

TOWN OF LA POINTE
REGULAR TOWN BOARD MEETING
TUESDAY, MAY 10, 2016
5:30PM AT TOWN HALL
Approved Minutes

Called to order at 5:30pm

Town Board Members Present: Jim Patterson, Mike Anderson, Sue Brenna, John Carlson, Mike Starck

Staff present: Town Administrator Lisa Potswald, Foreman Kristian Larsen, Elected Clerk Micaela Montagne

Public Present: Shane Begley, John Gembitsky, Dickie Hoffman, Chris Wolfe, Meg Brown, Paul Brummer

I. Public Comment A*: Dick Hoffman stated that as a property owner on the North end of the Island, he is in favor of having a cell tower provided out there for better cell service as it is a public safety issue.

II. Town Administrator's Report: Prepared and presented by Administrator Lisa Potswald. Discussion included questions on the payments from the old reservation system company, more information under that agenda item. Report dated May 6, 2016 placed on file by Unanimous Consent.

III. Public Works

A. Roads

1. Foreman's Report: Prepared and presented by Foreman K. Larsen. Discussion included that the roof replacements of the Fire Hall and Winter Transportation Buildings have begun, and the solar project is nearing completion. The Rec Center building was repainted, and the pergola is getting some improvements. There is also another public phone available at the Town Park for local, emergency, and 800 calls. Report dated April 2016 placed on file by Unanimous Consent.

2. Dust Abatement: Proposal received from Handy Andy Express (who has done the abatement in the past) for 28% mix of calcium chloride at \$0.87 per gallon. The total cost is not to exceed \$24,900 and will be completed by June 26, 2016. Motion to authorize K. Larsen to hire Handy Andy Express for the application of calcium chloride on the gravel roads, not to exceed \$24,900, M. Anderson/ M. Starck, 5 Ayes, Motion Carried.

3. Big Arn's Road and Brian's Road: Administrator L. Potswald prepared a memo stating that there is a lot of information that the Town Hall staff would like to collect and provide to the Town Board prior to a decision because once the Resolution to initiate the process is signed, a decision on whether to do the road or not must be done within 90 days. Discussion on having the topic be discussed at a workshop so the Board can discuss more in detail and figure out what additional information they need. Other things mentioned included that the utilities currently run on both sides of the road, the Town crew may not be available to do the work and it would have to be contracted out, and the question on how much the total expenses would be. All will be discussed at a workshop.

4. Resolution #2016-0510: To initiate the process of laying a road: Still in the information gathering stage Motion to table the item until more information is available to make an educated decision, J. Carlson/ M. Anderson, 5 Ayes, Motion Carried.

B. Parks

1. Updates on Big Bay Town Park Reservation System Payments: A letter was sent by the Town's Attorney with the request for payment by May 14th. Supervisor Carlson questioned if the company could be responsible for the Town's legal fees.

2. Hiring of Parks Laborer #2: Motion to hire Keptner Powe as the Parks Laborer #2 at \$14/hour, hours not to exceed 599 with a start date to be determined by K. Larsen, M. Starck/ S. Brenna, 5 Ayes, Motion Carried.

3. Posting of Parks Laborer #3: Motion to post for the position of Parks Laborer #3 as presented, M. Starck/ J. Carlson, 5 Ayes, Motion Carried.

C. Materials Recovery Facility (MRF)

1. MRF Supervisor's Report: Report prepared by Supervisor T. Pallas dated 5/9/16 placed on file by Unanimous Consent.

2. MRF Operations: The waste hauling service the Town has used was sold. There are a couple of companies that are interested, and a request for information has been released. L. Potswald mentioned that there may need to be a special meeting scheduled for a contract.

IV. Committees

A. Planning and Zoning

1. Planning and Zoning Administrator's Report: Report prepared by L. Potswald dated 4/1/16 to 4/30/16 placed on file by Unanimous Consent.

2. Zoning Administrator Position/ Hiring: Administrator L. Potswald is recommending the hire of Ric Gillman as the part time (half time) zoning administrator. Motion to hire Ric Gillman as the half time Zoning Administrator at \$20/ hour with a start date of May 17, 2016, and a 90 day probationary period, M. Starck/ M. Anderson, 5 Ayes, Motion Carried. As a department head, the Zoning Administrator reports to the Town Administrator. The current Zoning Ordinance states that the Zoning Administrator reports to the Town Board and it will need to be updated.

3. Request to waive G. Nelson's Conditional Use Permit second permit fee: two conditional use applications were submitted by G. Nelson at the same time, were on the same publication, and were discussed at the same public hearing so there is no need to be charged two fees. The fee is meant to cover the Town Plan Commission's time for meetings, but both CUPs were discussed at the same meeting. Motion to waive the \$750 second CUP permit fee, M. Starck/ M. Anderson, 5 Ayes, Motion Carried.

4. Appointments to Town Plan Commission for terms ending April 30, 2019: there are three openings, but also a discussion happening on whether to reduce the number of members from seven to five, which would only leave one opening. Administrator Potswald requests that the agenda item be tabled so the Town Plan Commission can discuss it first. Motion to table until there is a recommendation from the Town Plan Commission, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

B. Alternative Energy

1. Update on the Solar Array Project for the La Pointe Clinic and Library: North Wind has been installing the solar panels, things are on schedule and going well. May be done with the project by next week.

C. Community Awards Committee

1. Appointment to the Community Awards Committee for terms ending July 31, 2017: The new by-laws state that the committee is made up of up to five members. Motion to appoint Phillip Goldman to the Community Awards Committee for the term ending July 31, 2017, M. Starck/ J. Carlson, 5 Ayes, Motion Carried.

