

MEMO

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

DATES COVERED IN REPORT: March 5-17, 2022

1. Accomplished/Completed

- Specific items are covered below.

2. Coming Up

- **Public Hearing.** TPC holds a public hearing this Wednesday, March 23, on the request from Madeline School of the Arts for a conditional use permit to build two 6-room student dormitories.
- **Town Board Workshop on Affordable Housing.** Presentations from and discussion with UW Extension and Town's Affordable Housing Advisory Committee take place Wednesday March 30 at 5 p.m. We'd like to hold the workshop in the ESB Training Room, if you agree.

3. Town Board Agenda – Information/Comments

- **BIL Funding.** Public Works Director Ben Schram and I have researched this federal funding, which will be distributed through the Wisconsin Department of Transportation. We met March 17 with Ashland County Highway Department director Matt Erickson for further guidance on the application process.

We request authorization to apply for funding to repave Hagen, Mondamin, and South Shore roads as part of DOT funding cycles for fiscal years 2023-2026. If our application is successful, the Town would pay 20% of costs after the projects are completed.

The application deadline is June 3; decisions are expected in July. DOT would work with the Town to solicit a design engineer; to complete plans, specifications and estimates; to assign the fiscal year when construction takes place; and to handle all bidding, contracting, and construction management. The earliest the Town would need to commit money is calendar year 2023.

- **Seasonal Postings for Parks.** Ben Schram asks that you approve the following positions:
 - Campground Host #1 - \$16.65/hour from 5/19/22 – 10/14/22 (position will not exceed 860 hours)
 - Campground Host #2 - \$16.65/hour from 5/23/22 – 9/15/22 (position will not exceed 760 hours)
 - Campground Assistant - \$13.53/hour from 5/19/22 – 10/14/22 (position will not exceed 700 hours)
 - Parks #1 – \$18.50/hour from 5/2/22 – 9/30/22 (position will not exceed 800 hours)
 - Parks #2 - \$16.50/hour from 5/2/22- 10/14/22 (position will not exceed 860 hours)
 - Parks #3 - \$16.00/hour from 5/16/22 – 9/30/22 (position will not exceed 480 hours)
- **Planning and Zoning.** Please see the separate memo on the Gitchee Gumees Expandable Condominium plat.
- **Community Awards Committee.** The committee asks the Board for two motions:

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- Declare that any island resident who served honorably in the armed forces is eligible for the Roll of Honor. (This clarifies that veterans are eligible even if they did not live on the island when they served.)
- Add "Outstanding Business" as an award category beginning next year.
- **Affordable Housing Advisory Committee.** The committee recommends that you appoint Marie Iannazzo, for a term that expires Aug. 31, 2023.
- **Chef's Expo.** The Chamber requests closing off LeSueur and Bell Streets (to the Cadotte intersection) to increase pedestrian safety for visitors walking to and from the Expo. In response to earlier questions from TB members, the Chamber reports:
 - Vendors are allowed one vehicle each, and are directed to park in the Bell Street Tavern parking lot. They anticipate 15-20 vendors.
 - Vendors and guests are directed to park in the tavern parking lot; or to park on Col. Woods or in the Town lot adjacent to the school, then walk to the event along Wheeler Walkway.
 - During past events, most guests came from Bayfield and took advantage of a free walk-on passenger ticket on the ferry – which is not good for vehicles. Guests walk from the ferry dock to the event.
 - The Expo is an indoor event; guests will use restrooms in the Bell Street building. There is no need for portable restrooms.
- **Covid Policy.** Given the reduction in Covid spread regionally, I would ask that you suspend Paragraph 2 in the policy that you adopted on Jan. 28. If there is another spike, the requirements of Paragraph 2 then could be reinstated easily.
- **Agreement with State Park and RV Dump Station.** To follow up on your discussion at the March 8 meeting, we have included the 1990 agreement in your packet for review. You'll note that Paragraph 5 does not allow the Town to charge State Park customers for use.
- **MOU for School Crisis Mutual Aid.** This agreement with the School District of Bayfield renews automatically. However, it is supposed to be reviewed annually. Given that it was signed four years ago, in March 2018, it would be appropriate for the Town Board to go on record as keeping the agreement in place, or authorizing a 30 days' notification to cancel the agreement. Town Hall staff will update contact information.
- **Emergency Services Building Warranty Work.** I will give a verbal update at the meeting.
- **Emergency Services Building Use Policy.** Please see the separate memo attached to the proposed revisions.
- **Future Agenda.** The Comprehensive Plan Steering Committee would like to schedule a joint meeting with the Town Board and Town Plan Commission on Wednesday April 27. You received two reports from Baker Tilly from their 2020 audit of Town finances. We are scheduling representatives to speak with the Town Board about the 2020 and 2021 audits at your meeting on June 28, 2022.

4. Follow Up on Previous/Ongoing Projects

- **Ashland County Law Enforcement Agreement.** The county board is scheduled to vote on the agreement this Tuesday, March 22, at 9 a.m. We have not seen an agenda or the proposed resolution; we have been told it will be the Finance Committee resolution, which continues full funding for calendar year 2022, but terminates the agreement in calendar year 2023. Glenn is planning to attend.
- **WHEDA Rural Affordable Workforce Housing Initiative.** The 8-month pilot project for Ashland and Bayfield Counties officially begins this week. I expect to attend the initial session, which

takes place over 8 hours on March 22-23. In theory, there will be weekly, regional work-group meetings, then larger project meetings again in June and September.

- **Madeline Sanitary District.** I have contacted Zach Montagne to discuss the district's concerns about high-strength septic loads. I am waiting for him to propose possible meeting dates.
- **Comprehensive Plan Steering Committee.** I am continuing discussions with Northland College and the Survey Research Center at UW-River Falls for possible assistance with interns and survey work as part of the committee's upcoming community engagement activities.

5. Grant Report

- **Badger Bounceback.** We received word that La Pointe will receive \$7,000 as part of the state's \$50 million program to support "community safety" initiatives. There seems to be wide discretion on how communities can apply the money; we have not received details. (Ashland County receives \$24,700.)
- **Workforce Innovation Grant.** I talked with Mike Radtke from Madeline Island Ferry Line about whether they believe it would be worth pursuing a state grant to help recruit, train and retain captains. In general, he does not believe it would be helpful, but will continue looking into one potential option.

6. Lawsuits/Legal Issues

- **Judgment on Michael Mattingly Properties.** Sale of the properties is scheduled for Friday April 1. The Town Attorney will release the lien upon payment of \$63,000.

7. Other Information

- **Bayfield Schools.** Superintendent Beth Paap holds a "coffee break" for community members on Wednesday March 23 at 9:30 a.m. at the Madeline Island Library.
- **"Qualified Payments."** A member of the Fire Department passed along a memo he received from a professional organization about a change in federal tax code that affects payments to volunteer fire and ambulance members. The change exempts up to \$600 a year from federal taxes. Our payroll company, Oasis, did not apply this exemption in 2021, and seems to know nothing about it. Barb and I have asked them, the Wisconsin Towns Association, and the League of Wisconsin Municipalities for additional research.