

TO: Town Board

FROM: Lisa Potswald

RE: Town Administrator's Report

DATE: May 6, 2021

DATES OF REPORT: April 24, 2021 through May 6, 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

- **Ambulance Director and Assistant Director Position Descriptions.** Please see separate memo and position descriptions.
- **Fire Inspector Position Description.** You have received a copy of the description.
- **Campground Host and Campground Assistant Job Descriptions.** Please see separate memo and job descriptions.
- **Property Donation.** Please see separate memo.
- **CA Nelson and Son Lease.** See ten-year lease which was distributed to you.
- **Passenger Shelter Construction.** Please see separate memo.
- **Ashland County Property Parcel 014-00215-0600.** Ashland County has asked if the Town is interested in purchasing this property. Refer to email regarding this matter.
- **ESB Additional Work.** Please see separate memo.

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

- Final inspection of the dock with Wren Works, SmithGroup, MIFL and the Town is scheduled for May 11. Town staff and MIFL staff did a walk-through on May 6 in preparation for the inspection. All of the

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Initial: dg

same people will be at the walk-through and we are prepared to present the repairs that must be made to SmithGroup and WrenWorks.

- Town Hall renovations have been at a standstill this week while waiting for the flooring to arrive – hopefully on May 7. A self-leveling mastic will be applied to the floor before they start laying the vinyl.
- Town Board Chair Glenn has requested some changes in processes such as setting each agenda. Town Hall staff will now meet with him to set each agenda prior to each Town Board meeting.
- Barb and I are both out of the office on Friday, May 7. Both of us will be back on Monday. I can be reached by cell phone should something arise.

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

April 2021 Public Works Report

Roads

- Warmer temps earlier in the month allowed for some groundwork to take place, despite the seasonal load limits in effect.
- The bottom of Miller Farm Road began to erode from a false ditch and was repaired as soon as possible with minor hauling and shoulder shaping with the Town's New Holland skid steer.
- Bike lanes, Intersections, most of Main Street, and the Town dock were swept with the JD 444 broom attachment. There was a lot of sand to clean up and we will continue on the curbs and sidewalks next month. As we get closer to one year of completion, the Town dock expansion was washed off with our ice road approach pump prior to the Town, MIFL, Wren Works and Smithgroup inspection of dock project.
- The dock approach was patched with gravel when the weather allowed, and Northwoods Paving is planning to pave the area in early June. Culvert replacement patches from last year were also touched up with gravel and continue to be monitored until paving time.
- The wetland culvert between Penny Lane and Old Fort Road began to collapse to a point where it became dangerous to motorists and was replaced with plastic pipe. We expanded the shoulder to the south with DNR approval and the project was completed with minimal swamp disturbance. Rental equipment, in this case a mini excavator with rubber tracks, was used so that the job could be completed and roadway opened by 3 p.m., with no blacktop damage.
- Pete ended the month with a few big days in the grader and did a great job shaping up the worst areas on the gravel roads. We will continue to spread gravel as needed and proactively ditch when possible throughout this summer.

Parks

- Many tall and injured oak trees around the Big Bay Town Park office were dropped by Bruce's Tree Service with Evan Jr.'s assistance. Joe, Evan, and I spent a day cleaning up the aftermath. The new MRF truck with a 40 yd. box made very quick work of the considerable debris clean-up.
- Joni's Beach, the RV Dump Station, and the Whitefish Street bathrooms were opened to the public as demand was high. This is much earlier than usual, and I waited until the (hopefully) last nights in the upper 20's and lower 30's were over for the season.

Misc.

- The crew worked on the annual MSHA refresher course in anticipation of the upcoming hauling season, and for good 'safe practices' reminders in the workplace.
- See other MRF report for details on the new MRF roll-off truck and the new "Island Closet" collaboration between the Town and St. Johns.

Respectfully submitted,
Ben Schram
Public Works Director

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MAY 4 2021

Initial: dg

TBS Lisa, Barb, Micaela,
public

SMITHGROUP

AMENDMENT TO OWNER CONTRACT

SG Project Title: La Pointe Town Dock Contract Administration
SG Project Location: Town of La Pointe, Wisconsin
SG Project Number: 21358.003

Amendment No.: 1

Town of La Pointe
ATTN: Lisa Potswald, Town Administrator
PO Box 270
La Pointe, WI 54850

By signing below, the parties agree that SmithGroup will reduce their total compensation in conjunction with our Agreement dated June 25, 2019, by an amount of \$7,748.25, bringing the total amount authorized, as of this date, to \$130,776.75.

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Initial: dg
from Micaela

All other provisions of our Agreement remain unchanged.

Client (Signature)



SmithGroup (Signature)

(Printed name and title)

John Kretschman - Vice President

(Printed name and title)

Date

04/26/2021

Date

INVOICE

SMITHGROUP

SMITHGROUP, INC
201 Depot Street, Second Floor
Ann Arbor, MI 48104
T 734.669.2736 F 734.780.8467
smithgroup.com

April 8, 2021
Project No: 21358
Invoice No: 0153688

Invoice Total \$10,260.00

Ms. Lisa Potswald
Town Administrator
Town of La Pointe, Wisconsin
PO Box 270
La Pointe, WI 54850

Professional Services from April 25, 2020 to August 28, 2020

Contract 003 La Pointe Town Dock Contract Administration

Fee

Billing Phase	Fee	Percent Complete	Total Earned
Contract (Settlement)	128,006.25	100.00	128,006.25
Remaining Site Visit	2,770.50	0.00	0.00
Total Fee	130,776.75		128,006.25
		Previous Fee Billing	117,746.25
		Current Fee Billing	10,260.00
		Total Fee	10,260.00
		Total this Contract	\$10,260.00

DUE AND PAYABLE UPON RECEIPT

Electronic Payments: SmithGroup, Comerica Bank (CMCA) #072000096, Account #1850611219

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

**DOCK LEASE BETWEEN TOWN OF LA POINTE AND
C.A. NELSON AND SON DOCK CONSTRUCTION LLC**

WHEREAS, C. A. Nelson and Son Dock Construction LLC (Lessee) is desirous of using the port facilities and dock of the Town of LaPointe (Lessor) on Madeline Island, Wisconsin for a ten (10) year term commencing May 15, 2021, and terminating May 14, 2031; and

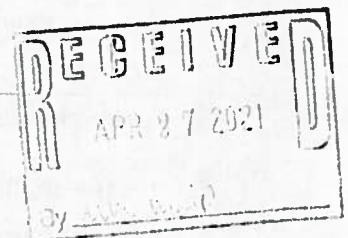
WHEREAS, the Town of LaPointe is desirous of allowing said use for certain fees;

NOW THEREFORE, it is agreed between both the aforementioned parties that the Town of LaPointe, Ashland County, Wisconsin, will lease thirty-seven (37) feet from the finger pier to shore as shown on the attached Schedule "B", for the mooring of vessels to Lessee for an annual lease fee as follows. Rates are increased from 2021-22 through 2025-26 to reach the 2021 market rate of \$80 per foot by 2025-26. Rates from 2026-27 through 2030-31 are increased by 3% yearly.

