

(5)TB, Lisa, Barb, Micaela,
+ 1
Public

TO: Town Board

FROM: Lisa Potswald

RE: Town Administrator's Report

DATE: April 9, 2021

DATES OF REPORT: March 20, 2021 through April 9, 2021

1. Accomplished/Completed

2. Coming Up/Working On

- Fire Recovery/Rebuilding
- Cell Tower
- Updating Ordinances
- Personnel Policy
- 2021 Capital Projects (Town Hall, Library, Passenger Shelter)
- Personnel Matters
- Emergency Operations Plan
- COVID-19
- Public Arts Project
- Town Administrator

3. Town Board Agenda – Information/Comments

- Ordinance 2020-01: AN ORDINANCE CREATING "FACE COVERING REQUIREMENTS DURING THE COVID-19 PANDEMIC. Please see separate memo.
- Hire Summer Staff. See separate memo and motion to hire forms.
- Personal Vehicle Use Policy. See separate memo and policy.
- Salary Increase When No Town Insurance. See separate memo.
- Consider and Sign Substantial Completion Forms for ESB. See separate memo.
- Contract with On the Rock Roofing to Install Flooring in the Town Hall. You have received a copy of the contract; we recommend approval. Work will begin in May as soon as the interior painting is done.

4. Follow Up on Previous/Ongoing Projects

5. Grant Report

- Nothing to report.

6. Lawsuits/Legal Issues

- Town Board members have been advised of any updates.

7. Comments/Other Information

- Please see attached draft Orientation plan for new Town Administrator. Please feel free to modify.
- I will be on vacation beginning Monday, April 12 and back on Friday, April 23. I can be reached by email/text/telephone.
- The Town Hall will be in disarray while painting and flooring is happening. Please call the 715-747-6913 number with any questions. Dorgene is coordinating day to day activities onsite.

RECEIVED

APR 7 2021

Initial: ds

(5)TB, Lisa, Barb, Micaela,
+1
Ben, Public

March 2021 Public Works Report

Roads/Equipment

- The first week of March saw temperatures in the 40's and the roads and ditches began to melt quickly.
- The seasonal load limits went into effect just as the ice road and 'crack lot' officially closed on March 8th.
- The newly purchased hot water pressure washer and steam cleaner was used periodically throughout a three-week period to clear frozen and plugged culverts. I believe our culvert clearing efficiency has increased by about 300%. This machine has proved to be the best we could possibly hope for with this application. One afternoon alone Evan and Pete steamed 4 culverts on the north end in a 3-hour period, which has never been possible before.
- There are many failed or failing culverts around the island that the crew and I are very aware of. We will be replacing the worst of the worst as soon as the frost allows.
- Plows were taken off the pick-ups and the 2-ton sander was put up for the season.
- The crew spent the better part of a day cutting back extensive and dangerous hanging limbs from the cottonwood trees lining Mission Hill. There are still many more, but we made a good effort getting the ones most likely to fall onto the road and clip truck mirrors.

Parks

- Park related activity for March included planning for big projects, completing inventory, staff hiring and planning, and continued repairs when possible. Next month will be very active as we ready the Park system for a busy season.

MRF

- The MRF continues to move forward with improvements, including partnering with St. Johns to open 'The Island Closet' in the old firehall garage, the likelihood of purchasing a rust-free hook lift truck from a southern state, and continued upgrades to the infrastructure and site.

Misc.

- Joe and Evan did a fantastic job cleaning up the extensive stump and brush piles at the entrance to Ashland County's north end pit. That job has been on our list for at least 2 years, and the temps and snow cover allowed for an overdue clean-up operation.

Happy Spring,
Respectfully submitted,
Ben Schram, Public Works Director

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APR 8 2021

Initial: cg

(5) TB, Lisa, Barb, Micaula,
+1
Ben, Public

TO: Town Board

FROM: Lisa Potswald
Ben Schram

RE: Summer Hire Recommendations

DATE: April 5, 2021

We recommend hiring the following staff for the spring/summer/fall of 2021:

Position	Name	Per Hour Salary	Total Hours	Start/End Dates
Camp Host 1	Rand Moore	\$16.32	850	5/14/21 – 10/11/21
Camp Host 2	Irvin Snyder	\$15.00	600	5/14/21 – 9/9/21
Camp Assistant	Fern Langenberger	\$13.26	800	5/14/21 – 10/11/21
Parks 1	Dick Hardie	\$18.36	940	5/3/21 – 10/11/21
Parks 2	Ciara Wiggins	\$16.32	1140	4/14/21 – 10/15/21
Parks 3	Vacant - repost			

The hours reflected above are maximum number of hours projected. Each worker's hours will be adjusted accordingly as Ben sees necessary. Please see attached motions to hire.

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APR 5 2021

Initial dg

MOTION TO HIRE EMPLOYEE

TOWN BOARD MEETING DATE: April 13, 2201

Job Title Campground Assistant

Department Public Works - Parks

I make a motion to hire (name) Fern Langenberger as (job title)
Campground Assistant at \$ 13.26 per hour for 800 hours per
week with a start date of May 14, 2021 and will end on October 11, 2021
unless otherwise determined by the Department Head.

This is a PART-TIME/SEASONAL position.

NOTE: This form should be completed and distributed to the Town Board prior to each hire being on the Town Board agenda.

MOTION TO HIRE EMPLOYEE

TOWN BOARD MEETING DATE: April 13, 2201

Job Title Campground Host 2

Department Public Works - Parks

I make a motion to hire (name) Irvin Snyder as (job title)
Campground Host 2 at \$ 15.00 per hour for 600 hours per
week with a start date of May 14, 2021 and will end on September 9, 2021
unless otherwise determined by the Department Head.

The Town of La Pointe agrees to provide one ferry card for one round trip per work week for the
Campground Host and vehicle, not to exceed \$800.

This is a PART-TIME/SEASONAL position.

NOTE: This form should be completed and distributed to the Town Board prior to each hire being
on the Town Board agenda.

MOTION TO HIRE EMPLOYEE

TOWN BOARD MEETING DATE: April 13, 2201

Job Title Campground Host 1

Department Public Works - Parks

I make a motion to hire (name) Rand Moore as (job title)
Campground Host 1 at \$ 16.32 per hour for 850 hours per
week with a start date of May 14, 2021 and will end on October 11, 2021
unless otherwise determined by the Department Head.

The Town of La Pointe agrees to provide one ferry card for one round trip per work week for the
Campground Host and vehicle, not to exceed \$1,200.

This is a PART-TIME/SEASONAL position.

NOTE: This form should be completed and distributed to the Town Board prior to each hire being
on the Town Board agenda.

