

**ALL 2020 APPROVED MINUTES**

**TOWN OF LA POINTE  
REGULAR TOWN BOARD MEETING  
TUESDAY JANUARY 14, 2020  
5:30 PM AT TOWN HALL  
Approved Minutes, as corrected**

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

**Staff Present:** Lisa Potswald, Ben Schram,

**Public Present:** David Boone, Paul Brummer, Mike Starck, Charley Brummer, Rick Reichkitzer,

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

**I. Public Comment A\*:**

Jim Patterson mentioned that a closed session is scheduled for 5:40pm with Wendel/ Five Bugles.

David Boone commented on unpaid well work he did at the Emergency Services Building site, as well as a money to replace a lost jacket from the ESB fire and commented on an incident from November 2018.

Paul Brummer had comments about the cemetery, affordable housing for all islanders, and sympathies for David Boone.

Mike Starck questioned how to know when the Board will be back in open session.

Charlie Brummer mentioned the high lake levels and wondering if a letter could be written addressing concerns.

Motion to move to item XI. B. Construction of Emergency Services Building, and go into closed session as posted, J. Patterson/ G. Carlson, 5 Ayes, Motion Carried.

**XI. Emergency Services**

**B. Construction of Emergency Services Building**

**1. Updates from Five Bugles/Wendel Company Regarding Bid Results and Construction Timelines for the Emergency Services Building**

The Town Board may go into closed session during the meeting in accordance with to Wisconsin Statutes 19.85 (1)(e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. After the completion of the closed session, the Board will come back into open session to act upon the discussion in the closed session or otherwise complete the business of the meeting before adjourning.

Motion to return to open session, J. Patterson/ M. Anderson, 5 Ayes, Motion Carried.

**2. General Discussion on Emergency Services Building:**

Next step for the Emergency Services Building is for the Town Board to meet with the Fire, Ambulance, and Police Departments, to go over some possible cuts to make from the building plans based on budget. Meeting will be held Monday January 20, 2020 at 5:00pm

**3. Discussion and Possible Action:**

Contract No. 02 – General Construction Contract

Contract No. 03 – HVAC Construction Contract  
Contract No. 04 – Electrical Construction Contract  
Contract No. 05 – Plumbing Construction Contract  
Contract No. 06 – Fire Protection Construction Contract (Alternate No. 2)

Motion to table XI. B. III, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

Motion to return to item II, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

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

### **III. Public Works**

#### **A. Public Works Director**

1. Public Work Director's Report: Report prepared by Ben Schram for December 2019 placed on file by Unanimous Consent.

#### **B. Roads**

1. Road Crew Operator Job Posting: Motion to post for Road Crew Operator, S. Brenna/ G. Carlson, 5 Ayes, Motion Carried.

#### **C. Parks**

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

1. MRF Supervisor's Report: Not available at this time.

#### **E. Airport**

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

2. Industrial Lot 2 Lease with Evan J. Erickson: Motion to approve the lease, M. Anderson/ S. Brenna, 5 Ayes, Motion Carried.

#### **F. Cemetery**

1. Amendment to Cemetery Ordinance Chapter 220: Changes include owner definition ownership rights. Motion to approve the amendment to the Cemetery Ordinance Chapter 220, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

2. Agreement with Kathleen Erickson for Cutting Grass at Greenwood Cemetery: Motion to have the Chair sign the contract, S. Brenna/ J. Carlson, 5 Ayes, Motion Carried.

3. Clarification on Cemetery 2020 Fee Schedule: Motion to approve the fee schedule clarification (no change in fees, just wording for cremains excavation G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

### **IV. Committees**

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

1. Planning and Zoning Administrator's Report: Report prepared by Ric Gillman for December 2019 placed on file by Unanimous Consent.

#### **B. Affordable Housing Committee**

1. Resolution #2020-0114: Recommendation to Pass a Resolution Supporting Volunteer First Responder Housing Act: Take out the word 'young' to include all volunteers. Motion to adopt Resolution #2020-0114 with the change, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

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

1. Change in Bylaws: Addition of selecting a chair. Motion to approve the revision to the bylaws as submitted, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

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

A. Budget Report: Motion to approve the report, G. Carlson, M. Anderson, 5 Ayes, Motion Carried.

B. Grant Updates

C. Personnel Matter: Motion to move until after agenda item XII., J. Patterson/ S. Brenna, 5 Ayes, Motion Carried.

**VI. Vouchers:** Motion to approve vouchers in the amount of \$128,862.92, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

**VII. Alternative Claims:** Motion to approve Alternative Claims for December 2019 in the amount of \$150,218.78, and \$3,437.68 for the Library, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

**VIII. Treasurer's Report:** Motion to approve the Treasurer's Cash Summary Report as of December 31, 2019 showing a total of \$3,300,145.30 and total available checking of \$63,079.24, J. Patterson/ G. Carlson, 5 Ayes, Motion Carried.

#### **IX. Minutes**

A. Regular Town Board Meeting December 30, 2019: Motion to approve minutes as submitted, S. Brenna/ G. Carlson, 5 Ayes, Motion Carried.

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

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

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

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

**XII. Public Comment B\*\*:** None.

#### **XIII. Lawsuits & Legal Issues**

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

#### **XIV. New Agenda Items for Future Meetings**

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

C. Personnel Matter

The Town Board may go into closed session during the meeting in accordance with to Wisconsin Statutes 19.85 (1)(b): considering dismissal, demotion, licensing, or discipline of a public employee, the investigation of charges against such person, and the taking of formal action on any of these matters require a closed session. After the completion of the closed session, the Board will come back into open session to act upon the discussion in the closed session or otherwise complete the business of the meeting before adjourning.

Motion to go into closed session as posted, G. Carlson, S. Brenna, 5 Ayes, Motion Carried.

Motion to return to open session, M. Anderson/ G. Carlson, 5 Ayes, Motion Carried.

**XV. Adjourn:** Motion to adjourn, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried. Adjourned at 7:45pm.

Respectfully submitted by Micaela Montagne, Town Clerk. Taken from recording.  
Approved as corrected, removed 'lost' in item I. and added 'J.' to Evan Erickson's name in III.  
E. 2. January 28, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE  
SPECIAL TOWN BOARD MEETING  
MONDAY, JANUARY 20, 2020  
5:00 PM AT TOWN HALL  
Approved Minutes**

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

**Staff Present:** Lisa Potswald, Ben Schram, Rick Reichkitzer, Cindy Dalzell, Sarah Schram, William Defoe

**Public Present:** Mike Starck, Tim Eldred, Mary Ross, Robert Krzyzanowski from Wendel/ Five Bugles (speaker phone), Meg Brown, Gary Flores, Susan Flores, Evan Erickson, Gene Nelson, Martin Curry, Ken Myhre, Chris Wolfe, Marcia Coleman, Steve Lennick, Joe Abbott, Bill Hable  
**Called to Order:** 5:00pm

**I. Public Comment A\***

Mike Starck commented on costs to Wendel Company and he had questions about options on the police bay.

Tim Eldred confirmed that it would be okay to comment later on in the meeting

**II. Emergency Services**

A. Construction of Emergency Services Building (ESB)

1. Review of Prior Actions:

Chair Jim Patterson gave remarks on the process of the ESB thus far. Nothing has yet been removed from the Option C plan that was approved Summer of 2019. Bids came in higher than expected, and this meeting is to find ways to reduce costs without changing the footprint. Should the footprint change, or major changes occur, the project would need to be re-bid as a new design would be necessary.

2. Updates from Five Bugles/Wendel Company Regarding Construction of the Emergency Services Building:

Robert Krzyzanowski of Wendel/ Five Bugles was on the phone to go through changes. Discussion included some of the following: having just one trench drain instead of multiples in the apparatus bay, options to do the shells of the police dorm rooms and conference/ training room, but not finish them (savings of \$155,000), the police apparatus bay for vehicles could be removed completely as it was bid as an alternate, have only five air drops instead of 10 for filling tires, take out the water softener remove or change some sinks, lights, fixtures, remove some windows from east side of building, remove a finished workshop space, change in some panels for walls, remove extra parking, remove mezzanine, possibly remove air conditioning, and HVAC changes because unfinished spaces. Total changes would take about \$280,000 from the total.

Some believe that the changes made do not make a large enough change in cost.

3. Discussion of Emergency Services Building Construction Plan:

Glenn Carlson went over the bigger picture including what the changes would mean financially. Further discussion on the administration costs: architect plan costs and construction management costs (contracts already in place), some think it may be best to finish all spaces now to save money in the long run, many voiced that they are upset on how the costs of plan C increased so much from the original estimates. But there have not been any other plans or designs to see, so not willing to change the plan at this time.

Bill Hable stated he was upset because he sent blueprints for a fire hall building that he designed about 40 years ago that were not distributed.

Discussion on possibly bring the it back to townspeople to approve with all numbers known, with an increase in costs from what was previously approved at \$2.5 million.

Discussion on how the fire suppression/ sprinkler system was an alternate bid and may not be included in construction but there would be an alarm system. Decontamination spaces also discussed.

4. Possible Action About Emergency Services Building Construction Plan:

Building is for now but also for the future. M. Ross brought up the idea of having someone come up with a plan and design with a cost not to exceed \$2.5 million.

Sarah Schram wants to discuss the ideas from this meeting with the whole ambulance service before giving consensus on how they want to proceed.

5. Consider Calling and Scheduling a Special Town Meeting for the purposes of

- i. Updating the Townspeople about Construction of the Emergency Services Building
- ii. Consider Amending Resolution #2019-0813: Construction of the Emergency Services Building

No consensus yet. Motion to schedule a Special Town Meeting, J. Carlson/ M. Anderson, 5 Ayes, Motion Carried. No date proposed for meeting. Robert may come up to meet with departments go reconcile changes prior to presenting anything to the townspeople.

The Town Board may go into closed session during the meeting in accordance with to Wisconsin Statutes 19.85 (1)(e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. After the completion of the closed session, the

Board will come back into open session to act upon the discussion in the closed session or otherwise complete the business of the meeting before adjourning.

### **III. Public Comment B\*\***

Marty Curry would like to have the fire suppression system or have someone always on watch.

**IV. Adjourn:** Motion to adjourn, G. Carlson/ M. Anderson, 5 Ayes, Motion Carried. Adjourned at 6:55pm.

Respectfully Submitted by Micaela Montagne, Town Clerk. Taken from recording.  
Approved as submitted January 28, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE  
REGULAR TOWN BOARD MEETING  
TUESDAY JANUARY 28, 2020  
5:30 PM AT TOWN HALL  
Approved Minutes**

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

**Town Board Members Absent:** Glenn Carlson

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

**Public Present:** Gene Nelson, Mike Starck, Steve Lennick, Joe Abbott, Teresa Abbott, Charley Brummer, Paul Brummer

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

**I. Public Comment A\*:** Happy Birthday to John Carlson. Mike Starck read an email from John Nielsen regarding the Emergency Services Building.

**II. Town Administrator's Report:** Report prepared and presented by Lisa Potswald dated January 24, 2020 placed on file by Unanimous Consent. No word on when the Red Cliff cell tower will be active.

### **III. Public Works**

#### **A. Roads**

1. Hire Full-time Road Crew/Heavy Equipment Operator: Motion to hire Evan R. Erickson as full time Road Crew/ Heavy Equipment Operator with a wage of \$21/hour, 24 hours of overtime, and a start date of 1/29/2020, M. Anderson/ S. Brenna, 4 Ayes, Motion Carried.

#### **B. Parks**

### **IV. Committees**

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

#### **B. Winter Transportation Committee**

1. 2019-2020 Cooperative Agreement: Town of La Pointe and Bayfield School District: Motion to approve and have Chair Jim Patterson sign the agreement, J. Carlson/ S. Brenna, 4 Ayes, Motion Carried.

## **V. Town Hall Administration**

A. Accounting Administrator's Report: Motion to place the January report prepared by Barb Nelson on file, M. Anderson/ J. Carlson, 4 Ayes, Motion Carried.

B. Budget Summary Comparison Report: Motion to approve the Budget Comparison Report dated 1/14/2020, J. Carlson/ M. Anderson, 4 Ayes, Motion Carried.

C. Grant Updates: None.

D. Letter Addressing Concerns about High Lake Levels: Draft letter prepared by Jim Patterson. Also to be sent to the Army Corp of Engineers as well as the Senators. Motion to approve sending the letter, M. Anderson/ S. Brenna, 4 Ayes, Motion Carried.

E. Letter of Support for Madeline Island Ferry Line USEPADERA Grant to Reduce Engine Emissions: Motion to approve the Town Chair signing the letter, M. Anderson/ S. Brenna, 4 Ayes, Motion Carried.

F. David Boone Request for Payment for Services: David Boone has not been paid for some work done following the Emergency Services Building fire. Once the proper paperwork is submitted he can be paid.

Motion to move item V. G. Personnel Matter: Town Administrator to after agenda item XII. B., J. Patterson/ J. Carlson, 5 4 Ayes, Motion Carried.

**VI. Vouchers:** Motion to approve vouchers in the amount of \$107,588.95, M. Anderson/ J. Carlson, 4 Ayes, Motion Carried. *[Clerk's Note: Two vouchers (\$3,746.15 for Wendel and \$56.42 for Cardmember Services were accidentally omitted by the Accounting Administrator. The adjusted the total is \$111,391.52.]*

## **VII. Minutes**

A. Regular Town Board Meeting January 14, 2020: Remove 'lost' in item I. and add 'J.' to Evan Erickson's name in III. E. 2. Motion to approve minutes with changes, S. Brenna/ J. Carlson, 4 Ayes, Motion Carried.

B. Special Town Board Meeting January 20, 2020: Motion to approve minutes as submitted, S. Brenna/ J. Carlson, 5 4 Ayes, Motion Carried.

## **VIII. Emergency Services**

A. Ambulance Director's Report: Report prepared by Cindy Dalzell dated January 22, 2020 placed on file by Unanimous Consent.

B. Hire Fire Department Lead Engineer: Motion to hire/ appoint Brian Nelson as the Lead Engineer with a start date of 1/1/2020 and \$340/ month compensation, S. Brenna/ J. Carlson, 4 Ayes, Motion Carried.

C. Construction of Emergency Services Building

1. Discussion and Possible Action on Emergency Services Building Construction Plan: There was a meeting held 1/28/2020 with Wendel (architect) and Department Heads to make some revisions to the plan. This new option will be available in the next week or two. Motion to table the discussion, M. Anderson/ J. Carlson, 4 Ayes, Motion Carried.

2. Consider Calling and Scheduling a Special Town Meeting for the purposes of updating the Townspeople about Construction of the Emergency Services Building and to Consider Amending Resolution #2019-0813: Construction of the Emergency Services Building: Motion to table, J. Patterson/ J. Carlson, 4 Ayes, Motion Carried.

3. Discussion and Possible Action on

Contract No. 02 – General Construction Contract

Contract No. 03 – HVAC Construction Contract

Contract No. 04 – Electrical Construction Contract

Contract No. 05 – Plumbing Construction Contract

Contract No. 06 – Fire Protection Construction Contract (Alternate No. 2)

Motion to table, J. Patterson/ J. Carlson, 4 Ayes, Motion Carried.

## **IX. Police Department**

A. ATV/UTV/Snowmobile Ordinance Chapter 382: S. Brenna discussed this as there are no snowmobiles allowed on County Roads. So far there have not been any issues with the use of ATVs, UTVs, or snowmobiles. No action taken.

## **X. Library**

A. Library Board Minutes December 17, 2019: Motion to place minutes on file, S. Brenna/ J. Carlson, 4 Ayes, Motion Carried.

**XI. Public Comment B\*\*:** Mike Starck had follow-up questions to the Emergency Services Building discussion: no timeframe yet. It was also discussed that \$263,000 has been paid to Wendel thus far [*Clerk's Note: a correction to this amount. Including a voucher paid at this meeting, the total paid to Wendel is \$217,037.07.*]

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

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

B. Notice of Claim from Clayton Douglas

The Town Board may go into closed session during the meeting for the purpose of conferring with legal counsel with respect to litigation in which it is or is likely to become involved in accordance with to Wisconsin Statutes 19.85 (1)(g). After the completion of the closed session, the Board will come back into open session to act upon the discussion in the closed session or otherwise complete the business of the meeting before adjourning.

## **V. Town Hall Administration**

G. Personnel Matter: Town Administrator

This meeting may, upon duly made motion, be convened in closed session under State Statute 19.85 (1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. If the Town Board goes into closed session, it will reconvene in open session before adjourning.

Motion to go into closed session as posted for both agenda item XII. B and V. G., J. Patterson/ J. Carlson, all 4 Ayes, Motion Carried.

Motion to return to open session, M. Anderson/ J. Carlson, 4 Ayes, Motion Carried.



**XIII. New Agenda Items for Future Meetings:** Emergency Services Building, scheduling a workshop with possible agenda item to be closed sessions and personal and confidential information.

**XIV. Adjourn:** Motion to adjourn, S. Brenna/ M. Anderson, 4 Ayes, Motion Carried. Adjourned at 6:29pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as corrected (two typos- supposed to be 4 Ayes instead of 5) February 11, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE  
REGULAR TOWN BOARD MEETING  
TUESDAY FEBRUARY 11, 2020  
5:30 PM AT TOWN HALL  
Approved Minutes**

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

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

**Public Present:** Mike Starck, Steve Lennick, Joe Abbott, Teresa Abbott, Charley Brummer, Ann Hauser, Sheri Ross

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

**I. Public Comment A\*:** Clerk Montagne read a letter from Cindy Dalzell regarding the Emergency Services Building.

Mike Starck asked the Town Board to consider forming an Emergency Services Building committee.

Sue Brenna thanked Carey Baxter for his years of service and employment with the Town of La Pointe ~~the~~ and sent love and condolences to his family.

John Carlson commented that the town board meeting reminder texts will not be sent anymore due to budget. He also clarified that some information during public comment at the last meeting was false: the architect firm Market and Johnson will not be providing services to the Town. He also stated that no one has come forward with donated materials or time for the Emergency Services Building.

**II. Town Administrator's Report:** Report prepared and presented by Lisa Potswald dated February 7, 2020 placed on file by Unanimous Consent. The cell tower in Red Cliff is operational, though there are not many changes to coverage on the Island until the Island tower goes up. It was also noted that there will be fighter wing training in the airspace that includes Madeline Island August 9-22, 2020.

**III. Public Works**

**A. Public Works Director**

1. Public Work Director's Report: Report prepared and presented by Ben Schram for January 2020 placed on file by Unanimous Consent. The road crew was thanked for moving the large piles of snow.

**B. Roads**

1. Comp Time for Evan R. Erickson: Motion to approve 80 hours of comp time to Evan R. Erickson, S. Brenna/ M. Anderson, 5 Ayes, Motion Carried.

2. ATC Specialized, LLC Contract Extension for Grader Training: Motion to approve the contract extension from Oct 2019 to May 2020, J. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

**C. Parks**

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

1. MRF Supervisor's Report: Report prepared by Ted Pallas placed on file by Unanimous Consent.

2. Post for MRF Attendant 1: Motion to post for MRF Attendant with a wage of \$17.50 to \$19.00/ hour, S. Brenna/ G. Carlson, 5 Ayes, Motion Carried.

**E. Airport**

1. Airport Manager's Report & Checklist: Report prepared by Paul Wilharm for January 2020 placed on file by Unanimous Consent.

2. Transfer of Airport Hangar Lease 13A: from W. Stout to Superior Shores, LLC: Motion to approve the transfer of Hangar Lease 13A, S. Brenna/ J. Carlson, 5 Ayes, Motion Carried.

3. Aircraft Hangar Lease Lot 13A: Superior Shores LLC: Motion to approve Aircraft Hangar Lease for Lot 13A contingent upon receiving the certificate of insurance, J. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

4. Aircraft Hangar Use Agreement, Hangar 13A: Superior Shores LLC: Motion to approve the Hangar Use Agreement (for the Town to use the hangar for Emergency Services vehicles and equipment), Motion to approve, J. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

**IV. Committees**

**A. Planning and Zoning**

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

**V. Town Hall Administration**

A. Budget Report: Motion to approve the Budget Summary Report dated 2/10/2020, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

B. Grant Updates: two upcoming applications, one for radios for Emergency Services another for the Emergency Service Building through Bremer Trust Grant.

C. Schedule a Workshop and Discuss Agenda Items: Items to include closed sessions, personal and confidential information, MRF work group findings, possible staff turnovers. Will wait to schedule until the MRF work group is ready.

D. Information on Bayfield School District Plans: School Board Member Glenn Carlson stated that the district is looking into possibly building a new La Pointe Elementary School as the current building has many issues and the cost to repair could be greater than the cost to rebuild.

Historical nature of current building being looked at, and the decision will eventually be on a referendum in the future.

**VI. Vouchers:** Motion to approve vouchers in the amount of \$42,646.50, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

**VII. Alternative Claims:** Motion to approve Alternative Claims for January 2020 in the amount of \$1,030,525.23 and \$6,827.86 for the Library, M. Anderson/ G. Carlson, 5 Ayes, Motion Carried.

**VIII. Treasurer's Report:** Motion to approve the Treasurer's Cash Summary Report as of January 31, 2020 showing a total of \$5,326,159.60 and a balance of \$1,460,528.82 (and a total available checking of \$ 1,522.00), G. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

### **IX. Minutes**

A. Regular Town Board Meeting January 28, 2020: Motion to approve minutes with two small corrections (4 Ayes instead of 5), G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

### **X. Police Department**

A. Police Chief's Report: Report prepared by William Defoe for January 2020 placed on file by Unanimous Consent.

Motion to move agenda item X. B. to after item XII, J. Patterson/ S. Brenna, 5 Ayes, Motion Carried.

