

TO: Town Board
FROM: Michael Kuchta
RE: Town Administrator's Report

DATES COVERED IN REPORT: June 5-18, 2021

1. Accomplished/Completed

- Lisa Potswald submitted the Fire Fighter Protection grant application to the DNR on June 10.
- Resolution 2021-0622 is prepared for Town Board action.

2. Coming Up

- Representative from Superior Tech Services will visit Town Hall on June 23 to assess possibilities for a video conferencing system. Micaela Montagne and I will be there.
- I am scheduling a discussion before the next meeting cycle to assess our current agenda preparation processes and responsibilities.

3. Town Board Agenda – Information/Comments

- Roads, Dock and Harbor.
 - Northwoods Paving: The change order is on the agenda for your approval; Northwoods blacktopped three additional culverts. This work is complete.
 - County Road H Shoreline Mitigation: see separate memo.
 - Dust Abatement: See separate memo.
- Parks. You have Ben Schram's request for a wage increase for Ciara Wiggins, and authorizing posting the RFB to remodel the Rec Center restrooms
- MRF. St. John's is requesting that the MRF site be open on Thursday Aug. 5 so the church can direct people from the church bazaar to the Island Closet for items that are available only at the closet. I am awaiting more details from the congregation before discussing with MRF staff.
- Public Arts Committee. An update on the Gateway sculpture is included in your packet. The committee is looking for:
 - Permission to place the sculpture on Town property (most likely, the new greenspace being donated on Main Street)
 - The Town to include the installation under the Town's liability insurance policy.
- Resolution 2021-0622. A separate memo is provided.
- Emergency Services Building:
 - Open House is scheduled for Saturday July 3, 1-4 p.m. Town Board should clarify which account(s) to charge expenses – which primarily will be for postage and light snacks. Barb Nelson advises that three viable options are ESB Outfitting Designated Fund, ESB Contingency, or ESB Excess Cash. Using Contingency or Excess Cash would be divided 50% to Fire, 25% to Police, and 25% to Ambulance.
 - Grading and gravel in the east parking lot was completed June 15.
 - See separate memo from Lisa on unresolved issues.

4. Follow Up on Previous/Ongoing Projects

- Updating Ordinances:
 - I am reviewing the most recent draft from Lisa and Paul Wilharm on an airport ordinance

- Policies:
 - Personnel: Still expecting a draft to share by the end of June
 - Personal use of vehicles: under development
- 2021 Capital Projects
 - **Dock:** The standoff continues between Wren Works (the contractor) and Smith Group (the project manager) over a concrete patch, sawcut, and caulking that are necessary on the dock. Smith Group has not made final payment to Wren Works. In the latest exchange of emails on June 15, Smith Group said:

“This is not additional work that will be paid for, but rather, work that was identified during the final walk-thru as items needing to be fixed in order for the work to be satisfactorily complete to the Owner.”

Wren Works replied: “I completely agree the work needs to be corrected to satisfy the Owner, however the work being requested was not in the plan drawings or specifications. This work is outside the bid and should be paid for. Kindly advise.”

I have kept town attorney Max Lindsay in the loop on the dispute.
 - **Town Hall:** Painting of Old Town Hall will take place after the June 22 Town Board meeting. Flooring on the back stairway still needs to be installed; the contractor says it will be done on the next “rain day.” Ben Schramm is compiling a list of hours and costs his crew incurred for moving furniture and clean-up – tasks that were the contractor’s responsibility under terms of the contracts.
 - **Erickson property swap:** Awaiting results from Nelson’s Survey.
 - CSS Investigation: Staff from CSS were on the island June 11-12. They expected to submit their findings to me on June 18, though additional information was still outstanding from the Police Department. I will review the findings from CSS and conduct additional research as necessary. Given that the next Regular Town Board Meeting is not scheduled until July 13, I anticipate that a Special Meeting will be needed once my review is complete.
 - Town Hall basement: Police Department says it needs to continue using secure storage space in Town Hall, rather than moving everything to the ESB.

5. Grant Report

- Fire Fighter Protection grant application and County Road H Shoreline Mitigation grant application are mentioned elsewhere in the report.

6. Lawsuits/Legal Issues

- Town Board members have been advised of any updates.

7. Comments/Other Information

- The Bayfield School District’s Building and Grounds Committee reviewed a “conceptual proposal” on June 15 regarding the La Pointe School. The rough estimate they provided in advance is \$1.66 million to renovate the existing building. An option – if I interpret it correctly -- is \$1.48 million to demolish the existing building (except the gym, kitchen and storage) and replace it with a 4,250-square-foot addition for classroom, office, and storage space.
- I attended the monthly Chamber of Commerce board meeting June 16. Long-term visits to the island are up significantly this year, replacing many of the one-day, overnight visits. There is a significant increase in visitors from Madison and Milwaukee areas, though Twin Cities remain dominant. Long-term visitors are altering arrival and departure patterns, seeking different

experiences, have different spending impacts, and have different expectations of businesses. Staffing remains a challenge for retailers and restaurants; many are adjusting hours and operations to ensure more balance and availability across days in the village area. Chamber board is hoping to create an economic development work group to assist with transitions for business owners who hope to retire, to identify recruitment opportunities for existing and potential businesses and services, and to take a holistic look at related challenges, including housing and transportation. They hope the Town and county/counties will partner in this effort.

- Among my meetings in the past two weeks:
 - Discussion with Charlie Meech of Madeline Island School of the Arts about how the restricted ferry schedule is affecting operations. He is looking at options, including establishing independent water transportation and proposals to modify the school's existing conditional-use permit.
 - Discussion with Winona LaDuke about ideas she is considering for increasing Indigenous presence and partnerships on the island, including through food, housing, and business start-ups.