

## TOWN ADMINISTRATOR REPORT

To: Town Board

From: Michael Kuchta

DATES COVERED IN REPORT: June 24-July 7, 2023

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### 1. Accomplished/Completed

- **Comprehensive Plan.** Finished formatting a 128-page version of the preliminary draft document. The draft and a 5-page executive summary are posted on the steering committee's page on the Town website.

### 2. Coming Up

- **Comprehensive Plan.** The steering committee holds public Q&A sessions on Monday July 10 and Thursday July 13 at 5 p.m. at Town Hall. The TPC has scheduled a public hearing on the proposed plan for Thursday Aug. 24 at 5 p.m.

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

- **Committees.** See separate memo.
- **Town Hall Administration.** See separate memo.
- **Emergency Services.** See separate memo.

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

- **Rental ordinance.** The Town Plan Commission has scheduled a special meeting on Wednesday July 19 at 4:30 p.m. to vote on a draft ordinance that will advance to a public hearing on Wednesday Aug. 30 at 5 p.m. The Town Attorney has signed off on the bulk of the existing draft, but is still working through a few sticking points.

5. **Grant Report.** See Grants Update portion of separate Town Hall Administration memo.

### 6. Lawsuits/Legal Issues

- No updates

### 7. Other Information

- **Records requests.** Since the Town issued the septic contract on June 27 to Island Septic LLC, we have received 12 records requests from Gene Nelson and an email saying the Town should "expect legal action." The requests are on a variety of zoning, law enforcement, permitting, contracting, and operational topics. We estimate staff time and copying cost of fulfilling these requests at \$150. Under state law, we are allowed to seek prepayment for requests with anticipated costs over \$5. We will proceed with responding to the requests upon payment.

RECEIVED

JUL 7 2023

Initial: dg

## June 2023 Public Works Report

### Roads

- The month began with two rotted culverts replaced at the end of Casper Road on 6/1. We have many more culvert replacements scheduled but will hold off unless completely necessary until this fall.
- The second week of June began to show signs of hot and dry weather. With no rain in sight, the crew replaced two culverts on Craig's Way, and ditched the north side of the road as needed.
- The week of 6/5 saw the Ashland County Hwy. Dept. crew re-milling and patching the heaving culvert bumps on Middle Road, Black Shanty, and the southern section of Big Bay Road prior to the inline skate marathon.
- On 6/9 the crew painted the Town Dock and crosswalks. I hope to get more downtown high traffic areas repainted next month, as the County contracted line striping crew will not be on the island this year until Sept.
- On 6/20 the crew completely rehabbed Anderson Lane.
- On 6/21 the crew completely rehabbed Amundsen Lane.
- Between 6/22 and 6/23, Pete put in some long days and had all the main road shoulders mowed with the airport's TV145 tractor and disc cutter.
- After an extremely dry and dusty month that made grading difficult, Pete was able to get out on the roads after some much needed rain. Between 6/26-6/28, Evan Jr. and I spread 17 tons of magnesium chloride on the gravel road network. Thank you to gravel road residents for their patience and understanding regarding the crucial timing of this application, for maximum efficiency both in product performance and the town crew labor budget.

### Parks

- The Parks crew is doing a great job keeping up on the never-ending tasks involving the downtown Parks.
- The LeSeur St. porta-potties were removed and the new Rec Center bathrooms (with A/C and air blown hand dryers) are accepting a high volume of users.
- Big Bay Town Park is completely booked, and the crew is holding it all together as we approach the busiest time of year.

Drive safely and be nice,  
Respectfully submitted,  
Ben Schram, Public Works Director

RECEIVED  
JUN 3 2023

Initial: dg

(5)TB,TA,AA,CLERK,PWD,PUBLIC

Letters from MRFY  
July is NIGH!

*When the morning dew clings lightly on cool withered blades  
And the sun paints the spruce with gentle fingers;  
The barnyard animals breathe in the peace and still  
Before the full July heat beats down and reminds us all that  
Summer is here.*

By the time you read this, the thunder of the fireworks will have long since faded and the potato salad will have withered on the vine. But things at the MRF are in FULL SWING!! (Cue the circus music!!)

Our Haulmaster Supreme, Michael Haben, is on the road in a regular fashion, dumping boxes and hauling trash. During June, we filled a 40-yard dumpster every week and a compactor box every other week and, as we head into July, the busy trend continues. During the first 4 days of July, we did more business than all of January, February and March combined!! This, coupled with the fact that we are averaging about 10 miles a day on our official MRF steps program, we are working off all the wonderful baked goods that you have been dropping off!

We have been getting apple fritters, bear claws, some homemade "pan au chocolates," apple pie, blueberry pie, cinnamon rolls, something like a rhubarb/strawberry blintzey thing (which tastes amazing out of the oven but after a day, the sugars permeate the whole thing and it is divine!!). We have officially turned into a baked-good-fueled operation.

In other news, our pilot program for compost is in FULL SWING, too! We have filled up three- 55-gallon barrels of the most delectable bits of veggie scraps, fruity bits, soggy napkins, coffee grounds and others assorted NON-MEAT items. It is mixed with leaf matter and left to stew in its own juices. Sometime in October, I will pop the lid and see what we have! Stay tuned!



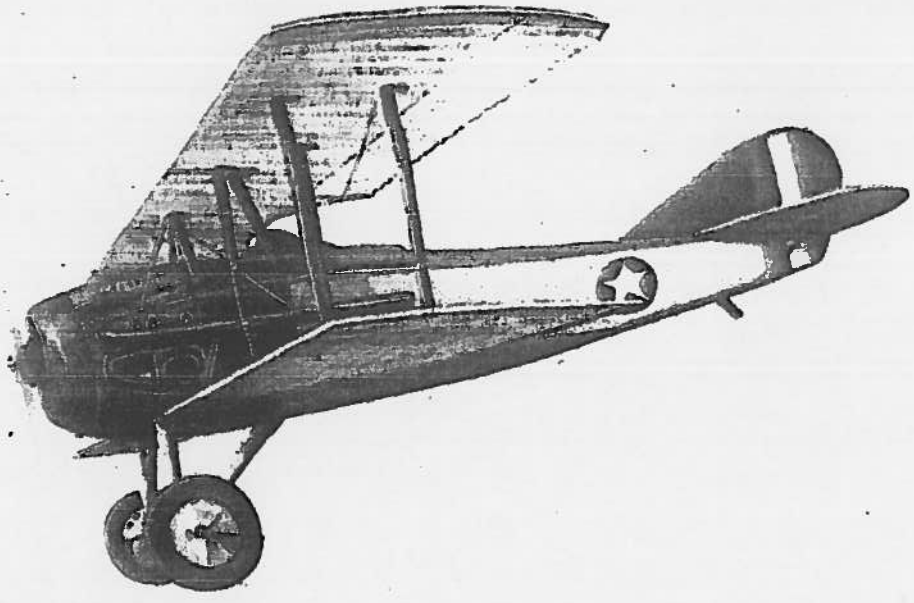
Friendly reminder: PRESORT prior to your arrival here at the MRF. We have quite a few people who think that presorting means sorting while the car is running here the MRF. Nothing makes the person behind you grouchier than having to wait while you sort your beverage cans from your smoked fish wrapper. Together we can win this war!!

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JUL 1 8 2003

Initial: cg

.. (5)TB,TA,AA,Clen,Public



**Major Gilbert Field (4R5)**

**To: Town Board**

**From: Paul Wilharm**

**Date: 07/03/23**

**Re: Monthly report for June 2023**

**During the month of June our airport was issue free !**

**Attached are logs / checklists**

**Thanks !**

Paul  
COVER + S

RECEIVED  
JUL 3 2023

Initial dg

following filed flight plans  
drop box receipts \$313.<sup>00</sup> 6/23

6/3	N200NW	6/21	N5889V
6/4	N76TM	6/22	N447MK
6/4	N192AF	6/22	N329UR
6/8	N218MN	6/22	N1377T
6/8	N200NW	6/23	N192AF
6/9	N3968N	6/23	N200NW
6/9	N346BA	6/23	N8082T
6/11	N346BA	6/24	N79575
6/12	N192AF	6/24	N989PS
6/14	N114A	6/26	N447MK
6/15	N56088	6/27	N8330D
6/16	N29265	6/28	N192AF
6/16	N365JC	6/29	N346BA
6/16	N200NW	6/30	N124RM
6/17	N192AF	6/30	N200NW
6/18	N420JB	6/30	N55RY
6/19	N21955	6/30	N99171
6/20	N348MK	6/30	N1144L
6/20	N3703R		

Additional traffic see  
sign in sheets

Run 2 total records

Available Reports

Civil Airport Coordination Report

Civil Airport NOTAM Report

Reference...	NOTAM N...	NOTAM Text
08020007	08010	IGRB 08010 4RS RWY 22 PAPI US 2308011312-230801311
08014007	080363	IGRB 080363 4RS RWY 22 PAPI US 230801715-2307311714

Designator	Recipient ...	Contact In... O
4RS	Publ	airport@to...
4RS	Publ	airport@to...

Filter Name	Filter Value
Location	4RS
Status	Active,Cancelled,Expired
Keyword	
Date Range (Start)	08/01/2023
Date Range (End)	08/30/2023

6/23 NOTAM

6/2/23	D. DORRERS	N363DS	1	P	KRGK
6/3	J Alberts F Willette	N1946Y	2	P	KDWH
6/3/23	Trent Montgomery	N8683N	4	P	KAIT
6/24/23	JEFFREY TURNER	N2628F	2	P	KRNH
6-6-23	Linus Snyder	N8995W	2	P	KMFI
6-6-23	Barry Weinzirl	TIF5	1	P	KLUM
6-8-23	Mack	N192AF	1/2	B	KSGS
6-8-23	GREG BRATVOU	N21PL	3	P	KMSC
6-8-23	Mark Uwertl	N5593A	2	P	IWD Funwood
6-11	Tom Whisenand	N2920D	2	P	KMSN
6-12	John Nielsen	N170KW	1	P	WT18
6-13	Anthony Steinke	N784BC	1	P	KSUW KDLH

6/23

(1)

WELCOME TO 4R5

DATE	PILOT'S NAME	N-NUMBER	NUMBER ABOARD	BUSINESS/ PLEASURE	FLIGHT ORIGIN
6/14	D. DOMERS	363DS	2	P	KRGK
6/14	M. JOLMAN	114A	1	P	KSOW
6/15	S. Shirk	52VA	2	P	ZID
6/16		90505			
6/16		839KT			
6-17	Doug Artus	N55129	4	P	KARV
6/17	Caden Jackson	209JS	2	P	PVD <del>PCA</del>
6-17	Parker	N7810	4	P	KANE
6-18	Lewis	2133R	3	P	CMX
10-18	Chris Johnson	N94505	2	P	KXI
6/18	Nick Overbeck	N52VA	2	P	ZID
6/18	Bobby Moody	420JB	2	P	KFCM
6/18	Dave Bjor	N1423A	2	P	PWK
6/20	GARY GANNON	N5037S	2	P	KUBE
6/20	Mike Cahill	29593	3	P	ACQ

6/22

(12)



WELCOME TO 4RS

DATE	PILOT'S NAME	N-NUMBER	NUMBER ABOARD	BUSINESS/ PLEASURE	FLIGHT ORIGIN	C
6/21		588W	2	P	ARV	
6/20	Jesse Luss	N3703R	2	Business	ATN	
6/22	Ted Throux	N1377T	1	Pleasure	KRPD	
6/24	Gabe Johnston	1776W	2	Pleasure	KSUC	
6/24	Senn, Sr & Ben Struhm	8082T	2	Pleasure	K64	
6/24	Ben Van Handel	N79575	2	Pleasure	KASX	
6/20	Mack	N192AF	2/2	Bot/All	KSC9S	
6/27	WEBER <sup>1 DAY ONLY VISIT</sup>	N8330D	2	Pleasure	FCM	
6/27	Daniel Chofyten	N2725F	3	Pleasure	KMIC	
6/29	Sloane Shimek <sup>1 Day only</sup>	N810PA	2	Pleasure	KFCM	
6/30	OTIENO Oduor	N6755W	2	Nice bikes	KRZN	
6/30	Evan Thompson / Kyle Bongartz	N450MK	2	Pleasure	KMKT	
6/30	Blake Forslund	N6797V	3	Pleasure	Z98	

6/23

(3)

**Zoning Report 5/31/2023**  
**Routing: TB (5), TPC (5), Clerk (1), Assistant Clerk (1) Email Staff: (5)**

**ZONING REPORT 6/30/2023**

**Building/Land Use Permits**

	2023		2022	
	Value	Number	Value	Number
County	\$2,975.00	14	\$6,880.00	15
Town	<u>\$5,288.25</u>	<u>35</u>	<u>\$6,610.00</u>	<u>28</u>
Total	\$8,263.25	49	\$13,490.00	43

**Town Revenue (year to date)**

Permits	\$5,288.25
Variance	0
CSM	\$500.00
Special exception	\$750.00
CUP	<u>0</u>
Total	\$6,538.25

**Town Revenue (2022)**

Permits	\$4,610.00
Variance	
CSM	\$500.00
CUP	<u>\$1,500.00</u>
Total	\$6,610.00

**Short-Term Rental Permits**

Source	2023 (year to date)		2022 (year to date)	
	Permits	Revenue	Permits	Revenue
Rentals by owner	74	\$12,950.00	71	\$9,160.00
Madeline Island Vacations	49	\$8,575.00	32	\$7,280.00
The Inn on Madeline Island	<u>29</u>	<u>\$5,075.00</u>	<u>21</u>	<u>\$4,650.00</u>
Total rental properties	151	\$26,600.00	124	\$21,090.00

There are four unpaid rentals. Letters were sent to them on 6/20/2023. One property owner paid double the fees.