1. ANNUAL RENT.

<u>Year</u>	<u>Rent</u>
2021-2022	Annual base rent of \$1,743.53 (\$47.12 per foot) Applicable Wisconsin sales tax (currently 5.5%).
2022-2023	Annual base rent of \$2,047.65 (\$55.34 per foot). Applicable Wisconsin sales tax.
2023-2024	Annual base rent of \$2,351.77 (\$63.56 per foot) Applicable Wisconsin sales tax.
2024-2025	Annual base rent of \$2,655.89 (\$71.78 per foot) Applicable Wisconsin sales tax.
2025-2026	Annual base rent of \$2,960.00 (\$80.00 per foot) Applicable Wisconsin sales tax.
2026-2027	Annual base rent of \$3,048.80 (\$82.40 per foot) Applicable Wisconsin sales tax.
2027-2028	Annual base rent of \$3,140.19 (\$84.87 per foot) Applicable Wisconsin sales tax.
2028-2029	Annual base rent of \$3,234.54 (\$87.42 per foot) Applicable Wisconsin sales tax.
2029-2030	Annual base rent of \$3,332.48 (\$90.04 per foot) Applicable Wisconsin sales tax.

✓ See Enclosed



2030-2031

Annual base rent of **\$3,431.38** (\$92.74 per foot)
Applicable Wisconsin sales tax.

2. PAYMENT DUE. The yearly rental will be paid on or before the 31st day of May each year so long as the lease shall remain in effect. Non-payment by lessee after thirty (30) days from the due date shall result in termination of this lease.

3. ASSIGNMENT AND SUBLEASING. Lessee shall not assign this lease in whole or in part nor sublet the premises or any part thereof without the prior written consent of the Lessor. If the Lessor permits an assignment or a sublease, such permission shall in no way relieve the Lessee or Lessee's liability under this lease.

6. HOLD HARMLESS. Lessee shall protect, defend, indemnify and hold Lessor and all of Lessor's officers, agents, employees and representatives harmless from any and all demands, claims, losses, damages, costs and other expenses associated with, relating to, or arising from, directly or indirectly, any act, omission, occurrence or incident involving damage to property or injury or death to person happening on the leased premises. This provision shall be broadly interpreted so as to afford maximum protection to Lessor from all claims of any nature or kind whether based on tort or contract or any other legal theory.

7. CERTIFICATE OF INSURANCE.

- A. During the time this lease or any renewal or extension hereof is in effect, Lessee shall be responsible for obtaining and maintaining adequate insurance protecting and covering any and all property which is present in or on Lessor's premise which is used, owned, possessed or controlled by Lessee or any agent, employee or representative of Lessee. Lessee hereby releases Lessor and all of Lessor's officers, agents, employees and representatives from any and all liability, responsibility and obligation for any loss or damage to property occurring on Lessor's property.
- B. The Lessee shall, at Lessee's expense, maintain a comprehensive insurance policy with minimum liability limits as stated below and issued by an insurance company authorized to do business in the State of Wisconsin. Minimum liability limits shall be \$1,000,000 per occurrence and \$2,000,000 aggregate. Lessee shall, at lessee's expense, carry a \$1,000,000 commercial liability umbrella covering Lessee's comprehensive, business auto, and workers compensation insurance policies. Failure to maintain the limits of insurance above is grounds for termination of the lease. A current insurance certificate must be provided to the Town Clerk by the Lessee on the yearly renewal date of the policies.
- C. Lessee shall, at Lessee's expense, name "Town of La Pointe" as additional insured on all policies listed above. A copy of the current insurance certificate, showing such language, must be provided to the Town Clerk by the Lessee on the yearly renewal date of the policy.

- D. Failure to provide the foregoing information relating to insurance shall constitute a full and complete waiver of all rights against the Town for damage or loss, however arising, and full and complete waiver of subrogation.
 - E. Lessee agrees not to make or permit use of the premises for anything that would adversely affect coverage of the premises under a standard fire and extended insurance policy.
8. **LIABILITY.** Nothing in this declaration or in the issuance of the permit or lease will create any liability for the Town of La Pointe to either the Lessor or the Lessee of the subject property.

9. **MAINTENANCE AND PROTECTION.**

- A. The Lessee will maintain the dock occupied by him/her and the surrounding land premises in good order and make such repairs as are necessary. The Lessee will be responsible for the removal and disposal of all garbage/waste products generated by Lessee. Lessor will have no legal liability for any damage of any kind for doing or not doing any maintenance. Any damage caused by the Lessee to the dock of the Town of LaPointe will be repaired at the expense of the Lessee.
- B. The Lessor reserves the right to enter upon the premises at any reasonable time for the purpose of making any inspection it may deem expedient to the proper enforcement of any of the covenants or conditions of this agreement.
- C. The Lessee shall be bound by the terms and conditions of the Town's rules and regulations, including any current and future ordinances, resolutions or motions of the Town that are in effect, which are incorporated by reference herein.
- D. Nothing herein shall be constructed as to limit the right, title and interest of the Town of LaPointe to other portions of the dock that are not subject to this lease term, nor to prevent the Town from leasing other portions of the dock to other lessees.