### **XI. Emergency Services**

A. Fire Chief's Report: report will be on next agenda.

B. 2020 Assistance to Firefighters Grant Program Memorandum of Understanding: Motion to approve and have Chair Jim Patterson sign the MOU for \$5,000 for the Fire and Ambulance Departments radios, S. Brenna/ J. Carlson, 5 Ayes, Motion Carried.

C. Construction of Emergency Services Building

1. Discussion and Possible Action on Emergency Services Building Construction Plan: No plan available yet, it is being reworked by Wendel after changes made. Motion to table, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

2. Consider Calling and Scheduling a Special Town Meeting for the purposes of updating the Townspeople about Construction of the Emergency Services Building and to Consider Amending Resolution #2019-0813: Construction of the Emergency Services Building: Motion to table, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

3. Discussion and Possible Action on

Contract No. 02 – General Construction Contract

Contract No. 03 – HVAC Construction Contract

Contract No. 04 – Electrical Construction Contract

Contract No. 05 – Plumbing Construction Contract

Contract No. 06 – Fire Protection Construction Contract (Alternate No. 2)

Motion to reject all bids received (10/7/19 and 12/10/19) for contracts 2 through 6, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

4. Consider Placing a Hold on Site/Utility Construction Contract No. 1 with Nelson Construction dated 10/30/19: Motion to place a hold on the Site/Utility Construction Contract No. 1 with Nelson Construction, G. Carlson/ J. Carlson, 5 Ayes, Motion Carried.

**XII. Public Comment B\*\*:** Mike Starck asked if there would be consideration of forming a committee for the ESB.

**X. Police Department**

**B. Police Chief Use of Town Vehicle for Personal Use:**

This meeting may, upon duly made motion, be convened in closed session under State Statute 19.85 (1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. If the Town Board goes into closed session, it will reconvene in open session before adjourning.

Motion to go into closed session as posted, G. Carlson/ M. Anderson, All 5 Ayes, Motion Carried.

Motion to return to open session, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

Motion that the Town Board has not given Chief Defoe permission to use the police vehicle for personal use or to put highway miles on it, and they do not grant permission *to use the police vehicle for personal use* in the future as well, G. Carlson/ S/ Brenna, 5 Ayes, Motion Carried.

**XIII. Lawsuits & Legal Issues**

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

**XIV. New Agenda Items for Future Meetings:** Fire Chief's report, MRF Attendant job description, MRF work group funding for survey.

**XV. Adjourn:** Motion to adjourn, S. Brenna/ G. Carlson, 5 Ayes, Motion Carried. Adjourned at 6:18pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as corrected (two typos in item I and additional language in item X. B.) February 25, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE  
REGULAR TOWN BOARD MEETING  
TUESDAY FEBRUARY 25, 2020  
5:30 PM AT TOWN HALL  
Approved Minutes**

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

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

**Public Present:** Michael Childers, Mike Starck, Gwen Smith Patterson, Troy Nelson, Charley Brummer, Paul Brummer  
**Called to Order:** 5:30pm

**I. Public Comment A\*:** Paul Brummer commented on having a head tax to cover costs of Parks positions. Mike Stark commented on allowing the public to attend meetings on the Emergency Services Building as things seem to be going well; he asked if the public Town Board meeting documents could be on the website; and he stated the MRF survey was not understandable.

**II. Town Administrator's Report:** Report prepared and presented by Lisa Potswald dated 2/21/2020 placed on file by Unanimous Consent.

### **III. Public Works**

#### **A. Roads**

#### **B. Parks**

1. Post for Summer Staff: Parks #1, Parks #2, Parks #3, Campground Host #1, Campground Host #2, Campground Assistant: Motion to approve posting for all positions, S. Brenna/ J. Carlson, 5 Ayes, Motion Carried.

2. Parks Job Description Changes: Parks #1, Parks #2, Parks #3, Parks #4: changes are to make everything consistent. Motion to approve changes, S. Brenna/ M. Anderson, 5 Ayes, Motion Carried.

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

1. MRF Attendant Job Description: Motion to approve the job description, S. Brenna/ J. Carlson. Discussion on whether a Class B license should be preferred versus required. S. Brenna amended the motion to have the Class B license required, second by M. Anderson, 5 Ayes, Motion Carried.

2. MRF Work Group Survey and Expense: Michael Childers and Gwen Smith Patterson present to discuss the draft survey. Discussion on having the survey beta tested to make sure it is understandable. The work group will do what they can to keep costs down by using an electronic survey as well as mailing. Motion to allocate \$1700 to the work group for the survey as well as post the survey at Town Hall for comments prior to finalizing and distribution, G. Carlson/ S. Brenna, 4 Ayes, 1 Nay (J. Carlson), Motion Carried.

#### **D. Airport**

1. Airport Six Year Plan: a general project list/ wish list for the Bureau of Aeronautics, for funding in the future. The list includes obstruction survey, environmental analysis, additional hangar areas, wildlife site visit, and a new terminal building. Discussion on removing the option of having fuel available.

2. Airport Six Year Plan Resolution #2020-0225: Motion to approve the Resolution removing the fuel available option, G. Carlson/ J. Carlson, 5 Ayes, Motion Carried.

### **IV. Committees**

A. Planning and Zoning: nothing at this time.

B. Dissolve Inactive Town Committees: Motion to dissolve the Harbor, Skate Park, Tribal Relations, and the Records Management Committees, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

## **V. Town Hall Administration**

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

B. Budget Summary Comparison Report: Motion to approve the Condensed Budget Report dated 2/17/2020, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

C. Grant Updates: None

**VI. Vouchers:** Motion to approve vouchers in the amount of \$34,718.92, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

## **VII. Minutes**

A. Regular Town Board Meeting February 11, 2020: Motion to approve minutes as corrected (two typos and additional language in item X. B. Police Chief Use of Town Vehicle for Personal Use), S. Brenna/ G. Carlson, 5 Ayes, Motion Carried.

## **VIII. Emergency Services**

A. Ambulance Director's Report: Report prepared by Cindy Dalzell for February 2020 placed on file by Unanimous Consent.

B. Fire Chief's Report: Report prepared by Rick Reichkitzer for January 2020 placed on file by Unanimous Consent.

C. Construction of Emergency Services Building

1. Discussion and Possible Action on Emergency Services Building Construction Plan: Another meeting was held with Wendel and the Department Heads to review the pared down plan for the new ESB. The square footage has been reduced, conference room reduced, garage doors reduced. There will be another meeting on March 9, 2020 and the Town Board will review and discuss at the regular meeting on March 10.

2. Consider Calling and Scheduling a Special Town Meeting for the purposes of updating the Townspeople about Construction of the Emergency Services Building and to Consider Amending Resolution #2019-0813: Construction of the Emergency Services Building: Nothing at this time.

## **IX. Library**

A. Library Board Minutes, January 21, 2020: Minutes placed on file by Unanimous Consent.

B. 2020 Budget Request for Director Health Insurance Coverage: The Library Director needs to opt for family insurance instead of single for 2020, the budget for the full family insurance was removed prior to budget approval and the Library Board is requesting that the Town Board consider funding the additional \$11,285. Discussion on having the Library Board look at their budget to see if they can come up with any of the funding. Motion by G. Carlson to increase the Library Budget by \$5,642.50 (half of request), second by S. Brenna. More discussion, G. Carlson withdrew motion. Motion to table to let the Library Board come up with how much they can fund prior to the Town Board making a decision, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

**X. Public Comment B\*\*:** Paul Brummer commented on compost at the MRF, making sure the Emergency Services Building has crash posts if garage doors are smaller, and that a head tax could help cover the Library Director expenses.

**XI. 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.

**XII. New Agenda Items for Future Meetings:** Library Budget, Lisa’s retirement most likely moved to 2021, J. Price retirement in 2021: discuss at a workshop.

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

Submitted by Micaela Montagne, Town Clerk.  
Approved as submitted March 10, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE  
REGULAR TOWN BOARD MEETING  
TUESDAY MARCH 10, 2020  
5:30 PM AT TOWN HALL  
Approved Minutes**

**Town Board Members Present:** Jim Patterson, Michael Anderson, Sue Brenna, Glenn Carlson  
**Town Board Members Absent:** John Carlson  
**Staff Present:** Lisa Potswald, Ben Schram, Lauren Schuppe, Elected Clerk Micaela Montagne  
**Public Present:** Marilyn Hartig, Steve Lennick, Mike Starck, Charley Brummer, Teresa Abbott, Joe Abbott, Sheri Ross, Paul Brummer  
**Called to Order:** 5:30pm

**I. Public Comment A\*:** Mike Starck read a comment on having an informational meeting on the Emergency Services Building following the Candidates Forum on March 22, 2020.

**II. Town Administrator’s Report:** Report prepared and presented by Lisa Potswald dated 5/6/2020 placed on file by Unanimous Consent.

**III. Public Works**

**A. Public Works Director**

1. Public Work Director’s Report: Report prepared and presented by Ben Schram for February 2020 placed on file by Unanimous Consent.

**B. Roads**

1. Extension of vacation hours for Pete Wiggins: Not applicable any longer, no action.

**C. Parks**

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

1. MRF Supervisor's Report: Report prepared by Ted Pallas for February 2020 placed on file by Unanimous Consent.

**E. Airport**

1. Airport Manager's Report & Checklist: Report prepared by Paul Wilharm for February 2020 placed on file by Unanimous Consent.

Motion to move to agenda item XII. A. Library, S. Brenna/ G. Carlson, 4 Ayes, Motion Carried.

**XII. Library**

A. 2020 Budget Request for Director Health Insurance Coverage: Director Lauren Schuppe present to go over the request. An additional \$11,285 is needed to cover the change in insurance, in general, wages and building maintenance have been covered by the Town's budget and designated funds are used for programming. The Library Board met and found \$3800 from the 2020 Library budget that can be used for this. Motion to increase the library budget by \$7,485, G. Carlson/ S. Brenna, 4 Ayes, Motion Carried.

Motion to return to agenda item IV., S. Brenna/ G. Carlson, 4 Ayes, Motion Carried.

**IV. Committees**

**A. Planning and Zoning**

1. Planning and Zoning Administrator's Report: Nothing at this time.

**V. Town Hall Administration**

A. Budget Report: Motion to approve the budget Summary Report dated 3/3/2020, G. Carlson/ M. Anderson, 4 Ayes, Motion Carried.

B. Grant Updates: The Town did not receive a Multi Modal Grant.

C. Sale of Town Vehicle: Motion to sell the Ford Escape vehicle, M. Anderson/ G. Carlson, 4 Ayes, Motion Carried.

D. Budget Amendment #2020-1 Draft: Discussion on including the \$79,563 in borrowing, taking \$27,775 from the contingency fund for the increase in insurance premiums, and use the rest of the contingency and other available funds to cover the Library budget increase of \$7,485. Will be on next agenda.

**VI. Vouchers:** Motion to approve vouchers in the amount of \$77,346.69, M. Anderson/ S. Brenna, 4 Ayes, Motion Carried.

**VII. Alternative Claims:** Motion to approve Alternative Claims in the amount of \$2,178,354.65 and \$12,183.79 for the Library, M. Anderson/ S. Brenna, 4 Ayes, Motion Carried.

**VIII. Treasurer's Report:** Motion to approve the Treasurer's Cash Summary Report as of February 29, 2020 showing a total of \$3,280,694.47, an available checking of \$812,729.12 and a balance of \$1,460,528.82, G. Carlson/ M. Anderson, 4 Ayes, Motion Carried.

**IX. Minutes**



A. Regular Town Board Meeting February 25, 2020: Motion to approve minutes as submitted, S. Brenna/ G. Carlson, 4 Ayes, Motion Carried.

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

A. Police Chief's Report: Report prepared by William Defoe for February 2020 placed on file by Unanimous Consent. Discussion on having the Chief summarize topics covered at conferences and how the La Pointe Police Department will implement them. Also, the Town of La Pointe will no longer be doing vehicle registrations at Town Hall. These services are available online.

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

A. Fire Chief's Report: Report prepared by Rick Reichkitzer for February 2020 placed on file by Unanimous Consent.

B. Draft Letter Requesting Funding from Ashland and Bayfield Counties for Ice Rescue Services: Discussion on possibly asking \$5,000 from Ashland County and maybe Bayfield could be less based on average number of calls annually, or just bill them for actual calls made.

#### **C. Construction of Emergency Services Building**

1. Discussion and Possible Action on Emergency Services Building Construction Plan: there was a meeting on March 9, 2020 with the Department Heads and the Wendel architects. It was decided unanimously to support the new plan with a metal frame. Motion to instruct Wendel/5 Bugles to go ahead with the current plan with metal construction and prepare the bid documents, M. Anderson/ G. Carlson, 4 Ayes, Motion Carried.

2. Consider Calling and Scheduling a Special Town Meeting for the purposes of updating the Townspeople about Construction of the Emergency Services Building and to Consider Amending Resolution #2019-0813: Construction of the Emergency Services Building: Waiting for bids to come in prior to deciding.

**XIII. Public Comment B\*\*:** None.

#### **XIV. 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.

**XV. New Agenda Items for Future Meetings:** Budget Amendment, letters for Ice Rescue, rescheduling first Town Board meeting in May, maybe hire of summer staff.

**XVI. Adjourn:** Motion to adjourn, S. Brenna/ M. Anderson, 4 Ayes, Motion Carried. Adjourned at 6:09pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted March 24, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE**

**REGULAR TOWN BOARD MEETING**  
**TUESDAY MARCH 24, 2020**  
**5:30 PM AT TOWN HALL**  
Approved 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**

1. 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.

Approved as submitted April 14, 2020. M. Montagne, Town Clerk.

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

Approved 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.

Approved as submitted April 14, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE  
REGULAR TOWN BOARD MEETING  
TUESDAY APRIL 14, 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, Elected Clerk Micaela Montagne

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

**I. Public Comment A\*:** None

**II. Town Administrator's Report:** Report prepared and presented by Lisa Potswald dated April 10, 2020 placed on file by Unanimous Consent.

**III. Public Works**

**A. Public Works Director**

1. Public Work Director's Report: Discussion including that the Big Bay Town Park camping reservations cancelled for May was a loss of around \$3,000 of revenue. The reservations for later in the summer have not changed yet. Report prepared and presented by Ben Schram placed on file by Unanimous Consent.

**B. Roads**

1. Dock Approach/ Parking Lot Repairs: Lengthy discussion on how repairs are needed to the Town dock approach due to potholes and sink holes. There are options to have Wren Works (who is doing the larger dock project work currently) include the work with a

change order, or the job could be put out for bids. If the project is approved to move forward, then it would most likely be that the existing blacktop be torn up, possible work done to the ground underneath, adding rock and gravel, etc. it is possible that this project may cost around \$100,000 that is not in the budget, but it would be a good time to do it because of the lack of traffic and the other project happening. It was decided to get a financial analysis and a better understanding of the project including a possible estimate from Nelson Construction and continue the discussion at the next meeting.

#### **C. Parks**

1. DNR Trails Resolution #2020-0414 and Grant Application: for improving the trail that goes from the electric sites to the picnic shelter. Motion to approve the Outdoor Recreation Grant Application Resolution #2020-0414 and have the Town Chair sign it, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

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

1. MRF Supervisor's Report: Brief discussion that the Town Crew switched out the trash boxes and that it will be up to Ted when to haul once load limits are off. Report prepared by Ted Pallas for March 2020 placed on file by Unanimous Consent.

#### **E. Airport**

1. Airport Manager's Report & Checklist: there are a couple of industrial lots that need to dry out more prior to finishing them up. In the meantime, there are a few extra vehicles, etc., that are being stored at the airport. Report prepared by Paul Wilharm for March 2020 placed on file by Unanimous Consent.

#### **F. Greenwood Cemetery**

1. Dobson Elk River Construction Contract for Sidewalk to Chapel: All to be paid with grant money. Motion to approve the contract for the sidewalk to the chapel with Dobson Elk River Construction (\$4800 to be paid now and \$1300 later after the remainder of the grant is received), S. Brenna/ G. Carlson, 5 Ayes, Motion Carried.

### **IV. Committees**

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

1. Planning and Zoning Administrator's Report: Nothing at this time.

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

A. Budget Report: Motion to approve the Budget Summary Report dated 4/9/2020, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

B. Grant Updates: Nothing else at this time.

C. Special Event Permit Change for Madeline Island Marathon to 2021: Motion to transfer the special event permit to 2021 (the 2020 marathon has been cancelled), S. Brenna/ J. Patterson, 3 Ayes, 2 Nays (M. Anderson, J. Carlson), Motion Carried. *Clerk's Note: the date of the 2021 marathon was incorrect at the meeting. The correct date of the race is May 22, 2021.*

D. Rescheduling the First Town Board Meeting in May: Motion to have the first meeting in May on Wednesday May 13, 2020 at 5:30pm, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

E. Budget Considerations: There will be some loss of revenue due to COVID-19. The budgeted borrowing may be different for 2020 as borrowing rates have changed. There will be further discussion at future meetings.

**VI. Alternative Claims:** Motion to approve Alternative Claims for March 2020 in the amount of \$104,264.90 and \$2,883.68 for the Library as well as the 3/24/20 total of \$32,403.94, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

**VII. Treasurer's Report:** Motion to approve the Treasurer's Cash Summary Report as of March 31, 2020 showing a total of \$3,138,961.33, available checking of \$648,398.08, and a balance of \$634,842.60, G. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

### **VIII. Minutes**

A. Regular Town Board Meeting March 24, 2020: Motion to approve minutes as submitted, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

B. Special Town Board Meeting March 30, 2020: Motion to approve minutes as submitted, M. Anderson/ J. Carlson, 4 Ayes, 1 Abstain (G. Carlson), Motion Carried.

### **IX. Police Department**

A. Police Chief's Report: Chief William Defoe present for this portion of the meeting. The new police truck is in operation though the graphics are not done yet. Discussion on how the closest and most affordable graphics company is in Duluth.

B. Fee for Serving Papers: There were questions that this would be too much paperwork for the money, but the record keeping will be done by CODY. Motion to add Fee for Serving Papers to the fee schedule with a fee of \$60 per service, M. Anderson/ G. Carlson, 5 Ayes, Motion Carried.

### **X. Emergency Services**

A. Fire Chief's Report: Report prepared by Rick Reichkitzer for March 2020 placed on file by Unanimous Consent.

B. Ambulance Service Fire House Sub Grant for an Automatic Chest Compression Device at a Maximum Cost of \$16,000: Motion to approve the grant application, M. Anderson/ S. Brenna, 5 Ayes, Motion Carried.

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

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

A. William Defoe vs. Town of La Pointe, Case No. 19CV57: Nothing to report.

B. Clayton Douglas vs. Town of La Pointe, Case. No. 19CV118: This case has been settled and is closed.

**XIII. New Agenda Items for Future Meetings:** Town dock approach repairs, fee schedule change resolution

**XIV. Adjourn:** Motion to adjourn, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried. Adjourned at 6:41pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as presented April 28, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE**  
**SPECIAL TOWN BOARD MEETING**  
**THURSDAY APRIL 23, 2020**  
**5:15pm AT TOWN HALL**  
Approved Minutes

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

**Staff Present:** Lisa Potswald, Ben Schram (telephone) Elected Treasurer Carol Neubauer, Elected Clerk Micaela Montagne

**Called to Order:** 5:15pm

1. Public Comment\*: Clerk Montagne read a public comment submitted by Joe Abbott, Steve Lennick, John Nielsen, John Sheldon and Mike Starck on delaying projects until more is known on Phase IV of the Federal Government Stimulus and if there will be funding for local governments.
2. Town Dock Approach Repairs: Discussion on how there are many problem areas on the Town Dock approach area that need to be investigated and remedied. Wren Works, the company doing the dock project could do the work with a change order, or the Town could put out bids. The change order with Wren Works would be around \$100,000. There are many unknowns with the state of the ground under the current black top. Public Works Director Ben Schram also gave the option of having the Town Crew with some assistance from Nelson Construction doing some exploratory work with some filling and patching where needed for now. Motion to allow up to \$15,000 to do exploratory work with the help of Nelson Construction as needed, J. Carlson/ G. Carlson, 5 ayes, Motion Carried.
3. Town Board Planning and Education Meeting/ Workshop
  - A. Budget Considerations and Finances: The 2020 budget has borrowing in it for capital projects as well as the Emergency Services Building (ESB). Treasurer Carol Neubauer talked with a couple of banks to inquire on borrowing percentage rates, etc. If the Town were to wait to finance the ESB until bids come in and more exact numbers are known, and borrow now for Big Arns Road costs (\$214,000), tax levy reduction (\$79,563), and the dock project (\$652,282 minus the shelter cost because of unknowns), total of \$945,845. This can hopefully be borrowed around 2.5% for 10 years. Then the ESB loan can be structured differently, possibly 10 year with a balloon to 20 years. The 10-year loan for the levy and capital projects will be on the Regular Town Board Meeting agenda for Tuesday 4/28.
4. Public Comment\*\*: None.
5. Adjourn: Motion to adjourn, M. Anderson/ J. Carlson, 5 ayes, Motion Carried. Adjourned at 5:58pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted May 13, 2020. M. Montagne, Town Clerk.



