

MEMO

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

DATES COVERED IN REPORT: Oct. 22-Nov. 4, 2021

1. Accomplished/Completed

- **Wisconsin Coastal Management Program.** I submitted our grant application on Oct. 27 for an engineering study of options to improve accessibility to the beach and lagoon at Big Bay Town Park.
- **Travel paperwork.** Barb Nelson and I revised the Town's travel authorization, mileage, and per diem forms.

2. Coming Up

- **School District of Bayfield.** I intend to sit in on community listening sessions the school district has scheduled in La Pointe on Nov. 6 and in Red Cliff on Nov. 20. The future of the La Pointe building is among topics.
- **Fire signs.** I will join zoning administrator Ric Gillman, who succeeded in setting up a meeting Nov. 18 with Ashland County emergency management director Dorothy Tank to upgrade fire signs on the island.

3. Town Board Agenda – Information/Comments

- **Budget Considerations.** Reminder: You have tentatively scheduled a budget meeting for this Thursday, Nov. 11. Final budget sessions are scheduled for next Tuesday and Wednesday, Nov. 16-17. The budget must be finalized by Nov. 17 and posted by Nov. 19. A Town Meeting to vote on the levy is scheduled for Dec. 6.
- **ESB.** The project manager and I continue to seek final change orders and credits from 5 Star Electric. The Town continues to withhold final payment of \$29,180.

4. Follow Up on Previous/Ongoing Projects

- **Airport hangar lots.** Paul Wilharm, Ben Schram, and I sent final revisions to surveyor Peter Nelson to complete a survey of hangar lots at Major Gilbert Field. The survey involves creating legal definitions of existing lots, and establishing lot lines for undeveloped lots. That will allow the Town to enter additional leases.
- **Insurance renewal.** I submitted the initial renewal form for the Town's liability insurance. Now I have to supply additional information being requested by underwriting – such as, how much do you think the dock is worth?
- **Town Plan Commission.** Zoning administrator Ric Gillman and I prepared a letter to gauge interest in a community-wide effort to collect junked vehicles and get them off the island. He and I also talked with the town attorney about the zoning issues raised by Bob Hartzell's proposed expandable condominium project of glamping units.
- **Chequamegon Bay Region Housing Report.** I participated in an online presentation about the initial draft of this report, which is setting the stage for WHEDA's pilot project on affordable

workforce housing in 2022. If time allows, I will submit comments and/or participate in a further discussion in Washburn on Nov. 11.

5. Grant Report

- **County H Shoreline Stabilization.** Wisconsin Emergency Management will resubmit a request for federal funding for this project. In this filing, however, Ashland County can apply directly; the Town will not have to serve as a conduit.

6. Lawsuits/Legal Issues

- No updates.

7. Other Information

- That's it.