MOTION TO HIRE EMPLOYEE

TOWN BOARD MEETING DATE: April 13, 2201

Job Title Parks 2

Department Public Works - Parks

I make a motion to hire (name) Ciara Wiggins as (job title)

Parks 2 at \$ 16.32 per hour for 1140 hours per week with a start date of April 14, 2021 and will end on October 15, 2021 unless otherwise determined by the Department Head.

This is a PART-TIME/SEASONAL position.

NOTE: This form should be completed and distributed to the Town Board prior to each hire being on the Town Board agenda.

MOTION TO HIRE EMPLOYEE

TOWN BOARD MEETING DATE: April 13, 2201

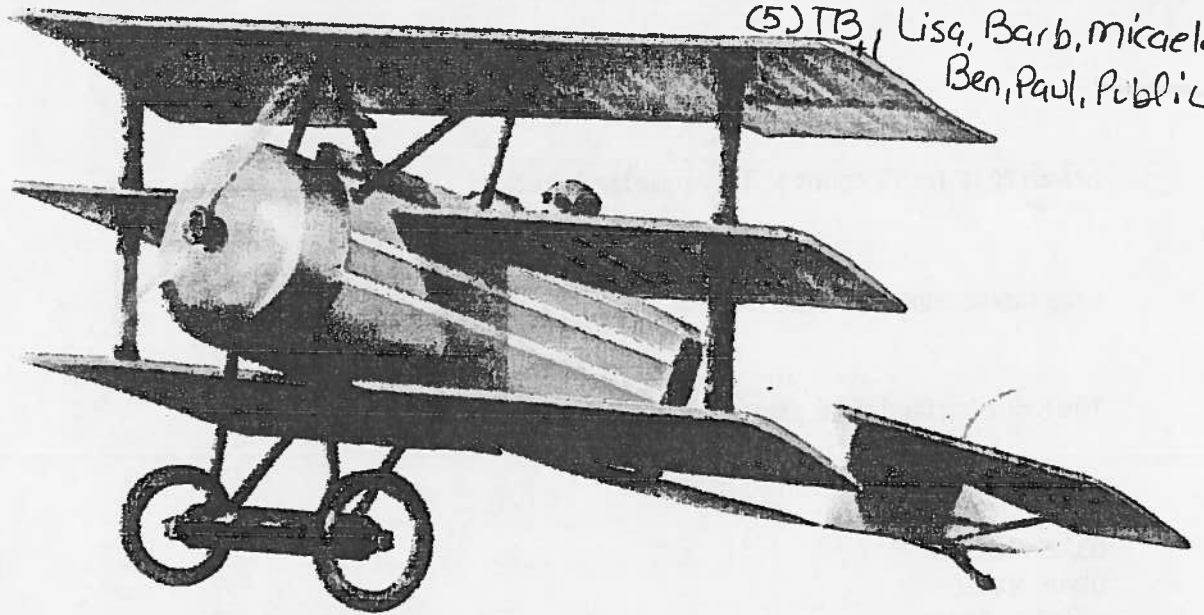
Job Title Parks 1

Department Public Works - Parks

I make a motion to hire (name) Dick Hardie as (job title)
Parks 1 at \$ 18.36 per hour for 940 hours per
week with a start date of May 3, 2021 and will end on October 11, 2021
unless otherwise determined by the Department Head.

This is a PART-TIME/SEASONAL position.

NOTE: This form should be completed and distributed to the Town Board prior to each hire being on the Town Board agenda.



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

Major Gilbert Field (4R5)

To: Town Board

From: Paul Wilharm

Date: 04/06/21

Re: Monthly report for March 2021

During the month of March our airport was issue free !

Attached are logs / checklists

Thanks !

Paul

Cover + 3

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APR 6 2021

Initial dg

March 2021 Traffic count and revenue log / checklist

Drop box receipts \$ 15.00

The following filed flight plans:

**03/01 N868AT
03/05 N192AF
03/06 N441DP
03/06 CAP4830
03/08 N85BW
03/14 N4100Q
03/19 N192AF
03/20 N98320
03/26 N192AF
03/28 N7114J**

See attached sign in sheet (s) for additional traffic counts

Available Reports		5 total records				
Civil Airport Coordination Report		Reference...	NOTAM N...	NOTAM Text	Designator	Re
Civil Airport NOTAM Report		58849861	03/004	IGRB 03/004 4R5 RWY 04 FICON 3/3/3 75 PCT COMPACTED SN OBS AT 2103011558. 2103011558-2...	4R5	Pa
NOTAM Action Report		60003663	03/247	IGRB 03/247 4R5 RWY 04 PAPI U/S 2103171942-2103311942	4R5	Pa
USNS NOTAM Action Report		60003693	03/247	IGRB 03/247 4R5 RWY 04 PAPI U/S 2103171942-2103311942	4R5	Pa
xSnowIssues		60102593	03/361	IGRB 03/361 4R5 RWY 04 FICON 1/1/1 100 PCT ICE OBS AT 2103281429. 2103281429-2103291429	4R5	Pa
		60102593	03/361	IGRB 03/361 4R5 RWY 04 FICON 1/1/1 100 PCT ICE OBS AT 2103281429. 2103281429-2103291429	4R5	Pa

Filter Name	Filter Value
Location	4R5
Status	Active,Cancelled,Expired
Keyword	
Date Range (Start)	03/01/2021
Date Range (End)	03/31/2021

3/21 NOTAM

3/21 Terminal log

WELCOME TO 4RS

DATE	PILOT'S NAME	N-NUMBER	NUMBER ABOARD	BUSINESS/ PLEASURE	FLIGHT ORIGIN	CONTACT
2/2	John Nielsen	N170KLU	2	P	KLIC	415-559-6512
2/8	Nathan Sayre	N85BW	3	P	KBAC	701-840-0245
2/8	Maciek	N192AF	2	P	KSB	on file
2/12	D. DORRERS	N363DS	1	P	KRCK	
3/13	TERRY TICHENOR	N9054C	2	P	KBRD	7812730258
3/14	Bill Stewart	N4100G	2	P	K21D	6126187987
3/16	D. DORRERS	N363DS	2	P	KRCK	
3/19	Mike Hilger	N207AM	1	P	KSGS	612-414-9128
3/20	NIKI GRASINS	N9300	4	P	KPCZ	310-558-6082
3/22	Adam Lucie	N7448J	2		KMIL	763-913-8259
3/27	Scott Rehler	N3228Y	3	P	KFCV	909-9091613

(5) TB, Lisa, Barb, Micaela,
+1 Ric, Public

Date: April 8, 2021

To: Town Board

From: Dorgene Goetsch, Clerical Assistant

Re: Appoint members to Town Plan Commission (TPC)
Agenda item for the April 13, 2021 Town Board Meeting

The following terms on the TPC will expire on April 30, 2021:

Suellen Soucek: Suellen indicated she would like to serve another 3-year term

Mike Starck: Mike indicated he would like to serve another 3-year term

Bill Fennell submitted an application from the posting that was posted from 3/16/21 – 4/2/21. His application is attached for your review.

