

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

NOTICE OF FINANCE COMMITTEE MEETING Monday, June 11, 2018 City Hall 4:30PM

- Committee Review-Monthly Expenditures

NOTICE OF CITY COUNCIL MEETING

Monday, June 11, 2018 Washburn City Hall 5:30 PM

AGENDA

- Call to Order/Roll Call
- Pledge of Allegiance
- Approval of Minutes – City Council Meeting – May 14, 2018
- Approval of Monthly Expenditures via Roll Call Vote
- Public Comment
- Mayoral Announcements, Proclamations, Appointments
 - Potential Appointments to Plan Commission and Zoning Board of Appeals **TAB 1**
- Presentation and Discussion on Housing Authority Activities – Tamara Deragon, Presenter
- 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 **TAB 2**
- Public Hearing, Discussion, & Action on Resolution #18-004 to Vacate 9th 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 **TAB 3**
- 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 **TAB 4**
- Discussion & Action on Plan Commission Recommendation to Approve a Conditional Use Permit to Operate a Tourist Rooming House at 9 West 4th Street - Kim Rawson, Petitioner **TAB 5**
- 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 **TAB 6**
- Discussion & Action on Draft Certified Survey Map for City Land Adjacent to Marina/Condos/Lake Superior **TAB 7**
- Discussion & Action on Request to Amend the Walking Trail Maintenance Plan to Allow More Frequent Mowing for the Native Plant Garden – Karen Kozie, Petitioner **TAB 8**
- Discussion & Action on Concept Plan for Athletic Fields **TAB 9**
- Discussion and Action on Resolution #18-005 Approving the 2017 Compliance Maintenance Annual Report for the Sewer Utility **TAB 10**
- Discussion & Action on Social Media User Policy **TAB 11**
- Discussion & Action on Resolution #18-006 Combining Wards for Partisan Primary and General Fall Elections **TAB 12**
- Alcohol Licensing Matters **TAB 13**
 - Approval of Alcohol and Beer Garden License Renewal Applications
 - New Bartender License Applications - #19-56 and 57
 - Renewal of Bartender License Applications - #20 – 08 through 20
- Adjourn

May 14, 2018

CITY OF WASHBURN COMMON COUNCIL MEETING

5:30PM Washburn City Hall

Present: City Council Members:

Jeremy Oswald, John Gary, Robert Aron Austin, Karen Spears
Novachek, Jennifer Maziasz, Mary McGrath

Municipal Personnel:

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

Excused Absence:

None

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

Approval of Minutes – City Council Meetings of April 9 & April 17, 2018– A motion was made by McGrath to approve the April 9 & April 17, 2018– minutes, second by Novackek. Motion carried unanimously.

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

Public Comment – Diane Posner 119 North 9th Ave. West spoke against the way tree cutting was done at Thompson's West End Park. Tom Neimes 605 W. 4th St. discussed the need for new business and a need to improve the city's commercial tax base. Loraine Norrgard 28505 South Maple Hill Rd., spoke on the tree cutting at Thompson's West End Park. Leo Ketchem-Fish 800 Superior Ave. Spoke in favor of passing the formula business ordinance. Dave Anderson 617 7th St. W. spoke in favor of the formula business ordinance. Roth Edwards 221 W. 6th St. spoke on the tree cutting activities at Thompson's West End Park. Gail Syvervd 24270 Cherryville Rd. spoke in favor of a Parks and Recreation Commission. Erica Lang 30 Oak Rd. spoke in favor of a Parks and Recreation Commission.

Mayoral Announcements, Proclamations, Appointments- Potential Appointments to Housing Authority., Harbor Commission, Zoning Board of Appeals – Mayor Avol nominated Nick Suminski to the Harbor Commission. No discussion took place. A motion was made by McGrath to appoint Nick Suminski to the Harbor Commission, second by Maziasz. Motion carried unanimously. Mayor Avol nominated Karen Novackek to the Washburn Housing Authority. No discussion took place. A motion was made by McGrath to appoint Karen Novachek to the Housing Authority, second by Maziasz. Motion carried unanimously. Proclamations for National Skilled Nursing Care Week, National Police Week, Week of the Young Child, Emergency Medical Services Week, and Arbor Day – Mayor Avol read aloud each proclamation but stated due to time constraints, won't read in full each proclamation. No motion was made.

