

CITY OF PORT WASHINGTON
HARBOR COMMISSION MEETING
Monday December 13, 2021, 7:00 P.M.
Harborview Lower-Level Meeting Room

Members Present

Sue Knauer, Jerry Gruen, Mike Gasper, Bill Driscoll, and Jordan Schwanz

Others Present

Harbormaster Dennis Cherny

Secretary Lisa Rathke

Stacey Berg-Marina Tenants' Representative

Dan Benning-Alderman

1. **Roll Call: (Absent: Dennis Brede and Tim Osowski)**

2. **Approve Minutes Of Previous Meeting**

Member Driscoll mentioned that the word "seconded" needed to be added under Approved Minutes of Previous Meeting. **Bill Driscoll made a motion to approve minutes as amended and Sue Knauer seconded. Motion Carried.**

3. **Monthly Financial Report**

Harbormaster Cherny mentioned that nothing has significantly changed since last month. We did receive the slip payment for the other boat wintering in the North Slip as well as the Launch payment from Maritime Enterprises for boats being launched or pulled out from other marinas. There was also some transient revenue in there as well.

4. **Approve Marina Software Purchase To Be Added To The 2022 Miscellaneous Budget**

Harbormaster Cherny mentioned that the marina is looking into a new software purchase. It was originally added to the Capital Budget for \$15,000. Secretary Rathke mentioned that originally the marina was looking at going with Scribble marina management software/POS at a cost of approximately \$15,000. However, since then, Dockwa, our current online reservation platform has just recently launched an online POS system of their own. It went through a trial process with 50 or so marinas last summer and reviewed very well. After several meetings with both companies, we have decided to go with Dockwa's online management software as our staff is already familiar with their software and we feel that it will make for a more seamless transition. Dockwa is also offering the software to us for the \$6,000 price if we sign the contract before the end of the year when the price will go up to \$8,000. Dennis and I went to discuss our options with City Administrator Tony Brown, and he mentioned that we should look into reallocating money within our 2022 budget rather than going through the Capital Budget. We are asking that \$6,000 be reallocated from the employee budget to the miscellaneous budget to cover the cost of the software. **Bill Driscoll made a motion to approve adding the \$6,000 marina software purchase to the 2022 miscellaneous budget and Mike Gasper seconded. Motion Carried.**

5. **Harbormaster's Report**

Harbormaster Cherny informed the Commission that the work has started at the new fish cleaning station location. They saw cut the area from the new location all the way up to the old lift station. They will be laying 4inch pipe.

The Newport Shores development, after tearing up our patio for construction purposes, poured a nice new, and larger patio for us north of the North Building.

The water level is down about 3 feet from last year. If we can get all the permits in writing, we could dredge north of Pier 5 from land. McMullen & Pitz is ready to move forward if we can find a location for the dirt.

We also should think about fuel cost for next year. If they continue to go up, we could have a whole different kind of season next summer.

The hot water heater for the North Building has been ordered. We went with the low bid.

Harbormaster Cherny also informed the commission that he put the marina truck and lighted anchor in the Port Washington Christmas Parade as they were seeking more entrants.

At our next Harbor Commission meeting, the mayor would like to do his Board Training session with the Harbor Commission members, it will take about an hour.

6. Marina Tenants' Comments

Marina tenant representative Stacey Berg mentioned that there was a large turnout at the Yacht Club for the Commodore's dinner. She also wondered if it would be okay if she started a closed Facebook group for marina tenants. Members Schwanz and Gruen thought that was a good idea.

Member Knauer asked what the Marina found out regarding listing Stacey Berg's contact information on the harbor commission agenda along with the committee members. Secretary Rathke said that Susan Westerbeke explained that only actual appointed committee members and their phone numbers are allowed to be listed on the agendas.

7. Any Other Business That May Come Properly Before The Commissions

Member Gasper mentioned that other boards are doing away with this item on their agendas, and we should look at possibly doing away with this agenda item as well.

8. Adjournment

Bill Driscoll made a motion to adjourn the meeting at 7:26 pm and Sue Knauer seconded. Motion Carried.

Minutes not yet approved by the Harbor Commission