

Village of Egg Harbor, Harbor Committee Meeting Notice and Agenda
Wednesday August 24th, 2016 10:00 AM
Paul J. Bertschinger Community Center
7860 STH 42
Egg Harbor, Wisconsin 54209

1. Call meeting to order

Dickson called the meeting to order at 10:01 a.m. Those in attendance were Bob Dickson, Robert Dunworth, Karl Klug, William Freyman, Denny Philips, Ryan Heise, and Megan Vandermause. Also in attendance from SG Marina were Chris Marx and the Egg Harbor Marina Manager Lucienne Van De Pas. In attendance in the audience was Steve Smith.

2. Approval of the Agenda

Dunworth moved to approve the agenda, second by Freyman, motion carried.

3. Approval of July 27th, 2016 Minutes

Freyman moved to approve the July 27th, 2016 meeting minutes, second by Klug, motion carried.

4. Open Session (limit ten minutes)

- Heise explained that at the last Village Board meeting the Trustees discussed adding a plaque to the mile post in memory of Herb Mueller.
- At the Village Board meeting, Heise explained that for all of the art installations in the Village there are plaques. The Trustees asked that staff work on a memorial plaque policy for the Village and asked that the plaque for the mile post get approved by the Harbor Committee and the Parks and Public Works committee prior to installation.
- Dickson explained that he made the motion at the Village Board meeting as a formality, but the Village Board did not have a problem with adding a name plaque to the mile post.
- Heise asked if the Harbor Committee has any objections to adding a name plaque to the mile post.
- Steve Smith explained that he went through many lengths to not have the mile post as a memorial, but to have the piece named after Herb Mueller, therefore being renamed as the "Herb Mueller Mile Post".
- Steve Smith explained that Herb Mueller did a lot for the Village and at one point he was a Village Trustee. Smith stated that when he was hired to be the harbor master he was very surprised to meet the assistant Harbor Master, Herb Mueller. Smith stated that Herb Mueller went through many lengths to make sure Smith was well educated about the marina.
- Smith stated that if there is any person that should have their name on something at the marina it should be Herb Mueller.
- None of the Harbor Committee members have any objections with placing a plaque on the Mile Post.
- Dunworth thanked Smith for his comments regarding Herb Mueller.

5. Reports from SG Marina

- Marx reviewed the weekly revenue report.

- Marx said that the marina is right on or a little bit ahead of transient slips compared to last year.
- The launch ramp and daily activities are up compared to last year.
- The annual launch ramp revenue is up considerably.
- Fuel is priced lower consistently from last year. Marx stated that the fuel from last year was not tracked in gallons which would be helpful in comparison, but fuel sales are up this year.
- Marx said that there has been a noticeable increase in ice sales since the committee decided to terminate the free ice policy. The marina has not had a significant push back regarding the termination of the free ice policy.
- Pump outs were unable to be tracked because last year they were most likely recorded in the miscellaneous category.
- Marx stated that SG Marina did make a category to track pump outs because it is something that needs to be looked at during the season.
- Slip revenue has not changed over the last few months.
- Marx wanted to discuss the 2017 Fee Schedule for the marina, and SG's recommendations for fees.
- Dunworth asked if the launch ramp fees were raised this year, and Dickson discussed that the launch ramp fee was increased from \$10 to \$12.
- Marx explained the 2017 marina fee schedule recommendations. The cost for dinghy crane and small boat storage, non-tenant will not change. The boat fuel system has changed a little bit and there needs to be a functionality test of the fuel system and the fuel needs to come from a state certified vendor. Marx said to make up the fees for insurance and this functionality test the markup on fuel at the marina should be increased from the \$0.40 minimum.
- Freyman asked if the functionality test has been done in the past and Marx stated that the test was completed this year and last year.
- Philips asked if the Egg Harbor Marina fuel prices are competitive with Fish Creek right now, and Marx explained that the Egg Harbor Marina is competitive with Fish Creek.
- Philips said that the Egg Harbor marina should stay competitive with fuel prices at Northern Door County marinas.
- Marx stated that SG Marina will be sensitive to the fact that fuel prices need to be competitive with other Northern Door County marinas.
- There will be no change in the non-tenant shower fee.
- Complimentary pump outs for annual tenants will not change.
- Seasonal dockage was increased last year by about 5%, and this year the recommendation is to hold this since there was a large increase last year.
- Transient dockage at the Egg Harbor marina is priced a little bit higher than other Northern Door County marinas, but Marx stated that he believes it is appropriately priced.
- SG Marina would like to increase the minimum fee to 20' boat length per night vs. \$20 minimum. Therefore the minimum would be on a foot basis rather than a dollar basis.
- Van De Pas explained that there could be a separate jet ski fee.
- Philips asked if this would drive the jet skis away.
- Philips pointed out that the rule of one boat per slip has been strictly followed and that it is in the Marina Guidelines.