**TOWN OF LA POINTE**  
**REGULAR TOWN BOARD MEETING**  
**TUESDAY APRIL 28, 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, Elected Clerk Micaela Montagne  
**Called to Order:** 5:30pm

**I. Public Comment A\*:** None.

**II. Town Administrator's Report:** Discussion on having the Annual Town Meeting on May 19, 2020 outside at the Rec Center to meet guidelines. Lisa will contact state legislators on concerns regarding the census to ensure everyone is counted (for different funding sources). Report prepared and presented by Lisa Potswald dated April 20, 2020 placed on file by Unanimous Consent.

**III. Public Works**

**A. Roads**

1. Town Dock Approach/Apron Repairs: Public works Director Ben Schram will coordinate with Arnie of Nelson Construction once the contract is signed to do work around traffic and the Dock Project. After clarification, the money for the contract (\$15,000) to come out of the Ice Road/ Windsled budget for 2020 as there was no Ice Road.

2. Consider Contract with Nelson Construction for up to \$15,000 for Dock Approach/ Apron: Motion to table until the next meeting because of publishing, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

**B. Parks**

1. Hire Parks #1: Motion to hire Dick Hardie at \$18.00/ hour with hours not to exceed 1080, a start date of May 4, 2020 and end October 25, 2020, M. Anderson/ S. Brenna, 5 Ayes, Motion Carried.

2. Hire Parks #2: Motion to hire Ciara Wiggins at \$15.75/ hour with hours not to exceed 1040 from May 4, 2020 to October 25, 2020, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

**IV. Committees**

**A. Planning and Zoning**

1. Recommendation of Appointment for Town Plan Commission Two Members for Terms ending April 30, 2023: Motion to appoint Jim Peters and Paul Wilharm to three-year terms ending April 30, 2023, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

**V. Town Hall Administration**

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

B. Budget Summary Comparison Report: Motion to approve the Condensed Budget Summary Comparison Report dated 4/16/2020, G. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

C. Grant Updates: None

D. Resolution #2020-0428: 2020 Fee Schedule Change: Addition of fee for Police serving papers. Motion to approve Resolution #2020-0428, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

E. Schedule Special Town Board Meeting to Open Bids for Emergency Services Building: Motion to have the meeting May 15, 2020 at 5:30pm (will be a Zoom meeting), J. Patterson/ M. Anderson, 5 Ayes, Motion Carried.

F. Changes to 2019 Annual Financial Report: (an error corrected regarding the Emergency Services Building). Motion to approve, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

G. Budget Amendment Resolution #2020-02: Motion to approve Budget Amendment Resolution #2020-02, G. Carlson/ J. Carlson, 5 Ayes, Motion Carried.

H. Town Administrator Salary: Motion to accept the voluntary salary reduction from \$65,000 to \$57,000 effective May 1, 2020, M. Anderson/ J. Carlson. Further discussion that this only be in place for six months. M. Anderson amended motion to accept the voluntary salary reduction from \$65,000 to \$57,000 effective May 1, 2020 for six months, second by G. Carlson, 5 Ayes, Motion Carried.

I. Borrowing for Capital Projects: Borrowing for Big Arns Road, tax levy reduction and the Town dock project for a total of \$911,000. Motion to direct the Treasurer to pursue a loan for \$911,000 for 10 years at the best available rate, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

## **VI. Minutes**

A. Regular Town Board Meeting April 14, 2020: Motion to approve minutes as submitted, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

## **VII. Emergency Services**

A. Ambulance Director's Report: Report prepared by Cindy Dalzell for April 2020 placed on file by Unanimous Consent.

## **VIII. Library**

A. Library Board Minutes March 17, 2020: Minutes placed on file by Unanimous Consent.

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

## **X. Lawsuits & Legal Issues**

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

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

A. "Class A" Liquor License

1. Island Market Inc., Serena Gelinis Agent (Six Month License 5/15/20-11/15/20): Motion to approve the sixth month 'Class A' license for Island Market, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

**XII. New Agenda Items for Future Meetings:** Contract with Nelson Construction for Town dock approach repairs, Discussion on ‘re-opening’ Town and other COVID-19 info. Lisa, Ben and Ted to meet to discuss happenings at MRF.

**XIII. Adjourn:** Motion to adjourn, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried. Adjourned at 6:12pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted May 13, 2020. M. Montagne, Town Clerk

**TOWN OF LA POINTE  
SPECIAL TOWN BOARD MEETING  
THURSDAY MAY 7, 2020  
4:00pm AT TOWN HALL  
Approved Minutes**

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

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

**Called to Order:** 4:00pm

1. Public Comment\*: None
2. Approval of Loan to Borrow \$911,000: Motion to approve a 10-year loan with Bremer Bank for \$911,000 at a rate of 1.98% for Big Arns Road, the Town Dock, and increase in tax levy, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.
3. Public Comment\*\*\*: None.
4. Adjourn: Motion to adjourn, M. Anderson/ G. Carlson, 5 Ayes, Motion Carried. Adjourned at 4:02pm.

Submitted by Micaela Montagne, Town Clerk

Approved as submitted May 13, 2020. M. Montagne, Town Clerk

**TOWN OF LA POINTE  
REGULAR TOWN BOARD MEETING  
WEDNESDAY MAY 13, 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, Elected Clerk Micaela Montagne  
**Public Present:** Paul Brummer  
**Called to Order:** 5:30pm

**I. Public Comment A\*:** Paul Brummer commented on Self Hauling for the Materials Recovery Facility and that he is available for discussion on the Cemetery Ordinance Changes. Clerk Montagne read a comment from Robin Trinko Russell regarding opening the porta potties in Town.

**II. Town Administrator's Report:** Report prepared and presented by Lisa Potswald dated 5/8/2020 placed on file by Unanimous Consent.

### **III. Public Works**

#### **A. Public Works Director**

1. Public Work Director's Report: Report prepared and presented by Ben Schram for April 2020 placed on file by Unanimous Consent. The Town crew is also fixing ruts created by the front-end loader after the large snow fall.

#### **B. Roads**

1. Town Dock Approach/Apron Repairs: nothing new to report  
2. Consider Contract with Nelson Construction for up to \$15,000 for Dock Approach/ Apron: Motion to approve the contract, G. Carlson/ s. Brenna, 5 Ayes, Motion Carried.

**C. Parks:** Ben Schram thanked both the Town Crew and volunteers for clearing the Casper Trail. Ben Schram also mentioned that the campground is booking up for July and August.

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

1. MRF Supervisor's Report: Report prepared by Ted Pallas for April 2020 placed on file by Unanimous Consent.  
2. Post for MRF Attendant: Motion to post until filled (full time, \$17.50 to 19.00/ hour, Class B license required), J. Carlson/ G. Carlson, 5 Ayes, Motion Carried.  
3. Contract with South Shore Sand and Gravel for Hauling: Contract for \$110/ hour not to exceed \$10,000 as a temporary plan for hauling solid waste and demolition boxes until 12/31/2020. Motion to approve contract and use as needed, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

#### **E. Airport**

1. Airport Manager's Report & Checklist: Report prepared by Paul Wilharm for April 2020 placed on file by Unanimous Consent. Industrial lots have been expanded and completed as much as possible and leased lots will be moved on to.

~~2. Hangar Lease Lot 9A: Gene Nelson removed from agenda.~~

3. Cares Act Grant Operation and Maintenance Costs Agency Agreement: Up to \$20,000 may be available to the Town and used for a variety of things at the airport including terminal building, salaries, utilities, runway, etc. Motion to approve signing the Agreement, J. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

#### **F. Cemetery**

1. Cemetery Ordinance: Chapter 220 Change: Motion to table until hear more answers from the Town Attorney, J. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

2. Accept DSACF Grant for \$1300 for Chapel Sidewalk at Greenwood Cemetery: Motion to accept the grant funding from the Michael Madeline Island Fund of the DSACF, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

#### **IV. Committees**

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

1. Rental Permit Deadline Extension: Motion to extend the deadline until June 15, 2020 as recommended by the Town Plan Commission, J. Patterson/ J. Carlson, 5 Ayes, Motion Carried.

2. Appointment of Town Plan Commission Chair: Chair Jim Patterson appoints Suellen Soucek as Town Plan Commission Chair.

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

A. Budget Report: Motion to approve the report as presented dated 5/8/2020, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

B. Grant Updates: Administrator L. Potswald will continue to watch for the CARES Act money as it is available.

C. COVID-19 Re-Opening of Town Government, Campground, Town Property, Etc.: Lengthy discussion on the situation. Public Works Director, Town staff, and Town Board agree that taking an assertive approach (not aggressive and not relaxed) is best. This includes opening the Whitefish and Joni's Beach bathroom buildings, waiting to open porta potties, not book any more pavilion rentals, keep to an assertive cleaning schedule, use signs to encourage social distancing, the campground will do what the State Park is doing with an opening on June 1, 2020. Motion to open the Big Bay Town Park campground as the State Park is doing on June 1, 2020, authorize the Public Works Director, Ben Schram, to use discretion at opening other bathrooms, garbage receptacles, etc., M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

D. COVID-19 Statement to Public: Joint statement from the Town, Madeline Island Chamber of Commerce, and the Madeline Island Ferry Line. Motion to adopt the notice, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

E. Fourth of July Events: Events for 2020 cancelled.

F. Bremer Bank Loan Documents: Motion to have the loan documents signed (by the Town Chair, Clerk, Treasurer) for \$911,000 for 10 years at 1.98%, G. Carlson/ J. Carlson, 5 Ayes, Motion Carried.

G. Annual Town Meeting Preparation: Discussion that there will be microphones for Town Board but not the public, some table and chairs, public asked to bring own chair. Documents will be available at the meeting.

H. Le Sueur St. Restroom Agreement with Gary Russell and Robin Trinko Russell: Motion to approve and authorize the Town Chair to sign (though not opening the porta potties right away), M. Anderson/ G. Carlson, 5 Ayes, Motion Carried.

I. Clarify Dates/ Possibly Reschedule for Open Book and Board of Review: Keep the original dates of Open Book on June 3 from 3-5pm and Board of Review on June 10 from 5 to 7pm.

**VI. Alternative Claims:** Motion to approve Alternative Claims for April 2020 in the amounts of \$87,989.77, \$185,755.62 and \$886,97 for the Library, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

**VII. Treasurer's Report:** Report showing a total of \$2,949,733.60, and available checking of \$858,415.94 and a balance of \$191,400.98. Motion by G. Carlson to table until the next meeting as the report came in just prior to the meeting. Discussion on how vouchers need to be done prior the report. Motion withdrawn. Motion to approve, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

#### **VIII. Minutes**

A. Special Town Board Meeting April 23, 2020: Motion to approve minutes as submitted, M. Anderson/ S. Brenna, 5 Ayes, Motion Carried.

B. Regular Town Board Meeting April 28, 2020: Motion to approve minutes as submitted, M. Anderson/ S. Brenna, 5 Ayes, Motion Carried.

C. Special Town Board Meeting May 7, 2020: Motion to approve minutes as submitted, M. Anderson/ S. Brenna, 5 Ayes, Motion Carried.

#### **IX. Police Department**

A. Police Chief's Report: Report prepared by William Defoe for April 2020 placed on file by Unanimous Consent.

B. Hire Part Time Officer: Discussion on part time office hours and budget. Motion to table for clarification, J. Patterson/ S. Brenna, 5 Ayes, Motion Carried.

C. Officers Working as EMTs: two officers are EMTs. Motion to table for clarification, S. Brenna/ G. Carlson, 5 Ayes, Motion Carried.

#### **X. Emergency Services**

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

B. Fire Chief Appointment: Motion to appoint Rick Reichkitzer for a four-year term, S. Brenna/ M. Anderson, 5 Ayes, Motion Carried.

**XI. Public Comment B\*\*:** Paul Brummer commented on businesses covering the porta potties instead of the Town.

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

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

**XIII. New Agenda Items for Future Meetings:** Liquor Licenses discussion, more COVID-19 discussion, police officers as EMTs, hire part time police officer, ESB contracts, MRF Hauling

**XIV. Adjourn:** Motion to adjourn, S. Brenna/ M. Anderson, 5 Ayes, Motion Carried. Adjourned at 7:15pm.

Submitted by Micaela Montagne, Town Clerk.

Minutes Approved as submitted May 26, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE**  
**SPECIAL TOWN BOARD MEETING**  
**FRIDAY MAY 15, 2020**  
**5:30pm AT TOWN HALL**  
Approved Minutes

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

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

**Public Present:** Five Bugles/ Wendel (via telephone), Evan J. Erickson

**Called to Order:** 5:35pm

1. Public Comment\*: None

2. Construction of Emergency Services Building: Opening of Bids

Contract No. 01 – General Construction Contract:

1. V&S Construction Services \$1,379,000 with fire suppression alternate \$320,500
2. Marawood Construction \$1,665,563, alternate \$444,486
3. Angelo Lupino Inc \$1,200,000 alternate \$277,000
4. RAM General Contracting Inc \$1,738,000, alternate \$380,460
5. Berghamer Builders \$1,029,924, alternate \$398,688

Contract No. 02 – HVAC Construction Contract

1. Paul Sheet Metal Inc \$532,169 no alternate
2. A to Z Plumbing \$345,341 alternate \$4,000
3. KBK Services \$399,000 no alternate
4. Blakeman Plumbing and Heating \$376,500 no alternate
5. Brown Plumbing and HVAC \$313,000 no alternate

Contract No. 03 – Electrical Construction Contract

1. Jolma Electric \$397,915 alternate \$55,200
2. 5 Star Electric \$280,000 alternate \$20,000

Contract No. 04 – Plumbing Construction Contract

1. A to Z Plumbing \$155,304 alternate \$3,000
2. KBK Services \$173,900 alternate \$12,500
3. Blakeman Plumbing and Heating \$190,650 alternate \$19,400
4. Brown Plumbing and HVAC \$114,000 no alternate

Next steps are for Wendel/ 5 Bugles to check on bids and bidders, tabulate. Award Bid recommendations at the 5/26/2020 Town Board meeting as well as a change order for Nelson Construction with the site prep. Hopefully by June 5 contracts will be in place and work can begin.

Apparent low bidders for the previous bids received (that were rejected) were general contracting \$1,593,256; HVAC \$438,150; Electrical \$434,451; Plumbing \$290,300.

3. Public Comment\*\*: None

4. Adjourn: Motion to adjourn, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried. Adjourned at 5:49pm.

Submitted by Micaela Montagne, Town Clerk

Approved as submitted May 26, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE**  
**REGULAR TOWN BOARD MEETING**  
**TUESDAY MAY 26, 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, Elected Treasurer Carol Neubauer, Elected Clerk Micaela Montagne

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

**I. Public Comment A\*:** Clerk Montagne read a letter from Chris Thompson regarding lack of communication and better signage needed so visitors know what to expect on the Island in regard to Covid-19. Clerk Montagne read comments from Paul Brummer on not building a sidewalk and limiting hiring due to coronavirus. Clerk Montagne read comments and questions from Charles Brummer on why the sidewalk on the Waterfront Gallery corner is being built. Clerk Montagne read a comment from Mike Starck on the Emergency Services Building and having a new resolution approved by the townspeople. Jim Patterson commented that a sandwich board at the Bayfield ferry landing stating that most places on the Island require masks and that all food is currently take out. He also questioned how Mike Starck received information from the Towns Association. Carol Neubauer commented that she thinks the Town may have acted unlawfully with not getting townspeople to approve a new resolution for the Emergency Services Building.

**II. Town Administrator's Report:** Report prepared and presented by Lisa Potswald dated May 22, 2020 placed on file by Unanimous Consent.

Motion to move to agenda item VII. Emergency Services, J. Patterson/ M. Anderson, 5 Ayes, Motion Carried.

**VII. Emergency Services**

A. Ambulance Director's Report: Report prepared by Cindy Dalzell for May 2020 placed on file by Unanimous Consent.

B. Construction of Emergency Services Building (ESB)

1. Emergency Services Building Plan and Financing Options: Discussion on different options for funding the ESB; borrow from Madeline Sanitary District, take out a 10-year loan, a 10-year loan with balloon to 20 years, or a 20-year loan. Motion to have Treasurer



Carol Neubauer look into a 10-year loan with the amount amortized over 20 years, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

Further discussion on whether to include fire suppression in the new construction or not. Motion to include fire suppression thus approving the alternate bid for the contracts, J. Patterson, J. Carlson, 5 Ayes, Motion Carried.

2. Discussion and Possible Action on

Contract No. 01 – General Construction Contract [*Clerk's Note: Wendel numbered this contract No. 02 as No. 01 is for site work*]: Motion to approve the contract with Berghammer Builders for a total of \$1,428,612.00, J. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

Contract No. 02 – HVAC Construction Contract [*Clerk's Note: Wendel numbered this as contract No. 03*]: Motion to approve contract with Brown Plumbing and HVAC for a total of \$313,000, J. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

Contract No. 03 – Electrical Construction Contract [*Clerk's Note: Wendel numbered this as contract No. 04*]: Motion to approve the contract with Five Star Electric for \$300,000, J. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

Contract No. 04 – Plumbing Construction Contract [*Clerk's Note: Wendel numbered this as contract No. 05*]: Motion to approve the contract with Brown Plumbing and HVAC for \$114,000, J. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

3. Change Order #1 with Nelson Construction for ESB Site Work: Motion to approve the reduction from \$414,093 to \$354,679, J. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

Motion to have Chair Jim Patterson sign all of the contracts when they are available, M. Anderson/ S. Brenna, 5 Ayes, Motion Carried.

Motion to return to agenda item III., J. Patterson/ S. Brenna, 5 Ayes, Motion Carried.

### **III. Public Works**

#### **A. Roads**

1. Roads Budget/ Road Projects: Public Works director Ben Schram provided some suggestions and options for projects in 2020.

2. Dust Abatement: Discussion on whether to do the project or not, or just partial. This will be on the next agenda.

3. Main Street/Big Bay Sidewalk Resolution #2020-0526A: Discussion on whether to do the project or not. The Town received an easement for the area and has a contractor ready to go. Motion to approve Resolution 2020-0526A, S. Brenna/ G. Carlson, 2 Ayes (S. Brenna, G. Carlson), 3 Nays (J. Carlson, M. Anderson, J. Patterson), Motion failed.

#### **B. Parks**

1. Hire Camp Host I: Motion to hire Rand Moore for \$16.00/ hour up to 40 hours per week starting May 28, 2020 with hours not to exceed 850 through October 18, 2020, a \$1200 ferry card will also be provided, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

2. Hire Camp Host II: Motion to hire William Krieg for \$16/ hour for 40-hour weeks from June 1, 2020 to September 10, 2020 with hours not to exceed 850, and a \$850 ferry card will be included, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

3. Hire Campground Assistant: Motion to hire Fern Langenberger at \$13/ hour for 40-hour weeks from May 28 to October 18, 2020 with hours not to exceed 800, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

4. Hire Parks 3: Motion to hire Meg Brown at \$17/ hour at 25 hours per week from May 27, 2020 to October 25, 2020 hours not to exceed 600, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

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

1. MRF Hauling Plan: for now, Evan R. Erickson has been driving the hauling truck and taking loads to the mainland. South Shore Hauling can also do it.

#### **D. Town Dock**

1. Change Order #2 with Wren Works, LLC for Dock Project: This will increase the total by \$24,178.26 due to divers to find and fix a leak on the side of the dock. Motion to approve the change order, M. Anderson/ G. Carlson, 5 Ayes, Motion Carried.

2. Change Order #3 with Wren Works, LLC Contract Extension: to change the deadline from June 1, 2020 to June 15, 2020. Motion to approve the change order, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

3. Wisconsin Coastal Management Program Grant Agreement for Shelter: Motion to approve the grant agreement, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

4. Contract with C & S Design and Engineering for Passenger Shelter Design: Lisa Potswald asked to table this as the townspeople will need to approve the construction of a building. Motion to table, M. Anderson/ S. Brenna, 5 Ayes, Motion Carried.

### **IV. Committees**

**A. Planning and Zoning:** nothing.

#### **B. Public Arts Committee**

1. Resignation of Member: Steven McHugh: Motion to accept the resignation of Steve McHugh, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

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

A. Accounting Administrator's Report: Motion to approve the Accounting Administrator's report for May 2020, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

B. Budget Summary Comparison Report: Motion to approve the Budget report dated 5/18/2020, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

C. Grant Updates: None

D. COVID-19 Updated Plan for Summer: Discussion on keeping the assertive approach, letting businesses deal with it on their own, only intervening if necessary. No new reservations will be taken for shelter rentals at the parks for this summer.

E. Resolution #2020-0324 Proclamation of a Health Emergency Discussion: the current resolution is in place until July 24, 2020. Motion my M. Anderson to have the Proclamation in effect indefinitely until the Town Board takes it away, until it is no longer an emergency. Motion withdrawn. Discussion on if it should end after Labor Day, or another time. Will discuss more at a future meeting.

F. Develop an Ordinance for Enforcement of Orders Made by Local Health Officials: Motion to table, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

G. Resolution #2020-0526: Alternates for Board of Review: Motion to approve the Resolution, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

H. Personnel Attorney Peter Albrecht Move to Godfrey & Kahn Firm: Motion to approve having Peter Albrecht still represent the Town on personnel matters with his move to a different firm, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

## **VI. Minutes**

A. Regular Town Board Meeting May 13, 2020: Motion to approve minutes as submitted, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

B. Special Town Board Meeting May 15, 2020: Motion to approve minutes as submitted, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

## **VIII. Police Department**

A. Hire Part Time Officer: Motion to hire Curtis Fields as a part time officer at \$21.62/hour until May 31, 2021, for up to 500 hours for 2020, M. Anderson/ G. Carlson, 5 Ayes, Motion Carried.