**Zoning Report 5/31/2023**  
**Routing: TB (5), TPC (5), Clerk (1), Assistant Clerk (1) Email Staff: (5)**

DATE	SANITARY PERMIT #	COUNTY PERMIT #	LAND USE PERMIT #	NAME OF PROPERTY OWNER	FIRE #	STREET NAME	Parcel number 014	PROJECT TYPE	TOWN FEE	COUNTY FEE	ENTERED
5/31/2023			2023-22	John Eldred	270	Big Bay Rd.	00395-0300	Camper	\$75.00		5/31/2023
5/31/2023			2023-23	Paul Wilharm	545	Middle Rd.	00193-0103	Camper, Building	\$75.00		5/31/2023
6/6/2023			2023-24	Jack Stetler	560	Miller Farm Rd.	00205-0500	Camper, Permit Ext.	\$125.00		6/6/2023
6/6/2023			2023-25	Schimke-Nelson	2180	Big Bay Rd.	00083-0210	Accessory Structure	\$171.00		6/6/2023
6/6/2023			2023-26	Paul Turner	490	Mondamin Trl.	00215-0500	Accessory Structure	\$135.00		6/6/2023
6/7/2023			2023-27	Gwen Patterson	873	Middle Rd.	00180-0310	Addition	\$107.00		6/7/2023
6/13/2023			2023-28	TCE	412	Big Bay Rd.		Land Disturbing	\$75.00		6/13/2023
6/13/2023			2023-29	MIHPA	100	Island Ln.	00439-0400	Land Disturbing	\$75.00		6/13/2023
6/13/2023	8675	8720	2023-30	Frank Sowl	3623	North Shore Rd.	00317-0320	Accessory Building	\$115.00	\$200.00	6/13/2023
6/14/2023		8721	2023-31	Bob Knutson	2674	North Shore Rd.	00045-0200	Accessory Building	\$229.00	\$200.00	6/14/2023
6/20/2023			2023-32	Schimke-Nelson	2180	Big Bay Rd.	00083-0210	Added SQ FT	\$187.00		6/20/2023
6/20/2023			CSM	Thomas Kromroy			00330-0700	CSM	\$250.00		6/20/2023

**Zoning Report 5/31/2023**  
**Routing: TB (5), TPC (5), Clerk (1), Assistant Clerk (1) Email Staff: (5)**

6/20/2023	8722	2023-33	Joel Bleifuss	4220	Chippewa Trail	00012-0100	Accessory Building	\$195.00	\$200.00	6/20/2023
6/21/2023		2023-34	Sam Dahlin		North Shore Rd.	00088-0200	Land Disturbing	\$75.00		6/21/2023
6/27/2023		2023-35	TJ Semanchin	909	South Shore Rd.	00292-0280	Camper	\$75.00		6/27/2023
6/28/2023	8723	2023-36	Edward Nelson	2710	North Shore Rd.	00045-0430	Driveway	\$75.00	\$150.00	6/28/2023

I sent out letters to the twenty-five surrounding property owners to inform them of the Public Hearing for the Dog Park. A public hearing was held June 28 for a CUP for the proposed dog park; recommendations will be made at the July 5 TPC RMM.

Additional letters were sent to the property owners of SHORT-TERM Rentals that are not paid.

Jim Peters, Paul Wilharm and I have resumed work on the Zoning Ordinance rewrite.

Bob Hartzell visited on June 29th asking about fire numbers for the new parcels that were created for the Expandable Condominiums. I informed him that he needs to get on the TB agenda to ask to have named private roads before I can issue fire numbers.

Gene Nelson made an open records request on seven properties concerning zoning decisions and related issues.

Ed Schaffer  
 Submitted 6/29/2023

## ACCOUNTING ADMINISTRATOR REPORT July 2023

07/03/2023

### FINANCIALS:

#### 1. AUDIT:

a. The auditors have sent over the adjusting 12/31/2022 entries. Once the 12/31/2022 entries are updated and balanced in Workhorse, I'll hopefully be able to close the year and move into the reconciliation of accounts with 2023 beginning balances.

1. They suggested the Town combine the General Fund checking and the Designated Funds saving accounts. By moving these into one checking account:

- a. One less bank account to track, and only one general pool of funds.
- b. No tracking of expenses and revenues to and from each account, which require a bank transfer to be done.
- c. Designated Funds accounts would continue to be accounted for separately.
- d. Saves accounting and processing time.

#### 2. SOFTWARE:

- a. Once the audit entries are done, and the reconciliations taken place, it should enable monthly budget reports to be produced directly from Workhorse (this was one of the major goals of the software change to Workhorse).
- b. Just about everyone has access to Workhorse, so they can run their own reports, look at vendor information, compare actual real-time expenses and revenues to the budget (which was another goal for making the change to Workhorse).
- c. Workhorse has the capabilities for designing of reports, which I really hope to do for each department before retiring.

#### 3. GRANTS:

- a. Airport CARES, etc.: I hope to start pulling these expenses together soon.
- b. WI Department of Natural Resources (DNR) Trails Grant: The DNR granted Michael's requested extension to 6/30/2024. This is for Big Bay Town Park trails improvements.

#### 4. BUDGET:

- a. Budget time is coming quickly, I'll start setting up the files, formulas and historic budget information for the Department Heads. Once a budget is adopted, it can be imported into Workhorse for automated reporting.

### MISCELLANEOUS:

1. Succession: My official retirement date has been set for Saturday, August 19<sup>th</sup>. Michael and I have been working on succession plans and shifting of duties. All will be in good hands.

Respectfully submitted,

*Barb Nelson*

Accounting Administrator

RECEIVED

JUL 3 2023

Initial *cb*



(5) TB, TA, AA, Clerk, Public  
**LA POINTE POLICE DEPARTMENT**

**MADLINE ISLAND**  
270 MAIN STREET  
LA POINTE, WISCONSIN 54850

**PHONE: (715) 747-6913**  
**FAX: (715) 747-3096**  
police@townoflapointewi.gov

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**To:** Town Board  
**From:** William Defoe  
**Date:** 7/5/2023  
**Re:** Monthly Police Report for June

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During the month June 2023, the La Pointe Police issued the following:

- 6 Parking Citations
- 13 Traffic Citations
- 2 Ordinance Citations
- 0 Arrests transported off island.
- 0 Arrests released to responsible parties.

Welcome to July, were the nice weather and the tourists have arrived. Calls for service are up and are in line with previous years for June with July expected to be one of our busiest in years.

Jon Rahlf's last day as a full-time officer was just a few weeks ago, we already miss him, he has moved to Wyoming where his girlfriend is studying grizzly bears. He will return on occasion on a part time basis.

The Apostle Island In-Line marathon had no problems, we had help from three GLIFC Wardens as well as two Ashland County Deputies. As one of the Wardens was unable to make it last minute, we recruited Steve Riffle to help, and a huge thank you goes out to him for helping.

We have advertised for Part Time help for the department as we are down in numbers, as of July 3, I have only received one application. We may have to consider sending this applicant to the academy with an agreement for a longer-term solution. As I look at WILENET, there are several full-time positions available, and as I talk to other chiefs, no one is applying for part time positions at all and very few are applying for the open full-time positions. I advertised looking for retired officers that want to still work part time with no takers.

All training has been taken care of by members of the department for the fiscal training year that ended on June 30, 2023. We will begin on the new fiscal year as we can.

If there are any questions or wish to discuss things within the department, please feel free to come talk to me.

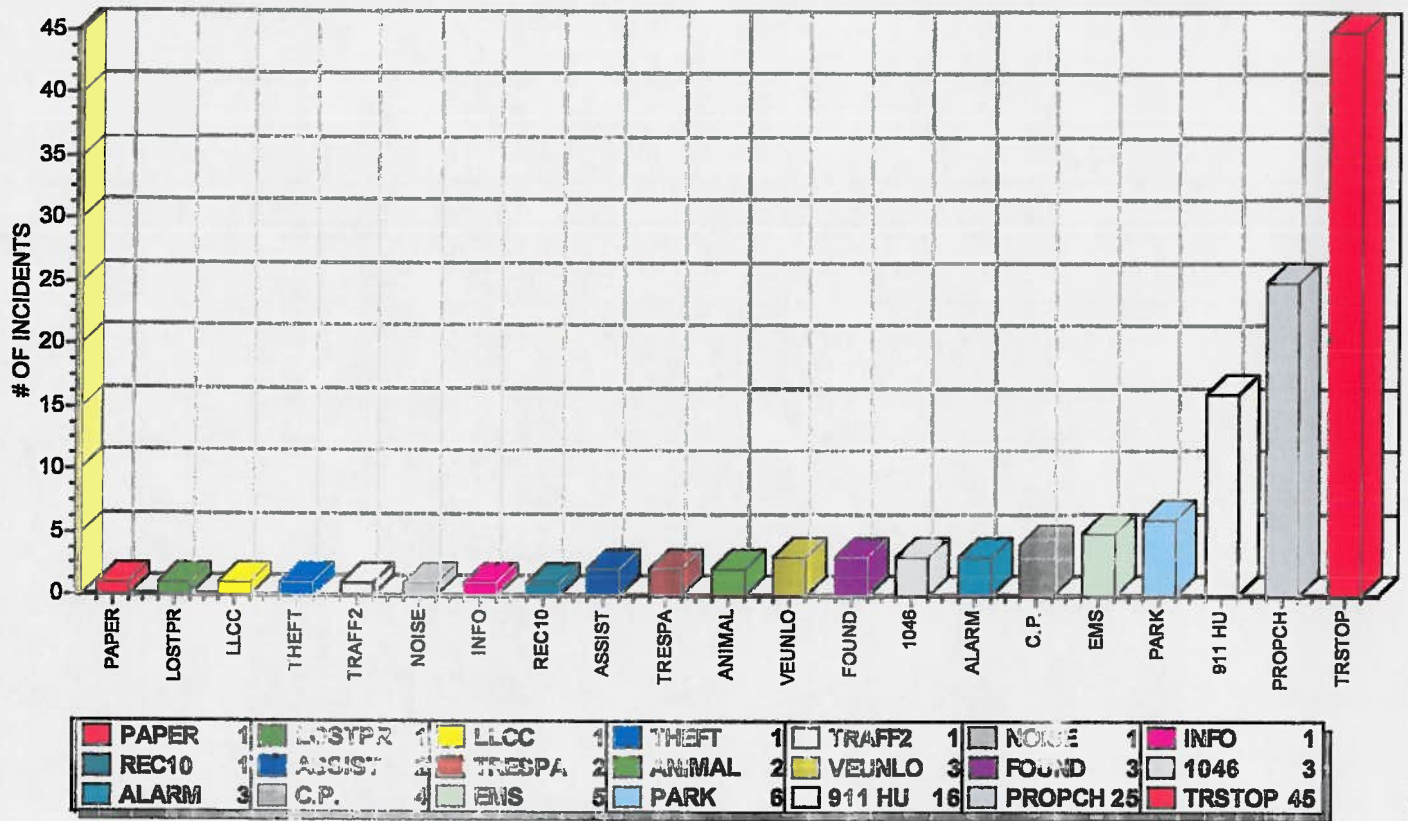
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JUL 8 2023

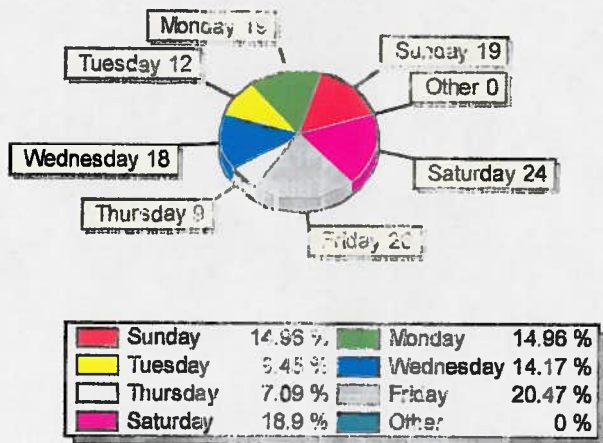
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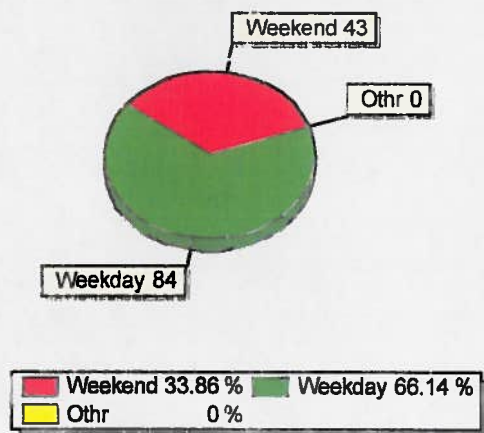
Incident Frequency by TYPE (Top 21 of 21 Shown) (Using DATE RECD)



By Day of Week



Weekday vs Weekend



Search Criteria: (LOGNUM >= 'A4-23-00001')  
 (LOGNUM <= 'A4-23-10000')  
 (DISTRICT >= '07')  
 (DATE\_RECD >= TO\_DATE('6/1/2023','MM/DD/YYYY'))  
 (DATE\_RECD <= TO\_DATE('6/30/2023','MM/DD/YYYY'))

**Madeline Island Ambulance Service Report**

**July 3, 2023**

We had ten runs in June. Seven were transports, and the others were non-transport. The crew is handling it well.

I have finished the updates to our operational plan. It was a good update. Don Kimlicka at the state was a big help with some of the information that I needed to collect.

The new coordinator for Memorial Medical Center, Doug Jennings, came to the ESB hall to meet me and see our new facility. He did hand me \$250.00 worth of gas cards. I put \$100.00 in the rig and will hand the others out to each member. We talked about what we could improve upon at the emergency room. He also mentioned some grant opportunities. I would like to explore some of them for the replacement of our 509 Ambulance. The new rigs are much safer and have better communication and GPS abilities and are more ergonomically laid out in the patient compartment.

We are not signed up to work on the three large community events this season. We remain on call for the rest of the island. During the marathon, we did help a runner after the race when she needed treatment.

All of our EMRs are now refreshed for another three years. It is nice to have everyone updated and their licenses renewed.

We had an incident with the ferry line this last month. An ambulance was waiting in the large vehicle lane at the ferry dock in Bayfield after a run. They were asked to wait for the next boat and not to take the first one that was loading. The crew was very upset, as it has always been an unspoken rule that we are on the first boat back. I called Cal Linehan, who is the operations manager for the ferry line. Cal agreed that we should always be on the very first boat back and that we should never be asked to wait. He gave me his cell number to post to the crew so that if there is ever another problem, they should call Cal directly to deal with the problem. I have asked Cal for a copy of the memo that he sent out to the captains to carry in the rig. He also has spoken to each captain and made it clear that we are always to be on the first boat. Due to our small staff and busy season, we cannot afford to have an ambulance delayed upon return.

Marty Curry has put together a committee to plan an EMS Ball Fundraiser. Most of the committee are community members. They would like to hold the event for all ages at the ESB building on August 26<sup>th</sup>. There will be music and food and games and even a dunk tank. They do want to hold a 50/50 raffle, and so a license will have to be applied for. They are also considering selling beer and will need a license for that and have already spoken to Micaela about that possibility.

