

# MEMO

To: Town Board

From: Michael Kuchta

Re: Town Administrator's Report

DATES COVERED IN REPORT: Dec. 10-22, 2022

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## 1. Accomplished/Completed

- **Comprehensive Plan update.** After a weather delay, presented to Town Board and TPC members on Dec. 20. Recording is at <https://tinyurl.com/yc3ha4nt>. If necessary, use this passcode: +W^05rgH. (You can ignore the first four minutes or so of technical glitches.)
- **Wisconsin Commercial Ports Association.** Attended remote meeting on Dec. 12.

## 2. Coming Up

- **New Year's.** This holiday falls on a Sunday; the Town will observe it on Monday Jan. 2
- **Erickson land swap.** Town Plan Commission holds a public hearing on Wednesday Jan. 4, 2023, at 5 p.m. They propose rezoning the piece of land that the Town is trading; zoning would change from G-1 (government and institutional) to R-3 multi-family residential, which is the same zoning as the adjacent Erickson land.
- **Fire numbers.** The long-awaited meeting with Lange Enterprises is scheduled for Jan. 10.

## 3. Town Board Agenda – Information/Comments

- **Public Works.** This hiring request is for back-up plow drivers.
- **Budget Amendment #2022-04.** See the separate memo that accompanies the actual amendment and spreadsheet from the accounting administrator.
- **2023 Compensation Resolution.** Wages and salaries reflect amounts agreed upon during budget discussions. New rates take effect on Jan. 8, which is the start of the first full pay period of 2023.
- **Clinic Lease Agreement.** This renews a two-year lease for the La Pointe Community Clinic. Terms and conditions for 2023-2024 are the same as the expiring lease.
- **Winter Transportation Agreements.** This package includes three agreements and supporting documents:
  - The renewal letter, which identifies this season's fuel charges. Fuel increases by \$1.20 per gallon, or \$95.30 per day, for the wind sleds; fuel decreases 19 cents per gallon, or \$1.62 per day, for the van.
  - The agreement itself, which is unchanged from 2021-22 except for dates.
  - The ice rescue MOU, which is unchanged from 2021-22 except for dates. (This is on the agenda under Emergency Services)
- **Joint Powers Agreement.** This is the annual emergency services agreement that commits municipalities within the county, including La Pointe, to provide mutual aid if dispatched through the county 911 system.
- **Big Water Apparatus Service Agreement.** This renews a two-year agreement for maintenance and repairs of emergency services' vehicles and equipment. Terms are essentially unchanged from the amended version of the expiring agreement. Rates increase in Exhibit A from \$125/hour to \$150/hour; from \$65/hour to \$85/hour for ferry season travel; and from \$1.25/mile to \$1.50/mile for ice road travel.

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Initial: dg

- **Notice of Claim.** The attorney's draft of the notice to Ashland County was distributed confidentially. It is available to approve, depending on the results of discussion in closed session.
- **Designated Fund.** This would authorize Town administration to set up a designated fund to receive financial contributions that support legal actions being pursued by the Town.

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

- **Town Hall.** We rearranged work spaces to accommodate desk space for the payroll coordinator and Harbor Commission secretary. Not all their technology has arrived. Biggest change: Zoning is now sharing the Town Administrator's office.
- **Ashland Daily Press.** An article about Ashland County defunding the La Pointe Police ran on Dec. 12. You can read it at <https://tinyurl.com/62xjzt6>.
- **Rec Center bathrooms.** Building inspector James Price signed off on the project Dec. 20. As a result, we will issue the final payment to the contractor.
- **Answers to Questions from Dec. 13.**
  - **Rescue training.** The fire department scenario took 20 minutes to locate the "victim."
  - **Zoning permit revenue.** As inferred, the differences in 2021 and 2022 revenue do indeed reflect trends in development between lakeshore and inland properties.
  - **Intoximeter.** The potential intoximeter calibrates itself through an internet connection. A state service technician would visit a few times a year. None of these is a cost to the Town. Training would be a cost to the Town.

#### 5. Grant Report

- No updates.

#### 6. Lawsuits/Legal Issues

- **Ashland County.** Had a 40-minute conversation with Sheriff-elect Brian Zupke on Dec. 20. County appears to have made no adjustments or plans to date to provide reliable or regular coverage to La Pointe. Continue to research old Town and County minutes, other sources re: law enforcement agreement. More details in closed session.

#### 7. Other Information

- **End of year.** Cash on hand is projected to be closer to \$350,000, rather than the \$218,000 expected during budget discussions. Most of this difference is the result of anticipated expenditures that will not take place until 2023 if they occur; these include fire department turnout gear, the waterfront sidewalk, costs for the BBTP accessibility study, and gravel. About \$15,500 is for unused contingency funds.
- **Insurance Renewal.** Review of the final proposal for insurance coverages for calendar year 2023 is complete. These policies cover property, crime, inland marine, auto, general liability, law enforcement liability, public officials and management liability, cyber liability, and excess liability. Premium will be \$84,912 (an increase of \$7,844 from calendar year 2022, or 10.2%). A breakdown of premiums by category is attached; let me know if you want to see the entire coverage package. In addition, we have been informed that our workers comp premium will be \$48,625, a decrease of more than \$17,000 from 2022.
- **Out of office.** I'll be gone Jan. 4-5 (weather permitting) for dental work – I'm smiling as I write this.

**PREMIUM SUMMARY**

**TOWN OF LA POINTE (WI) C11696**

	<u><b>Premium</b></u>
Property.....	\$19,722
Crime.....	\$340
Inland Marine.....	\$8,775
Auto.....	\$17,623
General Liability .....	\$20,915
Law Enforcement Activity Liability .....	Included
Public Officials and Management Liability .....	\$8,669
Educators Legal Liability .....	Not Quoted
Cyber Liability and Privacy Crisis Management Expense.....	Included
Excess Liability .....	\$8,868
<b>Total Estimated Annual Premium .....</b>	<b>\$84,912</b>