10. **DEFAULT.**

- A. Failure on the part of the Lessee, with the exception of the death or disability of the Lessee, to pay the lease fee hereunder within thirty (30) days after the same shall become due shall authorize the Lessor, at its option and without legal proceeding, to declare this lease void, cancel the same, and re-enter and take possession of the premises. In this event, Lessee shall have sixty (60) days to remove any property thereto belonging to the Lessee or the property shall be considered abandoned. This is in addition to any other remedy Lessor has available under Wisconsin law. During the sixty (60) days allowed Lessee to remove the property at either the normal end or termination of the lease, the Lessee will continue to pay rent.
- B. If Lessee shall violate any of the restrictions in this lease or shall fail to keep any of its covenants after written notice to cease such violation and shall fail to correct such violation within thirty

(30) days, the Lessor may, if it so elects, terminate the same and take possession of the premises, removing Lessee with such force as is reasonably necessary.

11. TERMINATION. In consideration of the agreements contained herein, either party can provide written notice to terminate without cause within 90 days of the proposed date of termination. This lease may be terminated by the Town upon written notice if any aspects of this lease are violated to any extent.

12. SUBORDINATION. This lease shall be subordinate to the provisions of any existing or future agreement between the Lessor and the United States or the State of Wisconsin relative to the operation or the maintenance of the Town dock, the execution of which has been or may be required as a condition precedent to the expenditure of federal or state funds for the development of the dock. Furthermore, this lease may be amended to include provisions required by those agreements with the United States or the State of Wisconsin.

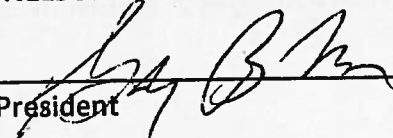
IN WITNESS WHEREOF, the parties hereunto have executed this agreement the day and year written below.

TOWN OF LA POINTE, Lessor

By: _____ Dated: _____
Town Chairperson

Attest: _____ Dated: _____
Town Clerk

C.A. NELSON AND SON DOCK CONSTRUCTION LLC, a Wisconsin corporation, Lessee

By:  _____ Dated: 4/26/20
President

By: _____ Dated: _____
Secretary

ATTACHMENT

The Harbor Committee voted unanimously to allow rafting of vessels if it **DOES NOT INTERFERE WITH LEASED SPACES** and permission has been granted by the Master of the vessel holding the lease. This action was taken at their February 7, 1990 meeting.

The Town Board approved the minutes allowing rafting at their February 13, 1990 meeting.

Public

SCHEDULE B



YELLOW = NELSON CONSTRUCTION
GREEN = CA NELSON AND SON
BLUE = MADELINE ISLAND FERRY LINE

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

TO: Town Board

e-mail - Public Arts Committee

FROM: Lisa Potswald

RE: Town Dock Passenger Shelter Project

DATE: May 5, 2021

The Town Board approved the Town Dock Passenger Shelter Project in the 2021 budget. The estimated cost of the project as prepared by C & S Design and Engineering in 2020 was \$26,542, or approximately \$112.65/square foot. The amount of \$17,194.00 was included in the 2021 budget for this project. The Town has also received a \$15,000 grant from the Wisconsin Coastal Management Program (WCMP), of which \$9,348 remained as of budget preparation time to cover the cost of the project. This grant has been extended through June 30, 2021 – I have contacted to see if it can be extended further, and if so, how far.

The Town twice published a request for bid for this project. One bid of over \$70,000 was received in the first round and was rejected by the Town Board. A second request for bid was published and again only one bid was received. This bid submitted by Angelo Luppino came in at \$51,903 or approximately \$220/square foot. Ray Hakola, Facilities Manager, went back to Luppino to see if they could recommend any ways to reduce the cost of the project. These are their suggestions:

- Making some changes to the decking and flooring construction and materials.
- Using a different siding product than cited in the specifications.
- Put in fewer larger windows, reducing the total number of windows.
- Using a different interior finish than cited in the specifications.
- Provide more information on electrical work needed.
- Set the building on the concrete rather than elevating it on timbers to eliminate the second ramp, deck, railings and interior flooring.

I will receive an estimate for the above reductions by Monday and will send you that information in a separate email.

An option for this project is to also reject the second bid and wait for the cost of construction to go down. Prices according to some experts have more than doubled (as did the estimated cost of this project), and backlogged supply has not caught up with the high demand. Most analysts expect prices to come down in 2021 as the pandemic eases but are unclear as to how much the current prices might decrease.

Please let me know if you have any questions.

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MAY 8 2021

Initial: ds

BID COVER – INCLUDE WITH BID RESPONSE

BIDDER: Angelo Luppino, Inc

PROJECT: Town of La Pointe Passenger Shelter

BID DUE: April 27, 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

Construction \$ 29,176.00
(per Section III. #2)

Painting \$ 360.00
(per Section III. #2, B)

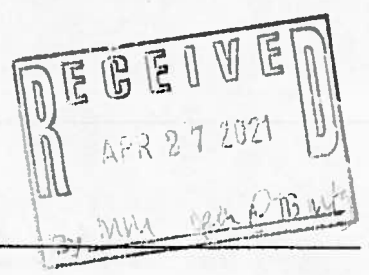
Cleanup \$ 330.00
(per Section III. #2, C)

Materials \$ 22,037.00
(per Specifications)


TOTAL COST \$ 51,903.00
Fifty-One Thousand, Nine Hundred and Three &00' Dollars

Possible Project Start Date: June 7th, 2021
(Actual start date to be negotiated)

- Includes:**
- *\$5,000.00 Allowance for electrical (no spec's)
 - *\$3,122.00 For security camera's



SIGNATURE PAGE – INCLUDE WITH BID RESPONSE



Signature

Paul Luppino

Print Name

President

Title

(715) 561-4906

Telephone

aluppinoinc@yahoo.com

Email Address

Angelo Luppino, Inc.

Company Name

P.O. Box 100

Company Address

Iron Belt, WI 54536

City, State, Zip

38-1687066

Federal Tax ID #

(715) 561-4338

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.



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

TO: Town Board

FROM: Lisa Potswald

RE: Campground Host and Assistant Job Descriptions

DATE: May 3, 2021

The Campground Host and Campground Assistant job descriptions have been changed as the employees now report to the Public Works Director.