At the 4/7/21 TPC meeting the following recommendations were made;

a. Recommendation to the Town Board for appointment of Town Plan Commissioners to fill vacancies of terms expiring 4/31/21.

Peters motions to recommend to the Town Board that the current Commissioners (Starck and Soucek) to continue on the Town Plan Commission, Wilharm seconds, 4 Ayes, 1 abstain (MS) motion carries.

Peters motions to recommend to The Town Board that Soucek continue as Chair of the TPC, Dobson seconds, 5 Ayes, motion carries.

These new terms will expire April 30, 2024.

Thank you,

Dorgene

Current Member List

TOWN PLAN COMMISSION

Established for the purpose of promoting compatible development, aesthetics, stability of property values and to prevent impairment of depreciation of existing developments.

3 Year Staggered Terms, 5 Members, established under WI Stats Section 60.62.

Official Oath to be taken within five (5) days of receiving notice of appointment as per WI Stat Section 19.01 and 60.31.

TOWN PLAN COMMISSION MEMBERS:

Name:	Term Expires:
Suellen Soucek, Chair	April 30, 2021
Mike Starck	April 30, 2021
Samantha Dobson	April 30, 2022
Jim Peters	April 30, 2023
Paul Wilharm	April 30, 2023



TOWN OF LA POINTE, MADELINE ISLAND

Application to Serve on a Board and/or Committee

Complete and return to the Town Hall, PO Box 270 or email to clerk@townoflapointewi.gov

1. Please select the board and/or committee that you wish to be considered for appointment to (you may select more than one)

- Zoning Board of Appeals*
- Madeline Island Public Library Board
- Town Plan Commission*
- Madeline Sanitary District Board**
- Winter Transportation Committee
- Public Arts Committee
- Energy Committee
- Board of Review Alternate*
- Community Awards Committee
- Election Officials*
- Harbor Committee
- Other: _____

*Members receive compensation for meeting attendance
** Members receive monthly compensation

2. Personal Information

Bill Fennell Name 1/28/21 Date

P.O. Box 137, La Pointe, WI, 54850 Mailing Address

____ Phone (Daytime) _____ Phone (Evening) _____ Email Address

Town Resident? Full-time Part-time Other

3. Have you served on any other Town boards/committees in the past? YES NO

If yes, what boards or committees? Zoning and Planning Boards, Sub committees, 13 yrs. experience

4. What are your reasons for seeking an appointment to the board(s)/committee(s) you have selected above?

As a member of this community I wish to participate in civic government

5. Why would you be an asset to the board(s)/committee(s) you have selected above?

I am objective, understand ordinances and regulations and understand a compromise approach to civic government.

I am aware of the required time commitment (see back) for the board(s)/committee(s) I have selected above.

Yes

William F. Fennell Print Name

William F. Fennell Signature 1/28/21 Date

dg, okf

ASHLAND COUNTY CERTIFIED SURVEY MAP NO. _____

OUTLOT 1 OF CSM NO. 305, RECORDED IN VOLUME 2 OF CSM ON PAGES 148-149, AS DOCUMENT NO. 261184 AND OTHER LANDS LOCATED IN GOVERNMENT LOT 1 AND 2 AND THE SE 1/4 OF THE SE 1/4 OF SECTION 20, T. 50 N., R. 3 W., IN THE TOWN OF LAPOINTE, ASHLAND COUNTY, WISCONSIN



BEARINGS ARE BASED ON THE SOUTH LINE OF THE SE 1/4 OF SECTION 20, BEING N 89°33'18" W

LINE TABLE

LINE	BEARING	DISTANCE	RECORDED DATA
L1	N 00°40'26" E	72.73'	N 00°39'11" E, 72.77'
L2	S 00°56'03" W	77.78'	N 00°42'00" E, 76.52'
L3	S 67°49'48" E	31.87'	S 65°33'08" E, 32.22'
L4	S 00°41'37" W	31.10'	S 00°42'00" W, 31.00'
L5	S 68°37'49" W	31.89'	S 68°28'22" W, 31.86'
L6	S 00°39'41" W	58.90'	N 00°42'00" E, 58.78'

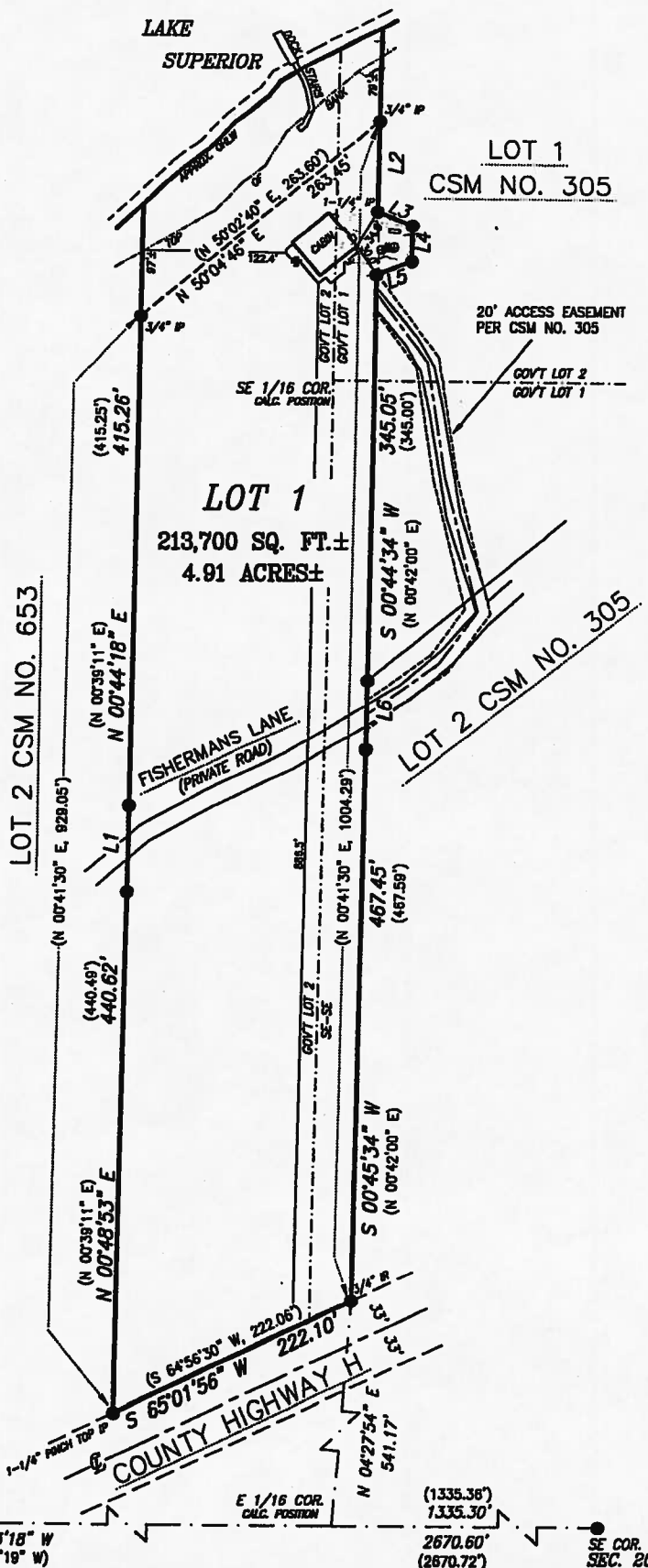
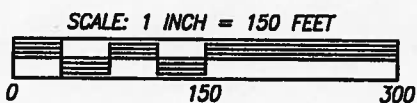
NOTE:

THE ORDINARY HIGH WATER LINE OF LAKE SUPERIOR IS APPROXIMATE AND FOR REFERENCE ONLY.

ANY LAND BELOW THE ORDINARY HIGH WATER LINE OF A LAKE OR A NAVIGABLE STREAM IS SUBJECT TO THE PUBLIC TRUST IN NAVIGABLE WATERS THAT IS ESTABLISHED UNDER ARTICLE IX, SECTION 1 OF THE STATE OF CONSTITUTION.

SEE CSM NO.'S 653 AND 305 FOR ADDITIONAL INFORMATION

THE SURVEYED PARCEL HAS DIRECT ACCESS TO A PUBLIC RIGHT OF WAY.



PIPE DIMENSIONS ARE OUTSIDE DIAMETER

LEGEND

- FOUND MONUMENT, 1" IRON PIPE UNLESS OTHERWISE NOTED
- ⊕ WELL
- ⊙ SEPTIC COVER
- ▲ SEPTIC VENT
- ▭ LP TANK
- () RECORDED INFORMATION

- IP IRON PIPE
- IR IRON ROD

CLIENT: STEPHEN COLLINS

JOB NO.: N20/151
 DRAFTED BY: P. NELSON
 DECEMBER 18, 2020
 NB. 419 PG. 113
 FIELD WORK COMPLETED: 11/18/2020

SCALE: 1 INCH = 150 FEET
 FILE: N/150NR3W/SEC20/
 PSDATA/N15076
 ACAD/N20_151 COLLINS

SHEET 1 OF 3 SHEETS

NELSON SURVEYING INCORPORATED

SURVEYING YOUR NECK OF THE WOODS SINCE 1864

101 N. MAIN STREET
 SUITE 100
 ASHLAND, WISCONSIN 54806
 (715) 682-2602
 FAX: (715) 682-5100

MAP NO. CSM 3121 ©

(5) TB, Lisa, Barb, Micaela,
+1
Public

TO: Town Board

FROM: Lisa Potswald

RE: Ordinance 2020-01: Face Covering Requirements During the COVID-19 Pandemic

DATE: April 5, 2021

The Town Board considered and approved Ordinance 2020-01: Face Covering Requirements During the COVID-19 Pandemic which went into effect on August 2, 2020. The Town Board extended the ordinance through October 30, 2020 for 120 days. Due to an internal oversight, the Ordinance expired at the end of February.

The State of Wisconsin Supreme Court overturned the statewide mask order last week. As a result, Ashland and Bayfield counties issued health advisories to continue wearing masks and socially distancing until such time as they are revoked.

I checked with Washburn and Bayfield to see how they are proceeding. Scott Kluver, Washburn's City Administrator, said that they never instituted an ordinance, and will not going forward. Billie Hoopman, Bayfield City Clerk, said that they would like to see people continue to wear masks, but are waiting for legal advice. I am waiting to hear from Max Lindsey the Town's attorney regarding local mask ordinances. I will forward information once received.

RECEIVED

APR 5 2021

Initial dg

**TOWN OF LA POINTE, ASHLAND COUNTY, WISCONSIN
ORDINANCE NO. 2020-01
Amended - Extended**

AN ORDINANCE CREATING "FACE COVERING REQUIREMENTS DURING THE COVID-19 PANDEMIC"

Whereas, as of September 2020, COVID-19 cases have been on the rise in Wisconsin, Ashland County, and the South Shore in recent weeks; and

Whereas, public spaces and businesses are open for in-person operations in La Pointe, increasing the potential for community spread of COVID-19; and

Whereas, COVID-19 is primarily spread via respiratory droplets when people are in close proximity with each other and people that are infected speak, sneeze, or cough. People can be infected and have no symptoms (asymptomatic) and they are still able to transmit the virus; and

Whereas, the Centers for Disease Control (CDC), based on their review of the latest science, affirms that cloth face coverings are a critical tool in the fight against COVID-19 that could reduce the spread of the disease, particularly when used universally within communities, and

Whereas, wearing a face mask is one of the most effective ways to reduce person to person transmission of COVID-19. Face masks serve as a protection to prevent droplets from entering the air, which is known as source control. When combined with other preventive measures, including physical distancing and proper hygiene practices, wearing face masks is a simple and effective way to reduce the risk of COVID-19 transmission; and

Whereas, the risk of COVID-19 transmission remains high, particularly in indoor settings with an increased likelihood of close contact and the sharing of air that may contain coronavirus contaminated respiratory droplets and/or aerosols; and

Whereas, evidence cited by the Centers for Disease Control and Prevention (CDC) indicates that a significant portion of individuals with the coronavirus are asymptomatic, and that pre-symptomatic persons can transmit the virus to others before showing symptoms; and

Whereas, the Town of La Pointe is a destination for travelers and visitors from all over Wisconsin and the United States, including from states with higher per capita rates of COVID-19 infection than the State of Wisconsin or Ashland County; and

Whereas, in open meeting on July 28, 2020, the La Pointe Town Board found and declared that the restrictions and prohibitions imposed pursuant to this Ordinance are appropriate and necessary in order to slow and prevent the transmission of COVID-19 and more effectively protect the lives and property of people within the Town of La Pointe; and

NOW THEREFORE, at a regular meeting of the Town Board of La Pointe, Ashland County, Wisconsin, held on October 27, 2020, by a favorable vote of the members being present and therefore, said Board does ordain as follows:

SECTION 1

"Face covering requirements during the Covid-19 pandemic," 2020-01 of the Municipal Code of the Town of La Pointe is hereby extended as follows:

Face covering requirements during the Covid-19 pandemic.

A. As used in this Ordinance, the following terms shall have the meaning indicated:

"Commercial business" means any for-profit business open to the general public for the purchase of goods, entertainment or services, including by way of example but not limited to retail stores (such as grocery stores, convenience stores), restaurants, and service businesses.

"Town and public buildings" means any buildings owned by local government or not for profit organizations, including public restrooms.

