

**April 13, 2015**

**CITY OF WASHBURN COMMON COUNCIL MEETING**

Present: City Council Members: Richard M. Avol, Linda S. Barnes, Kristy M. Jensch, Christine M. Kelly, Mary C. Nowakowski, and Jeremy P. Oswald.

Municipal Personnel: Mayor Scott A. Griffiths, City Administrator Scott J. Kluver, Assistant City Administrator Kenneth Cammilleri, and City Attorney David Siegler.

Absent: Mary McGrath.

**Call to Order** - Meeting called to order at 5:30PM by Mayor Griffiths. Roll call attendance depicted all seven members of the Common Council in attendance. Quorum of the Council recognized. **Pledge of Allegiance.**

**Approval of Minutes – City Council Meeting – March 9, 2015 – Motion by Barnes, seconded by Nowakowski, to approve Records of Official Proceedings for March 9, 2015. Motion was unanimously carried.**

**Approval of Expenditures – A motion by Finance Committee Member Avol was made to approve the monthly expenditure vouchers, seconded by Finance Committee Member Nowakowski. Motion unanimously carried on roll call vote of all six Councilors in attendance.**

**Public Comment –**

Jim Nowakowski – Washburn Area Chamber of Commerce President - 126 E Bayfield Street – Mr. Nowakowski reminded the City Council that the business community needs advocates. He also shared his support and praise for Councilor Richard Avol. He thanked Mr. Avol for his service to the community.

**Mayoral Announcements, Appointments, or Proclamations –**

**Proclamation for National Donate Life Month** – Mayor Griffiths proclaimed the month of April Donate Life Month to encourage the citizens of Washburn and the surrounding areas to consider becoming registered organ donors.

**Recognition of Service** – Mayor Griffiths recognized City Councilor Richard Avol for his 11 years of service on the Washburn Common Council. The Mayor presented a certificate in recognition on behalf of the City. Mr. Avol had chosen not to seek re-election for the next electoral session. Mr. Avol shared a few words with the Council and was presented with another Certificate on behalf of the City Council by Councilor Kelly.

The Mayor also announced that this week is Severe Weather/Tornado Week and Volunteer Appreciation Week.

**Public Hearing, Discussion & Action for Conditional Use Permit Application for Home Occupation of a Healthcare Practice at 1129 – 8th Ave. W., Amy Arnao, Petitioner – Motion by Avol, seconded by Jensch to open floor for public hearing regarding Amy Arnao’s Conditional Use Permit Request. Motion carried.** There were no comments from the public. Motion by Avol, seconded by Kelly, to close floor. Motion carried. Motion by Jensch, seconded by Barnes to approve a Conditional Use Permit Request for a Home Occupation of a Healthcare Practice at 1129 N 8<sup>th</sup> Avenue West for Amy Arnao. Motion carried unanimously.

**Public Hearing, Discussion & Action on Ordinance # 15-003 – Amendment 3 to Comprehensive Plan for Text Portion of Chapter 3 (Land Use), Chapter 4 (Waterfront and Coastal Resources), and Chapter 6 (Utilities and Community Facilities) and Map Figures 3-2 (Land Use Plan), and 6-3 (Utilities and Community Facilities Plan) – Motion by Avol, seconded by Nowakowski, to open floor for a public hearing regarding Ordinance 15-003 regarding the proposed Comprehensive Plan Amendments Motion carried.** Randy Daigle of C R Treasures, LLC at 1047 W Bayfield Street, spoke to the Council regarding his intention to build storage units. Mr. Daigle noted that he did not agree with any zoning changes that would prohibit him from completing his projects. He also requested the City provide a legal definition of a mini storage unit and a garage. Mr. Daigle also noted that he has received requests to store RVs or boats at his property. He also complained about 21 day limited period to store RVs and also indicated that he wanted to provide snowmobile and ATV storage in the future. Mr. Dale Kelm owner/administrator of Birch Haven North, which owns the hospital building and operates the senior living residential care apartment complex on the second floor voiced his concern of the proposed zoning for his business’s property and adjacent area. He called attention to the vacant space in front of the old hospital building where he plans the possible future development of elderly residential apartments. He requested that the properties in this area be included in a Moderate Density Residential District to allow for this future activity. Steve Dinsmore of 1016 W Pine Street, a neighbor to Mr. Daigle’s property, addressed the Council indicating that he did not have specific position either way on what zoning would be placed on his block. He only expressed reservation as to possible aesthetics noting the need for a barrier. Mr. Dinsmore also noted his concerns with regards to water drainage at the site and expressed his future desires to keep chickens and bees on his property, which is prohibited in commercial districts. Staff was requested to look into what acreage triggers stormwater management measures. Motion by Avol, second Nowakowski, to designate Mr. Daigle’s property, Tax ID# 26169, entirely within the residential cottage commercial. Motion carried. Motion by Nowakowski, seconded by Avol, to designate the Northern Lights and Birch Haven Properties, Tax IDs# 32580, 32579, and 32578, as part of the moderate density residential district. Motion carried. No one else wished to speak on this item. Motion by Oswald, seconded by Avol, to close the public hearing. Motion carried. Council had a discussion regarding the Washington Avenue Overlay District as part of the Future Land Use Map. Motion by Nowakowski, seconded by Barnes, to approve 15-003 with amendments from previous motions. Motion carried unanimously upon roll call vote.

**Washburn Library 2014 Annual Report – Darrell Pendergrass Presenting** - Library Director Darrell Pendergrass presented to the Council his 2015 Annual Library Report. Director Pendergrass recognized the Bremer Foundation for their generous donation of \$100,000 for the library roof renovation and improvements to lighting on the Library grounds and he also recognized Tessa Wikus for her assistance with the formation of the Library’s new seed bank, which has been a major success. No action was taken on this item.

