

MINUTES OF THE HARBOR COMMISSION
City Hall – Council Chambers, 1210 Main St, Oconto, WI 54153
WEDNESDAY, SEPTEMBER 20, 2023 - 4:30 PM

Draft for Approval

Meeting called to order at 4:30 pm by Chairperson Jim Viestenz

Roll Call –

Present: Nancy Rhode, Jim Viestenz, Todd Trepanier, Dick Olson, and non-voting member Paul Lukas
Also present: Mayor Panetti, Parks & Recreation Director John Bostedt, and City Administrator Brittney Burruel also as recording secretary (left at 5:45 pm)
Absent: Steve Stock

Approval of Agenda – Administrator Burruel asked to move agenda item 7i above 7a. She will potentially need to excuse herself from the meeting early for an interview. Chairperson Viestenz requested that A/P be moved above agenda item 7 permanently.

MOTION: Rhode / Olson *Motion to approve the agenda as amended for the Harbor Commission meeting on September 20, 2023. Voice Vote: 4 ayes M/C*

Approval of Minutes –

MOTION: Rhode / Trepanier *Motion to approve the minutes as presented for the Harbor Commission meeting on August 16, 2023. Voice Vote: 4 ayes M/C*

Public Input – none

Correspondence –

- a. Live Harbor Cam Views: August 16th to September 14th = 7,581 views

Discussion/Recommendation on –

- a. 2024 Harbor Budget: Administrator Burruel handed out and presented the 2024 proposed Harbor Budget with Parks & Recreation Director John Bostedt. The Committee asked questions and discussed the proposed budget. Burruel explained the increase in the allocation of the Parks & Rec Director's salary from 5% to 11% to accurately account for Bostedt's time between the General Fund, Harbor Fund, and Holtwood Campground Fund. Viestenz stated that with the Launch revenue increase, he would like to see more money go to the Harbor Masters and Director Bostedt, either a pay increase or another employee if Bostedt agreed we needed one. Bostedt did not believe we needed another Harbor Master. Burruel is looking at other municipalities for Harbormaster pay comparables. The Committee agreed that it would be beneficial to have the Harbor Masters start earlier in the year. Burruel will research unemployment guidelines with DWD. Kiosks were also discussed. Burruel stated she would investigate grants for the kiosks. Burruel explained the Harbor Fund balance and its availability for Capital expenses or grant match costs.

MOTION: Olson / Rhode *Motion to approve the 2024 Harbor Budget. Voice Vote: 4 ayes M/C*

- b. Future Dredging (South Shore Break Wall): Rhode handed out paperwork for a sediment removal system and a sediment collector.
- c. Grants for Dredging:
- d. 2023 Slip Rentals/Payments: Bostedt stated there were 40 last month. There are 4 half payments and 1 full payment still due.
- e. 2023 Seasonal Passes Sold @ North Shore Bait Company in the Last Month: Lukas stated he had 0 passes sold in September. He will keep them for duck hunting season just in case and turn them all in at year end.
- f. Professional Dock Installation/Takeout: Bostedt called two places for estimates, hasn't heard back yet, but will hopefully have it for next meeting.

- g. Questions from Accounts payable from July & August meetings: Rhode asked about the paper products. Bostedt explained we purchase them from Clean Right. They do not bill monthly, so it is a large bill when we receive it. Stock had come in and asked Bostedt about the high price of cleaning supplies. Bostedt explained we purchase in bulk when they have their July sale to save money. Viestenz questioned if the cost is appropriately split between the Parks, Harbor, Campground. Bostedt stated that yes, it is. There was a question about a payment to Jim Hansen. Bostedt explained he fixed the fish cleaning station when we did not have a mechanic, which was cheaper than shipping to the company to fix. Jim did a great job, and we haven't had any issues since. There was a question about the porta-potties and if we always pay for them for every tournament. Bostedt explained that they are needed during fishing tournaments. OCEDC is holding money set aside for fighting tournaments, they pay the cost and the City contributes porta-potties, staff, pavilion rental, golf carts, etc. Burruel stated she received an email from County Administrator Erik Pritzl this afternoon regarding the County possibly pulling the funding to OCEDC for the fishing tournaments in the 2024 budget, so the City may have to budget something for them. She will contact him and figure out the details. Sammy Boucher and she did send a letter to Pritzl stating the City's contributions and asking the County to please budget the money again as tournaments are so beneficial to the community. (Burruel excused herself from the meeting at 5:45 pm)
- h. Reserved Parking Signs & Stalls/Parking Places: Olson suggested we table this item until next year. Bostedt stated it has always been first come first served, but the Harbor has never been this busy before, so it was not an issue. A big part of the issue is charter fishermen bringing customers with numerous vehicles.
- i. 2024 Harbor Prices/Fishing Guide Pass Price:
MOTION: Olson / Trepanier *Motion to retain 2023 price structure for 2024.* **Voice Vote:** 4 ayes M/C

Board Report –

- a. Marketing & Advertisement: nothing to report at this time.
- b. City Boat Ramps: everything is in and as of the meeting no problems. ramps scheduled to come out after we close on the 31st except for 1.
- c. Fishing Tournaments/Special Events: schedule for 2023 is completed. we are working on getting 4 tourneys on the schedule for next year: AIM, NWT, Sheboygan Walleye, and Escape Reality.
- d. Park(s) Inspection Report [John Bostedt]: at this time everything is in good shape. no damages to report.

Approval of Accounts Payable from August 12th through September 15th, 2023 in the amount of \$4,479.96 – MOTION: Olson / Rhode *Motion to approve a/p as presented.* **Voice Vote:** 4 ayes M/C

Revenue & Expenditure Guidelines from 2023 – The Committee reviewed the report.

Next Meeting Date/Time/Agenda Items – October 18th @ 4:30 pm @ City Hall

Adjournment – MOTION: Rhode / Olson *Motion to adjourn at 6:23 pm.* **Voice Vote:** 4 ayes M/C

Minutes submitted by City Administrator Brittney M. Burruel