

TO: Town Board

FROM: Lisa Potswald

RE: Town Administrator's Report

DATE: April 10, 2020

DATES OF REPORT: March 20, 2020 through April 10, 2020

**1. Accomplished/Completed**

**2. Coming Up/Working On**

- Budget
- Fire Recovery/Rebuilding
- Cell Tower
- Updating Ordinances
- Personnel Policy
- Dock Project
- MRF Operational Analysis
- Personnel Matters
- Emergency Operations Plan
- COVID-19

**3. Town Board Agenda – Information/Comments**

- Dock Approach/Parking Lot Repairs. See separate memo.
- Approve Contract with Dobson Elk River Construction for installation of the Chapel sidewalk. The work for this project was done in May 2019. Mr. Dobson was emailed contracts for the project two prior times but did not respond. In addition, due to a last-minute addition by Ted Michael to the sidewalk, the project went over budget. The Town received the bill in December 2019, and I submitted a second grant to the Michael Madeline Island Fund to cover the additional expenses. We hope to receive information regarding that grant at the end of April.
- DNR Trails Resolution 2020-0414. This resolution allows the Town Administrator to submit a grant for improving parts of the Big Bay Town Park trail at a total cost to the Town of \$6,310.84. The total project cost will be \$12,621.68, with the Wisconsin DNR grant, if awarded, to cover one half of the project cost.
- Firehouse Subs Public Safety Foundation Grant. Cindy Dalzell is working on behalf of the Ambulance Service to apply for an automatic chest compression device at a maximum cost of \$17,452.77. The maximum grant amount is \$16,000 – the Ambulance Service will use targeted donations for the remainder of the cost. See pictures on next page. The application is due by May 13.

**4. Follow Up on Previous/Ongoing Projects**

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## 5. Grant Report

## 6. Lawsuits/Legal Issues

- Town Board members have been advised of updates/settlements.

## 7. Comments/Other Information

- Work on the dock project will be slow or not happening until the road restrictions come off. They are ahead of schedule, with the project scheduled to be done on May 31, 2020.
- Wendel had some projects put on hold, so they have more staff working to complete the ESB plan. Robert said he will be in touch to set up a few meetings in the coming weeks via Zoom. As of now, they are on track for the bid docs published by April 24th.
- Ben will be asking to hire Parks 1 and 2 at the 4/28/20 Town Board meeting with a start date of May 4. The Parks 3 position may be filled in mid-May. His plan at this point is to hire one Campground Host and the Campground Assistant to begin Memorial Day weekend. Even if the campground is not open, there is a lot of work that can be done to the campground – it is a great time to take advantage of it. However, we must also consider any anticipated drop in revenue depending upon when the campground can reopen.
- I have previously provided you with the information that the FAA approved the new cell tower at a height of 126'. I don't know when construction will start.
- We still have not received the state contract for the passenger shelter funding from the Wisconsin Coastal Management Program and will most likely not receive it for another month. Once received, the architectural/engineering work can get completed.
- COVID-19 Updates: On 4/8/20 Minnesota's Governor ordered sheltering in place until May 4, 2020. The peak day of the first wave of the virus in Wisconsin is estimated by one model to be April 13, 2020; after that date, reports of sickness and deaths are predicted to drop to 0 by mid-May. Governor Evers' current Safer at Home order is through April 24. Barb and I continue to monitor information as it comes to us.

*Automatic chest compression device, also known as Lucas device.*



(5) TB, Lisa, Barb, Micaela,  
Ben, Public

## March 2020 Public Works Report

### Roads/Equipment

- Despite the big snow early in the season, the gradual melt has been great for island culverts, and there has been very minimal need for culvert steaming, with only a few days necessary and very minimal road flooding in comparison to Spring of 2019. The major problem areas, especially on gravel roads, are on the radar and will be addressed.
- It has been a good month for maintenance. Evan and Pete have spent many days going through trucks and equipment, including changing fluids, filters, wiring inspections, misc. upgrades and repairs, deep cleaning, and mending little things that have been overdue for some time.
- The 1998 Ford Louisville dump truck (298) is scheduled for a complete brake repair as soon as parts arrive.
- The 772 grader wing and tower were disassembled for the upcoming gravel road maintenance season.
- The conveyer sander was taken off the 2016 Dodge 2-ton (22) and the truck will be put to work hauling materials as needed during load limit season.
- The crew and I will be out as much as possible cleaning curbs, ditches, sod ruts, and straightening or replacing sign posts throughout the Spring.

### Parks

- The holding tank that services both the Town garage and the seasonal RV dump station had new risers and lids installed by the crew, along with piping, paint, and signage upgrades. This project has been on the to-do list for some time.
- Hiring seasonal staff has been delayed, but the grass will still grow, and Spring clean-up still needs to be done, and I hope to hire Parks #1 and #2 by the end of April.
- Both the Rec Center and Joni's Beach playground were officially closed by the LPPD to comply with The WI Dept. of Health Services and Governor Evers Emergency Order.
- With a heavy heart but a practical mind I've decided to keep Big Bay Town Park closed (camping and restrooms) until at least June 1<sup>st</sup>. All May reservations made online will be refunded. There is a detailed notice posted on the Park website, and signs posted at the Park. The beach access, trails, and pit toilets remain open to the public.

### COVID-19

- As I write this, the situation nationally has shown no improvement and is deteriorating daily. I would like to inform and remind the public that myself and the Town crew are doing all we can do to perform our tasks safely. Our number one priority is always the best interest of the island's infrastructure of which we are responsible for. The security and well-being of the Public Works buildings, which are home to Fire and EMS equipment, is something we all take very seriously during this time. Strict rules are in place and everyone is doing all they can when it comes to sanitizing and taking proper precautions.

Be kind, be responsible, be safe,  
Respectfully submitted,  
Ben Schram, Public Works Director

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APR 2 2020

dg

**TO: Town Board**

**FROM: Lisa Potswald**

**RE: Dock Approach Repairs**

**DATE: April 10, 2020**

The Town applied for funding from the state to fix the sink holes developing at the dock approach, however we did not receive funding. The sink holes continue to reappear despite the Public Works staff filling them on a regular basis, due to the high water undermining that area. Ben has researched the options and come up with the following:

A. Tear up the existing blacktop in an area of 6,900 square feet and blacktop to a thickness of 4 inches. Cost: ROUGH ESTIMATE provided by Northwoods Blacktop at \$38,300, plus the cost of Town labor/equipment to haul away the sawcut blacktop. This rough estimate does not include the cost of any work and materials needed to mitigate the water undermining the area. See next page, letter A.

B. Tear up and haul away blacktop, repair/correct undermining, prep for concrete for an area of 2,800 square feet. Cost: \$92,400 as estimated by Smith Group, if we have them do the two areas that have been discussed (a 36'x75' section extending from the ticket booth landward and the small area out near the proposed shelter). This does not include any engineering, permits or oversight/submittal review, etc. One thing we are uncertain about would be how much crushed rock, gravel base or sand would be required to fill the gaps, so this might be a variable cost depending on how many truckloads are needed. This could be done as a change order by Wren Works. See next page, letter B.

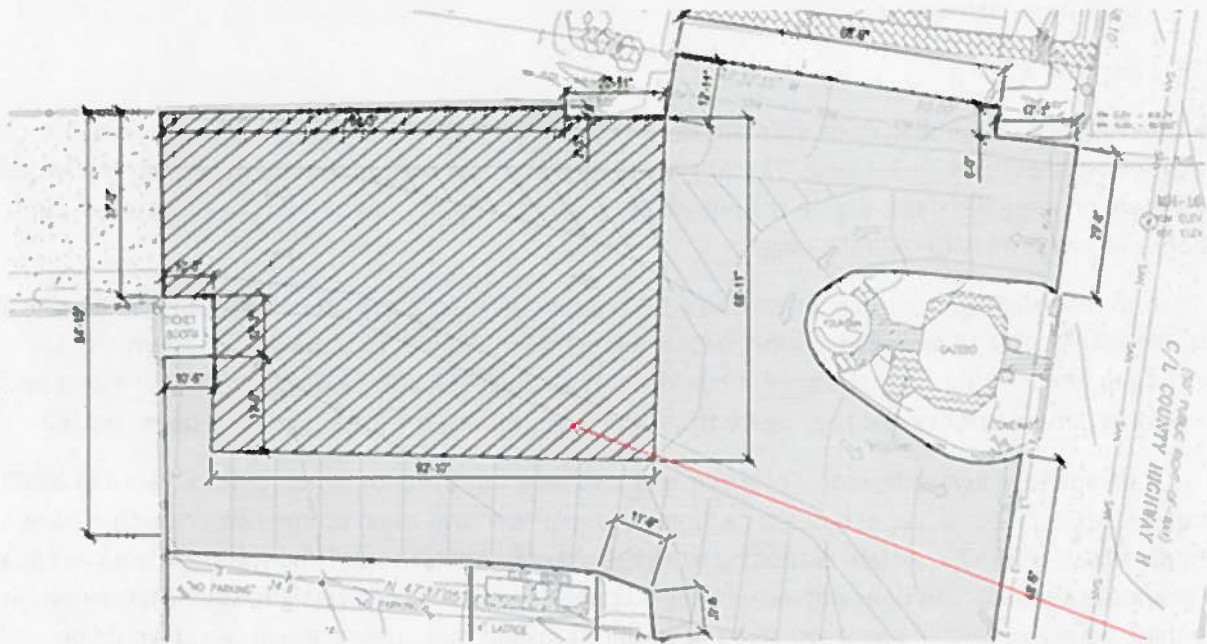
C. Leave as is and continue to fill holes as needed.

Funds for this project could be "borrowed" from the ESB fund so the project can be completed early this summer, and then included with the ESB loan.

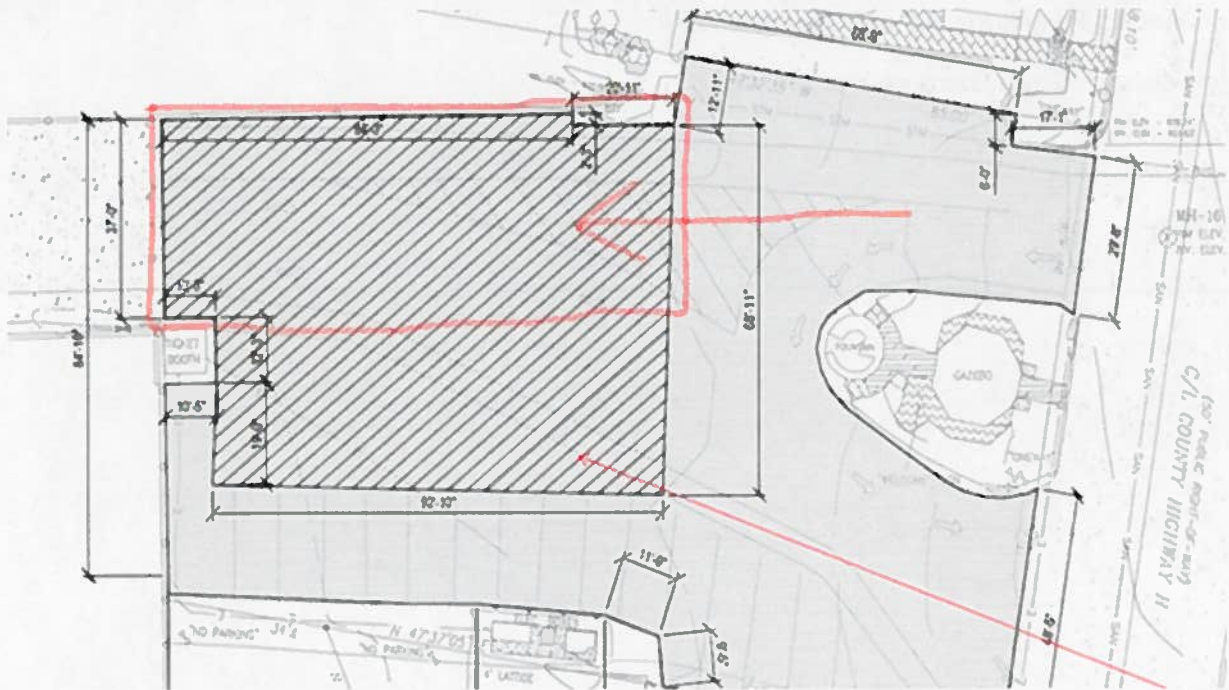
How does the Town Board want to proceed?



