

**June 11, 2018**

**CITY OF WASHBURN COMMON COUNCIL MEETING**

5:30PM Washburn City Hall

Present: City Council Members:

Jeremy Oswald, John Gary, Aaron Austin, Karen Spears Novachek,  
Linda Barnes, Mary McGrath

Municipal Personnel:

Mayor Richard Avol, City Administrator Scott J. Kluver, Assistant City  
Administrator Dan Stoltman, City Attorney Max Lindsey

Excused Absence:

Jennifer Maziasz

**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 Meetings of May 14, 2018– A motion was made by Novachek to approve the May 14, 2018– minutes, second by Barnes. Motion carried unanimously.

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

**Public Comment** – Thomas Neimes, 605 West 4<sup>th</sup> Street, spoke in favor of having a Family Dollar in the city, and spoke on the history of business in the city. Karl Dornburg spoke and updated the Council on the plans of Pearl Beach Construction in making an offer to purchase city land.

**Mayoral Announcements, Proclamations, Appointments-** Potential appointments to Plan Commission and Zoning Board of Appeals. The Mayor stated that the city had one applicant for the Zoning Board of Appeals opening, and one applicant for the Plan Commission opening. A motion was made by McGrath to appoint Michael Wright to the Zoning Board of Appeals, second Novachek. Motion carried unanimously. A motion was made by McGrath to appoint John Gray to the Plan Commission, second by Barnes. Motion carried unanimously.

**Presentation and Discussion on Housing Authority Activities – Tamara Deragon, Presenter** – Ms. Deragon gave an overview of activities by the Housing Authority such as current projects. Oswald asked if there is a need for more housing. Ms. Deragon stated that spaces are available throughout the county but are full in Washburn, and that Washburn typically has the longest waiting list. She stated that there may be a need for more housing in Washburn. No motion was made.

**Discussion & Action on Request to Apply for the Energy Innovation Grant Program and the Renewable Energy Competitive Incentive Program grants for a Potential Solar Energy System at the Wastewater Treatment Plant** – Bill Bailey of Chequamegon Bay Renewables gave an overview. Mr. Bailey discussed a possible solar grant for the city waste water treatment plant. Mr. Bailey discussed the grant programs and would like the Council to consider applying for them. Mr. Bailey stated that the next steps for the city is to read the information provided, to confirm the city's willingness to move forward with the outside investor process, review and sign off on any grants that come in. Mr. Bailey stated that Madison Solar Consulting would prepare all the grant applications for the city, but the city would review them. Mr. Bailey stated that the grant dollars awarded would be the city's contribution the cost of the project and would be co-owned by the outside investors. It was also stated that if the city would consider contributing more dollars to the development costs of the project, such as site preparation, the chances of the receiving the grant increases. Kluver stated that Council is being asked to vote on perusing the grant, and if the PSC changes the rules regarding solar grants for waste water treatment plants, to go for that grant as well. A motion was made by Oswald to allow Mr. Bailey to proceed with applying for the grants for the city waste water treatment plant on the city's behalf, second by Barnes. Motion carried unanimously.

**Public Hearing, Discussion, & Action on Resolution #18-004 to Vacate 9<sup>th</sup> Street East Adjacent to Lots 9 Through 18 of Block 23 and Lots 1 through 9 of Block 21 in the Hillside Addition to the City of Washburn along with the area adjacent to the Vacated North Fourth Avenue East – Heather Atherton, Petitioner** – A motion was made by Novachek to open the public hearing, second by McGrath. Motion carried unanimously. Kathleen Russell was in attendance representing Ms. Atherton. A discussion took place on the city's proposal to Ms. Atherton and Ms. Atherton's original request. Kluver stated that the city's proposal is to eliminate a small section of city land that would be left by the original request, and would prefer is all be vacated. Ms. Russell stated that the extra vacated land would exceed Ms. Atherton's pocket book and inclination and would prefer to stay with the original request. A motion was made by McGrath to accept

the original vacation request of lots 9-16 of block 23 and lots 2 through 9 of block 21, second by Barnes. Motion carried unanimously.

**Discussion & Referral to Plan Commission on Request to Vacate the Entire Alley in Block 23 of the Hillside Addition to the City of Washburn along with the area adjacent to the Vacated North Fourth Avenue East – Jim Bodin, Petitioner** – No discussion took place. A motion was made by McGrath to refer to Plan Commission the request to vacate the entire alley in Block 23 of the Hillside Addition to the City of Washburn along with the area adjacent to the vacated North Fourth Avenue East – Jim Bodin, Petitioner, second by Novachek. Motion carried unanimously.

