

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

## MEMO

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

DATES COVERED IN REPORT: May 20-June 9, 2022

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### 1. Accomplished/Completed

- **Town road repaving.** Applications were submitted to the state by the June 3 deadline to request federal BIL funding that could cover 80 percent of the construction costs of repaving Mondamin Trail, South Shore Road, and Hagen Road. Decisions are expected to be announced by September.
- **Citizen complaint form.** In consultation with von Brissen and the police chief, updated the language on the form residents would submit if they allege misconduct by Town police officers. The new language is more in compliance with changes in state statute; the form is also now available as a fillable PDF document in addition to paper.
- **Other.** See results of additional projects completed below.

### 2. Coming Up

- **Public Arts Committee.** The committee hosts a presentation on Tuesday June 21 by Ann Katz, director of Create Wisconsin (formerly Arts Wisconsin). The presentation is 1:30-3:30 p.m. at Bell Street Gallery; it is free and open to the public.
- **Covid Vaccine Clinic.** Ashland County Public Health holds a free, walk-in clinic at the ESB on Tuesday June 28 from 10 a.m.-2 p.m.

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

- **Parks.** On April 26, the Town Board authorized hiring Sarah Hannum as Campground Host 2 beginning May 23. Sarah arrived on the island early, so began working on May 20. For audit purposes, we request that the Board amend Sarah's hiring authorization with a new start date of May 20, 2022.
- **Grant Updates.** We applied for and budgeted for a WCMP grant to do a feasibility study on expanding mobility access at Big Bay Town Park. We can begin activities July 1 once a grant contract arrives. If the contract does not arrive in time for the June 14 meeting, please table consideration until June 28.
- **Schedule of Fees.** We request that you amend the schedule of fees as described in the resolution. There are an estimated 15-20 vacation rental properties that have not yet obtained a permit from the Town. It is our intent to inspire them to obtain the required permit by July 1, or face late fees that are consistent with other late fees for failing to obtain zoning permits.
- **Budget Amendment.** See the separate memo for details on the adjustments.
- **Ashland County Law Enforcement Agreement.** A special Town Board meeting is scheduled for Wednesday June 29 at 5 p.m. at the ESB. (The Ashland County administrator and sheriff have been invited, but say they are not available.)
- **Purchase Agreement for Fire Department drone purchase.** Town Board members approved the purchase order on May 24. In addition, Town policy requires a contract for a purchase of this

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size; we request that you approve the contract. The Class I Notice required by state statute was published June 7.

- **RFP for Fire Engine.** We request that you approve issuing the request for proposals. The Town Board authorized the Fire Department to prepare the RFP on Feb. 22, 2022.
- **Emergency Services Building.** Robert Krzyzanowski, director of emergency services at Wendel Companies, will meet in person with Town staff on June 15 in an attempt to resolve the compressor warranty issue.

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

- **Affordable Housing Advisory Committee.** The next session of WHEDA pilot project is June 21-22 for the Ashland and Bayfield County work groups. The sessions are in Bayfield; they will include some public participation (in person or remotely). Meanwhile, Town committee members continue to talk with potential partners, including local landowners, Habitat for Humanity, and the consultant who helped develop Mackinac Island's affordable housing development.
- **Comprehensive Plan Steering Committee.** The island-wide survey is scheduled to launch on June 10. The survey will be available online, with paper versions available at Town Hall. Fliers promoting the survey are scheduled to be delivered to all La Pointe PO Boxes on June 11; additional promotion will take place during the month. The survey is open until July 10.
- **Energy Committee.** The committee reviewed initial findings of the feasibility study for linking Town Hall, the clinic, and library into a self-sufficient microgrid. The Town will receive the final report in time to submit it to the state Office of Energy Innovation by the June 30 deadline.
- **Fire numbers.** Had the map supplied by Ashland County scanned into a digital file.
- **Materials Recovery Facility.** DNR officials visited June 9 to certify the MRF as a Type 3 salvage operation. Also, construction is expected to begin this month on the new cell tower at the MRF.
- **Parks.** Town crews continue drywalling and other interior work at the Rec Center restrooms.
- **Public Arts Committee.** The committee continues to plan for the July 30 dedication of the "Gateway" sculpture. They are also investigating a paver or landscaping solution to make the site in Russell Park more accessible and durable for visitor use.
- **Roads, Dock, Harbor.** Installation of the passenger shelter on the Town Dock is awaiting final permit approval. The ferry line will install a sewer lateral connection from its new freight garage (the old miniature golf course) across Col. Woods Ave. Traffic will need to be detoured.

#### 5. Other Information

- **Auto salvaging.** Met with representatives from the DNR and DOT to discuss their concerns about auto salvaging on Town industrial lots and elsewhere on the island.
- **Public Records requests.** The Town has received two public records requests in June. Pete Rogers requested information on conditional use permits that exist for 585 Middle Road and 604 Penny Lane. Zoning has made an initial response to this request. Gene Nelson has requested information on eight policies, contract, or properties. The Town Clerk and Zoning are seeking clarification on some of the requests, and working to fulfill what is available.