

## MEMO

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

DATES COVERED IN REPORT: Jan. 7-20, 2022

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### 1. Accomplished/Completed

- Nothing to report that is not covered elsewhere.

### 2. Coming Up

- **Wisconsin Towns Association.** The quarterly "county unit" meeting for Ashland and Bayfield Counties is scheduled for Monday Jan. 24 at 7 p.m. in Moquah. I have requested remote access but doubt it will be available. I'm not sure I can justify the time and expense of an overnight stay to attend in person.

### 3. Town Board Agenda – Information/Comments

- **Change Order #4 with Luppino.** To expedite payment and permit approval, the Town paid the invoice to Alder Engineering. Under contract, those costs are the responsibility of the contractor. This change order deducts the Town's payment from future payments the Town would owe Luppino.
- **Hartzell Expandable Condominium.** See separate memo outlining various topics concerning this project. As explained in the memo, the TPC and the zoning administrator request that the Town Board confirm that the Plat Map meets zoning requirements for an *R-1 residential district*.
- **Affordable Housing Advisory Committee.** The first request was tabled on Sept. 28; now that the Comprehensive Plan Steering Committee is active, the housing committee requests Town Board support of this request. The second request concerns practical steps the Town can take to reduce costs and remove barriers to developing affordable housing on the island. The third request from the committee chair is to seek Town Board permission to apply for grants from the Apostle Islands Area Community Fund and from the Grutzner Madeline Island Fund.
- **Comprehensive Plan Steering Committee.** In your packet, you have draft language for applying to the Apostle Islands Area Community Fund and the Michael Madeline Island Fund.
- **Covid Protocols.** See the separate draft of a policy for Covid guidelines. It reflects what has been in effect unofficially since Jan. 1, updated to reflect Town Board conversation on Jan. 11. This would apply to Town employees and compensated volunteers. It covers workplace safety, isolation, and testing requirements; compensation; and safety equipment.
- **Resolution 2022-0125.** This resolution extends meeting and payment procedures that have been in place during the pandemic. It also adds the policy described above, and acquisition of testing kits. If the policy above is not adopted, the first (and possibly second) bullet point in this resolution will need to be removed.
- **Ashland County Law Enforcement Agreement.** Glenn Carlson and I attended the county's executive committee meeting on Jan. 21. That committee voted to send the Town a Letter of Intent to terminate the law enforcement agreement "with details to be worked out later." In other words, there is no effective date at this point. The committee tabled a decision on

whether to actually terminate the \$135,000 payment. It is our understanding that discussion will go to the County's finance committee, then possibly back to the executive committee, before going to the full county board in February. Glenn and I can give more details in Tuesday's closed-session discussion with our town attorney.

- **ESB.** I continue to have weekly conversations with Wendel Companies to ensure that 5-Star follows through with required warranty work on the compressor, electrical, and other issues.

#### **4. Follow Up on Previous/Ongoing Projects**

- **Fire truck.** I meet with the Fire Department's apparatus committee on Jan. 26. They are finalizing specs for the new truck that is in the 2022 budget. They would like to schedule a meeting with the Town Board (they would prefer at the ESB) so they can discuss the existing equipment and their proposal for a new truck.

#### **5. Grant Report**

- **Microgrid Feasibility Study.** First quarterly report filed on Jan. 13.
- **Wisconsin Coastal Management Program.** The selection committee meets Jan. 27 to consider our application for an engineering study of options to increase accessibility at BBTP from the bluff to the lagoon and beach.

#### **6. Lawsuits/Legal Issues**

- **Defoe.** No updates anticipated.
- **Mattingly.** The town attorney expects to be present for a closed session.

#### **7. Other Information**

- **Wilderness Preserve.** The organization donated \$5,000 to assist Town efforts to remove inoperable automobiles and other scrap from the island.