Appointment for District 2 Council Seat/Swear In New Member – Mayor Avol discussed the processes of filling the open Council seat. The Mayor stated that he received one (1) application and was from Linda Barnes. He stated Council could appoint Linda Barnes or wait until the next month. A motion was made by McGrath to appoint Linda Barnes to the open Council seat, second by Novachek. Motion carried unanimously.

Open Floor – A motion was made by McGrath to open the floor, second by Oswald. Motion carried unanimously.

Public Hearing, Discussion, & Action on Resolution 18-003 to Vacate the East 418 Feet of East Memorial Park Drive from the Intersection of 1st Avenue East – Washburn Ironworks Inc., Petitioner – An overview was given. No discussion took place. A motion was made Maziasz to approve Resolution 18-003 to vacate the East 418 Feet of East Memorial Park Drive from the intersection of 1st Avenue East – Washburn Ironworks Inc., Petitioner, second by Austin. Motion carried 5-1 McGrath no.

Close Floor – A motion was made by Novachek to close the floor, second by McGrath. Motion carried unanimously.

Discussion & Referral to Plan Commission for Request for Vacation of a Portion of 9th Street East Adjacent to Lots 9 Through 16 of Block 23 and Lots 2 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 – Maziasz asked about the response of neighboring properties response via the required petition. Ms. Atherton stated that she received no response

from neighbors. A motion was made by McGrath to refer to Plan Commission the request for vacation of a portion of 9th Street East adjacent to Lots 9 through 16 of Block 23 and Lots 2 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, second by Gary. Motion carried unanimously.

Discussion & Action on Plan Commission Recommendation to Approve a Conditional Use Permit to Construct and Operate a Contractor Yard and Fitness Center, and Conduct Light Industrial Business Incidental to Sales and Service in the Block Bounded by Omaha Street and East Memorial Park Drive and Central Avenue and 1st Avenue East, Lot 1 of CSM 2029 - Fishnote Properties, Petitioner – Kluver gave an overview. Kluver stated that an oversight was discovered and the facade material in the site plan would need to be altered. Leo Ketchum-fish stated that he would come up with the change for the Plan Commission. A motion was made by Oswald to approve the CUP based on the standards also approved by the Plan Commission, and on the condition that the facade material be in line with the zoning code, second by Novachek. Motion carried unanimously.

Discussion & Action on Plan Commission Recommendation to Approve a Conditional Use Permit to Construct and Operate a Contractor Yard and Conduct Light Industrial Business Incidental to Sales and Service on Property Located on 1st Avenue East, South of Memorial Park Drive, Lot 2 of CSM 2030 – Jeff Pipgras, Petitioner – Kluver gave an overview. Kluver stated that the same oversight on the site plan that occurred with Fishnote also applied to the Pipgras site plan and would need to be revised. A motion was made by McGrath to approve the CUP based on the standards also approved by the Plan Commission, and on the condition that facade material be in line with the zoning code, second by Gary. Motion carried unanimously.

Discussion & Action on Consideration of Formula Business Ordinance – Attorney Siegler discussed the topic. Siegler stated that at this point, he does believe the proposed ordinance would not impact Family Dollar, that because they already applied for a permit, that it is too late. Avol stated that if passed, all new businesses and existing business wanting to expand would need to conform to the ordinance. A motion was made by McGrath to approve the formula business ordinance, second by Maziasz. Discussion took place. Maziasz stated that she wants Washburn to be business friendly, but wants to keep a community look, but also does not know what that look is. Kluver expressed his opposition of the ordinance. Siegler stated that if the city wants to focus on the “look” of the city, then an architectural review should be the focus and not a formula business ordinance. Motion failed unanimously. A motion was made by Maziasz to open the floor, second by McGrath. Motion carried unanimously. Discussion took place. A motion was made by McGrath to forward the formula business ordinance discussion to the Plan Commission, second by Novachek. Motion carried unanimously.

