

March 9, 2020

CITY OF WASHBURN COMMON COUNCIL MEETING

5:30PM Washburn City Hall

Present: City Council Members: Karen Spears-Novachek, Laura Tulowitzky, Tom Neimes, Aaron Austin, Jennifer Maziasz, Mary McGrath

Municipal Personnel: Mayor Richard Avol, City Administrator Scott J. Kluver, Assistant City Administrator Tony Janisch, Director of Public Works Bob Anderson

Excused Absence: Carl Broberg

Call to Order - Meeting called to order at 5:30PM by Mayor Avol. Roll call attendance depicted six (6) of seven (7) members of the Common Council in attendance. Quorum of the Council recognized.

Approval of Minutes – City Council Meeting of February 10, 2020 - A motion was made by Novachek to approve the February 10, 2020 minutes of the City Council, second by Neimes. Motion carried unanimously.

Approval of Expenditures- A motion was made by Novachek to approve the monthly expenditures as reviewed, second by Austin. Motion carried unanimously via roll call vote of six (6) councilors in attendance.

Public Comment – There was no public comment.

Mayoral Announcements, Proclamations, Appointments- The Mayor noted the passing of Gale Nemeč, retired teacher with the Washburn School District and active community member.

Presentation by Chequamegon Holdings LLC on Proposed Purchase of City Property at 204 W. Bayfield Street (Brokedown Palace Building) and Action on Authorization for Staff to Negotiate Development Agreement for Sale – The principles of Chequamegon Holdings LLC, (Laurence Wiland, Marten VanBergen, Gabrielle VanBergen) presented their proposal for development of 204 W. Bayfield St. Wiland is the owner of Heart Graphics & Communications, Inc in Ashland. He envisions a portion of the building being used as production for Heart Graphics with some retail space. The second floor would include residential apartment space. The side building is envisioned as a standalone commercial rental space. Moved by Novachek to continue discussions with Chequamegon Holding LLC to work towards the purchase of the 204 W. Bayfield St property, seconded by McGrath. Motion carried unanimously.

Presentation & Discussion on the Washburn Library Annual Report – D. Pendergrass, Presenting – Darrell Pendergrass, Director of the Washburn Public Library, shared a summary of the annual report to the Dept. of Public Instruction. He noted a slight decrease in circulation from the year before, 36,834 physical checkouts in 2019. However, 5,669 election checkouts of e-books, e-audio, and e-videos. Additionally, there were 6,350 computer users and 9,582 connections to the internet. There were over 3,000 people that used the Library for meetings with over 68,000 visits in 2019. Pendergrass mentioned the partnership with UW-Extension working with inmates at the county jail to connect parents with children through reading books on video to share. He estimates that the Library’s 2021 budget will be around \$175,800. Pendergrass also gave a status of fundraising efforts for the tuckpointing project. At current, there is \$130,000 raised of the \$300,000 needed.

Discussion & Action on Lakeshore Parkway and Walking Trail Land Management Plan – Jen Maziasz, Chair of the Parks Committee, stated that the committee, area natural resource professionals and city staff spent a lot of energy developing the management plan that strikes a balanced between the natural ecosystem, management of invasive plant species and the recreational needs of the community. The plan lays out a three-year prescription to eradicate invasive species, but also sets a vision of what the desired look for the parkway and trail will be. Director of Public Works, Bob Anderson, stated that the plan and the actions identified, like prescribed mowing and brushing, are usable and can be implemented by the city crew. He further stated that the once invasives are removed, it will open view corridors to the Lake. Erika Lang, member of Parks

Committee, stated that the City submitted a grant proposal to the Wisconsin Coastal Management Program to hire a contractor to begin invasive plant management. With luck, the work can begin this summer. Maziasz added that Public Works would continue general maintenance & mowing and the contractor would target more specific and heavily concentrated areas, including restoration with native plantings. Moved by Tulowitzky to approve and begin implementation of the Lakeshore Parkway & Walking Trail Land Management Plan, seconded by McGrath. Motion carried unanimously.

Discussion & Action on Contract Renewal or Extension with Marina Management Inc. – Scott Kluver explained that the agreement was finalized last week by the Harbor Commission. It is a five-year agreement with the option for five, one-year extension renewals. Some of the changes include the profit-sharing formula. The past 8 or 9 years have seen a profit generated at the marina and the City has used its portion to reinvest back into the infrastructure. Kluver stated that the current contract does expire at the end of the month and does ask Council to approve the agreement. Maziasz questioned one of the other changes that the Harbor Commission has direct authority over capital repairs and projects, didn't they always. Kluver answered yes and that at times there are projects that effect the operations of the marina and has led to complications, this agreement clarifies the direct authority over contractors. Moved by Novacheck to approve the contract renewal with Marina Management Inc., seconded by Austin. Maziasz further asked why Michele Shrider is named specifically in the agreement. Kluver stated this is because Shrider operates a s-corporation, she is the key employee of the operation. Motion carried unanimously.