- Van De Pas stated that most marinas do have a foot minimum.
- The boat launch was increased this past year from \$10 to \$12, and the annual permits went up from \$100 to \$126 for non-residents, and

Freyman moved to recommend that the Trustees adopt the recommendations from SG Marina regarding the fee schedule for the marina, second by Klug, motion carried.

- Marx discussed the lift station issue and stated that SG Marina did a lot of research regarding how to get the waste up the hill.
- Marx stated that it is SG Marina's recommendation to move forward with the lift station option.
- Freyman stated that he has a friend, who is an Illinois licensed civil engineer, that came out and looked at the situation at the marina, and his friend provided that the route SG Marina is looking into is the correct path to solve the issue.
- The current system is designed to lift sewage up to the pump, but not uphill.
- There would be two pumps with the new system, one to draw sewage up and the other to pump the sewage uphill.
- Phillips asked if the DNR will allow the septic tank to be moved into the area, and Marx stated that this is something that that will need to be researched.
- Marx said that if the DNR does not allow for the septic tank the pump would still be affective.
- Van De Pas has done a nice job researching the grant opportunities for installing a lift pump at the marina.
- SG Marina feels that it may be better not to go with a grant option because of the restrictions that come along with the grants.
- Klug stated that in the past the committee discussed a grinder pump and asked if there would still be a need for a grinder pump, and Marx explained that a grinder pump would be included in the new system.
- Freyman stated that the new pump should be pretty easy to maintain.
- Van De Pas stated that there are quotes being research from vendors but, the project should be able to be completed for \$7,000.
- A concrete septic tank will be used instead of a fiberglass tank.
- Philips asked what the size of the septic tank would be, and Van de Pas explained that the tank would be 500 gallons.
- Dickson asked if the DNR has approved the lift station project, and Marx said that the next step is to consult the DNR.
- Heise asked Marx when the project will be completed, and Marx explained that the timeframe depends on the DNR. If the DNR approves the plan, the project will be completed as soon as the season is done this fall.
- Freyman asked where the money will come from, and Dickson stated that the money may need to come from the general fund. Heise stated that the project will be presented to the Trustees for approval after the recommendation from the committee.
- Heise stated that this could also be taken out of the utility budget as this is a sewage issue.

Klug moved to recommend the improvement of the pump out system with the installation of a lift station at the marina to the Village Board of Trustees, second by Freyman, motion carried.

- Marx stated that after the last committee meeting SG Marina researched the parking flow at the marina during the month of August.
- Marx said that Van De Pas would like to continue evaluating the parking situation at the marina.
- Freyman asked how the double parking situation was handled, and Van De Pas said that the car did move when other spots in the marina opened up.
- Dickson asked if a three strike system should be implemented at the marina.
- Freyman suggested providing a series of boater only parking permits for Saturdays and Sundays only.
- Dunworth stated that the marina seems to be more congested than in the past, and that there needs to be more parking available for slip holders. Dunworth suggested having the trailer parking in the lower level available for trailers and slip holders.
- Klug said that there are numerous reasons the traffic in the marina has increased.
- SG Marina will continue to study the parking situation and after the study is completed the committee can decide if a change is needed for next year.
- Freyman stated one problem is the Egg Harbor marina overflow parking is so far away from the marina. Freyman pointed out that the lot that the Village has for sale may be a more practical spot for trailer overflow parking.
- Dickson stated that if that lot was not sold there would be a competition of downtown parking and trailer overflow parking.
- Freyman pointed out that there has been two weekend days so far this August that there was no parking at the marina.
- SG Marina has started accumulating data regarding parking.
- Philips recommended that the lower lot get divided in half and one half can be used for either or parking.
- Dickson asked if the lot is used for either or parking at this time, and Marx said that the lot is only used this way during event weekends.
- Freyman stated that there needs to be some parking for boat trailers at the marina.
- Philips pointed out that adding a line to the trailer parking could allow for either or parking, and Freyman pointed out that there could be a problem created with the pattern of parked cars.
- Marx stated that the lines could be added to only half of the trailer parking as a test.
- Freyman stated that the slip holders need to be respectful of marina staff and realize that the marina staff is doing the best that they can in order to manage all areas of the marina.
- Dickson stated that transportation to the overflow lot may also need to be researched.

6. Rudy Cherkasky's vacated slip

- Van De Pas explained that on August 7th Rudy Cherkasky had vacated his slip and asked for a refund, and Van De Pas explained that refunds are not typically granted.

