

MEMO

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

DATES COVERED IN REPORT: October 8-20, 2022

1. Accomplished/Completed

- **Contracts.** Finalized contracts with Midland Services for propane and with Maxfield Research for the housing needs assessment.
- **Budget.** Worked with accounting administrator Barb Nelson, department heads and committee chairs to complete the first round of spreadsheets and overviews for budget workshops.
- **Payroll Coordinator.** Barb Nelson and I interviewed applicants on Oct. 21 and hope to have a hiring recommendation within the week.

2. Coming Up

- **Gazette deadline.** Saturday Oct. 29
- **Budget workshops.** Tuesday Nov. 1, Thursday Nov. 3

3. Town Board Agenda – Information/Comments

- **Gravel Contract.** We request two motions: one to accept the bid from Nelson Construction, then a second to approve a contract with Nelson Construction so the Town crews can mix the new gravel with existing (but dwindling) stockpiles. The new supply will be used to improve North Shore and other gravel roads next year.
- **Change Order #3 with Luppino.** This missing change order was never sent to Town Hall last November. Retroactive approval would allow the Town to close out the contract for remodeling the Rec Center – minus the 10% we are holding back until subcontractors finish their work.
- **MRF Contract for Refrigerant Recovery.** Contracting to remove refrigerant from appliances and automobiles will allow the MRF to strengthen compliance of state environmental standards and allow staff to sell those items as scrap, rather than paying to dispose of them as trash. We request a motion to approve the contract with Gary Beeksmas.
- **Affordable Housing Advisory Committee.** If you approve the appointment of Gwen Smith Patterson, that would bring committee membership to 13 (with one member on leave of absence). Bylaws do not place a limit on membership.
- **Harbor Commission.** Now that the Town Board has provided seed money to the commission, we recommend that you authorize the commission to spend funds on payroll, office expenses, and professional fees.
- **Ashland County Law Enforcement Agreement.** On a 4-1 vote Oct. 20, the county board's finance committee recommended allocating no money for the La Pointe Police Department in 2023. I will prepare a separate memo outlining potential actions that you can discuss in closed session.
- **eDispatches Paging System.** This is an annual renewal of an MOU that allows the Town's volunteer firefighters and EMTs, and other key individuals, to receive dispatches directly to their mobile phones.

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OCT 21 2022

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4. Follow Up on Previous/Ongoing Projects

- **Big Bay Town Park Accessibility Study.** Ben Schram, Ray Hakola and I met Oct. 18 with Brad Volker and Brady Webster of Cooper Engineering. We walked the site, examined potential locations of new access to the lagoon and beach, and discussed potential configurations. They are developing three of the most feasible alternatives.
- **Harbor Commission.** Continue to supply information and assistance to commission president Michael Childers.
- **Erickson Land Swap.** Continue working with Ed Schaffer to prepare paperwork and process required to rezone fragment of existing Town parcel to R-3. Once that goes through public hearing and TPC, Town will be able to complete land swap that was approved at Annual Town Meeting on April 21, 2021.

5. Grant Report

- No updates.

6. Lawsuits/Legal Issues

- No updates.



TOWN OF LA POINTE

MADLINE ISLAND

240 Big Bay Road

PO Box 270

LA POINTE, WI 54850

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Initial: dg

PURCHASE AGREEMENT BETWEEN THE TOWN OF LA POINTE AND NELSON CONSTRUCTION COMPANY OF LA POINTE

The Town of La Pointe ("Town") agrees to enter into a transaction with Nelson Construction Company of La Pointe ("Supplier") for the following purchase. The Town and Supplier agree to these provisions:

- The Town will purchase 660 cubic yards of Class 5 road gravel.
- Price will not exceed \$32,340, including shipping and delivery. Price is \$48 per cubic yard plus \$1 per cubic yard for loading and unloading.
- Supplier will ship and deliver goods to the Town of La Pointe materials stockpile at the North Shore gravel pit.
- Supplier will cover any and all additional incidental costs.
- Town will be billed after delivery is complete. Payment will be made within 30 days of delivery of goods.

Specifications. Unless modified in writing, the contractor shall provide all labor, materials, equipment, subcontractors and supervision for completion of the project.

Supplier must secure all necessary permits according to local and state laws and regulations.

The Supplier will comply with all federal, state and local regulations, including but not limited to all applicable OSHA requirements

The Supplier shall have Safety Data Sheets (SDS) for all products utilized in the course of this project.

Supplier's workers shall be trained in utilizations of SDS and have the SDS available in the event of an emergency.

Workmanlike Manner. The services provided by the Supplier shall be provided in a workmanlike manner consistent with the terms and provisions of this contract. The Supplier reports to the Town Public Works Director and/or designee and will cooperate and confer as necessary to ensure satisfactory work progress.

Assumption of Liability. Each party to this contract accepts and assumes and shall be liable and responsible for any and all damages, injuries, deaths, losses, costs, expenses, fees and charges caused by the acts, omissions and negligence of its own directors, officers, members, employees, agents and representatives and any subcontractors and shall protect, defend and hold the other party to this agreement harmless from the same.

Neither party to this contract shall be liable or responsible for the negligence, acts or omissions of the other party or the other party's directors, officers, members, employees, agents or representatives.

Hold Harmless. The Supplier covenants that it will protect, defend, indemnify and hold the Town harmless from and against any and all claims, actions and causes of action filed or asserted by any person, entity, governmental unit or department against the Town or its supervisors, officers, employees, agents or representatives, for any damages, injury, death, losses, costs, expenses and fees or charges associated with, related to or arising from any occurrence, accident or incident caused by any negligence, act or omission of the Supplier or its officers, members, employees, agents or representatives in connection with this contract and its performance.