**Discussion & Action on Plan Commission Recommendation to Approve a Conditional Use Permit to Operate a Tourist Rooming House at 9 West 4<sup>th</sup> Street - Kim Rawson, Petitioner** – Barnes asked what the total number of guests would be at one time. It was stated that the entire house would be rented out per group of no more than four individuals. A motion was made by McGrath to approve a Conditional Use Permit to Operate a Tourist Rooming House at 9 West 4th Street - Kim Rawson, Petitioner, second by Austin. Motion carried unanimously.

**Discussion & Action on Plan Commission Recommendation to Approve Ordinance 18-002 Amending the Zoning Code to Create a Definition for a “Community Childbearing Center” and to Approve the Districts of Allowable and Conditional Use, Secondary Reviews, and Parking Requirements – Erin Tenney, Petitioner** – A motion was made by Oswald to approve Ordinance 18-002 Amending the Zoning Code to Create a Definition for a “Community Childbearing Center” and to Approve the Districts of Allowable and Conditional Use, Secondary Reviews, and Parking Requirements, second by Barnes. Kluver stated that this would be a brand new definition in the zoning code to accommodate the request by Ms. Tenney. It was stated that conditional use permits will be needed for Ms. Tenney to reach her ultimate goal, and adding this definition to the zoning code is the first step. A discussion took place the secondary review standards and which if any the Council would like to apply. McGrath state that she would like to see site plan review because of the off street parking that would be needed. Kluver agreed. It was stated to keep secondary reviews in place. Motion carried unanimously.

**Discussion & Action on Draft Certified Survey Map for City Land Adjacent to Marina/Condos/Lake Superior** – Kluver gave an overview. It was stated that upon selling city land to Harbor View a small section of city land was landlocked, and the new survey map reconnects that landlocked piece to other city property. A motion was made by Novackek to approve the draft certified survey map for city land adjacent to Marina/Condos/Lake Superior, second by Gary. Motion carried unanimously.

**Discussion & Action on Request to Amend the Walking Trail Maintenance Plan to Allow More Frequent Mowing for the Native Plant Garden – Karen Kozie, Petitioner** – Ms. Kozie gave an overview. She stated that she would like the area cut a few times during the summer so to keep the invasive species from taking over the native plant garden. A motion was made by Novachek to amend the walking trail maintenance plan to allow mowing once per month during the summer for the native plant garden, second by McGrath. Motion carried unanimously.

**Discussion & Action on Concept Plan for Athletic Fields** – An overview was given. It was stated that this concept was brought to Council in order to see if Council was open enough to the idea for staff to get more information. It was stated by Council to allow staff to proceed gather more information on the concept of the field and more information on how often the current field are used. No motion was made.

**Close Public Hearing** – A motion was made by Oswald to close the public hearing, second by Novachek. Motion carried unanimously.

**Discussion and Action on Resolution #18-005 Approving the 2017 Compliance Maintenance Annual Report for the Sewer Utility** – A motion was made by McGrath to approve Resolution #18-005 the 2017 Compliance Maintenance Annual Report for the Sewer Utility, second by Barnes. Novachek stated that even though utility revenues continue to be down, the report indicates the water quality going back into the lake is very good thanks to the utility staff. The motion carried unanimously.

**Discussion & Action on Social Media User Policy** – A discussion took place. It was stated that a policy such as this is not uncommon, and the policy would be placed on each social media platform. It was stated that the policy is not intended to block users free speech, or when speaking badly about the city. The policy is to inform users of the purpose of the content

and would only be enforced if users engage in such things as threatening to other users, using foul language, posting inappropriate content or links. A motion was made by McGrath to approve the Social Media User Policy as presented, second by Austin. Motion carried unanimously.

**Discussion & Action on Resolution #18-006 Combining Wards for Partisan Primary and General Fall Elections** – No discussion took place. A motion was made by Barnes to approve Resolution #18-006 Combining Wards for Partisan Primary and General Fall Elections, second by McGrath. Motion carried unanimously.

#### **Alcohol Licensing Matters**

Approval of Alcohol and Beer Garden License Renewal Applications – A motion was made by Barnes to approve all alcohol and beer garden license renewal applications with the exception of Patsy’s, second by Novachek. Motion carried unanimously. A motion was made by Oswald to approve the alcohol and beer garden license renewal application for Patsy’s contingent on the payment of their property taxes in full, second by Gary. Motion carried unanimously.

New Bartender License Applications - #19-56 and 57 – A motion was made by Barnes to approve new bartender license applications - #19-56 and 57, second by Novachek. Motion carried unanimously.

Renewal of Bartender License Applications - #20 – 08 through 20 – A motion was made by Barnes to approve renewal of bartender license applications - #20 – 08 through 20, second by Novachek. Motion carried unanimously.

**Adjourn** – A motion was made by McGrath to adjourn at 6:59pm, second by Novachek. Motion carried unanimously.

Dan Stoltman  
Assistant City Administrator

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

Committee Member Karen Novackek and Mary McGrath reviewed monthly expenditure vouchers.