with Jeff Meyer.
- Freyman stated that he did attend the Green Tier taskforce and he will continue attending the meetings.
- Freyman suggested putting Green Tier taskforce report as a standing item on the Harbor Committee agenda.
- Freyman stated that he has a lot of catching up to do, but he will catch up and will pay attention to marina related issues.
- Freyman said that if he was supposed to call the Yacht Club about the Leukemia race, he forgot.
- Heise stated that the beach expansion project that was had planned for construction in spring of 2019 is being pushed out to the fall of 2019 due to some fish spawning concerns brought up by the DNR.
- Heise stated that the Village will be receiving bids for the project soon and reviewed the basic concept of the beach expansion project.
- Heise stated that the kayak rental season will be done before the project begins and the kayak rental shop will be moved to a different location as part of the project.
- Heise explained that the Village is also looking into purchasing some of the Alpine property for possibly additional parking and potentially moving the lift station.
- Freyman stated that moving the lift station would be beneficial because being that the playground is right behind the lift station there is sometimes a smell.

- Phillips stated that he has dealt with this problem before by putting an extension pipe on the vent.
- Freyman asked if the beach expansion project designs are available on the Village website and Heise will make sure to push the designs out to the website if they are not already there.
- Freyman stated that there could be potential for the beach project to be tied into Green Tier in regard to recycling and the committee had a discussion on if recycling is productive for the Village of Egg Harbor due to the cost.
- Staff and Freyman will be sure to keep this mind when discussions are had at the Green Tier taskforce meetings.
- Freyman stated that the banning of plastic bags has made a big difference in California and the Village could make a big difference if things are done right.

#### **5. Deciding on whether to Purchase Pier and Wharf Property Insurance**

- Heise stated that about three weeks ago he and the Village Clerk sat down with the Village insurance broker and they were informed that the Village's pier and wharf property insurance would be pulled out of the Village's umbrella of insurance and would have to be paid for ala carte.
- Heise stated that he has tasked F|3 Marina with doing some research on comparable coverage and to make a recommendation regarding insurance.
- The total exposure for the marina would be 25% of the increase because of the spilt of insurance costs with other Village departments.
- Phillips asked if the Village has ever used this insurance and Heise stated that he does not know if the Village has ever had to use the insurance.
- Heise stated that this is something that he has tasked F|3 Marina to define pier and wharf coverage and determine what is necessary and what is not necessary.
- Freyman stated that he feels comfortable allowing F|3 Marina to research this because they have experience with different types of insurance and he feels comfortable allowing staff to determine the best insurance option for the Village.
- Dickson stated that he thinks Phillips makes a good point and maybe it would be a good idea for the Village to self-insure.
- Freyman stated that he would have to be very convinced to do this because he can see the marina having a high insurance claim.
- Dickson stated that there are four items that are no longer included and two options can be purchased ala carte from the Village's current insurance provider.
- F|3 Marina will determine what needs to be covered and if we have ever had a claim.
- The committee discussed that this may be a good opportunity to review and understand the insurance.
- If staff is concerned with a gap in coverage, the Village will go ahead a make a decision otherwise the insurance item will be brought back to the committee if necessary.

#### **6. Yacht Club Leukemia race**

- Klug stated that Keith Teddly is the individual working on getting media support for the race.

- Gibbs stated that she connected Ken Ulrich and recommended the dates recommended by the committee for the Leukemia race and she was told that July 27<sup>th</sup> is the only day the Yacht Club can hold the race due to the dates of other races.
- The Yacht Club will house two boats in slips at the marina and the rest will need to be anchored off shore.
- Freyman asked if Ulrich explained to Gibbs if the other races were races in Egg Harbor or other regional races.
- Phillips stated that he doesn't see the benefit to the marina because the marina is only able to accommodate two boats with two open slips.
- Freyman stated that if he was running the race he would arrange a shuttle by a yacht club member with a dingy.
- Freyman stated that the committee needs to remember that some of the boats participating will be boats that have seasonal slips in the marina.
- Dickson stated that he had not heard a lot of planning from the Yacht Club regarding the event and this makes it difficult for the committee and marina staff to make decisions.
- Freyman stated that he doesn't see much additional impact on the marina than one of the other races that the yacht club has throughout the year.
- Freyman stated that all of the donation requests and advertising will be done outside of the marina.
- Phillips pointed out that there is not typically advertising done for other races.
- Freyman stated that personally he would prefer to wait for a date where there is more availability within the marina, but he understands the Yacht Club not wanting to compete with other races in the region.
- Freyman stated that one thing that he knows is that the Yacht Club has yet to discuss is limiting the registration for the race.
- Freyman stated that he thinks the race will be a lot lower key than what the committee is picturing.
- Klug stated that the whole idea of the race is to raise money and it is easier to raise more money if registration is not limited.
- Freyman will call Ken Ulrich and will discuss the dates and ask that the Yacht Club provide the Harbor Committee with more information.
- Phillips stated that now is the time to start planning a race for next year not to start planning a race for three months from now.
- Phillips suggested combining the race with a Fish Creek race if there is a race in Fish Creek the same week.
- Dickson stated that bringing the media in will reflect on the Egg Harbor Marina not the Egg Harbor Yacht Club.
- Freyman stated that the Yacht Club does not want to make the marina look bad.
- Dickson stated that the committee recommended the alternate dates and recommended that the race take place next year.
- Klug stated that he reviewed in the last month's meeting minutes that the race should be combined with one of the existing scheduled races that the Yacht Club already has.
- Phillips stated that to Klug's point the Yacht Club will not make much money if the registration is limited.

