

**TOWN OF LA POINTE**  
**REGULAR TOWN BOARD MEETING**  
**TUESDAY JULY 28, 2020**  
**5:30 PM AT TOWN HALL**  
Approved Minutes  
Amended 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, Elected Clerk Micaela Montagne

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

**I. Public Comment A\*:** Clerk Montagne read a statement from ‘La Pointe Residents’ that if the Town approves the painting of Black Lives Matter on the road, they would also need to approve any other requests, even if political, etc.

**II. Town Administrator’s Report:** Report prepared and presented by Lisa Potswald dated July 24, 2020 placed on file by Unanimous Consent.

**III. Public Works**

**A. Roads**

1. Proposed Mural on Bell Street: Discussion on problems with distracted drivers and the public comment on if approved for this, others would need to be approved as well. Motion to not approve writing on public roads unless it is necessary and done by the Town Crew, J. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

**B. Parks**

**C. Materials Recovery Facility**

A. Recommended Personnel Changes for MRF based on MRF Work Group Report: (this item combined with item B.) Discussion on moving MRF to the Public Works Department. This would allow MRF staff and Road Crew staff to work together on projects, etc. Ted Pallas would still be the MRF Supervisor, the only change being the Public Works Director would be his supervisor instead of the Town Administrator. Motion to move the MRF under the Public Works Department, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

B. Recommended Changes for MRF based on MRF Work Group Report: Discussion on composting in 2021 and logistics to figure out as it may be on private property. Other recommendations to be looked at over time include changing time sheets, updating fees and use of punch cards, facility layout and operations, public education, financial analysis, and the exchange. Motion that the Town Board express support for moving forward with the draft operational plan, with the understanding that more research needs to be done on each priority, and that any policy/ fee additions/ changes will be brought to the Town Board for consideration, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

**D. Town Dock**

1. Contract Extension with SmithGroup for Dock Project through 6/30/2021: Motion to table, J. Patterson/ S. Brenna, 5 Ayes, Motion Carried.

#### **IV. Committees**

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

##### **B. Community Awards Committee**

1. Appointment of One Member for Term Ending July 31, 2022: The Town Board thanked Elizabeth Ellis for her work on the committee as she is not serving another term. Motion to appoint Marie Noha to the Community Awards Committee for a term ending July 31, ~~2020~~ 2022, S. Brenna/ M. Anderson, 5 Ayes, Motion Carried.

##### **C. Public Arts Committee**

1. Appointment of Three Members for Terms Ending July 31, 2022: Motion to appoint Susan Sabre, Peg Bertel, and Mary Whittaker to two-year terms ending July 31, 2022, S. Brenna/ G. Carlson, 5 Ayes, Motion Carried.

#### **V. Town Hall Administration**

A. Accounting Administrator's Report: Motion to place the report prepared by Barb Nelson for July 2020 on file, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

B. Budget Summary Comparison Report: Motion to approve, G. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

C. Grant Updates: None.

D. Attachment "C" to 2020 Compensation Resolution #2019-1230: Motion to approve, J. Carlson/ G. Carlson, 5 Ayes, Motion Carried.

E. Hiring Process/Timeline for Town Administrator

F. Contract with Public Administration Associates LLC for Hiring Town Administrator Services: Motion to approve the contract (not to exceed \$11,000) and set up a meeting to go through process and what services the Town Board wants from PAA, J. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

G. Current Town Administrator Work Priorities: The Board likes the memo prepared by Lisa (includes rewrite personnel policy, review and update ordinances, emergency operations plan, MRF reorganization, resolve all cemetery deeds) but wants to include oversight of the dock and the ESB projects as well as assist in hiring the next Town Administrator.

H. Budget Amendment Resolution #2020-3: Motion to approve, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

I. Resolution #2020-0728: Amend Fee Schedule Adding 2021 Campgroup Fees: Motion to approve, S. Brenna/ M. Anderson, 5 Ayes, Motion Carried.

J. Face Covering Policy for Town Employees: Discussion to add contacting department heads if masks are needed and adding an exception for if outside and socially distanced. Motion to approve the policy with the additions, J. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

K. Ordinance #2020-01, Face Covering Requirements During the Covid-19 Pandemic: Clerk Montagne mentioned comments received from Marc Gelin and Jim Noha on concerns with the ordinance. Discussion on how the Town Board is just trying to do their best to protect the public, and that though it isn't perfect, it is all they can do right now. The Emergency Services personnel endorse the Ordinance as important. Further discussion on changing that it will be effective for 60 days (instead of 90 days). Motion to approve Ordinance 2020-01, J. Carlson/ G. Carlson, 5 Ayes, Motion Carried.

L. Town Silent Auction Ad to Sell Vehicles and Equipment: Most items have been previously approved. Discussion on double checking with the county on selling the police squad.

M. Outreach to Business Community and Public Regarding Face Coverings/ Masks During the Covid-19 Pandemic: Discussion on having the discussion about Covid and emergency services, but also making it more broad to include that the town is responsible for the infrastructure but the Chamber is promoting the Island and getting more and more visitors here.

**VI. Treasurer's Report:** Motion to approve the Treasurer's Cash Summary Report as of June 30, 2020 showing a total of \$3,435,270.91 and a total available checking of \$1,304,927.01, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

### **VII. Minutes**

- A. Special Town Board Meeting July 8, 2020: one small typo.
- B. Special Town Board Meeting July 13, 2020
- C. Regular Town Board Meeting July 14, 2020: one small typo
- D. Emergency Town Board Meeting July 15, 2020
- E. Special Town Board Meeting July 22, 2020
- F. Special Town Board Meeting July 23, 2020

Motion to approve all minutes with the couple of corrections, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

### **VIII. Emergency Services**

A. Ambulance Director's Report: Report prepared by Cindy Dalzell dated July 23, 2020 placed on file by Unanimous Consent.

B. Draft of Covid- 19 Exposure Plan for Volunteers: Lisa Potswald and Barb Nelson are working on this with Cindy Dalzell and Sarah Schram with more information to come. Motion to table, J. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

C. Updates on Construction of Emergency Services Building: Building scheduled to be delivered August 24<sup>th</sup>.

D. Change Order #1 with Brown Plumbing, Plumbing Contract for Builders Risk Insurance Credit: Motion to approve, J. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

### **IX. Library**

A. Library Board Minutes: June 16, 2020 and June 26, 2020: Minutes placed on file by Unanimous Consent.

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

### **XI. Lawsuits & Legal Issues**

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

B. Kevin Wiggins Federal Equal Employment Opportunity Commission Case: An attorney has been assigned by the Insurance Company, nothing else at this time.

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

A. Operator's Licenses

1. Arne Martinson: Motion to approve the Operator's License for Arne Martinson, G. Carlson/ J. Carlson, 5 Ayes, Motion Carried.

**XIII. New Agenda Items for Future Meetings:** future of building inspections, SmithGroup contract extension, Covid-19 Exposure plan for volunteers, Budget draft memo and timeline

**XIV. Adjourn:** Motion to adjourn, S. Brenna/ M. Anderson, 5 Ayes, Motion Carried. Adjourned at 6:55pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted (small typo corrected), August 12, 2020. M. Montagne, Town Clerk.

Amendment approved as submitted (year change on item IV. B. 1.) August 25, 2020, M. Montagne, Town Clerk.