Respectfully Submitted,

Cynthia Dalzell, Madeline Island Ambulance Service

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JUL 3 2023

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## TOWN BOARD MEETING MEMO

From: Michael Kuchta

Date: July 6, 2022

Re: Committees

- 
- **Planning and Zoning:**
    - **Dog park.** Town Plan Commission recommends approval of a conditional use permit with these conditions: There must be an organization responsible for the park; a survey must be done to mark property lines; an MOU be in place with the Town to include the size and location of a fence, the size and locations of gates, signs to display park rules, requirement that water and shade be available for dogs and dog owners, and a clause on maintenance and cleaning.
    - **Kromroy CSM.** TPC recommends approval of the certified survey map, which moves the boundary between Lot 1 and Lot 2. (Dark line on map shows proposed new boundary; dotted-dashed line shows existing boundary.)
    - **Named road(s) for Hartzell expandable condominium.** The Zoning Ordinance requires a private roadway, not a driveway, when access is required for four or more improved parcels. In accordance with State Statute 82.03(7), and in order to assign fire numbers, roads must be named. Robert Hartzell's Gitchee Gumee expandable condominium project, which is accessible from Mondamin and South Shore Roads, currently is platted for 15 home sites. Mr. Hartzell is expected to be at the meeting to make his request. At a future date, after staff and public safety review, the Town Board will be asked to amend the current road name resolution, which was revised most recently on Feb. 12, 2019.
    - **Zoning Board of Appeals.** The Zoning Ordinance requires that the BOA have 5 members, "appointed by the Town Board Chair subject to confirmation of the Town Board." The BOA also has a first and second alternate "selected by the Town Board."
  - **Affordable Housing Advisory Committee.** The committee recommends approval of the Request for Qualifications included in your packet. The RFQ invites developers to partner with the Town on potential projects to build workforce housing for Island residents.

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JUL 6 2022

Initial: dg

**ASHLAND COUNTY CERTIFIED SURVEY MAP NO. \_\_\_\_\_**  
 PARCELS OF LAND LOCATED IN GOVERNMENT LOT 2 OF SECTION 29 AND THE SW 1/4 OF THE SW 1/4 OF SECTION 28, ALL IN T. 51 N., R. 2 W., IN THE TOWN OF LA POINTE, ASHLAND COUNTY, WISCONSIN

NOTE:  
 THE ORDINARY HIGH WATER LINE OF LAKE SUPERIOR IS APPROXIMATE AND FOR REFERENCE ONLY.  
 ANY LAND BELOW THE ORDINARY HIGH WATER LINE OF A LAKE OR A NAVIGABLE STREAM IS SUBJECT TO THE PUBLIC TRUST IN WISCONSIN AND THE PUBLIC TRUST IS ESTABLISHED UNDER ARTICLE IX, SECTION 1, OF THE STATE CONSTITUTION.  
 THE SURVEYED PARCEL IS SUBJECT TO RIGHTS OF WAY, RESTRICTIONS, RESERVATIONS AND EASEMENTS THAT MAY EXIST THROUGH UNRECORDED MEANS OR RECORDED DOCUMENTS.

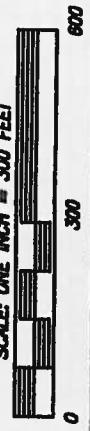
**TOTAL AREA**  
 1,716,750 SQ. FT. ±  
 39.41 ACRES ±

BEARINGS ARE BASED ON THE SOUTH LINE OF THE SECTION 29 BETWEEN THE SE CORNER AND MEANDER CORNER, BEING N 89°49'26" W

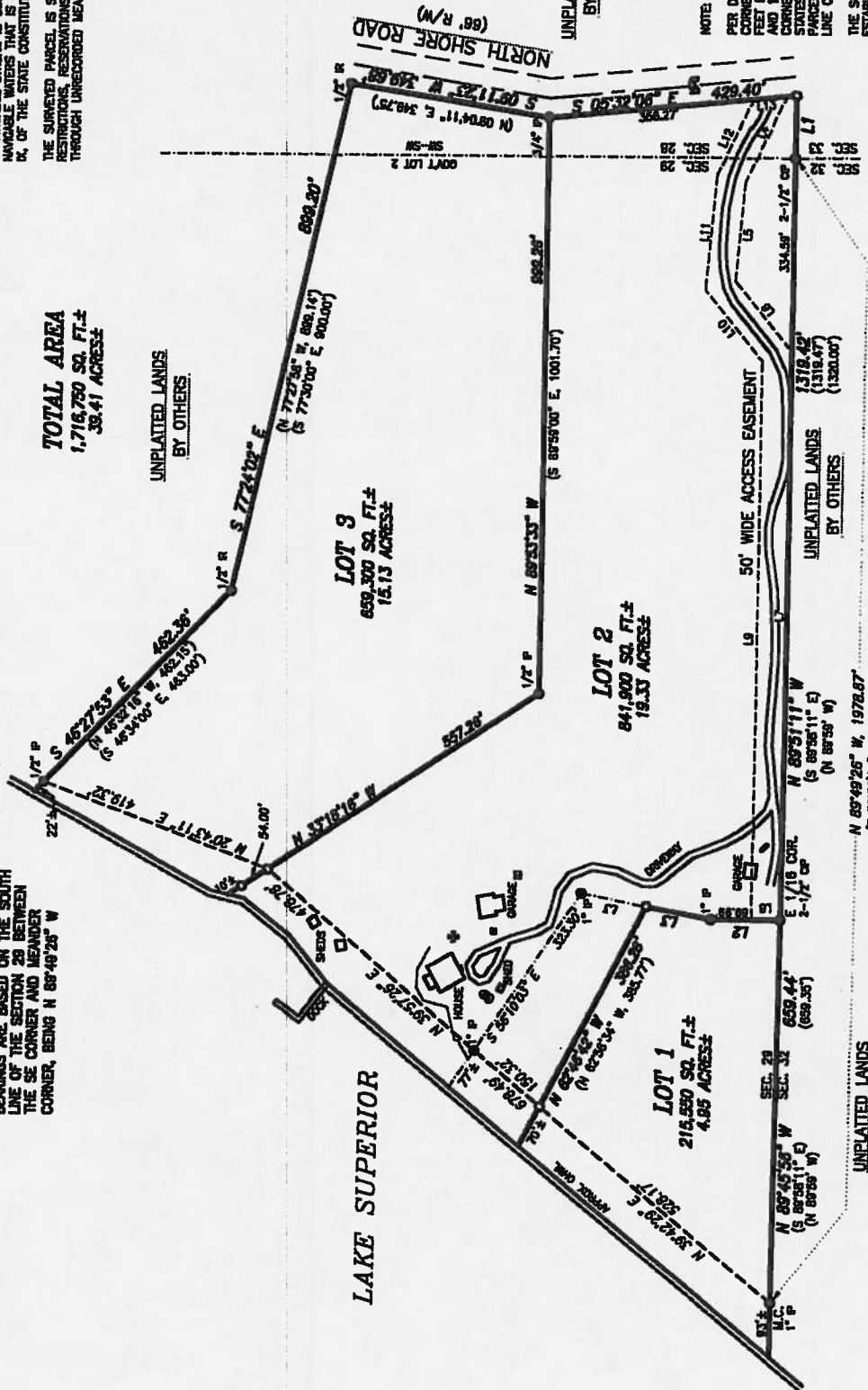
LINE	BEARING	DISTANCE
L1	S 89°53'53" W	108.76'
L2	S 00°11'31" W	518.88'
L2 (RED)	N 00°01'00" E	120.00'
L3	S 10°25'12" W	114.30'
L3 (RED)	N 10°20'20" E	114.27'
L4	N 89°18'22" W	186.84'
L5	N 89°54'52" W	170.55'
L6	S 00°50'43" W	188.49'
L7	N 89°51'11" W	864.84'
L8	N 00°11'21" E	80.00'
L9	S 89°51'11" E	868.05'
L10	N 89°50'43" E	188.83'
L11	S 89°54'23" E	188.91'
L12	S 89°18'22" E	148.54'
L13	S 09°32'08" E	87.87'

- UTILITY LEGEND**
- ⊕ WELL
  - ⊙ SEPTIC COVER
  - ▲ SEPTIC VENT
  - UTILITY PEDIMENT
  - ELEC. TRANSDUCER

SCALE: ONE INCH = 300 FEET



- LEGEND**
- FOUND MONUMENT, AS NOTED
  - 1-1/4" X 18" IRON PIPE (IP)(WT=1.67LB/FT), SET THIS SURVEY
  - ( ) RECORDED INFORMATION
- PPE DIMENSIONS ARE OUTSIDE DIAMETER



NOTE:  
 PER DOCUMENT NO. 203222 THE SOUTHWEST CORNER OF THE SURVEYED PARCELS IN LOTS 2 AND 121.83 FEET FROM THE SOUTHWEST CORNER OF SECTION 29. THE DEED ALSO STATES THAT THE EAST LINE OF THE SURVEYED PARCELS IS ON THE WESTERLY RIGHT OF WAY LINE OF NORTH SHORE ROAD.  
 THE SOUTHWEST CORNER OF THIS CSM WAS ESTABLISHED AT THE INTERSECTION OF THE SOUTH LINE OF SECTION 28, AS DESCRIBED, AND THE CURRENT WESTERLY RIGHT OF WAY LINE OF NORTH SHORE ROAD.

101 N. MAIN STREET  
 SUITE 100  
 ASHLAND, WISCONSIN 54805  
 (715) 831-8882  
 WWW.NELSONSURVEYING.COM

**NELSON SURVEYING INCORPORATED**  
 BORROWING YOUR BEST OF THE WOODS SINCE 1984

FILE: N/7511N29/SEC29  
 ACAD: N22\_166\_ACRADROY  
 PSDATA: N22\_166  
 NB: 498 PG. 98  
 DRAWN BY: TEB

CLIENT: THOMAS KROMROY  
 JOB NO.: N22/166  
 SCALE: ONE INCH = 300 FEET  
 DATE: 6/7/2023  
 FIELD WORK COMPLETED: 6/10/2023

SHEET 1 OF 3 SHEETS

RECEIVED

JUL 6 2023

Initial: dg

(5) TB, TA, AA, Clerk, ZA, Public

Date: July 6, 2023  
To: Town Board  
From: Dorgene Goetsch, Clerical Assistant  
Re: Appoint members to Zoning Board of Appeals (ZBOA).

After your appointment of Tom Nelson on 6/27/23, 3 positions remain open on the Zoning Board of appeals (1 regular and 2 alternate).

Glenn Carlson asked me to distribute an Application to Serve on a Board or Committee for the Town Plan Commission received from Clayton Douglas on 3/15/23.

I have also attached 2 pages from the Town of La Pointe Zoning Ordinance regarding ZBOA appointments.

I will continue to post for members needed.

Thank you,

**THE ZONING BOARD OF APPEALS**

**3 Year Terms, 5 Members 2 Alternates**

**Oath of Office to be taken within 5 days in receiving appointment per §19.01 and §60.31**

**PURPOSE: To consider certain appeals and variances.**

**MEMBERS:**

**Paul Brummer, Chair**  
David Boone  
David Ehlen  
Tom Nelson  
OPEN

**TERM EXPIRES:**

June 30, 2024  
June 30, 2025  
June 30, 2025  
June 30, 2026  
June 30, 2026

**Alternates:**

#1 – OPEN  
#2 – OPEN

June 30, 2026



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@townoflaointewi.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
X 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

Clayton Douglas

Name (please print)

PO box 486 LaPointe Wisconsin 54850

Mailing Address

Phone (Primary)

Phone (Other)

Email Address

Town Resident? Full time X Seasonal Other

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

If yes, what boards or committees?

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

I feel that year round local businesses need to be better represented on the TPC and affordable housing

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

I've been a full-time resident of Madeline Island for 20 years and have started and run two profitable

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

Clayton Douglas

Print Name

Signature

3/9/23

Date

RECEIVED
Date: 3/9/23

## **SECTION 10.0 ZONING BOARD OF APPEALS**

### **10.1 COMPOSITION**

A Zoning Board of Appeals (ZBA) is hereby created. Such board shall be appointed and have such powers in accordance with the provisions of 62.23 §(7)(e) of the Wisconsin Statutes. The ZBA will meet to consider certain appeals and variances. The ZBA shall consist of five (5) members appointed by the Town Board (TB) Chair subject to confirmation of the TB and shall serve terms of three (3) years, except that of those first appointed, one (1) shall serve for one (1) year, two (2) for two (2) years, and two (2) for three (3) years. The Town Chair shall designate one of the members as chairperson. Two (2) alternates shall be selected by the TB to serve a three (3) year term non-concurrent to one another. Annually, the Town Chair shall designate one of the alternate members as first alternate and the other as second alternate. Terms of alternates shall be staggered and be designated as first alternate and second alternate. Alternates to the ZBA shall participate only if regular members are absent or recuse themselves from participation at a ZBA meeting. The members of the Zoning Board of Appeals shall be given such compensation as to be fixed by the TB and shall be removable by the TB for cause upon written charges and after a Public Hearing. Vacancies shall be filled for the un-expired terms of members whose terms become vacant. In appointing members to the ZBA, the TB shall consider any history of past zoning violations involving property owned by a potential appointee. The board will not appoint anyone to the ZBA who is a property owner with a pending zoning violation in the Town of La Pointe.

### **10.2 RULES AND PROCEDURES**

#### **A. Conflicts of Interest**

1. Members of the ZBA shall avoid conflicts of interest. As used here, a conflict of interest shall include, but not necessarily be limited to, the following:
  - a. Reviewing, deliberating upon, or voting on a case concerning oneself.
  - b. Reviewing, deliberating upon, or voting on a case concerning a property located adjacent to or within three hundred (300) feet of one's property.
  - c. Reviewing, deliberating upon, or voting on a case involving a corporation, company, partnership, or any other entity in which the person is a part owner, or has any other relationship where the person may stand to have a financial gain or loss.
  - d. Reviewing, deliberating upon, or voting on a case, if such action results in a pecuniary benefit to oneself.
  - e. Reviewing, deliberating upon, or voting on a case concerning one's spouse, child, stepchild, grandchild, brother, sister, parent, grandparent, or member of one's household.

- f. Reviewing, deliberating upon, or voting on a case where an employee or employer of the member is: an applicant or agent for an applicant, or has a direct interest in the outcome.
2. When a conflict of interest exists, the member shall do the following upon determining that a conflict exists:
    - a. Declare that a conflict exists as soon as possible to the ZBA
    - b. Cease to participate as a ZBA member at the ZBA meetings until the case giving rise to the conflict has been decided; and refrain from representing oneself as a ZBA member before the ZBA or its staff.

3. **Ex Parte Contact.**

- a. Members of the ZBA shall attempt to avoid ex parte contact between a ZBA member and a person who has a matter before the board. As defined here, ex parte contact refers to communication that occurs outside of a noticed meeting. Members of the ZBA have a duty to not prejudge a case, and to base their decisions only on the material and facts presented at public meetings and hearings on the case.
- b. Despite one's best efforts it is sometimes not possible to avoid ex parte contact. When that happens, the member should publicly report the content and context of the ex parte contact in full at the public hearing or meeting on the case prior to the ZBA deciding on the issue.