- Cherkasky had read through the marina regulations and found that in specific situations a refund could be granted by the Harbor Committee.
- Freyman pointed out that in the guidelines there cannot be money lost on a slip, but if the slip can be filled for the balance of the year then a refund could be issued.
- Dickson discussed that this policy requires the slip to be rented on a seasonal basis, but does not relate to transient slips.
- Klug asked why the slip needs to be rented for a seasonal basis instead of as a transient since the Village makes money on both.
- Heise asked what SG Marina's recommendation is, and Marx stated that it is well past the time of a reasonable refund.
- Marx stated that working through the waitlist to fill the slip would be a gamble in getting the slip filled.
- Philips asked if the person who chooses to rent the space would be entitled to the space for next year, and Marx said that the renter would have the space for next year.
- Freyman stated that the waitlist should not be looked at, and that if there is someone who wants to rent the slip for the remainder of the year they should be allowed to rent the space.
- Klug asked if a response can be sent regarding Cherkasky's request explaining that the slip must be rented for the remainder of the season before a refund can be granted.
- Van De Pas stated that the slip has been rented out for peak weekends so that if the slip is sold to other slip holder there may not be space for the transient reservations.

Philips moved to deny the request by Rudy Cherkasky for a refund on his seasonal slip, second by Dunworth, the committee discussed:

- Klug stated that the policy reads that as long as the Village does not lose money on the slip there could be a refund.
- Freyman pointed out that the policy does not determine whether the slip needs to be rented out as a seasonal slip or transient slip to avoid losing money.
- Philips stated that this could create a slippery slope for other boaters that have already vacated their slip for the season.
- Freyman explained why the policy was put into effect.
- Dickson stated that the rules should be followed, and that there may need to be a change in the policy that does not allow any refunds.

Motion carried. Freyman and Klug vote nay.

- Van De Pas discussed that the light on the launch dock is broken and explained to the committee that the model is no longer made.
- Van De Pas said that she knows that the aesthetics at the marina are very important and asked how this should be replaced.
- Philips suggested moving a light from the bathrooms to the dock and replacing one at the bathroom with a similar model.

- The committee agreed to move a light from the bathrooms to the dock and replace the light at the bathroom with a similar model.
- Philips asked a question regarding the waitlist deposit escrow, and asked if there were any pending refunds.
- Dickson asked what the waitlist fees are.
- Marx asked if the \$8,500 is the original deposit that SG Marina put down on the original contract, and Heise said he will need to check on this.
- Philips pointed out that labor is missing from the 2015 comparison, and Heise explained that when looking at the comparison there was a decision made to only compare the expenses.
- Freyman stated that the 2017 budget will address that amount of administrative staff time if any that will be coming out of the marina budget.
- Next year's budget will reflect the fuel difference.

7. Fishing on the Docks

- Marx stated that there seems to be an increase in the amount of people who are fishing from the marina docks.
- There have been issues with waste left from fisherman.
- Marx asked the committee if SG Marina has the ability to regulate fishing from the docks.
- Marx stated that the main issues have been on the Apple, Birch, and Cherry docks.
- SG Marina recommends not allowing fishing on these docks.
- Dunworth stated that when the marina was first built the committee was told they could not regulate fishing on the docks because the Egg Harbor Marina is a public marina.
- Marx stated that SG Marina does manage other public marinas, and stated that every part of Lake Michigan is open to public fishing.
- Marx said that at some of the other public marinas SG Marina manages fishing on the docks is allowed to be restricted in certain areas of the marina.
- Freyman asked what the issues with the fisherman on the docks are.
- Philips stated that the seagull issue has also increased due to the fishing on the docks.
- The committee discussed allowing fishing on the break wall and the parking lot area.
- Philips stated that only two slips would be affected wall 1 and wall 2.
- Klug stated that when the marina was built there were specific areas created for fishing. Klug stated that fishing on the docks needs to be researched.
- Heise said that the rules regarding regulation of fishing should be researched before a decision is made.
- Philips asked if other public marinas that SG Marina manages have gated docks.
- Marx stated that SG Marina is very sensitive to and greatly appreciates the essence of Door County and what it stands for.
- Freyman stated that there is fisherman education that could help with the etiquette in the marina.
- Phillips stated that the issue will not be able to be managed when the marina employees are not there.

- The committee agreed to have the restrictions researched and to start with signage if fishing from the docks can be regulated.

8. Next meeting time and date

The next meeting is September 28th, 2016 at 10:00 a.m.

9. Adjourn

Philips moved to adjourn, second by Freyman, motion carried.