

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

MEMO

To: Town Board
From: Michael Kuchta
Re: Town Administrator's Report

DATES COVERED IN REPORT: Nov. 5-18, 2021

1. Accomplished/Completed

- **School District of Bayfield.** The district held a community listening session at the La Pointe School on Nov. 6. What I heard as main concerns from Island residents: improving coordination and integration between the mainland and island when it comes to scheduling, activities and having students do more together; improving communication between the district and parents; the need for the district to make a decision on the La Pointe building – whether it is repaired or replaced, just move out of the holding pattern. (I plan to attend a similar community session in Red Cliff on Nov. 20.)
- **Chequamegon Bay Region Housing Report.** I attended a rescheduled workshop in Washburn on Nov. 19. The goal: finalize the regional planning commission's draft report on affordable workforce housing needs in the region. My recommendation: That they use the abundance of available data to identify specific types of housing that the marketplace is not supplying for households in key income or life stage groups – such as specific types of apartments at specific rents, or specific types of starter homes under a specific price.
- **Voyager Lane parcels.** The consultants from Wetlands and Waterways completed their initial assessment of the two parcels being offered to the Affordable Housing Advisory Committee. The initial map suggests that only about 30 percent of the parcels might be buildable. The committee is looking into other potential sites for year-round housing, including identifying Town-owned property that could be considered.

2. Coming Up

- **Budget and Levy.** A public hearing on the proposed budget and the Town Meeting to vote on the proposed levy are scheduled for Monday Dec. 6. As you know, the Town plans to work within the allowable levy limit, which means it would receive about \$22,000 less in property taxes than last year. Barb Nelson and I will be working on the "budget book" for electors.
- **Thanksgiving weekend.** Town Hall will be closed Thursday-Friday, Nov. 25-26.

3. Town Board Agenda – Information/Comments

- **Parks and Recreation Plan.** The Town Plan Commission approved this revised plan on Nov. 3 and submits it to you for your review and adoption. The revisions remove recommendations that have been accomplished, update improvements that are underway, and add current information – most notably, the addition of the Russell land donation.
- **Renewal of Airport Hangar Lease 9.** The current occupant is exercising his option to renew the lease for 10 more years. Lease rates adjust each year based on the rate of inflation. You will set the exact rate for 2022 when you approve the schedule of fees in December.

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- **Winter Transportation Cooperative Agreements.** Yes, Glenn already has signed these; that's my fault. I put them in his mail slot, thinking you already had approved these annual agreements. I was wrong. Instead, you get to make it official tonight.
- **ESB.** We are waiting on the final change orders and credits from 5 Star Electric. We anticipate \$1,800 in credits, leaving a final payment of \$3,292.35. If the paperwork is not available tonight, there's always next time.
- **Joint Powers Agreement.** This agreement for emergency police, fire, and ambulance response within Ashland County is up for renewal annually. Your approval continues the agreement through 2022.

4. Follow Up on Previous/Ongoing Projects

- **Fire signs.** Ashland County cancelled the meeting scheduled for Nov. 18. Ric Gillman is trying to reschedule with a different cast of characters for early December.

5. Grant Report

- No updates.

6. Lawsuits/Legal Issues

- **Case 19CV57.** Attorneys for the plaintiff and insurance company hope to schedule an off-the-record discussion on Friday Dec. 10 about the framework of a settlement. The insurance company attorneys are hoping that I and a Town Board member can participate. In the meantime, depositions of the previous town administrator and board chair are scheduled for Jan. 6 and 7 in Ashland.

7. Other Information

- **Schoolhouse Road Easement.** The 25-foot easement that the Town approved for driveway access to the property at Schoolhouse and Big Bay roads has been filed.
- **Harmoni Tower.** The company has exercised its option and paid the required \$500 to automatically extend its lease for one year at the site of a proposed wireless tower on MRF property.
- **Budget.** I met with department heads on Nov. 18 to get their feedback and suggestions on this year's budget process. I intend to seek a similar discussion with you.