A. Blacktopping area:



B. Concrete area:



# SMITHGROUP

www.smithgroup.com

Client Town of La Pointe, Wisconsin  
Project Parking Lot Repairs  
Project # 21358.004  
Detail Planning Level  
Date 3/18/2020

| Item | Item   | Quantity | Unit | Unit Cost   | Item Total          |
|------|--|----------|------|-------------|---------------------|
| 03   | Parking Lot Repairs                                  |          |      |             |                     |
|      | 1. Cast-In-Place Concrete                            | 2800     | SF   | \$ 23.00    | \$ 64,400.00        |
|      | 2. Geotextile Fabric                                 | 700      | SY   | \$ 5.00     | \$ 3,500.00         |
|      | 3. Sand Jetting                                      | 110      | CY   | \$ 114.00   | \$ 12,540.00        |
|      | 4. Demolish & Haul Away Existing Pavement & Subbase  | 320      | SY   | \$ 6.00     | \$ 1,920.00         |
|      | 5. Erosion Control, Silt Sock                        | 500      | LF   | \$ 5.00     | \$ 2,500            |
|      | 6. Erosion Control, Stabilized Construction Entrance | 1        | EA   | \$ 7,500.00 | \$ 7,500            |
|      | <b>Subtotal</b>                                      |          |      |             | <b>\$ 92,360.00</b> |
|      | <b>Construction Subtotal</b>                         |          |      |             | <b>\$ 92,400</b>    |

(5) TB, Lisa, Barb, Micaela,  
Ben, Public

**TOWN OF LA POINTE  
RESOLUTION 2020-0414  
OUTDOOR RECREATION GRANT APPLICATION**

WHEREAS, Town of La Pointe is interested in acquiring or Developing lands for public outdoor recreation purposes as described in the application; and

WHEREAS, financial aid is required to carry out the project;

THEREFORE, BE IT RESOLVED, that Town of La Pointe has budgeted a sum sufficient to complete the project or acquisition; and

HEREBY AUTHORIZES Lisa Potswald, Town Administrator to act on behalf of Town of La Pointe to:

- Submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available;
- Submit reimbursement claims along with necessary supporting documentation within 6 months of project completion date;
- Submit signed documents; and
- Take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED that Town of La Pointe will comply with state or federal rules for the programs; may perform force account work; will maintain the completed project in an attractive, inviting and safe manner; will keep the facilities open to the general public during reasonable hours consistent with the type of facility; and will obtain from the State of Wisconsin Department of Natural Resources or the National Park Service approval in writing before any change is made in the use of the project site.

Adopted this 14th day of April, 2020.

I hereby certify that the foregoing resolution was duly adopted by Town of La Pointe Board of Supervisors at a legal meeting on 14th day of April, 2020.

Authorized Signature: \_\_\_\_\_ Title: Town Board Chair

**IMPORTANT NOTE:** The DNR expects the individual authorized by this resolution to become familiar with the applicable grant program's procedures for the purpose of taking the necessary actions to undertake, direct, and complete the approved project. This includes acting as the primary contact for the project, submitting required materials for a complete grant application, carrying out the acquisition or development project (e.g., obtaining required permits, noticing, bidding, following acquisition guidelines, etc.), and closing the grant project (e.g., submitting grant reimbursement forms and documentation, and organization of project files for future monitoring of compliance with grant program.

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(5)TB, Lisa, Barb, Micaela,  
Ted, **Public**

**M.R.F. Supervisor's Monthly Report April 10, 2020**

The M.R.F. has been had a steady flow of people all things considered the jobs completed for the last month include:

Accepting incoming garbage, construction debris, electronics, recyclables, and haz-mat from the public, businesses, and contractors.

Bagging up all recyclables and placing in proper bins until we have enough to bale.

Hauling in barrels of glass and running it through the crusher.

Leveling the demolition and metal boxes

Making bales of paper, cardboard, tin, aluminum and plastic.

Sorting and weighing electronics and packing into gaylords for shipment.

Dumping and hauling barrels of crushed glass and hauling to the storage bin.

Filing the annual D.N.R. Self Certification for the M.R.F.

Answering numerous phone calls

**Additional info:**

1. The skid steer is back and running great. Should be as good as new.

Respectfully Submitted,

Ted Pallas supervisor M.R.F.

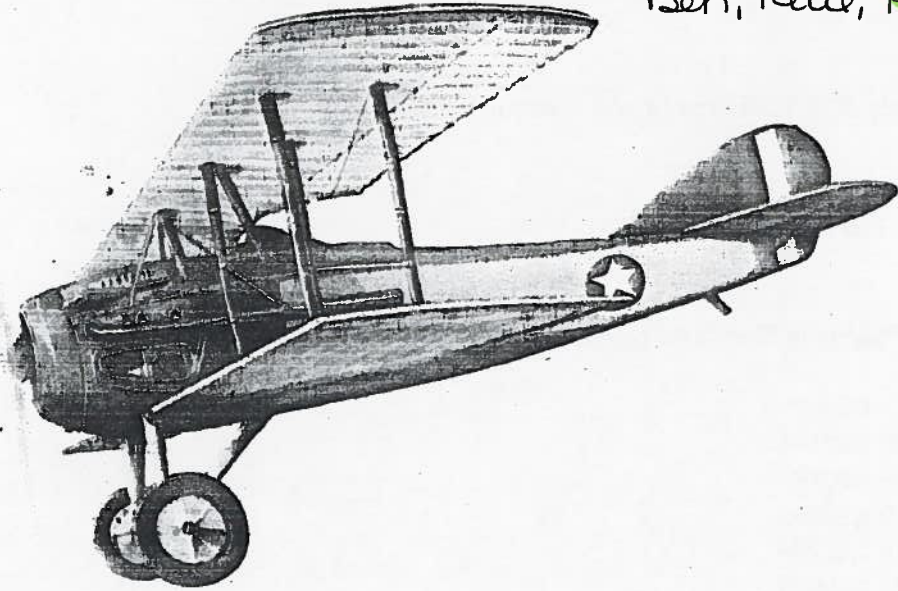
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(5)TB, Lisa, Barb, Micaela,  
Ben, Paul, Public



**Major Gilbert Field (4R5)**

**To: Town Board**

**From: Paul Wilharm**

**Date: 04/02/2020**

**Re: Monthly report for March 2020**

During the month of March our airport was issue free ! Transient traffic has seen increased numbers since March 12 but much of it has been touch and go or pilots stopping to stretch and then move on. The town crew made some more progress with right of way clearing.

Attached are logs / checklists

Thanks !

Paul  
Cover + 5

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**March 2020 Traffic count and revenue log / checklist**

**Drop box receipts \$ 0.00**

**The following filed flight plans:**

**03/01 N30TP  
03/06 N192AF  
03/08 N30TP  
03/10 N346BA  
03/14 N192AF  
03/21 N192AF**

**See attached 2 sign in sheet for additional traffic count.**

# 3/20 Terminal log

|     |          |       |   |   |      |
|-----|----------|-------|---|---|------|
| 3/4 | PCOMPERS | 3630> | 2 | P | KRGK |
|-----|----------|-------|---|---|------|

(1)

# 3/20 Terminal log

WELCOME TO 4R5

| DATE | PILOT'S NAME | N-NUMBER | NUMBER ABOARD | BUSINESS/ PLEASURE | FLIGHT ORIGIN | CONTACT      |
|------|--------------|----------|---------------|--------------------|---------------|--------------|
| 3/14 | Evan Cwikla  | 115FJ    | 4             | Pleasure           | KSUW          |              |
| 3/16 | Mike Stojak  | 5137P    | 1             | Pleasure           | KFCM          | 617 327 8653 |
| 3/21 | Patrick ...  | N6985G   | 3             | Pleasure           | KYSS          | 715-697-3309 |
|      |              |          |               |                    |               |              |
|      |              |          |               |                    |               |              |
|      |              |          |               |                    |               |              |
|      |              |          |               |                    |               |              |
|      |              |          |               |                    |               |              |
|      |              |          |               |                    |               |              |
|      |              |          |               |                    |               |              |
|      |              |          |               |                    |               |              |



Filter 2 total records

| Available Reports                 | Reference... | NOTAM N... | NOTAM Text                            | Designator | Recipient ... | Contact In... | Organizati... | Start I |
|-----------------------------------|--------------|------------|---------------------------------------|------------|---------------|---------------|---------------|---------|
| Civil Airport Confirmation Report | 56356985     | 03/025     | IGRB 03/025 4R5 RWY 04/22 CLSD 200... | 4R5        | Paul          | airport@fa... |               | 03/03/  |
| Civil Airport NOTAM Report        | 56356988     | 03/025     | IGRB 03/025 4R5 RWY 04/22 CLSD 200... | 4R5        | Paul          | airport@fa... |               | 03/03/  |
| GPS NOTAM                         |              |            |                                       |            |               |               |               |         |
| NOTAM Action Report               |              |            |                                       |            |               |               |               |         |
| USNS NOTAM Action Report          |              |            |                                       |            |               |               |               |         |

| Filter Name        | Filter Value             |
|--------------------|--------------------------|
| Location           | 4R5                      |
| Status             | Action,Cancelled,Expired |
| Keyword            |                          |
| Date Range (Start) | 03/01/2020               |
| Date Range (End)   | 03/31/2020               |

3/20 NOTAM

✓ 2x  
daily

Time log 3/20 4RS PW

|    |  |  |  |  |              |
|----|--|--|--|--|--------------|
| 1  |  |  |  |  | 1            |
| 2  |  |  |  |  | 3            |
| 3  |  |  |  |  | .75          |
| 4  |  |  |  |  | .75          |
| 5  |  |  |  |  | .75          |
| 6  |  |  |  |  | 1            |
| 7  |  |  |  |  | 1            |
| 8  |  |  |  |  | .75          |
| 9  |  |  |  |  | .75          |
| 10 |  |  |  |  | .75          |
| 11 |  |  |  |  | .75          |
| 12 |  |  |  |  | .75          |
| 13 |  |  |  |  | 1            |
| 14 |  |  |  |  | 1            |
| 15 |  |  |  |  | .75          |
| 16 |  |  |  |  | .75          |
| 17 |  |  |  |  | .75          |
| 18 |  |  |  |  | .75          |
| 19 |  |  |  |  | .75          |
| 20 |  |  |  |  | 1            |
| 21 |  |  |  |  | 1            |
| 22 |  |  |  |  | .75          |
| 23 |  |  |  |  | .75          |
| 24 |  |  |  |  | .75          |
| 25 |  |  |  |  | .75          |
| 26 |  |  |  |  | .75          |
| 27 |  |  |  |  | 1.5          |
| 28 |  |  |  |  | 1.5          |
| 29 |  |  |  |  | .75          |
| 30 |  |  |  |  | .75          |
| 31 |  |  |  |  | .75          |
|    |  |  |  |  | <u>29.75</u> |

## CONTRACT FOR SERVICES

This contract for services is made and entered into between the Town of La Pointe in Ashland County, Wisconsin, (the "Town") and Dobson Elk River Construction and Restoration (the "Contractor").

### RECITALS

**WHEREAS**, the Town desires to obtain the services described herein; and

**WHEREAS**, the Contractor represents to the Town that it has the expertise, knowledge and experience necessary to properly perform this contract according to its terms and that it is ready, willing and able to do so,

**NOW, THEREFORE**, in exchange for the valuable consideration set forth herein, the Town and the Contractor hereby agree as follows:

1. **Description of Services.** The Contractor will, in accordance with the terms and provisions set forth herein, provide the Town with the following services:

Finish, stamp and color concrete walkway 35' by 42' and 4' width.

Such services will be provided at:

Greenwood Cemetery, Middle Road, La Pointe, WI.

2. **Payment.** In exchange for the Contractor providing the Town with the services described herein, the Town will pay the Contractor the sum of up to \$6,100.00 as follows:

Town will pay \$4,800.00 upon receipt of signed contract and Town Board approval, with the remaining \$1,300.00 to be paid once grant funding is received in 2020.

The total amount payable by the Town to the Contractor for services under this contract shall, in no event, exceed \$6,100.00.

3. **Dates of Service.** The services provided for herein shall be provided May 16, 2019.

4. **Reimbursement for Expenses.** The Contractor shall bear most of the costs and expenses under the terms of this Contract. However, in addition to the aforesaid payment for services, the Town will also reimburse the Contractor for the following actual, reasonable out-of-pocket expenses incurred in connection with performing this Contract:

Contractor will be responsible for ferry fees and disposal costs.

The Contractor shall, prior to reimbursement, provide the Town with a receipt for each reimbursement sought, which receipt supports the requested reimbursement.

5. **Specifications.** The specifications for the services to be provided by the Contractor to the Town are set forth in the annexed Exhibit A which are incorporated herein by reference as a part of this Contract.

6. **Workmanlike Manner.** The services provided by the Contractor shall be provided in a workmanlike manner consistent with the terms and provisions of this contract.

7. **Warranty.** The Contractor warrants that:

- a) All services it provides pursuant to this contract will be performed in accordance with all applicable federal, state and local laws, rules, regulations, codes and ordinances; and
- b) Any project or work of improvement the Contractor works on pursuant to this contract will comply when it is completed with all applicable federal, state and local laws, rules, regulations, codes and ordinances; and
- c) In the event it is determined that the Contractor has breached this warranty, the Contractor will promptly, upon being notified of such breach, immediately correct and cure the breach.

8. **Compliance with Regulations.** Within five (5) business days after this contract has been signed by the Contractor, the Contractor will provide the Town with a legible copy of each license, certificate and permit which has been issued to the Contractor evidencing that the Contractor is authorized by law to provide the services described in this contract. Compliance with this provision is a condition precedent to the performance of this contract.

9. **Assumption of Liability.** Each party to this contract accepts and assumes and shall be liable and responsible for any and all damages, injuries, deaths, losses, costs, expenses, fees and charges caused by the acts, omissions and negligence of its own directors, officers, members, employees, agents and representatives and any subcontractors and shall protect, defend and hold the other party to this agreement harmless from the same.

Neither party to this contract shall be liable or responsible for the negligence, acts or omissions of the other party or the other party's directors, officers, members, employees, agents or representatives.

10. **Hold Harmless.** The Contractor covenants that it will protect, defend, indemnify and hold the Town harmless from and against any and all claims, actions and causes of action filed or asserted by any person, entity, governmental unit or department against the Town or its supervisors, officers, employees, agents or representatives, for any damages, injury, death, losses, costs, expenses and fees or charges associated with, related to or arising from any occurrence, accident or incident caused by any negligence, act or omission of the Contractor or its officers, members, employees, agents or representatives in connection with this contract and its performance.