4. **ZBA's Office.**

The office of the ZBA shall be located at the La Pointe Town Hall within the office of the Zoning Department. All records of the ZBA shall be available for public inspection between the hours of 9:30 AM and 3:30 PM, Monday through Friday, except for legal holidays.

**B. Officers and Duties**

1. **Officers.** The Town Board shall designate a Chairperson and the ZBA shall elect a Vice-Chairperson from among its members at the annual organization meeting. These officers shall hold office until their successors are elected. The ZBA may, at any meeting or hearing, elect from among the membership the replacement for an officer, who dies or for whatever reason is unable to perform the duties of the office. The officer, so elected as a replacement, shall serve until the confirmation or other appointment by the Town Chair.
2. **Duties of Officers.** The Chairperson, if present, otherwise the Vice Chairperson, shall preside over and direct the conduct of all meetings and hearings of the ZBA and may administer oaths and compel the attendance of witnesses. In the absence of both the Chairperson and Vice-



Public

(5) TB, TA, AA, Clerk, PU



**TOWN OF LA POINTE**  
**MADELINE ISLAND**  
240 Big Bay Road  
PO Box 270  
LA POINTE, WI 54850  
715-747-6913

## Request for Qualifications Affordable Workforce Housing Development

### 1. Summary and Background

The Town of La Pointe, on Madeline Island in Ashland County, WI, seeks statements of qualifications and interest from developers willing to explore partnering with the Town to build workforce rental and ownership housing for current and potential Island residents. The initial site under consideration is approximately 11 acres of Town-owned land.

The Town of La Pointe encompasses Madeline Island, the only Apostle Island that is inhabited year-round. The island in Lake Superior is a long-time seasonal and vacation destination, and is becoming increasingly popular year-round. La Pointe's population rose 64% in the previous decade, to 427, according to 2020 US Census figures. A 2023 research report projects the Town's population reaching 500 by the end of this decade. The Town's growth runs counter to many rural communities in northern Wisconsin; for example, the Town saw the largest population increase – in percentage and raw numbers – of any municipality in Ashland County.

This growth in population, the long tradition of seasonal residences, the attractiveness of the Island to remote workers, the widespread availability of short-term vacation rentals, and broader market trends have made affordable housing difficult, if not impossible, for year-round residents and workers to find or obtain.

The Town Board, based on work by its Affordable Housing Advisory Committee, is seeking to create the types of housing that the private market is not providing independently. The committee's initial emphasis is on "workforce housing" for year-round residents who earn between 60 percent and 120 percent of the Town's median income (roughly \$41,071-\$82,142). A March 2023 market analysis projects that 20 units of rental housing, 10 homes for single-household ownership, and 16 units of seasonal employee housing could be absorbed in the next five years.

RECEIVED

## **2. Guidelines**

### **2.1. Timeline**

The anticipated schedule for this solicitation:

- RFQ Available July 11, 2023
- Initial deadline for responses August 21, 2023, 4:00 p.m. Central Time
- Town Board opens responses August 22, 2023, 5:30 p.m. Central Time

Responses will be reviewed by staff and the Affordable Housing Advisory Committee, which will make a recommendation to the Town Board of a preferred developer (or developers) with whom to begin discussions.

### **2.2. Response Requirements**

Responses should be delivered by the Aug. 21 deadline to:

Town Clerk  
Town of La Pointe  
PO Box 270  
240 Big Bay Road  
La Pointe, WI 54850

Hand-delivered copies will be accepted at the above address between 8 a.m. and 4 p.m. Central Time, Monday through Friday, excluding holidays observed by the Town. Developers should be aware that delivery to the Island may be affected by ferry schedules and other conditions beyond the Town's control.

Responses can also be emailed by the deadline to: [clerk@townoflapointewi.gov](mailto:clerk@townoflapointewi.gov).

## **3. Project Purpose and Scope**

This request seeks statements from developers who are interested in partnering with the Town to build rental and ownership housing for current and potential Island residents. The intent is to create the units outlined in "A Market Analysis for Affordable/Workforce Housing in the Town of La Pointe, Wisconsin." This assessment was completed in March 2023 by Maxfield Research & Consulting. It is the Town's intention that the housing would remain affordable for the foreseeable future, through the use of a community land trust, land covenants, deed restrictions, or similar tools. (Note: A proposal to create a regional land trust in Ashland and Bayfield Counties is being led by staff at the University of Wisconsin Extension in Bayfield County.)



The La Pointe Town Board, based on work by its 13-member Affordable Housing Advisory Committee, is seeking to partner in building the types of affordable housing that the marketplace is not providing. The Town Board is willing to:

- Sell a portion of Town-owned Parcel 014-00199-0000 at no cost, transferrable upon project completion and other mutually agreeable conditions. The wooded parcel has frontage on Big Bay Road, is adjacent to recreational trails operated by Town and Wilderness Preserve, and is accessible for sanitary sewer connection. The land has no known contamination or floodplain issues; portions do contain wetland indicators.
- Provide favorable re-zoning for the parcel, which is now zoned as a Town Park District.
- Work to swap or sell other Town-owned parcels to support the acquisition of additional adjacent land, or other privately held land that may be more favorable for a development of this nature.
- Work with the Madeline Sanitary District to extend sanitary sewer to the site.
- Work to minimize ferry costs to the Island for materials and personnel
- Explore creative financing models to make development feasible.
- Sponsor the selected developer to support additional funding applications, and advocate for the developer at the local, state and federal levels, as requested.
- Lead additional community engagement on behalf of the development.

The Town's initial emphasis is on "workforce housing" for year-round residents who earn between 60 percent and 120 percent of the area median income. Many of these workers are in hospitality, property management, public service, and construction. We use the standard definition of "affordable": housing in which occupants do not spend more than 30 percent of their income on the costs of shelter.

Although many other communities also face a shortage of affordable housing, La Pointe has distinct challenges (beyond the fact that it is an island community that has no bridge connections to the mainland). Population increased 63.6% in the past 10 years, the 2020 US Census shows. The substantial presence of seasonal residences and short-term vacation rentals shrinks the number of homes that can be purchased or rented for year-round living. These conditions skew availability and market prices, and disadvantage local residents at a competitive real estate market. Property sales on Madeline Island rose 244% between 2019-2021, driven in part by Covid refugees and broadband availability that supports remote work.

The median home price rose 74% in the same 3-year period, to \$438,150. Under the standard definition of affordability, a median-price home in La Pointe in 2021 required a household income of \$104,000. But the median household income in Bayfield County – which has the closest socioeconomic similarities to La Pointe – is only \$56,000. The median household income is even lower in Ashland County (in which La Pointe is statutorily located).

The impact on Island residents and businesses is widespread. The Affordable Housing Committee's surveys of Island employers suggest that only about 10% of Madeline Island's workers actually live on Madeline Island. Three-quarters of Island employers say the lack of affordable housing limits their ability to hire workers; 60% say it limits the days and hours they operate. More than half the Island's year-round workers say they must move at least twice a year to maintain housing.

The Affordable Housing Committee has done extensive groundwork in the past two years to build support. This includes participating both in the Chequamegon Bay Regional Housing Coalition and in the Rural Affordable Workforce Housing Initiative being conducted by the Wisconsin Housing and Economic Development Authority. The committee has surveyed Island employers, surveyed Island workers, regularly submitted educational articles to the community newspaper, partnered with the Island's largest faith community, led an open community workshop defining the housing challenge in quantitative and qualitative terms (see a recording at [tinyurl.com/3tft8cvf](http://tinyurl.com/3tft8cvf)), and received clearance from the Town Board to pursue next steps.

Concurrently, the Town is in the final stretch of a two-year revision of its Comprehensive Plan. During this project, the Affordable Housing Committee met both with the Town Plan Commission and the Comprehensive Plan Steering Committee to advocate for the kinds of zoning modifications that make new affordable housing development attainable. A community-wide survey led by the Comprehensive Plan Steering Committee shows broad community understanding and support for affordable housing. More than 500 people filled out the survey; initial analysis by Northland College's Center for Rural Communities shows that "housing affordability and availability" is among the top three priorities of survey respondents. Findings show two-thirds of respondents recognize that the Island's current housing options do not meet the needs of all residents. Initial analysis also suggests that substantial numbers would support tactics such as dedicating Town-owned land for affordable housing, and using public financing tools to help make affordable housing happen.

As mentioned earlier, the Town is part of the Chequamegon Bay Regional Housing Coalition, which is convened by the University of Wisconsin Extension and includes organizations and jurisdictions in Ashland and Bayfield Counties, as well as the Bad River and Red Cliff bands of Lake Superior Chippewa. The Town is also participating in the Chequamegon Bay pilot project being led by the Wisconsin Housing and Economic Development Authority's Rural Affordable Workforce Housing Initiative; depending on timing, the developer may have access to research being done by that project.

#### **4. Scope of Work**

To facilitate our evaluation of responses, please include the following:

- 4.1. The Submittal Form (see last page of this RFQ), including the signature of an official who is legally authorized to enter into a contractual relationship in the name of the Developer
- 4.2. A response prepared with a straightforward, concise description of the Developer's capabilities and interest in satisfying the goals of this RFQ
- 4.3. Your availability to meet with Affordable Housing Advisory Committee members and do on-the-ground assessment prior to any formal development arrangements
- 4.4. Examples of similar projects you have developed, especially in rural areas
- 4.5. Any preliminary site plans, building design(s), floor plans and unit mix you envision for La Pointe
- 4.6. Anticipated rental rate(s) / sales price(s)
- 4.7. Six (6) printed versions of the submittal
- 4.8. A flash drive with one (1) full electronic copy of the submittal (signatures included) in PDF format
- 4.9. A commitment to provide presentations to the Affordable Housing Advisory Committee and Town Board
- 4.10. Three (3) references of previous clients; please provide name, address, date of project, email, and telephone of all references on a separate page

#### **5. Information for Potential Developers**

##### **5.1. Housing Studies**

- 5.1.1. Maxfield Research & Consulting: "A Market Analysis for Affordable/Workforce Housing in the Town of La Pointe, Wisconsin (2023)."  
[https://www.townoflapointewi.gov/assets/files/2023/04/market-analysis\\_workforce-housing\\_la-pointe\\_wi\\_final-report.pdf](https://www.townoflapointewi.gov/assets/files/2023/04/market-analysis_workforce-housing_la-pointe_wi_final-report.pdf)
- 5.1.2. "Chequamegon Bay Regional Housing Report (2021)."  
[http://www.cityofwashburn.org/uploads/7/0/4/7/70473445/chequamegon\\_bay\\_regional\\_housing\\_report\[2\].pdf](http://www.cityofwashburn.org/uploads/7/0/4/7/70473445/chequamegon_bay_regional_housing_report[2].pdf)
- 5.1.3. University of Wisconsin Extension (River Falls): "Chequamegon Bay Regional Housing Survey Report (2021)."  
[https://co.ashland.wi.us/vertical/sites/%7B215E4EAC-21AA-4D0B-8377-85A847C0D0ED%7D/uploads/Chequamegon\\_Bay\\_Regional\\_Housing\\_2021\\_Survey\\_FINAL\\_Report\\_5-25-21.pdf](https://co.ashland.wi.us/vertical/sites/%7B215E4EAC-21AA-4D0B-8377-85A847C0D0ED%7D/uploads/Chequamegon_Bay_Regional_Housing_2021_Survey_FINAL_Report_5-25-21.pdf)

##### **5.2. Land Information**

- 5.2.1. La Pointe Zoning Ordinance:  
<https://www.townoflapointewi.gov/assets/files/2019/09/zoning-ordinance-7->

2019.pdf

5.2.2. Aerial maps of parcel: See Pages 7-8

5.2.3. Topographical map of parcel: See Page 9

**6. Additional Information for Respondents**

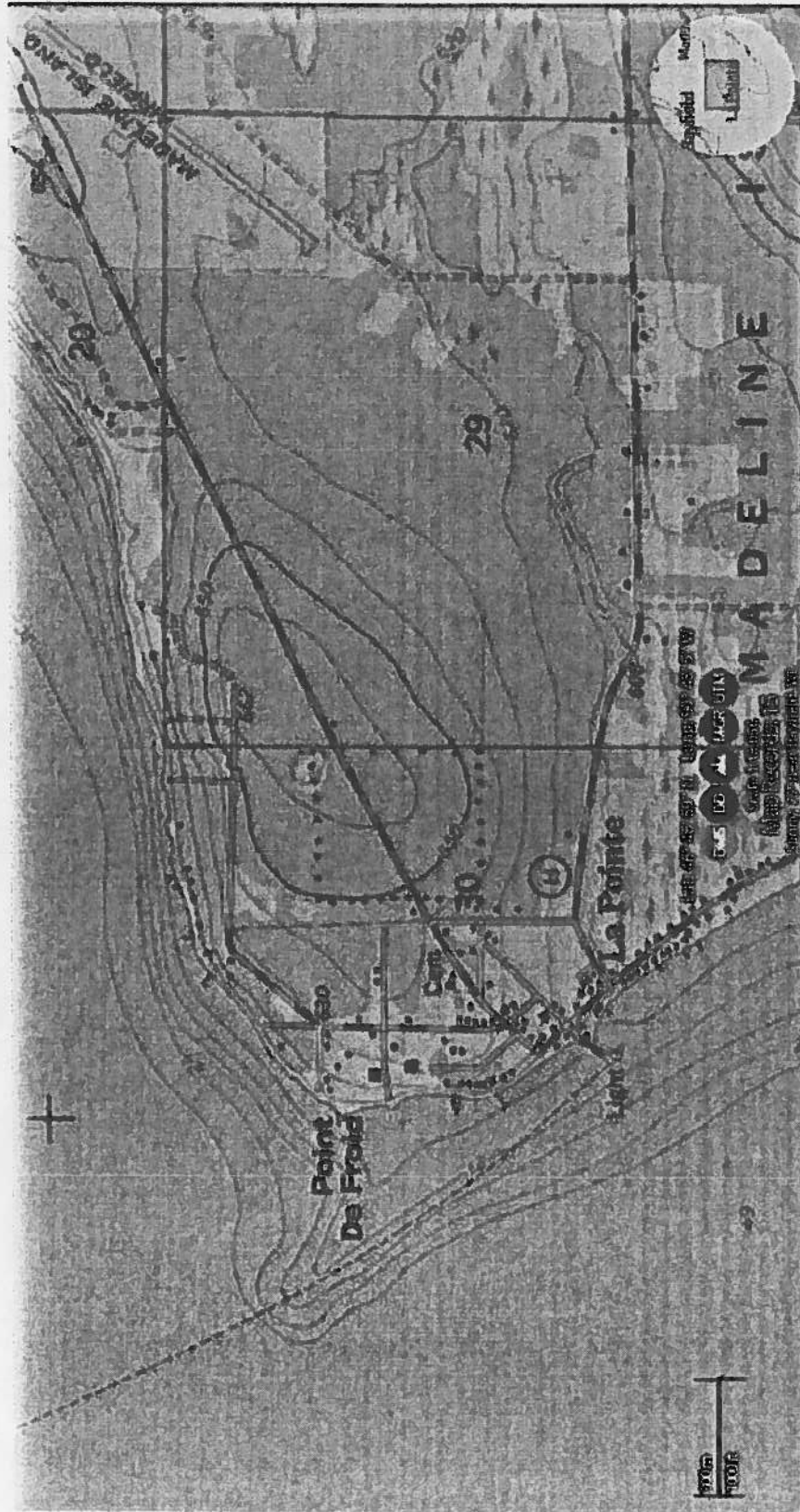
- 6.1. All expenses involved with the preparation and submission of the RFQ to the Town are the responsibility of the Developer.
- 6.2. All materials submitted in connection with this RFQ will be public documents and subject to the Open Records Law and related laws and policies of the State of Wisconsin and of the Town of La Pointe. All such materials shall remain the property of the Town and will not be returned to the respondent.
- 6.3. Inquiries to clarify any requirements of this RFQ should be directed to Town Administrator Michael Kuchta at [administrator@townoflapointewi.gov](mailto:administrator@townoflapointewi.gov) or 715-747-6914.
- 6.4. A list of names of developers responding to the RFQ may be obtained from the Town Administrator after the proposal deadline.
- 6.5. Any contract resulting from this RFQ shall be governed in all respects by the laws of the State of Wisconsin and any litigation with respect thereto shall be brought in the courts of the State of Wisconsin. The selected Developer shall comply with applicable federal, state, and local laws and regulations.
- 6.6. The issuance of this RFQ constitutes only an invitation to submit a response. The Town reserves the right to determine, at its sole discretion, whether any aspect of a respondent's proposal meets the criteria in this RFQ. The Town also reserves the right to seek clarifications, to negotiate with any developer submitting a response, to modify the process and schedule, to waive any technicalities or irregularities, to reject any or all responses with or without cause, and to accept the response that is determined to be in the best interest of the Town.
- 6.7. In the event that this RFQ is withdrawn or the project canceled for any reason, the Town shall have no liability to any respondent for any costs or expenses incurred in connection with this RFQ or otherwise. All respondents to this RFQ shall hold harmless the Town and any of their officers and employees from all suits and claims alleged to be a result of this RFQ.



