

Town of La Pointe
Special Town Board Meeting
And 2017 Budget Workshop
Tuesday, October 18th, 2016
5:00 pm at the Town Hall
Approved Minutes

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

Staff present: Lisa Potswald, Carey Baxter, Ric Gillman, Barb Nelson, Elected Clerk Micaela Montagne

Public Present: Charles Brummer

1. Call to order at 5:00pm

2. Policy on meeting attendance via phone/ video: This was brought up because there may not be able to be a quorum at a few Town Plan Commission meetings due to absent members. Discussion included how it can be a useful idea, and has been used by a few committees in the past. Town Board would like it to be up to the committees to have it in their by-laws as to what they want for their own committee. Motion to allow Committee and Board members to be present via phone/ video at their meetings if need be, and to let the committees decide whether they want to allow it or not, M. Anderson/ M. Starck, 5 Ayes, Motion Carried.

3. Town Plan Commission: possible appointment of interim member: Because the Board will allow presence at meetings via phone/ video, this became a moot point.

4. Budget Workshop with each of the following departments:

Town Administrator Lisa Potswald spoke briefly on the budget process this year as well as the layout of the budget books. Department heads created three year budgets and a Capital Equipment Plan until 2031. Each department head was asked to present a series of questions as well as what their larger projects of note are. There were some department heads that were not timely in getting their budgets in, thus it made more work for Lisa and Barb compiling all of the information and getting it ready for the workshops. For the 2017 budget, the requests for expenditures from all department heads are over \$1,000,000 over the revenues at this point. Thus some things will be taken out, revenue ideas added, or funding sources changed.

A. Materials Recovery Facility (MRF): Budget presented by Carey Baxter. Things to note: Ted Pallas will be retiring in a couple of years, goals include keeping operating costs down, organizing and cleaning, and making better use of the space. There are more hours budgeted for a third person next year, the hauling truck is working well, but will need new boxes in the next few years, a dividing wall has been requested to be installed to heat part of the shop for better use in the winter months, clean sweep has been good, want to do more promoting and public education, and the exchange has been going well with the additional help of volunteers this year. The 2017 budget request for expenditures is down around two thousand dollars from what may be the actual spent in 2016. There are not any recommendations to increase the fees for 2017, and there are still many unknowns on how much the new hauling truck is costing.

B. Town Plan Commission/ Planning and Zoning: Both Zoning Administrator Ric Gillman and Town Plan Commission Chair Charles Brummer present to go over proposed budget. Things to note from the presentation include the large project of replacing and reassigning the fire number signs is a priority that may cost over \$30,000, looking into a public arts master plan as well as a driveway ordinance will be visited, things are working out okay with the Zoning Administrator being half time, R. Gillman will be looking into liability issues with rental permits, and there may need to be an upgrade to the Town/ Zoning car in the next few years. A sanitation inventory will be required by Ashland County, discussion on whether it should be handled by Zoning or the Sanitary District.

The fire number project is a priority as the Town of La Pointe is the last municipality in Ashland County to get in compliance. All current fire number signs will be replaced with a colored, reflective two sided sign. There are some errors in the current numbering system that will need to be changed/ corrected, and all roads will need to be named. Discussion on if the County helped any of the other municipalities with the funding: it seems like each municipality has covered costs themselves. There may need to be a fee to cover the expenses.

The overall 2017 Zoning/ TPC budget request for expenditures is \$47,417, up from \$34,511 from 2016 mostly because Lisa Potswald was acting Zoning Administrator for some of the year while also being the Town Administrator, so wages were down.

5. Adjourn: Motion to adjourn, M. Anderson/ S. Brenna, 5 Ayes, Motion Carried. Adjourned at 6:47pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted, October 25, 2016. M. Montagne, Town Clerk