

TOWN OF LA POINTE
REGULAR TOWN BOARD MEETING
TUESDAY JUNE 23, 2020
5:30 PM AT TOWN HALL
Approved Minutes

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

Staff Present: Ben Schram (via telephone), Lisa Potswald, Ric Gillman, William Defoe, Elected Clerk Micaela Montagne

Called to Order: 5:30pm

I. Public Comment A*: Comments were received from Gary Russell regarding the Town Dock Project and will be discussed during that agenda item.

II. Town Administrator's Report: Report prepared and presented by Lisa Potswald dated 6/19/2020 placed on file by Unanimous Consent.

III. Public Works

A. Roads

1. County Bridge/ Culvert Aid Policy: discussion included that only real benefit would be for a future project on the small bridge by the marina, but the inspection for that bridge is not until later in the summer. Consensus that the town wouldn't need to participate, though the policy is just in the discussion phase. Motion that the Town of La Pointe does not support the County Bridge/ Culvert Aid Policy at this time, G. Carlson/ J. Carlson, 5 Ayes, Motion Carried.

Motion to include item III. D. 1. in the discussion with item III. A. 2., J. Carlson/ G. Carlson, 5 Ayes, Motion Carried.

D. Materials Recovery Facility

1. Wage Increase Request for Joe Abhold: J. Abhold is well qualified and would not take the job for \$20; discussion on offering \$23/ hour instead of \$20 which he was originally hired as. The Board agreed that the process is not ideal. Motion to increase the wage for Joe Abhold from \$20/ hour to \$23/ hour retroactive to 6/10/2020, S. Brenna/ J. Patterson, 4 Ayes, 1 Nay (J. Carlson), Motion Carried.

III. Public Works A. Roads 2. Wage Increase Request for Evan R. Erickson: Motion to increase the wage for Evan R. Erickson from \$20/ hour to \$23/ hour effective 6/23/2020, M. Anderson/ J. Patterson, 5 Ayes, Motion Carried.

B. Parks

1. Contract with Nelson Construction for Shore Stabilization at Joni's Beach: Motion to approve the contract with Nelson Construction not to exceed \$13,910.00, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

C. Airport

1. Industrial Lot Lease Termination: Nick Montano Lot 13
2. Industrial Lot Lease Change: Evan and Kathleen Erickson from Lot 7 to Lot 8
3. Industrial Lot Lease Change: Clayton and Clair Douglas from Lot 8 to Lot 7

Motion to approve the Industrial Lot Lease change/ switch for the Erickson's and the Douglas's as well as termination of Lot 13 Lease with Nick Montano, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

E. Town Dock

1. Dock Project and Payment Discrepancies: the Madeline Island Ferry Line has some questions on certain work that was done by Wren Works, Lisa Potswald has requested supporting documentation, payment will be held until clarified.

F. Greenwood Cemetery

1. Contract with Rick Reichkitzer Construction for Chapel Completion: To complete remaining work with new deadline. Motion to approve the contract with Rick Reichkitzer Construction for work not to exceed \$10,116.29, S. Brenna/ G. Carlson, 5 Ayes, Motion Carried.

IV. Committees

A. Planning and Zoning

1. Planning and Zoning Administrator's Report: Report through June 18, 2020 placed on file by Unanimous Consent.

2. Certified Survey Map: Sean and Shelly Foster Parcel #014-00205-0200 594 Miller Farm Road: A 10-acre lot split into 2 five acre lots, recommended by the Town Plan Commission. Motion to approve the Certified Survey Map, M. Anderson/ J. Carlson,

3. Draft Language to Be Compatible with County Ordinance Related to Certified Survey Maps and the Creation of Out Lots in the S-1, S-2 Zoning District: some out lots have been created by highway H running through a parcel, the Town needs to be consistent with the County. Unanimous Consent to move forward with inserting the updated language.

4. Discussion and Possible Action on Mobile Vendors and Permitting Process: Discussion on what qualifies as a mobile vendor, the differences between town property vs. private property (commercial and non) and different restrictions. Sellers permit will be recommended, if food will need inspections, etc. Decision to have a workshop on the matter with the Town Plan Commission sometime in the next few weeks.

