

**TOWN OF LA POINTE**  
**REGULAR TOWN BOARD MEETING**  
**TUESDAY MAY 14, 2019**  
**5:30 PM AT TOWN HALL**  
Approved Minutes

**Town Board Members Present:** Jim Patterson, Michael Anderson, Sue Brenna, Glenn Carlson, John Carlson

**Staff Present:** Lisa Potswald, Ric Gillman, Ben Schram, Ted Pallas, Richard Laakonen, Elected Clerk Micaela Montagne

**Public Present:** Jim Peters, Keith Sowl, Ed Kale, Samantha Follis, Paul Brummer

**Called to Order:** 5:30pm

**I. Public Comment A\*:** Paul Brummer commented on getting rid of the old Nelson Windsled.

**II. Town Administrator's Report:** Report prepared and presented by Lisa Potswald dated 5/10/2019 placed on file by Unanimous Consent.

Motion to move to agenda item V. H. La Pointe Stencil Project, S. Brenna/ G. Carlson, 5 Ayes, Motion Carried.

**V. Town Hall Administration**

H. Update on La Pointe Stencil Project: Samantha Follis was present to update the Town of the project with examples of stencils as well as the final slogans: 'Trash in the street pollutes what you eat' and 'Don't dump, drains to the lake'. A list of possible stencil locations around Town will be provided and on file at Town Hall.

Motion to move to agenda item III. C. 1. Letter from Ed Kale, G. Carlson/ J. Carlson, 5 Ayes, Motion Carried.

**III. Public Works**

**C. Parks**

1. Letter Received from Ed Kale Regarding Non-Motorized Vessels: E. Kale addressed the Board with his thoughts on how the non-motorized vessels came to be as well as current issues with them at Big Bay Town Park (accidents, safety and supervision as well as a change in the number of racks allowed for commercial canoes/ kayaks).

Motion to return to agenda item III. A. S. Brenna/ G. Carlson, 5 Ayes, Motion Carried.

**III. Public Works**

**A. Public Works Director**

1. Public Work Director's Report: Report prepared by Nick Montano for April 2019 placed on file by Unanimous Consent.

**B. Roads**

1. Big Arns Road/ Brians Road: Report from Project Manager Keith Sowl. Discussion on waiting to hear from the DNR on delineation requirements as well as meeting and planning with Emmer Shield of Ashland County.

2. Budget for Big Arns/Brians Road Project: Preliminary budget for the road was prepared with an estimated total of \$315,500 including labor, equipment, gravel, culverts, etc.

3. Contract with ATS Specialized/Associated Training Services for On-site Motor Grader Training: Motion to approve the contract with ATS Specialized LLC for grader training for \$5100, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

4. Bid Notice for Crushed Road Gravel: Remove the line about town residents purchasing gravel. Motion to approve the Bid Notice for crushed gravel, S. Brenna/ J. Carlson, 5 Ayes, Motion Carried.

5. Bid Notice for Culverts: Motion to authorize the bid notice for culverts, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

#### **C. Parks**

2. Contract with One Guy and Sons Plumbing for Joni's Beach Restrooms: Motion to approve the contract with One Guy and Sons Plumbing for \$2600, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

#### **D. Materials Recovery Facility (MRF)**

1. MRF Supervisor's Report: Report prepared and presented by Ted Pallas for April 2019 placed on file by Unanimous Consent. A future item is to increase fryer grease fee from \$0.25 to \$0.50 per gallon.

2. Contract with J-Mec Inc to Repair the MRF Glass Crusher: Not available yet.

3. Request for Proposal for Solid Waste, Construction, and Live Load Collection and Disposal Services: T. Pallas discussed leaving things as is for now while the operational analysis is being done and the driver can still do the runs. Discussion on training a back up driver. Motion to table until the next meeting, S. Brenna/ G. Carlson, 5 Ayes, Motion Carried.

#### **E. Airport**

1. Airport Manager's Report & Checklist: Report prepared by Paul Wilharm for April 2019 placed on file by Unanimous Consent.

### **IV. Committees**

#### **A. Planning and Zoning**

1. Planning and Zoning Administrator's Report: Not available

2. Appointment of Town Plan Commission Chair: Motion to appoint Suellen Soucek as Town Plan Commission Chair, G. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

3. Recommendation by the Town Plan Commission: Certified Survey Map for the Estate of Warren Anderson Parcel ID #014-00035-0100 Unassigned Fire Number North of Big Bay Rd: changing to two parcels, needs new parcel numbers. Motion to approve the CSM for the Estate of Warren Anderson, J. Carlson/ S. Brenna, 4 Ayes, 1 Abstain (M. Anderson), Motion Carried.

#### **B. Zoning Board of Appeals**

1. Resignation of Member: Motion to accept the resignation of Glenn Carlson from the Zoning Board of Appeals and thank him for his service, M. Anderson/ S. Brenna, 5 Ayes, Motion Carried.