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MAY 4 2021

Initial: clg

BIG BAY TOWN PARK CAMPGROUND HOST

Immediate Supervisor:

Park Supervisor Public Works Director

Classification:

Limited Term

The Host and the Town of La Pointe mutually agree to the following responsibilities:

1. Greet campers and assist with location of camp site, water, trash receptacles, firewood, etc. per reservation.
2. Provide excellent customer service over the phone, by email, and become proficient with PCM software. Make change as needed and properly handle cash, check, or credit card transactions for walk-in customers.
3. Answer tourist type questions, information about the Island, etc.
4. Check and/or replenish materials as needed such as: toilet paper, soap, and paper towels in bathrooms. Bag garbage and recyclables when necessary.
5. Check campsites and notify the Ferry Line Ticket Booth of site availability.
6. Assist in contacting proper authorities in cases of obvious misbehavior and medical emergencies, especially in odd hours. Have an on-hand list of emergency phone numbers.
7. Police the campground, within reason. Be comfortable with basic first aid and know how to operate an AED.
8. Deal with the public in a helpful, courteous and professional manner.
9. Report all potential hazards, vandalism, and mechanical issues (beyond changing light bulbs or spraying hornet nests) in campground to supervisor.
10. Help with overall appearance and cleanliness of campground.
11. Assist other Park Crew and Park Attendant with projects as needed.

I have read and do understand the duties and responsibilities for the position of Big Bay Town Park Campground Host for the Town of La Pointe.

Signature

Date

JOB DESCRIPTION

CAMPGROUND ASSISTANT

Immediate Supervisor:

~~Parks Supervisor~~ Public Works Director

Classification:

Limited Term Employee

(Approximately May through September)

I. DUTIES:

1. Under the direction of the Parks Supervisor, perform related tasks as required.
2. Assist with the online reservation system.
3. Replenish materials as needed such as: trash can liners, toilet paper, paper towels, and park envelopes.
4. Maintain all turf grass areas including mowing, raking, edging, trimming, etc.
5. Remove refuse from campground, clean bathrooms, and general maintenance of campground.
6. Deal with the public in a helpful, courteous and professional manner.
7. ~~Ensure~~ Ensure all equipment and facilities under the parks responsibility are in safe condition. Report all potential hazards, broken or nearly broken equipment to Supervisor.
8. ~~Ensure~~ Ensure that work is performed in a manner that does not endanger the health and safety of oneself, fellow workers or the general public.
9. Perform other duties as assigned by the Parks Supervisor.

II. QUALIFICATIONS:

- Ability to meet and work with the public.
- Ability to follow oral and written instructions.
- Ability to communicate effectively.
- Ability to perform heavy physical tasks under varying working conditions.

- Knowledge of general mechanics, basic plumbing, small engine maintenance and operations.
- Possession of a valid Wisconsin Driver's License.
- Ability to operate and maintain the majority of the pieces of equipment listed below:

Brusher	Light Duty Truck	Chainsaw
Water Pump	Weed Trimmer	Various Hand Tools
Handheld Leaf Blower	Lawn Mowers (Push and Riding Mowers)	

This position description has been prepared to assist in defining job responsibilities, physical demands, working conditions, and skills needed to perform essential functions. It is not intended as a complete list of duties, responsibilities, and/or essential functions. This description is not intended to limit or modify the right of any supervisor to assign, direct, and control the work of employees under supervision. The Town of La Pointe retains and reserves any and/or all rights to change, modify, amend, add to or delete from any section of this document as it deems, in its judgment, to be proper.

I have read and do understand the duties and responsibilities for the position of Campground Assistant for the Town of La Pointe.

Employee Signature

Date

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

TOWN OF LA POINTE POSITION OPENING

Parks 3

Wage \$15.00/hour

Start May 2021 to End Date September 6, 2021
Part Time Temporary Employee

**Must possess a valid Driver's License.
Must be able to perform heavy physical tasks
under varying working conditions.**

Please Submit Application to
Town Clerk
PO Box 270
La Pointe, WI 54850

APPLICATIONS DUE MAY 20, 2021

Applications available at the Town Hall and on the Town's Website
www.townoflapointewi.gov
Or call/email the Town Hall at (715) 747-6913/clerk@townoflapointewi.gov.
Questions? Call Public Works Director Ben Schram (715) 747-6855

The Town of La Pointe is an Equal Opportunity Employer

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MAY 17 2021

dg

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

MRF Report for May 2021.

May 3, 2021

April has come and gone and the MRF Staff is working to get ready for the upcoming busy season. Traffic is increasing and we are comfortably getting our 20,000 steps in a day. We continue to clean and organize the facility, as well as increase our signage to prevent cross contamination of our recycling efforts. We continue to access online research for current trends and practices in recycling and waste disposal as well as mining for grants and funding sources to support our efforts.

We are using more carts this year to streamline cardboard and paper unloading. It has been very well received among our senior MRF attendees. We roll the carts out to collect the cardboard and paper so they don't have to make multiple trips from the car. All of this is designed to reduce the amount of time customers spend waiting to unload as well as convenience.

We are in the final stages of the renovations of the future "Island Closet. The MRF staff along with Facilities Manager Ray Hakola have patched, painted and renovated the interior of the garage. As the interior electrical is being finished, we will continue to work on the priming and painting of the exterior as well as moving shelves in. We are very excited to partner with St. Johns on this endeavor and will update on progress.

The long awaited upgrade for The Beast was located and purchased on a whirlwind of a road trip to Nixa, MO. Evan and Joe left just after midnight on April 12th and returned early on the morning of the 14th with the yellow International truck that some may have seen out and about working already. The truck is a 2004 with low miles in good shape and should serve the town well for years to come. It's been on a couple jobs and worked great, hauling brush from a tree cleanup at the park, and picking up topsoil as a back haul from a demo load. Public support for this purchase has meant a lot to the crew and we look forward to finding ways to make this truck a great investment for the future.

We are still taking autos for scrap iron backed by a popular demand to rid the island of junk cars. The MRF and Roads crews worked together to haul a couple loads of cars off before freeze-up, and we are on the hunt for more! If you have a car you'd like to get rid of please contact a MRF attendant to make a plan for disposal. Last year's survey found that over 30 people had cars that they want gone and the MRF and Public Works Department are eager to help clean up the island.

