

MARINA COMMITTEE MEETING MINUTES
Wednesday, November 13th, 2024
(Approved)

Agenda Item No. 1. The November 13th, 2024 meeting of the Marina Committee was called to order by Chairperson Alison Werner at 4:00 P.M.

Present: Louise Howson, Alison Werner, Patrice Champeau, Pat Duffy, and Kevin Grant

Staff: Marina Manager Dave Lienau, Assistant Manager Sam Jordan

Others: Nicholas Dokolas, Marley Inksetter, Thor Johnson

Agenda Item No. 2. Approval of the Agenda

A motion was made by Grant, seconded by Howson that the Agenda for the November 13th, 2024 meeting of the Marina Committee be approved as presented. Motion carried – All ayes.

Agenda Item No. 3. Approval of the Minutes

A motion was made by Grant, seconded by Howson that the minutes of the October 16th, 2024 meeting of the Marina Committee be amended and approved by the committee. Motion carried – All ayes.

Agenda Item No. 4. Comments, correspondence, and concerns from the public

No correspondence was received for this meeting. Werner asked if anyone would like to make a public comment, and no one responded.

Agenda Item No. 5. Discussion/Action Items:

a) Seasonal Slip Holder Leases – Transferability & Legal Review Letter

Lienau reported on a legal clarification that the marina received from the village's legal counsel regarding seasonal slip rules and transferability. Lienau confirmed that based on the interpretation of seasonal slip contracts in the legal review, slips are non-transferable between individuals.

b) Seasonal Renewal Update

Lienau updated the committee on the typical timeline of the seasonal slip renewal process and added that the marina is already receiving \$500 deposits and renewal applications for next year.

c) Sail Door County Contract & Ownership

Lienau explained that a commercial vendor within the marina, Sail Door County, is seeking a transfer of ownership in the contract. Lienau referred to Duffy to share his experience of past instances where commercial vendors transfer contract ownership. Duffy confirmed that the committee has in the past voted to have new ownership assume a commercial contract with the

1 marina and vocalized support for this motion. Grant followed Duffy with support for the new
2 ownership.

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4 *A motion was made by Grant, seconded by Duffy to approve the transfer of ownership of the Sail Door*
5 *County Commercial Contract with Sister Bay Marina from Peder Nelson to Marley Inksetter. Motion*
6 *Carried – All ayes.*

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8 **d) Annual Reports from Commercial Vendors**
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10 Howson questioned item 4 of page 17 in the packet, inquiring about the current status of the
11 marina pump-out system. Lienau responded that this has been an ongoing issue the marina has
12 addressed all season long. Lienau noted that it is still in progress to become fully operational,
13 and that vessels that are unable to receive a pump-out on D-dock typically instead receive a
14 pump-out at Yacht Works while they also fill up with fuel. Lienau continued and stated that for
15 vessels unable to receive a pump-out at their slip directly on D-dock, the marina offers them the
16 option to pull up alongside the large 110' tie-up wall at the mouth of the marina and receive a
17 pump-out there instead. Howson noted that D-dock's inoperable pump-out system should be
18 put on the list of repairs for next season to which Lienau replied that the marina already has
19 had fluid dynamics engineers investigate a solution.

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21 **e) Review of Financials**
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23 Lienau noted that the marina is above its projected revenue from transient reservations by
24 about \$60,000. Lienau added that an additional \$30,000 to \$35,000 is coming from seasonal slip
25 renewal deposits and will be added to 2024 revenue as well.

26
27 Lienau also gave context to an over \$5000 increase in the marina's quarterly sewer & water bill
28 during the summer due to an underwater leak. Lienau noted that once marina staff were made
29 aware of the problem this past September when the water bill was due, they had a plumber fix
30 it within 2 days. Duffy stated that the sewer and water department in the past have given out
31 credits to accommodate instances like these. Lienau noted that this was not an option initially
32 offered to the marina, but he will continue to work with the department to see what they can
33 do. Grant voiced assent with Duffy that the marina should be offered accommodation since the
34 sewer & water department did not notice and notify the marina until months after the leak
35 began. Lienau added that following this incident, the sewer and water department increased the
36 marina's quarterly billing rate to account for sewer charges on all water connections on D and J
37 dock.

38
39 *A motion was made by Werner, seconded by Howson to approve the Marina financials as presented.*
40 *Motion carried – All ayes.*

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42 **Agenda Item No. 6. Manager's Report**
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44 Lienau provided the manager's report as listed in the packet. He expanded on a couple of items,
45 adding that he will be working with an architect on new marina building designs in the coming
46 months. The marina has now refunded about half of the individuals on the non-property owner
47 seasonal waitlist since it has been dissolved, but the marina is still working to send out the

1 remaining deposits which requires retrieving updated mailing addresses as many individuals
2 have been on the list for nearly a decade. Lienau ended the report announcing that the launch
3 ramp is officially closed, and all floating finger piers have been removed for the season.

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5 **Agenda Item No. 7. Matters to be placed on a future agenda or referred to a committee,**
6 **official, or employee**

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8 *The next meeting of the Marina Committee is scheduled for January 8th, 2025 at 4:00 P.M. via virtual*
9 *Zoom meeting.*

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11 **Adjournment:** *A motion was made by Grant, seconded by Champeau to adjourn the November 13th,*
12 *2024 meeting of the Marina Committee at 4:30 P.M. Motion carried – All ayes.*

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14 Respectfully submitted,



15 Samuel Jordan
16 Assistant Marina Manager
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