11. **Relationship Between Town and Contractor.** With respect to this contract, the Contractor shall be an independent contractor in regard to the Town and not an employee of the Town. As such, the Contractor shall, in accordance with §102.07(8)(b) Wisconsin Statutes:

- a) Maintain its business separate and apart from the Town.



- b) Hold a Federal Employer Identification Number for its business or else file a self-employment income tax return with the IRS reflecting its status.
- c) Control the means of performing this contract.
- d) Incur the main expenses related to the services provided under this contract.
- e) Be responsible for the satisfactory completion of the services provided for herein and be liable for a failure to complete the work or service specified herein.
- f) Receive the compensation provided for herein on the basis provided for herein.
- g) Realize a profit or suffer a loss under this contract, depending on how the Contractor performs.
- h) Have continuing reoccurring business liabilities and obligations.
- i) Operate a business, the success or failure of which depends on the relationship between business receipts and expenditures.

**12. Proof of Insurance.** Within five (5) business days after signing this contract, the Contractor shall file with the Town Clerk written documentation establishing that the Contractor has in effect the following types and amounts of insurance coverage:

- a) Worker's compensation insurance of at least \$500,000 each accident.
- b) Commercial liability insurance with limits of at least \$1,000,000 per occurrence/\$1,000,000 aggregate.
- c) Comprehensive automobile liability insurance of at least \$1,000,000 per occurrence/\$1,000,000 aggregate.
- d) The Town must be listed as additional insured.

**13. Default; Termination.** In the event of a default by either party in the performance of an obligation under this contract which continues for a period of twenty (20) days following written notice thereof to the party in default, the other party to this contract may terminate this contract by written notice to the party in default.

**14. No Assignment.** Neither party to this contract may assign their rights or obligations under this contract to another, in whole or in part, without prior written consent of the other party. Any assignment or attempted assignment in violation of this provision shall be null and void.

**15. Applicable Law; Venue.** This contract shall be interpreted under the laws of the State of Wisconsin. Any suit or proceeding relating to this contract shall be venued in Ashland County, Wisconsin.

**16. Entire Agreement; Amendment.** This contract sets forth the entire understanding and agreement between the parties relating to the subject of this contract and supersedes and replaces any prior discussions, negotiations and agreements, oral or written. This contract may be amended only by a writing signed by the undersigned.

**17. Binding Contract.** Each of the undersigned states they have read this contract in its entirety, that they understand each of its terms and provisions and that they sign the same freely and voluntarily, intending to be legally bound hereby.

APR 13 2003  
TOWN CLERK

18. **Notice.** Any notice to either party under this contract shall be in writing and be served either personally or by registered or certified mail addressed as follows:

To the Town:

Administrator  
Town of La Pointe  
PO Box 270  
La Pointe, WI. 54850  
[administrator@townoflapointewi.gov](mailto:administrator@townoflapointewi.gov)

To the Contractor:

Jim Dobson  
Dobson Elk River Construction/Restoration  
W9431 County Road S  
Phillips, WI 54555  
[dobsonjim555@gmail.com](mailto:dobsonjim555@gmail.com)

IN WITNESS WHEREOF, the undersigned have executed this agreement this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

The Town of La Pointe (the Town)

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Full Legal Name of Contractor (the Contractor)

Signature: Jim R Dobson

Printed Name: JAMES R DOBSON

Title: OWNER.

APPROVED 2020 Town Board Budget Summary Report

5 TB, Gen'l, Miscela  
 Inca, Public

REVENUES:

Includes Amend #1

|  | 2020                |                     | Mar-20              |                   | 2020                |  | Mar-19 |  |
|--|---------------------|---------------------|---------------------|-------------------|---------------------|--|--------|--|
|  | Approved Budget     | Amended Budget      | Actual Y-T-D        | Budget Remaining  | Actual Y-T-D        |  |        |  |
| <b>Taxes:</b>                          |                     |                     |                     |                   |                     |  |        |  |
| Property Tax (Levy)                    | \$ 1,803,563        | \$ 1,803,563        | \$ 1,047,351        | \$ 756,212        | \$ 972,438          |  |        |  |
| Accommodations Tax                     | \$ 155,000          | \$ 155,000          | \$ 16,529           | \$ 138,471        | \$ 29,003           |  |        |  |
| Other Taxes                            | \$ 10,339           | \$ 10,339           | \$ 11,175           | \$ (836)          | \$ 11,754           |  |        |  |
|  | \$ -                | \$ -                | \$ -                | \$ -              | \$ -                |  |        |  |
| <b>Subtotal</b>                        | <b>\$ 1,968,902</b> | <b>\$ 1,968,902</b> | <b>\$ 1,075,055</b> | <b>\$ 893,847</b> | <b>\$ 1,013,195</b> |  |        |  |
| <b>Intergovernmental Revenues:</b>     |                     |                     |                     |                   |                     |  |        |  |
| Recycling Grant                        | \$ 8,500            | \$ 8,500            | \$ -                | \$ 8,500          | \$ -                |  |        |  |
| Grants: Trails, Parks, Docks           | \$ 1,296,864        | \$ 1,296,864        | \$ 538,625          | \$ 758,239        | \$ -                |  |        |  |
| Solar Array Grant                      | \$ -                | \$ -                | \$ -                | \$ -              | \$ -                |  |        |  |
| State Transportation Aids              | \$ 83,097           | \$ 83,097           | \$ 20,774           | \$ 62,323         | \$ 20,514           |  |        |  |
| State Revenues                         | \$ 50,873           | \$ 50,873           | \$ 5,570            | \$ 45,303         | \$ 4,646            |  |        |  |
| State DNR                              | \$ 6,415            | \$ 6,415            | \$ 4,237            | \$ 2,178          | \$ 15,957           |  |        |  |
| <b>Subtotal</b>                        | <b>\$ 1,445,749</b> | <b>\$ 1,445,749</b> | <b>\$ 569,207</b>   | <b>\$ 876,543</b> | <b>\$ 41,117</b>    |  |        |  |
| <b>Licenses &amp; Permits:</b>         |                     |                     |                     |                   |                     |  |        |  |
| Licenses                               | \$ 6,942            | \$ 6,942            | \$ 90               | \$ 6,853          | \$ 74               |  |        |  |
| Zoning Permits, Books                  | \$ 27,805           | \$ 27,805           | \$ 1,896            | \$ 25,909         | \$ 5,769            |  |        |  |
| <b>Subtotal</b>                        | <b>\$ 34,747</b>    | <b>\$ 34,747</b>    | <b>\$ 1,986</b>     | <b>\$ 32,762</b>  | <b>\$ 5,843</b>     |  |        |  |
| <b>Fines, Public Services Charges:</b> |                     |                     |                     |                   |                     |  |        |  |
| Fines & Forfeitures                    | \$ 4,175            | \$ 4,175            | \$ 678              | \$ 3,497          | \$ 721              |  |        |  |
| Parks & Rec                            | \$ 161,074          | \$ 161,074          | \$ 35,315           | \$ 125,759        | \$ 41,712           |  |        |  |
| Airport                                | \$ 40,369           | \$ 40,369           | \$ 26,418           | \$ 13,951         | \$ 28,657           |  |        |  |
| MRF                                    | \$ 80,000           | \$ 80,000           | \$ 4,317            | \$ 75,684         | \$ 4,605            |  |        |  |
| Docks & Harbors                        | \$ 60,501           | \$ 60,501           | \$ 43,373           | \$ 17,128         | \$ 42,109           |  |        |  |
| Ambulance                              | \$ 10,000           | \$ 10,000           | \$ 6,679            | \$ 3,321          | \$ 5,952            |  |        |  |
| Roads                                  | \$ -                | \$ -                | \$ 252              | \$ (252)          | \$ -                |  |        |  |
| Contributions                          | \$ 1,014            | \$ 1,014            | \$ 1,233            | \$ (219)          | \$ 984              |  |        |  |
| Other Charges                          | \$ 7,459            | \$ 7,459            | \$ 2,147            | \$ 5,312          | \$ 1,020            |  |        |  |
| <b>Subtotal</b>                        | <b>\$ 364,592</b>   | <b>\$ 364,592</b>   | <b>\$ 120,412</b>   | <b>\$ 244,180</b> | <b>\$ 125,760</b>   |  |        |  |

**REVENUES:**

|                                     | 2020 Approved Budget |                     | 2020 Amended Budget |                     | Mar-20 Actual Y-T-D |                     | 2020 Budget Remaining |                     | Mar-19 Actual Y-T-D |  |
|-------------------------------------|----------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-----------------------|---------------------|---------------------|--|
|                                     |                      |                     |                     |                     |                     |                     |                       |                     |                     |  |
| <b>Intergovernmental Charges:</b>   |                      |                     |                     |                     |                     |                     |                       |                     |                     |  |
| Police - County                     | \$ 130,500           | \$ 130,500          | \$ 130,500          | \$ 32,625           | \$ 97,875           | \$ 32,625           | \$ 97,875             | \$ 32,625           | \$ 32,625           |  |
| State Park Bike Trail/Plowing       | \$ -                 | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                  | \$ -                | \$ -                |  |
| Roads - Cty H, State                | \$ 30,000            | \$ 30,000           | \$ 30,000           | \$ 13,626           | \$ 16,374           | \$ 13,626           | \$ 16,374             | \$ 21,795           | \$ 21,795           |  |
| Ambulance Intercepts                | \$ -                 | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                  | \$ -                | \$ -                |  |
| Airport WI BOA                      | \$ -                 | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                  | \$ -                | \$ -                |  |
| Madeline San Rent, Services         | \$ -                 | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                  | \$ -                | \$ -                |  |
| Bayfield Sewer/School               | \$ -                 | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                  | \$ -                | \$ -                |  |
| Other - Zoning/MRF                  | \$ 16,836            | \$ 16,836           | \$ 16,836           | \$ 750              | \$ 16,086           | \$ 750              | \$ 16,086             | \$ 1,875            | \$ 1,875            |  |
| <b>Subtotal</b>                     | <b>\$ 177,336</b>    | <b>\$ 177,336</b>   | <b>\$ 177,336</b>   | <b>\$ 47,001</b>    | <b>\$ 130,335</b>   | <b>\$ 47,001</b>    | <b>\$ 130,335</b>     | <b>\$ 56,295</b>    | <b>\$ 56,295</b>    |  |
|                                     |                      |                     |                     |                     |                     |                     |                       |                     |                     |  |
| <b>Miscellaneous Revenue:</b>       |                      |                     |                     |                     |                     |                     |                       |                     |                     |  |
| Interest Income                     | \$ 4,800             | \$ 4,800            | \$ 4,800            | \$ 4,573            | \$ 227              | \$ 4,573            | \$ 227                | \$ 4,741            | \$ 4,741            |  |
| Rent - Tower, H Center              | \$ 35,141            | \$ 35,141           | \$ 35,141           | \$ 8,284            | \$ 26,857           | \$ 8,284            | \$ 26,857             | \$ 8,808            | \$ 8,808            |  |
| Sale of Rds Equip, MRF Recyclables  | \$ 6,800             | \$ 6,800            | \$ 6,800            | \$ 1,725            | \$ 5,075            | \$ 1,725            | \$ 5,075              | \$ -                | \$ -                |  |
| Donations, contributions            | \$ 61,170            | \$ 108,867          | \$ 108,867          | \$ 31,667           | \$ 77,200           | \$ 31,667           | \$ 77,200             | \$ 792              | \$ 792              |  |
| Insurance Proceeds (not Designated) | \$ -                 | \$ 97,479           | \$ 97,479           | \$ 97,479           | \$ -                | \$ 97,479           | \$ -                  | \$ 100,660          | \$ 100,660          |  |
| Other Misc. Revenue                 | \$ 9,645             | \$ 9,645            | \$ 9,645            | \$ 1,534            | \$ 8,111            | \$ 1,534            | \$ 8,111              | \$ 30               | \$ 30               |  |
| <b>Subtotal</b>                     | <b>\$ 117,556</b>    | <b>\$ 262,731</b>   | <b>\$ 262,731</b>   | <b>\$ 145,262</b>   | <b>\$ 117,469</b>   | <b>\$ 145,262</b>   | <b>\$ 117,469</b>     | <b>\$ 115,031</b>   | <b>\$ 115,031</b>   |  |
|                                     |                      |                     |                     |                     |                     |                     |                       |                     |                     |  |
| <b>Other Financing Sources:</b>     |                      |                     |                     |                     |                     |                     |                       |                     |                     |  |
| Borrowing/Refinance                 | \$ 3,271,429         | \$ 3,271,429        | \$ 3,271,429        | \$ -                | \$ 3,271,429        | \$ -                | \$ 3,271,429          | \$ -                | \$ -                |  |
| Transfer from Design. Funds         | \$ 1,657,420         | \$ 1,814,366        | \$ 1,814,366        | \$ 185,221          | \$ 1,629,145        | \$ 185,221          | \$ 1,629,145          | \$ 43,020           | \$ 43,020           |  |
| Fund Balance Applied                | \$ -                 | \$ (94,287)         | \$ (94,287)         | \$ -                | \$ (94,287)         | \$ -                | \$ (94,287)           | \$ -                | \$ -                |  |
| <b>Subtotal</b>                     | <b>\$ 4,928,849</b>  | <b>\$ 4,991,508</b> | <b>\$ 4,991,508</b> | <b>\$ 185,221</b>   | <b>\$ 4,806,287</b> | <b>\$ 185,221</b>   | <b>\$ 4,806,287</b>   | <b>\$ 43,020</b>    | <b>\$ 43,020</b>    |  |
|                                     |                      |                     |                     |                     |                     |                     |                       |                     |                     |  |
| <b>TOTAL REVENUES:</b>              | <b>\$ 9,037,731</b>  | <b>\$ 9,245,565</b> | <b>\$ 9,245,565</b> | <b>\$ 2,144,143</b> | <b>\$ 7,101,422</b> | <b>\$ 2,144,143</b> | <b>\$ 7,101,422</b>   | <b>\$ 1,400,261</b> | <b>\$ 1,400,261</b> |  |