B. Officers Working as EMTs: Administrator Potswald asked to table this so more information can be gathered from the personnel attorney on over time and hours. M. Anderson motioned to table, second by J. Carlson. Further discussion on how the ambulance service needs more EMTs. Motion to authorize paying the officers as EMTs as per the proposal (\$1 more/ hour) for 30 days until more information is found, G. Carlson/ J. Carlson, 5 Ayes, Motion Carried.

C. 15-minute Parking Signs in Front of Food Businesses for Pickup of Take-out: discussion on how it is a great idea, but difficult to enforce, will revisit in the future if necessary.

## **IX. Library**

A. Library Board Minutes March 16, 2020 and April 21, 2020: Unanimous Consent to place minutes on file.

**X. Public Comment B\*\*:** Mike Anderson commented on having a deadline for public comment submissions. Sue Brenna commented that it was hard to hear people not at the table, to either come closer or call in to the number.

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

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

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

A. "Class A" Liquor License

1. Farmhouse Madeline Island, Lauren Schuppe Agent (5/27/20 – 6/30/20): A "Class A" license can be obtained for an establishment with a Class "B" or "Class C" license only if they are a hotel: Farmhouse Madeline Island is the LLC for both the restaurant Farmhouse and the hotel Hayloft. Motion to approve the "Class A" License, S. Brenna/ G. Carlson, 5 Ayes, Motion Carried.

**XIII. New Agenda Items for Future Meetings:** Dust abatement, schedule a special town meeting, a new health emergency resolution or ordinance, officers as EMTs

**XIV. Adjourn:** Motion to adjourn, S. Brenna/ J. Carlson, 5 Ayes, Motion Carried. Adjourned at 7:49pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted June 9, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE  
REGULAR TOWN BOARD MEETING  
TUESDAY JUNE 9, 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, Elected Treasurer Carol Neubauer, Elected Clerk Micaela Montagne

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

**I. Public Comment A\*:** Jim Patterson commented on how he was pleased with how the Black Lives Matter protest held Sunday June 7, 2020 went. Sue Brenna thanked the organizers, speakers and all who attended the Black Lives Matter protest.

**II. Town Administrator's Report:** Report prepared and presented by Lisa Potswald dated June 5, 2020 placed on file by Unanimous Consent.

**III. Public Works**

**A. Public Works Director**

1. Public Work Director's Report: Report for May 2020 prepared and presented by Ben Schram placed on file by Unanimous Consent. One porta potty on Le Sueur Street is open for now, and camping sites are booking.

**B. Roads**

1. Roads/ Parks Projects: general discussion on how the sidewalk project was removed and there are other things that can wait to save money for other things, most likely the dock approach/ apron.

2. Dust Abatement: There is \$30,000 in the budget for this. Discussion on not doing it and putting the money toward the dock repairs. Motion to not do the dust abatement in 2020, S. Brenna/ J. Carlson, 5 Ayes, Motion Carried.

3. Resolution #2020-0609 Surrendering Sidewalk Easement: The trees that were in the town right of way were removed by the Town, other trees on private property were paid for by the property owners. Some board members would still like to see this done in the future, but the property owners have asked the Town to surrender the easement. Motion to approve Resolution #2020-0609 Surrendering the Sidewalk Easement, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

**C. Parks**

1. Joni's Beach Shore Stabilization: This is in the budget as the beach is eroding and needs rip rap to stabilize it. Rip rap will extend from the neighboring property (south side) to about 30 feet past the cribbed in tree. Motion to go ahead with the project, J. Carlson/ S. Brenna. Discussion that as this was already in the budget and there have been approved purchase orders for part of it, that a motion is not necessary. Motion withdrawn.

2. Request from Ed Kale: Non-motorized Vessel Permit Fees be Reduced: Ed Kale asked for a reduction in permit fees as he believes he will have less business this year. Discussion on though there is sympathy, there is consensus to not change the fees for this year.

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

1. MRF Supervisor's Report: Report prepared by Ted Pallas for May 2020 placed on file by Unanimous Consent.

2. Hire MRF Attendant: Motion to hire Joe Abhold at \$20/hour for up to 40 hours/week starting 6/10/2020 contingent upon final meeting with Ted to discuss hours, J. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

Motion to move to agenda item V. E. Loan from Emergency Services Building, G. Carlson, S. Brenna, 5 Ayes, Motion Carried.

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

E. Loan for Emergency Services Building: Treasurer C. Neubauer received three quotes for the \$1,378,462.91 loan needed for the Emergency Services Building. The lowest was Bremer Bank at 2.26% with \$9,000 in closing costs and fees, so if the added costs and fees are added to the loan it would be at 2.33%. Motion to authorize Carol Neubauer and Jim Patterson to execute the required documents to get the 10-year loan amortized over 20 years at 2.26% (with \$9,000 in fees totaling 2.33%), G. Carlson/ S. Brenna, 5 Ayes, Motion Carried. Further discussion that the annual payments for this loan will be about \$85,000, and with the gravel loan being retired next year, there is hope that taxes will not have to be raised for the Town's portion.

Motion to return to agenda item III. E., J. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

#### **E. Airport**

1. Airport Manager's Report & Checklist: Report prepared by Paul Wilharm for May 2020 placed on file by Unanimous Consent. M. Anderson wonders how many people fly into the airport and do not fill out the logbook.

#### **F. Town Dock**

1. Dock Project: Wren Works is just about complete with the project. The Town crew will be painting new lines in the approach and parking lot area soon. They will continue to monitor and patch holes this summer until more exploratory work can be done in the fall.

#### **IV. Committees**

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

1. Planning and Zoning Administrator's Report: None.

##### **B. Public Arts Committee**

1. Appointment of Member to Fill Term Ending 7/31/2020: Motion to appoint Mary Whittaker to the Public Arts Committee for the term ending 7/31/2020, S. Brenna/ G. Carlson, 5 Ayes, Motion Carried.

## **V. Town Hall Administration**

A. Budget Report: Motion to approve the Budget Report dated 6/4/2020, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

B. Grant Updates: Lisa Potswald working on the firefighters' grant, a Bremer bank grant for the shelter as well as a composting grant. Clerk Montagne mentioned a grant for Election costs due to covid-19.

C. 2020 Budget Discussion: none.

D. Amendments to Ordinance Chapter 205: Building Construction: amendments include changes to commercial electrical code and inspector. Motion to approve the amendments to Ordinance Chapter 205: Building Construction, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

F. Attachment "A" to 2020 Compensation Resolution #2019-1230: Discussion on how the wage for the Parks 2 position is going down from what was budgeted. Motion to approve Attachment "A" to 2020 Compensation Resolution #2019-1230, J. Carlson/ G. Carlson, 4 Ayes, 1 abstain, Motion Carried.

G. Schedule a Special Town Meeting for Dock Passenger Shelter Approval: Motion to schedule the Special Town Meeting for Tuesday June 30, 2020 at 5:00pm at the Rec Center, M. Anderson/ G. Carlson, 5 Ayes, Motion Carried.

H. Hiring Process/Timeline for Town Administrator: Lisa Potswald put together some questions for the Board to consider as well as a possible timeline. Discussion on having the Town Board be involved, not a committee, have Lisa also be involved in the process. The Board would like to see what the costs may be for hiring a company to find good candidates. More on the next agenda.

**VI. Alternative Claims:** Motion to approve Alternative Claims for May 2020 in the amount of \$325,520.23, \$105,823.68 and \$1,302.63 for the Library, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

**VII. Treasurer's Report:** Motion to approve the Treasurer's Report showing a total of \$3,525,907.45, and a total available checking of \$1,173,496.68, J. Patterson/ G. Carlson, 5 Ayes, Motion Carried.

## **VIII. Minutes**

A. Regular Town Board Meeting May 26, 2020: Motion to approve minutes as submitted, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

## **IX. Police Department**

A. Police Chief's Report: Report prepared and presented by William Defoe for May 2020 placed on file by Unanimous Consent. Chief Defoe mentioned that they are still operating on a more winter like schedule, very few part time hours.

B. Officers Working as EMTs: the Town's personnel attorney gave two options; have the officers who respond as EMTs be strictly volunteers or change the job description to add EMT duties to it then can be compensated as such but may also be subject to compensable hours and possible overtime. Discussion on if there is a way to still provide an incentive for officers who want to also be EMTs, and possibly other employees. Motion to rescind the \$1 pay increase for

officers who are also EMTs (motion made at last meeting to be in place for 30 days) and get a proposal from L. Potswald, W. Defoe and Attorney P. Albrecht, G. Carlson/ S. Brenna. Further discussion on what to do, motion withdrawn. More on the next agenda.

## **X. Emergency Services**

A. Fire Chief's Report: Report prepared by Rick Reichkitzer for May 2020 was received late. Clerk Montagne read the report into the meeting. Report placed on file by Unanimous Consent.

B. DNR Fire Fighter Program Grant Application: Grant will be for \$6,000 (Town to match \$3,000) for PPE and equipment for wildfires. Motion to approve Lisa Potswald sending the grant application, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

**XI. Public Comment B\*\*:** Glenn Carlson commented on how the MRF work group did a great job with their report.

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

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

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

A. Liquor/ Fermented Malt Beverages Fees for 2020/2021: A letter was received from the Tavern League requesting to reduce fees for this year. No businesses have requested reductions. The Town Board appreciates that the businesses have not asked for a reduction as the Town is also financially strained this year.

B. Class "A" Fermented Malt Beverage License

1. Island Market Inc., Serena Gelinis Agent: Motion to approve, M. Anderson/ S. Brenna, 5 Ayes, Motion Carried.

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

1. Mission Hill Coffee House/ La Pointe Provisions, Marie Noha: Motion to approve, M. Anderson/ S. Brenna, 5 Ayes, Motion Carried.

D. "Class B" Liquor License

1. The Pub on Madeline Island Inc., Amitty Romundstad Agent: Motion to approve, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

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

1. Madeline Island Golf Club, Inc, Michael Starck Agent

2. The Pub on Madeline Island Inc., Amitty Romundstad Agent:

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

F. Cigarette and Tobacco License

1. Island Market Inc.: Motion to approve, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

G. Non-intoxicating Beverage License

1. Island Market Inc.

2. Madeline Island Golf Club, Inc

3. McPearson's/ Quinn & Zayda's

4. Mission Hill/ La Pointe Provisions

5. The Pub on Madeline Island Inc.

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

H. Operator's Licenses

- |                  |                            |
|------------------|----------------------------|
| 1. Aimee Baxter  | 5. Elena Bangeeva Erickson |
| 2. Cora Baxter   | 6. Jamie Murray            |
| 3. Alyssa Larsen | 7. April Williams          |
| 4. Macy Haley    | 8. Rick Christ             |

Motion to approve all 8 listed, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

**XIV. New Agenda Items for Future Meetings:** Loan documents, ZA report, propane proposals, TA hiring process, Officers as EMTs, reschedule the first meeting in August, MRF work group meeting, proper procedures for purchase orders

**XV. Adjourn:** Motion to adjourn, S. Brenna/ J. Carlson, 5 Ayes, Motion Carried. Adjourned at 7:22pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted June 23, 2020. M. Montagne, Town Clerk.

**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 discusseded 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.

**TOWN OF LA POINTE  
SPECIAL TOWN BOARD MEETING  
MONDAY JUNE 29, 2020  
5:30pm AT TOWN HALL  
Approved Minutes**

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

**Staff Present:** Lisa Potswald, Elected Treasurer Carol Neubauer, Elected Clerk Micaela Montagne

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

1. Public Comment\*: None.

2. Resolution #2020-0629: Resolution Providing for the Issuance, Sale and Delivery of \$1,389,000 General Obligation Promissory Note, Series 2020 of the Town of La Pointe, Wisconsin; Establishing the Terms and Conditions Therefor; Directing Their Execution and Delivery; Creating a Debt Service Account Therefor; and Awarding the Sale Thereof:

Carol Neubauer went over the process for this loan, as many aspects are different: it is a construction loan for a public use building (Emergency Services Building), a ten year loan with payments amortized over 20 years, so there will be a balloon to be paid or refinanced after ten years. All expenses will be tracked, all funds to be drawn by April 30, 2021. Motion to approve Resolution #2020-0629: Resolution Providing for the Issuance, Sale and Delivery of \$1,389,000 General Obligation Promissory Note, Series 2020 of the Town of La Pointe, Wisconsin;

Establishing the Terms and Conditions Therefor; Directing Their Execution and Delivery; Creating a Debt Service Account Therefor; and Awarding the Sale Thereof, and authorize the Town Chair and Clerk to sign, M. Anderson/ J. Carlson, all 5 Ayes, Motion Carried.

### 3. Discussion of Personnel Matters

The Town Board may go into closed session during the meeting for the purpose of conferring with legal counsel with respect to litigation in which it is or is likely to become involved in accordance with to Wisconsin Statutes 19.85 (1)(g). After the completion of the closed session, the Board will come back into open session to act upon the discussion in the closed session or otherwise complete the business of the meeting before adjourning.

Motion to go into closed session as posted, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

Motion to return to open session, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

4. Adjourn: Motion to adjourn, S. Brenna/ J. Carlson, 5 Ayes, Motion Carried. Adjourned at 6:32pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted July 14, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE  
SPECIAL TOWN BOARD MEETING  
WEDNESDAY JULY 8, 2020  
4:30pm AT Rec Center Pavilion  
Approved Minutes**

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

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

**MRF Work Group Members Present:** Michael Childers, Michael Brenna, Chuck Irvine, Joe Scarry, Gwen Smith Patterson, Norm Castle

**Public Present:** Michael Starck, Steve Lennick, Mike Iannazzo, Jim Peters, Paul Brummer, John Appit

**Called to Order:** 4:30pm

1. Public Comment\*: Jim Patterson welcomed the MRF Work Group. Chair of the MRF Work Group, Michael Childers introduced the other group members. He also thanked the Town Administration for their assistance with the survey and the report.

2. Town Board and Materials Recover Facility (MRF) Work Group Meet to Discuss the MRF Work Group Final Report:

Garbage: after it leaves the Island, it goes to a landfill in Michigan.

Recycling: only current sellable recyclables are aluminum, corrugated cardboard and mixed paper. Occasionally other things can be sold, but less often. Plastic is a problem.

Discussion on why the MRF is a MRF and not a transfer station.

Composting: there will be a pilot program to see how things go with restaurant and household compost. The Town is also part of a federal grant with the City of Ashland and Northland College for composting.

Exchange: though this year it is closed due to covid, the MRF Work Group report recommends maximizing this resource and possibly expanding.

Educating residents and visitors on best practices, etc.

Motion by Glenn Carlson to accept the MRF Work Group Report and ask the Town Administration to make recommendations to the Town Board on changes etc. Second by Sue Brenna, 5 Ayes, Motion Carried.

### 3. Public Comment \*\*:

Paul Brummer commented on looking into a Head Tax to help offset costs.

Norm Castle read comments about being on the MRF work group, further ideas and difficulties.

Ben Schram thanked Carey Baxter for his time at the MRF as well as thanks to the Work Group and the MRF Staff as well as Evan R for temporary hauling.

4. Adjourn: Motion to adjourn, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried. Adjourned at 5:24pm.

Submitted by Micaela Montagne, Town Clerk

Approved as submitted (one small typo corrected), July 28, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE  
SPECIAL TOWN BOARD MEETING  
MONDAY JULY 13, 2020  
4:30pm AT Town Hall  
Approved Minutes**

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

**Staff Present:** Lisa Potswald (via telephone), Elected Clerk Micaela Montagne

**Public Present via telephone:** Andy Luchmann and Chris Devick of SmithGroup, Robin Russell, Gary Russell, Arnie Nelson

**Called to Order:** 4:30pm

1. Public Comment\*: None

2. Discussion With SmithGroup: Dock Project and Payment Discrepancies including Pile Pinning: Discussion with Smithgroup, engineering and project managers for the dock project. The main area of concern is regarding pinning. Pinning was bid out as a lump sum that came in at \$178,700 whether one pin was installed or many. It turned out that Wren Works only installed one pin which the Madeline Island Ferry Line is questioning if it was necessary. It would be necessary if the sheet metal hit bedrock, not necessary if a boulder was hit and not

removed. SmithGroup is recommending payment from what Wren Works has provided, but the Town Board would like to discuss further and ask for more evidence.

3. Public Comment \*\*: None.

4. Adjourn: Motion to adjourn, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried. Adjourned at 5:16pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted July 28, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE  
REGULAR TOWN BOARD MEETING  
TUESDAY JULY 14, 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 and Ted Pallas (via telephone), Lisa Potswald, Elected Clerk  
Micaela Montagne (via telephone)

**Public Present:** Steve McHugh

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

**I. Public Comment A\*:** Clerk Montagne read a comment from Holly Tourdot on mask wearing. Steve McHugh mentioned he was present for the Black Lives Matter agenda item. Jim Patterson mentioned a comment from Ken Tucker on repairing Joni's Beach.

**II. Town Administrator's Report:** Report prepared and presented by Lisa Potswald dated July 10, 2020 placed on file by Unanimous Consent.

**III. Public Works**

**A. Public Works Director**

1. Public Work Director's Report: Report prepared and present by Ben Schram for June 2020 placed on file by Unanimous Consent. Ben added that thought there are schedules to deal with, hopefully Joni's Beach shoreline stabilization will happen as soon as possible.

**B. Roads**

1. Request to Paint Black Lives Matter on Bell Street: Steve McHugh submitted the request to use chalk and water-based paint that would wash away with the rain and paint 'Black Lives Matter' on Bell Street with the community and families. Discussion on making sure there are no laws violated by doing it and blocking off the street while paint is being applied. Lisa to clarify with Police Chief William Defoe on work with Steve McHugh on when a good time will be.

**C. Parks**



1. Wage Increase Request for Parks #2 Ciara Wiggins: Motion to approve increasing the wage for Ciara Wiggins to \$16/ hour retroactive to July 12, 2020, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

2. Discussion About Raising Campground Rates for 2021: raising rates will help offset the costs of pump outs, cleaning, staff, etc. 2020 rates are \$28 for tent sites and \$35 for electric, Ben Schram's request for 2021 is to increase both by \$5. Motion to approve increasing the campground rates to \$33 for tent sites and \$40 for electric effective now for reservations beginning 1/1/2020, J. Carlson/ G. Carlson, 5 Ayes, Motion Carried.

3. Commercial Nonmotorized Vessel Permit Holder: There have been complaints received regarding unprofessional behavior from a business operating on Town property. If complaints continue, the Town Board is interested in revoking or not renewing the permit holder. Motion to approve Lisa and the Town's Attorney Max Lindsey construct a letter letting the vendor know of the complaints as a warning on how he conducts himself, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

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

1. MRF Supervisor's Report: Report prepared and presented by Ted Pallas for June 2020 placed on file by Unanimous Consent.

2. Joe Abhold Comp Time: Motion to approve up to 80 hours of comp time for Joe Abhold, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

3. Wage Increase Request for MRF Attendant Marty Curry: Motion to approve the increase to \$17 for Marty Curry retroactive to 7/12/2020, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

4. Recommended Changes for MRF based on MRF Work Group Report: based on the report from the MRF work group, Lisa met with the Public Works department and with Ted in the MRF department to provide some recommended changes which include making the MRF under the Public Works Department, as well as changing some practices and fees. More discussion at the next meeting.

#### **E. Airport**

1. Airport Manager's Report & Checklist: Report prepared by Paul Wilharm for June 2020 placed on file by Unanimous Consent.

#### **F. Town Dock**

1. Dock Project and Payment Discrepancies: discussion will continue in closed session at a future meeting.

2. Contract extension with SmithGroup for Dock Project through 6/30/2021: Motion to table, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

3. Contract with C & S Design and Engineering for Dock Shelter: the dates on the contract need to be adjusted to July 15 to September 15, 2020. The Public Arts Committee has ideas for the structure, but this contract is for the engineering up to \$5,000. Motion to approve the contract and have Chair Patterson sign, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

### **IV. Committees**

**A. Planning and Zoning:** Nothing at this time.

#### **B. Materials Recovery Facility (MRF) Work Group**

1. Dissolve MRF Work Group: Motion to dissolve the Work Group as they have completed their task with much appreciation for their work, G. Carlson/ J. Carlson, 5 Ayes, Motion Carried.

## **V. Town Hall Administration**

A. Budget Report: Motion to approve the Budget Report dated 7/7/2020, G. Carlson/ J. Patterson, 5 Ayes, Motion Carried.

B. Grant Updates: none.

C. Resolution #2020-0714: Extending Resolution #2020-0324 Proclamation of a Health Emergency: Motion to approve Resolution #2020-0714 with the end date of November 1, 2020, J. Patterson/ G. Carlson, 5 Ayes, Motion Carried.

D. Contract with La Pointe Gas for Liquid Petroleum/ Propane: Motion to approve the contract at \$1.56/ gallon, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

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

F. Hiring Process/Timeline for Town Administrator: Lisa found two companies for head hunting and initial work in finding qualified candidates for the Town Administration position. Motion to enter into a contract with Public Administration Associates LLC with the contract to be on the next agenda, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

G. Town of La Pointe Face Covering Requirements Ordinance 2020-01: Discussion on whether to have an ordinance or a resolution, meaning enforceable or advisory only. Ashland and Bayfield Counties have put a mask wearing advisory in place beginning July 17, 2020, no penalties. The Town Board does not want ~~to~~ *the* police to be the enforcing agents, but there is some worry about making the businesses do the work of enforcing on their own. Also discussion about tables needing to be spaced 6 feet apart for social distancing at restaurants, and if the board was to pass an ordinance, could non-compliance by restaurants result in their liquor licenses being revoked or not renewed (needs clarification by the Attorney). Motion to adopt the ordinance in the form of a resolution with language that if businesses do not comply that there will be further review to enact an ordinance which may result in revocation of liquor licenses, G. Carlson/ J. Carlson, 4 Ayes, 1 Abstain (J. Patterson), Motion Carried.

