

**Harbor Committee Minutes**  
**October 3, 2016**

Members present: Arnie Nelson, Chair; Gary Russell, Tim Eldred and alternate Nick Browne  
Members absent: Ham Ross, Charlie Meech, Jon Berg, Gary Krubsack, Bob Kron, alternate.  
Town Staff present: Lisa Potswald, Town Administrator and Kristian Larsen, Town Foreman  
Public present: Andy Luehmann, SmithGroup JJR by telephone conference

**1. Call to order.**

Meeting of the Harbor Committee called to order by Arnie, Chair at 10:00 am on Friday, September 30, 2016 at Town Hall. A quorum of the committee is present as reflected in members listed above.

Review changes from the September 30, 2016 Harbor Committee meeting:

Manhole on the inside end by Dockside - running the sheeting straight in; possible manhole for clean out; run plastic pipe out through the wall.

Adding 10x10 or 10x8 fenders on the side for boat bumpers.

Working on the way out the dock, add couple of clusters of pilings on existing north corner of the Bayfield slip and another cluster by new dock between where the Bayfield parks and the new slip; two clusters on the corner to keep the Bayfield from coming into that corner and add another cluster on other side, the south side of the new boat landing.

Question to why JJR kept the angle going almost due south; committee suggested the angle should be straightened and squared up.

Timber fendering needed on the outside of dock.

Committee questioned corner angle at the end of the dock by the Army Corp of Engineers cells.

Committee would like an explanation of why there is \$2500.00 for additional permit regulations.

Kristian Larsen is now present (10:05am) and Andy Luehmann, JJR present on speaker phone.

**2. Phone Conference Call: Discussion and recommended changes to documents submitted by SmithGroup JJR: Dock Expansion Project.**

Plan review starting with the storage area at the end of the dock.

Andy said the committee would like the dock squared off and extended to the cell area in order to remove the sliver between the existing dock and the new dock. JJR has a call into the Army Corp to see if the dock can be extended to the cells as the cell portion is a federal structure.

Working down from the end of the dock to shore – timber fenders needed on the outside wall for barges, etc. Andy said fenders are shown and will be labeled.

Committee questioned why the other corner was not squared off and why JJR ran the angle for the new ferry all the way to the end heading due south. Andy said someone might want to side tie and if the area was squared off there might not be enough room with the ferry landing. Agreement by the committee that if a boat were tied in that area that would be a navigational problem. Andy said the area could be squared off which would provide additional space and make up for the area lost if we cannot tie into the federal structure. Committee said if the line was pulled back to the line hits the corner of the existing dock that could be made into a separate project. Andy said the committee is talking about the existing corner, bringing the sheeting tighter so if they are separate projects they can take off from one another. Arnie said yes. Looking straight down, the angle of the dock should swing a little to the south so if the *Bayfield*

is sitting there you would not have an issue with that boat landing. Kristian said we are talking about making the sawtooth a right angle on the furthest north point so that it goes into the existing corner of the dock. Andy will make these adjustments and send the changes by email to the committee to confirm.

Arnie asked if the corner will be straightened on the outside part of the dock. Andy said yes. The cluster of pilings need to be labeled in that area – a three/four piling cluster on each side of the corner so the boat cannot hit it.

Going north along the sawtooth there is one cluster of pilings shown by #6. The committee wants to add another cluster on the other side of the boat and also a cluster on the corner on each side. Andy said JJR will put two sets of clusters at each corner.

Add another cluster on the south side where the new boat would dock. Andy asked if the committee would prefer to show the clusters the way they were shown on the Nichols and Bradley design. Committee said yes.

The existing group of pilings need to be shown on the drawing.

Two more clusters are needed on the corner along the west side of the existing *Bayfield* slip.

Andy said some of the guardrail along the edge where the *Bayfield* lands has to be removed and suggested a white wooden fence along the edge. The committee said they would not want a wooden fence there, maybe some timber rub rails for a boat or barge.

Kristian brought up a good point – on the very inside of the dock instead of having a hole for cars/people to walk into the committee thought about driving the sheeting straight into that rock rip rap and have a manhole in there. The culvert pipe would go into the manhole and out the sheeting so you would be able to drive or walk over that area. Andy said to confirm, add a manhole where the current outfall is and discharge that pipe through the sheeting and pave on top? Arnie said just outside of that about ten feet and pave or concrete that area.

Kristian said these are preliminary drawings for permitting purposes so there will be further discussion on other amenities later. Andy said this is the first step, the meat and bones of the project. The other amenities would not dictate if the permit happens or not. Basically the footprint of the disturbance on the lakebed is the biggest thing. Electrical will be shown for budget purposes and so the DNR has an understanding but they are not going to care if you add a light or extra receptacle.

Andy will email the updated sketch to the committee this week. Once the committee confirms the changes the next step will be to take the schematic plan drawings to a design development level/ draft permit ready set. The permit will be prepared and the draft materials will be sent to the committee for review. Another meeting will be scheduled to finalize the permit and finalize the drawings and make sure we are ready to submit the permits when the Town desires.