\$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -





**EXPENDITURES**

|   | 2020 Approved Budget |            | 2020 Amended Budget |            | Mar-20 Actual Y-T-D |            | 2020 Budget Remaining |            | Mar-19 Actual Y-T-D |            |
|---|----------------------|------------|---------------------|------------|---------------------|------------|-----------------------|------------|---------------------|------------|
|   |                      |            |                     |            |                     |            |                       |            |                     |            |
| <b>Public Safety:</b>                   |                      |            |                     |            |                     |            |                       |            |                     |            |
| Police                                  | \$ 355,011           | \$ 355,011 | \$ 84,653           | \$ 270,358 | \$ 90,062           | \$ 270,358 | \$ 90,062             | \$ 90,062  | \$ 90,062           | \$ 90,062  |
| + ESB Fire/CV-19 Expenses               |                      |            |                     |            |                     |            |                       |            |                     |            |
| Fire Dept                               | \$ 132,223           | \$ 132,613 | \$ 20,981           | \$ 111,632 | \$ 29,519           | \$ 111,632 | \$ 29,519             | \$ 29,519  | \$ 29,519           | \$ 29,519  |
| + ESB Fire/CV-19 Expenses               |                      |            |                     |            |                     |            |                       |            |                     |            |
| Ambulance                               | \$ 126,795           | \$ 126,966 | \$ 40,957           | \$ 86,009  | \$ 35,341           | \$ 86,009  | \$ 35,341             | \$ 35,341  | \$ 35,341           | \$ 35,341  |
| + ESB Fire/CV-19 Expenses               |                      |            |                     |            |                     |            |                       |            |                     |            |
| <b>TOTAL ESB Fire</b>                   |                      |            |                     |            |                     |            |                       |            |                     |            |
| <b>Subtotal</b>                         | \$ 614,029           | \$ 614,590 | \$ 146,592          | \$ 467,998 | \$ 235,378          | \$ 467,998 | \$ 235,378            | \$ 235,378 | \$ 235,378          | \$ 235,378 |
| <b>Public Works:</b>                    |                      |            |                     |            |                     |            |                       |            |                     |            |
| Roads & highways                        | \$ 496,259           | \$ 507,239 | \$ 113,653          | \$ 393,586 | \$ 118,734          | \$ 393,586 | \$ 118,734            | \$ 118,734 | \$ 118,734          | \$ 118,734 |
| Rds/PW CV-19 Expenses                   |                      |            |                     |            |                     |            |                       |            |                     |            |
| Airport                                 | \$ 46,099            | \$ 46,099  | \$ 11,280           | \$ 34,819  | \$ 10,655           | \$ 34,819  | \$ 10,655             | \$ 10,655  | \$ 10,655           | \$ 10,655  |
| Docks & Harbors                         | \$ 7,865             | \$ 23,140  | \$ 9,637            | \$ 13,503  | \$ 22,574           | \$ 13,503  | \$ 22,574             | \$ 22,574  | \$ 22,574           | \$ 22,574  |
| Solid Waste/Recycling                   | \$ 266,384           | \$ 266,384 | \$ 51,514           | \$ 214,870 | \$ 47,597           | \$ 214,870 | \$ 47,597             | \$ 47,597  | \$ 47,597           | \$ 47,597  |
| <b>Subtotal</b>                         | \$ 816,606           | \$ 842,861 | \$ 186,084          | \$ 656,778 | \$ 199,560          | \$ 656,778 | \$ 199,560            | \$ 199,560 | \$ 199,560          | \$ 199,560 |
| <b>Health &amp; Human Services:</b>     |                      |            |                     |            |                     |            |                       |            |                     |            |
| Health Center                           | \$ 25,488            | \$ 25,488  | \$ 870              | \$ 24,618  | \$ 983              | \$ 24,618  | \$ 983                | \$ 983     | \$ 983              | \$ 983     |
| Cemetery                                | \$ 10,699            | \$ 10,699  | \$ 2,091            | \$ 8,608   | \$ 458              | \$ 8,608   | \$ 458                | \$ 458     | \$ 458              | \$ 458     |
| <b>Subtotal</b>                         | \$ 36,187            | \$ 36,187  | \$ 2,961            | \$ 33,226  | \$ 1,441            | \$ 33,226  | \$ 1,441              | \$ 1,441   | \$ 1,441            | \$ 1,441   |
| <b>Culture, Parks &amp; Recreation:</b> |                      |            |                     |            |                     |            |                       |            |                     |            |
| Library                                 | \$ 201,051           | \$ 208,537 | \$ 48,746           | \$ 159,791 | \$ 53,791           | \$ 159,791 | \$ 53,791             | \$ 53,791  | \$ 53,791           | \$ 53,791  |
| Parks                                   | \$ 212,771           | \$ 195,570 | \$ 15,051           | \$ 180,520 | \$ 25,786           | \$ 180,520 | \$ 25,786             | \$ 25,786  | \$ 25,786           | \$ 25,786  |
| Recreation                              | \$ 5,992             | \$ 5,992   | \$ 501              | \$ 5,491   | \$ 998              | \$ 5,491   | \$ 998                | \$ 998     | \$ 998              | \$ 998     |
| <b>Subtotal</b>                         | \$ 419,814           | \$ 410,099 | \$ 64,297           | \$ 345,802 | \$ 80,575           | \$ 345,802 | \$ 80,575             | \$ 80,575  | \$ 80,575           | \$ 80,575  |
| <b>Conservation &amp; Development:</b>  |                      |            |                     |            |                     |            |                       |            |                     |            |
| ZAP                                     | \$ 39,810            | \$ 39,810  | \$ 6,810            | \$ 33,000  | \$ 6,631            | \$ 33,000  | \$ 6,631              | \$ 6,631   | \$ 6,631            | \$ 6,631   |
| Community Awards Comm.                  | \$ 330               | \$ 330     | \$ 70               | \$ 260     | \$ -                | \$ 260     | \$ -                  | \$ -       | \$ -                | \$ -       |
| Public Arts committee                   | \$ 1,000             | \$ 1,000   | \$ 90               | \$ 910     | \$ -                | \$ 910     | \$ -                  | \$ -       | \$ -                | \$ -       |
| Energy Committee                        | \$ 3,505             | \$ 3,505   | \$ -                | \$ 3,505   | \$ -                | \$ 3,505   | \$ -                  | \$ -       | \$ -                | \$ -       |
| <b>Subtotal</b>                         | \$ 44,645            | \$ 44,645  | \$ 6,970            | \$ 37,675  | \$ 6,631            | \$ 37,675  | \$ 6,631              | \$ 6,631   | \$ 6,631            | \$ 6,631   |

**EXPENDITURES**

|                                 | 2020            |                | 2020         |                  | Mar-20       |              | 2020             |              | Mar-19 |  |
|---------------------------------|-----------------|----------------|--------------|------------------|--------------|--------------|------------------|--------------|--------|--|
|                                 | Approved Budget | Amended Budget | Actual Y-T-D | Remaining Budget | Actual Y-T-D | Actual Y-T-D | Remaining Budget | Actual Y-T-D |        |  |
| <b>Capital Outlay:</b>          |                 |                |              |                  |              |              |                  |              |        |  |
| Town Hall Bldg                  | \$ -            | \$ -           | \$ 1,007     | \$ (1,007)       | \$ -         | \$ -         | \$ 1,030         | \$ -         | \$ -   |  |
| Office Equipment                | \$ -            | \$ -           | \$ -         | \$ -             | \$ -         | \$ -         | \$ -             | \$ -         | \$ -   |  |
| Law Enforcement Capital         | \$ 3,500        | \$ 3,500       | \$ 3,270     | \$ 230           | \$ 9,081     | \$ -         | \$ -             | \$ -         | \$ -   |  |
| Ambulance Cap Purchase          | \$ -            | \$ 153,711     | \$ 153,711   | \$ -             | \$ -         | \$ -         | \$ -             | \$ -         | \$ -   |  |
| Fire Dept. Capital              | \$ -            | \$ -           | \$ -         | \$ -             | \$ -         | \$ -         | \$ 20,054        | \$ -         | \$ -   |  |
| <b>Subtotal</b>                 | \$ 3,500        | \$ 157,211     | \$ 157,988   | \$ (777)         | \$ 30,165    | \$ -         | \$ 30,165        | \$ -         | \$ -   |  |
| Road Equipment                  | \$ -            | \$ -           | \$ -         | \$ -             | \$ 49,145    | \$ -         | \$ -             | \$ -         | \$ -   |  |
| Roads Street Signs              | \$ -            | \$ -           | \$ -         | \$ -             | \$ 3,434     | \$ -         | \$ -             | \$ -         | \$ -   |  |
| Roads Gravel                    | \$ 31,500       | \$ 31,500      | \$ 31,500    | \$ -             | \$ 31,500    | \$ -         | \$ -             | \$ -         | \$ -   |  |
| Big Arn's Rd                    | \$ -            | \$ -           | \$ -         | \$ -             | \$ 1,133     | \$ -         | \$ -             | \$ -         | \$ -   |  |
| Rds Outlay (Local)              | \$ -            | \$ -           | \$ -         | \$ -             | \$ 446       | \$ -         | \$ -             | \$ -         | \$ -   |  |
| Rds Buildings                   | \$ -            | \$ 4,990       | \$ 4,990     | \$ -             | \$ 16,560    | \$ -         | \$ -             | \$ -         | \$ -   |  |
| Sidewalk Improvements           | \$ 22,000       | \$ 22,000      | \$ -         | \$ 22,000        | \$ -         | \$ -         | \$ -             | \$ -         | \$ -   |  |
| Docks & Harbors                 | \$ 2,006,561    | \$ 2,006,561   | \$ 34,631    | \$ 1,971,930     | \$ -         | \$ -         | \$ -             | \$ -         | \$ -   |  |
| Other Transp (FBD)              | \$ -            | \$ -           | \$ 28,616    | \$ (28,616)      | \$ 28,616    | \$ -         | \$ -             | \$ -         | \$ -   |  |
| <b>Subtotal</b>                 | \$ 2,060,061    | \$ 2,065,051   | \$ 99,737    | \$ 1,965,314     | \$ 130,834   | \$ -         | \$ 130,834       | \$ -         | \$ -   |  |
| Recycling & SW Equipment        | \$ -            | \$ -           | \$ -         | \$ -             | \$ -         | \$ -         | \$ -             | \$ -         | \$ -   |  |
| Recycling Buildings             | \$ -            | \$ -           | \$ -         | \$ -             | \$ -         | \$ -         | \$ -             | \$ -         | \$ -   |  |
| <b>Subtotal</b>                 | \$ -            | \$ -           | \$ -         | \$ -             | \$ -         | \$ -         | \$ -             | \$ -         | \$ -   |  |
| Parks Capital Outlay            | \$ 36,953       | \$ 36,953      | \$ -         | \$ 36,953        | \$ 10,340    | \$ -         | \$ -             | \$ -         | \$ -   |  |
| Rec Center Capital Outlay       | \$ (0)          | \$ 6,220       | \$ 464       | \$ 5,756         | \$ 3,309     | \$ -         | \$ -             | \$ -         | \$ -   |  |
| <b>Subtotal</b>                 | \$ 36,953       | \$ 43,173      | \$ 464       | \$ 42,709        | \$ 13,649    | \$ -         | \$ 13,649        | \$ -         | \$ -   |  |
| Airport Capital Outlay          | \$ -            | \$ 790         | \$ 1,881     | \$ (1,091)       | \$ -         | \$ -         | \$ -             | \$ -         | \$ -   |  |
| Cemetery Capital Outlay         | \$ -            | \$ 6,116       | \$ 16        | \$ 6,100         | \$ 9,652     | \$ -         | \$ -             | \$ -         | \$ -   |  |
| Zoning/Lib/Solar Capital Outlay | \$ 34,362       | \$ 34,362      | \$ -         | \$ 34,362        | \$ 2,031     | \$ -         | \$ -             | \$ -         | \$ -   |  |
| ESB Site Expenditures/Garage    | \$ 3,892,993    | \$ 3,892,993   | \$ 2,004     | \$ 3,890,989     | \$ 4,225     | \$ -         | \$ -             | \$ -         | \$ -   |  |
| <b>Subtotal</b>                 | \$ 6,027,869    | \$ 6,199,696   | \$ 262,090   | \$ 5,937,606     | \$ 190,556   | \$ -         | \$ 190,556       | \$ -         | \$ -   |  |

|                               | 2020 Approved Budget |                     | 2020 Amended Budget |                     | Mar-20 Actual Y-T-D |  | 2020 Budget Remaining |  | Mar-19 Actual Y-T-D |  |
|-------------------------------|----------------------|---------------------|---------------------|---------------------|---------------------|--|-----------------------|--|---------------------|--|
|                               |                      |                     |                     |                     |                     |  |                       |  |                     |  |
| <b>Debt Service:</b>          |                      |                     |                     |                     |                     |  |                       |  |                     |  |
| Principal                     | \$ 435,633           | \$ 435,800          | \$ 68,263           | \$ 367,537          | \$ 60,982           |  |                       |  | \$ 60,982           |  |
| Interest                      | \$ 31,486            | \$ 40,224           | \$ 7,367            | \$ 32,856           | \$ 12,905           |  |                       |  | \$ 12,905           |  |
| <b>Subtotal</b>               | <b>\$ 467,119</b>    | <b>\$ 476,024</b>   | <b>\$ 75,631</b>    | <b>\$ 400,394</b>   | <b>\$ 73,887</b>    |  |                       |  | <b>\$ 73,887</b>    |  |
| <b>Other Financing Needs:</b> |                      |                     |                     |                     |                     |  |                       |  |                     |  |
| Fund Transfers to Design.     | \$ 15,600            | \$ 15,600           | \$ -                | \$ 15,600           | \$ -                |  |                       |  | \$ -                |  |
| Contingency                   | \$ 29,031            | \$ 1,257            | \$ -                | \$ 1,257            | \$ -                |  |                       |  | \$ -                |  |
| <b>Subtotal</b>               | <b>\$ 44,631</b>     | <b>\$ 16,857</b>    | <b>\$ -</b>         | <b>\$ 16,857</b>    | <b>\$ -</b>         |  |                       |  | <b>\$ -</b>         |  |
| <b>TOTAL EXPENDITURES:</b>    | <b>\$ 9,037,731</b>  | <b>\$ 9,245,566</b> | <b>\$ 887,549</b>   | <b>\$ 8,358,017</b> | <b>\$ 946,448</b>   |  |                       |  | <b>\$ 946,448</b>   |  |

