

CITY OF PORT WASHINGTON  
HARBOR COMMISSION MEETING  
Monday September 11, 2017 7:00 P.M.  
City Hall, Lower Level Conference Room

**Members Present**

Jerry Baganz, Sue Knauer, Dan Herlache, Bill Driscoll, and Dave Larson

**Others Present**

City Administrator Mark Grams  
Harbormaster Dennis Cherny  
Secretary Lisa Rathke  
Jay Lundberg (Marina Tenant)  
Kristyn Halbig Ziehm (Ozaukee Press)

**1. Roll Call: (Absent: Jerry Gruen and Jordan Schwanz)**

**2. Approve Minutes Of Previous Meeting**

**Jerry Baganz made a motion to approve the minutes as written and Sue Knauer seconded. Motion Carried.**

**3. Monthly Financial Report**

City Administrator Grams said that the Reserve Fund Balance is at \$270,559. We had two big expenditures in the month of August. The debt service is paid off and we had a \$150,000 fuel bill that was paid. The \$55,000 in lieu of taxes payment to the general fund will wait till the end of the year. Once we get September financials we will have a pretty good idea of where we are at.

Harbormaster Cherny added that the marina is at 100% occupancy. We have five boats on the waiting list for 30' slips, five boats waiting for 36' slips, and 3 boats waiting for 40' slips next year.

**4. Review Port Washington Marina Study**

City Administrator Grams presented the (draft) job descriptions he put together for the Harbormaster and the Assistant Harbormaster/Facilities Manager for the commission members to review before the next meeting. Most marinas that he has talked to, have a minimum of two full time people with some having three to four full time people. He also said that he has been contacted by Founders 3 Property Management group who runs Harbor Centre Marina in Sheboygan. He does not feel that going with an outside company will financially work for the city. He will however see what they have to say before the next meeting.

Member Baganz said that he will update the Marina Study to show the numbers through August.

Harbormaster Cherny reminded the commission that the Marina presents at council on September 19<sup>th</sup> if they would like to be in attendance.

**5. Preparation Of 2018 Marina Budget**

City Administrator Grams said that he still waiting on the health insurance numbers for 2018. Electric and gas will remain the same for next year, but water will increase by 4% and wages will increase by 2%.

Harbormaster Cherny mentioned that he is proposing a 3% increase to slip fees in the main marina and the north slip and a 3% increase to transient fees for 2018. Based on the comparison sheet he handed out between Port Washington and several area marinas, we will still remain competitive with the increase.

The only major repair Harbormaster Cherny sees would be the parking lot. It needs to be patched and re-sealed as that has not been done for several years now. Beyond that, the main marina is only seven years old and is in great shape. The North Slip has some boards that are showing deterioration, but that can be done within the repair budget. The physical structure itself is in great shape, just the boards need replacing.

Member Baganz brought up the Rescue Boat and asked everyone's opinion on whether to include or exclude it. Member Herlache mentioned that he received some statistics over the last 3-4 years on the Rescue Boat from the Sherriff and would share those numbers with the Harbor Commission. City Administrator Grams said that he will be speaking with the Sherriff tomorrow. Member Baganz verified with City Administrator Grams that the Rescue Boat will be part of the budget conversion at the next meeting.

**6. Harbormaster's Report**

Harbormaster Cherny informed the Commission that the Labor Day weekend Port Washington Rendezvous had a good turnout. The Marina had 63 transients over the weekend as well. It was a great sailing weekend, but not good for fishing.

Harbormaster Cherny mention that on Friday September 1, late afternoon, a small fishing boat lost power, ending up on the rocks by the South Breakwater due to the wind and rough water conditions. Thanks to the quick thinking of a couple marina tenants, the PWFD, and the Ozaukee Rescue Boat all four members on board the boat were rescued and the damaged boat was towed in and taken out of the water. Also, on Saturday morning September 9, one of our tenant's boats on pier one lost its shaft and started taking on water. Marina personnel helped pump the water out his boat and towed it over to the launch ramps that the tenant could pull it out of the water.

**7. Marina Tenants' Comments**

Marina Tenant Jay Lundberg inquired when the road work at Lake Street and Washington by the Marina entrance was going to be completed. City Administrator Grams said that it should be wrapped up in the next week or two.

**8. Any Other Business That May Come Properly Before The Commission**

Member Driscoll mentioned that a couple of tenants inquired about the Wi-Fi system and the possibility of password protecting it to improve it by reducing the volume. Harbormaster Cherny said that he is looking into that for next year.

Member Bill Driscoll also mentioned that he had heard from a couple of marina tenants that the pump-out system was not working well lately. Harbormaster Cherny said that he did just change the hose inside the pump as there was a tear in it. The system is now back up and running. Member Driscoll mentioned charging marina tenants for excessive usage of the pump-out system or only allowing so many free ones a season, just something to think about he said.

Harbormaster Cherny said that the pump-outs have always been free and given as a perk for our tenants. He will leave the decision of charging for pump-outs up to the Harbor Commission.

**9. Adjournment**

**Bill Driscoll made a motion to adjourn the meeting at 7:58 pm and Sue Knauer seconded. Motion Carried.**