Respectfully,

Marty Curry- MRF Supervisor

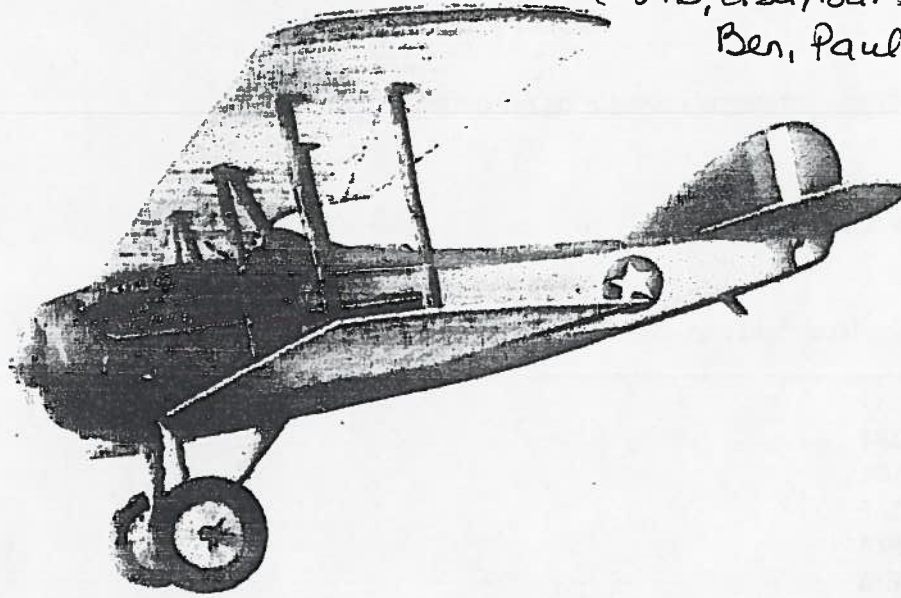
Joe Abhold- Recycling Specialist

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MAY 6 2021

Initial: dg

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



Major Gilbert Field (4R5)

To: Town Board

From: Paul Wilharm

Date: 05/05/21

Re: Monthly report for April 2021

During the month of April our airport was issue free !

Attached are logs / checklists

Thanks !

Paul cover + 4

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MAY 5 2021

dg

April 2021 Traffic count and revenue log / checklist

Drop box receipts \$ 0.00

The following filed flight plans:

04/02 N192AF

04/06 MVK88

04/16 N192AF

04/16 N229TA

04/16 NB26KK

04/17 N933JB

04/17 N181A

04/17 N734RQ

04/18 N7970P

04/18 N192AF

04/22 N641CC

04/30 N35003

04/30 N192AF

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

4/21 Terminal log

Date	Name	363DS	Z	F	RGK	Phone
4/1	J. DONKERS	363DS	2	F	RGK	
4/14	R. BUEDE	3009M	1	F	DTT	218.341.4295
4/16	Alex Smith	N82GKK	2	P	KOLG	218.343.8642
4/17	A. H. GUNNER - 4 HES. TRUCKS	N191A	2	P	KSGS	612.334.5233

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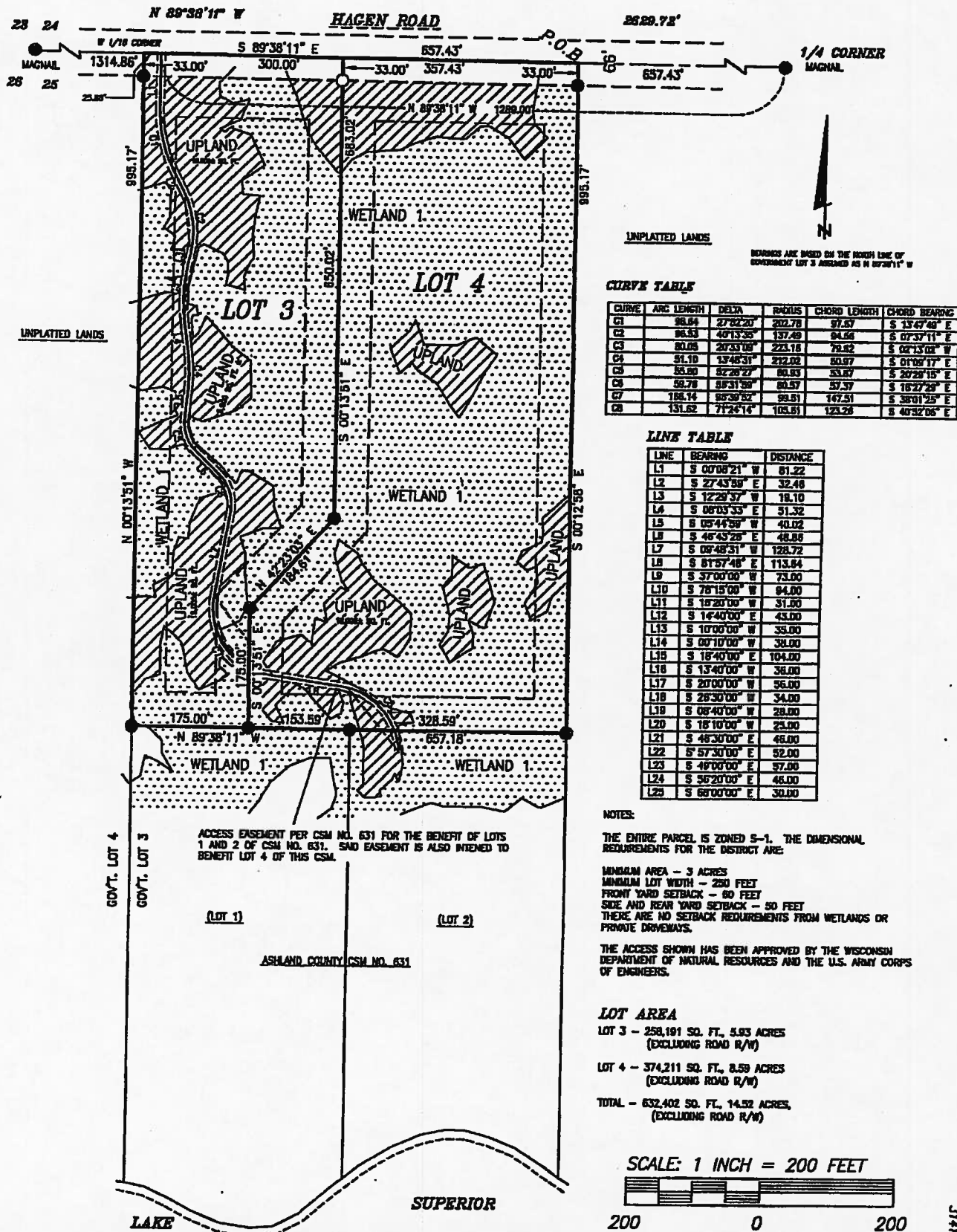
Available Reports		1 total records		
Reference...	NOTAM N...	NOTAM Text	Designator	Re
Civil Airport Coordination Report	60340823	04/300	GRB 04/300 4R5 RWY 04/22 WIP STUMP REMOVAL ADJ 2104231339-2104232138	4R5 Pa
Civil Airport NOTAM Report				
Count of NOTAMs per day				
Count of cancellations per day				
NOTAM Action Report				
USNS NOTAM Action Report				
Filter Name	Filter Value			
Location	4R5			
Status	Active,Cancelled,Expired			
Keyword				
Date Range (Start)	04/01/2021			
Date Range (End)	04/30/2021			

