MARINA COMMITTEE MEETING MINUTES
Thursday March 20th, 2025
(Approved)

Agenda Item No. 1. The February 19th, 2025 meeting of the Marina Committee was called to order by Howson at 4:00 P.M. A motion was made by Duffy, seconded by Grant to make Howson interim chair due to Werner's absence. Motion carried – All ayes.

Present: Louise Howson, Pat Duffy, and Kevin Grant

Staff: Marina Manager Dave Lienau, Assistant Manager Sam Jordan

Others: Terry Wolf, John Lijewski, Nicholas Dokolas, Marley Inksetter, Thor Johnson, Merih Bayirli

Agenda Item No. 2. Approval of the Agenda

A motion was made by Grant, seconded by Duffy that the Agenda for the March 20th, 2025 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 Duffy seconded by Grant that the minutes of the February 19th, 2025 meeting of the Marina Committee be 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. Howson asked if anyone would like to make a public comment, and no one responded.

Agenda Item No. 5. Discussion/Action Items

a) Boathouse Project

Howson requested further information on the Marina Club and the intended use of the second floor of the boathouse. Lijewski noted that the Shadow preservation group of the Sister Bay Historical Society intends to work with an architect to establish a clear development plan of both floors of the boathouse once they have received confirmation from the village that their intended plans are viable. Grant recalled the committee's discussion during the last meeting and noted that the committee requested a clear and established plan and intended use of the second floor from the group before giving any permission. Grant noted that the objective of himself as a committee member is to ensure that the boathouse finds best use for the marina customers and village, which may not be as a private rental property. Lijewski inquired if the committee seeks to retain the boathouse as a summer rental property. Grant noted that this was the committee's initial intention, but this has changed since the group has offered alternative plans in which they would use both floors. Grant and Duffy both voiced hesitancies to give the group any permission without seeing clear and distinct plans that highlight the intended use of the second floor and how the group intends to recoup some of the marina's lost revenue from the rental operation. Lijewski stated that he will return to the Shadow group and address these concerns.

b) Astronomy Tours

Dokolas requested committee approval for Sister Bay Boat Tours to continue offering the night-time, dark sky boat tours around two to three times a month.

A motion was made by Grant, seconded by Duffy to allow a marina commercial vendor, Sister Bay Boat Tours, to continue offering evening and nighttime cruises throughout the 2025 boating season. Motion carried - All ayes.

c) Review of Financials

Lienau noted that the marina's year-to-date total revenue is at about $547,000, which is on par with last year's number of $535,000. Lienau noted that these numbers should be similar given that the slip rates are the same as last year. Lienau noted that the line item "Transfer to Capital Projects" shows a figure of $550,000 being taken out of this year's operating budget. Lienau followed that this number is not properly accounted and is why the bottom line currently shows the marina operating in 2025 at a deficit. Duffy inquired as to why the "Auditing & Consulting" line item is notably over what is budgeted. Lienau replied that he will add this to the list of things to speak with the finance director about. Lienau also noted that many of the financial reports during these first few months of the year are being constantly adjusted due to the audit that is still in progress.

A motion was made by Howson, seconded by Duffy to acknowledge the monthly financials as presented. Motion carried – All ayes.

d) Dredging Permit

Lienau summarized the status of the maintenance dredging permit, noting that the permit application has been received by the DNR and that the marina is awaiting the permit to be given. Howson inquired how long the dredging project will take once the permit is received, to which Lienau responded that it will only take a couple days. Grant questioned what the marina staff will do if maintenance dredging is not done. Lienau estimated that the marina has nearly a hundred reservations that could potentially need to be relocated in the marina if maintenance dredging cannot be done.

e) Construction Projects

Lienau summarized the several dock rebuilding and refacing projects happening throughout the marina including C Dock main pier, D Dock main floating pier and B Dock finger piers.

Agenda Item No.6 Executive Session

a) Consider a motion to convene into Executive Session pursuant to Wisconsin State Statutes 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or

bargaining reasons require a closed session, more particularly marina vendor contracts.

At 4:31 P.M., a motion was made by Grant, seconded by Duffy to convene into Executive Session pursuant to Wisconsin State Statutes 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, more particularly marina vendor contracts.

A roll call vote was taken on the motion, and the members voted in the following fashion:

Howson – aye; Grant – aye; Duffy – aye

Motion carried.

b) Motion to reconvene into Open Session

At 4:46 P.M. a motion was made by Howson, seconded by Grant to reconvene into an open session. A roll call vote was taken and the members voted in the following fashion:

Howson – aye; Grant – aye; Duffy – aye

Motion carried.

c) Motion for Action, if Appropriate

No motion was made as a result of the closed session.

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

It was the consensus of the committee that that following items be included on a future marina committee meeting agenda:

- *Update on maintenance dredging*
- *Updated monthly financials and specific line items in need of correction*

The next meeting of the Marina Committee is scheduled for April 16th, 2025 at 4:00 P.M. via virtual Zoom meeting.

Adjournment: *A motion was made by Grant, seconded by Duffy to adjourn the March 20th, 2025 meeting of the Marina Committee at 4:50PM. Motion carried – All ayes.*

Respectfully submitted,

Samuel Jordan
Assistant Marina Manager