Relationship Between Town of La Pointe and Supplier. With respect to this contract, the Supplier shall be an independent contractor in regard to the Town and not an employee of the Town. As such, the Supplier shall, in accordance with §102.07(8)(b) Wisconsin Statutes:

- a) Maintain its business separate and apart from the Town.
- b) Hold a Federal Employer Identification Number for its business or else file a self-employment income tax return with the IRS reflecting its status.
- c) Control the means of performing this contract.
- d) Incur the main expenses related to the services provided under this contract.
- e) Be responsible for the satisfactory completion of the services provided for herein and be liable for a failure to complete the work or service specified herein.
- f) Receive the compensation provided for herein on the basis provided for herein.
- g) Realize a profit or suffer a loss under this contract, depending on how the Supplier performs.
- h) Have continuing recurring business liabilities and obligations.
- i) Operate a business, the success or failure of which depends on the relationship between business receipts and expenditures.

Proof of Insurance. Within five (5) business days after signing this contract, the Supplier shall file with the Town Administrator written documentation establishing that the Supplier has in effect the following types and amounts of insurance coverage:

- a) Worker's compensation insurance of at least \$500,000 each accident.
- b) Commercial liability insurance with limits of at least \$1,000,000 per occurrence/\$1,000,000 aggregate.
- c) Comprehensive automobile liability insurance of at least \$1,000,000 per occurrence/\$1,000,000 aggregate.
- d) The Town of La Pointe must be listed as additional insured.

No payments will be made to the Supplier until the current certificates of insurance have been received and approved by the Town Administrator. If the insurance as evidenced by the certificates furnished by the Supplier expires or is canceled during the term of the contract, services and related payments will be suspended. Supplier shall furnish the Town Administrator with certification of insurance evidencing such coverage and endorsements at least ten (10) working days prior to the commencement of services under this contract and shall provide for 30-day written notice to the Certificate holder of cancellation of coverage.

Default; Termination. In the event of a default by either party in the performance of an obligation under this contract which continues for a period of twenty (20) days following written notice thereof to the party in default, the other party to this contract may terminate this contract by written notice to the party in default.

No Assignment. Neither party to this contract may assign their rights or obligations under this contract to another, in whole or in part, without prior written consent of the other party. Any assignment or attempted assignment in violation of this provision shall be null and void.

Applicable Law; Venue. This contract shall be interpreted under the laws of the State of Wisconsin. Any suit or proceeding relating to this contract shall be venued in Ashland County, Wisconsin.

Entire Agreement; Amendment. This contract sets forth the entire understanding and agreement between the parties relating to the subject of this contract and supersedes and replaces any prior discussions, negotiations and agreements, oral or written. This contract may be amended only by a writing signed by the undersigned.

Binding Contract. Each of the undersigned states they have read this contract in its entirety, that they understand each of its terms and provisions and that they sign the same freely and voluntarily, intending to be legally bound hereby.

Approved by Town Board (date): _____

Signed: _____

Town Board Chair _____ Date _____

For Supplier _____ Date _____

Print name: _____

Address: PO Box 5, La Pointe, WI 54850

Email: nelsonco@cheqnet.net

Phone: 715-747-5000

ADDITIONAL WORK AUTHORIZATION ANGELO LUPPINO INC.

General Contractor

PO Box 100

Iron Belt, WI 54536

(715) 561-4906 ~ Fax (715) 561-4338

aluppinoinc@yahoo.com

**CHANGE ORDER
3**

Town of La Pointe		715-747-6855	11/16/2021
PO Box 270 - 240 Big Bay Road		Recreation Center Restrooms	
La Pointe, WI 54850		La Pointe, WI	
EXISTING CONTRACT NUMBER	DATE OF EXISTING CONTRACT	Attn: Ben/ Mark/Ray	RC/BD

You are authorized to perform the following specifically described additional work:

Labor and equipment use required to remove additional concrete for underground plumbing.

ADD OF: \$612.00

ADDITION FOR WORK ABOVE:

\$612.00

ADDITIONAL "WORKING" DAYS NEEDED FOR THE ABOVE WORK IS:

2 DAYS

LEAD TIME:

DAYS

Above additional work to be performed under same conditions as specified in original contract unless otherwise stipulated.

Date _____ Authorized Signature _____

OWNER SIGNATURE

We hereby agree to furnish labor and materials - complete in accordance with the above specifications, at above stated price.

Authorized Signature Richard J. Curcio

Date 11-16-2021

AUTHORIZED SIGNATURE

THIS IS CHANGE ORDER NO. 3

RECEIVED

initial: dg

Date: October 14, 2022
To: Town Board
From: Dorgene Goetsch, Clerical Assistant
RE: Affordable Housing Advisory Committee (AHAC) Member Appointment for term ending 8/31/2024

Katie Sanders, AHAC Chair asked me to submit the following application to appointment to this committee.

Gwen Smith Patterson

Supporting document is attached.

Thank You,

AFFORDABLE HOUSING ADVISORY COMMITTEE

Committee formed at 7/9/2019 Town Board Meeting.

By-laws approved by Town Board 12/30/2019.

Committee members will hold staggered terms and be appointed for a two-year term, beginning September 1 and terminating August 31. The Committee will be composed of at least 5 members nominated by the Town Chairperson and appointed by the Town Board.

PURPOSE: To assist and advise the Town Board in advancing the objectives and policies of the Housing Component of the Town of La Pointe Comprehensive Plan.

