



1 let the Maintenance Department employees know how much their assistance is  
2 appreciated.

- 3 • The damage done by the siege in the beginning of the season gave her the perfect  
4 opportunity to create another seasonal slip on “J” Dock. Mike Kahr of Death’s Door  
5 Marina has been contracted to do the required work, which should cost  
6 approximately \$1,500.00. Hopefully it will all be done by the 4<sup>th</sup> of July.
- 7 • Staff members are working hard to refresh the Marina’s picnic tables by sanding and  
8 repainting them a color which matches the color the Marina Office Building is  
9 painted. They are also working on repainting the parking bumpers at the Marina.
- 10 • In order to prevent ice damage, before it freezes work will have to be done on raising  
11 “A” Dock.
- 12 • Peninsula Painters has nearly completed all the work on the Boathouse painting  
13 project and it looks great!!!!
- 14 • The new software does a good job of keeping reservations in check. Some staff  
15 members caught on to the software effortlessly while others still struggle, but they  
16 continue to learn.
- 17 • At this time reservations are flooding in and staff members are doing their best to  
18 keep up with them. They have already had a “full” weekend at the Marina, and  
19 Krauel was able to “squeak in” three boats which were over 60’ in length.
- 20 • Now that all the work is done downtown she has been hearing a lot of favorable  
21 comments about the Village and how nice everything looks.
- 22 • A typo. was made on one of the telephone numbers which is displayed in the Marina  
23 brochure for 2016. The erroneous phone number has been removed from as many of  
24 the brochures as possible.

25  
26 Anderson noted that he recently utilized the launch ramp at the Marina, and was surprised  
27 to see that even though there were five kids working none of them came out of the office to  
28 help him. Anderson, Jungwirth and Sunstrom all indicated that this “is nothing new” at the  
29 Marina, and they do not believe it is right. Krauel was asked to instruct all the staff members  
30 that in the future they must be more observant and attentive to any customers who utilize  
31 the launch ramp.

32  
33 **Item No. 1. Consider a motion to convene into executive session pursuant to Wis. Stats.,**  
34 **§19.85(1)(e) to deliberate or negotiate the purchase of public properties, the investment of**  
35 **public funds, or conduct other specified public business, whenever competitive or**  
36 **bargaining reasons require a closed session:**

37 *At 2:11 P.M. a motion was made by Clove, seconded by Duffy that the Marina Committee convene*  
38 *into executive session pursuant to Wis. Stats., §19.85(1)(e) to deliberate or negotiate the purchase of*  
39 *public properties, the investment of public funds, or conduct other specified public business, whenever*  
40 *competitive or bargaining reasons require a closed session. A roll call vote was taken on that motion*  
41 *and the Committee members voted in the following fashion:*

42  
43 *Anderson – Aye; Clove – Aye; Duffy – Aye; Jungwirth – Aye; Sunstrom – Aye*

44  
45 *Motion carried.*

1 **Item No. 2. Consider a motion to reconvene into open session:**

2 *At 3:20 P.M. a motion was made by Clove, seconded by Duffy that the Marina Committee reconvene*  
3 *into open session. Another roll call vote was taken and the Committee members again voted in the*  
4 *following fashion:*

5  
6 *Anderson – Aye; Clove – Aye; Duffy – Aye; Jungwirth – Aye; Sunstrom – Aye*

7  
8 *Motion carried.*

9  
10 **Item No. 3. Consider a motion to take action, if required:**

11 *A motion was made by Duffy, seconded by Sunstrom that a formal contract shall be entered into*  
12 *between the Village of Sister Bay and David Schilling of Sister Bay Scooters, LLC for the operation of*  
13 *a scooter rental business at the Sister Bay Marina. That contract shall contain all the following terms,*  
14 *and it shall be executed by the appropriate parties ASAP, but before it is actually executed the Village*  
15 *Administrator must confirm that Schilling does have sufficient insurance coverage.*

16  
17 CONTRACT TERMS:

- 18 • *Schilling's scooters will primarily be intended for rental to Marina transient guests on a*  
19 *trial basis for this season only.*
- 20 • *Schilling must do business at the entrance to "A" Dock at the Sister Bay Marina.*
- 21 • *Schilling will be allowed to designate his hours of operation.*
- 22 • *Schilling must provide proof of acceptable insurance coverage and licensing for all his*  
23 *scooters to the employees in the Village Administration Office, and the Village of Sister*  
24 *Bay and the Sister Bay Marina shall be named as Liability Insurance Certificate Holders.*
- 25 • *Marina staff members will not be expected to rent scooters out to anyone or answer any*  
26 *inquiries about scooter availability.*
- 27 • *Schilling and/or his designee(s) must be at the Marina for check-in and check-out of any*  
28 *and all scooters which are rented out.*
- 29 • *In October of 2016 the Marina Committee will meet with Schilling, at which time a*  
30 *season-end review will be conducted.*
- 31 • *Schilling must pay 10% of his gross sales for the 2016 season to the Sister Bay Marina by*  
32 *October 31, 2016.*
- 33 • *If Schilling wishes to continue to do business at the Marina in 2017 it is possible that he*  
34 *may be required to submit an RFP.*
- 35 • *If Schilling wishes to expand his customer base considerably or ever desires to utilize*  
36 *Village parklands for his scooter rental business, a formal referral must be made to the*  
37 *Parks Committee.*

38  
39 *Motion carried – All ayes.*

40  
41 **Item No. 5. Consider a motion to discuss matters to be placed on a future agenda or**  
42 **referred to a committee, official or employee:**

43 *The Marina Committee will not be meeting during the summer months. If a meeting is necessary a*  
44 *special meeting will be scheduled.*

Minutes of the June 27, 2016 Meeting of the Marina Committee

1 **Adjournment:**

2 *A motion was made by Sunstrom, seconded by Anderson that the June 27, 2016 meeting of the*  
3 *Marina Committee be adjourned at 3:41 P.M.*

4

5 Respectfully submitted,



7 Janal Suppanz,

8 Assistant Administrator