

## MEMO

To: Town Board  
From: Michael Kuchta  
Re: Town Administrator's Report  
DATES COVERED IN REPORT: Jan. 20-Feb. 9, 2023

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### 1. Accomplished/Completed

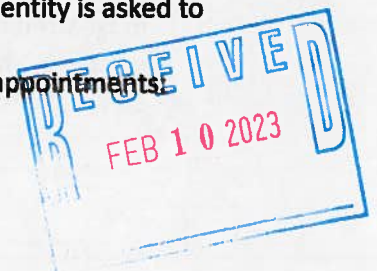
- **Ashland County.** Gave interviews Jan. 31 to KBJR-TV in Duluth and Feb. 1 to Wisconsin Public Radio; presented public comment Feb. 7 at county board meeting.
- **Department Heads.** Met Feb. 1; group intends to meet quarterly.
- **Hagen Road.** Sent out RFPs, in accordance with WisDOT requirements, for design engineering work on the scheduled repaving in 2024.
- **Rural Affordable Workforce Housing Initiative.** Participated in the presentation Jan. 25 to WHEDA executives; discussed three pilot proposals from Chequamegon Bay work groups.
- **Service Awards Program.** Worked with Jamie Murray to prepare and file annual contribution paperwork for fire department and ambulance service volunteers.
- **WTA County Unit Meeting.** Attended this meeting Jan. 23; spoke with newly elected state Sen. Quinn and Rep. Green, and with Jim Miller from Congressman Tiffany's office. Shared updates on ferry line and dispute with Ashland County.

### 2. Coming Up

- **Snow Snake Festival.** The annual inter-tribal competition is scheduled for Saturday Feb. 11.
- **Great Lakes Islands Association.** GLIA has scheduled a webinar on the value of community surveys on Monday Feb. 13 at noon Central.
- **Gazette deadline.** March 4
- **Rental ordinance public hearing.** March 15, 5 p.m.
- **Comprehensive Plan public hearing.** March 29, 5 p.m.

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

- **Roads.** The job posting is to fill a vacancy left by the resignation of Karen Thomas.
- **Airport.** See separate memo.
- **Lange Enterprises contract.** Town Plan Commission and emergency response departments are overseeing a review and update of the Town's fire numbering system. This contract authorizes Lange – which devised the system in 1989 – to review existing numbers, recommend which numbers need to be changed, and recommend how additional numbers can be added to accommodate population growth – all while minimizing disruption to the existing system and maximizing compliance with 911 emergency standards.
- **Certified Survey Map.** This will finalize the land swap that originally was authorized at the Town Meeting of April 21, 2021. TPC recommends approving the CSM.
- **Winter Transportation Committee.** The committee recommends approving the annual agreements with the ferry line and the school district. For this season, each entity is asked to contribute \$10,000 to share operating costs of the van and wind sleds.
- **Committee Appointments.** After talking with applicants, we suggest these appointments:



- **Winter Transportation:** Ellen Troeltzsch, for a term to expire on Sept. 9, 2025. This appointment would fill the vacant “citizen at large” position.
- **Energy:** Scott Hayman and Lilah Guertin, both for terms to expire on Aug. 23, 2024.  
These appointments would bring the committee up to its minimum membership of 5.
- **Grant updates.** Affordable Housing Advisory Committee received the anticipated \$4,000 grant from the Island Association. The Town’s 2023 budget matches that amount.
- **Short-term disability Life insurance.** See separate memo.
- **Ambulance billing.** A contract with Cvikota Medical Billing Services would replace our existing arrangement with Andres Medical Billing. The goal is to increase the revenue and rate of payments from patients. Cvikota (pronounced Sih-kota) has an established relationship with Memorial Medical Center, which should make it easier to obtain insurance and other information; in addition, Cvikota routinely works with a collection agency, which AMB does not.

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

- **BBTP Accessibility Study.** Ben Schram and I met Jan. 25 with Cooper Engineering to discuss their recommended proposal to replace the existing stairway and bridge. Estimated cost: \$2.5 million. Reaching this goal will require plenty of grant-writing – or naming rights for the bridge.
- **Housing Needs Assessment.** Worked with Affordable Housing Advisory Committee to produce a Survey Monkey poll (using the Town’s account) on specific housing parameters for the island’s workforce. 113 people participated; results were forwarded to Maxfield Research. Maxfield intends to present a draft report of the needs assessment at the committee’s Feb. 14 meeting.
- **Rental Ordinance.** Worked with Ed Schaffer, Jim Peters, and Paul Wilharm on the final draft of a revised ordinance. On Feb. 1, the full TPC recommended taking the draft to a public hearing on March 15. The town attorney expects to complete his review of proposed revisions by Feb. 20.

#### 5. Grant Report

- See above.

#### 6. Lawsuits/Legal Issues

- **Department of Revenue Petition.** Petition was filed Jan. 25; DOR has connected attorneys representing the Town and County to determine if they can agree on a set of facts. If they can, the DOR could make a decision without holding a hearing. The statutory deadline for getting a stipulation on facts is Feb. 25.
- **Claim against Ashland County.** This is the formal claim; it follows up on the Notice of Intent the Town issued to the County on Jan. 11. The claim seeks the full amount of what La Pointe property owners pay for Sheriff Department Law Enforcement. The claim amount of \$363,655 is La Pointe’s share of what the department receives in that line item from the County’s property tax levy; La Pointe’s share of the County levy is 20.1%.

#### 7. Other Information

- **Wisconsin Towns Association.** Upcoming events: Capitol Day, March 30; District Meeting (I plan to attend the session March 31 in Cable); Board of Review Training (at least one board member must attend training each year: the closest in-person session is April 28 in Eau Claire; a virtual session is May 1 at 6:30 p.m.); Town Officials Workshop (closest sessions – especially for newly elected officers – are May 8 in Cable or May 9 in Minocqua).