



TOWN OF LINN

HARBOR COMMISSION MEETING

Thursday, July 9th, 2026, 4:00 P.M.

Held In-Person and Virtually

Conference Room

W3728 Franklin Walsh St. Zenda, WI. 53195

1. **Call to Order:** Supervisor Zimmerman called the meeting to order at 4:00 P.M.
2. **Roll call:** Present: Supervisor Maureen Zimmerman, Grace Eckland, Tom Billings
Excused -Scott Dillion
3. **Approve minutes of previous meeting: June 4th, 2026**
 - Supervisor Zimmerman asked if everyone had reviewed the June 4, 2026 meeting minutes. There were no comments, corrections, or objections.
 - **Motion by G. Eckland, seconded by T. Billings, to approve the minutes as presented. Motion carried unanimously.**
4. **Comments from the public:** None
5. **Profit & Loss Statement – June 2026**
 - Administrator Zimmerman presented the Profit & Loss statement through June 26, 2026. He noted that the "All Other" expense category is approaching its budget limit. Otherwise, everything appears to be in good order.
 - Grace Eckland asked how overall performance compares to last year, given the cold, rainy June weather this year. Administrator Zimmerman noted that the next page of the report specifically covers launching fees, which he would address in the Launch Activity Report. Supervisor Zimmerman suggested that comparables to the prior year be included in next month's Profit & Loss statement for a clearer overview.
6. **Launch Activity Report (Discussion Only)**
 - Administrator Zimmerman reported that the Ven-Tec machines (which process on-site credit card transactions) are functioning. However, there was a technical issue where Ven-Tec and the credit card processing company (MSB) were not communicating, causing a delay in transactions hitting the Town's bank account. He had to manually facilitate communication between the two vendors. He noted a similar issue occurred last year and has not been fully corrected.

- Despite this, payments are being received. The report shows that 2026 launch fee collections are slightly higher than 2025, though the Town has collected 63% of its 2026 budget versus 75% at this point last year (due to the increased budget). Overall, the Town has collected more money than the same period last year.

7. Pier Repairs (Discussion Only)

Administrator Zimmerman reported on several pier issues:

- Scratches and Dings: Boats are rubbing against the piers. The posts have bumpers, but there are no bumpers along the deck where boats naturally come into contact. Only about half of boaters use their own fenders. Wake activity causes boats to bump against the wood. Some fishermen have voiced concerns at attendants about the issue.
- Bumper Installation Discussion: Supervisor Zimmerman suggested the Commission look into installing bumpers along the deck, noting that in the past the Town has purchased bumpers from Amazon and nailed them on. She believes it is a reasonable expense and would help address complaints. Grace Eckland agreed, noting that bumpers would help hold boats off the piers. Administrator Zimmerman offered to research costs and bring a proposal to a future meeting. No formal motion was made.
- New Tables and Benches: Supervisor Zimmerman noted the new tables and benches at both piers are very nice and will last a long time. She reported that one of the benches at Linn Pier was moved down to the water by spectators during the Fourth of July fireworks and was not returned. She has asked Matt Wittum (Highway Superintendent) to add it to his list to move back.

8. Chapin Road Launch

- Administrator Zimmerman reported on the condition of the Chapin Road launch. He noted it is not a defined launch and was never intended to be one. Strips of wood that had been placed there have been removed. Someone called to complain about the crumbling pavement and teenagers attempting to launch jet skis (wave runners) that sank into the sand.
- Grace Eckland stated that Chapin Road is a designated emergency ingress/egress for the North Shore. Supervisor Zimmerman noted that the fireboat is kept at Hillside, so it would not be coming out at Chapin Road, but the fire department may use the area to fill water trucks. She agreed it should not be blocked off.
- Supervisor Zimmerman reported that a sign is already in process and will state "Non-Motorized Watercraft" to clarify its intended use. The Commission agreed to clean up the area but not improve it so much that people mistake it for a full-service launch.
- Administrator Zimmerman stated he was not looking for a solution at this time but wanted the Commission to be aware of the condition for future capital planning.

9. Launch Attendant Staffing (Discussion Only)

- Administrator Zimmerman reported on a staffing shortage for the remainder of the season:
- One launch attendant is leaving the country on August 1 (to attend her freshman year of college in Ireland).
- Another attendant will be unavailable around mid-August.
- This leaves only one person to cover the Hillside launch for the remainder of the season, and he voiced that he cannot cover the entire shift.

- Supervisor Zimmerman noted that Tom Billings had observed the importance of having attendants on duty during sudden storms. During a recent typhoon-like storm, a bass boat was parked improperly, blocking the launch ramp and causing confusion. An attendant would have been able to direct traffic.
- The Commission discussed the challenge of finding reliable staff, particularly in mid-August when college students return to school. The age minimum is 18 and the pay is \$20.00/hour.
- Administrator Zimmerman will re-post the position to find additional coverage through the end of the season. Eckland offered to ask friends with college-age children. Supervisor Zimmerman asked members to contact Administrator Zimmerman if they know of any candidates.

12. Adjournment

- The next meeting will be Thursday, July 6, 2026, at 4:00 P.M.
- **Motion by G. Eckland, second by T. Billings, to adjourn the meeting. Motion carried unanimously.**
- Meeting adjourned at 4:28 P.M.

Minutes prepared by David Zimmerman