"Face covering" means a material covering the nose and mouth for the purpose of ensuring the physical health or safety of the wearer or others. A face covering can be secured to the head with ties or straps or simply wrapped around the lower face. It can be made of a variety of materials, such as cotton, silk, or linen. A cloth face covering may be factory-made or sewn by hand or can be improvised from household items such as scarfs, T-shirts, sweatshirts, or towels. Acceptable, reusable face covering options for the general public include bandanas, neck gaiters, homemade face coverings, scarves, or tightly woven fabric such as cotton t-shirts and some types of towels.

"Outdoor spaces" means any outdoor location where people are unable to distance themselves a minimum of six feet.

B. MASK REQUIRED.

(1) While indoors in any Commercial Business or Town office, and in an Outdoor Space that is open to the general public, all customers, employees, and any other occupants or users of such area shall wear a face covering. While wearing a face covering, social distancing (6') shall still be maintained so far as possible as described by the Center for Disease Control and Prevention.

(2) An authorized representative, owner, or employee of any Commercial Business shall ensure that its customers and visitors comply with the requirements of this ordinance. Any customer or visitor of a Commercial Business that refuses to comply with these mask requirements must be asked to leave the Commercial Business.

C. EXCEPTIONS.

Exceptions for face coverings will be made under the following circumstances:

(1) A person who cannot wear a face covering due to a medical or behavioral health condition, including but not limited to anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the mask without assistance;

(2) Children who are under (5) years of age;

(3) A customer dining in a restaurant, while that customer is sitting at his or her table;

(4) A law enforcement officer or any emergency responder who reasonably deems it necessary to remove a face covering in the course of his or her duties;

(5) A person who reasonably deems it necessary to remove his or her face covering for safety reasons or in order to carry out his or her job duties;

(6) Persons in settings where it is not practical or feasible to wear face coverings, including when obtaining or rendering goods or services, such as the receipt of dental services or medical treatments.

D. PENALTY.

(1) Any violation of this Ordinance will be subject to the issuance of a citation as provided in Town of La Pointe Ordinances, Chapter 18, and penalties imposed shall be as described in Section 1-2 of the Town of La Pointe Ordinances.

(2) A Commercial Business's compliance with Section B.(2) of this ordinance is a mandatory requirement for any licenses, economic incentive, or permit issued by the Town of La Pointe, and the failure to comply with said Section B.(2) shall be grounds for denial of applications for licenses, economic incentives or permits for up to one year from the expiration of this Ordinance.

E. EXPIRATION

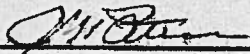
Unless abolished at an earlier date by the Town of La Pointe Town Board, this Ordinance shall be effective for a period of one hundred twenty (120) days from its effective date.

SECTION 2

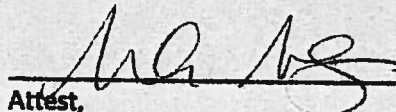
This ordinance is effective on publication or posting.

The Office of the Town Clerk shall properly post or publish this ordinance, as required under s. 60.80, Wis. Stats.

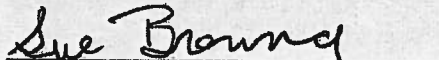
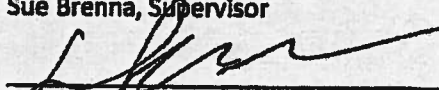
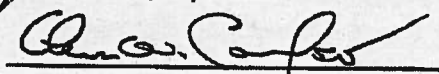
Adopted this 27th day of October, 2020



James Patterson, Chairman



Attest,
Micaela Montagne, Town Clerk


Mike Anderson, Supervisor
Sue Brenna, Supervisor
John Carlson, Supervisor
Glenn Carlson, Supervisor

Posted on October 30, 2020



TOWN OF LA POINTE
MADELINE ISLAND

P.O. Box 270

LA POINTE, WISCONSIN 54850

PHONE: 715-747-6914

FAX: 715-747-6654

administrator@townoflapointewi.gov

www.townoflapointewi.gov

(5) TB, Lisa, Barb, Michael
+1
Public

April 13, 2021

Senator Tammy Baldwin
709 Hart Senate Office Building
Washington, D.C. 20510

Dear Senator Baldwin,

The Town of La Pointe Board of Supervisors is writing this letter to express our concern about the United States Post Office services we are receiving in the Town of La Pointe.

The Town of La Pointe is located on Madeline Island, a twenty-minute ferry ride off the south shore of Lake Superior. It costs an individual \$8.00 one way, or \$16.00 round trip to travel on foot to Bayfield, Wisconsin, the next closest post office to the one currently located on Madeline Island.

The staff position providing services and the services currently available at the La Pointe Post Office have all been "downgraded" from what was available in the past. For example, there are many summer residents on the Island who move to/from a different location between seasons. Previously, one could place a "hold mail" order via the USPS website. However, the USPS website now states that all changes must be requested at the La Pointe Post Office; that the La Pointe Post Office is no longer qualified to enable online requests for change of service.

There have been many days in the past year where the Post Office was closed with no advance warning. Some of the closures were due to weather and lack of transportation to the Island, but most were due to lack of staffing. This is very problematic for business and government operations on the Island, where mail is expected to and should be delivered in a timely fashion.

Due to previous federal cuts in Post Office operations, the Town's Post Office window hours have been cut to four hours on weekdays and less on Saturdays. While we appreciate the problems with the federal Postal Services budget and attempts to "streamline" services, it cannot be at the expense of isolated locations like the Town of La Pointe.

We ask that you look into this matter and protect postal services on behalf of your constituents on Madeline Island. Please contact Town Administrator Lisa Potswald at 715-747-6914 should you have additional questions.

RECEIVED

APR 16 2021

serial. dg

Sincerely,

Town Board Chair Jim Patterson _____

Town Board Supervisor Mike Anderson _____

Town Board Supervisor Sue Brenna _____

Town Board Supervisor Glenn Carlson _____

Town Board Supervisor John Carlson _____



**TOWN OF LA POINTE
MADELINE ISLAND**

P.O. Box 270

LA POINTE, WISCONSIN 54850

PHONE: 715-747-6914

FAX: 715-747-6654

administrator@townoflapointewi.gov

www.townoflapointewi.gov

April 13, 2021

Senator Ron Johnson
328 Hart Senate Office Building
Washington, DC 20510

Dear Senator Johnson,

The Town of La Pointe Board of Supervisors is writing this letter to express our concern about the United States Post Office services we are receiving in the Town of La Pointe.

The Town of La Pointe is located on Madeline Island, a twenty-minute ferry ride off the south shore of Lake Superior. It costs an individual \$8.00 one way, or \$16.00 round trip to travel on foot to Bayfield, Wisconsin, the next closest post office to the one currently located on Madeline Island.