**VI. Alternative Claims:** Motion to approve Alternative Claims for June 2020 in the amounts of \$525,949.49, \$116,419.43, and \$1,557.97 for the library, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

**VII. Treasurer's Report:** Motion to table, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

## **VIII. Minutes**

A. Regular Town Board Meeting June 23, 2020: Two typos to correct, Motion to approve with the corrected typos, M. Anderson/ J. Patterson, 5 Ayes, Motion Carried.

B. Special Town Board Meeting June 29, 2020: Motion to approve as submitted, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

## **IX. Police Department**

A. Police Chief's Report: M. Anderson pointed out that the Town no longer does vehicle registrations, and thus it can come off the report. Report prepared by Chief William Defoe for June 2020 placed on file by Unanimous Consent.

## **X. Emergency Services**

A. Fire Chief's Report: Report prepared by Chief Rick Reichkitzer for June 2020 placed on file by Unanimous Consent.

B. Updates on Construction of Emergency Services Building: The Town Board likes the report provided by Wendel on project status.

C. Change Order #1 with Berghammer for Builders Risk Insurance Credit: it was discovered that it is cheaper for the Town to have the risk insurance so all of the subcontractors will have a change order for the reduction. Motion to approve, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

**XI. Public Comment B\*\*:** Clerk Montagne read a second comment from Holly Tourdot on having the police department hand out masks and community efforts for face covering advisories.

Jim Patterson thanked the Town of La Pointe crew working during a pandemic (other Board members agree).

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

A. William Defoe vs. Town of La Pointe, Case No. 19CV57: Nothing to report

B. Kevin Wiggins Federal Equal Employment Opportunity Commission Case: nothing to report.

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

A. Operator's Licenses

1. Erin Maday
2. Christopher Rowson
3. Sheri Ross
4. Debra Dallin

Motion to approve all four Operator Licenses, S. Brenna/ J. Carlson, 5 Ayes, Motion Carried.

**XIV. New Agenda Items for Future Meetings:** MRF recommendations, contract extension for Smithgroup, contract with Public Administration Associates LLC, treasurer's report, a separate meeting for the Dock project, and to begin planning for when building inspector James Price retires.

**XV. Adjourn:** Motion to adjourn, S. Brenna/ M. Anderson, 5 Ayes, Motion Carried. Adjourned at 7:05pm.

Submitted by Town Clerk, Micaela Montagne.

Approved as submitted July 28, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE  
SPECIAL TOWN OF LA POINTE  
WORKSHOP**

**Town Board and Town Planning Commission**

# **MOBILE VENDORS WEDNESDAY JULY 15<sup>th</sup>, 2020**

## **Mobile Vendors**

**Town Board Members in attendance:** Jim Patterson, Chair; Mike Anderson; John Carlson and Glenn Carlson. Sue Brenna joined this workshop at approximately 4:40PM.

**Town Plan Commission in attendance:** Suellen Soucek, Chair; Mike Starck, Vice Chair; Jim Peters; Samantha Dobson and Paul Wilharm.

**Town Staff:** Lisa Potswald, Town Administrator and Ric Gillman, Zoning Administrator

**Public Present:** Charles Brummer, Paul Brummer and Michelle Phillips

### **I. The workshop will be called into session by the Town Chair**

The workshop was called into session @ 4:32PM Roll call of the Town Board reflects attendees as listed above.

### **II. Public Comment\***

Charles Brummer states he hopes vendors would be limited to the Commercial District and not allowed on other Town properties. Paul Brummer read a statement into record and will be included in the filing of these minutes. Copies of this letter are available by request.

### **III. Zoning Department Presentation/Review including discussion between the Town Board and Town Plan Commission**

- a. Current Ordinance
- b. Related Ordinance
- c. Related Issues and concerns

The Chair turned the informational presentation over to the Zoning Administrator and handout materials were read with some discussion. Copies of these materials are available at request.

### **IV. General Discussion (inclusive of public)**

There was a general discussion related to the needs of limitations and possible ordinance which may relate to this matter. Glenn Carlson posed the question whether the Town could prohibit Mobile Vendors. The answer is unclear; however, our neighboring City of Bayfield prohibits Mobile Vendors except during Applefest.

Agricultural Products and related ordinances were discussed and emphasized. Primarily one can sell products grown and produced on their property but may not purchase wholesale product elsewhere and off it for sale. Further discussion related to the definition and provision of Open-Air Market. A Vendors Permit does not apply to nor infringe on these existing ordinances.

Michell Phillips, Paul Brummer and Charles Brummer were active participants in this discussion along with the Town Board and Town Plan Commission.

Ric Gillman stated the Town Plan Commission is advocating for regulation of Mobile Vendors in the absence of any related ordinance.

Glenn Carlson asked the Chair Patterson to canvas the Town Board for opinions related to the matter at hand. There was a consensus that Mobile Vendors should only be allowed on private property in the Commercial Zone. It was the consensus of the Town Board that Mobile Vendors should not be allowed on Public or Town Properties, with exceptions to annual events, fundraising opportunities and other relative activities as approve in advance by the Town Board.

Lisa Potswald offered to join Ric Gillman in drafting language related to such.

**V. Adjourn**

Mike Anderson moves to adjourn, Glenn Carlson seconds, all ayes motion carries.  
Adjourned at 5:18PM

*A recording of this meeting is filed on the Zoning Departments Computer along with the follow-up Town Plan Commission meeting. Due to the social distancing protocol and face masks, much of this recording is inaudible.*

**Respectfully submitted by Ric Gillman, Zoning Administrator 7/16/20**

*Town Board approved on September 8, 2020. M. Montagne, Town Clerk.*

**TOWN OF LA POINTE  
EMERGENCY TOWN BOARD MEETING  
WEDNESDAY JULY 15, 2020  
5:30 PM AT THE REC CENTER  
Approved Minutes**

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

**Staff Present:** Lisa Potswald

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

**I. Public Comment A:** None

**II. Consideration For Letter of Support for Ashland County Mandatory Face Covering Mandate.** Little discussion. Mike Anderson requested that the Town Administrator send a copy of the letter to the Bayfield County Administrator. Moved by Sue Brenna, second by John Carlson to approve and send the letter. 5 Ayes, Motion carried.

**III. Public Comment B:** None.

**IV. Adjourn:** Moved by Mike Anderson, Second by John Carlson, 5 Ayes, Motion carried.

Submitted by Lisa Potswald.

Approved as submitted July 28, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE  
SPECIAL TOWN BOARD MEETING  
WEDNESDAY JULY 22, 2020**

**4:30pm AT Rec Center Pavilion**  
Approved Minutes

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

**Staff Present:** Lisa Potswald, Elected Clerk Micaela Montagne, Cindy Dalzell and Sarah Schram of the Ambulance Service, Ton Rossburger

**Public Present:** Marty Curry, Elizabeth Ellis

**Called to Order:** 4:30pm

1. Public Comment\*: None.

2. Town Board and Ambulance Service Discussion on Covid Preparedness:

Discussion with Cindy and Sarah with the Ambulance Service on how there are few volunteers, and there is added stress and worry right now with the possibility of covid-19 exposure.

Discussion on having a mask mandate to help reduce the risk of potential patients here on the Island. Will be on the next Regular Town Board meeting agenda.

Possibility of better ‘incentives’ to recruit new members and keep current members.

Discussion on a possible exposure plan for volunteers if they are exposed to covid-19 and need to quarantine: will the Town pay for a rental if they can’t go home? Is there worker’s comp? etc.

The Town Board agrees to look into an exposure plan including financial help if needed as well as long term ideas for incentives to recruit and keep members of the Ambulance Service.

3. Public Comment \*\*: None

4. Adjourn: Motion to adjourn, M. Anderson/ G. Carlson, 5 Ayes, Motion Carried. Adjourned at 5:23pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted July 28, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE**  
**SPECIAL TOWN BOARD MEETING**  
**THURSDAY JULY 23, 2020**  
**5:30pm AT Town Hall**  
Approved Minutes

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

**Staff Present:** Lisa Potswald (via telephone), Elected Clerk Micaela Montagne

**Public Present via telephone:** Attorney Max Lindsey

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

1. Public Comment\*: None

2. Dock Project and Payment Discrepancies including Pile Pinning:

The Town Board may go into closed session during the meeting for the purpose of conferring with legal counsel with respect to litigation in which it is or is likely to become involved in accordance with Wisconsin Statutes 19.85 (1)(g). After the completion of the closed session, the Board will come back into open session to act upon the discussion in the closed session or otherwise complete the business of the meeting before adjourning.

Motion to go into closed session as posted, J. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

Motion to return to open session, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

Motion to submit payment to Wren Works, LLC for Dock project items except for line items #6 and #7 (#6 for Steel Sheet Pile Wall System for \$21,030.80; #7 for Sheet Pile Pinning for \$159,030.00), G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

3. Public Comment \*\*: None

4. Adjourn: Motion to adjourn, S. Brenna/ M. Anderson, 5 Ayes, Motion Carried. Adjourned at 5:59pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted July 28, 2020. M. Montagne Town Clerk.

**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 Gelinis 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.

**TOWN OF LA POINTE  
REGULAR TOWN BOARD MEETING  
WEDNESDAY AUGUST 12, 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, Elected Clerk Micaela Montagne  
**Public Present:** Sharon Zanto, Max Lindsey, Attorney.

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

**I. Public Comment A\*:** Clerk Montagne mentioned that the agenda may need to be rearranged a little to accommodate Sharon from the Chamber and the Attorney Max Lindsey.

Motion to move agenda item V. G. to now, before item II., M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

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

G. Madeline Island Chamber of Commerce: Director to Discuss Chamber Responsibilities: Sharon Zanto addressed the Board. The Chamber is chartered by the State which requires at 51% of their budget to go towards tourism promotion and development- this year that included the 'Ready & Open' campaign to accommodate coronavirus concerns.

Motion to return to the agenda, item II, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

**II. Town Administrator's Report:** Report prepared and presented by Lisa Potswald dated August 7, 2020 placed on file by Unanimous Consent.

### **III. Public Works**

#### **A. Public Works Director**

1. Public Work Director's Report: Report for July 2020 prepared and presented by Ben Schram. Riprap at Joni's Beach will be done in September, and the road crew will clean out brush from the ditches prior to winter. Report placed on file by Unanimous Consent.

#### **B. Roads**

1. Request for Additional Street Light Near Marina: Discussion that if the Marina needs a light, they should be responsible for it, not the Town. The Board agrees that a streetlight in the area of the Marina trash area should be the responsibility of the Marina/ Yacht Club.

**C. Parks:** Ben mentioned that there are individuals who are raising money and will donate their time to maintenance and improvements at the skate park. More information to come.

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

1. MRF Supervisor's Report: The MRF report will be incorporated into the Public Works Director's monthly report in the future. Discussion that the MRF is looking good. Report prepared by Ted Pallas for July 2020 placed on file by Unanimous Consent.

#### **E. Airport**

1. Airport Manager's Report & Checklist: Report prepared by Paul Wilharm for July 2020 placed on file by Unanimous Consent.

Motion by S. Brenna to move items III. F. 1. and 2. (Town Dock agenda items) to after item XII., Discussion on adding V. H. and I. as well, so Max Lindsey, attorney can discuss the four items with the Board. Amended motion to move items III. F. 1 and 2 as well as items V. H. and I to after agenda item XII., S. Brenna/ G. Carlson, 5 Ayes, Motion Carried.

#### **IV. Committees**

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

1. Planning and Zoning Administrator's Report: will be on the next agenda.

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

A. Budget Report: Motion to approve the budget report dated 8/10/2020 as presented, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

B. Grant Updates: None.

C. Draft Schedule for Recruitment/ Selection Process with Public Administration Associates (PAA): Discussion on having the items during the week of 10/27 pushed back by a week because of budget workshops. Meetings with PAA will be phone and zoom.

D. Qualifications and Qualities of Next Town Administrator: each Town Board member to send their lists to Kevin at PAA who will gather the information and discuss with the Board at the meeting (to be scheduled in the next agenda item).

E. Schedule a Meeting with Public Administration Associates: Tuesday August 18, 2020 at 5:30pm.

F. Budget Timeline and Preliminary Considerations: Discussion on having no increase in the levy, no new borrowing, and providing a cost of living increase to employees for the 2021 Budget. Capital budgets will need to fit into those constraints. Discussion on increasing wage of Exchange employee (more to discuss during budget workshops).

**VI. Alternative Claims:** Motion to approve Alternative Claims for July 2020 in the amounts of \$823,597.72, \$174,673.07, and \$2,067.45 for the Library, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

**VII. Treasurer's Report:** Motion to approve the Treasurer's Cash Summary report showing a total of \$2,742,912.23 and a total available checking of \$603,918.08, J. Patterson/ M. Anderson, 5 Ayes, Motion Carried.

#### **VIII. Minutes**

A. Regular Town Board Meeting July 28, 2020: two small typos corrected. Motion to approve minutes, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

#### **IX. Police Department**

A. Police Chief's Report: Report prepared by William Defoe for July 2020 placed on file by Unanimous Consent. Follow up needed to make sure the County won't require proceeds from auctioning off the old police squad.

#### **X. Emergency Services**

A. Fire Chief's Report: Discussion on if a person can be responsible for Fire Department compensation when called to stand by to wait for Xcel Energy to come due to the person cutting a tree and it falling on a power line (most cases are accidents and won't require anyone to pay). Report for July 2020 placed on file by Unanimous Consent.

B. Covid-19 Exposure Plan for Volunteers: Motion to table as more information is still needed, J. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

C. Updates on Construction of Emergency Services Building: concrete poured and going well. Thanks to the Madeline Island Ferry Line for the coordination of boats and cement trucks.

**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. Kevin Wiggins Federal Equal Employment Opportunity Commission Case: Nothing at this time.

Motion to have item V. H. next, then III. F and V. I following, due to closed session discussion with the attorney, G. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

**V. Town Hall Administration**

H. Ordinance 2020-02: Enforcement of Orders Made by Local Health Officials and the Governor During Declared Emergency: This ordinance is for citations/ violations not just for Covid-19, but any health emergency. Motion to approve and adopt Ordinance 2020-02, M. Anderson/ J. Patterson, 5 Ayes, Motion Carried.

Motion to go into closed session in accordance with Statute 19.85.1(e) and (g) to discuss items III. F. 1. And 2 (Town Dock), and item V. I American Tower Lease. (Board will return to open session as posted), G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

The Town Board may go into closed session during the meeting for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons in accordance with to Wisconsin Statutes 19.85 (1)(e). After the completion of the closed session, the Board will come back into open session to act upon the discussion in the closed session or otherwise complete the business of the meeting before adjourning.

Motion to return to open session, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

**III. Public Works**

**F. Town Dock**

1. Contract Extension with SmithGroup for Dock Project through 6/30/2021: Motion to table, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

2. Payment to Wren Works for Dock Project: 13 sheets were not driven to depth but met requirements to not pin. Two sheets received pins, and all installed in accordance with the contract specs. Motion to pay Wren Works the balance due, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

**V. Town Hall Administration**

I. American Tower Lease Modification and Perpetual Easement Proposal: Motion to table, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

**XIII. New Agenda Items for Future Meetings:** ZA report, Covid-19 Exposure plan for volunteers, SmithGroup contract extension, American Tower Lease. The meeting with James Price to discuss the future of the Building Inspector program will not happen until the new year.

**XIV. Adjourn:** Motion to adjourn, S. Brenna/ M. Anderson, 5 Ayes, Motion Carried. Adjourned at 7:24pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted August 25, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE  
SPECIAL TOWN BOARD MEETING  
WEDNESDAY AUGUST 19, 2020  
5:30pm at Town Hall  
Approved Minutes**

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

**Staff Present:** Lisa Potswald (via telephone), Elected Clerk Micaela Montagne

**Public Present:** Kevin Brunner of Public Administration Associates

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

1. Public Comment: None.

2. Meeting with Public Administration Associates (PAA): Draft Schedule for Recruitment/ Selection Process and Qualifications and Qualities of Next Town Administrator: The draft schedule will be pushed back by about a week and will work around budget workshops in October. The new hire will hopefully be by mid-November.

Top qualities and qualifications the Board is looking for in the next Town Administrator include; human resources, budget development and management, project management, grant writing, and organization change and development. Top personal qualities sought for the next administrator include; open positive communication skills, team builder/ leader in community issues, integrity, listening, and a collaborative style. Also, kindness, humility, and a sense of humor, and a thick skin.

Other discussion about what to include in the profile for the position and information that will go out to possible candidates. This included Island information and idiosyncrasies, and the Town working toward sustainability. Current Town Administrator salary to be posted (\$65,000) with new hire to be based on qualifications.

Next steps include PAA putting together the job profile, posting, announcement, and video to go out. Applications will be due to PAA in early October.

3. Adjourn: Motion to adjourn, S. Brenna/ M. Anderson, 5 Ayes, Motion Carried. Adjourned at 6:46pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted August 25, 2020. M. Montagne, Town Clerk

**TOWN OF LA POINTE  
REGULAR TOWN BOARD MEETING  
TUESDAY AUGUST 25, 2020  
5:30 PM AT TOWN HALL  
Approved Minutes**

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

**Town Board Members Absent:** John Carlson

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

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

**I. Public Comment A\*:** M. Anderson commented that Sharon Zanto of the Madeline Island Chamber of Commerce followed up with him that in 2019 52.7% of the Chamber budget was used for tourism promotion and development (State requires at least 51%).

**II. Town Administrator's Report:** Report prepared and presented by Lisa Potswald dated August 21, 2020 placed on file by Unanimous Consent.

**III. Public Works**

**A. Roads**

**B. Parks:** An individual is working to raise money to improve the Skate Park.

**C. Town Dock**

1. Contract Extension with SmithGroup for Dock Project through 6/30/2021:  
Motion to table, M. Anderson/ G. Carlson, 4 Ayes, Motion Carried.

**IV. Committees**

**A. Planning and Zoning**

1. Planning and Zoning Administrator's Report: Report prepared by Ric Gillman through August 20, 2020 placed on file by Unanimous Consent. Permits and revenue are down a bit from 2019 but not by too much.

**B. Energy Committee**

1. Appointment of Member for Three Year Term Ending August 23, 2023:  
Motion to appoint Robin Trinko Russell for the three-year term ending 8/23/2023, M. Anderson/ S. Brenna, 4 Ayes, Motion Carried.

## **V. Town Hall Administration**

A. Accounting Administrator's Report: Due to the next Town Board meeting being the day after Labor Day and payroll, financial reports will be delayed to the following meeting. Motion to approve the report prepared by Barb Nelson for August 2020, G. Carlson/ S. Brenna, 4 Ayes, Motion Carried.

B. Budget Summary Comparison Report: Motion to approve the report dated 8/17/2020, G. Carlson/ S. Brenna 4 Ayes, Motion Carried. Discussion on how for the most part departments have been doing well on keeping 2020 budgets down.

C. Grant Updates: None

D. American Tower Lease Modification/ Perpetual Easement Proposal: Motion to approve the Town Attorney Max Lindsey moving forward and working with American Tower to finalize the \$500,000 perpetual easement, M. Anderson/ G. Carlson, 4 Ayes, Motion Carried.

E. Ordinance Chapter 345 Direct Sellers- First Read: Discussion on how this may be too much/ more complicated than necessary. Lisa will work with ZA Ric Gillman to take out many things and will prepare the second read for the next meeting.

## **VI. Minutes**

A. Amend Regular Town Board Meeting July 28, 2020: Motion to approve minutes as submitted (amendment was an incorrect date in item IV. B. 1), M. Anderson/ S. Brenna, 4 Ayes, Motion Carried.

B. Regular Town Board Meeting August 12, 2020: Motion to approve minutes as submitted, M. Anderson/ G. Carlson, 4 Ayes, Motion Carried.

C. Special Town Board Meeting August 19, 2020: Motion to approve minutes as submitted, M. Anderson/ S. Brenna, 4 Ayes, Motion Carried.

## **VII. Emergency Services**

A. Ambulance Director's Report: Report prepared by Cindy Dalzell for August 2020 placed on file by Unanimous Consent. EMRs can take a bridge class to become EMTs, and the Town is looking for ways to make recruitment better for getting new EMTs.

B. Covid-19 Exposure Plan for Volunteers: Motion to table until more information comes in, S. Brenna/ G. Carlson, 4 Ayes, Motion Carried.

C. Updates on Construction of Emergency Services Building: The building was scheduled to be delivered August 27, 2020 but is delayed due to computer outages with the company.

## **VIII. Library**

A. Library Board Minutes July 21, 2020: Minutes placed on file by Unanimous Consent.

**IX. Public Comment B\*\*:** M. Anderson commented that an EMT from Washburn is now on the State EMS Board.

## **X. Lawsuits & Legal Issues**

A. William Defoe vs. Town of La Pointe, Case No. 19CV57: Nothing to report.

B. Kevin Wiggins Federal Equal Employment Opportunity Commission Case: Nothing to report.



**XI. New Agenda Items for Future Meetings:** Contract Extension with SmithGroup, second read of Direct Sellers Ordinance, Covid-19 plan for volunteers, Big Arn's Road/ Brian's Road special assessments

**XII. Adjourn:** Motion to adjourn, S. Brenna/ M. Anderson, 4 Ayes, Motion Carried. Adjourned at 6:11pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted September 8, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE  
REGULAR TOWN BOARD MEETING  
TUESDAY SEPTEMBER 8, 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:** Lisa Potswald, Ben Schram (via telephone), Elected Clerk Micaela Montagne

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

**I. Public Comment A\*:** None

**II. Town Administrator's Report:** Report prepared and presented by Lisa Potswald dated 9/3/2020 placed on file by Unanimous Consent.

