

TOWN OF LA POINTE
Board of Harbor Commissioners
THURSDAY February 15th, 2024
9:00 am at Town Hall and via Zoom
Approved Minutes

Commissioners Present: Michael Collins, Michael Childers, Carol Neubauer, Evan Erickson Jr., Zach Montagne, Mike Anderson

Commissioners Absent: Pete Ross

Staff Present: Lauren Burtaux, Harbor Commission Secretary, Michael Kuchta, Town Administrator

Public Present: Glenn Carlson

1. Call to Order: Meeting called to order at 9:00am by M. Childers.
2. Roll Call: Members, staff, and public present as listed above.
3. Public Comment: None.
4. Minutes – 2/8/2024: Motion by M. Anderson to approve the minutes as presented, seconded by M. Collins, all in favor, motion carried.
5. Committees – Updates
 - a. President: Baker Tilly Engagement Letter: Motion by M. Collins to approve engagement letter, the total estimate of the Harbor Commission audit for 2023 is \$11,000-15,000, seconded by M. Anderson, all in favor, motion carried.
 - b. Communications: None.
 - c. Other: None.
6. Update on Upcoming Operational Tasks – Glenn Carlson: G. Carlson has been working with Robin and the MIFL staff to understand revenues and expenditures. Glenn has compiled an outline to detail upcoming operational tasks. Discussion of part-time and full-time employees. The Harbor Commission thanks Glenn for his assistance.
7. Discussion of Karwath Proposal for Grant Writing: M. Collins has been working with Rob Karwath to develop grant writing, one of the main topics being expansion of the ferry schedule for extracurricular activities for school kids. Z. Montagne motions to engage and sign with Rob Karwath and AIMClear to assist in grant writing, with specific detail to apply for four grants for \$3,375, seconded by M. Anderson, all in favor, motion carries.
8. Bremer Bank Proposal & Ehlers Financial Model Review: The Board of Commissioners of Public Land’s (BCPL) loan for \$4.9 million is continuing along but will not be approved until March 5th.

9. Inquiries from Other Organizations:
 - a. MIFL Employee Benefit Questions: Discussion of various benefits provided to employees.
10. Offers of Assistance – Updates: The Harbor Assistance Program has a three-year intentional statement to be filled out by April 1st. M. Childers asked G. Carlson to assist in submitting this form.
11. Approval of Bills: Motion by M. Anderson to approve the three bills in the total of \$579.69, one from Baker Tilly for \$256, second Deluxe a self-inking deposit stamp for \$73.69, and one from Wisconsin Commercial Ports Association for \$250, seconded by M. Collins, all in favor, motion carried.
12. Future Agenda Items: Financial/account review, fee schedule resolution/ordinance including private freight rates.
13. Meeting Dates: Thursday, February 22nd, 2024, at 9am.
14. Adjourn: Motion by E. Erickson to adjourn, seconded by Z. Montagne, all in favor, motion carried. Meeting adjourned at 9:39am.

Respectfully submitted by Lauren Burtaux, Harbor Commission Secretary.
Minutes approved as presented on Thursday, February 22, 2024, L. Burtaux.