The staff position providing services and the services currently available at the La Pointe Post Office have all been "downgraded" from what was available in the past. For example, there are many summer residents on the Island who move to/from a different location between seasons. Previously, one could place a "hold mail" order via the USPS website. However, the USPS website now states that all changes must be requested at the La Pointe Post Office; that the La Pointe Post Office is no longer qualified to enable online requests for change of service.

There have been many days in the past year where the Post Office was closed with no advance warning. Some of the closures were due to weather and lack of transportation to the Island, but most were due to lack of staffing. This is very problematic for business and government operations on the Island, where mail is expected to and should be delivered in a timely fashion.

Due to previous federal cuts in Post Office operations, the Town's Post Office window hours have been cut to four hours on weekdays and less on Saturdays. While we appreciate the problems with the federal Postal Services budget and attempts to "streamline" services, it cannot be at the expense of isolated locations like the Town of La Pointe.

We ask that you look into this matter and protect postal services on behalf of your constituents on Madeline Island. Please contact Town Administrator Lisa Potswald at 715-747-6914 should you have additional questions.



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April 13, 2021

Congressman Tom Tiffany
1719 Longworth HOB
Washington, DC 20515

Dear Congressman Tiffany,

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We ask that you look into this matter and protect postal services on behalf of your constituents on Madeline Island. Please contact Town Administrator Lisa Potswald at 715-747-6914 should you have additional questions.

(5) TB, Lisa, Barb, Micaela,
+1 Ben, Public

**Attachment "A" to 2020 Compensation Resolution
Town of LaPointe
Resolution #2020-1223**

DRAFT

RESOLVED by the Town Board of the Town of LaPointe, Ashland County, Wisconsin, and this change to Resolution #2020-1223 (*2021 Compensations*) has been passed and is attached to the resolution and becomes a part thereof.

<u>POSITION</u>	<u>2021 RATE</u>	<u>CHANGE</u>	<u>2021 RATE</u>
Materials Recovery Facility (MRF) Solid Waste Attendant*	\$23.46	NONE	\$23.46
<i>*Job title change only from Materials Recovery Facility (MRF) Solid Waste Attendant to Materials Recovery Facility (MRF) Recycling Specialist Per Town Board motion on 3/09/2021, effective 03/09/2021</i>			
Material Recovery Facility (MRF) Supervisor**	\$26.75	(\$6.75)	\$20.00
<i>**As per Town Board motion on 3/09/2021, effective 03/27/2021</i>			

Dated this _____ day of _____ 2021.

Attest:

Micaela Montagne, Town Clerk

James Patterson, Chairman

Michael Anderson, Supervisor

Posted:

John Carlson, Supervisor

Susan Brenna, Supervisor

Glenn Carlson, Supervisor

DRAFT

RECEIVED
MAR 31 2021

dg

(5) TB, Lisa, Barb, Micaela.
+1
Public

TO: Town Board

FROM: Lisa Potswald

RE: Use of Personal Vehicles For Work or Volunteer-Related Activities

DATE: April 5, 2021

Attached you will find a draft policy for your consideration regarding employees and volunteers using their personal vehicles for work or volunteer-related Town activities. The Town's insurance company recommends that the Town have such a policy in place – this policy has been approved by the Town's insurance representative.

Once approved by the Town Board, I will work with Department Heads to secure staff/volunteer information and signatures. These forms will go into personnel/volunteer files.

Please let me know if you have any questions.

RECEIVED

APR 5 2021

Initial dg



TOWN OF LA POINTE

USE OF PERSONAL VEHICLE FOR WORK OR VOLUNTEER-RELATED ACTIVITIES

Before being permitted to drive your personal vehicle on behalf of the Town of La Pointe, you are required to read and sign this policy. Whenever you are driving on behalf of the Town, either in your own vehicle or any vehicle the Town owns, the following policy and rules apply:

1. The Town hereby authorizes the Employee/Volunteer to use his or her personally owned vehicle on behalf of the Town with the following requirements:
 - a. A Driver of any vehicle must maintain an active and current license from the state in which they reside. In addition, the Driver may only operate vehicles of which they are legally licensed for and have received proper training in order to do so.
 - b. Keep the vehicle clean inside and out. The windshield also must be kept clean. The floor of the vehicle must be clean and free of obstructions.
 - c. The Driver and all passengers must wear seat belts.
 - d. Obey all traffic laws, maintain proper distance between cars, etc. Do not under any circumstances attempt to keep a specific time of arrival promise by breaking traffic laws, or by driving in an unsafe manner. If following posted limits will make you late, stop somewhere and phone the people you need to meet, or call the office and have someone there call them.
 - e. Drive defensively. There is no point in being "dead right".
 - f. Do not pick up hitchhikers or allow an unauthorized person to be a passenger in or to drive either the Town's vehicle or your own vehicle while being used on Town business.
2. The Employee/Volunteer understands that the Town places a great emphasis on safe operation of all vehicles, including any that are owned and operated by its volunteers and employees. Given this, the Employee/Volunteer understands and agrees that:
 - a. You will not allow any other person to be a passenger in the Employee/Volunteer owned vehicle while it is being used on behalf of the Town, unless such person is another Employee/Volunteer or other authorized person; and
 - b. You will allow no other person to operate the Employee/Volunteer's vehicle while it is being used on behalf of the Town, unless that other person is another Employee/Volunteer and is at least 18 years of age and possesses a valid Driver's license; and

c. You will not operate the vehicle, nor allow it to be operated by someone else, while the Employee/Volunteer or that other person is under the influence of alcohol or drugs; and,

d. You will not use or permit the use of the vehicle in a negligent or improper manner or in violation of any law or of this agreement.

3. The Employee/Volunteer understands that the Town does not furnish any insurance for the protection of the Employee/Volunteer if any claim or suit is made against the Employee/Volunteer arising out of his or her operation of a personally owned vehicle unless otherwise stated in this agreement; nor is any insurance provided by the Town to repair damage that may occur to the Employee/Volunteer's personally owned vehicle.
4. The Employee/Volunteer at all times will maintain automobile coverage equal to or greater than the limits recommended by your insurance agent.
5. The Employee/Volunteer agrees to indemnify the Town against all claims, losses, damages, and expenses, including legal fees, which the Town may incur as the result of the use of the Employee/Volunteer's vehicle on behalf of the Town.

Print Name _____

Date _____

Signature _____

License # _____

(5) TB, Lisa, Barb, Micaela,
+1 Ben, Public

Revised 4-6-21

CONTRACT FOR SERVICES

This contract for services is made and entered into between the Town of La Pointe in Ashland County, Wisconsin, (the "Town of La Pointe") and On the Rock Roofing, LLC. (the "Contractor").

RECITALS

WHEREAS, the Town of La Pointe desires to obtain the services described herein; and

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

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

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

Install flooring as described in Exhibit A.