**III. Public Works**

**A. Public Works Director**

1. Public Work Director's Report: Report for August 2020 prepared and presented by Ben Schram placed on file by Unanimous Consent.

**B. Roads**

**C. Parks**

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

1. Site Improvement Updates: Ben Schram reported that there has been some site clean-up. Spaces cleared, trees removed, cleaning, etc. More updates to come.

**E. Airport**

1. Airport Manager's Report & Checklist: Report for August 2020 prepared by Paul Wilharm placed on file by Unanimous Consent.

2. Industrial Lot Lease: Lot #3 with Paul's Mechanical: This is a renewal. Motion to approve the Industrial Lot Lease for Lot #3 with Paul's Mechanical, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

**F. Town Dock**

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

#### **IV. Committees**

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

1. Certified Survey Map #278 Lot 2 Parcel # 014-00020-0320 (Myers, Owner) 3705 Big Bay Road and lot 1 parcel # 014-00020-0320 (Fahien): Recommended for approval by the Town Plan Commission. Motion to approve, G. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

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

A. Grant Updates: there are more grants available for Covid-19 related items, Lisa is looking into these.

B. Open Equipment Auction Bids: Four bids received. One for the 2003 Ford Truck and plow from Evan Erickson for \$6,100.07. One for the Aluminum rowboat from Zach Montagne for \$30,01. One for the Jumping Jack from Scott Grabarek for \$130.00. And one for the Box and Pan Break from Steve Adamski at Big Water Fire and Apparatus for \$427.00.

C. Ordinance Chapter 345 Direct Sellers- Second Read: the ordinance has been paired down from the first read, direct sellers allowed on private property in the commercial zone. Motion to approve the ordinance as presented, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

D. American Tower Perpetual Easement Proposal: Motion to table until documents received, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

**VI. Alternative Claims:** Motion to approve Alternative Claims for August 2020 in the amounts of \$289,137.85, \$325,677.21, and \$2,085.55 for the Library, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

**VII. Treasurer's Report:** Motion to the Treasurer's Cash Summary as of August 31, 2020 showing a total of \$2,976,853.85 and a total available checking of \$1,016,884.92, J. Patterson/ G. Carlson, 5 Ayes, Motion Carried.

#### **VIII. Minutes**

A. Special Town Board and Town Plan Commission Workshop July 15, 2020: Motion to approve minutes as submitted, J. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

B. Regular Town Board Meeting August 25, 2020: Motion to approve as presented, M. Anderson/ S. Brenna, 5 Ayes, Motion Carried.

#### **IX. Police Department**

A. Police Chief's Report: Thank you to Nick French for his work for us; he will be part time in the future instead of full time as he accepted a job with the county. Report for August 2020 prepared by William Defoe placed on file by Unanimous Consent.

#### **X. Emergency Services**

A. Fire Chief's Report: None submitted at this time.

B. Covid-19 Exposure Plan for Volunteers: there are still items to follow up with regarding expanding insurance for volunteers. More to be considered in the 2021 budget as well.

C. Updates on Construction of Emergency Services Building: Building to be delivered on 9/9/2020, and hopefully there will be some black top this fall.

**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. Kevin Wiggins Federal Equal Employment Opportunity Commission Case: Nothing at this time.

**XIII. New Agenda Items for Future Meetings:** Open Bids for black top, SmithGroup contract extension, American Tower, Fire Chief Report, and Impartial Hearing Appeal.

**XIV. Adjourn:** Motion to adjourn, G. Carlson/ J. Carlson, 5 Ayes, Motion Carried. Adjourned at 6:04pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted September 22, 2020. M. Montagne, Town Clerk

**TOWN OF LA POINTE  
REGULAR TOWN BOARD MEETING  
TUESDAY SEPTEMBER 22, 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:** Lisa Potswald, Ben Schram (via telephone), Elected Clerk Micaela Montagne

**Public Present:** Susan Sabre, Charles Meech, Peg Bertel, Robin Trinko Russell

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

**I. Public Comment A\*:** None.

Motion to move to agenda item V. A. 1. Presentation from the Public Arts Committee, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

**V. Committees**

**A. Public Arts Committee**

1. Presentation from Committee on a Public Art Project: Members of the Public Arts Committee presented two possible options for a piece of public art near the Town Dock. The Committee asked for a designated fund to be established for fundraising purposes. Motion to establish a designated fund for the Public Arts project, G. Carlson/ M. Anderson. Discussion on the process will now be for the committee to reach out to the public to get their input and fundraise for the project. The La Pointe Center also has \$20,000 designated for this project. 4 Ayes, 1 Nay (J. Carlson), Motion Carried.

Motion to return to the agenda as posted, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

## **II. Open Bids**

1. Open Bids for Asphalt Paving of Dock and Culverts: One bid received from Northwoods Paving for \$32,505.65.
2. Open Bids for Asphalt Paving for Emergency Services Building: One bid received from Northwoods Paving for \$74,616.00.

**III. Town Administrator's Report:** Report prepared and presented by Lisa Potswald dated 9/18/2020 placed on file by Unanimous Consent.

## **IV. Public Works**

### **A. Roads**

1. Discuss Asphalt Paving and Road Work: Culverts areas to be black topped include South Shore Rd and Penny Lane.

### **B. Parks**

1. Contract Extension with Nelson Construction for Shoreline Stabilization at Joni's Beach: Motion to approve the contract Extension with Nelson Construction until December 31, 2020, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

### **C. Airport**

1. Transfer of Airport Hangar Lease 2A From C. Rodahl to Rock Ridge Properties LLC: Motion to approve the transfer of hangar lease 2A, J. Carlson/ G. Carlson, 5 Ayes, Motion Carried.

2. Aircraft Hangar Lease Lot 2A, Rock Ridge Properties LLC: Motion to approve the hangar lease lot 2A with Rock Ridge Properties until 12/31/2030, J. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

### **D. Town Dock**

1. Contract Extension with SmithGroup for Dock Project through 6/30/2021: Motion to not approve the contract extension, G. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

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

1. Hours for MRF Attendant: Motion to approve up to an additional 360 hours for Marty Curry until 12/31/2020, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

2. State of Wisconsin Clean Sweep Grant: Lisa reported that she is waiting to hear if La Pointe will be included in the regional grant.

## **VI. Town Hall Administration**

A. Accounting Administrator's Report: Motion to approve the report prepared by Barb Nelson for September 2020, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

B. Budget Summary Report: Motion to approve the report dated 9/12/2020, G. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

C. Budget Comparison Report: Motion to approve the report dated 9/12/2020, G. Carlson/ J. Carlson, 5 Ayes, Motion Carried.

D. Budget Amendment Resolution #2020-04: Motion to approve the budget amendment and commend Barb Nelson for her meticulous work to have the amendments reflect reality in the Town's revenues and expenditures, G. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

E. Grant Updates: Nothing

F. Town Equipment and Vehicles Auction: Three vehicles did not get bids in the last auction, so are auctioning again at a reduced price. Bids due 10/27/2020.

G. American Tower Perpetual Easement Proposal: Waiting to hear from American Tower.

H. Preparation for Budget Meetings: Discussion on how the budget meetings will be difficult to do via telephone, so the meeting room will be rearranged to accommodate social distancing and meet in person.

Motion to move agenda item VI. I. to after item XII. M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

## **VII. Minutes**

A. Regular Town Board Meeting September 8, 2020: Motion to approve minutes as submitted, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

## **VIII. Emergency Services**

A. Ambulance Director's Report: Report prepared by Cindy Dalzell dated September 19, 2020 placed on file by Unanimous Consent.

B. Updates on Construction of Emergency Services Building: Building is going up and is on schedule. Administration is confident that there will be substantial completion on time as the insurance company has requested.

C. Change Order #1 with Five Star Electric- Builders Risk Insurance Credit: Motion to approve the \$450 credit for builder's risk insurance (as it was cheaper for the Town to get this than each contractor), J. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

D. Fire Chief's Report: Report prepared by Rick Reichkitzer for August 2020 placed on file by Unanimous Consent.

## **IX. Police Department**

A. Full Time Officer Hiring Process: Chief W. Defoe has posted for a new full time officer. Though things are slow, hopefully there will be a new officer in time for summer 2021.

## **X. Library**

A. Library Board Minutes August 18, 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. Kevin Wiggins Federal Equal Employment Opportunity Commission Case: This case has been dismissed. The Wisconsin Equal Rights Division will be added to the agenda for future meetings.

## **VI. Town Hall Administration**

I. Kevin Wiggins Impartial Hearing Appeal

This meeting may, upon duly made motion, be convened in closed session under State Statute 19.85 (1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental

body has jurisdiction or exercises responsibility and or (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. If the Town Board goes into closed session, it will reconvene in open session before adjourning.

Motion to go into closed session, J. Carlson/ M. Anderson, All 5 Ayes, Motion Carried.

Motion to return to open session, M. Anderson/ G. Carlson, 5 Ayes, Motion Carried.

Motion to table the decision until another meeting with the Town's Attorneys, M. Anderson/ G. Carlson, 5 Ayes, Motion Carried.

**XIII. New Agenda Items for Future Meetings:** Smithgroup payments, American Tower, K. Wiggins appeal at a Special Meeting.

**XIV. Adjourn:** Motion to adjourn, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried. Adjourned at 7:26pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted October 13, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE  
SPECIAL TOWN BOARD MEETING  
TUESDAY SEPTEMBER 29, 2020  
5:30pm at Town Hall  
Approved Minutes**

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

**Staff Present:** Elected Clerk Micaela Montagne

**Public Present:** Attorneys Max Lindsey and Peter Albrecht via teleconference

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

1. Public Comment: None.

2. Kevin Wiggins Impartial Hearing Appeal

This meeting may, upon duly made motion, be convened in closed session under State Statute 19.85 (1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and or (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. If the Town Board goes into closed session, it will reconvene in open session before adjourning.

Motion to go into closed session, M. Anderson/ S. Brenna, 5 Ayes, Motion Carried.

Motion to return to open session, G. Carlson/ J. Patterson, 5 Ayes, Motion Carried.

Motion to uphold the decision of the Impartial Hearing Officer, G. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

3. Contract with Northwoods Paving for Asphalt at the Emergency Services Building: Motion to approve the contract for \$75,936.00 through 6/30/2021, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

4. Contract with Northwoods Paving for Asphalt on the Dock Approach and Roads/ Culverts: Motion to approve the contract for \$35,000 through 6/30/2021, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

5. Adjourn: Motion to adjourn, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried. Adjourned at 6:33pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted October 13, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE  
REGULAR TOWN BOARD MEETING  
TUESDAY OCTOBER 13, 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:** Lisa Potswald, Ben Schram (via telephone), Elected Clerk Micaela Montagne

**Public Present:** Paul Brummer

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

**I. Public Comment A\*:** Paul Brummer stated that he is available for questions for agenda item III. F. He also submitted a comment thanking Ashland County road crew for pulverizing raised culverts on black top and hopes they will help the Town Crew with Town roads next year. Sue Brenna commented though budget meetings will be held in person, she will be calling in and wants to make sure that is available for others because of the large number of active Covid cases in WI.

**II. Town Administrator's Report:** Report prepared and presented by Lisa Potswald dated October 9, 2020 placed on file by Unanimous Consent.

**III. Public Works**

**A. Public Works Director**

1. Public Work Director's Report: Discussion that the weather may change the schedule for asphalt paving on the Town dock this year. Report for September 2020 prepared and presented by Ben Schram placed on file by Unanimous Consent.

**B. Roads**

1. Temporary Driver and Equipment Operator Job Description: Motion to approve the job description, G. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

2. Job Postings for Temporary Driver and Equipment Operators: These are back up drivers especially for snow plowing. Motion to approve the postings, J. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

3. Fence Repair Claim Located at 4519 Voyageur Lane: Motion to pay Joe Floyd \$1500 for fence damage, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried. *[Clerk's note: the correct address of the property is 962 Whitefish Street]*

**C. Parks:** Pit toilets at Big Bay Town Park are open year-round.

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

1. MRF Supervisor Retirement Plans: Informational that Ted Pallas stated he thinks he will be retiring by the end of March 2021, no official date set yet.

2. Northwest Regional Planning Commission Contract for MRF Household Hazardous Waste Removal: Motion to approve the contract for up to \$21,000, S. Brenna/ M. Anderson. Discussion that funding will come from some extra in the Joni's Beach shoreline restoration, and some from Town Crew wages, as well as some from the MRF budget. 5 Ayes, Motion Carried.

**E. Airport**

1. Airport Manager's Report & Checklist: Report prepared by Paul Wilharm for September 2020 placed on file by Unanimous Consent.

**F. Greenwood Cemetery**

1. Amendment to Cemetery Ordinance Chapter 220: amendments include language changes for owner and ownership as well as deed tracking and resale. Motion to adopt the Amended Cemetery Ordinance Chapter 220 as presented, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

**IV. Committees**

**A. Planning and Zoning**

1. Planning and Zoning Administrator's Report: Report prepared by Ric Gillman through 9/29/2020 placed on file by Unanimous Consent.

**V. Town Hall Administration**

A. Budget Report: Motion to approve the Budget Report dated 10/10/2020 as presented, G. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

B. Grant Updates: Lisa Potswald working on a fire department grant for Covid/ PPE.

C. AT&T Cell Tower Construction Contract Amendment with Harmoni Towers LLC Located at 412 Big Bay Rd: the tower contract was with New Cingular, and they changed companies to Harmoni Towers. Motion to approve and have the Town Chair sign, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

Motion to move agenda items V. D and E. to after agenda item XII., S. Brenna/ J. Carlson, 5 Ayes, Motion Carried.

**VI. Alternative Claims:** Motion to approve alternative Claims for September 2020 in the amounts of \$189,531.56, \$461,232.66, and \$5,086.89 for the Library, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.



**VII. Treasurer's Report:** Motion to approve the Treasurer's Cash Summary Report showing a total of \$2,406,888.49 and a total available checking of \$723,293.58, J. Patterson/ M. Anderson, 5 Ayes, Motion Carried.

### **VIII. Minutes**

A. Regular Town Board Meeting September 22, 2020: Motion to approve minutes as submitted, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

B. Special Town Board Meeting September 29, 2020: Motion to approve minutes as submitted, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

### **IX. Police Department**

A. Police Chief's Report: Report prepared by William Defoe for September 2020 placed on file by Unanimous Consent.

### **X. Emergency Services**

A. Fire Chief's Report: Report prepared by Rick Reichkitzer for September 2020 placed on file by Unanimous Consent.

B. Updates on Construction of Emergency Services Building: Building on schedule.

C. Change Order #2 with Berghammer for Foundation Design

D. Change Order #3 with Berghammer for Roof Color and Dorm Door Elimination

E. Change Order #4 with Berghammer for Wall Corner Guards

F. Change Order #5 with Berghammer for Overhead Doors

Motion to approve change orders 2, 3, 4, 5 with Berghammer and have the Chair sign them, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

G. Wisconsin DNR Forest Fire Protection Grant Agreement: Motion to approve the grant for \$1,764.07, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

H. Easement with E. Erickson Parcel #014-00198-0202 and #014-00198-0203 to Install Power to Emergency Services Building: Motion to approve the easement, M. Anderson/ G. Carlson, 5 ayes, Motion Carried.

### **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. Kevin Wiggins Wisconsin Equal Rights Division Case No. CR202001411: Nothing at this time.

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

D. American Tower 99 Year Pre-Pay Proposal for Older Tower at 412 Big Bay Rd

The Town Board may go into closed session during the meeting for the purpose of conferring with legal counsel with respect to litigation in which it is or is likely to become involved in accordance with to Wisconsin Statutes 19.85 (1)(g). After the completion of the closed session, the Board will come back into open session to act upon the discussion in the closed session or otherwise complete the business of the meeting before adjourning.

Motion to go into closed sessions as posted, S. Brenna/ J. Carlson, 5 Ayes, Motion Carried.

Motion to return to open session, M. Anderson/ S. Brenna, 5 Ayes, Motion Carried.

Motion to approve the 99 Year Pre-Pay Proposal with American Tower for \$500,000, J. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

**E. Review Town Administrator Applications with Public Administration Associates**

This meeting may, upon duly made motion, be convened in closed session under State Statute 19.85 (1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. If the Town goes into closed session, it will reconvene in open session before adjourning.

Motion to go into closed session as posted, S. Brenna/ J. Carlson, 5 Ayes, Motion Carried.

Motion to return to open session, G. Carlson/ J. Carlson, 5 Ayes, Motion Carried.

**XIII. New Agenda Items for Future Meetings:** Temporary Driver Hire. J. Carlson mentioned having a meeting to discuss a confidential email from Ben Schram last week. Lisa would like to send a memo first then discuss a possible meeting after.

1. Town Administrator Finalists Meeting November 2, 2020: at 3:00pm

**XIV. Adjourn:** Motion to adjourn, S. Brenna/ J. Carlson, 5 Ayes, Motion Carried. Adjourned at 7:19pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted with the addition of the clerk's note in item III. B. 3., October 27, 2020.  
M. Montagne, Town Clerk.

**Town of La Pointe  
Special Town Board Meeting  
And 2021 Budget Workshop  
Monday, October 19, 2020  
5:00 pm at the Town Hall  
Approved Minutes**

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

**Staff Present:** Lisa Potswald, Barb Nelson, Ben Schram, Elected Clerk Micaela Montagne

1. Call to order: 5:01pm

2. Budget Workshop with each of the following departments:

A. Public Works (Included Roads, Parks, Capital Improvements): Public Works Director Ben Schram presented the budget requests for 2021. Most of the budget is consistent with previous years. The asphalt paving will be moved to 2021 as the weather this fall hasn't cooperated. Ben is looking at adding one full time road crew/ operator/ mechanic in 2021. Other items discussed include purchasing a new steamer for culverts, replacing more culverts, a grader

engine harness replacement, and painting lines on Hagen Road. An adjustment was made to County H roads revenue from \$42,000 to closer to \$30,000 to be consistent with 2020. Parks discussion included continuing to move forward with the Rec Center Bathrooms, resurfacing Big Bay Town Park trails, and fixing the sewer at the Joni's Beach bathroom. Revenues at Big Bay Town Park were up in 2020, and thus the estimated revenues in 2021 could also increase.

B. Airport: Requests for 2021 are fairly flat. Discussion on the future of the terminal building as it needs renovations.

C. Dock/ Harbor: The dock project is 99% complete and the one-year warranty is good until October of 2021. Looking at putting in the dock passenger shelter in 2021 (the Public Arts Committee is currently working on finalizing ideas and plans).

D. Materials Recovery Facility: Ben Schram's goals are to continue to clean up the site, safety, and maximize efficiency. 2021 purchases include security cameras, a point of sale system, hopper bins, and a new roll off truck. Cleaning up and remodeling the office and restroom are in the 2021 budget as well as educating the public and changing a few things (like not entering the processing facility for cardboard and paper). Discussion on the future of the MRF, in 2021 it will remain similar with some changes, but then really looking at what is the most efficient: being a MRF vs. just a transfer station, single stream etc.

3. Contract with Midland Services for Installation of Two Propane Tanks for the Emergency Services Building: Motion to approve the contract for \$4,738.88 Through December 31, 2020, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

4. Public Comment: Sue Brenna commented that it was very difficult to hear everyone with the speaker phone, so she will attend in person for the future meetings.

5. Adjourn: Motion to adjourn, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried. Adjourned at 6:47pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted October 27, 2020. M. Montagne, Town Clerk.

**Town of La Pointe**  
**Special Town Board Meeting**  
**2021 Budget Workshop**  
**Wednesday, October 21, 2020**  
**5:00 pm at the Town Hall**  
Approved Minutes

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

**Staff Present:** Lisa Potswald, Barb Nelson, Ric Gillman, Lauren Schuppe, Elected Clerk  
Micaela Montagne

1. Call to order: 5:00pm

2. Budget Workshop with each of the following departments

A. Town Plan Commission/ Planning and Zoning: Zoning Administrator Ric Gillman presented the budget requests with not much change from 2020 to 2021. The fire number project still needs to be done, and there will continue to be review of zoning ordinances and possibly the comprehensive plan. Discussion on the possibility of having the Zoning Administrator also be the building inspector in the future or have island contractors also be inspectors. A new zoning vehicle will hopefully be purchased in the next couple of years.

B. Library: Library Director Lauren Schuppe presented the Library budget. Discussion included capital projects of the exterior siding and an outdoor classroom shelter. Possibility of returning to a custodial service. The library has still been busy. It is open to the public 1:00 to 3:00 M-F and by appointment during other posted times.

C. Additional Public Works: Ben and Lisa will be looking into the possibility of custodial services again as well.

3. Public Comment: None.

4. Adjourn: Motion to adjourn, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried. Adjourned at 5:39pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted October 27, 2020. M. Montagne, Town Clerk.

**Town of La Pointe**  
**Special Town Board Meeting**  
**2021 Budget Workshop**  
**Thursday, October 22, 2020**  
**5:00 pm at the Town Hall**  
Approved Minutes

**Town Board Members Present:** Jim Patterson, Michael Anderson, Sue Brenna, Glenn Carlson (at 5:21pm), John Carlson

**Staff Present:** Lisa Potswald, Barb Nelson, William Defoe, Elected Clerk Micaela Montagne

**Public Present:** Max Imholte

1. Call to order: 5:00pm

2. Budget Workshop with each of the following departments

A. Police Department: Chief William Defoe presented his requests for the 2021 budget including hiring the vacant full-time officer position, minimum training for all officers, and overtime hours. Some overtime hours can be reduced, depending on when the new full-time officer begins. Discussion on looking at wages to be more competitive.