4/21 NOTAM

Richards

ASHLAND COUNTY CERTIFIED SURVEY MAP NO. _____

A DIVISION OF LOT 3 OF ASHLAND COUNTY CERTIFIED SURVEY MAP NO. 631, AS RECORDED IN VOLUME 4 OF CSM ON PAGES 120-125, AS DOCUMENT NO. 331932 AND LOCATED IN GOVERNMENT LOT 3, SECTION 25, T. 50 N., R. 3 W., IN THE TOWN OF LAPOINTE, ASHLAND COUNTY WISCONSIN



UNPLATTED LANDS
 BEARINGS ARE BASED ON THE NORTH LINE OF GOVERNMENT LOT 3 AS SHOWN AS N 89°38'11" W

CURVE TABLE

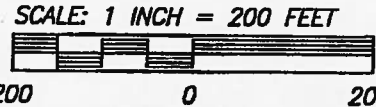
CURVE	ARC LENGTH	DELTA	RADIUS	CHORD LENGTH	CHORD BEARING
C1	98.04	27°22'20"	202.78	97.57	S 13°47'48" E
C2	96.33	40°13'36"	137.49	94.66	S 07°37'11" E
C3	80.08	20°33'08"	223.76	79.62	S 02°13'00" W
C4	91.10	13°46'31"	232.02	80.97	S 01°08'17" E
C5	85.80	82°28'27"	80.83	83.67	S 20°28'18" E
C6	88.78	88°31'58"	80.57	87.37	S 16°27'28" E
C7	188.14	88°30'52"	98.51	147.51	S 38°01'25" E
C8	131.62	71°24'14"	105.81	123.28	S 40°32'06" E

LINE TABLE

LINE	BEARING	DISTANCE
L1	S 00°08'21" W	81.22
L2	S 27°43'58" E	32.48
L3	S 12°28'37" W	18.10
L4	S 08°03'33" E	51.32
L5	S 05°44'58" W	40.02
L6	S 46°43'28" E	48.86
L7	S 08°48'31" W	128.72
L8	S 81°57'48" E	113.84
L9	S 37°00'00" W	73.00
L10	S 78°15'00" W	94.00
L11	S 18°20'00" W	31.00
L12	S 14°40'00" E	43.00
L13	S 10°00'00" W	33.00
L14	S 00°10'00" W	38.00
L15	S 18°40'00" E	104.00
L16	S 13°40'00" W	38.00
L17	S 20°00'00" W	56.00
L18	S 28°30'00" W	34.00
L19	S 08°40'00" W	28.00
L20	S 18°10'00" W	23.00
L21	S 48°30'00" E	48.00
L22	S 57°30'00" E	52.00
L23	S 48°00'00" E	57.00
L24	S 56°20'00" E	46.00
L25	S 68°00'00" E	30.00

NOTES:
 THE ENTIRE PARCEL IS ZONED S-1. THE DIMENSIONAL REQUIREMENTS FOR THE DISTRICT ARE:
 MINIMUM AREA - 3 ACRES
 MINIMUM LOT WIDTH - 250 FEET
 FRONT YARD SETBACK - 80 FEET
 SIDE AND REAR YARD SETBACK - 50 FEET
 THERE ARE NO SETBACK REQUIREMENTS FROM WETLANDS OR PRIVATE DRIVEWAYS.
 THE ACCESS SHOWN HAS BEEN APPROVED BY THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES AND THE U.S. ARMY CORPS OF ENGINEERS.

LOT AREA
 LOT 3 - 258,191 SQ. FT., 5.93 ACRES (EXCLUDING ROAD R/W)
 LOT 4 - 374,211 SQ. FT., 8.59 ACRES (EXCLUDING ROAD R/W)
 TOTAL - 632,402 SQ. FT., 14.52 ACRES, (EXCLUDING ROAD R/W)



LEGEND
 ● FOUND MONUMENT 1-1/4" IRON PIPE, UNLESS NOTED OTHERWISE
 ○ 1" X 18" IRON PIPE, SET THIS SURVEY WEIGHING 1.13 LBS/FT
 PIPE DIMENSIONS ARE OUTSIDE DIAMETER

CLIENT: BERRY & FRASER RICHARDS
 JOB NO. N20/1902191
 DRAFTED BY: PAM
 MARCH 28, 2021
 NO. 380 PG. 151
 FIELD WORK COMPLETED: 3/17/2021
 SCALE: 1 INCH = 200 FEET
 FILE: N:\DATA\150NR3W\SEC25\ACAD\N11115 RICHARDS 3 LOT CSM PSDATA\N11115

NELSON SURVEYING INCORPORATED
 101 W. MAIN STREET
 SUITE 100
 ASHLAND, WISCONSIN 54806
 (715) 682-2822
 FAX: (715) 682-2800
 SURVEYING NORTHERLY WISCONSIN SINCE 1954
 MAP NO. CSM 3141 ©

