

**HARBOR COMMISSION  
WEDNESDAY, AUGUST 21, 2024  
GIBRALTAR TOWN CENTER  
4097 HIGHWAY 42, FISH CREEK WI 54212**

**Approved: September 18, 2024**

**Call to order:** Harris called the meeting to order at 7:30 a.m.

**Roll call/quorum:** Harbor Commission Members Present: Dave Harris, Brian Merkel, Bob Grawien, Paul Woerfel, and Rick Hecker. Commission Members Absent: None. Also present: Travis Thyssen, Theresa Cain-Bieri and Chase Austin (7:56 am)

**Agenda/proper notice/adopt agenda:** Harris confirmed the agenda had been properly noticed. Clerk noted typo under item 8. Signate was corrected to Signage. *Motion: (Merkel/Grawien) to approve the agenda as presented. Carried.*

**Approve Minutes of Previous Meeting(s):** *Motion: (Merkel/Grawien) to approve the minutes of the April 26, 2024 meeting as written. Carried Motion: (Grawien/Merkel) to approve the minutes of the June 19, 2024, meeting as written. Carried.*

**Public Comment:** No public comment.

**Reports:**

**Dock Master Report:** Harris reported Austin is at the dock for AMI inspection. Commissioners can go to dock after meeting to view inspection, there will be a video camera set up. AMI to do outside wall first and then the slips. AMI will have a written report in approximately one week. Austin arrived at 7:56 a.m. and reported on status of AMI inspection. He also reported there are a lot of bugs and spiders at dock. He spoke with Bug Blaster and it was recommended adding the power pedestals and dock boxes to the initial spraying at beginning of season for an additional cost of approximately \$200 and to add a second spraying for entire area in early August for approximately \$250. Kinsey dock is included in estimate. Woerfel suggested plastic covers be placed over pedestals to keep pedestals cleaner and preserve life of pedestal. Austin also reported he found 4-5 brand new (in box) power pedestals that do not match existing pedestals, could be sold or used in future. Need to replace no wake channel markers and swim buoys. Will be placed on next month's agenda. Austin will get commissioners list of projected costs for budget planning for next year. Has a list of repairs already, will include carpet on list. Austin also reported a new pump-out hose was installed this week.

**Harbor Commission Chair Report:** Harris listed items to place on future agendas: 1. Summerset Marine barge agreement/compensation for berthing and 2. Barge loading fees. Harris reported treasurer provided commissioners financials on August 15 for budget review. Post Labor Day staffing and dock hours were discussed.

**Administrator Report:** Thyssen reported he is working on building a relationship with Summerset. He and Harris met with AMI to review proposed inspection and report. Harbor wants to find out what needs to be fixed and look at long term plan. Commissioner discussions regarding dock camera placement and installation. Request to include long-term slip holders on next agenda.

**AMI Update:** See Dock Master report.

**Chambers' garbage pickup:** Commissioner discussion regarding imposing yearly flat fee for garbage disposal to offset Harbor garbage pickup fees. Town staff poll island residents to determine interest. Harbor would impose a reasonable fee per cabin at a rate to be determined based upon interest. Commission directed staff to send interest survey to island residents. Harris will provide full email list to staff.

**Trailer parking lot signage update—installed:** Commissioner discussion on status of parking lot since installation of signage. Staff advised for 2025 season there will be a seasonal parking sticker for trailers. Staff will encourage those with long-term trailer parking to park at old dump. Staff will include letter with 2025 notices. Commissioner discussions regarding parking issues including lack of signage and lack of single-trailer only spots. Discussion regarding updating lot signage and policy. Need to make lot signage more visible and utilize existing wayfinder plan.

**Slip spacing expectations/mooring lines and fenders:** Chair Harris advised we need to have some control over those who are not tying their boats up property. Dock master has authority to correct issues. Fish Creek Harbor Ordinance 1989-3 was provided to commissioners. Administrator comment that commissioners should make it known that dock master has authority. Austin suggested there be repercussions for repeated non-compliance. Staff will include note with 2025 mailing regarding dock master authority to ensure safety and accommodation for all slip/mooring holders. Commissioner suggestion that signage be placed at dock house advising slip/mooring holders of rules and authority of dock master. Letter should be sent to all slip holders reminding them of the rules from administration, harbor master and dock master. Commissioner discussions regarding enforcement of ordinance.

**Set next meeting date:** September 18, 2024 at 7:30 a.m.

**Adjourn:** *Motion (Merkel/Hecker) to adjourn at 8:14 a.m. Carried*

Respectfully submitted,

Laura Reetz, Clerk