Discussion and Action on Disposal of Surplus Property – No discussion took place. A motion was made by Novachek to approve disposal of surplus property as outlined in the memo, second by McGrath. Motion carried unanimously.

Reconsideration of Action Taken at the Previous Meeting Regarding the Creation of An Ad-Hoc Committee to Review Tree Removal and Landscaping Plans at Thompson’s West End Park and Walking Trail and Allowing the Public Works Department to Complete Landscaping Project – A discussion took place on rescinding the creation of an Ad-Hoc Committee. A motion was made by Novachek to rescind the creation of an Ad-Hoc Committee to review tree removal and landscaping plans at Thompson’s West End Park and Walking Trail, second by McGrath. Motion carried unanimously. A discussion took place on allowing the city move forward with finishing the Thompson’s West End Park job as discussed in the packet memo. A motion was made by Novachek to allow the city to move forward with finishing the West End project as stated in the memo provided in the packet which includes cutting some cedar tree stumps to the ground and pulling some out, second by McGrath. That motion was not voted on. Discussion took place on what to do with the cedar tree stumps. An amended motion was made by Maziasz to allow the city to move forward with finishing the West End project as stated in the memo provided in the packet, which includes cutting all the cedar tree stumps to the ground and to not pull any stumps. Motion carried 5 -1 McGrath no.

Discussion & Action on Concept Ordinance for the Creation of a Park and Recreation Commission – A discussion took place. It was stated that the Council is open to the concept of forming a Park and Recreation Commission. The Mayor stated that he would like to see the Commission be comprised of five citizens and one Council member. Mayor Avol asked that Council members and the public to send city administration ideas of what the scope of duties, responsibilities, authority, and general structure they would like to see from this commission. It was stated to have the material to the administration by June 20th for the July Council meeting. No motion was made.

Close Floor – A motion was made by Maziasz to close the floor, second by Novachek. Motion carried unanimously.

Discussion & Action on Placing Proceeds from Recent Property Sales into Park Designated Fund – No discussion took place. A motion was made by McGrath to approve placing proceeds from recent property sales into park designated fund, second by Maziasz. Motion carried unanimously.

Discussion & Action on Proposal to Accept a Grant and Place Adult Exercise Equipment in and around the Walking Trail and Thompson's West End Park – Peter Morrissette, Petitioner – A discussion took place. Maziasz stated that she is concerned about the ability of the city to conduct maintenance. Kluver stated he feels that the city can handle the work. A motion was made by Maziasz to open the floor, second by Novachek. Motion carried 5-1 Oswald no. A discussion took place on location, maintenance, and use. A motion was made by Novachek to accept a grant and place adult exercise equipment in and around the walking trail and Thompson's West End Park, second by Oswald. Motion carried 5 -1 Maziasz no.

Close Floor – A motion was made by McGrath to close the floor, second by Novachek. Motion carried unanimously.

Alcohol Licensing Matters –

Introduction of Annual Alcohol and Beer Garden License Renewal Applications – A motion was made by Novachek to publish the Annual Alcohol and Beer Garden License Renewal Applications and allow staff to begin the administrative process, second by Maziasz. Motion carried unanimously.

Bartender License Renewal Applications - #20-01 Through 20-07 – A motion was made by McGrath to approve bartender license renewal applications - #20-01 Through 20-07, second by Gary. Motion carried unanimously.

New Bartender License Applications - #19-53 Through 19-55 – A motion was made by McGrath to approve new bartender license applications - #19-53 Through 19-55, second by Maziasz. Motion carried unanimously.

Adjourn – A motion was made by McGrath to adjourn at 8:33pm, second by Novachek. Motion carried unanimously.

Dan Stoltman
Assistant City Administrator

FINANCE COMMITTEE MEETING 4:30PM

Committee Member Karen Novackek and Jennifer Maziasz reviewed monthly expenditure vouchers.