Erdich

**ASHLAND COUNTY CERTIFIED SURVEY
MAP NO. _____**

PART OF LOT 1, LOT 2 AND THE WEST 100 FEET OF LOT 3
OF MARTY'S SECOND SUBDIVISION, RECORDED IN VOLUME 5
OF PLATS ON PAGE 7, AS DOCUMENT NO. 153392 AND
LOCATED IN GOVERNMENT LOT 1 OF SECTION 21, T. 50 N.,
R. 3 W., IN THE TOWN OF LAPOINTE, ASHLAND COUNTY,
WISCONSIN

TOTAL AREA
224,600 SQ. FT.±
5.15 ACRES±
(EXCLUDING ROAD R/W)

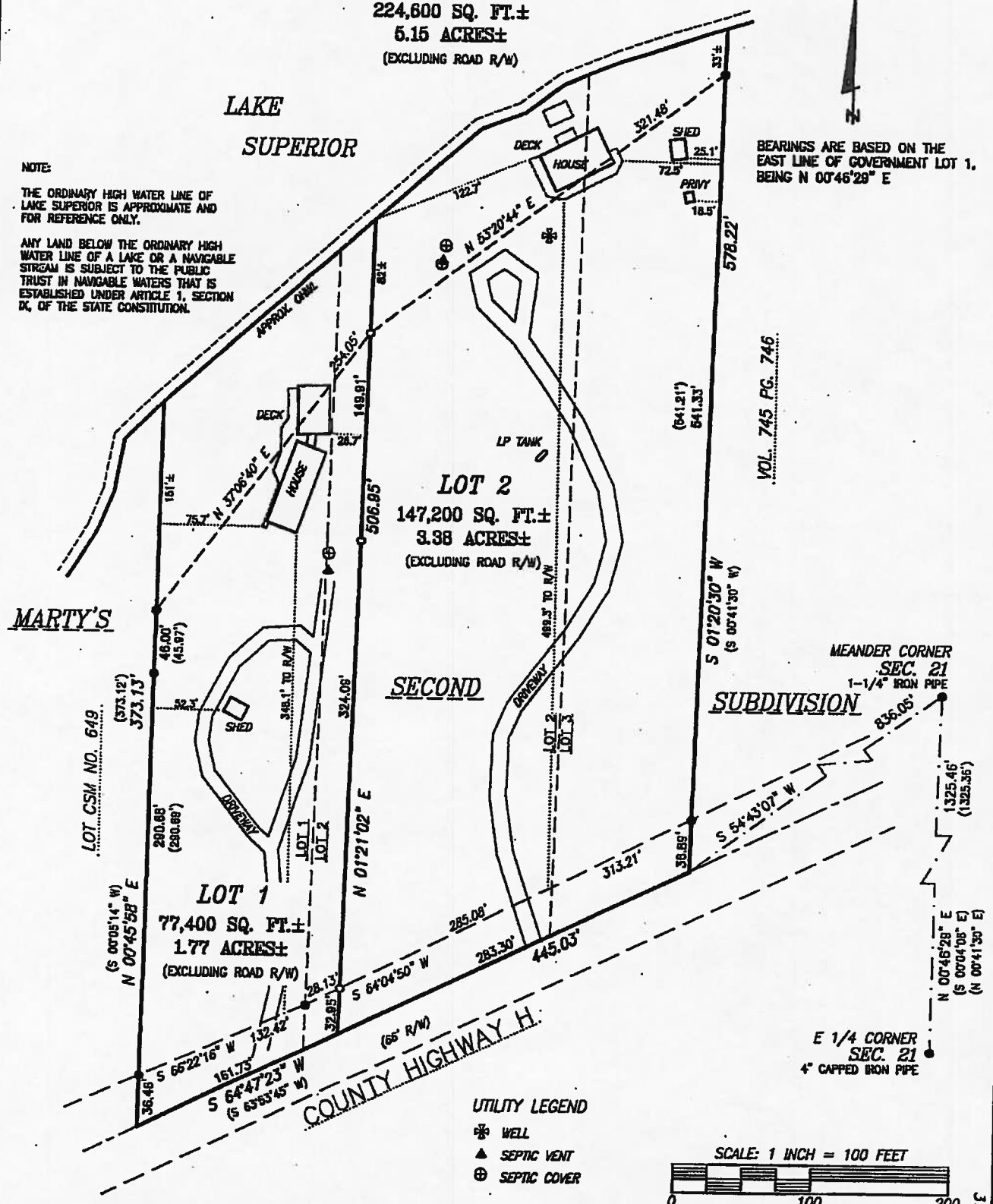
LAKE
SUPERIOR

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 1, SECTION
10, OF THE STATE CONSTITUTION.

BEARINGS ARE BASED ON THE
EAST LINE OF GOVERNMENT LOT 1,
BEING N 00°46'28" E

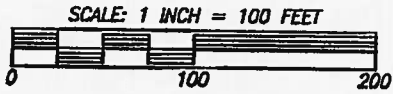


VOL. 745 PG. 746

MEANDER CORNER
SEC. 21
1-1/4" IRON PIPE

E 1/4 CORNER
SEC. 21
4" CAPPED IRON PIPE

- UTILITY LEGEND**
- ⊕ WELL
 - ▲ SEPTIC VENT
 - ⊙ SEPTIC COVER



PIPE DIMENSIONS ARE OUTSIDE DIAMETER

LEGEND

- FOUND MONUMENT, AS NOTED
- 1" x 18" IRON PIPE, WEIGHING 1.13 LBS/FT, SET THIS SURVEY
- () RECORDED INFORMATION

CLIENT: ERDRICH, L.