MEMBERS:

Ken Myhre

James Peters

Katie Sanders, Chair

Charlie Bertel

Marie Iannazzo, Vice-Chair

Rachel Rosen

Lisa Sill

Robert Kramer

Mark Pass

Lauren Schuppe

Jane Vogt

Cedar Schimke

TERM EXPIRES:

August 31, 2023

August 31, 2023

August 31, 2023

August 31, 2023

August 31, 2023

August 31, 2023

August 31, 2024

August 31, 2024

August 31, 2024

August 31, 2024

August 31, 2024

August 31, 2024



TOWN OF LA POINTE, MADELINE ISLAND

Application to Serve on a Board and/or Committee

Complete and return to Town Hall (PO Box 270) or email to clerk@townoflapointewi.gov

1. Please select the board and/or committee that you wish to be considered for appointment to (you may select more than one)

- Affordable Housing Advisory Committee
- Election Board *
- Madeline Island Public Library Board
- Town Plan Commission*
- Zoning Board of Appeals *
- Board of Review (alternate)*
- Energy Committee
- Public Arts Committee
- Winter Transportation Committee
- Other: _____

*Members receive compensation for meeting attendance
** Members receive monthly compensation

2. Personal Information

Gwen Smith Patterson

Name (please print)

PO Box 417 La Pointe, WI 54850

Mailing Address

Phone (Primary)

Phone (Other)

Email Address

Town Resident? Full time Seasonal _____ Other _____

3. Have you served on any other Town boards/committees in the past? YES NO _____

If yes, what boards or committees?

MRF Committee

4. What are your reasons for seeking an appointment to the board(s)/committee(s) you have selected above?

I am passionate about affordable housing on Madeline Island and want to be part of the solution.

5. Why would you be an asset to the board(s)/committee(s) you have selected above? (Use back if necessary)

I am affected by the housing costs on the island, live in a tiny house without water. I would also represent an age group that is not currently being represented to my knowledge

I am aware of the required time commitment (see back) for the board(s)/committee(s) I have selected above.

Gwen Smith Patterson
Print Name

Gwen Smith Patterson
Signature

9/29/22
Date

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2022 Town Board Budget Condensed Summary Report

REVENUES:

Includes Budget Amend #3

	Approved 2022 budget	2022 Amended Budget	2022 Actual -Sept 2022	2022 Budget Remaing	2021 Actual -Sept 2021
Taxes:	\$ 1,943,610	\$ 1,943,610	\$ 1,877,893	\$ 65,717	\$ 1,860,618
Intergovernl Revenues:	\$ 275,484	\$ 291,291	\$ 236,264	\$ 55,027	\$ 114,326
Licenses & Permits:	\$ 36,665	\$ 36,665	\$ 50,155	\$ (13,490)	\$ 30,918
Fines/Forfeitures:	\$ 3,575	\$ 3,575	\$ 5,031	\$ (1,456)	\$ 3,325
Public Services Chrgs:	\$ 580,752	\$ 580,752	\$ 441,854	\$ 138,898	\$ 506,616
Intergovernl Chrgs:	\$ 178,100	\$ 168,100	\$ 138,312	\$ 29,788	\$ 131,915
Misc. Revenue:	\$ 161,348	\$ 178,033	\$ 172,359	\$ 5,674	\$ 164,525
Other Fin. Sources:	\$ 1,316,474	\$ 1,389,813	\$ -	\$ 1,389,813	\$ 700,000
TOTAL REVENUES:	\$ 4,496,008	\$ 4,591,838	\$ 2,921,868	\$ 1,669,970	\$ 3,512,243

0

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EXPENDITURES

	Approved 2022 budget	2022 Amended Budget	2022 Actual -Aug 2022	2022 Budget Remaing	2021 Actual -Aug 2021
General Government	\$ 649,076	\$ 662,610	\$ 437,082	\$ 225,528	\$ 414,224
Public Safety:	\$ 794,996	\$ 740,478	\$ 496,170	\$ 244,308	\$ 439,763
Public Works:	\$ 834,799	\$ 837,199	\$ 609,503	\$ 227,696	\$ 575,211
Health & Human Services:	\$ 44,248	\$ 44,248	\$ 8,290	\$ 35,958	\$ 31,428
Culture, Parks & Rec:	\$ 398,096	\$ 341,110	\$ 323,504	\$ 17,606	\$ 319,133
Conservation & Devel:	\$ 112,500	\$ 141,020	\$ 95,453	\$ 45,566	\$ 24,968
Capital Outlay:	\$ 1,156,441	\$ 1,269,321	\$ 302,403	\$ 966,918	\$ 1,350,397
Debt Service:	\$ 437,668	\$ 437,668	\$ 306,227	\$ 131,441	\$ 332,000
Other Financing Needs:	\$ 68,184	\$ 118,184	\$ 88,184	\$ 30,000	\$ 27,600
TOTAL EXPENDITURES:	\$ 4,496,007	\$ 4,591,837	\$ 2,666,816	\$ 1,925,021	\$ 3,514,724

0.00

0.00

0.00

0.00

0.00

2022 Town Board Designated Funds Breakdown

	<u>Sep-22</u>	-	<u>Aug-22</u>	=	<u>CHANGE</u>	<u>2022 Budgeted Yr end Bal</u>
ADDITIONAL ROOM TAX FUND:	24		24		0	0
MI Cof COMMERCE/FIREWORKS:	21,894		22,094		(200)	12,717
					-expenses	
Town Admin:Cell Tower/Am Rescue F	558,258		576,758		(18,500)	500,099
					-transfers to Committee Gen budgets	
ZONING (Fire # Project)	40,352		40,352		0	0
LAW ENFORCEMENT:	27,920		27,920		0	29,144
FIRE DEPARTMENT:	94,723		94,723		0	47,320
AMBULANCE:	52,195		51,995		200	38,649
					+fundraising	
ESB RECOVERY FUND (Donations)	0		600		(600)	601
					-cleared to ins content fund	
ESB Fire Dept VEHICLE INSURANCE	607,383		607,383		0	0
ESB Insurance Contents	44,244		49,016		(4,773)	39,760
					-ESB FD tools, + donations	
AIRPORT EXTENSION/EXPANSION:	8,334		8,334		0	8,334
MATERIAL RECOVERY FACILITY:	5,000		5,000		0	0
PARKS:	46,450		46,003		447	19,357
					+ donations	
REC CENTER:	52,536		52,536		0	5,494
General Recreation Center, Softball fund						
CEMETERY FUND	11,932		11,932		0	8,942
WINTER TRANSPORTATION FUND:	12,233		12,233		0	16,251
ALTERNATIVE ENERGY FUND:	91		91		0	90
LIBRARY:	114,305		106,419		7,886	81,486
					+program fees & donation - expenses	
TOTAL DESIGNATED FUNDS:	1,697,873		1,713,413		(15,540)	\$808,244

