

October 9, 2023

CITY OF WASHBURN COMMON COUNCIL MEETING

5:30PM

Washburn City Hall & Remote Video Conferencing

City Council Members:

Present, in-person:

Tom Neimes, Jared Trimbo, John Hopkins, Tracey Snyder,
Dave Anderson, Mary McGrath, Jennifer Maziasz

Present, remote:

none

Municipal Personnel:

Present, in-person:

Mayor Mary D. Motiff, City Administrator Scott J. Kluver,
Asst. City Administrator Tony Janisch, City Attorney Max Lindsey,
Public Works Director Gerry Schuette,

Present, remote:

none

Absent:

none

Call to Order - Meeting called to order at 5:30pm by Mayor Motiff. Roll call attendance depicted seven (7) of seven (7) members of the Common Council in attendance. Quorum of the Council recognized.

Approval of Minutes – City Council of September 11, 2023 - A motion was made by Neimes to approve the September 11, 2023 minutes of the City Council, second by Anderson. Motion carried unanimously.

Approval of Expenditures – A motion was made by McGrath to approve the monthly expenditures, second by Neimes. Motion carried unanimously via a roll-call vote.

Public Comment – Jeremy Oswald, 401 W 5th St., commented that he was not in favor of opening all the roads in the City to UTV/ATV traffic.

Mayoral Announcements, Proclamations, Appointments – The Mayor recognized Lawrence Gravell, a camper at West End Park, for his volunteer service in keeping the trails parks & campground clean by picking up trash all summer. The Mayor next read a proclamation for Indigenous Peoples Day.

- **Appointments to Bayfield Street Beautification Ad-Hoc Committee** – The Mayor stated that two individuals recently appointed to the Bayfield Street Beautification Ad-Hoc Committee could not fulfil their duties and have stepped down. She then nominated the following individuals to serve on this committee: Jen Danielson, representing the Washburn Beautification Foundation, and John Wheeler, representing the business community. With Wheeler’s approval contingent on receipt of application. Hopkins moved to appoint Danielson and Wheeler to the Bayfield Street Beautification Ad-Hoc Committee, seconded by Snyder. Motion carried unanimously.

Discussion & Action on Acceptance of Bid and Award of Contract for Phase 1 Bayfield Street Water and Sewer Replacement Project, Approval of Contract Amendment with Ayres Associates, Appointment of Responsible Representative, and Adoption of Project Budget – The Mayor referenced the information provided in the council packet. Discussion began with award of contract and noted questions and concerns with the past performance of the lowest bidder. Jake Novascone, owner of Jake’s Excavating & Landscaping and the lowest bidder, was available to answer the questions from Council. Through the discussion, Novascone stated that he would have a dedicated crew for just this project with the equipment available not to have delays. He also addressed questions with past projects that experienced issues. Kluver noted that the DOT has its own contractor for the highway work and asked if the company has experience working with another contractor and following the DOT’s timeline. Novascone responded that they completed a project in the City of Bessemer, working with another contractor, but noted they have not had a project where they did the utility work and someone else did

the road work. Novascone and Mike Stoffel, Ayres Associates, addressed questions of project oversight and change orders. Maziasz asked about the significant difference in the bid compared to the next lowest bidder. Novascone responded that they are a local company and do not have the overnight costs that they may have with a job further away.

Council next discussed the five other potential projects (Schedules B, C, D, E, F) included with the bid. Kluver and Stoffel addressed questions regarding these projects. Council further discussed parking concerns and access to business as the project commences. Discussion next turned to Alternative Bid #1, the use of PVC pipe for water mains versus ductile iron. Stoffel answered questions regarding these two types of piping, why and where they should be used. Kluver then discussed a contract amendment with Ayres Associates to include site construction administration service, construction sight observation and post construction work. Discussion concluded with designation of a city representative for decision making as the project is underway. McGrath moved to approve a contact with Jake's Excavating & Landscaping, approval of the five additional Project Schedules, approval of Alternate Bid #1 use of PVC piping, approval of the contract amendment with Ayres Associates, and designation of City Administrator Kluver as the city project representative; seconded by Neimes. Motion carried unanimously.

