

TOWN OF LA POINTE
REGULAR TOWN BOARD MEETING
TUESDAY MAY 25, 2021
5:30 PM AT TOWN HALL
Approved Minutes

Town Board Members Present via Teleconference: Chair Glenn Carlson, Supervisor Michael Anderson, Supervisor Aimée Baxter, Supervisor Sue Brenna, Supervisor John Carlson
Staff Present: Town Administrator Lisa Potswald, Elected Clerk Micaela Montagne
Public Present: Irvin Snyder, Gary Russell, Robin Trinko Russell, Paul Brummer, Charley Brummer, Charles Meech (phone)
Called to Order: 5:30pm

I. Public Comment A*: Irvin Snyder, a new Camp Host at Big Bay Town Park, introduced himself.

Mike Anderson commented that some pine trees on Capser Trail are not looking good, maybe should be checked.

Charles Meech commented that the Ferry Line schedule changes help the Madeline Island School of the Arts, but he is encouraging the Town Board to revisit the contract with the Ferry Line to keep their pre-Covid ferry boat schedule.

Glenn Carlson mentioned that the new Town Administrator will be starting next week, June 1, 2021, and encouraged all Town Board members to stop in at Town Hall next week to ~~say hello~~ *meet with the Town Administrator individually.*

II. Town Administrator's Report: Report prepared and presented by Lisa Potswald dated May 21, 2021 placed on file by Unanimous Consent.

III. Public Works

A. Roads, Dock, Harbor

1. Passenger Shelter Construction: Accept or Reject Bid from Angelo Lupino:
Motion to reject the bid from Angelo Lupino and wait to rebid for the project until lumber prices go down (the grant has been extended until 12/31/2021 and can be reextended if needed [*Clerk's Note: extension beyond 12/31/2021 will need to be applied for*]), J. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

2. Rescind SmithGroup Amendment to Owner Contract for Final Payment:
Motion to rescind the motion to approve from the last meeting (5/11/21) as there was a discrepancy with which amount was correct, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

3. Payment to SmithGroup: Amendment to Owner Contract for Final Payment:
Motion to approve the amendment to the contract for final payment of \$10,260, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

Lisa Potswald pointed out that two public works employees wrote 'I love my job' and 'best job ever' on their annual performance evaluations.

B. Parks

1. Hire Parks #3: Motion to hire Ron Skoglund at \$15.00/hour, 24 hour/ week not to exceed 600 hours from 5/27/21 to 9/25/21, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried. Motion to move agenda item III. B. 2 to after item X, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

Motion to move agenda item V. F. to now, M. Anderson/ S. Brenna, 5 Ayes, Motion Carried.

V. Town Hall Administration

F. Consideration of Donated Public Property Parcels 014-00436-0100, 014-00436-0200: The Russell's were thanked for their interest in donating the parcels, which is the green space on Main Street and Le Sueur Street. The parcels are to remain green space unless a bathroom building be built at some future time.

1. Schedule a Special Town Meeting to Consider Accepting Donated Property: Motion to schedule the Special Town Meeting for Monday June 28, 2021 at 5:00pm, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

Motion to return to agenda item III. C., M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

C. Materials Recovery Facility (MRF): The Island Closet building is ready to go and they will be opening beginning June 2, 2021, during the times the MRF is open (Monday, Wednesday, Saturday from 9:00am – 2:00pm).

D. Airport: Nothing at this time.

E. Greenwood Cemetery: Nothing at this time.

IV. Committees

A. Planning and Zoning: Zoning report was submitted by Ric Gillman and placed on file by Unanimous Consent. *[Clerk's note: the report was not on the agenda, and will be on the 6/8/21 agenda]*

V. Town Hall Administration

A. Budget Summary Report: Motion to accept the budget report dated 5/13/2021, M. Anderson/ J. Carlson, 5 ayes, Motion Carried.