2022 Actuals & Comparisons to 2021 Actuals

Year to Date	Sept 2022 to Sept 2021	2022	2021	Change 2022 from 2021	UP
REVENUES:		\$2,921,868	\$2,812,243		\$109,625
	<i>(excludes Other Financings Sources - borrowing, transferred designated funds)</i>				<i>favorable</i>
All Tax collections (timing)		\$1,877,893	\$1,860,618	\$17,275	
Collection % of Town's tax levy		99.8%	100.0%		
Transportation aids, state funding		\$169,435	\$105,475	\$63,960	2022 Ambulance new aids
Grants & Reimbursements		\$66,829	\$8,851	\$57,978	Energy & Passenger Shelter
BBTP Campground, shelters, NMV		\$209,537	\$248,134	(\$38,597)	
Airport, Docks & Harbor Fees, revenues		\$111,642	\$105,928	\$5,714	
Zoning Permits, Parking tickets, licenses, Ambulance		\$67,764	\$42,424	\$25,340	
MRF Fees & MRF sales		\$109,992	\$159,536	(\$49,544)	
Misc Revenue, Cemetery		\$9,530	\$10,226	(\$696)	
County & Intermunicipal re-imbursements		\$138,312	\$131,915	\$6,397	
Misc leases, property sales, interest, contributions		\$180,934	\$139,136	\$21,798	Equip sale, MICC donation,
		\$0	\$0		

		2022	2021	Change	UP
EXPENDITURES:		\$2,272,405	\$3,155,124		(\$882,719)
	<i>(excludes Debt Service (borrowing) & Other Financing Uses)</i>				<i>favorable</i>
General Government		\$437,082	\$414,224	\$22,858	
UP Audit, Accomm tax payout, General Government					<i>un-favorable</i>
DOWN Work Comp & Gen insurance					
Law Enforcement		\$256,687	\$235,669	\$21,018	
UP Personnel, general & WC insurance, training, legal, vehicle					<i>un-favorable</i>
DOWN Building expenses, uniforms					
Fire Dept.		\$84,696	\$89,696	(\$5,000)	
UP: Length of Service, bldg maint/utilities, supplies, training					<i>favorable</i>
DOWN Compensation (timing: Chief & mechanic behind), fire chief expenses, rescue					
Ambulance Service		\$154,787	\$114,398	\$40,389	
UP Compensation, equip repairs, supplies, billing, Length of Service					<i>un-favorable</i>
DOWN Meds, education					
Roads		\$392,480	\$353,935	\$38,545	
UP Roads Labor & benefits, Ice Road & winter trans(\$27,000), fuels (\$11,000), supplies, insurances, parts					<i>un-favorable</i>
DOWN Unemployment, culvert materials, gravel					
Airport		\$32,152	\$34,577	(\$2,425)	
UP Town labor, TV145 maintenance					<i>favorable</i>
DOWN terminal and general maintenance					
DOCK/HARBOR		\$5,195	\$6,458	(\$1,263)	
UP					<i>favorable</i>
DOWN Maintenance/utilities, town labor					
MRF		\$179,676	\$180,241	(\$565)	
UP Town road crew, Self hauling costs, gen insurance, gen supplies					<i>favorable</i>
DOWN Personnel & insurance, equip repairs, hauling/disposals					
Library		\$162,346	\$145,270	\$17,076	
MI Public Library Board handles - will need to pay back "budget borrowing" of \$50,000 before yr end					<i>un-favorable</i>
Parks		\$153,018	\$168,837	(\$15,819)	
UP Utilities, insurances, general town labor					<i>favorable</i>
DOWN Unemployment (COVID relief timing), general expenses, BBTP expenses, vehicle					
Recreation Center		\$8,139	\$5,026	\$3,113	
UP Insurances, utilities, Town Labor - possible assorted updates, playground work					<i>un-favorable</i>
DOWN					
ZONING & PLANNING/ad hoc COMMITTEES		\$95,453	\$24,968	\$70,485	
UP Zoning: Legal, insurance, Personnel, general office expenses					<i>un-favorable</i>
UP Ad hoc committees: Affordable Hsing \$2,900, Energy \$43,600, Arts \$2,800, Planning \$17,000					
Capital Outlays		\$302,403	\$1,350,397	(\$1,047,994)	
DOWN Purchases					<i>favorable</i>
2022 Gravel Installment		\$31,500	\$31,500		
2022 Law Enforcement Cameras		\$2,790			
2022 Town Hall accounting software		\$17,875			
2022 Roads Equipment		\$113,948			
2022 Town dock Passenger Shelter		\$18,360	\$321		
2022 Town Local Roads		\$10,200	\$52		
2022 Cemetery Shed		\$5,976			
2022 Rec Center Bathrooms remodel		\$24,113	\$1,462		
2022 Waterfront Curve Sidewalk		\$2,300			
2022 MRF Equipment		\$51,456			
2022 BBTP Improvements		\$17,747			
2021 Town Hall improvements			\$45,329		
2021 MRF Bldg work			\$14,669		
2021 MRF 2004 Int'l Truck			\$61,805		
2021 RDS Equipment			\$10,375		
2021 Ambulance Lighting installed in ambulance			\$2,475		
2021 HAP Dock project			\$145,127		
2021 Library Painting Project			\$25,024		
Capital Before ESB Project		\$296,265	\$338,139		
2022 ESB Site Construction		\$3,282	\$862,372		
2022 ESB Site Architect/Engineering		\$0	\$100,644		
2022 ESB Site Town expenses		\$2,846	\$49,242		
ESB Project		\$6,138	\$1,012,258		