B. Zoning Board of Appeals

1. Appointment of Two Members for Terms Ending June 30, 2023: Motion to appoint Tom Nelson and Rick Reichkitzer for three-year terms, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

V. Town Hall Administration

A. Accounting Administrator's Report: Will have to find a new audit firm after this year, and departments are working on making sure all values are current with the insurance company. Motion to place the report on file, G. Carlson/ J. Carlson, 5 Ayes, Motion Carried.

B. Budget Summary Comparison Report: Motion to approve the report dated 6/9/2020, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

C. Grant Updates: None.

D. Resolution #2020-0324 Proclamation of a Health Emergency Discussion: an extension will be on the next agenda.

E. Open Liquid Petroleum/ Propane Proposals: two proposals received: 1. Midland Services for \$1.59/ gallon plus ferry fees. 2. La Pointe Gas for \$1.56/ gallon. A contract with La Pointe Gas will be on the next agenda.

F. WI Elections Commission CARES Subgrant Program Agreement: Motion to approve and authorize the Town Administrator to sign and submit, J. Patterson/ M. Anderson, 5 Ayes, Motion Carried.

G. Possible Federal Grant Application: Composting Project: Draft letter to support a regional grant applied for by Ashland. Motion to authorize Jim Patterson to sign the letter, G. Carlson/ S. Brenna, 5 yes, Motion Carried.

H. Amendment to Grant Policy and Procedures: Amendment to include that the Town Administrator approve grant applications and grant awards for up to \$5,000 (including any matching funds) without going to the Town Board for approval. Motion to approve the amendment to the Grant Policy and Procedures, J. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

I. Attachment "B" to 2020 Compensation Resolution #2019-1230: because of changes to wages made during this meeting, this is moot, and a new Attachment B will be drafted for the next meeting.

J. Schedule Meeting with MRF Work Group: any day after 4:30pm during the first two weeks in July, will be scheduled after conferring with the MRF Work Group.

K. Reschedule the First Regular Town Board Meeting in August: the first meeting is scheduled on the same day as an election. Motion to move the first meeting in August to Wednesday August 12, 2020 at 5:30pm, S. Brenna/ M. Anderson, 5 Ayes, Motion Carried.

L. Resolution #2020-0623: Impartial Hearing Officer: Motion to approve Resolution #2020-0623 Appointing Philip Sorenson as the Impartial Hearing Officer, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

M. Contract with Philip Sorensen as Impartial Hearing Officer: Motion to approve the contract and have the Town Chair sign it, J. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

N. Vacation Extension Request for Barb Nelson: Motion to approve the extension of 151.5 hours of vacation for Barb Nelson, J. Patterson/ G. Carlson. Further discussion on the option of paying out some of the hours. Motion by Glenn Carlson to pay out half of unused vacation and extend the remaining time to June 30, 2021, second by Sue Brenna, 5 Ayes, Motion Carried.

O. Vacation Extension Request for Lisa Potswald: Motion to approve extending forty hours of vacation for Lisa Potswald until 12/31/2020, G. Carlson/ J. Carlson, 5 Ayes, Motion Carried.

P. Procedures for Purchase Orders: discussion on how there have been purchase orders filled out incorrectly or incomplete, and one for the Fire Department was filled out by Lisa with the work already done. The Town Board agreed to have Lisa send an email to Department Heads on the need to follow procedures, and the purchase orders may not get signed by the Town Board if they are not done properly.

Q. Hiring Process/Timeline for Town Administrator: Lisa has received two proposals for companies to assist in head hunting. Will be on the next agenda for how to proceed.

VI. Minutes

A. Regular Town Board Meeting June 9, 2020: Motion to approve minutes as submitted, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

VII. Emergency Services

A. Ambulance Director's Report: The Board thanked John Carlson for his many years of service. Report prepared by Cindy Dalzell for June 2020 placed on file by Unanimous Consent.

B. Updates on Construction of Emergency Services Building: the site is being prepped, the color scheme was chosen, charcoal grey exterior, steel colored roof, while overhead doors, and red service doors. Hopefully the building will come in September.

VIII. Police Department

1. Officers Working as EMTs: There will be no pay increase for officers, and they will just join the EMT roster when they are available. Motion to rescind the \$1/ hour increase (for 30 days made on 5/26/20), J. Carlson/ G. Carlson, 5 Ayes, Motion Carried.