D. Harbors

1. Service Contract with SmithGroup JJR for site survey, design development and permitting for the town dock improvements: Motion to authorize J. Patterson, Chair, to sign the Service Contract with SmithGroup JJR for site survey, design development and permitting for the town dock improvements for the cost of \$25,000, M. Starck/ J. Carlson, 5 Ayes, Motion Carried.

V. Town Hall Administration

A. Budget Report: Motion to place the budget summary report dated 5/10/16 on file, M. Starck/ M. Anderson, 5 Ayes, Motion Carried.

B. Grant Updates: Nothing at this time.

C. First Meeting of Board of Review: Set Date: the meeting must be posted/ published for 15 days. No action will be made at the first meeting of Board of review, the second meeting will be held later in the summer. First meeting set for June 7, 2016 at 4:30pm.

D. Board of Review Alternates Resolution #2016-0510A: Motion to approve Resolution #2016-0510A appointing Marie Noha and Glenn Carlson as alternates to the Board of Review, M. Starck/ J. Carlson, 5 Ayes, Motion Carried.

E. Insurance Renewal: B. Nelson went through the 2016-2017 policy to compare it to the current. Costs went up by \$270. No other companies have inquired, just Rural Mutual.

F. Wage Resolution: Attachment "B" to 2016 Compensations Resolution #2015-1222: Motion to approve Resolution 2015-1222 Attachment "B" to Compensations/ Wage resolution, M. Starck/ M. Anderson, 5 Ayes, Motion Carried. Wage resolution includes Road Crew Mechanic, MRF Attendant II, Fire Department Lead Engineer, and Park Supervisor.

G. Cell Tower Consultant: Shane Begley of Begley Wireless Consulting Services, LLC presented about what his services are and what he could do as a consultant for the Town in getting another cell tower on the north end of the island to improve coverages. S. Begley gave his background and a breakdown of what he would do: he would act as a lobbyist for the Town, calling and advocating for the Town to the different cell companies. He could also assist with our existing tower lease. The hiring of the consultant would not guarantee that the Town would get a tower. Discussion also included asking for assistance from surrounding areas that would also benefit from having a tower on the north end of the island. No action taken, the Board will discuss further.

H. YWS Technology, LLC Agreement for computer services: There are two contracts, one for general services with a cost of \$1650 for 2016 and \$2500 for years after. The second for specific services including email changes and infrastructure updates which would only be done if the Fire Department and EMS vote to do so, which would then come out of their own budgets. Motion to go ahead with both contracts with YWS Technology, LLC, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

I. Town Board Workshop: set date and agenda items: Agenda items to include Big Arm's Road/ Brian's Road, the Cell Tower consultant, Agreements with Ashland County, the MRF situation, and uses for the accommodation tax. Date set for May 17, 2016 at 5:15pm so if a Special Town Board Meeting is needed it can happen first.

VI. Vouchers: Motion to approve vouchers in the amount of \$28,153.19, M. Starck/ J. Carlson, 5 Ayes, Motion Carried.

VII. Alternative Claims: Motion to approve Alternative Claims in the amount of \$121,851.29 and \$2,178.62 for the Library, M. Starck/ M. Anderson, 5 Aye, Motion Carried.

VIII. Treasurer's Report: Motion to accept the Treasurer's Cash Summary report as of April 30, 2016 showing a total of \$1,528,166.02 and a total available checking account of \$1,071,527.41, M. Anderson/ S. Brenna, 5 Ayes, Motion Carried.

IX. Minutes

A. Regular Town Board Meeting April 26, 2016: some small corrections including the spelling of G. Russell's name, J. Patterson did not meet with A. Nelson but talked to him on the phone, S. Brenna abstained from both motions in Agenda item IV. A. 1., and 'is' changed to 'with' in agenda item X. Motion to approve minutes with corrections, S. Brenna/ M. Anderson, 5 Ayes, Motion Carried.

X. Police Department

A. Police Chief's Report: The Town was awarded a \$4000 equipment grant. Report prepared by W. Defoe dated 5/6/16 placed on file by Unanimous Consent.

B. Packer Makinia status change: P. Makinia graduated from WITC Rice Lake and W. Defoe is requesting that his status be changed to part time with a 90 day probationary period with the standard part time officer wage of \$20/ hour. Motion to change P. Makinia to part time with a start date of 5/13/16 at \$20/ hour with a 90 day probationary period, M. Anderson/ M. Starck, 5 Ayes, Motion Carried.

XI. Emergency Services

A. Fire Chief's Report: Kudos to the Fire Department on a job well done on May 6, 2016. Report prepared by R. Reichkitzer dated 4/11/16 – 5/9/16 placed on file by Unanimous Consent.

XII. Public Comment B:** P. Brummer would like to make sure the Miller Farm Road and O'Brian's cost and special assessments are looked at when considering Big Arn's Road.

XIII. Lawsuits & Legal Issues

(A.) Nelson, et al. v. Defoe, et al. Case No. 15-cv-274-wmc

XIV. New Agenda Items for Future Meetings: Insurance Renewal, Wage Resolution, Big Arn's Road and Brian's Road, Parks & Rec staff.

XV. Adjourn: Motion to adjourn, J. Carlson/ M. Anderson, 5 Ayes, Motion Carried. Adjourned at 7:05pm.

Submitted by Micaela Montagne, Town Clerk.

Approved with some corrections on May 24, 2016. *[Clerk's note: corrections were in error]*

Approved as submitted, June 14, 2016