JJR's 3 year budget will be included in the Town's three year budget. Question in regards to the \$2500.00 SGJJR Permit Negotiations line item. Andy said JJR usually does permit fees and negotiations with regulatory agencies on a time and material basis because JJR has no idea what kind of involvement there will be. The current scope of services contract includes review of materials prior to the submittal of the final permit such as discussion with Alyssa Core of the DNR, copies to Bill Sandy at the Army Corp and the phone call to the Corp on Friday regarding the Federal structure. After submittal of the final permit application any questions or revisions that occur would fall under the additional cost, which JJR estimates at \$2500.00. The more complete the schematics, the less chance there is to have to negotiate with the regulatory

agencies and that would mean nothing would come out of the \$2500.00 permit negotiation line item. Do the due diligence now rather than after the permit application is submitted.

Current estimate for all three projects is \$2.7 million (\$2.2 million to build; 20% contingency). 2017: \$136,000 for Final Design and Engineering includes the GEO tech, electrical, etc designs. Andy said \$136,000 is pretty close to the final figure. This amount will be on the grant application to the State as well as in the contract to be drawn up between the Town and JJR.

Andy said JJR thought it would be more efficient and safer if the ticket booth were shifted to the west side of the dock, or at a later time, moved to the gift shop so you would have pedestrian walking along the west side that would alleviate criss-crossing the traffic.

Committee said people coming off the boats do not have to stop and buy a ticket so the only person criss-crossing the dock would be the ticket person. Mainly concerned about the crowd coming off the boats, especially in the morning and heading uptown. Andy said pavement markings along the west edge of the new dock by the new ferry landing toward the road are shown on the plans.

Discussion of a pedestrian shelter for about 18-20 people to wait for the boat. Gary said there are two possible spots – one where the Nichevo parks overnight; the other by the new ramp. Once the size of the area is determined the warming shed will be drawn in and Lisa will send the drawing to JJR.

Andy asked about a metal handrail along the 15 foot widening of the dock on the west side. This area is used to unload materials and equipment so committee suggests a permanent guardrail from the ferry landing to the north and a removable steel railing along the west side for safety. Gary is concerned about black ice in the winter. Kristian suggests a steel ladder or two in case people fall in. Agreement to put safety ladders on the 15 foot wall, on the outside end and maybe in the corner by the ferry boat; one for each project piece. Put handrails on the ladders and extend the ladders down 2 or three feet below the water line.

There is no deed for the dock property but Ashland County shows the property as Town of La Pointe. [Note from Waggie: there is a deed for the dock. Waggie will send the deed to Andy].

Lisa will be the point of contact on the applications. Technical questions to be addressed to Arnie.

Andy said there will be a separate permit application for the rip rap improvement on the west side of the dock. JJR can apply but they will need a copy of the deed from the west side property owner (MIFL) as well as a letter from the property owner stating that JJR can submit this permit on the property owner's behalf. Arnie thought the steel would come straight in and stay in the road right of way. Andy said it would but if we want to add the steel rip rap in front of the property to stop wave action and that property is not owned by the Town.

Question if there is anything else. All committee members say no.

If Lisa has questions about the grant application she will contact Andy and copy Jason.

Arnie will measure the area for the warming shed and get back to Lisa.

Phone conference ends at 10:40am.

### **3. Coastal Management Grant.**

Lisa will wait for the final figure from Andy for the Final Design and Engineering costs. To be noted the Town will be responsible for 20-25% of that amount. The grant deadline is November 4<sup>th</sup>.

### **4. Minutes of the Following Meetings to be considered for approval:**

#### **A. September 20, 2016**

Motion by Red to approve the September 20, 2016 Harbor Committee as presented. Second, Gary, all in favor, all aye. Motion carried.

**5. Review and approval of Harbor Committee Budget 2017, 2018, 2019.**

2017: \$136,000

2018: 2.76 million (if we do not get any money). This has to be in the budget whether we get the grant or not.

2019: Leave this open in case we have to start breaking the big project down into three projects. Lisa will ask JJR for the figures for each of the three projects. Red said for budgeting purposes, if the Town gets 80% of the \$2.76 million that would leave +/- \$500,000 that would have to be paid by the Town. Lisa said we can detail this later and will let the Town Board know the options are to do one big project or break the project into three projects.

Lisa will get together with people from the Harbor Assistance Program to let them know we are going forward.

**6. Set Next Meeting and Agenda.**

Monday, October 17<sup>th</sup> at 10:00am at Town Hall. Lisa will have Waggie forward the drawings to the committee to see if more feedback is needed before scheduling a conference call.

**7. Adjourn**

Motion by Red to adjourn, second, Nick. All in favor, all aye, motion carried.

Meeting adjourns at approximately 10:50am.

Minutes taken from recorder and respectfully submitted by Kathy Erickson, Clerical Assistant  
Minutes approved as presented October 17, 2016