- Dickson stated that the committee needs to hear more by next month because at what point is the Yacht Club just going to have the race anyway without the blessing of the committee.
- Freyman stated that the club wants things to go well for the marina and that is why they are involving the marina staff and the committee.
- Freyman stated that he does write a committee report for the Yacht Club newsletter.
- Dickson suggested that Freyman send this report to the committee members as a courtesy.

## 7. F|3 Marina Reports

- Gibbs stated that there has been a little bit of digging down by the fuel dock.
- Gibbs stated that the marina had an inspection done to get the permit renewed for the fuel dock.
- Gibbs stated that the marina failed the first inspection because they realized that one of the vent pipes was cracked.
- A temporary vent system has been put in place.
- The pipe has been replaced and the permit has been reissued.
- Gibbs stated that during the construction for updating the pump out station last year one of the pipes of nicked and there was a sleeve put on the pipe.
- Harbor Construction did the construction for the pump out station project and the committee suggested staff do some research on if the company fixed this properly.
- The Village needs to explore if there is any responsibility from the contractor to pay for the pipe getting fixed.
- Gibbs stated that the pipe was under the dirt area not the parking lot.
- Gibbs stated that she has pictures of what was discovered.
- Gibbs stated that other F|3 marinas work with Tricon Services for WIFI.
- Freyman asked if because multiple F|3 marinas work with Tricon if the Village would get a deal and Gibbs stated this is something she will look into is.
- The Village has the option to buy or lease the equipment and Gibbs stated that she would recommend leasing the equipment.
- Gibbs stated that she doesn't know what the other F|3 marinas do in regard to the equipment.
- Dickson stated that he would also recommending leasing if leasing includes equipment upgrades.
- Phillips stated that he doesn't think that the new equipment is included in the leasing.
- Dickson asked if the Tricon expense will be recovered by other expenses going away.
- Freyman stated that he thinks this would be a pretty robust system.
- Dickson asked if this would be public WIFI and Gibbs will follow up on this.
- Freyman stated that if the marina wants to have public WIFI for the marina and park if the cost could be shared with the Parks Department.
- After reviewing the proposed WIFI heat map the committee stated that the marina office, bathrooms, pavilion, and transient slips should be included in the heat map.

- The committee suggested Gibbs come back with a more refined proposal.
- Gibbs stated that she did have Harv's Electric come up and there is potential to have the power tied in to the existing power boxes.
- The project could be completed this spring.
- The installation of the towers would be the responsibility of the marina.
- The committee suggested getting a quote from Harv's Electric for installation of the system.
- Gibbs will also collect competitive bids.
- The committee would like some more information on what options the other F|3 Marina went with and where the service is out of.
- Freyman stated that he would like to leverage the administrative power of F|3.
- The committee stated that they will need to compare the Tricon proposal and the Heartland proposal.
- The committee will compare proposals next month in order to make a recommendation to the Village Board.
- Dickson asked if Heartland provided a heat map.
- The committee discussed that the proposals are not apples to apples.
- Gibbs suggested going with the Heartland proposal for this season and maybe implementing the Tricon proposal for next season.
- The committee stated that this could be done if the pole locations are the same.
- Phillips asked on the aged accounts receivable detail if the balance owed includes two slips.
- Gibbs stated that these are new slip holders and the deposits have been paid.
- Phillips stated that he has some questions about how the accounting is done because the accounts receivable is not actually due until April.
- The committee stated that the due dates do not have continuity.
- Phillips stated that the aging detail for slip balances should start after April 30<sup>th</sup>.
- Gibbs will refer the accountants to Phillips to have his questions answered.
- Gibbs has a 25 ft. slip open because someone is not renewing and she has called someone off the waitlist and they are getting back to her.
- Gibbs stated that she did meet with a structural engineer and all of the pillars on the pavilion do not need to be replaced.
- Some pillars were put in for decorative reasons.
- There are 20 pillars total and 8 pillars could be eliminated because they are not weight bearing.
- Dickson stated that he met Gibbs at the marina one day last week and said that the decorative posts on the sides could be eliminated.
- Phillips asked if the Village can change the methodology of putting in these posts so that they do not sit on the ground.
- Phillips stated that he would like to see a drawing per the structural engineer's recommendation.
- Freyman stated that the committee doesn't want to create something that looks silly at the marina.
- If the marina is hoping not to replace all the posts, the posts would need to be consistent.

- Freyman stated that he thinks it would be nice to see what the structure would look like with a different shape post and with fewer posts.
- Dickson stated that he likes the look of the double posts in the front of the building but on the pavilion there does not need to be double posts on all four sides.
- Dickson stated that if some of the posts are not replaced the posts should match.
- Gibbs stated that she called Henry Isaksen and asked if there were as built plans for the building.
- The committee discussed having Gibbs search for as built plans for the bathroom building and the pavilion.
- Once the as built plans are found, the plans should give the committee an idea of what is under the posts.
- Phillips stated that something should be looked into for bringing the posts off the ground.
- The next step is for the committee to review the as built plans.
- For the next meeting, the committee would like a photo of the building included in the agenda packet.

#### **8. Profit Year End Discussion**

- F|3 Marina's accountant included a comment in the F|3 Marina report included in the agenda packet regarding this item.

#### **9. Tricon Services WI-FI agreement**

- This item was discussed under the F|3 Marina Reports item on the agenda.

#### **10. Discussion on repairing pavilion pillars**

- This item was discussed under the F|3 Marina Reports item on the agenda.

#### **11. Printed packets**

This item was struck from the agenda.

#### **12. Next meeting time and date**

The next meeting is April 24<sup>th</sup>, 2019 at 10:00 a.m.

#### **13. Adjourn**

Dickson moved to adjourn at 11:36 a.m., second by Phillips, motion carried.