Anticipated development site







Topographical map (with approximate location of 40 acres)



## Submittal Form

**Date:** \_\_\_\_\_

**Developer's Name:** \_\_\_\_\_

**Federal EIN:** \_\_\_\_\_

**Business Address:** \_\_\_\_\_

**Business Contact Representative:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Authorized Signature:** \_\_\_\_\_

**Printed Name and Title:** \_\_\_\_\_



*6 TB Clerk, Treasurer  
Public, Michael*

# 2023 Town Board Budget Condensed Summary Report

TB Approved 12/14/2022

Includes Amend #1

## REVENUES:

	Approved 2023 budget	2023 Amended Budget	2023 Actual May Accrual	2023 Budget Remaing	2022 Actual May Cash Acct
All Taxes:	\$ 2,076,034	\$ 2,076,034	\$ 1,926,372	\$ 149,662	\$ 1,112,366
Intergovernl Revenues:	\$ 238,238	\$ 238,238	\$ 77,835	\$ 160,403	\$ 73,705
Licenses & Permits:	\$ 48,067	\$ 48,067	\$ 29,874	\$ 18,193	\$ 24,619
Fines/Forfeitures:	\$ 2,600	\$ 2,600	\$ 1,140	\$ 1,460	\$ 3,376
Public Services Chrgs:	\$ 464,602	\$ 464,602	\$ 234,677	\$ 229,925	\$ 217,749
Intergovernl Chrgs:	\$ 37,000	\$ 37,000	\$ 37,475	\$ (475)	\$ 99,459
Misc. Revenue:	\$ 109,660	\$ 109,660	\$ 48,899	\$ 60,761	\$ 2,003
Other Fin. Sources:	\$ 1,386,244	\$ 1,533,447	\$ 263,237	\$ 1,270,211	\$ -
<b>TOTAL REVENUES:</b>	<b>\$ 4,362,445</b>	<b>\$ 4,509,648</b>	<b>\$ 2,619,508</b>	<b>\$ 1,890,140</b>	<b>\$ 1,533,277</b>
	0	0	0	0	0

## EXPENDITURES

	Approved 2023 budget	2023 Amended Budget	2023 Actual April Accrual	2023 Budget Remaing	2022 Actual April Cash Acct
General Government	\$ 738,175	\$ 758,175	\$ 286,960	\$ 471,216	\$ 245,546
Public Safety:	\$ 703,702	\$ 820,405	\$ 280,251	\$ 540,154	\$ 240,386
Public Works:	\$ 851,014	\$ 851,014	\$ 283,908	\$ 567,106	\$ 382,212
Health & Human Services:	\$ 44,199	\$ 44,199	\$ 5,642	\$ 38,557	\$ 4,110
Culture, Parks & Rec:	\$ 432,295	\$ 432,295	\$ 118,256	\$ 314,039	\$ 121,833
Conservation & Devel:	\$ 43,628	\$ 43,628	\$ 14,331	\$ 29,297	\$ 32,204
Capital Outlay:	\$ 1,085,687	\$ 1,096,187	\$ 338,666	\$ 757,520	\$ 75,605
Debt Service:	\$ 424,195	\$ 424,195	\$ 159,201	\$ 264,994	\$ 172,672
Other Financing Needs:	\$ 39,550	\$ 39,550	\$ -	\$ 39,550	\$ -
<b>TOTAL EXPENDITURES:</b>	<b>\$ 4,362,445</b>	<b>\$ 4,509,648</b>	<b>\$ 1,487,215</b>	<b>\$ 3,022,433</b>	<b>\$ 1,274,568</b>
	0.00	0.00	0.00	0.00	0.00

## 2023 Town Board Designated Funds Breakdown

	<u>May-23</u> -	<u>Apr-23</u> =	<u>CHANGE</u>	<u>2023 Budgeted Yr end Bal</u>
<b>ADDITIONAL ROOM TAX FUND:</b>	24	24	0	24
<b>Town Admin:Cell Tower Funds</b>	450,098	450,098	0	500,098
<b>Legal Defense Fund</b>	7,613	7,513	100	0
			<i>+ donations</i>	
<b>ZONING (Fire # Project)</b>	40,352	40,352	0	40,352
<b>LAW ENFORCEMENT:</b>	16,744	68,831	(52,086)	26,045
			<i>-transfer to Gen Funds Squad. Big Water pre</i>	
<b>FIRE DEPARTMENT:</b>	100,372	100,372	0	73,006
<b>AMBULANCE:</b>	92,554	92,554	0	66,595
<b>ESB RECOVERY FUND (Donations)</b>	0	0	0	0
<b>ESB Fire Dept VEHICLE INSURANCE  </b>	383,940	607,383	(223,443)	0
			<i>-transfer to Gen Funds Custom Fire</i>	
<b>ESB Insurance Contents</b>	39,320	39,320	0	7,362
<b>AIRPORT EXTENSION/EXPANSION:</b>	8,265	8,299	(34)	8,334
			<i>- publishing expense</i>	
<b>MATERIAL RECOVERY FACILITY:</b>	5,000	5,000	0	5,000
<b>PARKS:</b>	47,773	48,996	(1,223)	43,176
			<i>-2 BBQ grills for Joni's</i>	
<b>REC CENTER:</b>	5,494	5,494	0	5,494
<b>General Recreation Center, Softball fund</b>				
<b>CEMETERY FUND</b>	15,607	9,432	6,175	11,932
			<i>+Annual DSACF contribution</i>	
<b>WINTER TRANSPORTATION FUND:</b>	13,079	13,634	(554)	16,659
			<i>-LA#1&amp;#2 wheel repairs</i>	
<b>ENERGY COMMITTEE FUND:</b>	546	546	0	2,546
<b>COMM PLAN STEERING FUND:</b>	7,651	6,427	1,223	3,337
			<i>- expense accrual</i>	
<b>AFFORDABLE HOUSING FUND:</b>	11,340	11,340	0	14,500
			<i>-balance of study</i>	
<b>PUBLIC ARTS COMM FUND:</b>	4,101	4,101	0	401
<b>COMMUNITY AWARDS FUND:</b>	243	243	0	268
<b>HARBOR COMMISSON FUND:</b>	54,696	55,533	(837)	0
			<i>- payroll</i>	
<b>LIBRARY:</b>	78,899	93,489	(14,590)	83,134
<b>MI Cof COMMERCE/FIREWORKS:</b>	23,004	23,004	0	19,719
<b>TOTAL DESIGNATED FUNDS:</b>	1,406,716	1,691,986	(285,269)	\$927,982

**2023 Actuals & Comparisons to 2022 Actuals**

Year to Date	May 2023 to May 2022	Accrual 2023	Cash 2022	Change 2023 from 2022	UP
<b>REVENUES:</b>		\$2,356,271	\$1,533,277		\$822,994 favorable
<i>(excludes Other Financings Sources - borrowing, transferred designated funds)</i>					
		<u>Accrual reports 100% RE Taxes</u>			
All Tax collections (timing)		\$1,926,372	\$1,112,366	\$814,006	2022 reported on CASH basis
Collection % of Town's tax levy		100.0%	59.2%		
Transportation aids, state funding, Grants		\$77,835	\$73,705	\$4,130	Grants
BBTP Campground, shelters, NMV		\$98,656	\$88,623	\$10,033	Fee changed/sales tax
Airport, Docks & Harbor Fees, revenues		\$99,359	\$93,942	\$5,417	
Zoning Permits, Parking tickets, licenses, Ambulance		\$39,799	\$33,247	\$6,552	
MRF Fees, sales		\$22,278	\$26,597	(\$4,319)	
Misc Revenue		\$4,764	\$4,779	(\$15)	
County & Intermunicipal re-imbursements		\$37,475	\$99,459	(\$61,984)	no PD funds
Misc leases, property sales, interest, contributions		\$47,947	\$433	\$47,514	tower lease, interest, WC refund

		2023	2022	Change	UP
<b>EXPENDITURES:</b>		\$1,328,014	\$1,101,896		\$226,118 un-favorable
<i>(excludes Debt Service (borrowing) &amp; Other Financing Uses)</i>					
<b>General Government</b>		\$286,960	\$245,546	\$41,414	un-favorable
UP Legal fees, personnel & related, computers, insurances					
DOWN Auditor (timing)					
<b>Law Enforcement</b>		\$166,326	\$123,467	\$42,859	un-favorable
UP Personnel and related, training					
DOWN Legal					
<b>Fire Dept.</b>		\$48,038	\$43,156	\$4,882	un-favorable
UP: Truck maintenance, rescue, compensation					
DOWN Equipment & repairs, length of service (accrual)					
<b>Ambulance Service</b>		\$65,887	\$73,763	(\$7,876)	favorable
UP Equipment, supplies, billing, education					
DOWN Length of service (accrual), compensation					
<b>Roads</b>		\$212,578	\$272,303	(\$59,725)	favorable
UP Parts, fuels, utilities					
DOWN Labor (shifted to other depts), no Winter Transportation/Ice Road bills, dust abatement (timing)					
<b>Airport</b>		\$19,106	\$20,239	(\$1,133)	favorable
UP General maintenance					
DOWN Town labor, accruals					
<b>DOCK/HARBOR</b>		\$7,411	\$3,497	\$3,914	un-favorable
UP Town labor, electric, repairs					
DOWN TV145 maintenance					
<b>MRF</b>		\$44,813	\$86,173	(\$41,360)	favorable
UP Equipment repairs/maintenance, supplies, utilities					
DOWN Personnel & insurance, self hauling, disposal fees					
<b>Parks</b>		\$34,853	\$40,817	(\$5,964)	favorable
UP Utilities, general insurance					
DOWN Vehicle expenses, some BBTP expenses					
<b>Recreation Center</b>		\$3,136	\$1,224	\$1,912	un-favorable
UP Utilities, Town Labor					
DOWN					
<b>ZONING &amp; PLANNING/ad hoc COMMITTEES</b>		\$14,331	\$32,204	(\$17,873)	favorable
UP Zoning: Wages, general office expenses					
DOWN Ad hoc committees: Switched end of 2022 to designated funds reduction of \$18,500					
DOWN Zoning: Legal					
<b>Capital Outlays</b>		\$338,666	\$75,605	\$263,061	
DOWN Purchases					
2023 Gravel Installment		\$31,500	\$31,500		
2023 Town Hall accounting software		\$6,500	\$10,100		
2023 Town Hall AV improvements		\$1,616			
2023 Squad Car		\$40,794			
2023 Fire Dept Grandview Radios Grant/New Engine comm		\$13,152			
2023 Fire Dept New Fire Truck		\$223,443			
2023 Amb Dept Grandview Radios Grant		\$2,762			
2023 BBTP Access Capital		\$13,942			
2023 Town Local Roads		\$33	\$0		
2022 Cemetery Shed		\$0	\$5,976		
2022 Rec Center Bathrooms remodel		\$0	\$8,432		
2022 Waterfront Curve Sidewalk		\$0	\$700		
2022 Town Dock Shelter		\$0	\$13,085		
2023 Road Building		\$2,141			
2022 Snow Removal Equip bldg		\$1,254	\$0		
<b>Capital Before ESB Project</b>		<b>\$337,137</b>	<b>\$69,793</b>		
2022 ESB Site Construction		\$0	\$3,292		
2022 ESB Site Architect/Engineering		\$0	\$0		
2023 ESB Site Town expenses		\$1,530	\$2,520		
<b>ESB Project</b>		<b>\$1,530</b>	<b>\$5,812</b>		

## TOWN BOARD MEETING MEMO

From: Michael Kuchta

Date: July 7, 2023

Re: Agenda Items: Town Hall

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- **Grant Updates**

- **Big Bay Town Park.** DNR has given the Town an extension on the trail rehabilitation grant until June 30, 2024.
- **Public Arts Committee.** \$6,000 in funding has arrived from the Grutzner Madeline Island Fund and the Michael Madeline Island Fund.
- **Energy Committee.** Members were scheduled to meet July 10 to review the pre-application draft for the Energy Improvements in Rural Areas grant you approved on June 27.

- **Job description of Internal Accounting Coordinator.** This is Plan C to replace Barb Nelson when she retires. This proposal:

- Creates a new full-time position; it combines internal accounting duties with the existing duties of the Harbor Commission secretary, as detailed in the job description. We estimate the position will be 75-80% accounting, 20-25% Harbor Commission. Our request is that you approve this position.
- Divides additional accounting responsibilities among other Town positions, as itemized separately in your packet.
- Contracts for higher-level accounting duties with the Ashland-based CPA firm of Ehlers & Pierce, also as itemized. A contract, at \$85/hour for up to 15 hours a week, will be presented for approval at a future date.

