

**Harbor Committee Minutes  
December 8, 2010**

Members present: Jerry Smith, Chair Pro Tem; Gary Russell, Charles Meech, Michael Childers, Tab Butler and Gary Krubsack, alternate.

Members absent: Arnie Nelson, Alan Fischlowitz, Chair and Bob Kron, Alternate

Ex-Officio present: Keith Sowl, Town Foreman

Also present:

**1. Call to order.**

Harbor Committee meeting called to order on Wednesday, December 8, 2010 at 11:00 a.m. by Chair Pro Tem J. Smith. A quorum of the committee is present as reflected in members listed above.

**2. Review and approve the following Harbor Committee minutes:**

**A. September 22, 2010**

Motion by C. Meech to approve the September 22, 2010 Harbor Committee minutes as presented, second, G. Russell. All in favor, all aye. Motion carried.

**B. November 5, 2010**

Motion by C. Meech to approve the November 5, 2010 Harbor Committee minutes as presented, second, M. Childers. All in favor, all aye, motion carried.

**3. Discussion and/or recommendation to the Town Board of vouchers submitted for approval.**

Invoice from JJR is dated November 23, 2010 in the amount of \$4,952.50 for professional services by the staff of JJR from September 25, 2010 to October 29, 2010. Discussion.

M. Childers would like clarification regarding the last page RE: "Activities Accomplished This Period". Does this mean JJR feels they have accomplished 29% of the total budget and tasks so far?

J. Smith said he thinks this means JJR has accomplished 29% of the \$17,000.00 (+/-) of the initial phase for the preparation, pictures, and reports for the November 5, 2010 meeting.

Another invoice will be submitted in January 2011 for the meeting held on the Island November 5, 2010.

C. Meech suggests that we ask JJR for more detail regarding this invoice.

Discussion of the 52 hours that were spent and what Kathleen Lake, at \$130.00/hr did for 8.5 hours as she receives more per hour than Jason Stangland, project manager, at \$90.00/hr.

J. Smith has a call in to Jason regarding the extension and rescheduling so he will ask Jason who Kathleen Lake is and what she does.

G. Russell suggests approving the invoice contingent upon what J. Smith finds out.

Motion by G. Russell that we authorize the Town to pay this invoice subject to Jerry Smith's telephone conversation to review the staff hours billed. Second, C. Meech. All in favor, all aye. Motion carried.

**4. Discuss JJR Project Kick-Off.**

JJR said they would hold meetings and Phase II would be completed in March in order to meet the Coastal Management grant deadline of June 30, 2011. However, since few stakeholders will be available on the island in March J. Smith contacted Mike Friis, manager, WI Coastal

Management about an extension. Mike Friis said an extension of up to six months can be granted. Mike will send J. Smith a template to fill out to request an extension. If the extension is granted the meetings could be moved from March to June, July or August.

J. Smith also asked Mike Friis about the report to WI Coastal Management that the committee received in October and did not submit as there was nothing to report. Mike Friis said if a report is not submitted it is assumed nothing was done and that is what they report to the Federal govt. J. Smith will fill out the report for November/December of this year. He will also submit the billings to JJR which will go to WI Coastal Management in order to receive the matching funds in January of 2011.

Reactions to the meeting with JJR:

Lengthy discussion regarding G. Krubsack's plan. G. Krubsack stresses that we need to think 50-75 years ahead.

C. Meech leaves meeting at 11:25 a.m.

G. Krubsack talked to the Coast Guard regarding designated anchorage. G. Krubsack said now there is a defined anchorage but that anchorage only goes a couple of yards off the beach, about 4-5 feet deep. The Coast Guard said the Town needs to provide, on Town letterhead, the GPS points of where the buoys will be placed which will be sent to the head of the Coast Guard in Washington. Once approved the buoys will be put on their charts.

The committee will need to discuss the size and placement of the buoys in order to send the information to Washington. The buoys would be similar to the Coast Guard buoys – white cylinders with red bands and a white 360 degree light at night. One buoy would be placed down by the yacht club and the other buoy would mark the edge of the anchorage placed so that the ferry boats would have enough room to get around the breakwater.

Discussion of the best times to hold stakeholder meetings. Information and plans can be made available on the Town's website

Keith Sowl will get for JJR a list names and addresses of stakeholders who will be directly affected by this project from the Ashland County website. Question if the entire Island will be considered stakeholders. M. Childers said according to the meeting summary submitted by JJR, action item 2: "the Town will identify key project area stakeholders to participate in upcoming stakeholder interviews (see Task 3.1 for preliminary list)."

Agreement that meetings should be held at the end of June, and sometime in August. Could have two meetings, and a third meeting, if needed, can be scheduled at a later date.

JR will be first in line with stakeholders.

J. Smith will ask JJR what JJR needs from us as well as the process. He will notify JJR that we are thinking June/July for meeting and will also request more detail from JJR regarding the invoice they have submitted. J. Smith will take notes and email everyone.

## **6. Budget review.**

JS will change the cash flow statement to reflect that \$500 has been received from MISA and \$500 from the Madeline Island Yacht Club.

Regarding the Island Matching Fund – J. Smith will talk to Alan Fischlowitz about the Brittany Cottages pledge; M. Childers will talk to Island Shores Realty and G. Russell will talk to Nelson Construction regarding their pledge. The Inn on Madeline Island also needs to be contacted.

## **5. WCMP Grant**

### **A. Matching funds for Committee members' work.**

J. Smith designed chart to track matching funds. A list of members who attended meetings will be billed out at \$100.00/hr. Mileage will also be billed out. If committee members worked on the feasibility study those hours will also be tracked so committee members are to submit those hours to J. Smith as soon as possible. To be noted, no time can be put down for time spent seeking other grants; only work done on feasibility study can be billed out for reimbursement.

When the bill is submitted to Coastal Management the bill will show all the money paid JJR, all expenses and committee member times. There will be one total for the request for reimbursement which will go out in January.

Short discussion of providing the language to expand dredging boundaries. Agreement to wait and see if the harbor will be expanded.

Discussion of our harbor designation. For State purposes we are classified as commercial; for Federal purposes we are considered a shallow draft recreational harbor. G. Russell suggested meeting with the Corp in Duluth or having the Corp meet with us about the language that is needed. J. Smith will also look at the language to see if the language can be modified.

### **B. Request for an extension (already discussed)**

## **7. Set next meeting and agenda.**

Agreement to schedule the next meeting for Tuesday, January 11, 2011 at 11:00 am.

## **8. Adjourn.**

Motion by T. Butler to adjourn. Second, G. Russell. All in favor, all aye, motion carried.

Meeting adjourned at noon.

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

Minutes approved as presented January 11, 2011