

December 11, 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,
Mary McGrath, Jennifer Maziasz, Dave Anderson

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, Fire Chief Mark Guenther,
Ambulance Director Jeff Bellile

Present, remote:

none

Absent:

none

Call to Order - Meeting called to order at 5:31pm by Mayor Motiff. Roll call attendance depicted six (6) of seven (7) members of the Common Council in attendance. Quorum of the Council recognized. Anderson arriving late, after the roll call.

Approval of Minutes – City Council of November 13, 2023 - A motion was made by Neimes to approve the November 13, 2023 minutes of the City Council, second by Snyder. Motion carried unanimously.

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

Public Comment – Matt Edmunds, 76050 McKinley Rd, Washburn, commented with support for the conversion of the Eastside tennis courts to four pickleball courts. He added that people throughout the county play pickleball and it’s not unusual to see 15 people playing at a time.

Craig Shanks, 618 E. Bayfield St., stated that he plays both tennis and pickleball and is in support of resurfacing the Eastside tennis courts to pickleball courts.

Jewel Pickert, 17 E 3rd St., spoke regarding the agenda item of writing off outstanding ambulance bills. She asked if the City has a collection policy and what are the circumstances that a bill becomes uncollectable.

Susan Hall, 209 W. Pine St., spoke in support of the pickleball conversion at Eastside Courts and that the pickleball scene could morph and expand into younger age groups, and of the possibility to offer pickleball lessons like tennis lessons which are offered.

Mayoral Announcements, Proclamations, Appointments

- **Appointment of Election Board** - The Mayor nominated the following individuals to the Election Board: Ariadna Chediack, Caroline Nelson, Cheryl Follis, Don Ekholm Sr., Elsa Brown, Eugene Dandena, Florence Hagstrom, Grace Stolen, Jewel Pickert, Joseph LeBouton, Linda Barnes, Lu Ann Opperman, Paula Hyde, Pauline Jimenez, Richard Avol, Sharon Hacker, Sherri Swiston, Tom Mitchel, Valerie Dandeneau. A motion was made by Neimes to appoint the named individuals to the Election Board for a two-year term expiring 12/31/2025, second by McGrath. Motion passed unanimously.
- **Report from Beautification Committee** - Karen Novachek, Chair of the ad-hoc Beautification Committee, provided an update to Council. The community survey has been finalized and it will be

available from January 2nd through 19th. It is an online survey, but the Library and the Washburn Chamber will have computers available and will be able to assist anyone wanting to take the survey.

Discussion & Action on Recommendation to Approve Ordinance 23-007 Amending the Zoning Code Regarding Off-Premise Signage and Outdoor Lighting – McGrath moved to approve Ordinance 23-007; seconded by Neimes. Discussion occurred regarding changes and additions made. McGrath amended her motion to remove the addition to subsection 21-7(g) regarding electronic messaging, Neimes agreed. Motion carried unanimously.

Discussion & Action on Acquisition of New Fire Truck Including Input from Towns and Discussion on Financing – Maziasz moved to approve the purchase of the Fire Department’s recommended Fire Truck; seconded by Snyder. Fire Chief Guenther confirmed that the preferred choice is from Custom Fire Apparatus, specifically the X12 model with a 500 hp engine. He continued that Custom Fire has a L9 model with a 450 hp engine for \$68,000 less, but that the X12 with the larger engine will work better on the hilly terrain outside of the city. Discussion continued. Maziasz amended her motion to approve the purchase of the Custom Fire Apparatus X12 model Fire truck, seconded by Neimes. Kluver added that letters were sent to the surrounding towns regarding a fire truck purchase and that he had spoken with the Chair of Barksdale. He included that with a successfully borrowing, a 20-year bond with the interest would be spread out to all the communities. Motion carried unanimously.

Discussion & Action on Recommendation to Convert 3rd Street East Tennis Courts to Pickleball Courts – The Mayor began by stating that the Parks Committee is recommending the conversion of the Eastside Tennis Courts to Pickleball Courts. Jeffrey Olsen, president of the Washburn Tennis & Pickleball Association, spoke regarding details and cost for the renovation of the courts to pickleball. He acknowledged that tennis courts are still available in the City at Hillside Park. Olsen added that WTPA is looking at providing the costs through fundraising, grants and donations. Discussion continued. Maziasz moved to approve the conversion of Eastside Tennis Courts to Pickleball Courts, seconded by Neimes. Motion carried unanimously.