This will cost an estimated \$4,000 more than budgeted for the remainder of the year.

- **Hire Internal Accounting Coordinator.** We propose hiring Lauren Burtaux for 40 hours a week, at \$25/hour, effective immediately.
- **2022 Financial Audit.** Baker Tilly completed its 2022 audit of Town finances. Electronic copies were emailed June 30. Paper copies are being sent.

RECEIVED

July 11, 2023  
Caitlin [Signature]

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

**TOWN OF LAPOINTE  
RESOLUTION #2023-0711  
Amending Resolution #2022-1213, #2023-0411  
A RESOLUTION ADOPTING THE 2023 FEE SCHEDULE**

**THE TOWN OF LA POINTE RESOLVES AS FOLLOWS:**

**Whereas:** The 2023 Fee Schedule marked as Exhibit A is adopted.

The 2023 Fee Schedule became effective on January 1, 2023.

The 2023 Fee Schedule was prepared in accordance with Wisconsin § 66.0627 and § 66.0628.

The 2023 Fee Schedule was updated with Resolution #2023-0411 on April 11, 2023

Whereas new additions to include Fees for Restaurants utilizing Town parkland or sidewalk for additional seating.

**Therefore:** be it resolved that the 2023 Fee Schedule be amended as follows:

Under Parks & Rec:

- Annual Permit Fee of \$200 for Restaurants to access and use Town parkland and right of way for additional seating
- Plus an additional \$0.25 cents per square foot for actual usage of tables and chairs etc.

**All other fees in the 2023 Fee Schedule remain in place.**

This resolution was duly passed and adopted this 11<sup>th</sup> day of July 2023.

\_\_\_\_\_  
Glenn Carlson, Chair

\_\_\_\_\_  
Clerk Attest

\_\_\_\_\_  
Michael Anderson, Supervisor

\_\_\_\_\_  
Date Passed

\_\_\_\_\_  
Aimée Baxter, Supervisor

\_\_\_\_\_  
Date Posted

\_\_\_\_\_  
Sue Brenna, Supervisor

\_\_\_\_\_  
Samantha Dobson, Supervisor

RECEIVED  
JUL 15 2023  
Initial: dg

## JOB DESCRIPTION

\*\*\*\*\*

# INTERNAL ACCOUNTING COORDINATOR HARBOR COMMISSION SECRETARY

**Immediate Supervisor:**

Town Administrator

**Classification:**

Full Time

## I. DUTIES

### A. ACCOUNTING

#### 1. General

- Coordinate with contracted CPA.
- Interface in Workhorse among Receipts module, Payroll module and General Ledger.
- Coordinate liability payments with Payroll.
- Process sales tax returns, annual exemptions.
- Process fuel and propane purchases, track use and levels.
- Compile and process hauling reports (Roads gravel, MRF solid waste and recyclables).
- Monitor swipe cards used on Madeline Island Ferry Line, recharge cards, process reports.
- Review MIFL monthly billing against dock lease credit, verify with department heads.
- Forward monthly coding entries to CPA (including ferry line charges, water and fuel used by other departments, sales tax calculations, mis-codings done via disbursements or receipting)
- Maintain list of fixed assets.
- Monitor sales of Town property.

#### 2. Budgeting

- Annually set up budget spreadsheets for use by departments in preparing budget proposals.
- After Town Board approval, set up yearly budget amounts, reports, and categories as needed.
- Notify CPA of annual and other budget transfers, as necessary

#### 3. Disbursements.

- Prepare and process vouchers for Town Board in advance of each regular meeting.
- Prepare and process vouchers in advance of Library Board, Harbor Commission, and Winter Transportation Committee meetings.
- Process checks after meetings for signature and issue.
- Ensure timely payments through alternative claims process for date-sensitive vendors.
- Prepare monthly alternative claims reports.
- Track statements, missing invoices, prepaids.
- Process raffle payouts if necessary.

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JUL 16 2023

Initial: dg



4. **Taxes.**
  - Process county property-tax exemptions, including general and library exemptions.
5. **Billings.**
  - Compile and submit quarterly Ashland County billings, including County H and Zoning.
  - Monitor outstanding accounts receivable, send monthly billings.
  - Verify monthly Ambulance billing reports.
  - Process Library recreation program billings seasonally.
  - Special Event costing and billing as needed.
  - Track Police Department special ferry boat charges and circuit court reimbursements, as needed
  - Track Greenwood Cemetery chapel expenses, process annual transfer of funds
  - Prepare and process miscellaneous accounts receivable billings.
6. **Grants.**
  - Administer financial aspects of grants once awarded, including billing for reimbursement.
  - Track grant expenditures and revenues for reporting and audits.
7. **Insurances.**
  - Track claims, and policy additions, deletions, and changes.
8. **Purchasing and subcontractors.**
  - Track contract rates, payment schedules, change orders, and annual reporting of 1099s (if necessary) for IRS, Department of Revenue, and workers compensation audit.
  - Track purchase orders and credit card purchase documentation.
  - Monitor paperwork status of W-9s, 9-point tests
  - Administer sales tax exemption, credit application paperwork.
9. **Information reporting.**
  - Prepare monthly written report to Town Board to include a review of work completed or in progress since previous report, scheduled work, and project updates.
  - Answer questions about budget revenue, expenditures, balances, and projections as needed.
10. **Miscellaneous.**
  - Work is performed under the administrative supervision and directives of the Town Board, Town Administrator, Town Clerk, and Town Treasurer. Carry out directives and report any difficulties encountered promptly to the Town Administrator.
  - Assist other Town staff and volunteers to help achieve department goals.
  - Share clerical duties (phones, mail, copies, etc.) as needed.
  - Deal with the public in a helpful, courteous, and professional manner.
  - Propose appropriate seminars, workshops and training opportunities that relate to Town business/laws/regulations.
  - Assist with records management.
  - Process Town vehicle titles, insurance.
  - Serve as a Notary Public (if desired).
  - Other duties as assigned.

**B. HARBOR COMMISSION SECRETARY**

1. Handle all correspondence and maintain all records of the Harbor Commission Board.
2. Prepare agenda in advance of all meetings of the Board and its committees.
3. Prepare summaries and minutes of all meetings of the Board and its committees.
4. Ensure that agendas and other documents issued on behalf of the Board are in compliance with applicable requirements of the Wisconsin Public Records Law (Sections 19.21-19.39 of the Wisconsin Statutes) and the Wisconsin Open Meetings Law (Sections 19.81-19.98 of the Wisconsin Statutes).
5. Prepare, post and mail all notices on behalf of the Board as required by law, ordinance, rule or request of the Board or of the President.
6. Attend meetings.
7. Generally attend to the administrative work of the Board.

**II. SKILLS AND ABILITIES**

1. Excellent time management and attention to detail, ability to overcome frequent distractions.
2. Work under own initiative; adjust and prioritize work responsibilities.
3. Communicate effectively in person, through email, and on the phone.
4. Work constructively to identify problems and create solutions.
5. Coordinate activities with other office staff, work well in a small office setting.
6. Work at a desk, use a desktop computer for extended periods of time.
7. Demonstrate integrity and common sense, pass a background check; be bondable.

This position description has been prepared to assist in defining job responsibilities, working conditions, and skills needed to perform essential functions. It is not intended as a complete list of duties, responsibilities, and/or essential functions. This description is not intended to limit or modify the right of any supervisor to assign, direct, and control the work of an employee under supervision. The Town of La Pointe retains and reserves any and/or all rights to change, modify, amend, add to, or delete from any section of this document as it deems, in its judgment, to be proper.

I have read and do understand the duties and responsibilities for the position of Internal Accounting Coordinator and Harbor Commission Secretary for the Town of La Pointe.

---

Employee Signature

---

Date

## Proposed distribution of Accounting Administrator duties

### Treasurer

- Balance checks written, alternative claims.
- Review receipting, deposits
- Track and report State aids.
- Track loan balances and payments
- Track accommodation tax receipts, payments to Chamber of Commerce.
- Balance activities in Chamber of Commerce Fourth of July fund.
- Balance tax rolls, forward disbursements to other taxing districts
- Track special assessment payments and balances
- Verify receipt of "routine" payments from outside entities (such as State of Wisconsin, Ashland County Public Housing Authority, Midland Services, Duluth Superior Area Community Foundation)

### Payroll Coordinator

- Prepare annual workers compensation policy audit.
- Track hours dedicated to Library Board and Harbor Commission work; bill as authorized by Town Board.
- Draft compensation resolutions as needed or as directed.
- Keep current on DOT Maintenance Manual rates, update Town cost files with allowed payroll and equipment rates for billing and grants; forward rates to Accounting for billing
- Assist budget preparation with information on payroll hours and rates.
- Track payroll expenditures that can be allocated to grants; coordinate with Accounting for reporting and audits.

### TA

- Review payroll documentation, approve direct deposit of payroll.
- Assist department heads as needed with questions about budget line items, designated funds, and possibilities for shifting funds among categories.
- Assist department heads in preparing annual budget proposals, including identifying internal billing costs for use of Town labor and equipment.
- Prepare general government and overall budget proposal.
- Work with Town Clerk to prepare and file Department of Revenue forms, including for levy limit, ERPS, Municipal Payment for Services.
- Renew/update grant portal access annually.
- Raffle enrollment, licensing and monitoring.
- FCC licensing
- Administer credit card sign-ups, renewals, credit levels

RECEIVED

DATE: 8/20/23  
Initial: dg

## **Clerical Assistant**

- Prepare and process in Workhorse:
  - Annual Dock lease, tonnage and electrical charges
  - Annual Airport hangar lease charges
  - Annual industrial zone lease charges
  - MRF billing

## **Department Heads**

- Verify monthly credit card and ferry line charges

## **Ehlers & Pierce**

- Maintain all general ledger aspects of accounting tasks and software, including general ledger, receipts, disbursements, checkbooks, and bank reconciliations.
- Assist with annual audit done by CPA firm, and other required audits.
- Monitor General Fund cash position for Treasurer.
- Monitor and update budget as established by Town Board; enter revenues and expenditures.
- Prepare monthly budget reports for use by departments and Town committees.
- Prepare monthly financial reports for Town Board on budget, designated funds, checkbook balances and reconciliations, receipts, and checks written.
- Prepare monthly financial reports on budget and designated funds for Madeline Island Public Library Board, Harbor Commission, and Winter Transportation Committee.
- Draft budget amendments as needed or as directed.
- Unbudgeted transfers as needed
- Annual budget transfers

# Attachment "B" to 2023 Compensation Resolution Town of LaPointe Resolution #2022-1227

**RESOLVED** by the Town Board of the Town of LaPointe, Ashland County, Wisconsin, and this change to Resolution #2022-1227 (2023 Compensations) has been passed and is attached to the resolution and becomes a part thereof.

<u>POSITION</u>	<u>2023 RATE</u>	<u>CHANGE</u>	<u>2023 RATE</u>
Summer Rec Assistant <i>Granica, Hailey **</i>	\$18.00	\$2.00	\$20.00
<i>** As per Madeline Island Public Library Board motion on 05/26/2023</i>			

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2023.

Attest:

\_\_\_\_\_  
Glenn Carlson, Chairman

\_\_\_\_\_  
Micaela Montagne, Town Clerk

\_\_\_\_\_  
Michael Anderson, Supervisor

Posted:

\_\_\_\_\_  
Aimée Baxter, Supervisor

\_\_\_\_\_  
Susan Brenna, Supervisor

\_\_\_\_\_  
Samantha Dobson, Supervisor

RECEIVED  
JUL 3 2023

Initial *dy*

TB(S) TA, AA, Clerk.  
Public

**TOWN OF LA POINTE  
REGULAR TOWN BOARD MEETING  
JUNE 13, 2023  
5:30 PM AT TOWN HALL**

Approved Minutes  
~~Amended Draft Minutes~~

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

**Town Board Members Absent:** Supervisor Samantha Dobson

**Staff Present:** Town Administrator Michael Kuchta, Public Works Director Ben Schram, Elected Clerk Micaela Montagne

**Public Present:** Paul Brummer, Maddie Rupp, Scott Grabarek, Susie Flores, Frankie Flores, Jim Rogers, Peg Bertel

**Called to Order:** 5:32pm

**I. Public Comment A\*:** Clerk Montagne read a comment from John Carlson on follow up with dock and fire hall issues.

Motion to move to agenda items V. B. 1 then 4. C. 2., A. Baxter/ S. Brenna, 4 Ayes, Motion Carried.

**V. Committees**

**B. Public Arts Committee**

**1. Temporary Art on Pavement of Michael Cadotte Road and on Town Sidewalks:** Presentation from Maddie Rupp of the Public Arts Committee on project ideas of a temporary chalk poetry art event on the street and permanent sidewalk on any new sidewalks. Discussion on making sure there can be access to road during an event in case of an emergency as well as possibly providing guidelines to the event to deter any offensive language and what to do if such occurs, and to also get permission from adjacent property owners. Motion to approve the project proposal with the final plan to be submitted to the Town Board for final approval, A. Baxter, S. Brenna, 4 Ayes, Motion Carried.

**IV. Public Works**

**C. Airport**

**2. Appeal of Lease Termination on Industrial Lots 4 & 5:** Scott Grabarek present to provide information on why his bill was not paid due to family issue off island, that he would like to keep his lease through 2023. Motion to reinstate the lease with the one-year extension through 2023 contingent upon payment and certificate of insurance received, M. Anderson/ A. Baxter, 4 Ayes, Motion Carried.



Motion to move to agenda item 4. B. 1, S. Brenna/ A. Baxter, 4 Ayes, Motion Carried.

#### **IV. Public Works**

##### **B. Parks**

1. **2023 Fee Schedule: Establish Rate for Restaurants Utilizing Town Parkland or Sidewalk for Additional Seating:** Susie Flores of Grampa Tony's provided information and questions as to why this is now coming up and she feels her business is being singled out. Discussion on how the Town cannot allow business on Town Property without permits/ fees. If the items (picnic tables) are moved from Town property then there is no issue, and thus no need for a fee. If individual members of the public move their chairs on to public property, there is also no problem, as long as they are moved at the end of each day for mowing, clean up, etc. No action taken.

Motion to return to the regular agenda, item II., S. Brenna/ A. Baxter, 4 Ayes, Motion Carried.

#### **II. Open Bids**

A. **Request for Proposals 'RFP 23-03' Sidewalk Installation:** None received

B. **Request for Proposals: Septic Waste Removal:** Two received. 1. From Island Septic for \$135/ holding tank and \$120/porta potty (with own options for Greenwood Cemetery porta potty). 2. From La Pointe Septic for \$120/ holding tank and porta potty.

