

Harbor Committee
August 17, 2009

Members Present: Alan Fischlowitz, Chair; Jerry Smith, Charlie Meech Jim Binsfield, Alternate and Gary Russell

Members Absent: Arnie Nelson

Also Present:

1. Call to order

The Harbor Committee meeting called to order by Chair A. Fischlowitz on Monday, August 17, 2009 at 11:03 a.m. at the Town Hall. A quorum of the committee is present as reflected in the members listed above.

2. Discuss and edit draft Request for Proposals. (Draft Request for Proposal is drawn from suggested language from Ayres Associates and GRAEF Associates).

Document is titled Request for Proposals "La Pointe Harbor – Long Range Plan and Feasibility Study" dated August 15, 2009, Draft I and presented by A. Fischlowitz. All committee members have copies of this document which is hereby attached and made a part of these minutes.

Keith Sowl, Town Foreman has suggested that the word "summer" be removed from the last goal on page 2. After discussion the committee agrees the word "summer" be removed. The goal will now read: "Seasonal slips for resident boaters to improve public access and generate revenue for the Town."

Keith had also suggested changing "feasibility study" to "Long Range Plan" as discussed at the 8/3/09 meeting. This has been added to the title of this document.

A. Fischlowitz said he adapted the Ayres presentation to what the committee discussed at the 8/3/09 meeting.

Question if there is a site map and topographical study done already. There have been various projects along the dock and breakwater over the years, but no real plan. The Corp of Engineers has maps including depth sounding maps.

Short discussion that the committee needs to look at harbors that are similar to our harbor, which include commercial, ferry and recreational uses in a small space.

Question if this committee should put our ideas down first and then call a public meeting or if a public meeting should be scheduled first to hear ideas from the community.

Agreement to hold a public hearing first. The public meeting should be well – publicized so as to get as much input as possible. The committee also has to think of what the harbor area will look like 20 or 40 years from now and remember that part of an engineering firm's job is to solicit public input.

Page 5 under schedule: Add "Long Range Plan and" before the words "Feasibility Study Complete" in item #5.

Long discussion of the schedule presented on page 5. The two engineering firms have said it will take a year or two to complete a feasibility study.

Barb Nelson, Administrative Assistant is researching publishing requirements for the request for proposals.

Question of where the money will come from to do the feasibility study and for monies to attend conferences such as last year's trip to the Wisconsin Commercial Ports meeting in La Crosse, WI. The Town is a member of WI Commercial Ports Association. WI

Commercial Ports Association of which the Town of La Pointe is a member holds an annual meeting each year where representative members can meet and see what people have done what they are doing. The Corp of Engineers will be there, as well as the Coast Guard and DNR. By attending you let these agencies know you are serious and will be coming to ask for funding. Question that if we do not know what we need or where we will get the money, or what the public wants why would we spend money to go to this? Is there a need to spend money trying to do research or is that putting the cart before the horse? On the other side is that you have to do research before you know what you are going to do. Suggestion that G. Russell and A. Nelson share their vision with the committee and then schedule a public input meeting. At that meeting you could have someone explain our purpose and go from there. G. Russell said he does not want a committee that focuses only on ferry and barge use – he wants to hear what people would like to see.

More discussion of reasons why to attend the annual meeting of WI Commercial Ports. The annual meeting includes representatives from Washburn, Ashland, and surrounding communities as well as bureaucrats. If you miss this annual meeting you might as well not be a member. This year the annual meeting will be held in Sturgeon Bay August 25th and 26th. GRAEF will have two engineers attending.

Back to discussion of the request for proposals.

Discussion of schedule. Agreement to change the date the proposal is due from October 15th to October 30th to allow firms more time for their proposal.

The request for proposal does not need town board approval as no money will be expended. Posting and publishing requirements are being researched.

2 Shortlisted firms interview will be changed from November 1st to November 15th since the proposal due date has been changed to October 30th. Selection and award date stays December 1st. Question of what is meant by "grant assistance" completed by February 1, 2010. Grant assistance means the engineering firm will help us find money by that date; the applications for funding will be in. Point brought up that the wordage makes it sound like we will have the money in hand by that date. Agreement to asterisk item # 4 with a note on the bottom of the page that says the date of February 1, 2010 is the date the Phase I granting applications have been filed.

Question if we want an earlier date. A. Fischlowitz said there two grants that we could file ourselves before we select and award the engineering firm. Both Ayres and GRAET have said they would point us in the right direction before we have to make the award.

A. Fischlowitz will look into these grants.

Question if it would be possible to get the long range plan/feasibility study finished before 2011 and if so, is there a reason to do it sooner? Discussion that the study and analysis will take an entire summer to gather input.

J. Binsfield asked if at the WI Commercial Ports meeting A. Fischlowitz can find out how long it took other communities/harbors to get funding for projects. G. Russell said it is a lot easier to get money for feasibility study than for a project but you have to have the feasibility study before you can do the project.

Committee thanks A. Fischlowitz for the good job he did on the request for proposal document.

3. Set agenda and schedule next meeting.

Next meeting scheduled for Tuesday, September 8, 2009 at 11:00 am. A. Fischlowitz will set the agenda.

After discussion a Public Informational meeting is set for Thursday, September 10, 2009 at 7 p.m.

Beth Fischlowitz, Town Board liaison has, before this committee was formed, been in touch with Representative Dave Obey's office trying to get a special dispensation for our harbor so we will be considered something other than a shallow draft recreational harbor and then be able to receive commercial funds.

4. Adjourn.

Motion by J. Smith to adjourn, second, G. Russell. All in favor, five ayes, motion carried.

Meeting adjourned at 11:54 a.m.

Minutes taken from recorder and respectfully submitted by Kathy Erickson, Clerical Assistant.

Minutes approved as presented September 8, 2009