

# TOWN ADMINISTRATOR REPORT

To: Town Board

From: Michael Kuchta

DATES COVERED IN REPORT: July 7-20, 2023

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## 1. Accomplished/Completed

- **Gazette.** Sent the usual Town Administrator columns and a Comprehensive Plan update.
- **Annual review.** Completed self-evaluation and delivered to Town Chair.

## 2. Coming Up

- **Affordable Housing Informational Session.** Affordable Housing Advisory Committee will hold an open discussion to update community members on the needs assessment report and RFQ for developers. The session will be Tuesday Aug. 15, 5 p.m.
- **Rental Ordinance Q&A Session.** Town Plan Commission is scheduling an informal discussion on their proposed revisions in how the Town regulates events, long-term, and short-term rentals. The session will be Wednesday Aug. 16, 5 p.m.
- **Comprehensive Plan.** TPC approved the current draft to send to public hearing. That hearing will be Thursday Aug. 24, 5 p.m. A copy of the draft is on the Town website.
- **Rental Ordinance.** TPC approved the current draft to send to public hearing. That hearing will be Wednesday Aug. 30, 5 p.m. A copy of the draft is on the Town website.

## 3. Town Board Agenda – Information/Comments

- **Committees.** See separate memo.
- **Road name resolutions.** The resolution on Town roads contains updated descriptions, primarily by adding more-specific location information and making language more consistent. The resolution on private roads deletes Brians Road (which is now a Town road); adds Harmony Land and Island Lane (which were not included in the 2019 resolution); and adds Hilltop Trail, Jolene's Trail, Nellie's Trail, Pumphouse Road, and Raspberry Trail to roads within the Raspberry Fields expandable condominium development.
- **2022 Audit.** See separate memo.
- **Contract with Northwest Regional Planning Commission.** The contract utilizes the commission's GIS expertise to create or update 8 informational maps for the Comprehensive Plan: zoning, land use, roads, wetlands, soils, land/tree cover, topography, and development constraints.
- **Borrowing.** After utilizing designated funds, the Town owes \$126,493 to pay the balance on the new fire truck. The 2023 budget also scheduled \$291,103 in additional borrowing, which we expect to need for cash-flow purposes. Treasurer Pete Ross is working on options from Bremer Bank; he hopes to have that available for the meeting.

## 4. Follow Up on Previous/Ongoing Projects

- **Comprehensive Plan.** The Q&A sessions attracted 15 residents, 3 Town Board members, 3 TPC members, and 6 steering committee members to one or both sessions.
- **Fire numbers.** We received maps and recommendations from Lange Enterprises of fire numbers that could/should be changed. Zoning Administrator Ed Schaffer is cross-referencing

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spreadsheets and maps to begin compiling recommendations on numbers that do and do not need to be changed or added.

- **Harbor Commission.** I reviewed a draft of the operating agreement and am suggesting several revisions to ensure a more effective transition from private to public management.
- **Legal fund.** Donations from Town residents have topped \$8,000.
- **Rental ordinance.** Consulted with the TPC work group and attorneys to finalize draft language. Prepared guide for community members that highlights key proposals in draft ordinance.
- **Roads.**
  - Public Works is renting traffic counters from Ashland County to obtain current data for Mondamin Trail and South Shore Road. Up-to-date traffic numbers will help in applying for local road improvement funds from the state later this year. If time allows, we might take counts on other Town roads, too.
  - A SurveyMonkey poll is ready to gather advisory data on whether residents want to pave all or part of North Shore Road or other gravel roads on the “north end” of the island.
- **Russell Park.** Town crews are installing pavers and preparing landscaping beds around the Spirit of Madeline Island sculpture; that would complete the Public Arts Committee’s project.
- **Town Hall.** Public Works is ordering a wired microphone to address concerns about the difficulty some remote participants have in hearing dialogue during meetings or recordings.

#### **5. Grant Report**

- **Energy Committee.** Filed a pre-application on July 13 for the federal Energy for Rural Areas grant; gave a brief presentation later that day as part of the pre-selection interview for the proposed flow-battery pilot project, which is part of different federal grant.

#### **6. Lawsuits/Legal Issues**

- **Petition with Wisconsin Department of Revenue.** As you know, the department sided with the County on the Town’s petition for a law enforcement levy shift. Our attorneys, Bryce Schoenborn and Tamara Packard, will be available for a closed session discussion of options.

#### **7. Other Information**

- **Emergency Services.** Filed for a raffle license for the Polka Ball on Aug. 26.