2. Appointment of Zoning Board of Appeals Chair: Chair Jim Patterson appoints Paul Brummer as the Chair of the Zoning Board of Appeals. Motion to ratify the appointment of Paul Brummer as Chair, G. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

**C. Winter Transportation Committee**

1. Nelson Windsled: The Nelson Windsled was purchased in 2000 for \$50,000 and now it is time to part with it. Discussion on putting it out for bids, splitting the money with the other two entities of the Winter Transportation Committee (Bayfield School District and Madeline Island Ferry Line). Motion to prepare a notice for sealed bids on the Nelson Windsled with a minimum required bid of \$1,000, G. Carlson/ J. Carlson, 5 Ayes, Motion Carried.

**V. Town Hall Administration**

A. Budget Report: Motion to approve the Budget Summary Report dated 5/12/2019, G. Carlson/ J. Carlson, 5 Ayes, Motion Carried.

B. Grant Updates: L. Potswald is working on a fire protection equipment grant due in July.

C. Resolution #2019-0514: Alternate Members for Board of Review: Motion to approve Resolution #2019-0514, M. Anderson/ G. Carlson, 5 Ayes, Motion Carried.

D. Budget Amendment 2019-2: Motion to approve Budget Amendment 2019-2, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

E. Sunset Clause on Incidental Structure Rentals in Rental Ordinance: Motion to table until a workshop, S. Brenna/ M. Anderson, 5 Ayes, Motion Carried.

F. Schedule Town Board Workshop and Discuss Agenda Items: Sunset clause in Rental Ordinance, communicating with the public, ramp at the Rec Center, increasing revenue (head tax/ posters/ donations). Scheduled for Tuesday May 21, 2019 at 5:15pm. A future workshop agenda item will be about the building inspection services.

G. Attachment 'D' to 2019 Compensation Resolution #2018-1211A: Motion to approve Attachment 'D' to 2019 Compensation Resolution #2018-1211A, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

**I. Update Policies and Procedures**

1. Purchasing and Contracting Policy
2. Capital Improvement Plan (CIP)
3. Employee Performance Evaluations
4. Hazard Communication Program
5. Information Security Policy
6. Cemetery Policy (Ordinance 220)
7. Return Check Fee Policy
8. Use of Town Buildings Policy
9. Town Board Meetings Recordings Retention Policy
10. Town Board Meeting Agenda Policy
11. Town Board Agenda Order Policy
12. Winter Road Maintenance Policy
13. Use of the Recreation Center for the Island Graduation Party Policy

Motion to table updating the policies and procedures until the next meeting, S. Brenna/ G. Carlson, 5 Ayes, Motion Carried.

J. Letter to Verizon Regarding Right of First Refusal for Cell Tower: Motion to authorize the Town Chair to sign the letter, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

**VI. Vouchers:** Motion to approve vouchers in the amount of \$65,194.66, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried. [*Clerk's Note: The vouchers should be \$65,184.66 (a reduction of \$10 due to Andry Rasmussen charged their hourly rate instead of contract rate).*]

**VII. Alternative Claims:** Motion to approve Alternative Claims for April 2019 in the amount of \$200,531.47 and \$687.49 for the Library, M. Anderson/ G. Carlson, 5 Ayes, Motion Carried.

**VIII. Treasurer's Report:** Motion to accept the Treasurer's Cash Summary Report as of April 30, 2019 showing a total of \$3,580,646.59 and a total available checking of \$191,400.98, J. Patterson/ M. Anderson, 5 Ayes, Motion Carried.

#### **IX. Minutes**

A. Regular Town Board Meeting April 23, 2019: Motion to approve minutes as submitted, S. Brenna/ J. Carlson, 5 Ayes, Motion Carried.

#### **X. Police Department**

A. Police Chief's Report: Report prepared by William Defoe for April 2019 placed on file by Unanimous Consent.

#### **XI. Emergency Services**

A. Fire Chief's Report: Report prepared by Rick Reichkitzer for April 2019 placed on file by Unanimous Consent.

B. Reimbursement for Personal Items Lost in Fire (Police & Fire Departments): Motion to authorize the reimbursement of personal items lost in the fire as laid out in the memo dated 5/13/2019 (with a total of \$11,297.88; \$5,000 covered by insurance and the rest from the ESB fund), G. Carlson/ J. Carlson, 5 Ayes, Motion Carried.

**XII. Public Comment B\*\*:** Jim Peters thanked the Town Crew for cleaning up the streets and that things look nice for the summer.

Jim Patterson will attend the ground-breaking ceremony for the Cell Tower in Red Cliff.

**XIII. Lawsuits & Legal Issues:** Nothing

#### **XIV. Liquor & Operators' Licenses**

A. Temporary "Class B" License

1. Madeline Island Wilderness Preserve, May 25, 2019: Motion to approve the Temporary "Class B" License for the Madeline Island Wilderness Preserve on May 25, 2019, S. Brenna/ M. Anderson, 5 Ayes, Motion Carried.

**XV. New Agenda Items for Future Meetings:** Opening of Bids, amend fee schedule for MRF, MRF hauling request for bids, ZA report, fire hall updates

**XVI. Adjourn:** Motion to adjourn, S. Brenna/ J. Carlson, 5 Ayes, Motion Carried.

Submitted by Micaela Montagne, Town Clerk

Approved as submitted, May 28, 2019. M. Montagne, Town Clerk.

Regular Town Board Meeting May 14, 2019