

TOWN ADMINSTRATOR REPORT

1/28/25

1. COMPLETED ITEMS:

Created new job description for an Office Manager position.

2. ONGOING:

Madeline Island Water Company, letter from an engineering company hired by Robert Hartzell regarding their interpretation of the Town's jurisdiction over the existing water lines and pump.

Reclassify real estate parcels in Ashland and Bayfield Counties purchased as part of MIFL purchase. Town has to pay real estate taxes for 2024 but needs to reclassify as exempt going forward.

Annual Audit preparation. Lauren is assisting Liz Brown.

Police Staffing during Chief Defoe's leave of absence. Occasional coverage by Ashland Deputies and temps with prior experience on the Island.

Revision of Town Ordinance 205 Building Construction. Revision reflecting exemptions in the State Statute. Under review by James Price.

Preparation for Treasurer election. Melissa Pusateri is training Jamie Murray so there will be a trainer available for the newly elected Treasurer.

Cash Flow Analysis for 2025.

3. UPCOMING:

Update Emergency Management Plan. Meeting with Ashland County Emergency Manager Director in February.

4. MISCELLANEOUS:

Attending Ashland/Bayfield District WTA Meeting 1/27/25