September 2022 All Alternative Claims Summary:

<u>Regular Alternative Claims</u>	<u>\$166,372.58</u>
<u>Alternative Claims Processed under R#2022-0128</u>	<u>\$0.00</u>
<u>Library Board Approved Claims</u>	<u>\$7,368.01</u>
Total of All Alternative Claims:	\$173,740.59

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OCT 17 2022

dgf

ALTERNATIVE CLAIMS 2022**Sept 2022**

Date	Payable to Who	Check #	Amount	Description
9/9/2022	Oasis P/R#18 2022	EFT#18	48,378.41	P/R#18 Ending 09/03/2022
9/9/2022	Empower/Deferred Comp	EFT#7018	150.00	P/R#18 employee contributions
9/7/2022	Dept of Employee Trust Fnd	ETF #2022-10	17,346.66	Oct health insurance
9/9/2022	Fidelity Payment Center	EFT#360571	1,498.73	August BBTP Credit card fees
9/9/2022	Northern State Bank	81448	11,547.53	Loan Pay#45/#60
9/14/2022	Cooper Engineering	81497	16,705.00	50% BBTP Assess Contract
9/15/2022	WI Dept of Revenue	EFT#403-680	3,514.24	Aug sales tax collect/calculated
9/22/2022	Oasis P/R#19 2022	EFT#19	56,150.98	P/R#19 Ending 09/17/2022
9/22/2022	Empower/Deferred Comp	EFT#7019	150.00	P/R#19 employee contributions
9/22/2022	Wisconsin Retirement System	EFT#09-2022	10,931.03	September 2022 Retirement

SEPTEMBER 2022 TOTAL:**\$166,372.58**

ALTERNATIVE CLAIMS 2022

MI Library

Sept 2022

<u>Date</u>	<u>Payable to Who</u>	<u>Check #</u>	<u>Amount</u>	<u>Description</u>
9/9/2022	Library Board approved vouchers		2,161.92	Library Board approved vouchers
9/9/2022	Black Bears and Blueberries publ	81444	190.40	13 Children's Books
' " ""	Dooley, Christopher	81445	691.64	5 group tennis clinics
' " ""	Madeline Island Youth Kickboxing	81446	960.00	10 hrs 8/22-8/26 instructions
' " ""	Northern Waters Library Service	81447	319.88	2022 Movie License

9/20/2022 Library Board approved vouchers **5,206.09** Library Board approved vouchers

9/20/2022	Adventure Vacations	81512	1,610.00	June-Aug equip rentals
' " ""	Amazon	81513	51.98	Magnetic Reuseabl waterballo
' " ""	AOEF Ashwabay Outdoor Rec	81514	506.07	Missing charges 1/29-2/27
' " ""	Capital One/Wal-mart	81515	115.44	Summer Rec item
' " ""	Cardmember Services - LS	81516	1,109.51	Zoom, Sweetwater, Canva
' " ""	Demo	81517	180.62	(8) reams of paper
' " ""	Madeline Island Yacht Club	81518	305.34	Gas in vans
' " ""	Nelson, Penny	81519	293.00	Flowers purchased
' " ""	New York Times	81520	120.00	7/31-8/27 outstanding balance
' " ""	Northern Waters Library Service	81521	259.06	Annual Software/Anti-Virus
' " ""	Northwoods Forager	81522	200.00	Programing 8/16-8/30/22
' " ""	Norvado	81523	188.07	Sept phones, fax, DSL
' " ""	Schlichting, Gary	81524	125.00	Library piano tuning
' " ""	Wisconsin Elevator Inspection, in	81525	142.00	Annual elevator inspection

SEPTEMBER 2022 TOTAL:

\$7,368.01

0.00

MI Public Library Board approved

Treasurer's Cash Summary as of September 30, 2022

(S)TB, TA, AA, Clerk, Public

		Balance Forward	Deposits	With-Drawals	Interest	Bank Charges	Transfers	End Balance
Checking Account	446000563 1720010674	\$ 1,294,212.12	\$ 126,704.80	\$ (313,796.08)	\$ 166.21	\$ (92.65)	\$ 13,539.60	\$ 1,120,734.00
Designated	167668	\$ 1,713,795.60			\$ 490.76		\$ (13,539.60)	\$ 1,700,746.76
Sect. 125	3150485	\$ 15,933.49						\$ 15,933.49
Tax	3142004	\$ 13,038.11			\$ 3.75			\$ 13,041.86
Library Savings		\$300.30			\$ 0.04			\$ 300.34
Totals		\$ 3,037,279.62	\$ 126,704.80	\$ (313,796.08)	\$ 660.76	\$ (92.65)	\$ -	\$ 2,850,756.45

Bank Reconciliation			
Reported Bank Balance	\$ 2,918,709.13	Available Cash	\$ 1,120,734.00
Deposits in Transit		Tax Transfer	
Interest in transit		Deposits	\$ 62,298.59
Subtotal		Checks	\$ (61,255.49)
Less Outstanding Checks	\$ (75,477.68)	Vouchers	\$ (37,206.39)
Checkbook Balance	\$ 2,843,231.45	Library Vouchers	
		Total Avail. Cking Account	\$ 1,084,570.71

Accounting Program Totals:	
General Funds	\$ 1,120,734.00
Designated Funds	\$ 1,700,746.76
Tax Account	\$ 13,041.86
Section 125	\$ 15,933.49
Library Savings	\$ 300.34
TOTAL	\$ 2,850,756.45