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715-373-6160
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To: Honorable Mayor and City Council Members
From: Scott J. Kluver, Administrator
Re: Appointments to Commission/Board Vacancies
Date: May 31, 2018

Please be advised that Mayor Avol is nominating John Gray to the Plan Commission (expires May 2019) and Michael Wright to the alternate position on the Zoning Board of Appeals (expires May 2020). The application forms are enclosed, and the nominations are subject to Council approval.

If approved, there will still be one vacancy on the Zoning Board of Appeals as Linda Barnes has resigned from that board as she is now on the Council.

CITIZEN PROFILE

APPLICATION FOR CITY OF WASHBURN COMMITTEE/COMMISSION APPOINTMENT

Please use this form to express your interest in serving on a committee or commission of the City of Washburn. Return to the City Clerk at City Hall, 119 Washington Ave., P.O. Box 638, Washburn, WI 54891. You may submit any additional material to support your application if you desire. Information on vacancies can be obtained by calling City Hall at 715-373-6160.

Committee or Commission Desired: ZONING BOARD OF APPEALS

Name of Applicant: MICHAEL WAIGHT

Home Address: 432 W. 4TH ST WASHBURN

Home Phone: _____ Business or Cell Phone: 715 209 6415

E-mail MICHAEL.WAIGHT1230 @ GMAIL.COM

Occupation: SELF EMPLOYED CONSTRUCTION TRADES

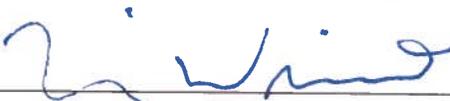
Are you currently serving on a City Committee, Board or Commission? Yes _____ No X

If yes, which one: _____

Please describe any background and experience you feel qualifies you for the seat you seek:

BUILDING EXPERIENCE + FAMILIARITY WITH
ZONING LAWS + REGULATIONS

Are you able to attend meetings regularly? Yes X NO _____

Signature:  Date: 5-8-16

CITIZEN PROFILE

APPLICATION FOR CITY OF WASHBURN COMMITTEE/COMMISSION APPOINTMENT

Please use this form to express your interest in serving on a committee or commission of the City of Washburn. Return to the City Clerk at City Hall, 119 Washington Ave., P.O. Box 638, Washburn, WI 54891. You may submit any additional material to support your application if you desire. Information on vacancies can be obtained by calling City Hall at 715-373-6160.

Committee or Commission Desired: Plan Commission

Name of Applicant: John D. Gray

Home Address: 412 W. Omaha, Washburn WI

Home Phone: 373-5394 Business or Cell Phone: 373-5394

Occupation: Luthier

Are you currently serving on a City Committee, Board or Commission? Yes No

If yes, which one: _____

Please describe any background and experience you feel qualifies you for the seat you see:

Previous Washburn Plan Commissioner

Are you able to attend meetings regularly? Yes NO

Signature: John D. Gray Date: May 30, 2018

May 16, 2018

To whom it may concern,

I regret and am sorry to announce that I am resigning/stepping down from my role as a board member of the Planning Commission. The demands of my job and personal life combine to be too much of a draw on my time and energy already. I'm spread too thin and don't have enough in the tank to do more – and still be well myself.

I did appreciate the opportunity to be a part of the planning commission and I do want to give back to and be an active part of my community. But serving on any boards/committees is something I will have to put off at least until my children are graduated from high school.

I respect and applaud those that do serve and give so generously of their time and efforts to the thoughtful betterment of our town. I'm very sorry I can't do the same at this time.

Respectfully yours,

** Effective May 18th, 2018*

A large, stylized handwritten signature in black ink, appearing to read 'Jon Wheeler'. The signature is written over a horizontal line.

Jon Wheeler

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Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and City Council Members
From: Scott J. Kluver, ^{SK} Administrator
Re: Grant for Solar Possibility at the Washburn Treatment Plant
Date: May 31, 2018

Enclosed you will find information from Bill Bailey of Chequamegon Bay Renewables for grant applications to install a solar energy system at the Wastewater Treatment Plant using outside investors called Third Party Participant (TPP). As there is a short turn around on these grant applications, I am asking the Council to approve submission of the Energy Innovation Grant Program and the Renewable Energy Competitive Incentive Program grants for the Treatment Plant Project.