JOB NO.: N21/041
DRAFTED BY: P. NELSON
MARCH 30, 2021
FIELD WORK COMPLETED: 3/17/2021

SCALE: 1 INCH = 100 FEET
FILE: N/150NR3W/SEC21/
PSDATA/N20_180 ACAD.N21_041
NR: 419 PG. 131
SHEET 1 OF 3 SHEETS

**NELSON
SURVEYING
INCORPORATED**

101 W. MAIN STREET
SUITE 100
ASHLAND, WISCONSIN 54805
(715) 682-2802
FAX (715) 682-3100

SHIRKING YOUR NECK OF THE WOODS SINCE 1864
MAP NO. CSU 3146

3146

ASHLAND COUNTY CERTIFIED SURVEY MAP NO. 3144

A PARCEL OF LAND LOCATED IN GOVERNMENT LOTS 3 AND 4, SECTION 11, T. 50 N., R. 3 W., IN THE TOWN OF LAPOINTE, ASHLAND COUNTY, WISCONSIN

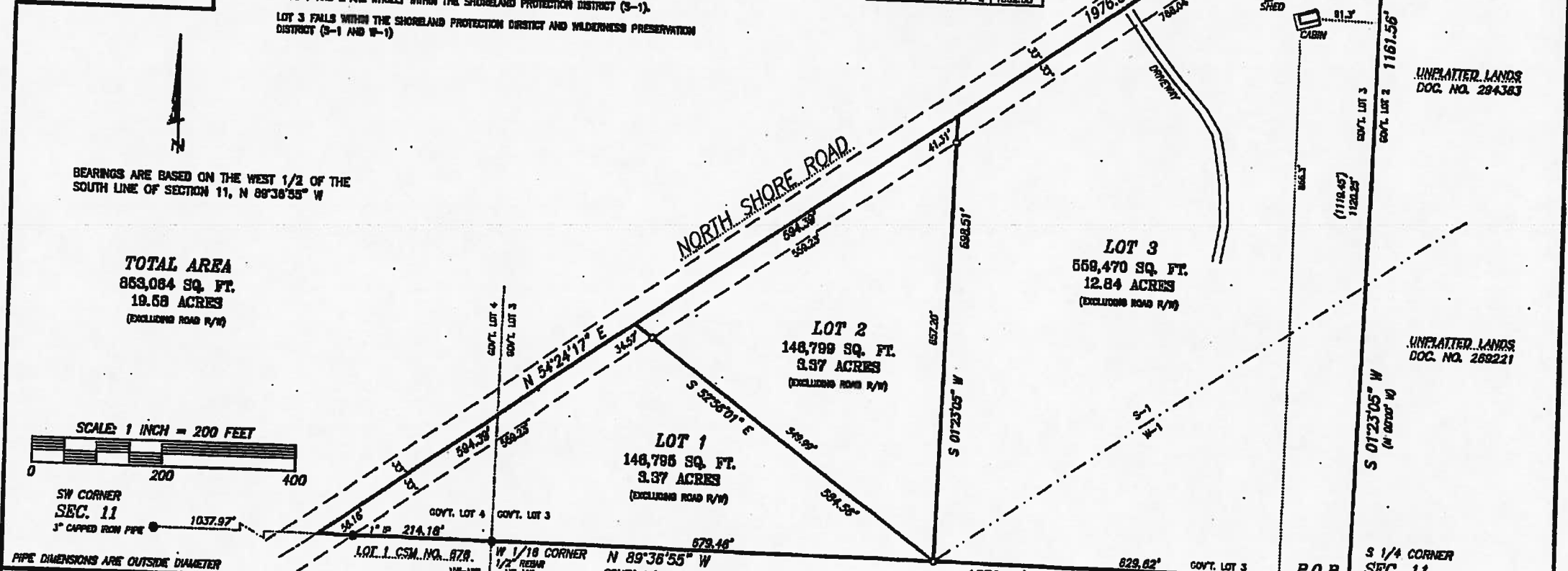
SURVEYOR'S NOTE

THE EAST LINE OF GOVERNMENT LOT 3 WAS ESTABLISHED BY WILLIAM SHEARMAN, PLS - 1378, AS SHOWN ON A MAP OF LANDS LOCATED IN GOVERNMENT LOTS 1 AND 2 AND THE SE 1/4 OF THE SE 1/4 OF SECTION 11. THE MAP WAS NOT DATED. DURING THIS SURVEY, HE ESTABLISHED THE EAST LINE, EAST 1/18 LINE AND THE N-S 1/4 LINE OF SECTION 11, LYING SOUTH OF NORTH SHORE ROAD. I ESTABLISHED THE EAST LINE OF GOVERNMENT LOT 3 BY RETRACING MR. SHEARMAN'S SURVEY. IRON PIPE MONUMENTS WERE FOUND ON THE SOUTH LINE OF NORTH SHORE ROAD AND SHOWN.

LOTS 1 AND 2 ARE WHOLLY WITHIN THE SHORELAND PROTECTION DISTRICT (S-1).
LOT 3 FALLS WITHIN THE SHORELAND PROTECTION DISTRICT AND WILDERNESS PRESERVATION DISTRICT (S-1 AND W-1)

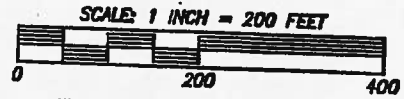
LINE TABLE

LINE	BEARING	DISTANCE
L1	N 54°18'32" E	818.86'
L1(REC)	N 54°13'41" E	818.28'
L2	N 54°18'32" E	948.78'
L2(REC)	N 54°13'41" E	948.39'
L3	N 54°18'32" E	1562.69'
L3(REC)	N 54°13'41" E	1562.68'



BEARINGS ARE BASED ON THE WEST 1/2 OF THE SOUTH LINE OF SECTION 11, N 89°36'55" W

TOTAL AREA
863,084 SQ. FT.
19.58 ACRES
(EXCLUDING ROAD R/W)



SW CORNER SEC. 11
3" CAPPED IRON PIPE 1037.97'

PIPE DIMENSIONS ARE OUTSIDE DIAMETER

- LEGEND**
- FOUND MONUMENT, AS NOTED
 - 1" x 18" IRON PIPE, WEIGHING 1.13 LBS/FT. SET THIS SURVEY
 - () RECORDED INFORMATION

CLIENT: MCFARLANE, L
JOB NO: N21/012
SCALE: 1 INCH = 200 FEET
APRIL 18, 2021
FIELD WORK COMPLETED

DRAFTED BY: P. NELSON
FILED/BSOR/W/SEC11/
ACAD/APS/DATA/N21_012 MCFARLANE
NB. 419 PG. 133 SHEET 1 OF 3 SHEETS

NELSON SURVEYING INCORPORATED
SURVEYING YOUR PIECE OF THE WOODS SINCE 1984

101 W. MAIN STREET
SUITE 100
ASHLAND, WISCONSIN 54806
(715) 625-2000
FAX (715) 625-6100
MAP NO. CSM 3144

McFarlane