#### **III. Administrative Reports**

A. **Town Administrator's Report:** prepared by Michael Kuchta

B. **Public Works Director's Report:** Prepared by Ben Schram

C. **MRF Supervisor's Report:** Prepared by Martin Curry

D. **Airport Manager's Report & Checklist:** Prepared by Paul Wilharm

E. **Planning and Zoning Administrator's Report:** Prepared by Ed Schaffer

F. **Accounting Administrator's Report:** Prepared by Barb Nelson

G. **Police Chief's Report:** prepared by William Defoe: Discussion on new Intoximeter.

H. **Fire Chief's Report:** Prepared by Rick Reichkitzer: Elevated fire danger

I. **Ambulance Director's Report:** Prepared by Cindy Dalzell

Reports for May 2023 placed on file by Unanimous Consent.

#### **IV. Public Works**

##### **A. Roads, Dock and Harbor**

1. **Updates on Dock Issues:** Crew will silicone a few gaps until more permanent welding fix can be done in winter with good ice to access.

2. **Dock Use by Apostle Islands Cruises, July 21, 2023:** Motion to deny the request, S. Brenna/ A. Baxter, 4 Ayes, Motion Carried. Discussion on looking into intermittent commercial dock use pros and cons etc.

##### **B. Parks**

2. Discussions with Madeline Sanitary District re: RV Dump Station: it was a good meeting. Short term fix will be to mix the loads pumped from the dump station to dilute them. The lease between the DNR and the Town will be looked into to see if it can be modified.
3. Hire Parks #2: Motion to hire Zakary Hedican at ~~\$17.99/hr~~ \$17.00/hr as temporary full-time from 6/19/23 to 9/22/23 (as the first hire for this position did not work out), M. Anderson/ S. Brenna, 4 Ayes, Motion Carried.

⊗  
ONLY  
CHANGE

#### C. Airport

1. Airport Fee Schedule: No need to change fees if the new payment options are implemented. Motion to get the new envelopes so the QR codes can be used for payments through Paypal, A. Baxter/ S. Brenna, 4 Ayes, Motion Carried.

#### D. Greenwood Cemetery

1. Contract with Barany Residential and Commercial Cleaning: Motion to approve, M. Anderson/ A. Baxter, 4 Ayes, Motion Carried.

#### V. Committees

- A. Planning and Zoning: Nothing at this time.

#### VI. Town Hall Administration

- A. Special Event Permits Indigenous Market & Music at Joni's Beach 7/6/23- 7/9/23: Motion to approve, M. Anderson/ A. Baxter, 4 Ayes, Motion Carried.
- B. Fireworks Permit: Hollywood Pyrotechnics, July 4, 2023: Motion to approve, A. Baxter/ M. Anderson, 4 Ayes, Motion Carried.
- C. Contract with Superior Plumbing & Mechanical for HVAC: Motion to approve, S. Brenna/ A. Baxter, 4 Ayes, Motion Carried.
- D. Revised Proposal from Harmoni Tower for Conversion of Lease to Perpetual Easement: Motion to reject the proposal, keep the current lease, M. Anderson/ A. Baxter, 4 Ayes, Motion Carried.
- E. Extension of Vacation Hours for Town Administrator Michael Kuchta: Motion to approve 67.5 hours through 5/31/2024, M. Anderson/ A. Baxter, 4 Ayes, Motion Carried.

**VII. Vouchers:** Motion to approve vouchers in the amount of \$132,701.93, M. Anderson/ A. Baxter, 4 Ayes, Motion Carried.

#### VIII. Minutes

- A. Regular Town Board Meeting May 23, 2023: one typo in item III.
- B. Special Town Board Meeting June 6, 2023

Motion to approve minutes, S. Brenna/ M. Anderson, 4 Ayes, Motion Carried.

#### IX. Emergency Services

**A. Police Department**

1. Employee Status of Jon Rahlf from Full Time to Part Time Effective June 24, 2023: Motion to approve, M. Anderson/ A. Baxter, 4 Ayes, Motion Carried.
2. Promotion of Thomas Rossberger to Full Time: Motion to approve starting 6/23/23 with the same wage and 2 weeks vacation, M. Anderson/ A. Baxter, 4 Ayes, Motion Carried.

**B. Fire Department**

1. Authorization of Credit Card with \$5,000 Limit: Motion to approve the card for Tim Eldred, M. Anderson/ S. Brenna, 4 Ayes, Motion Carried.

**C. Updates on Emergency Services Building Issues: memo provided by TA states possible changes in roof/ snowguards, generator maintenance, and warranty work on the 'smart building' system.**

**D. Emergency Services Week: Thank you to all of the Town's Emergency Services Personnell!**

**X. Public Comment B\*\*:** Paul Brummer commented on vendors allowed to sell with a special event permit vs. no *private* tables and chairs on town property.

**XI. Liquor & Operators' Licenses**

**A. Combination "Class A" Liquor License and Class "A" Fermented Malt Beverage License**

1. Island Market Inc., Serena Gelinis Agent
  2. Madeline Island Yacht Club Inc., Mazie Ashe Agent
  3. Mission Hill Coffee House/ La Pointe Provisions, Marie Noha
- Motion to approve, M. Anderson/ S. Brenna, 4 Ayes, Motion Carried.

**B. Class "B" Retail Sale of Fermented Malt Beverages License**

1. Madeline Island Golf Club, Inc, Michael Starck Agent
  2. Rock House Food Truck, Elena Bangeeva Erickson (6/14/23 – 6/30/23)
  3. Rock House Food Truck, Elena Bangeeva Erickson
- Motion to approve, M. Anderson/ S. Brenna, 4 Ayes, Motion Carried.

**C. "Class C" Wine License**

1. Rock House Food Truck, Elena Bangeeva Erickson (6/14/23 – 6/30/23)
  2. Rock House Food Truck, Elena Bangeeva Erickson
- Motion to approve, M. Anderson/ S. Brenna, 4 Ayes, Motion Carried.

**D. Cigarette and Tobacco License**

1. Island Market Inc.
- Motion to approve, M. Anderson/ S. Brenna, 4 Ayes, Motion Carried.

**E. Non-intoxicating Beverage License**

1. Island Market Inc.
2. Madeline Island Golf Club, Inc
3. Madeline Island Yacht Club
4. Mission Hill/ La Pointe Provisions
5. Rock House Food Truck
6. Superior Scooters

TBS TA, AA, Clerk.  
public

**Town of La Pointe  
Special Town Board Meeting  
Tuesday, June 27, 2023  
5:00 pm at the Town Hall  
Draft Minutes**

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

**Staff Present:** Town Administrator Michael Kuchta, Elected Clerk Micaela Montagne

**Public Present:** Lauren Burtaux, Michael Collins, Michael Childers, Zach Montagne, Attorney Bryce Schoenborn via Zoom

**1. Call to order:** Meeting called to order at 5:00pm

**2. Public Comment:** None.

**3. Harbor Commission: Updates from Commission**

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. If the Town goes into closed session, it will reconvene in open session before adjourning.

**Motion to go into closed session as posted, M. Anderson/ S. Brenna, 5 Ayes by roll call vote, Motion Carried. 5:01pm.**

**Motion to return to open session, S. Brenna/ A. Baxter, 5 Ayes, Motion Carried. 5:22pm.**

**4. Adjourn: Motion to adjourn, S. Brenna/ S. Dobson, 5 Ayes, Motion Carried. Adjourned a 5:23pm.**

**Submitted by Micaela Montagne, Town Clerk**

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Public

**TOWN OF LA POINTE  
REGULAR TOWN BOARD MEETING  
JUNE 27, 2023  
5:30 PM AT TOWN HALL  
Draft Minutes**

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

**Staff Present:** Town Administrator Michael Kuchta, Elected Clerk Micaela Montagne

**Public Present:** Zach Montagne, John Nielsen, Paul Brummer, Gene Nelson

**Called to Order:** 5:30pm

**I. Public Comment A\*:** Chair Glenn Carlson updated the public on the new Zoom and Youtube format of meetings. Public may attend meetings via Zoom, however, please keep yourself muted and use the 'raise your hand' feature if you have a public comment, then un-mute only while commenting. Chair Carlson also asked that people not directly comment on employees in the open meeting format.

Mike Anderson commented that the roads crew has been doing a good job.

Paul Brummer commented on the minutes from the last meeting, to include the word 'private' for the tables and chairs.

**II. Open Bids**

A. Request for Proposals 'RFP 23-03' Sidewalk Installation: None received.

**III. Administrative Reports**

A. Town Administrator's Report: Discussion on the Madeline Sanitary District requesting a lower speed limit and no parking on Snow Place Lane. Report prepared and presented by Michael Kuchta, placed on file by Unanimous Consent.

**IV. Public Works**

A. Roads, Dock, Harbor: Nothing at this time.

B. Parks

1. 2023 Fee Schedule: Establish Rate for Restaurants Utilizing Town Parkland or Sidewalk for Additional Seating: Motion to add this to the fee schedule, \$200 plus \$25/ square foot, A. Baxter/ S. Brenna, 5 Ayes, Motion Carried.

**V. Committees**

A. Planning and Zoning: Nothing at this time.

B. Library Board

1. Resignation of Member: Motion to accept the resignation of Lisa Potswald effective 7/1/23, S. Brenna/ M. Anderson, 5 Ayes, Motion Carried.
2. Appointment of Members for Terms Ending 6/30/2026: Motion to appoint

Marilyn Hartig and wait on the other appointments at this time for clarification, M. Anderson/ S. Dobson, 5 Ayes, Motion Carried.

3. Appointment of Member to Fill Term Ending 6/30/2024 (on hold, see above).

**C. Zoning Board of Appeals**

1. Appointment of Members for Terms 6/30/2026: Chair G. Carlson appoints Tom Nelson, Motion to ratify the appointment, M. Anderson/ S. Brenna, 5 Ayes, Motion Carried.

**D. Energy Committee**

1. Submit a Pre-Application for a Department of Energy Grant for Rural Areas: Motion to approve, M. Anderson/ S. Dobson, 5 Ayes, Motion Carried.

**E. Public Arts Committee**

1. Grant Awards from Michael Madeline Island Fund & Grutzner Madeline Island Fund for Porta-Potty Beautification Project: Motion to accept the grants (for up to \$1900 from the Michael fund and up to \$4100 from the Grutzner fund), M. Anderson/ A. Baxter, 5 Ayes, Motion Carried.

**F. Committee Minutes**

**VI. Town Hall Administration**

A. Grant Updates: Harbor Commission did not receive the Raise Grant.

B. Change Regular Town Board Meeting Start Time to 5:00pm: Motion to approve, S. Brenna/ A. Baxter, 5 yes, Motion Carried.

C. Septic Waste Removal Contract with Island Septic LLC: Comments from Gene Nelson regarding the contract. Motion to approve the contract with Island Septic LLC, M. Anderson/ A. Baxter, 5 Ayes, Motion Carried.

D. Schedule a Special Town Meeting for the Purchase of Buildings and Real Property: Motion to adopt resolution 23-0627 to schedule a Special Town Meeting on Tuesday July 18, 2023 at 5:00pm at Town Hall, A. Baxter/ M. Anderson, 5 Ayes, Motion Carried.

**VII. Vouchers:** Motion to approve vouchers in the amount of \$16,658.66, M. Anderson/ s. Dobson, 5 Ayes, Motion Carried.

**VIII. Alternative Claims:** Motion to approve alternative claims for May 2023 in the amount of \$257,644.41, M. Anderson/ A. Baxter, 5 Ayes, Motion Carried.

**IX. Treasurer's Report:** Motion to approve the report showing a total of \$2,215,691.09 and a total available checking of \$526,437.04, A. Baxter/ S. Dobson, 5 Ayes, Motion Carried.

**X. Minutes**

A. Regular Town Board Meeting June 13, 2023: Amendment to Paul Brummer's comment B, item X to include the word private for the tables and chairs. G. Carlson also added language to item V. B. 1. Public arts- that the adjacent property owners be notified of the public art event. Motion to approve with the changes, S. Brenna/ A. Baxter, 5 Ayes, Motion Carried.



**XI. Emergency Services: None**

**XII. Public Comment B\*\*:** None.

**XIII. Liquor & Operators' Licenses**

- A. Combination "Class A" Liquor License and Class "A" Fermented Malt Beverage License**
1. Farmhouse Madeline Island LLC/ Darling's Grocery, Gilpin Matthews Agent
  2. ~~L & D Trading Post/ Lori's Store, Lori Hinrichsen Agent~~
- Motion to approve, S. Brenna/ S. Dobson, 5 Ayes, Motion Carried.
- B. "Class B" Liquor License**
1. Bell Street Global/ Bell Street Tavern, Joseph Wiltz Agent
  2. Bell Street Restaurant's Inc/ Beach Club, Joseph Wiltz, Agent
  3. On the Edge Inc./ Café Seiche, Chris Wolfe Agent
  4. The Pub on Madeline Island Inc., Jennifer LeMere Agent
- Motion to approve, S. Brenna/ S. Dobson, 5 Ayes, Motion Carried.
- C. Reserve "Class B" Liquor License**
1. Middle Road Literary/ Arts Society Inc./ Tom's Burned Down Café, Kirsten Pedersen Agent
- Motion to approve, S. Brenna/ A. Baxter, 5 Ayes, Motion Carried.
- D. Class "B" Retail Sale of Fermented Malt Beverages License**
1. Bell Street Global/ Bell Street Tavern, Joseph Wiltz Agent
  2. Bell Street Restaurant's Inc/ Beach Club, Joseph Wiltz, Agent
  3. Farmhouse Madeline Island/ Farmhouse Kitchen & Inn, Lauren Schuppe Agent
  4. Frankie's Inc./ Grampa Tony's, Susan Flores, Agent
  5. Middle Road Literary/ Arts Society Inc./ Tom's Burned Down Café, Kirsten Pedersen Agent
  6. On the Edge Inc./ Café Seiche, Chris Wolfe Agent
  7. The Pub on Madeline Island Inc., Jennifer LeMere Agent
- Motion to approve, S. Brenna/ S. Dobson, 5 Ayes, Motion Carried.
- E. "Class C" Wine License**
1. Farmhouse Madeline Island/ Farmhouse Kitchen & Inn, Lauren Schuppe Agent
  2. Frankie's Inc./ Grampa Tony's, Susan Flores, Agent
- Motion to approve, S. Brenna/ S. Dobson, 5 Ayes, Motion Carried.
- F. Cigarette and Tobacco License**
1. Bell Street Restaurant's Inc/ Beach Club
  2. Farmhouse Madeline Island LLC/ Darling's Grocery
  3. ~~L & D Trading Post/ Lori's Store~~
  4. Middle Road Literary/ Arts Society Inc./ Tom's Burned Down Café
- Motion to approve, S. Brenna/ S. Dobson, 5 Ayes, Motion Carried.
- G. Non-intoxicating Beverage License**
1. Adventure Vacations Inc
  2. Bell Street Restaurant's Inc/ Beach Club

3. Bell Street Global/ Bell Street Tavern
4. Farmhouse Madeline Island/ Farmhouse Kitchen & Inn
5. Farmhouse Madeline Island LLC/ Darling's Grocery
6. Frankie's Inc./ Grampa Tony's
- ~~7. L & D Trading Post/ Lori's Store~~
8. McPearson LLC/ Quinn & Zayda's Bakery
9. Middle Road Literary/ Arts Society Inc./ Tom's Burned Down Café
10. On the Edge Inc./ Café Seiche
11. The Pub on Madeline Island Inc.