B. La Pointe Community Clinic/ Health Center: Clinic Board President Max Imholte present to go over the 2021 budget request for the clinic. They are requesting the same amount as the last few years, \$21,600. They are looking at developing a strategic planning committee as their operation has changed from a private practice to a business with independent contractors.

C. Affordable Housing Committee: No requests for 2021. The Bay Area will be conducting a survey on affordable housing soon.

D. Community Awards Committee: 2021 request is the same as previous years at \$330.

E. Energy Committee: No requests for 2021.

F. Public Arts Committee: Requesting \$2405 for 2021 for beautification of the porta potties. The committee is also working on the passenger shelter for the dock, but that budget item is under capital improvements.

3. Public Comment: None.

4. Adjourn: Motion to adjourn, M. Anderson/ S. Brenna, 5 Ayes, Motion Carried. Adjourned at 5:44pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted, November 10, 2020. M. Montagne, Town Clerk.

**Town of La Pointe  
Special Town Board Meeting  
2021 Budget Workshop  
Monday, October 26, 2020  
5:00 pm at the Town Hall**

Approved Minutes

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

**Town Board Members Absent:** Glenn Carlson

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

**Public Present:** Charley Brummer, Paul Brummer, Cindy Dalzell

1. Call to order: 5:01pm

2. Budget Workshop with each of the following departments
  - A. Cemetery: Lisa Potswald as well as Sextons Paul Brummer and Charley Brummer went over budget requests for 2021 including adding a storage shed, and possible ditch work. Sextons are requesting some sort of compensation for the work they do as their only form of payment currently comes when there is a burial. Discussion on whether to do this as an independent contractor vs. making them an employee, etc.
  - B. Fire Department: No representative from the department present to go over budget requests. Lisa Potswald mentioned that the operating budget request for the department is flat, but there are many capital requests. The Capital requests do not have supporting documents, discussion on possibly removing the capital requests for 2021.
  - C. Ambulance: Ambulance Director Cindy Dalzell presented the 2021 budget requests. The Ambulance Director and Assistant Director are requesting a higher monthly stipend for 2021, otherwise budget request is fairly flat compared to 2020. Discussion on continuing to look into the possibility of having a full-time director in the future. New training for upcoming new service members will include online courses and a week in person in Minneapolis.
3. Public Comment: none.
4. Adjourn: Motion to adjourn, M. Anderson/ J. Carlson, 4 Ayes, Motion Carried. Adjourned at 6:20pm.

Submitted by Micaela Montagne, Town Clerk.  
Approved as submitted, November 10, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE  
REGULAR TOWN BOARD MEETING  
TUESDAY OCTOBER 27, 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:** Lisa Potswald, Ben Schram (via telephone), Elected Treasurer Carol Neubauer (vis telephone), Elected Clerk Micaela Montagne  
**Called to Order:** 5:30pm

**I. Public Comment A\*:** None.

**II. Town Administrator's Report:** Report prepared and presented by Lisa Potswald dated October 23, 2020 placed on file by Unanimous Consent.

**III. Public Works**

**A. Roads**

1. Hire Temporary Driver and Equipment Operator(s): Motion to hire Ray Hakola and Paul Wilharm as Temporary Drivers/ Equipment Operators starting October 28, 2020 ending 12/31/2020 at \$16.00/ hour, not to exceed 160 hours, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

Motion to move to agenda item V. F., G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

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

F. Accommodation Tax Issues: Carol Neubauer went over issues with Airbnb as well as VRBO in that they provide checks for accommodation tax collected, but do not indicate which rental properties the money is for. Carol will require rental property owners to submit a report indicating the amount of accommodation tax for their properties for better tracking and accountability.

Motion to return to agenda item III. B., M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

#### **III. Public Works**

**B. Parks:** Nothing at this time.

Motion to move items III. C. 1, 2, 3 to after agenda item X. M. Anderson/ G. Carlson, 5 Ayes, Motion Carried.

#### **C. Town Dock**

4. Change Order #1 with Nelson Construction for Work on Dock Approach:  
Motion to approve the change order, adding \$6,603, M. Anderson/ S. Brenna, 5 Ayes, Motion Carried.

**IV. Committees:** Nothing at this time.

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

A. Accounting Administrator's Report: Motion to accept and place the report on file for October 2020 prepared by Barb Nelson, J. Patterson/ M. Anderson, 5 Ayes, Motion Carried.

B. Budget Summary Comparison Report: Motion to approve the report dated 10/19/2020, G. Carlson/ J. Carlson, 5 Ayes, Motion Carried.

C. Grant Updates: Nothing new.

D. Ordinance Updates Chapter 432 Non-Motorized Vessels: the addition includes prior complaints that are written and verifiable will be considered when a business applies for a commercial permit. Motion to approve the changes as discussed, J. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

E. Open Bids for Equipment Auction: One bid received for the 2011 Ford Explorer (old police cruiser) from Jim Risgaard for \$4201.00. One bid received for the 2004 Ford E-350 Ambulance from Jeff Sowl for \$6,010.00.

G. Budget Amendment #2020-05: Motion to approve Budget Amendment #5, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

H. Resolution #2020-1027: Library Exemption from County Tax Levy: Motion to approve, J. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

I. Town Administrator Hiring Process and Updates: Meeting on November 2, 2020 to review the four remaining candidates.

J. Resolution #2020-1027A: Extending Resolution #2020-0714: Proclamation of a Health Emergency: Will be extended for another four months. Motion to approve, M. Anderson/ J. Patterson (wrong item stated in motion). Motion to approve Resolution #2020-1027A, S. Brenna/ G. Carlson, 5 Ayes, Motion Carried.

K. Town of La Pointe Face Covering Requirements Ordinance 2020-01 Extension: Extending the Ordinance for 120 days. Motion to approve, J. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

## **VI. Minutes**

A. Regular Town Board Meeting October 13, 2020: with the addition of a Clerk's note for item III. B. 3. Adding the correct address for J. Floyd. Motion to approve with the update, J. Carlson/ M. Anderson, 5 Ayes, Motion Carries.

B. Special Town Board Meeting October 19, 2020: Motion to approve as submitted, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

C. Special Town Board Meeting October 21, 2020: Motion to approve as submitted, J. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

## **VII. Emergency Services**

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

B. Contract with Allied Medical Training for Online EMT Courses: Motion to approve the contract for \$7,005.00, M. Anderson/ S. Brenna, 5 yes, Motion Carried.

C. Updates on Construction of Emergency Services Building: Going well, On schedule and under budget as of today.

## **VIII. Library**

A. Library Board Minutes September 15, 2020: Minutes placed on file by Unanimous Consent.

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

## **X. Lawsuits & Legal Issues**

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

B. Kevin Wiggins Wisconsin Equal Rights Division Case No. CR202001411: Nothing at this time.

## **III. Public Works**

### **C. Town Dock**

1. SmithGroup Billing Discrepancies for Dock Project \*\*\*

2. Change Order #4 with Wren Works \*\*\*

3. Certificate of Substantial Completion for Dock Project\*\*\*

\*\*\*The Town Board may go into closed session during the meeting for the purpose of conferring with legal counsel with respect to litigation in which it is or is likely to become involved in accordance with to Wisconsin Statutes 19.85 (1)(g). After the completion of the closed session, the Board will come back into open session to act upon the discussion in the closed session or otherwise complete the business of the meeting before adjourning.

Motion to go into closed session to discuss items III. C. 1, 2, 3 with Attorney Max Lindsey, S. Brenna/ M. Anderson, all 5 Ayes, Motion Carried.

Motion to return to open session, J. Carlson/ S. Brenna, 5 Ayes, Motion Carried.



Motion to table items III. C. 1, 2, 3. G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

**XI. New Agenda Items for Future Meetings:** Tabled dock items, post for the unsold Town vehicle with no minimum bid.

**XII. Adjourn:** Motion to adjourn, S. Brenna/ M. Anderson, 5 Ayes, Motion Carried. Adjourned at 6:48pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted, November 10, 2020. M. Montagne, Town Clerk.

**Town of La Pointe  
Special Town Board Meeting  
2021 Budget Workshop  
Thursday, October 29, 2020  
5:00 pm at the Town Hall  
Approved Minutes**

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

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

1. Call to order: 5:00pm.

2. Budget Workshop with each of the following departments:

A. General Government: Barb Nelson went over the 2021 budget requests. Discussion included paying the company Oasis for payroll processing \$23,680, but also needing new accounting software in the future that may eliminate the need to outsourcing this. No capital outlay budgeted; however, the Town Hall needs a new floor soon and sound absorbing panels would be nice to reduce the sound in Town Hall office area. Discussion on if the Town receives the \$500,000 for the Tower Lease upfront as scheduled, possibly investing in ourselves internally with the money instead of just putting it in a designated fund and drawing on it annually into the general fund. G. Carlson's ideas for this include developing new campsites that would be additional revenue each year, solar power, MRF things, composting, or airport capital outlay.

B. Follow up from previous workshops: Barb Nelson will compile some changes, correct errors, and provide new totals prior to the next meeting. Discussion on adding \$6,000 to the Ambulance for the Lucas Device and taking out much of the Fire Department's Capital outlay.

3. Schedule Budget Meetings: Wednesday November 11, 2020 at 5:00pm.

4. Public Comment: None.

5. Adjourn: Motion to adjourn, J. Carlson/ M. Anderson, 5 Ayes, Motion Carried. Adjourned at 6:26pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted, November 10, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE  
SPECIAL TOWN BOARD MEETING  
MONDAY NOVEMBER 2, 2020  
3:00pm AT Town Hall  
Approved Minutes**

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

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

**Public Present:** Kevin Brunner from Public Administration Associates

Call To Order: 3:00pm

1. Public Comment: None

2. Review Town Administrator Applications with Public Administration Associates

This meeting may, upon duly made motion, be convened in closed session under State Statute 19.85 (1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. If the Town goes into closed session, it will reconvene in open session before adjourning.

Motion to go into closed session to discuss the Town Administrator candidates, M. Anderson/ J. Carlson, 5 ayes, Motion Carried.

Motion to return to open session, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

3. Adjourn: Motion to adjourn, J. Carlson/ M. Anderson, 5 Ayes, Motion Carried. Adjourned at 3:56pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted, November 10, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE**

**REGULAR TOWN BOARD MEETING**  
**TUESDAY NOVEMBER 10, 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:** Lisa Potswald, Ben Schram (via telephone), Elected Clerk Micaela Montagne

**Public Present:** Paul Brummer, Charley Brummer

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

**I. Public Comment A\*:** Paul Brummer commented that he is available for discussion on item III. F. 1.

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

Motion to have agenda item IX. D. now, J. Carlson/ J. Patterson, 5 Ayes, Motion Carried.

**IX. Police Department**

D. Citizen Request to Park on Bell Street: Police Chief W. Defoe and Public Works Director B. Schram agree in not supporting the request and not changing the current Ordinance that does not allow parking on Bell Street from 2:30 to 5:30am. Discussion on how they see the convenience to the person making the request, however, it could make snow removal an issue. The Board agrees to *not* take any action to change the current ordinance.

**III. Public Works**

**A. Public Works Director**

1. Public Work Director's Report: Report prepared and presented by Ben Schram for October 2020 placed on file by Unanimous Consent. There was an increase in Big Bay Town Park campground reservations in 2020 by 22%.

**B. Roads**

**C. Parks**

1. WI Department of Natural Resources Grant Agreement for Town of La Pointe Big Bay Town Park Trail Rehabilitation: Motion to approve the grant agreement that includes a match of \$6,310.68, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

**D. Materials Recovery Facility (MRF):** Ben Schram thanked the Town Board for approving a purchase order to continue the clean up at the MRF.

**E. Airport**

1. Airport Manager's Report & Checklist: Report prepared by Paul Wilharm for October 2020 placed on file by Unanimous Consent.

**F. Greenwood Cemetery**

1. Sexton Compensation: Lisa Potswald recommends compensating the Sextons similar to the Fire Chief or Airport Manager: a monthly wage contingent upon actual work done. This would remove any payment based on burials. Paul Brummer is requesting \$5,000 annually

each for himself and the other Sexton, Charley Brummer. Discussion to include the sexton compensation in the discussion at the next budget meeting.

Motion to move all items of III. G. to after item XII. B., J. Patterson/ M. Anderson, 5 Ayes, Motion Carried.

#### **IV. Committees**

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

1. Planning and Zoning Administrator's Report: Report prepared by Ric Gillman through 11/5/2020 placed on file by Unanimous Consent.

B. Town Board Reviewing Minutes from Committees: Discussion on whether to have committee minutes on the agenda, including the Library Board minutes. Consensus to not have committee minutes listed on the agenda, only have specific agenda items on the agenda when necessary.

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

A. Budget Report: Motion to approve the budget report dated 11/7/2020 as presented, G. Carlson/ J. Carlson, 5 Ayes, Motion Carried.

B. Grant Updates: None other than those on the agenda.

C. Preparation for Town Administrator Interviews: The Board agrees that the questions and writing prompt they chose are okay.

D. Draft Employment Agreement with Town Administrator: Attorney Max Lindsey does not have any changes to form. The agreement only explains compensation, benefits, reporting, etc. as an at will employee and has many blanks that will be filled in once there is a candidate to negotiate with.

**VI. Alternative Claims:** Motion to approve Alternative Claims for October 2020 in the amounts of \$781,210.10, \$130,567.71, and \$3,126.67 for the Library, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

**VII. Treasurer's Report:** Motion to approve the Treasurer's report showing a total of \$2,10,340.09 and a total available checking of \$929,322.80, G. Carlson/ J. Carlson, 5 Ayes, Motion Carried.

##### **VIII. Minutes**

A. Special Town Board Meeting October 22, 2020

B. Special Town Board Meeting October 26, 2020

C. Regular Town Board Meeting October 27, 2020

D. Special Town Board Meeting October 28~~29~~, 2020

E. Special Town Board Meeting November 2, 2020

Motion to approve the minutes for the five meetings listed (one date was listed incorrectly), G. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

##### **IX. Police Department**

A. Police Chief's Report: Report prepared by William Defoe for October 2020 placed on file by Unanimous Consent.

B. Full Time Officer Wages: Will discuss at the next budget meeting.

C. Ferry Expense for Officer Vehicles: Discussion on paying for the personal vehicles for the officers and other Town staff who commute on the ferry during the winter during the pandemic for health and safety reasons. The Board hopes that the police officer schedule will have officers with shifts back to back so there are less trips on the ferry. Motion to approve paying for personal vehicles of commuting employees (not just officers) on the ferry this winter during the pandemic effective immediately until the Town rescinds the face-covering ordinance or the weather warms, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

## **X. Emergency Services**

A. Fire Chief's Report: Report prepared by Rick Reichkitzer for October 2020 placed on file by Unanimous Consent.

B. Updates on Construction of Emergency Services Building: Going well, waiting for Xcel Energy to finish installing the power.

C. Change Order #6 with Berghammer for Door Hardware Changes: Motion to approve the change order for \$614.00, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

D. Recommendation for a \$2,000 Bonus for Berghammer: The building was roughed in two days early. Motion ~~my~~ by M. Anderson to approve the bonus, second by J. Patterson. Further discussion on making sure the language in the contract is for a bonus now rather than at the end of construction. Motion to table the motion of approval until clarification, G. Carlson/ J. Carlson, 5 Ayes, Motion Carried.

E. Contract with Charlie's Locksmith Service LLC for Card Reader/Access System for the Emergency Services Building: waiting for publication of notice, item will be on a future agenda.

F. Assistance to Firefighters Grant Program, Covid-19 Supplemental Round 2: Lisa Potswald is working on the application for \$14,082.96 with a local match of only \$849.64. Motion to approve submitting the grant, J. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

**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. Kevin Wiggins Wisconsin Equal Rights Division Case No. CR202001411: Nothing at this time.

Motion to go to agenda item III. G, J. Patterson/ G. Carlson, 5 Ayes, Motion Carried.

## **III. Public Works**

### **G. Town Dock**

1. SmithGroup Billing Discrepancies for Dock Project \*\*\*

2. Change Order #4 with Wren Works \*\*\*

3. Certificate of Substantial Completion for Dock Project\*\*\*

\*\*\*The Town Board may go into closed session during the meeting for the purpose of conferring with legal counsel with respect to litigation in which it is or is likely to become involved in accordance with Wisconsin Statutes 19.85 (1)(g). After the completion of the closed session, the Board will come back into open session to act upon the discussion in the closed session or otherwise complete the business of the meeting before adjourning.

4. Town Dock Leases

This meeting may, upon duly made motion, be convened in closed session under State Statute 19.85 (1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.. If the Town goes into closed session, it will reconvene in open session before adjourning.

Motion to go into closed session to discuss items III. G. 1, 2, 3, 4 as detailed in the agenda, J. Carlson/ G. Carlson, All 5 Ayes, Motion Carried.

Motion to return to open session, J. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

5. Dock Lease with Nelson Construction: Motion to table, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

**XIII. New Agenda Items for Future Meetings:** Dock Issues, Dock lease, locksmith contract, budget.

**XIV. Adjourn:** Motion to adjourn, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried. Adjourned at 7:09pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted with two small typos corrected, November 24, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE**  
**SPECIAL TOWN BOARD MEEITNG**  
**Wednesday November 11, 2020**  
**5:00 pm at Town Hall**  
Approved Minutes

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

**Staff Present:** Lisa Potswald, Barb Nelson (via telephone), Ben Schram (via telephone), Elected Clerk Micaela Montagne

**Public Present:** Paul Brummer

I. Call to Order: 5:00pm.

II. Public Comment: None.

III. 2021 Budget Considerations: Changes have been made to the budget after the first round of workshops. Further discussion on possibly raising the police officer wages to \$25.00/ hour and \$25.50 for the Sargent position. Sexton compensation was also discussed, and it may become that the duties of the sexton get absorbed by the Public Works Department and the Clerical

Assistant (though the Board is still interested in compensating the current Sextons for the work done in 2020 as there were no burials). G. Carlson brought up that there is an overall structural deficit to the Town's operating budget, and it may be better for the Town to have part time employees. 2021 Budget may have to be reduced and will still have a levy increase. Public Works Director will remove a new full time parks position to part time, but leave one new full time position to cover maintenance as well as float between the departments. To get back down to the same budget level as 2020, the Town Board will have each department look at their operating budget and reduce to accommodate. Capital projects can remain and the Board will look at financing them.

IV. Schedule Budget Meetings: Wednesday November 18 at 5:00pm and Thursday November 19 at 4:00pm.

V. Public Comment: Paul Brummer commented on making sure the cemetery won't be neglected if the Sexton position is removed.

VI. Adjourn: Motion to adjourn, M. Anderson/ S. Brenna, 5 Ayes, Motion Carried. Adjourned at 6:01pm.

Submitted by Micaela Montagne, Town Clerk.  
Approved as submitted November 24, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE**  
**SPECIAL TOWN BOARD MEETING**  
**Town Administrator Candidate Interviews**  
**SATURDAY NOVEMBER 14, 2020**  
**8:30am at Town Hall**  
Approved Minutes

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

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

**Public Present:** Kevin Brunner from Public Administration Associates, Stephanie Hirsch, Linda Cadotte

Call to Order: 8:35am

1. Review Town Administrator Applications with Public Administration Associates and Conduct Interviews with Candidates

This meeting may, upon duly made motion, be convened in closed session under State Statute 19.85 (1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. If the Town goes into closed session, it will reconvene in open session before adjourning.

Motion to go into closed session as posted, M. Anderson/ S. Brenna, 5 Ayes, Motion Carried. 8:37am.

Motion to return to open session, S. Brenna/ J. Carlson, 5 Ayes, Motion Carried. 12:55pm

2. Next Steps in Town Administrator Hiring Process:

Motion to authorize Kevin Brunner to negotiate with the chosen Town Administrator Candidate, J. Patterson/ S. Brenna, 5 Ayes, Motion Carried.

3. Adjourn: Motion to adjourn, S. Brenna/ J. Carlson, 5 Ayes, Motion Carried. Adjourned at 12:55pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted November 24, 2020. M. Montagne, Town Clerk

**TOWN OF LA POINTE**  
**SPECIAL TOWN BOARD MEEITNG**  
**Wednesday November 18, 2020**  
**5:00 pm at Town Hall**  
Approved Minutes

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

**Staff Present:** Lisa Potswald, Barb Nelson (via telephone), Ben Schram (via telephone), Elected Clerk Micaela Montagne

**Public Present:** Charley Brummer, Paul Brummer

I. Call to Order: 5:00pm

II. Public Comment: Charley Brummer commented on the Sexton position and if the duties are absorbed by the Town staff, he hopes there aren't problems and the cemetery does not get neglected.

III. 2021 Budget Considerations: Discussion included borrowing for capital expenses, there is \$5,000 budgeted for Sexton compensation for 2021, moving the Rec Center bathroom remodel to 2021 instead of 2022, cutting police budget by \$13,000 to match 2020 figures, keeping the grader harness replacement, and adding new heat to the Town Hall meeting room. Fire Chief wage to remain at \$600/ month. The excess cash on hand at the end of 2020 will be used to balance the deficit in the 2021 budget. The Town Board will request a 5% increase in the tax levy which is over the allowable levy limit.