\$ 0 \$ - \$ - \$ - \$ -

TFL DESIGNATED FUNDS 2020:

-3/31/2020

| Code     | Description              | 2013 End Balance | 2014 Expend. | 2014 End Bal | 2015 End Bal. | 2017 End Bal. | 2018 End Bal. | 2019 End Bal. | 2020 Rev. | 2020 Expend. | 2020 End Bal. |
|----------|--------------------------|------------------|--------------|--------------|---------------|---------------|---------------|---------------|-----------|--------------|---------------|
| 34151-05 | Parks Memorial Park      | 95               | 95           | 0            | 95            | 7,479         | 13,968        | \$19,776      | 73        | 0            | \$19,848      |
| 34151-17 | Parks BBTP               | 0                | 0            | 0            | 0             | 5,855         | 882           | \$5,367       | 41        | 0            | \$5,407       |
| 34151-08 | Parks Cap. Projects      | 0                | 0            | 0            | 0             | 2,242         | 5,239         | \$3,697       | 5,021     | 2,442        | \$6,276       |
| 34152-07 | Airport Improvement      | 22,671           | 37,675       | 0            | 0             | (0)           | 5,662         | \$12,262      | 0         | 12,263       | \$0           |
| 34151-15 | Winter Transportation    | 7,502            | 20,813       | 579          | 7,571         | 33,048        | 27,446        | \$27,992      | 15,113    | 10,590       | \$32,514      |
| 34151-18 | WTC - Capital Equip      | 0                | 0            | 0            | 0             | 8,000         | 0             | \$68,616      | 0         | 0            | \$68,616      |
| 34151-21 | Solar Array Donations    | 0                | 0            | 0            | 0             | 87            | 88            | \$90          | 0         | 0            | \$90          |
| 34152-50 | Fireworks MlCoC          | 0                | 0            | 0            | 1,050         | 16,316        | 17,183        | \$17,121      | 0         | 0            | \$17,121      |
| 34151-29 | Cap Improvement Fund     | 6,997            | 36,999       | 1            | 3,228         | 3,228         | 3,235         | \$3,235       | 0         | 0            | \$3,235       |
| 34152-04 | Room Tax                 | 8,853            | 2,150        | 36,653       | 38,373        | 36,591        | 33,450        | \$24          | 0         | 0            | \$24          |
| 34160-00 | Cemetery Fund            | 1,468            | 1,468        | 0            | 468           | (0)           | 13,649        | \$10,638      | 39        | 0            | \$10,677      |
| 34153-01 | Fire Dept. Truck         | 19,007           | 16,800       | 2,211        | 7,039         | 15,000        | 30,034        | \$5,034       | 0         | 0            | \$5,034       |
| 34153-02 | Fire Dept. Equipment     | 11,951           | 47,222       | 0            | 0             | 640           | 702           | \$714         | 3         | 0            | \$716         |
| 34153-30 | Fire Dept. 66.0608 Funds | 0                | 8,939        | 47,702       | 56,626        | 65,453        | 44,580        | \$61,583      | 1,967     | 9,542        | \$54,008      |
| 34154-02 | Ambul. Replacement       | 21,402           | 21,555       | 1            | 21,560        | 21,560        | 21,607        | \$21,968      | 60        | 25,622       | (\$3,595)     |
| 34154-03 | Act 102/EMS Training     | 5,755            | 3,397        | 6,157        | 8,879         | 9,821         | 9,458         | \$8,562       | 0         | 3,256        | \$5,306       |
| 34154-04 | Donation/EMT Training    | 4,988            | 18,651       | 0            | 0             | 0             | 0             | \$0           | 600       | 0            | \$600         |
| 34154-05 | Ambul. Equipment         | 10,490           | 0            | 20,493       | 20,497        | 20,497        | 12,533        | \$22,889      | 84        | 0            | \$22,973      |
| 34154-40 | Ambulance 66.0608 Fund   | 0                | 22,500       | 39,038       | 48,124        | 64,515        | 15,873        | \$18,019      | 564       | 0            | \$18,583      |
| 34155-00 | Rec Center Program       | 10,000           | 10,002       | 0            | 0             | 745           | 0             | \$1,739       | 6         | 0            | \$1,745       |
| 34155-02 | Rec Playground/Skatepark | 880              | 880          | 34           | 34            | 34            | 538           | \$549         | 0         | 549          | (\$0)         |
| 34155-03 | Ballfield Designated     | 3,717            | 122          | 3,596        | 3,596         | 1,905         | 3,651         | \$3,725       | 14        | 0            | \$3,739       |
| 34156-01 | Library Gen Funds        | 12,098           | 151          | 14,685       | 22,893        | 22,601        | 25,889        | \$29,742      | 3,188     | 5,257        | \$27,673      |
| 34156-02 | Library Scholarship      | 3,062            | 0            | 6,703        | 4,904         | 904           | 921           | \$3,506       | 1,355     | 0            | \$4,861       |
| 34156-03 | Library County Grant     | 651              | 1,981        | 1            | 1             | 2,001         | 3,001         | \$2,423       | 0         | 0            | \$2,423       |
| 34156-04 | Library NWLS Grant       | 195              | 1,419        | 44           | 204           | 47            | 220           | \$1,918       | 659       | 0            | \$2,577       |
| 34156-07 | Island Asc./SCAP         | 95               | 2,603        | 2,190        | 2,154         | 161           | 164           | \$167         | 0         | 168          | (\$0)         |
| 34156-14 | Library Smith Funds      | 499              | 350          | 172          | 607           | 632           | 644           | \$657         | 2         | 659          | (\$0)         |
| 34156-15 | Gates Family Foundation  | 1,258            | 1,184        | 75           | 75            | 75            | 76            | \$77          | 0         | 78           | \$0           |
| 34156-17 | Library Pat deBarry Fund | (0)              | 0            | (0)          | 0             | 2,443         | 2,488         | \$2,538       | 9         | 0            | \$2,548       |
| 34156-18 | M Campbell Fund          | 45,000           | 2,641        | 42,368       | 42,368        | 12,610        | 9,691         | \$20          | 0         | 20           | \$0           |
| 34156-19 | Elevator Fund            | 1,647            | 2,766        | (0)          | 600           | 1,800         | 2,439         | \$10          | 0         | 0            | \$10          |
| 34156-20 | Materials Fund           | 2,200            | 3,553        | (0)          | 346           | 1,886         | 1,550         | \$15,543      | 0         | 0            | \$3,048       |
| 34156-21 | O'Brien Fund             | 477              | 0            | 527          | 527           | 527           | 537           | \$548         | 1,505     | 0            | \$3,048       |
| 34156-22 | Lib Skv/CARP/Winter Rec  | 2,950            | 2,555        | 2,903        | 29            | 7,204         | 6,831         | \$4,871       | 1         | 549          | \$0           |
| 34156-24 | Lib Art Purchase Award   | 4,197            | 210          | 6,684        | 5,504         | 6,385         | 5,424         | \$4,601       | 4,324     | 6,003        | \$3,192       |
| 34156-25 | Lib-Mead Writer Fund     | \$0              | \$641        | \$4,359      | \$13          | \$13          | \$13          | \$13          | 17        | 0            | \$4,618       |
| 34156-28 | BCEF Grant               | \$0              | \$270        | \$730        | \$505         | \$42          | \$148         | \$151         | 0         | 0            | (\$0)         |
| 34156-29 | Fred & Jane Havens       | \$0              | \$0          | \$0          | \$13,001      | \$255         | \$260         | \$265         | 1         | 266          | \$151         |
| 34156-30 | Natural Branches Fund    | \$0              | \$0          | \$0          | \$0           | \$384         | \$391         | \$399         | 1         | 400          | \$0           |
| 34156-31 | Give NOW Fund            | \$0              | \$0          | \$0          | \$0           | \$5,405       | \$5,679       | \$11,085      | 870       | 0            | \$11,956      |
| 34156-32 | Library Rec Program      | \$0              | \$0          | \$0          | \$0           | \$0           | \$3,310       | \$7,540       | 3,666     | 2,047        | \$9,159       |

| Code                        | description             | 2013 End  | 2014      | 2015      | 2017      | 2018      | 2019        | 2020     | 2020      | 2020      | -3/31/2020  |
|-----------------------------|-------------------------|-----------|-----------|-----------|-----------|-----------|-------------|----------|-----------|-----------|-------------|
|                             |                         | Balance   | End Bal   | End Bal.  | End Bal.  | End Bal.  | End Bal.    | Rev.     | Expend.   | End Bal.  |             |
| 34158-00                    | Squad Car Replacement   | \$9,894   | \$1       | \$3,308   | \$11,408  | \$19,935  | (\$1,500)   | 1,205    | 0         | 0         | (\$295)     |
| 34158-10                    | Law Enforcement Comm.   | \$21,422  | \$1       | \$18,715  | \$6,221   | \$2,511   | \$164       | 0        | 0         | 0         | \$164       |
| 34158-12                    | Law - Bike Patrol       | \$0       | \$0       | \$0       | \$127     | \$129     | \$0         | 0        | 0         | 0         | \$0         |
| 34161-00                    | ESB Fire Recovery Fund  | \$0       | \$0       | \$0       | \$0       | \$0       | \$351,203   | \$2,760  | \$50      | \$50      | \$353,912   |
| 34161-01                    | ESB Veh Insurance       | \$0       | \$0       | \$0       | \$0       | \$0       | \$0         | \$0      | \$0       | \$0       | \$0         |
| 34161-02                    | ESB Bldg Insurance      | \$0       | \$0       | \$0       | \$0       | \$0       | \$533,558   | \$1,981  | \$67,537  | \$67,537  | \$468,002   |
| 34161-03                    | Ambulance ESB Insurance | \$0       | \$0       | \$0       | \$0       | \$0       | \$127,906   | \$183    | \$128,089 | \$128,089 | \$0         |
| 34161-04                    | Fire Dept ESB Insurance | \$0       | \$0       | \$0       | \$0       | \$0       | \$677,768   | \$2,476  | \$35,402  | \$35,402  | \$644,842   |
| <b>TL DESIGNATED FUNDS:</b> |                         | \$372,755 | \$385,435 | \$413,604 | \$446,092 | \$373,763 | \$2,093,466 | \$47,788 | \$329,500 | \$329,500 | \$1,811,754 |
| <b>GENERAL LEDGER:</b>      |                         | \$372,755 | \$385,436 | \$413,607 | \$446,096 | \$373,767 | \$2,093,447 |          |           |           | \$1,811,754 |
| <b>VARIANCE</b>             |                         | 0         | -1        | -3        | -5        | -4        | 19          |          |           |           | 0           |



(5)TB, Lisa, Barb, Micaela,  
Carol, Public

## MEMO

**TO:** Town Board Members  
Micaela Montagne, Town Clerk  
Carol Neubauer, Town Treasurer  
Lisa Potswald, Town Administrator

**FROM:** Barb Nelson, Accounting Administrator/Deputy Clerk

**RE:** Budgetary discussions/Planning related to the Coronavirus (COVID-19)

**DATE:** Friday, April 10<sup>th</sup>, 2020

I've attended a couple webcasts regarding planning, funding & budgetary issues that local governments may be facing and have written up summaries (please let me know if you'd like to see those, or the handouts). Some of these points are worst case scenarios for large municipalities and/or counties. However, the resounding theme was reviewing operations and then planning & prioritizing, tracking and coordinating with other agencies and representatives for funding availabilities. The State & Local Coronavirus Relief Fund can help municipalities with expenses directly related to COVID-19, but not the loss of any revenues (at least at this time).