B. Accounting Administrator's Report: Report prepared by Barb Nelson for May 2021 placed on file by Unanimous Consent.

C. Grant Updates: Lisa Potswald stated there is a potential for a State infrastructure grant and she will also be working on a firefighter's grant.

D. Agreement with Baker Tilly for Audit Services for the Year Ending 12/31/2020: Motion to approve and have the Chair sign the engagement letter with Baker Tilly, a total of \$17,900 for services this year, S. Brenna/ J. Carlson, 5 Ayes, Motion Carried.

E. Request from La Pointe Center for Temporary Use of Stone Circle Fountain Area for Ticket Sales and Waive Sign Permit: the request remains the same from the last meeting. Lisa Potswald pointed out that there are still congestion concerns for the area. Motion to deny the request for use of the stone circle area, but approve a sign being placed there and waive the sign fee, J. Carlson/ M. Anderson. Motion amended to include that the sign meets the requirements in the Zoning Ordinance for size, J. Carlson/M. Anderson, 5 Ayes, Motion Carried.

G. Purchasing Policy Amendment: Discussion on changing the amendment as currently written from ‘the Town of La Pointe will not enter into a contract with any person, business, organization or other entity that owes money to the Town’ to state that if any such persons etc. are delinquent on obligations to the Town, the Town will not enter into a contract. Motion to approve the amendment to the Purchasing Policy with the changes discussed, J. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

H. Video Surveillance Policy: Lisa Potswald commented that this policy is a work in progress as surveillance will be added to more Town buildings, but it needs to be in place so there is a chain of command. Motion to approve the policy as presented, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

I. Hire New Town Employment/ Personnel Attorney: Motion to hire Kyle Gulya of Von Briesen & Roper, s.c. and have the Chair sign the engagement letter, S. Brenna/ A. Baxter, 5 Ayes, Motion Carried.

VI. Treasurer’s Report: Motion to accept the Treasurer’s Report showing a total of \$3,004,647.62, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

VII. Minutes

A. Regular Town Board Meeting May 11, 2021: Motion to approve minutes as presented, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

VIII. Emergency Services

A. Ambulance Director’s Report: Report prepared by Cindy Dalzell for May 2021 placed on file by Unanimous Consent.

B. Updates on Construction of Emergency Services Building (ESB): Still waiting on three change orders.

C. Updates on ESB Open House: scheduled for Saturday July 3, 2021 from 1-4pm.

D. Ambulance Director Job Description: Motion to approve the Appointed Official Job Description as presented, S. Brenna/ A. Baxter, 5 Ayes, Motion Carried.

E. Ambulance Assistant Job Description: Motion to approve the Appointed Official Job Description as presented, S. Brenna/ A. Baxter, 5 Ayes, Motion Carried.

IX. Public Comment B:** None.

X. Lawsuits & Legal Issues

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

B. Judgment on Michael Mattingly Properties 014-00208-0600 and 014-00208-0300: Nothing at this time.

III. Public Works

B. Parks

2. Ed Kale Apostle Islands Kayaks: Schedule Appeal of the Denial of a Non-Motorized Permit

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

Motion to go into closed session to confer with legal council on the matter, J. Carlson/ M. Anderson, all 5 Ayes, Motion Carried.

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

Motion to schedule the hearing for Thursday May 27, 2021 at 5:00pm, J. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

XI. New Agenda Items for Future Meetings: it was noted that this was the last Town Board meeting with Lisa Potswald as Town Administrator, the new Administrator, Michael Kuchta begins next week. Lisa was thanked for her time with the Town and we hope she enjoys her retirement.

XII. Adjourn: Motion to adjourn, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried. Adjourned at 6:51pm.

Submitted by Micaela Montagne, Town Clerk.

Approved with corrections (change wordage in G. Carlson Public Comment A, and the addition of a Clerk's note in item III.A.1), June 8, 2021. M. Montagne, Town Clerk.