Discussion on Conceptual Ordinance to Modify ATV/UTV Regulations – Attorney Lindsey stated that the State allows municipalities to designate ATV/UTV routes on roads less than 35 mph. Discussion included current designated routes, regulating speed and altered exhaust systems, requiring helmets for underaged, and ability to enforce regulations. The Mayor called for a show of hands in a straw poll: Open all roads to ATV/UTV traffic– 4 hands; Access from residence to existing routes – 5 hands; Modify ordinance to include speed limit, regulate stock exhaust and use current routes – No hands; Requiring helmet for under 18 aged users – 7 hands.

Discussion & Action on Ordinance 23-006 Regulating Boat Launch Practices and Use of the Marina Fish Cleaning Station – McGrath moved to approve Ordinance 23-006, seconded by Neimes. Discussion occurred. Anderson questioned law enforcement for a private entity collecting the income. Kluver responded that the marina is a public facility, and while managed by a private company, the profits are shared 50%/50% at the end of the year. Snyder asked about installing no power loading signage. Attorney Lindsey responded that even with a sign, it is unenforceable without an ordinance. Anderson commented that some boats are designed to be driven on/off the trailer and needing the motor to do so. Linsey suggested changing the definition of power loading to include greater than idle speed that creates a wake or prop spread. McGrath and Neimes agreed with the change and moved & seconded to approve Ordinance 23-006 as such. Motion carried unanimously.

Discussion & Action on Proposed 2024 General Fund, Capital, and Debt Service Budgets - McGrath moved to tentatively approve the 2024 General Fund, Capital & Dept Service Budgets, seconded by Timbo. Motion carried unanimously. Kluver noted that next would be the Tax Levy approval set for next month. He added that the budget does include a third EMT position and would like to begin advertising.

Discussion & Action on Proposed 2024 Fee Schedule – McGrath moved to approve the 2024 Fee Schedule, seconded by Snyder. Maziasz suggested extra charges for camping fees in the future for having extra stuff like boats or other vehicles. Motion carried unanimously.

Discussion & Action on Proposed 2024 Stormwater Utility Budget and Rates – McGrath moved to approve the 2024 Stormwater Utility Budget & Rates, seconded by Neimes. Motion carried unanimously.

Discussion & Action on Proposed 2024 Harbor Commission Budget – McGrath moved to approve the 2024 Harbor Commission Budget, seconded by Neimes. Trimbo noted that there is a line item to purchase more boat slips when they become available. Motion carried unanimously.

Discussion & Action on Personnel/Finance Committee Recommendation to Adjust Holiday Leave Policy for Full-Time EMT Staff – McGrath moved to approve adjustments to the Holiday Leave Policy for Full-Time EMT Staff, seconded by Snyder. Motion carried unanimously.

Discussion & Action on Street Use Permit for Halloween Parade on Washington Avenue and W. 8th Street on October 28 from 1:00 until 2:45 – Washburn Chamber of Commerce, Petitioner – McGrath moved to approve the requests of the Washburn Chamber for Street Closure, seconded by Neimes. Motion carried unanimously.

Discussion & Action on Approval of Class “B” (Beer) and “Class C” (Wine) licenses to Patricia Holman (dba Fat Radish) at 905 W. Bayfield Street, Patricia Holman – Agent – McGrath moved to approve the Alcohol Licenses to Patricia Holman for the Fat Radish, seconded by Neimes. Motion carried unanimously.

Discussion & Action on Approval of “Class B” (Intoxicating Liquor) and Class “B” (Beer) licenses to Harbor Table LLC (dba Harbor Table) at 130 W. Harbor View Dr., Jeffery Moberg - Agent – McGrath moved to approve the Alcohol Licenses for the Harbor Table, seconded by Neimes. Motion carried unanimously.

Adjourn – Mayor Motiff adjourned the meeting at 7:45pm.

Tony Janisch
Assistant City Administrator

FINANCE COMMITTEE MEETING 4:30pm

Committee Members Tracey Snyder, Tom Neimes, and Mary McGrath reviewed monthly expenditure vouchers.