Village of Egg Harbor
Harbor Committee Meeting Minutes
November 18th, 2024, at 9:00 AM
Paul J. Bertschinger Center - 7860 STH 42 Egg Harbor, WI 54209
Meeting Link: https://villageofeggharbor.zoom.us/j/83394923566
Call in Number: +1 312 626 6799 Meeting ID: 833 9492 3566

Joe Megan – Chair
Robert Dunworth – Member
William Freyman – Member
Vacant – Member
Mary Jo Caffrey – Member

1. Call to Order
   - Joe Megan called the meeting to order at 9:01 AM.
   - Committee members in attendance: Joe Megan, Bob Dunworth, Bill Freyman
   - Committee members absent: Mary Jo Caffrey
   - Staff in attendance: Megan Sawyer, Madison Dietzen, Ali Gibbs
   - Audience in attendance: Dick Graf, Lynn Ohnesorge (zoom)

2. Approve Agenda
   - **Joe Megan motioned to approve the agenda, Bob Dunworth seconded, motion carried.**

3. Pledge of Allegiance
   - The Committee said the Pledge of Allegiance.

4. Approve the September 17th & October 17th, 2024, Meeting Minutes
   - Bill Freyman had three corrections on the September 17th meeting minutes
     - John Protz name was misspelt in the first Open Session.
     - He would like the discussion of the staff using Teak Cleaner on the benches to be mentioned & added to the priority list.
     - Under the discussion of the Composite Decking Material the Marina mentioned was Gull Lake Marina and in the minutes the name was reflected as Bell Lake Marina, so he asked to change it to the correct name.
   - Joe Megan had one correction on the September 17th meeting minutes.
     - In the last Open Session one of the sentences had a word missing.
   - **Bill Freyman motioned to approve the September 17th & October 17th Harbor Committee minutes as amended, Joe Megan seconded, motion carried.**

5. Open Session
   - Bill Freyman expressed his appreciation to Denny Phillips for all the work he had done on the Harbor Committee and the guidance he brought to each conversation.
   - Joe Megan added that even though he only knew Denny for a couple of months you could tell that he was invested in making sure that the harbor was as good as it could be for all the boaters.

6. F3 Reports & Policy follow-up items from prior meetings
   a. F3 Reports
      - Ali Gibbs reported that the Marina is wrapping up for the 2024 season. This year they added 13 new waitlist applicants which brings their total to 125 people waiting for a seasonal slip. Added to the list this year were 7 nonresidents and 6 residents. That totals 47 residents and 78 nonresidents on the

waitlist. They issued 5 refunds for people who wanted to be taken off the waitlist and 3 slips opened for next year. There are 3 different priority tiers.
    - First Priority goes to existing slip owners. If they need a different slip size due to buying another boat or if they bought a different sized boat.
    - Second Priority goes to Village residents on the waitlist.
    - Third Priority goes to non-village residents on the waitlist.
  - Bill Freyman asked if we are slowly seeing the Marina fill up with residents. Ali answered yes, the majority of the slip owners are residents.
  - Ali Gibbs stated that at the Village Board budget meeting they had asked Ali to research if nearby Marina's charge credit card fees. Ephraim and Fish Creek do not charge credit card processing fees. Bailey's Harbor has not charged credit card fees, but they will be starting to in 2025, and Sister Bay charges a 2% processing fee to their seasonal slip holders for their annual slip fees. Bill asked if Ali receives a lot of complaints from slip holders about having to write a check on an annual basis. Ali said that she does not receive complaints. Megan Sawyer clarified that the Village Board was concerned about the credit card fees that the Marina is paying on transient bookings, merchandise, and gas. Every year we have a tight budget, and they wanted Ali to investigate to help alleviate the credit card fees that are being paid out of each fiscal year budget. Megan added that the Kress Pavilion had implemented charging credit card fees this past year, and that is why the Board had asked Ali to research the topic to see if maybe the Marina could implement the change too. Bill Freyman asked if Menomonie's Marina charges credit card processing fees. Ali answered that for gas they have two different prices, one price for credit card users and a lower price for cash or check users. Bill asked if staff could put together a two-tier gas pricing presentation for the next meeting.
  - The Committee reviewed the September and October Financials.

b. Summerset Marine estimate for quay wall repair investigation
  - Ali Gibb's executive summary: *Summerset Marine evaluated the quay wall and provided the attached quote for adding steel sheeting to a section of the wall around the parking lot. Depending on the final price of their quote and our preferred approach for moving forward, their team has indicated that the project could easily be postponed until next year.*
  - The Committee reviewed the quote from Sommerset for adding steel sheeting to the quay wall, which was higher than the budgeted amount. The Committee decided to offset the remaining budget for the repair in the next year's budget and plan to do the work in 2026. They also planned to add an additional 25% to anticipate an increase in the quote. Megan Sawyer needs to consult with Jim Kalny, Village Legal Counsel, to see if this work needs to be publicly bid. Bill Freyman suggested Ali reaches out to other companies in the area to see if they do this type of work and if they could get a quote.

7. Capital planning discussion
   - The Committee reviewed the Capital Planning spreadsheet. The Committee rediscussed the composite decking material and agreed that right now the decking is a cosmetic issue, and it does not need to be replaced immediately. Instead, they should plan for the replacement in the future and put money in future budgets for the replacement. They would like staff to gather more information from Edgewater on what would be required for a full replacement including the modifications needed to be done to the substructure.

8. Review of project list & discussion of priorities for committee
   - Bill Freyman reminded staff about adding the cleaning of the benches to the priority list. The Committee discussed the project list.

9. Correspondence

- No correspondence submitted.

10. Open Session
    - Joe Megan asked if there are any Marina staff still working. Ali Gibbs answered that the only year-round employee is Don who does the maintenance. Joe added that the expiration of the F3 contract is in January of 2026. The contract is for 5 years, so he would like that added to the agenda for next month.
    - Dick Graf asked what the Marina currently pays in credit card processing fees. Ali answered that we pay 3.5%.
    - Dick asked how the deficiencies in the quay wall start and were there any signs of it. Megan Sawyer answered that if you stand on the sidewalk that is adjacent, you can see portions lean. Bill Freyman added that there were small sink holes developing in the parking lot.
    - Megan stated that the budgeted amount for credit card administration fee is $7,500 for 2024 and for 2025.

11. Next Meeting Time and Date
    - The next meeting was scheduled for Thursday, December 19th, 2024, at 9:00 AM

12. Adjourn
    - **Bill Freyman motioned to adjourn the meeting, Joe Megan seconded, motion carried.**
    - The meeting was adjourned at 10:10 AM.

The meeting minutes were completed by Madison Dietzen on November 20th, 2024. Meeting minutes to be submitted for review and approval on December 19, 2024.

Bold – Official Action