

(5) TB, TA, A, Clerk, Public

To: Town Board
From: Glenn Carlson, Town Board Chair
Date: August 11, 2024
Re: Town Administration Report

Here's a brief recap of my Town Hall activities since Michael Kuchta departed.

Office hours

I have been at Town Hall nearly every weekday morning, generally from about 9am – 11am, and many afternoons. I've met one-on-one with nearly all department heads, at least once. Morale seems to be good. Dorgene has been a great help during this time. If you don't see her at the front desk, she's likely in the former TA's workspace handling incoming and some ongoing issues.

Town Chair supervisory authority

The Wisconsin Towns Association attorney (Carol Nowacki) suggested that the Town Board should explicitly delegate supervisory authority over department heads to the Town Chair, in the absence of a Town Administrator. Town Attorney Bryce Schoenborn concurred and has drafted such an ordinance.

Cell Tower Lease

I signed the Letter of Intent and we are awaiting a draft formal agreement from Harmoni. Once we receive that, we will ask our attorney to review it. It is understood that Harmoni is expecting we will seek modifications in the language (but not in the amount).

Ferry line operations

Zach Montagne, Katie Kisner, and I met with Robin and Cal from MIFL LLC last week to discuss the post-Labor Day 7pm boat from Bayfield, to accommodate after-school extra-curricular participation by Island middle and high school students. Due to staffing limitations, this will curtail the availability of a second boat from Bayfield at 7:00am. A second crew will likely not be available until the 9:00am trip during the week. Depending on weather and staffing, this will continue through Thanksgiving week. There will thus be a 5pm and a 7pm departure from Bayfield during the week (M-F). There will not be a 6pm departure.

Financial reporting

Lauren has begun working with Nicole from KerberRose to increase her fluency with WorkHorse and has also been taking online courses in governmental accounting.

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AUG 12 2024

Initial: dg