

## MEMO

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

DATES COVERED IN REPORT: May 6-19, 2022

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### 1. Accomplished/Completed

- Covered below.

### 2. Coming Up

- **Comprehensive Plan Steering Committee.** On May 26, the committee expects to review the first draft of a survey that will be part of the Plan's public participation phase. On May 31, committee member Sarah Caruso will lead a discussion with about 15 community leaders; the goal of the discussion is to identify priorities and any blind spots before a survey goes to the broader community.
- **Zoning Administrator.** I will begin interviewing applicants May 23.
- **Public Arts Committee.** We received the printed interpretive sign for the Gateway sculpture, and shared it with the State Historical Society, so they can see how we are in alignment with their plans for a new sign outside the Madeline Island Museum. The sculpture is expected to be installed by early June, with a dedication ceremony July 30. The committee also has scheduled a private meeting and public presentation for June 21 with Anne Katz, executive director of Create Wisconsin.

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

- **Contract with Nelson Surveying.** Public Works requests that you approve this contract, which will provide survey work for the sidewalk easement along Main Street and Big Bay Road.
- **Contract Amendment with Angelo Luppino Inc.** Public Works requests that you approve this amendment, which extends the completion date on the Rec Center bathroom remodel by 60 days, from April 30 to June 30.
- **Extension of Vacation.** Town policy requires that employees use their accumulated vacation by their anniversary date, unless the Town Board approves an extension.
  - Accounting Administrator Barb Nelson will not use her accumulated 224 hours by June 30. She requests that you extend those hours through June 30, 2023. (Note: She is scheduled to use at least 150 hours by the end of July 2022.)
  - Town Administrator Michael Kuchta will not use his remaining 34.5 hours by May 31, 2022. He requests that you extend those hours until Dec. 31, 2022. (Note: He is scheduled to use those hours in August 2022.)
- **Emergency Services Building.** I will provide a verbal update at your meeting.

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

- **Affordable Housing Advisory Committee.** The WHEDA pilot project has two sessions scheduled for the Ashland and Bayfield County work groups: May 24-24 and June 21-22 (which will include some public participation). Meanwhile, Town committee members continue to research

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*Michael Kuchta*

financing and land use options, and continue outreach to potential partners, including local landowners, St. John's church, Habitat for Humanity, and consultants identified through Mackinac Island's affordable housing development.

- **Energy Committee.** The microgrid feasibility study is finalizing its analysis of creating a microgrid for Town Hall, and the clinic, library and (potentially) school buildings.
- **Fire numbers.** I reviewed existing Zoning files and notes to create a to-do list for the Town's ad-hoc committee about research and decisions they need to make.

#### 5. Grant Report

- No update.

#### 6. Lawsuits/Legal Issues

- I will provide a verbal update at your meeting.

#### 7. Other Information

- **Big Bay land swap.** Ashland County is assisting us with a potential land swap with the DNR, in which the Town would trade a land-locked parcel adjacent to the lagoon for state land along Big Bay Road, adjacent to Town Park. We are waiting to hear more from DNR's real estate people.
- **Town vehicles.** It was a rough week: the MRF's hook truck blew an injector, and the ambulance sustained damage when it blew a tire.