

April 9, 2018

CITY OF WASHBURN COMMON COUNCIL MEETING

5:30PM Washburn City Hall

Present: City Council Members:

Richard Avol, Jeremy Oswald, John Gary, Robert Arquette, Karen Spears Novachek, Jennifer Maziasz, Mary McGrath

Municipal Personnel:

Mayor Scott A. Griffiths, City Administrator Scott J. Kluver, Assistant City Administrator Dan Stoltman, City Attorney Siegler

Excused Absence:

None

Call to Order - Meeting called to order at 5:30PM by Mayor Griffiths. 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 Meeting March 12, 2018– A motion was made by Avol to approve the March 12, 2018 minutes, second by McGrath. Motion carried unanimously.

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

Public Comment – Loraine Norrgard 28505 South Maple Hill Rd., spoke against the cedar tree cutting at Thompson’s West End Park. Sue Lendin, from Odanah, spoke against the cutting of the cedar trees at Thompson’s West End Park. Lonnie Prekop 606 Wisconsin Street spoke in favor of the tree cutting at Thompson’s West End Park. Niles Eilertsen spoke on camping of the overflow area at Thompson’s West End Park and in favor of the tree cutting at Thompson’s West End Park. Denise Bosauk 29975 Wedal Road spoke about trees. Scott Posner 119 North 9th Ave. West spoke against the way tree cutting was done at Thompson’s West End Park. Michelle Reiswig spoke against how the trees were cut at Thompson’s West End Park. Suzy Neiman spoke against the tree cutting at Thompson’s West End Park. Colene Lee 229 East 4th Street spoke against the tree cutting at Thompson’s West End Park. Jan Wise 530 West 3rd Street spoke against the tree cutting at Thompson’s West End Park. Ryan Brady Town of Washburn spoke against the tree cutting at Thompson’s West End Park. Wendy Young 319 West 6th Street spoke against the cutting of trees at Thompson’s West End Park. Hilary Jewell of North Cost Community Sailing spoke about the group’s activities. David Bratley 402 2nd Ave. East spoke against the tree cutting at Thompson’s West End Park.

Mayoral Announcements, Proclamations, Appointments- Mayor Griffiths spoke on this being his last meeting. The Mayor thanked staff for their hard work over the years. The Mayor congratulated newly elected Mayor Avol. Council President Maziasz presented David Siegler, Robert Arquette, and Mayor Griffiths with certificates of appreciation.

Presentation & Discussion on the Washburn Library Annual Report – D. Pendergrass, Presenting – Library Director Darrell Pendergrass gave on presentation on the library’s annual report. Pendergrass discussed the budget and circulation. Arquette asked about the formula for county funding and if audio books and other non-physical checkouts counted in that formula. Pendergrass stated that only physical checkouts counted. A discussion took place on tuck pointing maintenance and the need to plan for that expense. A motion was made by Novachek to approve the Washburn Annual Report, second by Gary. Motion carried unanimously.

Presentation & Discussion on Public Works Bi-Monthly Report – G. Salmi, Presenting – Gayla Salmi spoke on the bi-monthly report. Oswald asked about a vehicle incident. Ms. Salmi stated that it was a minor incident with a vehicle in the garage but no damage was done. No other discussion took place. A motion was made by McGrath to accept the Public Works Bi-Monthly report as presented, second by Oswald. Motion carried unanimously.

Discussion & Action on West End Park Planning and Improvements – Administrator Kluver gave an overview of the topic and discussed the tree cutting at West End Park. It was stated that there was a lack of communication regarding what Council envisioned and what was done regarding the cutting of the cedar trees and brush. Gayla Salmi discussed potential plans for the area where the trees were cut at West End Park. A discussion took place. Arquette stated that he feels all work at the park should be put on hold until Council can decide what should be done at the parks. He stated perhaps a committee needs to be formed. Discussion took place on the walking trail and maintenance plans. Avol stated to have people contact him who wish to serve on the ad hoc committee or have input as to what the area should look like. It was stated to allow the

Mayor (elect) to determine the number of ad hoc members. A motion was made by Novackek to create an ad hoc committee to determine what to do with the three areas where trees and brush were cut at West End Park (flowing well, overflow area, and the cedar tree area), using the West End Park plan as a reference point, second by Arquette. Motion carried unanimously.

Discussion & Action on Jackie's Field Site Plan for Improvements – A discussion was had on off road parking at the park. Off road parking was shown on the site plan. A discussion took place on using volunteers to install the playground equipment and the liability of doing so. It was started to ask the city insurer about covering volunteers or temporary coverage during the project. A discussion was had on having park grills or other extras outside of the playground equipment. Kluver stated that funds for extras should come from the park designated fund. A discussion was had on the material used for the ground cover, how often it will need to be replaced, what the cost would be, and who is responsible for that. It was stated by a member of the playground moms that the material is an engineered wood fiber and it that the material would need to be replaced periodically for around \$1,750 each time. It was stated that maintenance cost will need to be considered in the years to come. A motion was made by Novachek to approve the site plan for Jackie's Field as presented, second by Avol. Motion carried unanimously. A motion was made by Maziasz to have two picnic tables and two grills be added to Jackie's Field using funds from the park designated fund, second by Novackek. Motion carried unanimously.