Because of the potential effect this may have on local economies and local governments, it is suggested that budgetary planning begin as soon as possible – determine immediate, short term and longer ramifications (revenue and expenditures) and determine needed liquidity. I've classified immediate as now; short term May – Dec; long term as 2021. I've printed out a summary that has been started as to the different revenue sources and what the impact may have to the Town.

Funds/grants are coming from the Federal Government, to the States and then the “trickle down effect” to municipalities, and the funds categories are (and must be related to COVID-19):

- Prevention
- Preparedness
- Response

These include the purchasing of Personal Protective Equipment (PPE), cleaning supplies, and other expenses. Management, control and reduction of immediate threats due to COVID-19.

There are some funding sources that may be available to the Town – Airports, Law Enforcement, Public Transportation, Housing, but the need must be related to COVID-19 efforts. The question was posed about the Emergency Services bldg. rebuild and the Town Dock Approach - not necessarily related to the virus, but are needed in order to respond efficiently and safely to any virus issues. No answer was received yet but may be worth applying for or on a priority list to take to the regional planning commission or others.

As of April 1<sup>st</sup>, the Wisconsin Towns Association wasn't anticipating any changes to municipal funding via the State's 2019-2021 budget, but as they said, never say never, so I marked that 2021 revenues may be affected.

One item to note is the .5% county sales tax. Ashland County 2020 budget includes \$1,490,000 in sales tax revenue. That is approx.. 11% of their revenue. If the budgeted revenue amount decreases due to loss of county wide sales tax collected, Ashland County may need to look at ways to either increase revenues or decrease expenditures, which may mean decreased payments to the Town of services provided (Zoning, County H maintenance, Police). If this happens, the Town's revenue decreases, would associated expenditures decrease or would they stay the same?

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APR 10 2020

dgx

Most of the Town's tourism related funding comes during the summer and fall, which makes it difficult to predict the outcome. Campground reservations are being made for the future, and those funds are received and reported. Majority of Room Tax revenue is received late fall.

Municipalities are required to pay employees Emergency Paid Sick Leave as well as Emergency Family Medical Leave (up to a certain amount and for COVID-19 related reasons), instead of the employee having to use their accrued benefit hours. Employees are still able to use accrued hours after the emergency hours are used up. Municipalities must absorb these expenses, unlike funding is available for businesses. That may change – legal opinions and decisions seem to be coming fast and furious.

Increased Town expenditures are possible, as departments expand their safety and PPE supplies, other related expenses and increased admin. It doesn't appear that the Town's expenditures are increasing dramatically in preparation for the virus, approx.. \$5,000 has been spent. Department budget line items called COVID-19 have been added, to track COVID-19 related expenditures.

The State Board of Land Trust has raised the long-term borrowing interest rates for schools and municipalities, and according to WTA, "...the rates are projected to go higher and government borrowing is going to get more expensive, potentially significantly so..." This is contrary to what is expected, but it's been explained that lending institutions don't want to get lock into long term rates, especially with a low supply of cash. As the Town proceeds with the Town Dock Improvement & Emergency Services Bldg. projects, borrowing may not be so straight forward and may need to look at shorter terms, with much higher payments or shorter terms with a balloon to re-finance later. I have not heard what local lending institutions are doing for borrowing and rates. Carol is looking into this.

As an FYI, Bayfield County is reported to be looking at pay plans, pay deferrals and delaying timelines on fees and permits for customers and businesses since so many businesses are closed or unsure when they will be able to reopen. I have not looked to see what other municipalities in the area are doing.

With the shut down of Big Bay Town Park (BBTP) campground for May, payroll expenses are being reduced; decreased population in April/May may mean less port-potties use as well as reduction amount of trash to be hauled to the MRF (town trash receptacles and general population), both may require less town time. Trying to understand, review and research all the Coronavirus acts, laws, legal opinions, grants and funding, an increase in administration.

The short summary is that right now, the budgetary impact the virus may have on the Town of LaPointe is unknown. If the island remains unscathed and everything starts back up in June, the additional expenses directly related to the virus will probably be \$10,000 - \$15,000 with minimal loss of revenue (+/- \$5,000). If longer or more severe stay at home orders are put in place affecting the county and island business & tourism, the loss of revenues to the Town may be close to \$75,000 and an increase in expenditures directly related to the virus. This doesn't include the possible increase in borrowing costs or any changes in Town operations.

# COVID-19 Possible 2020 budget ramifications

## TOURISM (unknown at this point):

2020 Budget remaining  
thru 3/2020 thru 3/2020

|               |                                    |                  |                    | Related Expenditures | Immediate (now - May) | Short Term (May Dec 2020) | Long Term (2021) | Comments |
|---------------|------------------------------------|------------------|--------------------|----------------------|-----------------------|---------------------------|------------------|----------|
| 41210-00      | Accomodation Taxes                 | 138,471          |                    |                      |                       | X                         |                  |          |
| 56700-01      | Accom Taxes pd MICoC               |                  | (96,123)           |                      |                       | X                         |                  |          |
| 44310-00      | Building Permits                   | 5,688            |                    | staffing             |                       | X                         |                  |          |
| 44400-00      | Zoning Permits                     | 20,221           |                    | staffing             |                       | X                         |                  |          |
| 46340-00      | Airport tie-downs                  | 1,394            |                    |                      |                       | X                         |                  |          |
| 46340-04      | Airport parking                    | 1,800            |                    |                      |                       | X                         |                  |          |
| 46431-00      | MRF Fees                           | 77,364           |                    |                      |                       | X                         |                  |          |
| 46540-00      | Cemetery fees                      | 4,625            |                    | Yes, and staffing    |                       |                           |                  |          |
| 46720-00      | Campground                         | 116,969          |                    | Yes, and staffing    |                       | X                         |                  |          |
| 46720-03      | Showers                            | 4,739            |                    | Yes                  |                       | X                         |                  |          |
| 55250-01      | BTP Wages & FICA expenses          |                  | (58,585)           |                      |                       | X                         |                  |          |
| 55250-02      | BTP General Expenses               |                  | (12,648)           |                      |                       | X                         |                  |          |
| 55250-03      | BTP Paper & cleaning expenses      |                  | (7,103)            |                      |                       | X                         |                  |          |
| 55250-04      | BTP Utilities expenses             |                  | (13,064)           |                      |                       | X                         |                  |          |
| 55250-05      | BTP Repairs & Maintenance expenses |                  | 0                  |                      |                       | X                         |                  |          |
| 55210-14      | BTP Reservation Fees               |                  | (10,530)           |                      |                       | X                         |                  |          |
| 46720-04      | Shelter Rentals                    | 125              |                    |                      |                       | X                         |                  |          |
| 46741-00      | Special Events                     | 1,000            |                    |                      |                       | X                         |                  |          |
| 46743-00      | Rec Center Rentals                 | 1,125            |                    |                      |                       | X                         |                  |          |
| 48500-21      | PortaPotties                       | 3,200            |                    |                      |                       | X                         |                  |          |
| 55210-21      | Porta Potties expenses             |                  | (6,649)            | Yes                  |                       | X                         |                  |          |
| <b>TOTAL:</b> |                                    | <b>\$376,721</b> | <b>(\$204,702)</b> |                      |                       |                           |                  |          |

2020 Budget remaining  
thru 3/2020 thru 3/2020

| <u>State Funding (completely unknown at this point):</u> |                          | 2020 Budget remaining<br>thru 3/2020 | thru 3/2020 | Related<br>Expenditures | Immediate<br>(now - May) | Short Term<br>(May Dec<br>2020) | Long<br>Term<br>(2021) | Comments, suggestions, ideas |
|--|--------------------------|--------------------------------------|-------------|-------------------------|--------------------------|---------------------------------|------------------------|------------------------------|
| 43410-00   | State Shared Revenues    | 35,843                               |             | no                      |                          |                                 | X                      | May be more 2022?            |
| 43420-00   | Fire Insurance 2% dues   | 6,700                                |             |                         |                          |                                 | X                      | May be more 2022?            |
| 43430-00   | State Aids               | 113                                  |             | no                      |                          |                                 | X                      | May be more 2022?            |
| 43521-00   | Law Enforcement Training | 640                                  |             |                         |                          |                                 | X                      | May be more 2022?            |
| 43531-00   | Transportation Aids      | 62,323                               |             |                         |                          |                                 | X                      | May be more 2022?            |
| 43537-00   | Dock HAP Grant           | 743,239                              |             |                         |                          | n/a                             |                        |                              |
| 45537-03   | Dock shelter WICM Grant  | 15,000                               |             |                         |                          | n/a                             |                        |                              |
| 43545-00   | Recycling Grant          | 8,500                                |             |                         |                          |                                 | X                      | May be more 2022?            |
| 43550-00   | Health Services Aid      | 2,000                                |             |                         |                          |                                 | X                      | May be more 2022?            |
| 43620-00   | DNR in lieu of taxes     | 1,918                                |             | no                      |                          |                                 | X                      | May be more 2022?            |
| <b>TOTAL:</b>  |                          | <b>\$876,276</b>                     | <b>\$0</b>  |                         |                          |                                 |                        |                              |

2020 Budget remaining  
thru 3/2020 thru 3/2020

| <u>County Funding (completely unknown at this point):</u> |                                | 2020 Budget remaining<br>thru 3/2020 | thru 3/2020      | Related<br>Expenditures | Immediate<br>(now - May) | Short Term<br>(May Dec<br>2020) | Long<br>Term<br>(2021) | Comments, suggestions, ideas |
|---|--------------------------------|--------------------------------------|------------------|-------------------------|--------------------------|---------------------------------|------------------------|------------------------------|
| 46340-05  | Airport- TV145 rental          | 4,000                                |                  | staffing                |                          | X                               | X                      |                              |
| 47321-00  | County police budget           | 97,875                               |                  | staffing                |                          | X                               | X                      |                              |
| 47331-00  | County H Maintenance           | 16,374                               |                  | staffing                |                          | X                               | X                      |                              |
| 47335-00  | County Zoning                  | 2,250                                |                  | staffing                |                          | X                               | X                      |                              |
| 47335-01  | County zoning reimbursement    | 375                                  |                  | yes                     |                          | X                               | X                      |                              |
| 56400-21  | Ashland County Zoning Expenses |                                      | (2,322)          |                         |                          | X                               | X                      |                              |
| <b>TOTAL:</b>   |                                | <b>\$120,874</b>                     | <b>(\$2,322)</b> |                         |                          |                                 |                        |                              |

**GRAND TOTAL: \$1,373,871 (\$207,024)**

Possible Budget Adjustments by Department

Decrease

Increase

General Government:

Law enforcement:

Fire Dept:

Ambulance Service:

Roads:

Airport:

MRF:

Health Center:

Cemetery:

Library:

Parks - Recreation:

Zoning:

Capital Outlays:

# MEMO

**TO:** Town Board Members  
Micaela Montagne, Town Clerk  
Carol Neubauer, Town Treasurer  
Lisa Potswald, Town Administrator

**FROM:** Barb Nelson, Accounting Administrator/Deputy Clerk

**RE:** 2015-2020 Graphs

**DATE:** Thursday, April 9<sup>th</sup>, 2020

Carol & I had been talking about how to provide more information to the Town Board as to general fund cash flows in & out, as well as cash position.

One idea was to create some comparison graphs for the General Fund:

- Receipts
- Payroll & taxes
- Expenditures
- Ending Balance

Of course, there will be anomalies that will need to be explained – for example,

**Payroll & Taxes:** Jan 2020 had three payrolls as compared to the usual two (calendar timing)

**Receipts:** Higher in 2019 & 2020 for loan and insurance proceeds

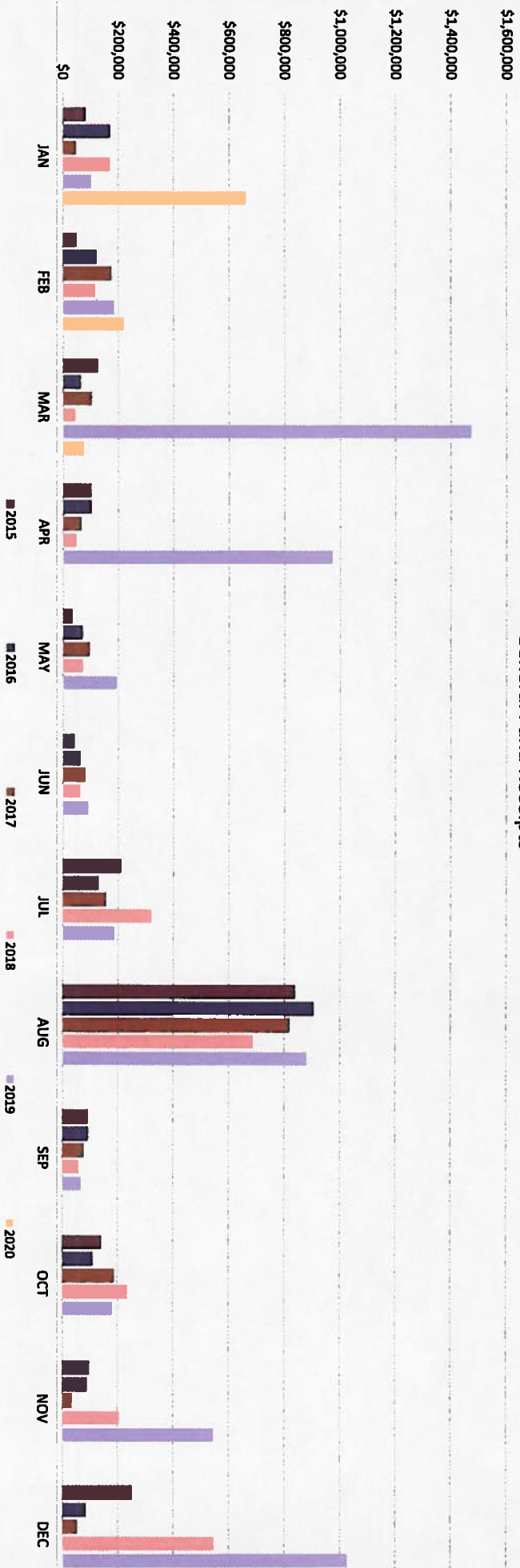
**Expenditures:** Higher in 2019 & 2020 due to ESB purchasing and Dock improvement project

Also, please be advised that these are for general analysis and to give you a sense of what months typically have higher expenditures and what months don't have much for funds receipted.