Treasurer's Report \$ 2,850,756.45
 Variance \$ (7,525.00) see *

Treasurer's Report \$ 2,850,756.45
 Variance \$ -

*Fraudulent transaction in July credited in October

Unbalanced 9/30/2021 \$ 1,040,075
 outstanding PO \$ 40,075.00

Balanced

prepared by Carol Neubauer
 11-Oct-22

RECEIVED
 OCT 11 2022

Initial: *dg*

TB5 AA clerk
Public

**TOWN OF LA POINTE
REGULAR TOWN BOARD MEETING
TUESDAY OCTOBER 11, 2022
5:30 PM AT TOWN HALL
Draft Minutes**

Town Board Members Present: Chair Glenn Carlson, Supervisor Michael Anderson, Supervisor Aimée Baxter, Supervisor John Carlson
Town Board Members Absent: Supervisor Sue Brenna
Staff Present: Town Administrator Michael Kuchta, Public Works Director Ben Schram, Elected Clerk Micaela Montagne
Public Present: Barbara With
Called to Order: 5:30pm

I. Public Comment A*: Barb With commented on a table read of 'The Last Voyageur' during Fall Fest.

II. Administrative Reports

- A. Town Administrator's Report: Report prepared and presented by Michael Kuchta.
- B. Public Works Director's Report: Report for September 2022 prepared and presented by Ben Schram
- C. MRF Supervisor's Report: Report for September 2022 prepared by Martin Curry.
- D. Airport Manager's Report & Checklist: Report for Sept 2022 prepared by Paul Wilharm,
- E. Planning and Zoning Administrator's Report: Report for Sept 2022 prepared by Ed Schaffner.
- F. Accounting Administrator's Report: Report for Sept 2022 prepared by Barb Nelson.
- G. Police Chief's Report: Report for Sept 2022 prepared by William Defoe.
- H. Fire Chief's Report: Sept 2022 Report prepared by Rick Reichkitzer.
- I. Ambulance Director's Report: Report for Sept 2022 prepared by Cindy Dalzell.

All reports placed on file by Unanimous Consent.

III. Public Works

- A. Roads, Dock and Harbor: Door and heater will be installed in the passenger shelter.
- B. Parks
 - 1. Change Orders #7, 8 and 9 with Angelo Luppino for Rec Center Bathroom: Motion to approve change orders for a total of \$5,099 (Luppino did work on bathroom fixtures, partitions, and accessories instead of the Town Crew), M. Anderson/ A. Baxter, 4 Ayes, Motion Carried.

IV. Committees

- A. Planning and Zoning: Nothing at this time.
- B. Harbor Commission
 - 1. Create Designated Fund: Motion to create the designated fund and put \$47,000 in it from the Mattingly Settlement as a loan to the commission for their beginning operating funds, A. Baxter/ J. Carlson, 4 Ayes, Motion Carried.

C. Public Arts Committee

1. Appoint New Member for Term Ending 7/31/2023: Motion to appoint Barbara With and Madeline Rupp to the Committee, A. Baxter/ J. Carlson, 4 Ayes, Motion Carried.

V. Town Hall Administration

- A. Grant Updates: just what is in the Town Administrator's Report
- B. Contract with Midland Services Inc. for Purchase and Delivery of Liquefied Petroleum Gas/ Propane: Motion to approve the contract, M. Anderson/ J. Carlson, 4 Ayes, Motion Carried.
- C. Resolution #2022-1011 County Library Levy Exemption: Motion to approve the resolution, M. Anderson/ J. Carlson, 4 Ayes, Motion Carried.

VI. Vouchers: Motion to approve vouchers in the amount of \$37,206.39, M. Anderson/ J. Carlson, 4 Ayes, Motion Carried.

VII. Minutes

- A. Regular Town Board Meeting September 27, 2022: one change in item IV. D., remove 'intend acquire' and change to incur.
- B. Special Town Board Meeting October 6, 2022: one typo two, not ow in item 3. Motion to approve both minutes with corrections, M. Anderson/ A. Baxter, 4 Ayes, Motion Carried.

VIII. Emergency Services

A. Police Department

1. Ashland County Law Enforcement Agreement

This meeting may, upon duly made motion, be convened in closed session under State Statute 19.85 (1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session and/ or for the purpose of conferring with legal counsel with respect to litigation in which it is or is likely to become involved in accordance with Wisconsin Statutes 19.85 (1)(g). If the Town goes into closed session, it will reconvene in open session before adjourning.

The County Board met on 10/11/22 and decided to send the topic to their finance committee (meeting on October 20, 2022). The County Board seemed split on how much money to give to the town and what the term of the agreement will be. Motion to go into closed session as posted to discuss strategy for the 10/20/22 County Finance Committee Meeting, J. Carlson/ M. Anderson, 4 Ayes by roll call vote, Motion Carried. 5:52pm.

Motion to return to open session, J. Carlson/ M. Anderson, 4 Ayes, Motion Carried. 6:04pm.

No action following closed session.

- B. Updates on Construction and Warranty Work at the Emergency Services Building: Waiting for payment from Wendel on the compressor. Wendel also finalizing who needs to come and hook up the Metasys smart system.

IX. Public Comment B:** None.

X. Liquor & Operators' Licenses

A. Operator's Licenses

1. Aimeé Baxter: Motion to approve the license, M. Anderson/ J. Carlson, 3 Ayes, 1 Abstain (A. Baxter), Motion Carried.

XI. Lawsuits & Legal Issues

A. William Defoe vs. Town of La Pointe, Case No. 19CV57: The judge has issued an order for dismissal after the Town's Insurance Company and Defoe agreed to a settlement. The case is closed and will come off the agenda.

XII. New Agenda Items for Future Meetings: J. Carlson questioned the dock issues.

XIII. Adjourn: Motion to adjourn, A. Baxter/ J. Carlson, 4 Ayes, Motion Carried. Adjourned at 6:10pm.

Submitted by Micaela Montagne, Town Clerk.

