

**FISH CREEK HARBOR COMMISSION
TUESDAY, OCTOBER 21, 2008
GIBRALTAR TOWN CENTER**

Call to Order: Dave Harris, chairman, called The Fish Creek Harbor Commission to order at 7:35 a.m.

Members Present: Dave Harris, Leigh Zielke, Paul Woerfel and Joel Blahnik

Members Absent: Brian Merkel

Also Present: Officer Andy Crowell and Dave Thompson

Approve Minutes: *It was moved by Paul Woerfel and seconded by Joel Blahnik to approve the minutes of September 25, 2008 as written. Motion carried unanimously.*

Dockmaster and Chair Report: Dave Thompson stated each weekend went smoothly in September and October. The dock is closed and the water is scheduled to be drained by Reinhard. Carpet cleaning will be scheduled this fall. The dinghy is stored at the town shop. Walt's Petroleum was contacted regarding fuel levels for winter; the current levels (half full) are fine. Thompson will check on any needed additive for winter. Brian Merkel arrived 7:43 p.m. The option of topping off the fuel tanks was discussed and the commission agreed to leave at the current level. A switch or padlock will need to be put on the pumpout next spring. A new blinking white light needs to be ordered.

Leigh Zielke will follow-up on the slip repair quote from Port-A-Pier for budgeting. A quote will be locked in and the work scheduled for spring.

Boat Trailer Parking Lot: Dave Harris read the base information that Andrea Kinsey-Jauquet forwarded from the Parks & Lands Committee. Officer Crowell stated that for those trailers with plates letters have been written. By ordinance parking is limited to 96 hours. If posted for a shorter time it could be enforced. Brian Merkel stated that 96 hours was chosen to accommodate long weekends on Chambers Island. Dave Harris will check with Dick Craig regarding his input; the change in regulation will also be noticed to the Chambers Island Association.

Talking points included:

- New signage at the road and interior parking
- Clearer boat launch slips (map and restrictions)
- Short term parking is 72 hours or less
- The need for additional transient parking area
- Marking of parking spaces: painted lines on either gravel or asphalt base, posts (numbered), stop blocks
- Trailer only parking or requiring that vehicle would be attached
- No long term parking at the town recycling center
- Extended stay permit fee
- Review layout of parking area
- Parking by permit (½ of permit sticker goes to law enforcement)
- Recommendation to create new ordinance to accomplish new regulations

Officer Crowell will bring suggestions for ticketing information to the next meeting. Tim Biwer, Maintenance Supervisor will be asked to attend the meeting as well. The Door County Highway Department is a possible resource for laying out the lots. This topic will be put on the next agenda for further discussion.

Barge Ramp: Policy, Fees and Rules: Dave Harris stated that use of the barge loading ramp was limited to Mike Kahr this year. The hours allowed were 7 a.m. – 5 p.m. Monday through Friday noon. No loading was allowed on weekends.

- Fees: Sturgeon Bay was contacted regarding fees but no answer has been received. Paul Woerfel recommended a \$50 daily fee. The fee should be reasonable as it would most likely be a pass through cost to the end user.
- Rules: Should proof of insurance/bonding be required? Dave Harris will contact Atty. Dahl regarding insurance and protecting the Town's interest and rights. Advance notice/contact with dock master was suggested to be a 24-hour notice.

The barge ramp policy, fees and rules will be put on the next agenda.

2009 Rates and Charges Recommendation: The 2009 rates and charges were reviewed and the following recommendations will be forwarded to the town board for approval.

- A. Slips: It was moved by Brian Merkel and seconded by Paul Woerfel to increase annual slip fees by 3%. Motion carried with Leigh Zielke, Joel Blahnik and Dave Harris abstaining.
- B. Moorings: It was moved Brian Merkel and seconded by Paul Woerfel to increase the annual mooring fee 3%. Motion carried unanimously.
- C. Dinghy Rack: It was moved by Dave Harris and seconded by Joel Blahnik to increase the annual dinghy rack fee by 3%. Motion carried unanimously.
- D. Daily Launch: It was moved by Joel Blahnik to keep the daily launch rate the same. Joel Blahnik withdrew the motion. It was moved by Leigh Zielke and seconded by Paul Woerfel to increase the daily launch fee to \$7.00. Motion carried unanimously.
- E. Seasonal Launch: It was moved by Dave Harris and seconded by Leigh Zielke to keep the seasonal launch the same. Motion carried unanimously.
- F. Commercial Launch: It was moved by Dave Harris and seconded by Paul Woerfel to keep the commercial launch fee the same. Motion carried with Leigh Zielke abstaining.
- G. Commercial Slip: It was moved by Paul Woerfel and seconded by Brian Merkel to keep the commercial slip fee the same. Motion carried with Dave Harris abstaining.
- H. Facilities Use Fee: It was moved by Brian Merkel and seconded by Paul Woerfel to increase the annual facilities use fee 3%. Motion carried unanimously.
- I. Commercial Facility Use: It was moved by Brian Merkel and seconded by Leigh Zielke that the commercial facility use fee remain the same. Motion carried unanimously.
- J. Transient Slip Fee: It was moved by Paul Woerfel and seconded by Leigh Zielke to increase the transient slip rate to \$1.70 per foot. Motion carried unanimously.
- K. Transient Wall Fee: It was moved by Paul Woerfel and seconded by Leigh Zielke to increase the transient wall rate to \$1.25 per foot. Motion carried unanimously.
- L. Barge Loading Ramp Fee: To be determined at a later date.
- M. Pump Out: It was moved by Dave Harris and seconded by Leigh Zielke to keep the pump out fee the same. Motion carried unanimously.

Riley Letter: Dave Harris had received a letter from Colleen Riley regarding parking passes. The letter had been distributed to the commission. The situation and associated policy was reviewed. Corrective action options were discussed. Hagen was directed to draft a reply to Ms. Riley.

Open Discussion: The next meeting is scheduled for Tuesday, November 18, 2008. Harris will call Mike Kahr about filling the hole at launch ramp that was discussed previously.

Paul Woerfel and Dave Harris will review the applications for dock master to determine if the applicant pool is sufficient. If so a closed session will be scheduled.

Leigh Zielke stated he wanted more involvement by commission members. Dave Harris responded that staffing is the key.

Adjourn: *It was moved by Paul Woerfel and seconded by Joel Blahnik to adjourn. Motion carried unanimously and the meeting adjourned at 9:00 a.m.*

Respectfully submitted,

Beth Hagen, CMC
Deputy Clerk-Treasurer