Motion to have agenda item V. prior to agenda item IV., S. Brenna/ J. Carlson, 5 Ayes, Motion Carried.

V. Public Comment: Paul Brummer commented on making sure the Town Staff know what they will be needing to do if the sexton position is removed. He also commented on the Library Gazebo.

IV. Review Town Administrator Candidate Job Requirements with Public Administration Associates and Determine Next Steps

This meeting may, upon duly made motion, be convened in closed session under State Statute 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. If the Town goes into closed session, it will reconvene in open session before adjourning.

Motion to go into closed session as posted, M. Anderson/ S. Brenna, 5 Ayes, Motion Carried.

Motion to return to open session, M. Anderson/ S. Brenna, 5 Ayes, Motion Carried.

The Town Administrator position will be reposted in early January.

VI. Adjourn: Motion to adjourn, S. Brenna/ J. Carlson, 5 Ayes, Motion Carried. Adjourned at 6:54pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted November 24, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE  
SPECIAL TOWN BOARD MEEITNG  
Thursday, November 19, 2020  
4:00 pm at Town Hall  
Approved Minutes**

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

**Staff Present:** Lisa Potswald, Barb Nelson (via telephone), Ben Schram (via telephone), Elected Clerk Micaela Montagne

I. Call to Order: 4:00pm

II. Public Comment: None.

III. 2021 Budget Considerations: Discussion included police department staffing after reducing the police budget. If changes need to be made next year, that will be okay as there are so many unknowns currently with Covid.

Discussion on lowering the amount exceeding the 2019 levy from 5% that was proposed in the documents to 2.5% and using more available cash on hand to cover the difference.

Discussion on how the meetings on December 7<sup>th</sup> will be conducted to accommodate social distancing: 10 people will be able to be in the meeting room, another 10 in the office area of

Town Hall with a liaison to help facilitate, and if there are additional people who want to be present, there will be overflow at the Library. A phone number for call in will also be available. It may take more time to get through everything with people spread out and on the phone, but we can do it to keep everyone safe and still approve the levy.

IV. Resolution #2020-1119: Proposing to Exceed Tax Levy Limit- 2020 Tax Levy, Payable 2021: Barb Nelson reran the figures to accommodate a 2.5% increase over last year's levy. It will be 2.949% over the allowable levy for this year which is a dollar amount increase of \$52,963 and a total levy amount of 1,848,651. Motion to approve Resolution #2020-1119 proposing to exceed the tax levy limit (2020 Tax Levy, Payable 2021) by 2.95%, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

V. Public Comment: None.

VI. Adjourn: Motion to adjourn, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried. Adjourned at 4:45pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted November 24, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE  
REGULAR TOWN BOARD MEETING  
TUESDAY NOVEMBER 24, 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:** Lisa Potswald, William Defoe (via telephone), Elected Clerk Micaela Montagne

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

**I. Public Comment A\*:** None.

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

**III. Public Works**

**A. Roads:** Nothing to report

**B. Parks:** Nothing to report

**C. Materials Recovery Facility (MRF)**

1. Retirement of MRF Supervisor: Motion to accept Ted Pallas' retirement date as March 25, 2020, J. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

2. Extension of Vacation Hours Request from Ted Pallas: T. Pallas decided not to submit the request.

#### **D. Greenwood Cemetery**

1. Contract with Brummer Company for Sexton Services: Motion to table, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

Motion to move agenda items in III. E. to after item X., M. Anderson/ J. Patterson, 5 Ayes, Motion Carried.

#### **IV. Committees**

**A. Planning and Zoning:** Nothing to report

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

A. Accounting Administrator's Report Motion to approve the report for November 2020 prepared by Barb Nelson, G. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

B. Grant Updates: the Solar CBI grant is in the works.

C. Town Board Agenda Order Policy Changes: discussion about switching to have the lawsuits and legal agenda item near the end of the meeting as they often have closed sessions. Motion to approve the updates to the Agenda Order policy as presented (removing library minutes and MRF supervisors report) and switch items 13 and 14, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

D. Town Administrator Hiring Process: the job posting for Town Administrator will be reposted as the final candidate from the last round withdrew their application. The whole process will begin again in early January and hopefully have a hiring in April so the current Town Board will be involved in the process.

#### **VI. Minutes**

A. Regular Town Board Meeting November 10, 2020: two small typos to correct; not instead of no in item IX and by not my in item X. D.

B. Special Town Board Meeting November 11, 2020

C. Special Town Board Meeting November 14, 2020

D. Special Town Board Meeting November 18, 2020

E. Special Town Board Meeting November 19, 2020

Motion to approve all five minutes, G. Carlson, S. Brenna, 5 Ayes, Motion Carried.

#### **VII. Emergency Services**

A. Ambulance Director's Report: Report prepared by Cindy Dalzell for November 2020 placed on file by Unanimous Consent.

B. Joint Powers Agreement between Ashland County and the Town of La Pointe: for all 911 Emergency Services: Motion to approve having the Town Chair sign the agreement, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

C. Updates on Construction of Emergency Services Building: Things are going well.

D. Change Order #1 with Midland Services for Installation of Propane Tanks for the Emergency Services Building: Motion to approve the change order for \$511.60, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

E. Sale of 2007 Lifeline Ambulance E450: the ambulance is currently with Pomasl who will broker the sale as it is in good condition and still usable as an ambulance. Motion to approve selling the 2007 Lifeline Ambulance, J. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

F. MMC Community Support Grant Application for Emergency Services Health and Wellness Program Purchase: for a treadmill. Motion to approve the grant application for \$1,945.50, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

G. Recommendation for a \$1,000 Bonus for Berghammer: Motion to approve the bonus, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

H. Contract with Charlie's Locksmith Service LLC for Card Reader/Access System for the Emergency Services Building: contract for \$11,000 will provide key fobs emergency services personnel. Discussion on having one door with a push button code entry as well. Motion to approve the contract, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

### **VIII. Police Department**

A. Citizen Request to Park on Bell Street: Both W. Defoe and B. Schram are not in favor of granting the request. Motion by G. Carlson to table indefinitely but further discussion on taking action. Motion to deny the request for an ordinance change for parking on Bell Street, G. Carlson/ J. Carlson, 5 Ayes, Motion Carried.

B. Police Department Staffing and Budget: Discussion with W. Defoe on keeping a reduced budget for now but revisiting it before summer or when Covid allows for activity to pick up.

**IX. Public Comment B\*\*:** G. Carlson noticed the second typo in the November 10<sup>th</sup> minutes.

### **X. Lawsuits & Legal Issues**

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

B. Kevin Wiggins Wisconsin Equal Rights Division Case No. CR202001411: Nothing at this time.

### **III. Public Works**

#### **E. Town Dock**

Motion to go into closed session to talk with the attorney on items 1, 2, 3, M. Anderson/ S. Brenna, 5 Ayes, Motion Carried.

Motion to return to open session, S. Brenna, J. Carlson, 5 Ayes, Motion Carried.

1. SmithGroup Billing Discrepancies for Dock Project \*\*\*: Motion to table (and also table items 4 and 5), S. Brenna, G. Carlson, 5 Ayes, Motion Carried.

2. Change Order #4 with Wren Works \*\*\*: Motion to approve the outstanding issues with WrenWroks as detailed in the 11/24/2020 12:26pm email from Attorney Max Lindsey (includes both the change order issue as well as the certificate of substantial completion), J. Patterson/ S. Brenna, 5 Ayes, Motion Carried.

3. Certificate of Substantial Completion for Dock Project\*\*\*: see above

\*\*\*The Town Board may go into closed session during the meeting for the purpose of conferring with legal counsel with respect to litigation in which it is or is likely to become involved in accordance with to Wisconsin Statutes 19.85 (1)(g). After the completion of the closed session, the Board will come back into open session to act upon the discussion in the closed session or otherwise complete the business of the meeting before adjourning.

4. Town Dock Leases: tabled in previous motion.

This meeting may, upon duly made motion, be convened in closed session under State Statute 19.85 (1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. If the Town goes into closed session, it will reconvene in open session before adjourning.

5. Dock Lease with Nelson Construction: tabled in previous motion.

**XI. New Agenda Items for Future Meetings:** Sexton contract, fee schedule

**XII. Adjourn:** Motion to adjourn, S. Brenna/ J. Carlson, 5 Ayes, Motion Carried. Adjourned at 6:40pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted December 8, 2020. M. Montagne, Town Clerk.

**TOWN OF LAPOINTE  
PUBLIC HEARING:  
2021 BUDGET  
MONDAY, DECEMBER 7, 2020  
5:00 PM AT TOWN HALL  
Approved Minutes**

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

**Public Present** in person and via telephone as per attached sign-up sheet (27 people total including Town Board).

**I. Call to Order:** 5:00pm

**II. The purpose of this Public Hearing is to discuss the 2021 proposed budget:**

Mike Starck read some questions and comments including Bayfield School District levy increase, the amount of excess cash at the end of 2020, police salaries are low, new Town Administrator salary too high. He also mentioned that he will be making a motion to keep the levy at the state allowable limit.

Mary Ross questioned the loan for the Emergency Services Building which will have a balloon remainder after 10 years.

Steve Lennick mentioned raising the Clerk and Treasurer wages- This can happen at an Annual Town Meeting or be an agenda item at a Special Town Meeting.

**III. Adjourn:** Motion to adjourn, M. Anderson/ G. Carlson, 5 Ayes, Motion Carried. Adjourned at 5:24pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted (one tiny typo corrected), December 22, 2020.

M. Montagne, Town Clerk.

**TOWN OF LA POINTE**  
**SPECIAL TOWN BOARD MEETING**  
**MONDAY, DECEMBER 7, 2020**  
Immediately following a Special Town Meeting  
Regarding the 2021 Budget  
At Town Hall  
**Approved Minutes**

**Town Board Members Present via Teleconference:** Jim Patterson (in person), Michael Anderson, Sue Brenna, Glenn Carlson, John Carlson

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

**Public Present:** Mary Ross

**I. Call to Order:** 5:52pm.

**II. Discuss & finalize the 2021 Budget per the tax levy, voted by the Townspeople.**

Motion by Glenn Carlson to adopt the proposed 2021 budget with one change: to increase the amount of cash applied by \$52,963 as the approved levy was reduced by that much. Second by Mike Anderson, 5 Ayes, Motion Carried.

**III. Adjourn:** Motion to adjourn, G. Carlson/ M. Anderson, 5 Ayes, Motion Carried. Adjourned at 5:54pm.

Submitted by Micaela Montagne, Town Clerk

Approved as submitted, December 22, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE**  
**REGULAR TOWN BOARD MEETING**  
**TUESDAY DECEMBER 8, 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:** Lisa Potswald, Cindy Dalzell (via telephone), Rick Reichkitzer, Elected Clerk Micaela Montagne

**Public Present:** Charley Brummer, Paul Brummer, Christian Overland

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

**I. Public Comment A\*:** Clerk Montagne mentioned that a call was received stating that if a new Special Town Meeting was called, the clerk and treasurer wages could be placed on the agenda as well.

**II. Town Administrator's Report:** Report prepared and presented by Lisa Potswald dated December 4, 2020 placed on file by Unanimous Consent.

Motion to have agenda item X. F. now, J. Patterson/ G. Carlson, 5 Ayes, Motion Carried.

**X. Emergency Services**

F. Emergency Services Building Furniture Package Contract with Duet Resource Group/DJMI: Discussion on the cost of \$29,874.85 being high for outfitting the building (tables and chairs for training room, desks and office furniture, as well as police day and dorm rooms). Cindy Dalzell explained why this company and items were chosen as they are commercial grade, durable, easy maintenance and guaranteed. Discussion on removing the police items from the list as the department has stated that they can find their own furniture (this would reduce the amount by \$7,355.85). Motion to approve the package less the amount for the police (a new total of \$22,519) and if Cindy can find anything less expensive, she has the flexibility to do so, G. Carlson/ S. Brenna, 3 Ayes, 2 Nays (M. Anderson and J. Carlson), Motion Carried.

**III. Public Works**

A. Public Work Director's Report: Report prepared by Ben Schram for November 2020 placed on file by Unanimous Consent.

B. Roads, Dock and Harbor

1. Facilities Manager Job Description: Motion to approve as presented, G. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

2. Facilities Manager Job Posting: Motion to approve, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

3. Rates from Nelson Construction Co. for 2020-2021 Ice Road Plowing and Maintenance: rates up slightly from last year. Motion to approve, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

Motion to move agenda items III. B. 4, 5, 6 to after agenda item XII., G. Carlson/ J. Carlson, 5 Ayes, Motion Carried.

C. Parks

D. Materials Recovery Facility (MRF)

E. Airport

1. Airport Manager's Report & Checklist: Report prepared by Paul Wilharm for November 2020 placed on file by Unanimous Consent.

2. Request for FAA Approval for Transfer of Entitlements: Money can come back to the Town when there is a project to complete. Motion to approve, J. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

3. Airport Liability Insurance Coverage: Same rate as 2019, \$1,519. Motion to approve, J. Patterson/ J. Carlson, 5 Ayes, Motion Carried.

F. Greenwood Cemetery

1. Sexton Job Description: Motion to approve, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

2. Hire Sexton(s): Motion to hire Paul Brummer and Charley Brummer as the Cemetery Sextons with a rate of \$200/ month beginning January 1, 2021, J. Carlson/ G. Carlson, 5 Ayes, Motion Carried.

3. Sexton Compensation: Nothing for 2020, but to make sure that the Cemetery gets a maintenance-free shed in 2021.

#### **IV. Committees**

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

1. Planning and Zoning Administrator's Report: None. Ric Gillman will do a year end report.

2. Recommendation from Town Plan Commission: Certified Survey Map Application Parcel #014-00200-3600 located at 446 Old Fort Rd. and #014-00206-2940, Ron Crofoot, Owner: Motion to approve, G. Carlson/ J. Patterson, 5 Ayes, Motion Carried.

##### **B. Winter Transportation Committee**

1. 2020-2021 Cooperative Agreement: Town of La Pointe and Madeline Island Ferry Line: Motion to approve and have the Town Chair sign, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

2. 2020-2021 Cooperative Agreement: Town of La Pointe and Bayfield School District: Motion to approve and have the Town Chair sign, J. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

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

A. Budget Summary Report: Motion to approve the report dated 12/6/2020, G. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

B. Grant Updates: None.

C. Resolution #2020-1208: 2021 Fee Schedule: Discussion on increasing the Special Event permit fee from \$75.00 to \$150.00. Motion to approve the 2021 Fee Schedule Resolution 2020-1208 with the additional change of increasing the special event permit fee, J. Carlson/ G. Carlson, 5 Ayes, Motion Carried.

D. Attachment 'D' to Compensation Resolution #2019-1230: Motion to approve, J. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

E. Horton Group/ Gladfelter Insurance Proposal for 2021: Motion to approve annual insurance (\$71,534). G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

F. Workers Compensation Insurance for 2021: Motion to approve (\$46,750), G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

G. Winter Transportation Agreement Between the Town of La Pointe, Windsled Transportation Inc and Madeline Island Transportation LLC: Not available, Motion to table, S. Brenna/ M. Anderson, 5 Ayes, Motion Carried.

H. Open Bids for Town Vehicle Sale: None received. Motion to move item V. I. with the other closed session items before item XIII. G. Carlson/ J. Patterson, 5 Ayes, Motion Carried.

J. Finalize 2021 Budget: N/A

K. Madeline Island Historical Museum 2021 Closure: The museum will be closed in 2021 because of lost revenue due to Covid. There is a trust that helps fund the Museum that also ensures Island residents/ voters have free access to the museum. The trust money is still being drawn from by the State in 2021 even though the museum will be closed. Discussion with Christian Overland of the Wisconsin Historical society about the issue, Overland stated that the



money drawn will stay on the island, to help with maintenance etc. Further discussion on the Town having a stronger relationship with the Historical Society.

L. Call a Special Town Meeting to Re-Approve the 2020 Total Town Levy to be Collected in 2021 Pursuant to Sec. 60.10(1)(a) Wisconsin Statutes: At the Special Town Meeting held on December 7, 2020, someone inquired about approving a lower levy limit than the state allowable limit, it was stated a lower limit could not be approved, but this is not the case. Because of this technicality, the Board discussed having a new public hearing and special town meeting which would have to be posted for at least 15 days. Also discussion on who is a qualified elector and allowed to vote at Town Meetings (not just a property owner, but must be eligible to vote). Motion to have a new Town Meeting on December 23, 2020 at 8:00am, M. Anderson/ G. Carlson, 5 Ayes, Motion Carried.

**VI. Alternative Claims:** Motion to approve Alternative Claims for November 2020 in the amounts of \$208,416.11, \$262,625.17, and \$2,960.06 for the Library, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

**VII. Treasurer's Report:** Motion to table the report, J. Carlson/ G. Carlson, 5 Ayes, Motion Carried.

### **VIII. Minutes**

A. Regular Town Board Meeting November 24, 2020: Motion to approve minutes as submitted, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

### **IX. Police Department**

A. Police Chief's Report: Report prepared by William Defoe for November 2020 placed on file by Unanimous Consent.

### **X. Emergency Services**

A. Fire Chief's Report: Report prepared and presented by Rick Reichkitzer for November 2020 placed on file by Unanimous Consent.

B. Updates on Construction of Emergency Services Building: the pump for the fire suppression was damaged during shipping and a new one is on its way. Otherwise things are going well.

C. Wisconsin Service Award Program for Fire/ EMS Volunteers Update and Contribution: Motion to approve \$414.90 per volunteer for 2021, J. Carlson/ G. Carlson, 5 Ayes, Motion Carried.

D. MMC Community Support Grant Award for Emergency Services Health and Wellness Program Purchase: The Town received \$1,945.50 to purchase workout equipment for the Emergency Services Building. Motion to approve signing the thank you letter for the grant donation, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

E. Occupancy Certificate for Emergency Services Building Equipment Bays: the vehicles will be able to move into the new building but will wait until all is ready. Motion to have the Town Chair sign the certificate, J. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

G. Ice Rescue Memorandum of Understanding Between the Town of La Pointe Ice Rescue and Windsled Transportation Inc.: Not ready, will be on the next agenda.

**XI. Public Comment B\*\*:** Paul Brummer commented on the chairs in the old Fire Hall were good, made in the US and were not expensive. He also commented on eligible voters at Town Meetings.

John Carlson stated happy retirement to Leroy Dahlin.

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

A. William Defoe vs. Town of La Pointe, Case No. 19CV57: Nothing to report.

B. Kevin Wiggins Wisconsin Equal Rights Division Case No. CR202001411: Nothing to report.

Motion to go into closed session to discuss items III. B. 4, 5, and V. I., J. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

## **III. Public Works**

B. Roads, Dock and Harbor

4. SmithGroup Billing Discrepancies for Dock Project

The Town Board may go into closed session during the meeting for the purpose of conferring with legal counsel with respect to litigation in which it is or is likely to become involved in accordance with to Wisconsin Statutes 19.85 (1)(g). After the completion of the closed session, the Board will come back into open session to act upon the discussion in the closed session or otherwise complete the business of the meeting before adjourning.

5. Town Dock Leases

This meeting may, upon duly made motion, be convened in closed session under State Statute 19.85 (1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. If the Town goes into closed session, it will reconvene in open session before adjourning.

6. Dock Lease with Nelson Construction

## **V. Town Hall Administration**

I. Partial Release of Judgment Michael Mattingly Properties 014-00208-0600 and 014-00208-0300

The Town Board may go into closed session during the meeting for the purpose of conferring with legal counsel with respect to litigation in which it is or is likely to become involved in accordance with to Wisconsin Statutes 19.85 (1)(g). After the completion of the closed session, the Board will come back into open session to act upon the discussion in the closed session or otherwise complete the business of the meeting before adjourning.

Motion to return to open session, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

**XIII. New Agenda Items for Future Meetings:** Tabled and ongoing items; Winter Transportation Agreement, Ice Rescue Agreement, Treasurer's Report, Museum closure updates, dock issues, Mattingly Property.

**XIV. Adjourn:** Motion to adjourn, S. Brenna/ M. Anderson, 5 Ayes, Motion Carried. Adjourned at 7:34pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted December 22, 2020. M. Montagne, Town Clerk.

**TOWN OF LA POINTE**

**SPECIAL TOWN BOARD MEETING**  
**Wednesday, December 16, 2020**  
**4:00 pm at Town Hall**  
Approved Minutes

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

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

I. Call to Order: 4:00pm

II. Public Comment: None.

III. Preparation for New Budget Public Hearing and Special Town Meeting: Because of the do-over, the Board wants to present some information to the Public on who is a qualified elector and thus able to vote at Town Meetings as well as levy limit information and what may happen if a reduced levy amount is approved. Jim Patterson will provide the information at the meeting.

IV. Emergency Services Building Furniture Package Contract with Duet Resource Group/DJMI: Contract cost of \$24,998.35 has increased from previous discussion as the Fire department and Ambulance Services added more tables and chairs back in and will cover the additional cost with their designated funds. Motion to approve the contract, G. Carlson/ S. Brenna, 3 Ayes, 2 Nays (M. Anderson, J. Carlson), Motion Carried.

V. Contract with Superior Tech Services LLC for Technology Package at the Emergency Services Building: Motion to approve the contract for \$10,567.00, G. Carlson/ S. Brenna, 5 Ayes, Motion Carried.

VI. Adjourn: Motion to adjourn, J. Carlson/ M. Anderson, 5 Ayes, Motion Carried. Adjourned at 4:22pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted December 22, 2020. M. Montagne, Town Clerk.