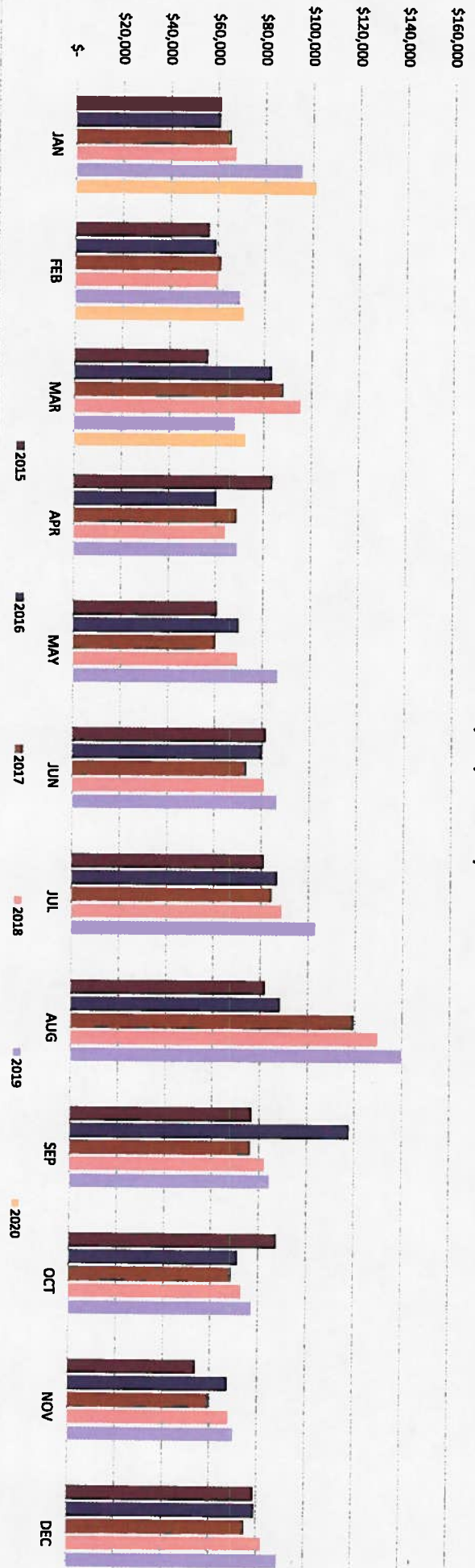
If this is something that you think might be helpful, I can continue to tweak it. Or, if there is other information you think you would like to see, please let me know. If we continue to use these charts, I'll try to get the charts to have colors that are much more distinct.



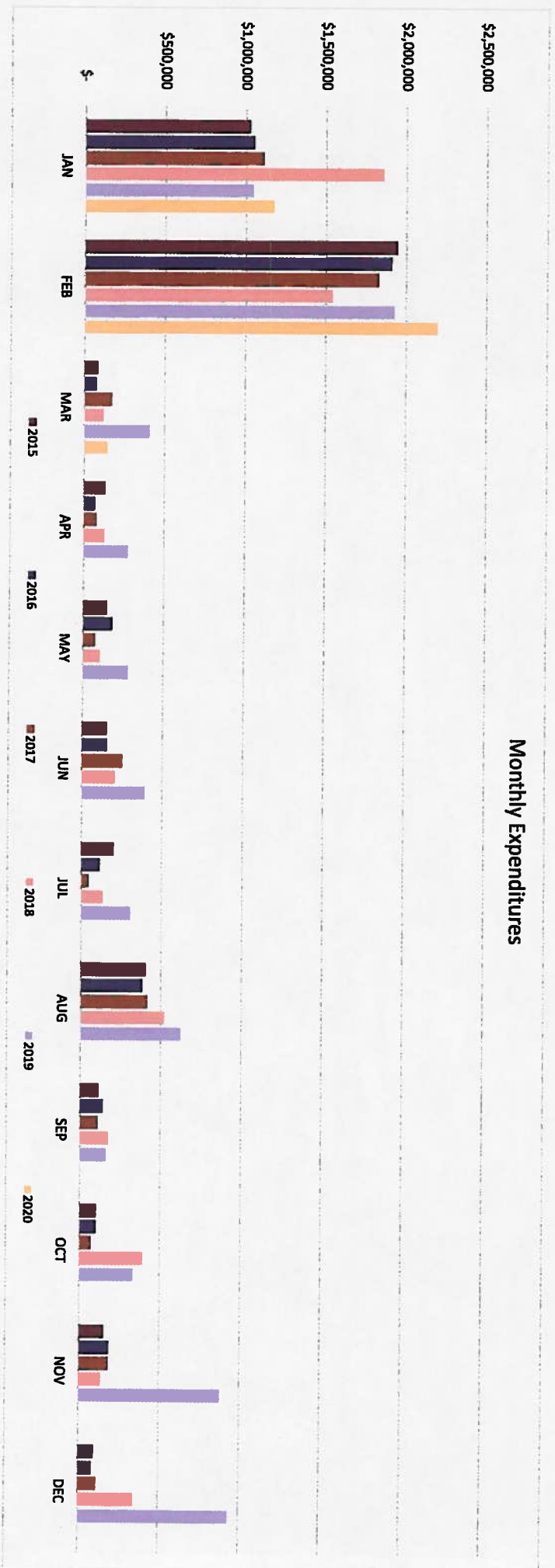
### General Fund Receipts



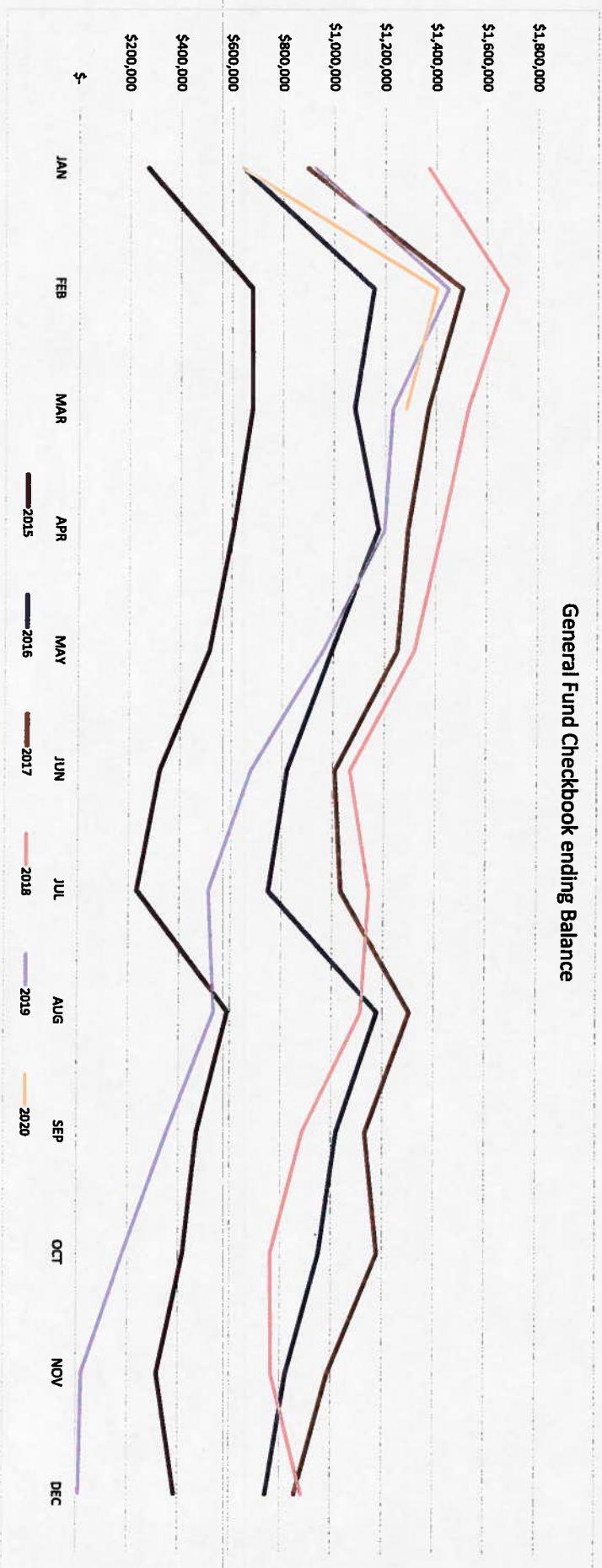
### Monthly Payroll & Payroll Taxes



### Monthly Expenditures



### General Fund Checkbook ending Balance





(5) TB, Lisa, Barb, Micaela,  
Carol, Public

## #2020-0324 ALTERNATIVE CLAIMS

March 2020

| Date      | Payable to Who                  | Check # | Amount   | Description                           |
|-----------|---------------------------------|---------|----------|---------------------------------------|
| 3/25/2020 | Ashland Cty Highway             | 77769   | 789.63   | 4.44 ton salt, blades for Rds #220    |
| ""        | Axel's Saw                      | 77770   | 71.99    | Rds chainsaw repair/parts             |
| ""        | Cadotte, Alice                  | 77771   | 700.00   | April Police housing rent             |
| ""        | Cardmember Services (BN)        | 77772   | 65.00    | WI Clerk annual membership            |
| ""        | Cardmember Services (LP)        | 77773   | 65.81    | Cemetery Cryptkeeper, Adobe           |
| ""        | Cardmember Services (SS)        | 77774   | 378.47   | EMT training lodging, meals for refr  |
| ""        | Cardmember Services (TWE)       | 77775   | 858.51   | Fire Dept supplies, train books       |
| ""        | Cardmember Services (WJD)       | 77776   | 275.75   | Squad printer/paper, boots            |
| ""        | Cardmember Services (PAW)       | 77777   | 133.64   | Parts steamer/772 grader              |
| ""        | Cardmember Services (BTS)       | 77778   | 1,624.80 | Henry bench, smart signs, Lodging     |
| ""        | Chicago Iron                    | 77779   | 199.00   | Amb oxygen, Rds Welding mat           |
| ""        | Deere Credit                    | 77780   | 1,815.17 | 444 Wheelloader Payment #8/#36        |
| ""        | Huhn Rx Drug                    | 77781   | 1,398.25 | Amb Glucagon, Naloxone meds           |
| ""        | Island Septic                   | 77782   | 110.00   | Airport pumpout                       |
| ""        | Jefferson Fire Safety           | 77783   | 392.80   | Fire Dept wheelchock, adapters        |
| ""        | L & M Fleet                     | 77784   | 137.83   | Rds shop misc & misc parts            |
| ""        | LaPointe Community Clinic       | 77785   | 42.00    | New EMT immunization                  |
| ""        | Lulich Implement                | 77786   | 224.00   | Rds Discutter blades                  |
| ""        | Madeline Island Ferry Lines     | 77787   | 525.00   | Feb ferry, freight                    |
| ""        | NAPA-Washburn                   | 77788   | 1,107.38 | Batteries 772, ZA explorer, Rds parts |
| ""        | Nelson Surveying                | 77789   | 1,937.50 | Final Greenwood Cemetery plat         |
| ""        | Neubauer, Carol                 | 77790   | 136.18   | 2019-2020 Petty Cash-postages, mi     |
| ""        | PowerPlan                       | 77791   | 8,207.63 | MRF Skidsteer, Rds 772, fluids        |
| ""        | Quill Corporation               | 77792   | 217.86   | Thall and Rds office supplies         |
| ""        | Superieur Petrol                | 77793   | 4,496.12 | Gas & Diesel for storage tanks        |
| ""        | Teisberg, Isabel                | 77794   | 99.55    | EMT Training meals                    |
| ""        | The Inn on Madeline Island      | 77795   | 89.00    | Fire Dept WI DNR trainer lodging      |
| ""        | Wal-Mart Community              | 77796   | 13.91    | Police supplies                       |
| ""        | Wendel Architecture PC          | 77797   | 1,337.51 | -1/31/2020 bidding, travel            |
| ""        | WI Dept of Transport/Aeronatuci | 77798   | 1,090.72 | Airport AWOS/Crack sealing 2018-      |
| ""        | Xcel Energy                     | 77799   | 2,775.09 | Cadotte, Cemetery, all - 3/9/2020     |
| ""        | YWS Technology                  | 77800   | 787.50   | TH, MRF & Fire Dept computers         |
| ""        | Zifko Automotive                | 77801   | 300.34   | Tire for Rds #22 truck                |

3/24/2020 TB Meeting vouchers:

\$32,403.94

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APR 2 2020

Initial: cg

(5) TB, Lisa, Banjo, Miracula,  
Card, Public

### ALTERNATIVE CLAIMS 2020

| Date       | Payable to Who                | Check #     | Amount    | March 2020 Description                    |
|------------|-------------------------------|-------------|-----------|---|
| 03/09/2020 | Dept. of Employee Trust funds | EFT#04-2020 | 17,964.60 | April 2020 Health insurance               |
| 03/09/2020 | Xcel Energy                   | EFT#309     | 4,337.39  | 01/8-02/08/2020 Electrics                 |
| 03/12/2020 | Oasis Payroll #6              |             | 37,472.73 | Payroll ending 03/07/2020 taxes & fees    |
| 03/12/2020 | Empower/Deferred Com          | EFT#6061    | 50.00     | Payroll #6 Deferred Employee Contrib      |
| 3/23/2020  | WI Dept of Revenue            | EFT#02-2020 | 630.86    | Feb sales tax                             |
| 03/26/2020 | Oasis Payroll #7              |             | 34,803.81 | Payroll ending 03/21/2020 taxes & fees    |
| 03/26/2020 | Empower/Deferred Com          | EFT#6062    | 50.00     | Payroll #7 Deferred Employee Contrib      |
| 03/26/2020 | Wisconsin Retirement System   | EFT#03-2020 | 8,955.51  | March retirement & employee contributions |

**MARCH 2020 TOTAL:**

**\$104,264.90**

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APR 2 2020

Initial *dg*



(5)TB, Lisa, Barb, Miraula,  
Carol, Public

**ALTERNATIVE CLAIMS 2020**

**MI Library**

**March 2020**

| <u>Date</u> | <u>Payable to Who</u>           | <u>Check #</u> | <u>Amount</u> | <u>Description</u>             |
|-------------|---------------------------------|----------------|---------------|--------------------------------|
| 3/17/2020   | Library Board approved vouchers |                | 2,893.68      |                                |
| 3/19/2020   | Amazon                          | 77763          | 389.96        | Library Board approved voucher |
| " "         | Cardmember Services - LS        | 77764          | 193.62        | "" "" "" ""                    |
| " "         | Minnesota Elevator, Inc (MEI)   | 77765          | 338.55        | "" "" "" ""                    |
| " "         | Mount Ashwabay                  | 77766          | 1,651.98      | "" "" "" ""                    |
| " "         | Norvado                         | 77767          | 200.33        | "" "" "" ""                    |
| " "         | Wal-Mart Community              | 77768          | 109.24        | "" "" "" ""                    |

**MARCH 2020 TOTAL:** **\$2,883.68** *tbl* **(\$10.00)**  
Cardmember had a \$10 credit

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APR 2 2020

Initial: ds

**TOWN OF LA POINTE  
REGULAR TOWN BOARD MEETING  
TUESDAY MARCH 24, 2020  
5:30 PM AT TOWN HALL  
Draft Minutes**

**Town Board Members Present:** Jim Patterson, Glenn Carlson

**Town Board Members Present via Teleconference:** Michael Anderson, Sue Brenna, John Carlson

**Staff Present:** Lisa Potswald, Elected Clerk Micaela Montagne

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

**I. Public Comment A\*:** Chair Jim Patterson announced that with the changing times, the Town Board will be utilizing teleconference. Meetings will continue to be live streamed and recorded. There will be at least one person at Town Hall for each meeting if there are members of the public that must attend, otherwise public comment may be submitted to the Clerk prior to the meeting.

**II. Town Administrator's Report:** Report prepared and presented by Lisa Potswald dated March 20, 2020 placed on file by Unanimous Consent.

**III. Public Works**

**A. Public Works Director**

**B. Roads**

**C. Parks**

**Extend Parks #3 Job Posting:** Motion to post until filled, G. Carlson/ J. Carlson, 5 Ayes, Motion Carried.

**D. Harbor**

1. **Letter to Governor Evers: Invitation to View Dock Projects:** A few changes in wording suggested by G. Carlson. Motion to approve with changes and have the Town Chair sign the letter, G. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

2. **Contract for Dock Shelter with C&S Design and Engineering:** Tabled until the grant contract is received.

**IV. Committees**

**A. Planning and Zoning**

**B. Public Arts Committee**

1. **Barb With Working for Committee:** Motion to approve \$600 for creating a database of public art existing on Madeline Island, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

**V. Town Hall Administration**

**A. Accounting Administrator's Report:** Motion to approve and place the March 2020 report prepared by Barb Nelson on file, G. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

B. Budget Amendment Resolution #2020-1: Motion to approve, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

C. Budget Summary Comparison Report: Motion to approve as presented dated 3/12/2020, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

D. Grant Updates: Lisa is working on a grant to rehab trails at Big Bay Town Park. With the Health Emergency, Lisa can submit grants without Town Board approval.

E. 2019 Annual Financial Report: Motion to approve as presented, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

F. Agenda Items for the Annual Town Meeting, April 21, 2020

1. 2019 Annual Financial Report
2. Approval of Minutes
3. Other Items

Nothing else from the Town Board. Items will be from the people. The date of this meeting may change or it will be to meet to adjourn due to the health emergency.

G. Resolution #2020-0324: Proclamation of a Health Emergency: Motion to approve the resolution that will replace the temporary Proclamation (and will be in effect for four months unless otherwise acted upon), M. Anderson/ J. Carlson, 5 Ayes, Motion Carried. Motion that all current (as of 3/24/2020) full and part time employees are considered essential employees (Library employees governed by the Library Board), M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

H. Health Emergency Business Continuity: A packet of procedures during the Health Emergency. Town Board meetings, and some committee meetings will be held telephonically with at least one person present at Town Hall to record the meeting and have the door open should there be public needing to attend. Motion to accept the business continuity procedures during the Health Emergency, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

I. Special Event Permit: Inline Skate Marathon: Discussion on the June 20<sup>th</sup> date and many unknowns with the pandemic. Motion to approve the special event permit but that it is subject to cancellation according to Resolution 2020-0324 if necessary, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

J. Rescheduling the First Town Board Meeting in May: Currently there is still the Special Election scheduled for the same day, May 12. Will wait to see if elections get postponed.

K. Set Date for First Board of Review Meeting and Open Book: Motion to have Open Book on June 3, 3-5pm and Board of Review on June 10 from 5-7pm. (contingent upon the health situation), G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

L. Future Town Board Meetings Due to COVID-19: No changes except for teleconference.

M. Public Statement Regarding the Coronavirus Pandemic: Motion to adopt the public statement (include travel advisory), J. Patterson/ M. Anderson, 5 Ayes, Motion Carried.

**VI. Vouchers:** The Health Emergency Resolution 2020-0324 allows the vouchers to be treated as Alternative Claims.

## **VII. Minutes**

A. Regular Town Board Meeting March 10, 2020: Motion to approve minutes as submitted, G. Carlson/ M. Anderson, 4 Ayes, 1 Abstain (J. Carlson), Motion Carried.

### **VIII. Emergency Services**

A. Ambulance Director's Report: Kudos to those finishing up EMT classes and refreshers. Report prepared by Cindy Dalzell for March 2020 placed on file by Unanimous Consent.

B. Letters Requesting Funding from Ashland and Bayfield Counties for Ice Rescue Services: Motion to approve sending the letters, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

### **IX. Police Department**

A. Fee for Serving Papers: Discussion on if the paperwork and filing with the county would be more work than what it is worth. Will clarify and be on the next agenda.

### **X. Library**

A. Library Board Minutes: February 18, 2020 and March 6, 2020: Minutes placed on file by Unanimous Consent.

### **XI. Public Comment B\*\*:** None.

### **XII. Lawsuits & Legal Issues**

A. William Defoe vs. Town of La Pointe, Case No. 19CV57: Nothing at this time.

B. Clayton Douglas vs. Town of La Pointe, Case. No. 19CV118: Nothing at this time.

**XIII. New Agenda Items for Future Meetings:** Dock shelter contract, first meeting in May, Fee for serving papers, and there is a Change Order for Wendel for architectural and engineering fees for the new design: there will be a Special Town Board Meeting on Monday 3/30/2020 at 5:30pm for this.

**XIV. Adjourn:** Motion to adjourn, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried. Adjourned at 6:33pm.

Submitted by Micaela Montagne, Town Clerk.

TB (5) Lisa, Bob, Micaela,  
public email

**TOWN OF LA POINTE  
SPECIAL TOWN BOARD MEETING  
MONDAY MARCH 30, 2020  
5:30pm AT TOWN HALL  
Draft Minutes**

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

**Town Board Members Absent:** Glenn Carlson

**Staff Present:** Lisa Potswald, Elected Clerk Micaela Montagne

**Called to Order:** 5:31pm

1. Public Comment\*: None
2. Change of Services No. 1 with Wendel for the Emergency Services Building: for engineering and architectural costs for the new design. Costs not to exceed \$76,000 (\$56,000 for time/materials, etc. and \$20,000 for pre-construction services). Motion to approve the Change of Services No. 1 with Wendel with costs not to exceed \$76,000, J. Patterson/ J. Carlson, 4 Ayes, Motion Carried.
3. Public Comment\*\*: None
4. Adjourn: Motion to adjourn, S. Brenna/ M. Anderson, 4 Ayes, Motion Carried. Adjourned at 5:38pm.

Submitted by Micaela Montagne, Town Clerk.



(5) TB, Lisa, Barb, Michaela, Bill,  
**LA POINTE POLICE DEPARTMENT** Public  
MADELINE ISLAND  
270 MAIN STREET  
LA POINTE, WISCONSIN 54850  
PHONE: (715) 747-6913  
FAX: (715) 747-3096  
laptpd@cheqnet.net

**To:** Town Board  
**From:** William Defoe  
**Date:** 4/10/2020  
**Re:** Monthly Police Report for April 2020

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During the month of March 2020, the La Pointe Police responded to the following:

|    |  |
|----|--|
| 28 | Incidents/Complaints (calls for service) |
| 10 | Citizen Assists                          |
| 0  | Vehicle Registration assists             |
| 1  | Accidents                                |
| 2  | Civil Process                            |
| 0  | False Alarm                              |
| 0  | Call out                                 |
| 2  | Animal Calls                             |
| 0  | Parking Citations                        |

Well a month since my last report and much has changed in the world. Schools are closed, non-essential business are closed (which has brought a lot of confusion as to what is essential and what is not) and there is a travel advisory for not only Ashland County but Bayfield County as well as other northern counties as well.

Right now, officers are handling most calls over the phone and will only go on calls that require in person response such as Domestic calls. However, with the travel ban and lack of establishments open, we have not had that many calls for service and expect this to continue into the end of May if not June. We have adjusted our schedule to reduce being on the ferry boat and have the risk of being exposed. Officers are also wearing masks and gloves at every call that requires a response. With the slowdown, we do not expect to start Part Time officers until into June if not until July.

Snowbirds are being directed by Ashland County Health Department to quarantine for 14 days at their homes if they do come to the island. As of now with the travel advisory, they are not advised to come back to the island at this time.

The new truck is on the road and put to work. We have had been asked when it will have graphics put on. Currently, and due to a tight budget, I am not planning on putting graphics on until there is money for it, we have a design, we have a place to go in Duluth to get it done, when we find money to do it, we will get it done.

If there are any questions or wish to discuss things within the department, please feel free to come talk to me.

RECEIVED

APR 10 2020

dc





(5) TB, Lisa, Barb, Micaela, Bill, Public

## LA POINTE POLICE DEPARTMENT

MADELINE ISLAND  
270 MAIN STREET  
LA POINTE, WISCONSIN 54850

PHONE: (715) 747-6913

FAX: (715) 747-3096

police@townoflapointewi.gov

**To:** La Pointe Town Board  
**CC:** file  
**From:** Chief William Defoe  
**Date:** 4/10/2020  
**Re: Paper Service Fee Schedule**

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Since the last meeting this topic was tabled, and Supervisor Mike Anderson had many questions.

Since then, I have spoken with Mike to answer his questions regarding record keeping etcetera.

Wi Statute 801.10(1) states that any Adult may serve papers in the State of Wisconsin. There are already private process servers working in our area, they do not have to be Law Enforcement.

The records will be kept using the CODY records management system we already have in use; we already keep a record in that system for the services we do for Ashland County.

A certificate of service as well as a copy of the CODY report will be sent to every entity who had requested a paper service after the service was done. This is required by Wi Stat 801.10(3).

As far as the fee, I had originally requested that a fee be put in place at \$50, I see that Ashland County does charge \$75 for this service. I will leave it up to the board to decide where they believe the fee should be.

If you have any questions, please feel free to ask.

Chief William Defoe

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APR 10 2020

Initial: dg

TBS Lisa, Barb, Micaela  
Public

**Micaela Montagne**

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**From:** Rick Reichkitzer  
**Sent:** Tuesday, April 7, 2020 3:54 PM  
**To:** Micaela Montagne  
**Subject:** Fire chiefs report March 2020

Covid 19

The fire department spent the month dealing with sometimes daily changing protocols. High on the list with social distancing is how we respond to calls. We will take it one call at a time but our goal is to limit packing the apparatus with firefighters. We are to communicate as to who's responding and encouraging the use of private vehicles to the scene when we know the apparatus has drivers. This is the same reason the state and DNR have pulled all burning permits and will not issue any until further notice. We have discussed in detail how to respond to "lift assists" and be utilized safely and not burn up valuable PPE. We are doing our part to contain community spread and will continue to do so until this passes.

Stay safe and dont touch your face  
Chief Reichkitzer

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APR - 7 2020  
Sr. Mm email