Such services will be provided at:

Town of La Pointe, 270 Big Bay Road, La Pointe, WI

2. **Payment.** In exchange for the Contractor providing the Town of La Pointe with the services described herein, the Town of La Pointe will pay the Contractor the sum of up to \$ \$20,500.00 as follows:

60% down upon full execution of contract

30% upon final invoice

10% hold-back to be paid upon completion and approval of punchlist

The total amount payable by the Town of La Pointe to the Contractor for services under this contract shall, in no event, exceed \$ \$20,500.00.

3. **Dates of Service.** The services provided for herein shall be provided between May 1, 2021 and June 1, 2021.

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

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

RECEIVED

APR 5 2021

dg

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

To the Town of La Pointe:

Town Administrator
Town of La Pointe
PO Box 270
La Pointe, WI. 54850
administrator@townoflapointewi.gov

To the Contractor:

On the Rock Roofing LLC
Clayton Douglas
Big Arns Road
La Pointe, WI 54850
southpaw804@gmail.com

IN WITNESS WHEREOF, the undersigned have executed this agreement this 2 day of April, 2021.

The Town of La Pointe

Signature: _____

Printed Name: _____

Title: _____

Full Legal Name of Contractor

Signature:  _____

Printed Name: Clayton Douglas

Title: Owner/Operator

Exhibit A

TOWN OF LA POINTE REQUEST FOR BIDS

La Pointe, WI 54850

Posted February 24, 2021

BIDS ARE DUE: MARCH 23, 2021 BY 3:00 P.M.

Town Clerk

La Pointe Town Hall, 240 Big Bay Road, PO Box 270, La Pointe, WI 54850

clerk@townoflapointewi.gov

Bids will be opened at the 5:30 P.M. Town Board meeting on March 23, 2021

I. BID

1. DEFINITIONS:

"Town" is Town of La Pointe, Wisconsin

"Bidder" is an individual or business submitting a bid to the Town

"Contractor" is one who contracts to perform services in accordance with a contract.

"RFB" is Request for Bid.

2. PURPOSE OF BID

The Town of La Pointe is in need of hiring a qualified contractor to remove and replace all floors in the Town Hall (excluding the "Old Town Hall") located at 240 Big Bay Road in La Pointe, WI 54850 (Madeline Island).

Bid Terms:

- A. The Town reserves the right to reject any or all bids for no reason.
- B. Bids must be signed by an official authorized to bind the contractor to its provisions for at least a period of 90 days. Failure of the successful proposer to accept the obligation of the bid may result in the cancellation of any award.
- C. In the event it becomes necessary to revise any part of the RFB, addenda will be provided. Deadlines for submission of the RFB's may be adjusted to allow for revisions. To be considered, one copy of the bid must be mailed to the Town Clerk or delivered to the Town Hall on or before the date and time specified.

- D. Bids should be prepared simply and economically, providing a straight-forward concise description of the contractor's ability to meet the requirements of the RFB.
- E. A formal written contract will be executed between the Town and the awarded contractor.
- F. In the event the Town receives two or more bids from responsive, responsible proposers, the Town may award the contract to the most responsive and responsible contractor based on previous history.

II. BID SPECIFICATIONS

The bid shall include all of the following information. Failure to include all of the required information may result in disqualification of a bid.

- 1. Contractor's qualifications, years in business, and experience in providing the level and type of services specified in the bid.
- 2. Bank References with name and phone number of contact person.
- 3. At least three (3) current references using similar services listed in the bid. Include company name, contact name and phone number.

III. GENERAL SPECIFICATIONS

1. Site Details

A. Please see attached floor plans for reference and square footage. The Town Hall is approximately 23,889 square feet, not including the lower level hallway.

B. Choices are as follows:

- 1. Commercial Grade Laminate
- 2. Commercial Grade Vinyl (LVT)

C. Color

Color to be selected by Facilities Manager to match the Town Hall trim.

D. Job must be completed by June 15, 2021.

E. The bidder shall, before submitting the bid, carefully examine the proposal, plans, specifications, and contract documents. The bidder shall inspect in detail the site of the proposed work and be familiar with all the local conditions affecting the contract. If successful, the bidder will be responsible for all errors in the proposal resulting from failure

or neglect to comply with these instructions. The Town will, in no case, be responsible for any change in anticipated profits resulting from such failure or neglect.

2. Project Specifications

A. The contractor shall provide all labor, materials, equipment, and supervision for the existing floor removal (ALTERNATE BID) and any repairs that may be needed.

B. The Town Hall building is open to the public 8:00 a.m. to 4:00 p.m. Mondays through Fridays. Contractor must make appropriate accommodations so the public and employees can enter and exit the building safely. Work areas may be occupied while project is under way. Contractor shall be responsible for the placement of barricades, drop cloths, tarps, plastic, flag tape and any other safety equipment required to protect the public and employees in the work area.

C. Contractor shall be responsible for required moving and repositioning of office equipment and furniture. Contractor must protect all furniture, surfaces mechanical, electrical, computer hardware and other sensitive components from dust, splatter or spills. Use sufficient drop cloths and protective coverings for the protection of furnishings and adjacent surfaces.

D. All clean up shall comply with all applicable Federal, State, and local laws and regulations. The Contractor shall have Safety Data Sheets (SDS) for all products utilized in the course of this project. Contractor's workers shall be trained in utilizations of SDS and have the SDS available in the event of an emergency.

E. Contractor shall, at all times, keep the site free from accumulation of waste materials, debris or rubbish caused by his or her employees at work. Contractor shall remove from the site all tools, surplus materials, debris or rubbish and shall leave the site and the work in a neat and orderly fashion at the completion of the work. Whenever possible, clean up shall be conducted with water or water-based agents. Contractors may not utilize on-site office trash cans.

F. Arrangements may be made, in advance, for leased waste containers for disposal of the above to haul off the Island at the expense of the contractor.

All foregoing provisions shall be considered part of the contract document and are hereby made a part of and applicable to all work under these specifications.

IV. CONTRACT PROVISIONS

If a contract is awarded, the selected contractor will be required to adhere to a set of general contract provisions which will become a part of any formal agreement.

1. Reporting of Contractor

- A. The Contractor is to report to the Town of La Pointe Facilities Manager and/or designee and will cooperate and confer as necessary to insure satisfactory work progress.
- B. All reports, estimates, memoranda and documents submitted by the Contractor must be dated and bear the Contractor's name.
- C. All reports made in connection with these services are subject to review and final approval by the Facilities Manager prior to payment.
- D. The Town may review and inspect the Contractor's activities during the term of this contract.
- E. Lien waivers must be put in place for all subcontractors and materials purchased.
- F. Contractor is responsible for all expenses related to transportation of staff and materials and disposal of debris.
- G. Contract must secure all necessary permits according to local and state laws and regulations.