Motion to approve, S. Brenna/ S. Dobson, 5 Ayes, Motion Carried.

**H. Operator's Licenses**

1. Lauren Burtaux
2. Romain Burtaux
- ~~3. Ricky Edwards~~
4. Ashli Kanzler
5. Roberta Pallas
6. Jessica Principali
7. Jessica Williams

Motion to approve, S. Brenna/ S. Dobson, 5 Ayes, Motion Carried.

**I. Temporary Class "B" License**

1. Madeline Island Trails July 4, 2023 at The Rec Center
2. La Pointe Center for the Arts, Concert series at the Rec Center 7/6/23, 7/27/23, 8/10/23, 8/17/23

Motion to approve, S. Brenna/ S. Dobson, 5 Ayes, Motion Carried.

**XIV. Lawsuits & Legal Issues**

- A. Petition with the Wisconsin Department of Revenue Regarding Ashland County
- B. Claim against Ashland County pursuant to WI Statute 893.80(1d)(a)
- C. Possible Lawsuit Against Ashland County

No updates on legal issues.

**XV. New Agenda Items for Future Meetings:** Fee schedule resolution, library Board members, Affordable Housing RFP for developers

**XVI. Adjourn:** Motion to adjourn, S. Brenna/ A. Baxter, 5 Ayes, Motion Carried. Adjourned at 6:05pm.

Submitted by Micaela Montagne, Town Clerk.

Public

**Chapter 425**

**VEHICLES AND TRAFFIC**

**[HISTORY: Adopted by the Town Board of the Town of La Pointe as indicated in article histories. Amendments noted where applicable.]**

**GENERAL REFERENCES**

Airport traffic — See Ch. 185.  
Parks and recreation — See Ch. 347.  
Peace and good order — See Ch. 350.  
Snowmobiles and all-terrain vehicles — See Ch. 382.

**ARTICLE I**

**Speed Limits**

**[Adopted 2-9-1988 by Ord. No. 102]**

**§ 425-1. Speed limits established.**

In the Town of La Pointe, Ashland County, no person shall drive a vehicle at a speed in excess of the following limits unless different limits are indicated by official traffic signs or unless there is a specific ordinance or law applicable:

- A. Ten miles per hour on:
  - (1) All roads in Big Bay Town Park.
  - (2) The Town dock.
  - (3) All roads leading into the airport from Big Bay Road (County Trunk Highway H).
- B. Fifteen miles per hour in all alleys.
- C. Twenty miles per hour on Main Street, Penny Lane, O'Brien Road ~~Court~~, Leona's Road, Nebraska Row and Voyageur Lane. [Amended 4-27-1999 and 12-27-18]
- D. Twenty miles per hour on all of Old Fort Road north of the point where Old Fort Road first intersects with Mondamin Trail coming from the north and twenty-five miles per hour on all portions of Old Fort Road south of that point of intersection with Mondamin Trail. Twenty miles per hour on Big Bay Road from Main Street to Rice Street and twenty-five miles per hour from Rice Street to the Materials Recovery Facility (MRF) entrance. (Amended 10-22-19)
- E. Twenty-five miles per hour on:
  - (1) Each of the following: Sunny Slope Road, Whitefish Street, Herring Street, Colonel Woods Avenue, Bell Street, Rice Street, Mondamin Trail, Chief Buffalo Lane, Miller Farm Road, Amundsen Lane, Kron-Dahlin Lane, and Big Arns Road, Brians Road, and Chippewa Trail.

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- (2) Big Bay Road from its intersection with the present entrance to the Materials Recycling Facility west to its intersection with Main Street.
- F. Twenty-five miles per hour on Middle Road (County Trunk Highway H) from 764 feet east of Rice Street to the intersection with Main Street. The remainder of Middle Road (County Trunk Highway H) is a forty-mile-per-hour speed limit zone.
- G. Forty miles per hour on:
  - (1) All of County Trunk Highway H except as otherwise designated or posted.
  - (2) North Shore Road, Hagen Road, South Shore Road, and Benjamin Boulevard except as otherwise designated or posted.

**ARTICLE II**  
**Traffic Regulations**  
**[Adopted 8-15-1989 by Ord. No. 112]**

**§ 425-2. One-way traffic. Colonel Woods Avenue.** The portion of Colonel Woods Avenue between County Highway H and the Town dock shall be designated for one-way vehicular traffic as marked by road paint and signs, the traffic on the north side to flow toward the dock and on the south side to flow away from the dock. Any person violating this subsection may be required to forfeit not more than \$50 plus applicable costs, assessments and fees.

**A. Le Sueur Street and Bell Street.**

[Added 6-25-1996 by Ord. No. 96-0625]

- (1) The purpose of this Subsection B is twofold: to control the flow of traffic and traffic congestion at the intersection of Middle Road and Main Street and to create parking spaces on the north and south sides of Le Sueur Street from Main Street to Bell Street and parking spaces on the east side of Bell Street from Le Sueur Street to Middle Road.
- (2) The Town Board of the Town of La Pointe has specific statutory authority, powers, and duties, pursuant to §§ 194.08 and 349.10(1)(a), Wis. Stats., to regulate, control, prevent, and enforce against in the Town of La Pointe certain uses or activities that may affect the proper preservation and policing of a public street or highway.
- (3) The Town Board of the Town of La Pointe establishes by the adoption of this Subsection B that the portion of Le Sueur Street from its intersection with Main Street to its intersection with Bell Street shall be one way, and Bell Street, from its intersection with Le Sueur Street to its intersection with Middle Road, shall be one way.
- (4) A violation of this Subsection B carries with it a forfeiture of not more than \$50 plus any court costs, applicable costs, assessments, and fees.

**§ 425-3. Closing portion of Library Street to motor bus traffic.**

[Added 6-27-1995 by Ord. No. 95-0627]

- A. This section is titled "Town of La Pointe Ordinance Closing a Portion of Library

section, subsection or provision of the Wisconsin Statutes.

**§ 425-34. Restrictions.**

**Bell Street**

No person shall park or leave any vehicle, trailer, or tangible property on any part or portion of Bell Street between 2:30 a.m. and 5:30 a.m.

**Big Arns Road**

(Added 12-11-18; Amended 10-8-19)

No person shall park or leave any vehicle, trailer or tangible property on any part or portion of Big Arns Road.

**Brians Road**

(Added 12-11-18; Amended 10-8-19)

No person shall park or leave any vehicle, trailer or tangible property on any part or portion of Brians Road.

**Colonel Woods Avenue**

No person shall park or leave any vehicle, trailer or tangible property on any part or portion of Colonel Woods Avenue from its intersection with Main Street to its intersection with

**Griggs Approach Road**

No person shall park or leave any vehicle, trailer or tangible property unattended on any part or portion of Griggs Approach Road.

**Le Sueur Street**

No person shall park or leave any vehicle, trailer or tangible property on any part or portion of Le Sueur Street between 2:30 a.m. and 5:30 a.m.

**Library Street**

No person shall park or leave any vehicle, trailer or tangible property on any part or portion of Library Street from its intersection with Colonel Woods Avenue to its intersection with Rice Street.

No person shall park or leave any vehicle, trailer or tangible property on the south side of Library Street from its intersection with County Highway H (Big Bay Road) to its intersection with Rice Street.

**Main Street**

No person shall park or leave any vehicle, trailer or tangible property on any part or portion of Main Street from its intersection with County Highway H (Middle Road) to its intersection with County Highway H (Big Bay Road) between 2:30 a.m. and 5:30 a.m.

No person shall park or leave any vehicle, trailer or tangible property on any part or portion of Main Street between its intersection with the entrance of the La Pointe Town Dock and its intersection with the exit of the La Pointe Town Dock

No person shall park or leave any vehicle, trailer or tangible property on the east side of Main Street from the intersection of County Highway H (Middle Road) for 890 feet south.

No person shall park or leave any vehicle, trailer or tangible property on the west side of Main Street from 890 feet south of the County Highway H (Middle Road) intersection to the south end of Main Street.

No person shall park or leave any vehicle, trailer or tangible property on the west side of Main Street from the Town Dock entrance to the corner of its intersection with Main Street and Big Bay Road on Sundays and other days as needed from May 25 to October

10. This subsection shall only be in effect and enforced when temporary "No Parking" signs have been placed or installed by a Town of La Pointe law enforcement officer or highway maintenance employee.

#### **Michel Cadotte Road**

[Added 7-28-2009; amended 8-24-2010]

No person shall park or leave any vehicle, trailer or tangible property on any part or portion of Michel Cadotte Road between the hours of 2:30 a.m. and 5:30 a.m.

#### **O'Brien Court**

No person shall park or leave any vehicle, trailer or tangible property unattended on any part or portion of the west end of O'Brien Court which is hereby designated as a closed-end turnaround cul-de-sac area.

No person shall park or leave any vehicle, trailer or tangible property on the north side of O'Brien Court.

No person shall park or leave any vehicle, trailer or tangible property unattended on any part or portion of O'Brien Court between November 15 and May 15.

#### **Old Fort Road**

No person shall park or leave any vehicle, trailer, or tangible property on any part or portion of Old Fort Road south from the intersection of Casper Road between 12:00 a.m. and 6:00 a.m.

No person shall park or leave any vehicle, trailer, or tangible property on any part or portion of Old Fort Road from its intersection with Main Street to its intersection of Casper Road.

#### **Penny Lane**

No person shall park or leave any vehicle, trailer, or tangible property on any part or portion of Penny Lane.

#### **Rice Street**

No person shall park or leave any vehicle, trailer or tangible property on any part or portion of the east side of Rice Street.

No person shall park or leave any vehicle, trailer or tangible property on any part or portion of Rice Street between 2:30 a.m. and 5:30 a.m.



### **Sunny Slope Road**

No person shall park or leave any vehicle, trailer or tangible property on any part or portion of the east end of Sunny Slope Road which is hereby designated a closed-end turnaround cul-de-sac area.

No person shall park or leave any vehicle, trailer or tangible property on any part or portion of Sunny Slope Road between the hours of 2:30 a.m. and 5:30 a.m.

### **Whitefish Street**

No person shall park or leave any vehicle, trailer or tangible property on any part or portion of Whitefish Street between 2:30 a.m. and 5:30 a.m.

No person shall park or leave any vehicle, trailer or tangible property on the east side of Whitefish Street between the hours of 7:30 a.m. and 4:30 p.m. between the intersections of County Highway H (Big Bay Road) and Colonel Woods Avenue.

No person shall park or leave any vehicle, trailer or tangible property on any part or portion of the west side of Whitefish Street.

### **425-35. Designated handicapped parking spaces.**

- A. No person shall park or leave any vehicle, trailer or tangible property on any portion of any Town of La Pointe street or road that has been designated as a reserved parking area for motor vehicles used by a physically disabled person. A motor vehicle used by a physically disabled person means a motor vehicle displaying special registration plates issued under § 341.14, Wis. Stats., or a special identification card issued under § 343.51, Wis. Stats., or a motor vehicle registered in another jurisdiction and displaying a registration plate, card or emblem issued by the other jurisdiction which designates the vehicle as a vehicle used by a physically disabled person.
- B. Only motor vehicles specified above, which are then being used by a physically disabled person, are permitted to park in a parking space reserved for use by motor vehicles used by a physically disabled person.

### **§ 425-36. Winter parking; snow removal; maintenance.**

- A. Town of La Pointe law enforcement officers and highway maintenance employees are hereby empowered and authorized to direct persons to remove a vehicle, trailer, or item of personal property from a highway, street, road, alley and their rights-of-way for snow removal or maintenance purposes. No person shall fail to obey a directive issued under this provision.
- B. No person shall park or leave any vehicle, trailer or tangible property upon any street, road, alley or highway and their rights-of-way in the Town of La Pointe during a snowstorm.
- C. No person shall park or leave any vehicle, trailer or tangible property upon any street, road, alley or highway and their rights-of-way in the Town of La Pointe where such vehicle impedes or interferes with snowplowing and snow removal procedure.

## TOWN BOARD MEETING MEMO

From: Michael Kuchta

Date: June 7, 2023

Re: Agenda Items: Emergency Services

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- **Speed Limit on Snow Place Road.** This Town road currently does not have a posted speed limit. As a result, police cannot enforce speeds unless they exceed 35 mph. Madeline Sanitary District has asked the Town to adopt a posted speed of 15 mph. Police chief Bill Defoe recommends 20 mph, which is the lowest limit posted on other Town roads. Creating a speed limit would require amending Ordinance Chapter 425, Article I.
- **No Parking on Snow Place Road.** This Town road currently does not have parking restrictions. Madeline Sanitary District has asked the Town to prohibit parking on the entire road. Police chief Bill Defoe recommends prohibiting parking on the west side of the road (the airport side) from Big Bay Road to 100 feet beyond the driveway at fire #951, then on both sides of the road south of that. Creating parking restrictions would require amending Ordinance Chapter 425, Article III.
- **Police hire.** Chief Bill Defoe requests the hiring of Karl Williams to a part-time position, of up to 1,500 hours at \$20/hour for 2023, pending the successful outcome of required hiring procedures. This is a pre-certified position until Karl completes the Wisconsin Police Academy. Karl is a former Ashland County dispatcher and jailer, has a criminal justice degree, will begin the academy in August, and should graduate in December. The intent is to hire Karl full-time upon his certification. He will be deployed with a current officer, at least on weekends through summer, until he completes the academy. The Wisconsin Department of Justice will reimburse the Town for academy costs (except wages) upon Karl's graduation. Karl is willing to sign a contract (similar to what the Town uses for EMS trainees) to reimburse the Town for training costs if he does not complete the academy.
- **EMS Ball.** The Ambulance Service seeks permission to use the Emergency Services Building for a fundraiser on Aug. 26. The event would be in the fire bays, with additional activities outdoors. Fire apparatus would be parked and available outdoors; ambulance apparatus would remain hooked up and available indoors.

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