

VILLAGE OF EPHRAIM

FOUNDED 1853



Marinas and Moorings Committee Meeting Minutes

Wednesday, August 1, 2018 - 8:00 AM

Present: Tim Nelson-Chair, Bruce Nelson, Bob Plansky, Paul Wilson, John Held

Staff: Brent Bristol-Administrator, Andrea Collak-Clerk/Treasurer

1. **Call to order:** Meeting called to order by Tim Nelson – Chair at 8:00 AM.
2. **Changes in agenda:** Held proposed discussing item #8 after the Harbormaster’s Report.
3. **Visitors’ comments:** None
4. **Minutes from 6/27/2018**

Motion per Held to approve the minutes from 6/27/2018 as amended, seconded by Bruce Nelson, Nelson abstained, and motion carried.

5. **Harbormaster’s Report**

Bristol reported that couple mooring shuttle customers have been contacted about unpaid use of an in-water mooring shuttle tie up. Bristol is still waiting for feedback response from one and confirmation of direction from the other one.

Bristol also mentioned the steel pipes used to keep the sterns of boats at Anderson Dock separated to be an issue again this year. The westernmost pipe was straightened this spring but Puisis family, who has the slip next to the fire boat, called in early July frustrated that they could not get their boat into their slip because the pipe had moved. The Puisis family had to find another location for their boat for week or two while the pipe was moved back. Bristol pointed out that this issue has become an annual maintenance concern to be cognizant of and also calls into question the policy on refunds if user is unable to utilize their slip or mooring. Bristol will investigate what works for neighboring marinas.

In addition to jump pack Bristol suggested having small submersible sum pump available for the customers and employees; in case the Village is notified; for boats that are close to going under. The committee members suggested having emergency numbers for every customer. The issue will be discussed in detail at the future meeting.

6. **Discussion and consideration of purchase of green launch pad**

Bristol presented the committee with sample of the Mobi Mat product. After a short discussion on this issue the committee decided to look into different options. Bruce Nelson and Bristol will do more research on green launch pad application as well as possible ADA application at the public beach and get few more samples from different companies.

7. **Discussion and consideration of marina layout**

Bristol would like the committee to work on the marina layout and getting nice informational maps of the facility drawn. It will make things easier to find and manage for the docks hand. Bristol would like to further investigate utilizing marina software for transient reservations. We would need to finalize our marina layout and assign max length to each slip we intend to rent out, added Bristol. The committee agreed on on-site meeting to discuss marina layout in near future.

8. **Discussion and consideration of slip rental refund policy**

Bristol introduced this item. The committee members discussed in length different options and possible scenarios. The committee decided to make no change to the policy.

9. Discussion and consideration of marina signage for new display board

Bristol suggested having big enough marina layout map, village map and marina rules and fees. Item will be discussed in detail in a future meeting.

10. Discussion and consideration of Assistant Harbormasters training and performance

Bristol introduced this item. Bristol reviewed strong and weak areas in marina crew performance this season. Bristol believes that ground maintenance is good but there is a lack of customer service at the marina.

Held suggested providing more adequate training with a follow up and having a checklist to improve marina operations. Wilson would like to have more visibility of the dock employees helping boaters. Bruce Nelson and Bristol believe that marina layout map and transient software would help with many of the issues.

11. Discussion and consideration of marina management software

Item tabled for future discussion.

12. Discussion regarding possible property line encroachment

Item tabled for future discussion.

13. Visitors' comments: None

14. New business for next meeting: Discussion and consideration regarding the policy on refunds if user is unable to utilize their slip or mooring.

Review and evaluate green launch area for green launch pad.

15. Next meeting date: Walk-around meeting August 8th, 2018 at 7:30 AM. Next meeting Wednesday, September 5th, 2018 at 8:00 AM.

16. Adjournment

Motion per Held put to adjourn the meeting of the Marinas & Moorings Committee at 10:45 A.M., seconded by Wilson, and motion carried.

Recorded by,
Andrea Collak – Clerk/Treasurer