**Discussion and Action on Activities of the West End Park Committee** - Richard Olson, Jr., Vice Chair

of the West End Park Committee, addressed the Council regarding the progress of the plan and to appeal for their opinion of Combined Framework Plan. Question about location of parking south of the current private flowing well. The Council discussed traffic and walkability along Lake Drive. Council requested the Committee look into where North Coast Community Sailing would be located. Otherwise, the Council express support for the Combined Framework Map. Council indicated that they were interested in having data that will be coming in the next and expressed interest in having a phasing plan that allows a more mix and match of decision options.

**Wisconsin Lake Superior Byway 2014 Annual Report – Mary Nowakowski Presenting** – Councilor Nowakowski provided the Council with the Wisconsin Lake Superior Byway 2014 Annual Report. No action was taken on this item.

**Discussion & Action on Ordinance 15-005 for the Purpose of Clarifying the Process Whereby Neighbors May Register an Objection to a Proposed Chicken-Keeping Permit** – Motion by Barnes, seconded by Avol, to adopt Ordinance 15-005 for the purpose of clarifying the process whereby neighbors may register an objection to a proposed chicken-keeping permit. Motion carried.

**Discussion & Referral to Washburn Development Authority of Site Planning and Marketing of Property Recently Repurchased South of Omaha Street** – Motion by Jensch, seconded Nowakowski, to send the task of marketing of Omaha Street property to the Washburn Development Authority for recommendation. Motion carried.

**Discussion & Action on Resolution 2015-004 Capital Budget Amendment #1 for Wastewater Treatment Plant Project and Library Window Project** – Motion by Avol, seconded by Barnes, to approve Resolution 15-004 Capital Budget Amendment #1 for wastewater treatment plant upgrades and the basement window replacement project. Motion carried.

**Discussion & Action on Proposed Website Linking Policy** – Motion by Nowakowski, seconded by Barnes, to approve the proposed website linking policy with an amendment to eliminate the third bullet point of limiting criteria. Motion carried.

**Discussion & Action on Setting Special Office Hours for City Hall between Memorial Day and Labor Day** – Motion by Barnes, seconded by Jensch, to approve change to City Hall business hours to Monday through Friday, 7:30am to 4:30pm between Memorial Day and Labor Day of this year. Motion carried.

**Discussion on Concept to Amend Ordinance 7-2-16 Restrictions on Temporary Fermented Malt Beverage or Wine Licenses to be Issued Administratively** – Motion by Avol, seconded by Jensch, to draft an ordinance to amend Ordinance 7-2-16 regarding restrictions on temporary fermented malt beverage or wine licenses to be issued administratively. Motion carried.

**Discussion & Action on Special Event Request from Washburn Area Chamber for Homecoming July 24-26, 2015** - Motion by Barnes, seconded by Nowakowski, to approve the Washburn Area Chamber of Commerce requests for the Washburn Homecoming Days Celebration including: relaxation of the Open Container Ordinance beginning Friday, Saturday, July 24, 2015 from 7:00am until 4:00am Saturday, July 25, 2015; relaxation of the Open Container Ordinance Saturday July 25, 2015 from 7:00am until 4:00am Sunday, July 26, 2015; relaxation of the Open Container Ordinance beginning 7:00am until 5:00pm; that

the relaxation of the Open Container Ordinance shall only apply to the area along Bayfield Street with 8<sup>th</sup> Avenue West as the westerly boundary, 1<sup>st</sup> Avenue East as the easterly boundary, the Alleyway south of Bayfield Street as the Southern boundary, and the Alleyway north of Bayfield Street as the northern boundary; to relax the Noise Ordinance between the hours of 7:00am until 2:00am for July 24<sup>th</sup> through the July 26<sup>th</sup>; to authorize the closure of Bayfield Street from 8<sup>th</sup> Avenue West to 1<sup>st</sup> Avenue East with an opening at Washington Avenue for through traffic, to authorize the use of the Public Works Garage parking lot with conditions to be approved by the Public Works Director, the use of the Coal Dock for a fireworks display on July 25, 2015; grant use of the Wikdal Park and Legion Park July 24<sup>th</sup> through July 26<sup>th</sup>; to grant the use of City Hall Plaza for Historic Trolley Tours; and to provide permission to hold a bike race from 7:00am until noon Saturday, July 25<sup>th</sup>. Motion carried.

**Discussion & Action on Special Event Request Amendment from Superior Vistas Bike Tour for an Additional Bike Route through the City for June 27, 2015 - Motion by Jensch, seconded by Barnes, to approve the additional route map for the Superior Vistas Bike Tour event for June 27, 2015. Motion carried.**

### **Alcohol Licensing Matters**

**Bartender License Application - 60-16 – Motion by Nowakowski, seconded by Jensch, to approve Bartender License application 60-16. Motion unanimously carried.**

### **Closed Session Items –**

**Personnel Matters – Evaluation of City Administrator – Avol motioned, seconded by Jensch, to go in to go into closed session 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 at 8:50pm. Motion unanimously carried upon roll call vote of all six members present.**

**Adjourn – Motion to leave Closed Session and adjourn meeting at 9:10PM by Avol, seconded by Jensch. Motion carried unanimously.**

**Kenneth J. Cammilleri  
Assistant City Administrator**

### **FINANCE COMMITTEE MEETING 4:30PM**

Committee Members Richard Avol and Mary Nowakowski reviewed monthly expenditure vouchers.