Discussion & Action on Amendment to Agreement with Cooper Engineering for Redesign of Bathroom for West End Park Campground Expansion Project – McGrath moved to approve the Amendment to the Agreement with Cooper Engineering, seconded by Snyder. Janisch stated that after the meeting last month, it was realized that the prefabricated bathroom proposed in the plan was not a 4-season bathroom. Cooper is asking for an amendment to design a 4-season bathhouse which will be built onsite. Janisch continued that the engineering costs will increase, but the cost of construction will be lower than the prefabricated bathhouse and ultimately there will be a cost saving. Motion carried unanimously.

Discussion & Action on Resolution #23-019 Adopting 2023 Harbor Commission Budget Amendment #2 – McGrath moved to approve Resolution #23-019 adopting the 2023 Harbor Commission Budget Amendment #2 , seconded by Neimes. Motion carried unanimously.

Discussion & Action on EMT Bonus Request – McGrath moved to approve the EMT Bonus request, seconded by Trimbo. Director Bellile thanked Council and stated that it’s been a tough year. He added that an EMT training will be starting soon and there will be one, maybe two taking the class. He continued that they did lose one EMT recently, moving out of the area because of lack of housing. Motion carried unanimously.

Discussion & Action on 2024 Wage Schedule – McGrath moved to approve the 2024 Wage Schedule, seconded by Neimes. Motion carried unanimously.

Discussion & Action on Agreement with Clifton Larson Allen LLP to Conduct TID #2 Closure Audit/Report – McGrath moved to approve an agreement with Clifton Larson Allen LLP to conduct the TID#2 Closure Audit Report, seconded by Trimbo. Discussion occurred regarding reasons for the audit and difficulties in finding someone to do one. Kluver added that under State law the City is obligated to

do an audit, this one would be for 28 years, the life of the TID. He continued that other taxing bodies were affected by the TID, giving up their tax revenue to support development, and it would be good to share the financials. The Mayor asked and Kluver concurred that the agreement with Clifton Larson Allen LLP should be contingent upon legal review. McGrath amended her motion and Trimbo agreed to approve an agreement with Clifton Larson Allen LLP to conduct the TID#2 Closure Audit Report contingent upon legal review. Motion carried unanimously.

Discussion & Action on Proposed 2024 TID #2 and TID #3 Budgets– McGrath moved to approve the 2024 TID #2 & TID#3 Budgets, seconded by Snyder. Motion carried unanimously.

Discussion & Action on Final 2024 Budget Adjustments, and Resolution #23-018 Adopting All 2024 Budgets and Expenditures – Neimes moved to approve Resolution #23-018 adopting the 2024 Budgets, seconded by McGrath. Motion carried unanimously.

Discussion & Action on Writing-Off Certain Outstanding Ambulance Bills – Kluver responded to the question from Public Comment that each year the City looks at writing off certain ambulance bills and utility bills to “clean up the books”. The City does use a collection agency, however in some cases there are no assets or estates and no funds to pay. Lindsey added that the City tries to collect first, then a collection agency, but that the statute of limitations is six years; and sometimes it is because there is no current address and we cannot seek collections. McGrath moved to approve the write-off of outstanding Ambulance Bills, seconded by Snyder. Motion carried unanimously.

Discussion & Action on 2024 Meeting, Election, and Holiday Calendar – Neimes moved to approve the 2024 Meeting, Election & Holiday Calendar, seconded by Trimbo. Motion carried unanimously.

Discussion & Action on Ordinances 23-009 Modifying ATV/UTV Regulations and 23-010 Modifying Approved Routes and Trails for Snowmobiles – Chief Johnson stated to Council that his intent was not to open up the entire city to ATV/UTV and Snowmobile traffic, but only to allow these to leave a residence for direct access to designated routes/trails or to a gas station or the Lake. He further acknowledged that this could be difficult to enforce. Discussion continued. Maziasz commented that the presented ordinances are difficult to understand, especially regarding the routes and stated intent. Discussion occurred regarding the intent for establishing the routes and the ability to enforce. Snyder moved to rewrite the ordinances to be more clear with ATV/UTV routes vs. Snowmobile routes, seconded by Maziasz. Discussion continued regarding needed clarifications. Motion carried six (6) to one (1), Trimbo voting against. Anderson moved to discuss allowing Snowmobile routes throughout the City, seconded by Neimes. Motion carried unanimously. Discussion occurred.

Closed Session Items

- **Discussion on Legal Concerns with Upcoming Bonding/Financing Plans and Projects** – A motion was made by Neimes to go into closed session at 7:26pm pursuant to Wisconsin State Statute §19.85(1)(f), to discuss legal concerns with upcoming Bonding/Financing Plans and Projects, second by Trimbo. Motion carried unanimously via roll call vote.

Adjourn – Mayor Motiff adjourned the meeting at 8:22pm.

Tony Janisch
Assistant City Administrator

FINANCE COMMITTEE MEETING 4:30pm

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