2. Personnel

- A. The Contractor will not hire any Town employee for any of the required services without the Town's written approval.
- B. The parties agree that the Contractor is neither an employee nor an agent of the Town for any purpose.

3. Indemnification Agreement

The Contractor will protect, defend and indemnify the Town, its officers, agents, assigns, volunteers and employees from any and all liabilities, claims, liens, fines, demands and costs, including legal fees, of whatsoever kind and nature which may result in injury or death to any persons, including the Contractor's own employees, and for loss or damage to any property, including property owned or in the care, custody or control of the Town in connection with or



in any way incident to or arising out of the occupancy, use service, operations, performance or non-performance of work in connection with this contract resulting in whole or in part from negligent acts or omissions of contractor, any sub-contractor, or any employee, agent or representative of the contractor or any sub-contractor.

4. Insurance Requirements

The Contractor will maintain at its own expense during the term of this Contract, the following insurance:

- A. Workers' Compensation insurance with Wisconsin statutory limits and Employers Liability Insurance with a minimum limit of \$100,000 each accident for any employee.
- B. Commercial General Liability insurance with a combined single limit of \$1,000,000 each occurrence for bodily injury and property damage. The Township shall be added as "additional insured" on general liability policy with respect to the services provided under this contract.
- C. Automobile Liability Insurance covering all owned, hired and non-owned vehicles with Personal Protection Insurance and Property Protection Insurance, including residual liability insurance with a minimum combined single limit of \$1,000,000 each accident for bodily injury and property damage.
- D. Contractor shall furnish the Town Administrator with satisfactory certificates of insurance or a certified copy of the policy, if requested.

No payments will be made to the Contractor until the current certificates of insurance have been received and approved by the Town Administrator. If the insurance as evidenced by the certificates furnished by the Contractor expires or is canceled during the term of the contract, services and related payments will be suspended. Contractor shall furnish the Town Administrator with certification of insurance evidencing such coverage and endorsements at least ten (10) working days prior to the commencement of services under this contract and shall provide for 30-day written notice to the Certificate holder of cancellation of coverage.

5. Warranty

The Town requires a one-year warranty on labor.

6. Compliance with Laws and Regulations

The Contractor will comply with all federal, state and local regulations, including but not limited to all applicable OSHA requirements and the Americans with Disabilities Act.



7. Interest of Contractor and Town

The Contractor promises that it has no interest which would conflict with the performance or services required by this contract. The Contractor also promises that in the performance of this contract, no officer, agent, employee of the Town or member of its governing body, may participate in any decision relating to this contract which affects his/her personal interest or the interest of any corporation, partnership or association in which he/she is directly or indirectly interested or has any personal or pecuniary interest.

8. Equal Employment Opportunity

The Contractor will not discriminate against any employee or applicant for employment because of race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief (except as it relates to a bona fide occupational qualification reasonably necessary to the normal operation of the business).

9. Prevailing Wage Rates

This project does not meet the requirements for prevailing wages.

10. Payroll Taxes

The Contractor is responsible for all applicable state and federal social security benefits and unemployment taxes and agrees to indemnify and protect the Township against such liability.

V. TERMS AND CONDITIONS

1. Award:

The Town reserves the right to reject any and all bids received as a result of this RFB.

2. Low Bid:

A successful contract will be awarded by the response given on the Bid Sheet to the most responsive and responsible respondent.

3. Term of Bid:

The Bid is for a six (6) month period from the date of award.

4. Bid Submission:

Submit Bid Cover page, Bid Signature Page, and Contractor Information (page 2, II) by required time/date. Bids must be submitted by mail or hand delivered to Town of La Pointe Clerk, 240 Big Bay Road, PO Box 270, La Pointe, WI 54850, clerk@townoflapointewi.gov by **3:00 P.M. on March 23, 2021**. Bids will be opened at the Town Board meeting at 5:30 P.M. on March 23, 2021.

5. Questions:

Submit all questions to Ray Hakola, Town Facilities Manager, facilities@townoflapointewi.gov, 715-747-6855 or Lisa Potswald, Town Administrator at administrator@townoflapointewi.gov or call 715-747-6914.

ATTACHMENTS

Bid Cover Page.....8

Bid Signature Page.....9

Town Hall Floor Plan.....10

BID COVER - INCLUDE WITH BID RESPONSE

PROPOSER: On the Rock Roofing LLC

PROJECT: Floor Replacement in town hall

BID DUE: March 23, 2021 by 3:00 p.m.

Proposers are required to perform, provide and furnish all of the labor, materials, necessary tools, fees, permits and equipment including transportation services/fees necessary to complete the work.

INSTRUCTIONS: Please provide a total for each of the General Specifications, including preparation, cleanup, materials and grand total cost.

BID

Remove Existing Floor
(per Section III. #2, A - Alternate Bid) \$ 4500

Prep/Installation
(per Section III. #2, B-F) \$ 8500

Materials
(per Section III. #1, A-D) \$ 7500

TOTAL COST \$ 20,500

Possible Project Start Date: when painting is finished
(Actual start date to be negotiated)

RECEIVED

MAR 23 2021

Initial: dg 7:34 am
Sealed env.

SIGNATURE PAGE - INCLUDE WITH BID RESPONSE



Signature

Clayton Douglas

Print Name

owner operator

Title

715 209 666

Telephone

Southpaw804@gmail.com

Email Address

On the Rocks Roofing LLC

Company Name

11370 Big Acre Rd

Company Address

LaPointe WI 54850

City, State, Zip

82-2847615

Federal Tax ID #

Fax #

The above individual is authorized to sign on behalf of company submitting bid.

Bids must be signed by an official authorized to bind the contractor to its provisions for at least a period of 90 days.

Section II, bid specifications, contractor qualifications for Town bids for On the Rock Roofing llc.

- 1. My name is Clayton Douglas and I have been building on Madeline Island for 15 years operating my own Construction business for the last 9 years. I've built and remodeled many buildings on Madeline Island. My wife Clair has been on the island her whole life and has been professionally painting interiors and exteriors of buildings for the last 5 years. I've done multiple projects for the town including insulating the town hall, rebuilding the cupola on the library, and many roofs for the town. I have completed all these jobs on time and within budget every time. I also did a complete renovation on the Norvado building interior, including new floors repainting knocking the block out and putting a window in and refinishing the whole bathroom. Most recently I did a remodel for Ben and Sarah Schram, which included an addition, framing up new floors, installing new flooring over them, frame, install and finish new windows and doors, new drywall mudding painting and trims, and was finished ahead of schedule under budget.**
- 2. Bank references:
Mary Ross at Chippewa Valley Bank. (866)282-3501**
- 3. References:
Robin Russell (715)747-2051
Jeff Lee, Norvado CEO (715)308-1400
Ben and Sarah Schram (906)458-0622**