IX. Library

A. Library Board Minutes: May 20, 2020, May 27, 2020, June 5, 2020: Minutes placed on file by Unanimous Consent.

B. Appoint Two Library Board Members for Terms Ending 6/30/2023: Motion to appoint Marilyn Hartig and Cynthia Mueller to the Library Board for terms ending 6/30/2023, M. Anderson/ S. Brenna, 5 Ayes, Motion Carried.

X. Public Comment B:** Glenn Carlson mentioned having the MRF survey comments organized by topic on the website.

XI. Lawsuits & Legal Issues

A. William Defoe vs. Town of La Pointe, Case No. 19CV57: no updates at this time.

XII. Liquor & Operators' Licenses

A. Combination "Class A" Liquor License and Class "A" Fermented Malt Beverage License

1. L & D Trading Post/ Lori's Store, Lori Hinrichsen Agent

Motion to approve, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

B. "Class A" Liquor License

1. Farmhouse Madeline Island, Lauren Schuppe Agent

Motion to approve, J. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

C. "Class B" Liquor License

1. Beach Club/ Bell Street Restaurant's Inc, Joseph Wiltz, Agent

2. Bell Street Tavern/ Bell Street Global, Joseph Wiltz Agent

3. On the Edge Inc./ Café Seiche, Chris Wolfe Agent

Motion to approve, J. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

D. Reserve "Class B" Liquor License

1. Middle Road Literary/ Arts Society Inc./ Leona's aka Tom's Burned Down Café, Kirsten Pedersen Agent

Motion to approve, J. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

E. Class "B" Sale of Fermented Malt Beverages License

1. Beach Club/ Bell Street Restaurant's Inc, Joseph Wiltz, Agent

2. Bell St. Gallery Art Bar/ McHugh Images Ltd, Steve McHugh Agent (6 Month)

3. Bell Street Tavern/ Bell Street Global, Joseph Wiltz Agent

4. Farmhouse Madeline Island, Lauren Schuppe Agent

5. Frankie's Inc./ Grampa Tony's, Susan Flores, Agent

6. Middle Road Literary/ Arts Society Inc./ Leona's aka Tom's Burned Down Café, Kirsten Pedersen Agent

7. On the Edge Inc./ Café Seiche, Chris Wolfe
8. Rock House Food Truck, Elena Bangeeva Erickson
Motion to approve, J. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

F. "Class C" Wine License

1. Bell St. Gallery Art Bar/ McHugh Images Ltd, Steve McHugh Agent (6 Month)
2. Farmhouse Madeline Island, Lauren Schuppe Agent
3. Frankie's Inc./ Grampa Tony's, Susan Flores, Agent
Motion to approve, J. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

G. Cigarette and Tobacco License

1. Beach Club/ Bell Street Restaurant's Inc.
2. L & D Trading Post/ Lori's Store
3. Middle Road Literary/ Arts Society Inc./ Leona's aka Tom's Burned Down Café
Motion to approve, J. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

H. Non-intoxicating Beverage License

1. Beach Club/ Bell Street Restaurant's Inc
2. Bell St. Gallery Art Bar/ McHugh Images Ltd
3. Bell Street Tavern/ Bell Street Global
4. Farmhouse Madeline Island
5. Frankie's Inc./ Grampa Tony's
6. L & D Trading Post/ Lori's Store
7. Madeline Island Yacht Club
8. McPearson's/ Quinn & Zayda's
9. Middle Road Literary/ Arts Society Inc./ Leona's aka Tom's Burned Down Café
10. Motion to Go/ Nervous Squirrel Ltd
11. On the Edge Inc./ Café Seiche
12. Rock House Food Truck
13. Three Labs Up North LLC, Dockside Gifts

Motion to approve, J. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

I. Operator's Licenses

1. Madeline Brown
2. Nora Taylor
3. Mazie Ashe

Motion to approve, J. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

XIII. New Agenda Items for Future Meetings: Town Administrator hiring process, extend date of resolution proclamation of health emergency, wage resolution, meeting with MRF work group, meeting with TPC for mobile vendors, Special meeting on Monday 6/29/20 to approve a bond resolution for the ESB loan, and the request for Black Lives Matter to be painted on Bell Street.

XIV. Adjourn: Motion to adjourn, S. Brenna/ J. Carlson, 5 Ayes, Motion Carried. Adjourned at 7:37pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as Submitted (two small typos corrected), July 14, 2020. M. Montagne, Town Clerk.