DRAFT

TB TA, AA, Clerk
public

**Town of La Pointe
Special Town Board Meeting
And 2023 Budget Workshop
Monday, October 17, 2022
5:15 pm at the Town Hall
Draft Minutes**

Town Board Members Present: Chair Glenn Carlson, Supervisor Michael Anderson, Supervisor Aimée Baxter, Supervisor Sue Brenna (via telephone), Supervisor John Carlson
Staff Present: Town Administrator Michael Kuchta, Public Works Director Ben Schram, Roads Crew Evan R Erickson, MRF Supervisor Martin Curry, Airport Manager Paul Wilharm, Elected Clerk Micaela Montagne
Public Present: Michael Childers, Paul Brummer

1. Call to order: at 5:15pm
2. Open Bids for Gravel: One bid received from Nelson Construction for a total of \$32,340.00.
3. Budget Workshop with each of the following departments:

Town Administrator M. Kuchta gave a 2023 budget overview. Currently, the 2023 budget requests from all departments create a 1.15 million deficit, mostly due to a decrease in revenue. Many departments are asking for a decrease in expenditures (except for in wages). There is a blanket of 7.7% increase for wages as a cost-of-living increase. Capital projects are lower than in 2022, and there is currently no borrowing planned.

B. Harbor Commission: there is a \$50,000 placeholder for the Commission in 2023.

A. Public Works

Roads: Ben Schram & Evan Erickson went over budget requests for 2023 including an increase of culverts, fuel, and some equipment and parts. A new pick up is requested to replace the '08 Ford. Hagen Road will be repaved in 2024 (with mostly grant funds) but about \$50K in 2023 budget to prepare/ engineer. Discussion on having the sidewalk on the corner of Main Street and Big Bay Rd remain in the budget even though all easements have not been received yet.

Parks: Ben Schram and Evan Erickson presented the proposed parks budget for 2023 including a new lawn mower and a new golf cart for Big Bay Town Park. Discussion on creating an updated Campground office policy. Other items include a sidewalk at the Rec Center and some repairs to Joni's Beach dock. There is also money in the budget to work on eradicating phragmites near the gravel piles.

Materials Recovery Facility (MRF): 2023 budget requests presented by Marty Curry, Ben Schram & Evan Erickson. Revenues are down as recyclables are difficult to sell. There is a capital request to build a storage building

for recyclables so they can be stored until markets are higher. Also, discussion on the possibility of a future 'green bucket' composting program.

Airport: 2023 budget requests presented by Paul Wilharm, Ben Schram & Evan Erickson. Largest request is for a new disc cutter for the tractor to assist in brush clearing etc. The terminal building lease is up in June 2023 and there are thoughts of rehabbing the building when that occurs.

Dock: No requests for 2023.

Cemetery: 2023 request for expenditures is down slightly from 2022.

4. **Public Comment:** Evan Erickson reported that the online auction closed 10/17/22 and if all bids are paid, the Town will receive around \$19,000. Ben Thanked Evan for his work on the auction.

Paul Brummer commented on reducing the frequency of grass mowing and to look into outside hauling of garbage.

5. **Adjourn:** Motion to adjourn, J. Carlson/ A. Baxter, 5 Ayes, Motion Carried. Adjourned at 6:17pm.

Submitted by Micaela Montagne, Town Clerk.

DRAFT

**Town of La Pointe
Special Town Board Meeting
2023 Budget Workshop
Tuesday, October 18, 2022
5:15 pm at the Town Hall
Draft Minutes**

Town Board Members Present: Chair Glenn Carlson, Supervisor Michael Anderson, Supervisor Aimée Baxter, Supervisor Sue Brenna, Supervisor John Carlson

Staff Present: Town Administrator Michael Kuchta, Fire Chief Rick Reichkitzer, Ambulance Directors Cindy Dalzell and Sarah Schram, Library Director Lauren Schuppe, Elected Clerk Micaela Montagne

Public Present: Marilyn Hartig, Lisa Potswald, Molly Sullivan

1. Call to order: at 5:15pm
2. Budget Workshop with each of the following departments
 - A. Ambulance: Ambulance Directors Cindy Dalzell and Sarah Schram presented the budget requests for 2023. Discussion on creating a program for Town Employees to become EMTs, starting with Police Officers. The increase in on-call compensation in 2022 for the weekend shifts was very helpful in filling the schedule. Overall runs for the department were down this year.
 - B. Fire Department: Fire Chief Rick Reichkitzer presented the 2023 budget requests. The new fire engine is being split between 2022 and 2023. There is a new rescue dive team, but no budget requests for it in 2023 as they will use fundraising. They are looking at a new administrative assistant position to work with Tim Eldred, 600 hours/ year.
 - C. Library: Library Director Lauren Schuppe presented the proposed 2023 budget for the Library (the Town Board only approves a lump sum for the library and the Library Board governs how it is spent). The increase in 2023 is due to adding family health insurance for the Librarian position in case of a new hire. There will be a lot of changes and new technology especially with the new makers-space. Discussion on the Summer Rec program and the Little Learners program, and the possibility of funding from the School District.
 - D. Community Clinic: Clinic Treasurer Molly Sullivan and Board member Sarah Schram presented the 2023 request for \$24,000. They thanked the Town Board for their continued support.
3. Public Comment: None.
4. Adjourn: Motion to adjourn, S. Brenna/ J. Carlson, 5 Ayes, Motion Carried. Adjourned at 5:53pm.

Submitted by Micaela Montagne, Town Clerk.

TB(5) TA, AA, Clerk,
public

**Town of La Pointe
Special Town Board Meeting
2023 Budget Workshop
Thursday, October 20, 2022
5:15 pm at the Town Hall
Draft Minutes**

Town Board Members Present: Chair Glenn Carlson, Supervisor Michael Anderson, Supervisor Aimée Baxter, Supervisor Sue Brenna, Supervisor John Carlson
Staff Present: Town Administrator Michael Kuchta, Zoning Administrator Ed Schaffer, Accounting Administrator Barb Nelson, Elected Clerk Michaela Montagne
Public Present: Charlie Bertel, Katie Sanders, Rachel Rosen, Mary Atmore

1. Call to order: 5:15pm.
2. Budget Workshop with each of the following departments:

B. Committees:

All Committee budgets will now be in designated funds instead of the general budget to make accounting easier as well as roll over money from year to year, as it is usually earmarked for a specific project.