Discussion & Action on Renewal of Lease Agreement of Thompson's West End Park Boat Ramp Area for North Coast Community Sailing- Hillary Jewell, Petitioner – Hilary Jewel spoke on North Coast Community Sailing activities. A discussion took place on the minor changes to be made in the agreement as presented. A motion was made by McGrath to approve the agreement as presented, and ad to the agreement two sheds can be left year round and the use of the park garbage and recycling is permitted, second by Avol. Motion carried unanimously.

Discussion & Action on Adjustment of Fee Schedule for Refuse/Clean-Up Days – No discussion took place. A motion was made by McGrath to approve the adjustment of fee schedule for refuse/clean-up days, second by Avol. Motion carried unanimously.

Discussion & Action on Plan Commission Recommendation to Approve Ordinance 2018-001 Bringing the City's Zoning Code into Conformity with 2017 Wisconsin Act 67 by Amending Chapter 13 of Washburn City Ordinances – No discussion took place. A motion was made by Oswald to approve Ordinance 2018-001, second by Novachek. Motion carried unanimously.

Discussion & Action on Grant Agreement with the Wisconsin DOT on the Harbor Assistance Program for the Coal Dock Rehabilitation Project – Kluver gave an overview of the topic and discussed the updates to the DOT contract. A discussion took place. Novacheck asked about the provision of daily engineering oversight. Kluver stated that the project would not require daily engineering oversight. Oswald asked about the audit and pollution insurance requirement. Kluver stated that the city audit would cover it and that any contractor would need to carry pollution coverage. A motion was made by McGrath to approve the grant agreement with the Wisconsin DOT on the Harbor Assistance Program for the Coal Dock Rehabilitation Project as presented, second by Avol. Motion carried unanimously.

Discussion & Action on Agreement with Washburn Marina Inc. for Use of City Logo for Marketing Purposes – Attorney Siegler stated that perhaps the city should have a short memo of understanding (MOU) regarding the use of the logo. It was stated to have Attorney Siegler draft a short MOU. A motion was made by McGrath to approve an agreement with Washburn Marina Inc. for use of city logo for marketing purposes and have Siegler draft an MOU about the usage of the logo, second by Novachek. Motion carried unanimously.

Discussion & Action on Request to Close East 6th Street from Mid-Block to the Intersection of 2nd Avenue East and 2nd Avenue East from E. 5th Street to E. 6th Street for a Bicycle Rodeo – Bayfield County Sheriff's Department and Washburn Police Department, Petitioners – Gary asked if he should abstain from voting due to his employment with the Bayfield County Sheriff's Department. Attorney Siegler stated that he did not feel it was necessary. A motion was made by McGrath to approve the request to close East 6th Street from mid-block to the intersection of 2nd Avenue East and 2nd Avenue East from E. 5th Street to E. 6th Street for a Bicycle Rodeo – Bayfield County Sheriff's Department and Washburn Police Department, Petitioners, second by Maziasz. Motion carried unanimously.

Discussion & Action on Special Event Campground Reservation/Community Service Request, Top-O-Wisconsin Good Sam Chapter, May 20 – 24, 2018 – A discussion took place on what type of community service the group would perform. It was stated they would be doing maintenance work such as painting the bridge at Memorial Park. It was stated that the group

send the city a liability certificate. A motion was made by McGrath to approve the special event campground reservation/community service request, Top-O-Wisconsin Good Sam Chapter, May 20 – 24, 2018 contingent on receiving their liability insurance certificate, second by Gary. Motion carried unanimously.

Alcohol Licensing Matters -

Issuance of a Class “A” License (Beer) to Midland Services, Inc.; at 137 W. Bayfield Street, Blake Nelson – Agent – No discussion took place. A motion was made by Avol to approve the issuance of a Class “A” License (Beer) to Midland Services, Inc.; at 137 W. Bayfield Street, Blake Nelson – Agent, second by Novachek. Motion carried unanimously.
Bartender License Applications – #19 – 49 through 52 – No discussion took place. A motion was made by Novachek to approve bartender license applications – #19 – 49 through 52, second by Maziasz. Motion carried unanimously.

Adjourn – A motion was made by Avol to adjourn at 8:09pm, second by McGrath. Motion carried unanimously.

Dan Stoltman
Assistant City Administrator

FINANCE COMMITTEE MEETING 4:30PM

Committee Member Richard Avol, Jennifer Maziasz, Mary McGrath reviewed monthly expenditure vouchers.