

# TOWN ADMINISTRATOR REPORT

To: Town Board

From: Michael Kuchta

DATES COVERED IN REPORT: June 8-19, 2024

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## 1. Accomplished/Completed

- **Audit.** Lauren Burtaux, Glenn Carlson and I have reviewed the preliminary 2023 audit and financial statements from Baker Tilly. I answered the required questions about significant financial changes since Dec. 31. Alex Smith, Lauren and I signed the required “management letter” and returned it June 19.
- **Ambulance radio authorization.** Renewed the FCC license for 10 years.
- **Credit cards.** Worked with Bremer Bank to enable all staff credit card balances to be paid by phone, to avoid mail delays that increasingly are resulting in late fees and penalties. Added Lauren Burtaux as an authorized representative to make payments.

## 2. Coming Up

- **Make Music Day.** Friday June 21 (co-sponsored by Public Arts Committee)
- **Liquor licenses expire.** Friday June 28
- **Great Lakes Islands Alliance.** Wednesday July 3
- **Independence Day.** Thursday July 4 (Town Hall closed, festivities everywhere)

## 3. Town Board Agenda – Information/Comments

- See separate memo

## 4. Follow Up on Previous/Ongoing Projects

- **Airport.** The terminal building committee met June 18 with BOA representatives. Because federal funding will support improvements only if they can be expected to last 40 years, the consensus is that the Town needs to build a new terminal in a similar location, rather than attempt to rehab the existing structure. The recommendation opposes a new terminal, because there is no way to envision a terminal paying for itself. The SEH consulting firm will draft floor plans to consider in July, probably for a terminal in the ballpark of 900 square feet. Continue working on county and DOR paperwork necessary to establish individual PINs for airport hangars and update lease agreements, all to adjust to state’s shift in treating hangars as real property, not personal property, for tax purposes.
- **Bad River.** I met June 10 with Tribal Chair Robert Blanchard and three other Tribal representatives to discuss a memorandum of understanding authorizing Town Fire and EMS to respond to emergency dispatches on Tribal land on Mooningwaanikaaning. Chair Blanchard gave verbal approval until a written agreement can be finalized; our emergency services have been informed. The Tribe will install a lock box providing access if necessary. An agreement might include joint maintenance of the portion of Kron-Dahlin Road adjacent to Tribal land. Attorneys for the Town and Tribe are working on language.
- **Copier training.** Staff received training from a Toshiba rep on June 13.

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- **Hartzell development.** Zoning administrator Ed Schaffer and I met June 11 with Bob Hartzell and his team about barriers to resuming the Raspberry Fields development. Wisconsin DSDS does not keep records that could verify installation of the water system, so it is up to the Town to determine what kinds of inspections and testing are required to demonstrate the system's safety and ability to provide potable water. Attorney Bryce Schoenborn is working to draft conditions. Meanwhile, Ed and I continue to meet with UDC inspector James Price to resolve other issues.
- **Inline marathon.** Volunteered to assist traffic control and assess event's impact on residents first-hand.

#### 5. Grant Report

- **ESB microgrid.** Ben and I filed grant "onboarding" documentation June 14 with the state Office of Energy Innovation.

#### 6. Lawsuits/Legal Issues

- No updates.

#### 7. Other Information

- **Mellen police.** The southern Ashland County city (which disbanded its police department) will pay the sheriff's department \$132,565.78 per year to provide 40 hours of dedicated patrol and response per week, with an annual inflation increase. (Editorial comment: That rate means the county was getting quite a deal paying La Pointe only \$135,000 a year to provide a 24/7 FTE.)