~~Affordable Housing Committee:~~ the committee is requesting \$10,000 in 2023 for the continued needs assessment and next steps.

~~Community Awards Committee:~~ just a request of \$175 for 2023 to cover expenses for recognition of the recipients.

~~Comprehensive Plan Steering Committee:~~ 2023 request for \$575 to cover printing the new Comprehensive Plan.

~~Energy Committee:~~ requesting \$2000 for 2023 to cover any possible costs.

~~Public Arts Committee:~~ requesting \$7,300 mostly for landscaping around the new sculpture in Russell Park and to creatively paint portable restrooms.

~~Winter Transportation Committee:~~ unknown at this time because the committee has not met to discuss yet.

~~Town Plan Commission/ Zoning:~~ 2023 budget requests similar to the past to cover the Zoning Administrator and zoning expenses. They are looking at having long term rentals permitted.

A. General Government: 2023 budget requests presented by Barb Nelson and Michael Kuchta. There will be staffing changes in 2023 as Barb, the Accounting Administrator is planning on retiring and the Treasurer will be newly elected in April 2023. Other changes include life insurance and short-term disability for employees.

3. **Public Comment:** Glenn Carlson informed the Board that the Finance Committee of Ashland County Board of Supervisors voted to not provide any funding to La Pointe for Law

Enforcement for 2023. He stated his disappointment in how little dialogue there was between the Town and the County on the issue. Michael Kuchta reiterated.

Monday's budget meeting will include the fee schedule discussion as well as a possible closed session on Ashland County Law Enforcement Agreement.

4. Adjourn: Motion to adjourn, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

Submitted by Micaela Montagne, Town Clerk.

DRAFT



ASHLAND COUNTY SHERIFF'S OFFICE

October 11, 2022

La Pointe Fire Department
PO 270
La Pointe, WI 54850

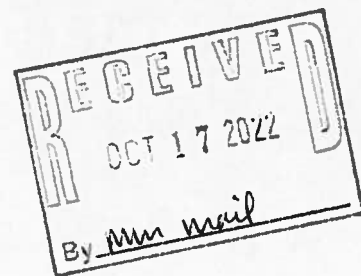
Chief Reichkitzer,

You will find the enclosed MOU and invoice for the eDispatches backup paging system for the upcoming year. Please sign the MOU and provide payment in the amount indicated on the invoice. Once you have signed the MOU and returned it, I will forward you a copy for your records. Along with the signed MOU, review the following list of users for your agency and their phone numbers and verify their information is current and accurate. If you have changes that need to be made, please submit them with your MOU.

If you have any questions or concerns, please let me know.

Regards,

Ashlee Larson
Public Safety Communications Director
Ashland County Sheriff's Office
(715) 685-7640 x 488
ashlee.larson@ashlandcountysheriff.us



Memorandum of Understanding
Between the Ashland County Sheriff's Office
and
La Pointe Fire Department

This Memorandum of Understanding (MOU) sets the terms and understanding in utilizing a backup system to normal paging activities, referred to as eDispatches, between the Ashland County Sheriff's Office (ACSO) and the La Pointe Fire Department

Background

Ashland County has challenges with the existing radio paging system. Terrain, tower location, number of towers, and budgeting all play major roles in limiting radio and pager coverage in Ashland County. There is a recognized need to expand pager coverage, without investing thousands of dollars in upgrades to the existing system. eDispatches is a service that alleviates that problem without the expense of additional tower sites while also providing greater flexibility of options to send notifications to responder-agencies.

Purpose

By utilizing the eDispatches system, pager coverage is effectively expanded by sending those pages, as text messages or voicemails, to cell phones of agency members. If an agency member is out of the normal pager coverage area, but has cell phone reception, the member will receive the page. Conversely, some areas in Ashland County have poor cell phone coverage, but are still within the pager coverage area. eDispatches is intended to supplement existing systems, not as a complete replacement as well as providing non-radio paging agencies greater flexibility in reaching on-call staff.

Responsibility

The following responsibilities will be borne by the Ashland County Sheriff's Office:

- Receiving the yearly invoice from eDispatches and in turn, invoice involved agencies responding in Ashland County, including the La Pointe Fire Department
- Maintaining the eDispatches equipment (located on-site at the Ashland County Sheriff's Office).
- Addressing concerns/questions from other agencies involved in the program.
- Adding/removing/updating names and phone numbers of agencies involved in the program unless arrangements have been made to grant an agency's designee access to the eDispatches system for the purpose of maintaining its userbase within an agreed upon number of users/recipients.
- If the invoiced amount has not been received from a partner agency within thirty (30) days of the date it is due, ACSO will consider this and prior MOUs null and void and remove said agency from the eDispatches service.

The following responsibilities will be borne by La Pointe Fire Department:

- Pay the included invoice amount due by the date indicated on the invoice.
- Maintain and service their existing cell phones, plans, etc. ACSO takes no responsibility for partner agency cell phones, plans, etc. whatsoever.

- Provide any changes of agency members, phone numbers, or carriers to ACSO to maintain an updated list of users to the system.
- If identifying a designee to maintain its own userbase, acknowledging that ACSO is not responsible for maintaining same.

Duration

The duration of this MOU is one (1) year from the date of execution. As the end of that period approaches, the MOU will be re-evaluated by both parties, updated as necessary, and re-executed upon agreement. Also at this time, any invoicing changes will also be addressed.

If at any point any partner agency wishes to cancel the eDispatches service, written notice must be provided to the Ashland County Sheriff's Office. ACSO will process the cancellation within 30 days upon receiving it.

Ashlee Larson, Public Safety Communications Director
Ashland County Sheriff's Office

_____ Date: _____

Rick Reichkitzer, Chief
La Pointe Fire Department