Discussion & Action on Incorporating New City-Owned Street Lights into Bayfield Street Reconstruction Project– Kluver asked if the Council wished to have City-owned streetlights, in planning for the Bayfield Street project. Kluver stated that the current streetlights were installed around 2008; they are owned by Xcel Energy and the city pays for the electricity. Xcel does not allow for decorations on their streetlights. At the time, the cost for the City to pay for street lighting was \$300,000. The cost could be \$400,000 or more today. But if City-owned street lighting is a desire, we need to begin planning and engineering with the DOT and Xcel Energy. McGrath stated that she would rather see expenses go toward infrastructure than street lighting. Avol stated that when comparing lighting in other communities, we need to realize that the State use to pay for street lighting, but they do not do this anymore. Maziasz questioned if there were any type of beautification grants available. She added that the cost is expensive, but it does set a tone in the community. Kluver stated that infrastructure grants have been sought. He added that Washburn has a stretched out main street with 60 light poles and would include extensive wiring. Tulowitzky questioned if a smaller section of town came be looked at, maybe 2 blocks either side of Washington and up to the Library. She suggested that this might be more affordable and would still give a positive impression of the City. Neimes agreed with a shorter section, the core of Washburn. Novachek questioned if the City could begin planning for new lighting but back out if it was determined to be too costly. Kluver stated they may be able to “pull the plug” within in a year. Avol added that the infrastructure of the City is really important, but that the look of the City is also important and suggested a core section of the City to reduce the costs. McGrath asked if maybe the number of light poles could be reduced by having brighter lights. Anderson responded that the City was not required to have any lighting on Bayfield St. and suggested lighting a smaller section or pedestrian lighting on the sidewalks instead. Kluver recapped the discussion, stating that there is a consensus of Council to explore new, City-owned lighting, in a smaller section along the street. No action was taken

Discussion & Action on Ordinance 2020-02 Updating the City's Recycling Ordinance to be Consistent with Current Statutory Requirements– Kluver stated this is a cleaning up of the ordinance is because of changes to state law. The ordinance will now reflect the guidelines that are currently being followed from the recycling service provider. Moved by Novachek to approve Ordinance 2020-02 updating the City's recycling ordinance to be consistent with current Statutory Requirements, seconded by McGrath. Motion carried unanimously.

Discussion & Action on Recommendation to Amend Deposit Schedule to Increase Snow Emergency Violation Fee and Discussion on Winter Parking/Plowing Issues – Kluver stated this has been a discussion for a while. The imputes being to give Public Works the ability effectively remove snow from the streets. It is important to have compliance during a snow emergency, to be able to push snow as far back on the streets as possible. Kluver further stated that there are habitual offenders of alternate side parking and snow emergencies, by increasing the fine from \$30 to \$50, we seek to encourage compliance. Anderson added that

the biggest issue with snow removal is mobilizing the crew on when to start. The City is now working with Bayfield County Dispatch to help identify when there is 6" of snow on the ground to begin. Anderson further stated that while we may know that snow is coming, we don't necessarily know when it will start. And to restrict parking on the streets when there may not be a need too, can cause a burden on the residents. He continued that there are not a lot of offenders but increasing the fine would help to dissuade the offense. Moved by Maziasz to approve to increase the snow emergency violation fee to \$50, second by McGrath. Motion carried unanimously.

Discussion & Action on Resolution 20-002 Providing for the Issuance and Sale of General Obligation Promissory Notes, Series 2020A, of the City of Washburn – Kluver stated that this refinancing is to set up for the loan to complete the meter replacement project. The two existing debts that are good candidate for refinancing are for the City Garage and the Coal Dock. At this time, there are better interest rates now and the Bond Council has determined that it would be better for the City to have the Coal Dock as a taxable debt rather than a non-taxable debt because it is a revenue generating project. Kluver added that the not all of the loan amount for the Coal Dock was used and the remaining fund were going to be used for the West End Park Boat Ramp project. The suggestion is to payback the unused funds of the Coal Dock and refinance the owed amount in a new loan. The next step is to refinance the City Garage loan and increase the amount pay for the Water Meter project and West End Park Boat Ramp project. Kluver continued that by approving the resolution, it would authorize staff to solicit area banks for bids to refinance. This structure would also help the City in planning for borrowing on the Bayfield Street project to level out the debt. Moved by Novachek to approve Resolution 20-002, second by Austin. Motion carried unanimously.

Discussion & Action on Resolution 20-003 - Adjusting the Terms of the Existing 2018 Promissory Note with Bremer Bank for the Coal Dock Project /OR/for the Borrowing of \$420,000 from the Board of Commissioners of Public Lands Trust for the Purpose of Refinancing the Current Loan for the Coal Dock Project – Kluver stated that there have been some negotiations of interest rates between the Trust Fund and Bremer Bank. At current, Bremer has offered a 2.68% interest rate even on a taxable barrowing, which is pretty good. Kluver continued that unless there is a change, the intention will be approve with Bremer at next month's meeting. This loan will also be split between the Harbor Commission and the City General Fund. No action was taken.

Alcohol Licensing Matters

New Bartender License Application - #21-49 – A motion was made by McGrath to approve New Bartender License Application – #21-49, second by Maziasz. Motion carried unanimously.

Closed Session Items

Personnel Matters – Evaluation of the City Administrator – A motion was made by McGrath to go into closed session at 7:15 pm pursuant to Wisconsin State Statute §19.85(1) (c), for personnel matters; following which the Council may reconvene in open session to take any action that may be necessary on the closed session items, second by Tulowitzky. Motion carried unanimously via roll call vote.

Adjourn – Motion to adjourn by Novachek, seconded by Austin. Motion carried unanimously. Meeting adjourned at 7:40 pm.

Tony Janisch
Assistant City Administrator

FINANCE COMMITTEE MEETING 4:30PM

Committee Member Karen Spears Novachek, Aaron Austin & Mary McGrath reviewed monthly expenditure vouchers.