At this point, there is no financial obligation of the City. There is no interference with the two other solar projects the City has already undertaken. If these grants would be awarded, further study would be done to make sure the project would still be viable from an energy and financial perspective.

I see little risk in pursuing this opportunity at this time and recommend approval.

From: William Bailey <baileys-bayfield@centurytel.net>
Sent: Monday, May 21, 2018 6:04 AM
To: Richard Avol; Gordon Ringberg; Dr. Tom Wiatr; Jeff Gordon; Rex Dollinger; Mark Abeles-Allison; Tamara Deragon
Cc: Scott Kluver; Billie Hoopman; Robert Owen2; Niels Wolter; Nick Kasza; 'Amber Vadnais'; Scott Griffiths; Craig Hoopman; 'Gayle Chatfield'
Subject: Washburn/Bayfield Solar Project Update
Attachments: Wash.Bay Solar Calendar.xlsx

To: City of Washburn, School District of Washburn, Bayfield County, City of Bayfield, Bayfield School District, Great Bayfield Waste Water Treatment Plant Commission, Bayfield County and City of Washburn Housing Authority

Re: Solar Project Update

Date: May 21, 2018

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In early March 2018, Madison Solar Consulting (MSC) completed four reports detailing the feasibility of installing solar PV at municipal and school district locations in Washburn and Bayfield. The reports were funded by a grant awarded to Cheq Bay Renewables (CBR) by the U.S. Department of Energy's "Solar in Your Community Challenge". These reports can be viewed at www.cheqbayrenewables.org under the Washburn/Bayfield Solar Project tab. Here you will find the Financial Analysis, Trip Report, Scenario Analysis and Analysis Assumptions. The report initially included seven entities. In early May, 2018 it was determined that the Housing Authority would not be able to install solar PV. For now, we are down to six site owners.

CONSULTANT REVIEW AND RECOMMENDATION

Madison Solar's analysis grouped potential PV sites into two categories, over 50kW and under 50kW. Three options were analyzed for sites over 50kW, two of which were **direct ownership** and one **co-ownership** with outside investors called Third Party Participant (TPP). Based on the financial metrics used and risk analysis, it is recommended that all sites over 50kW proceed using the Third Party model. The goal of the TPP model includes no up-front cost for the PV systems, operating cash flow positive from year one, and a much reduced purchase cost between years 7 and 25.

Sites under 50kW are not cost effective to use the TPP model but could proceed under direct ownership with funding assistance from Wisconsin's Focus on Energy RECIP competitive grant program.

To complicate matters, On May 2, 2018 the Wisconsin Public Service Commission released a Request for Proposal (RFP) announcing a *new funding opportunity* called the Energy Innovation Grant Program (EIGP). The program designated \$5 million for 2018 and specifically targeted municipalities, schools, and tribes; entities that had been underserved regarding renewable energy because of Federal tax incentives. This new program may be combined with the newly reorganized Focus on Energy program which has \$5.5 million annually. *The two Wisconsin programs offer a unique opportunity to move the Washburn/Bayfield Solar Project forward.*

TIMELINES

Madison Solar's Financial Analysis included estimated funding from the RECIP program. Now with the EIGP in place, a new opportunity exists. The filing deadline for the EIGP is June 30th, 2018 with rewards announced in August. The Focus on Energy RECIP timeline is yet to be announced but it is anticipated a RFP may be announced in August with awards announced in the late Fall. A calendar is attached detailing the anticipated timeline.

WHATS NEXT?

The municipalities and county would be the applicants for both the EIGP and the RECIP grants. Grant applications require technical details and cost estimates. Madison Solar is an expert grant writer, has successfully applied for RECIP grants in the past and is currently drafting a plan which I will be presenting to each Site Owner over the next few weeks. The plan will break down responsibilities between the three parties, Madison Solar, Cheq Bay Renewables and you. In order to move the projects forward, you will need to:

- Review and understand the financial metrics and risk analysis as presented in MSC's March 2018 reports (links above). I can assist with any questions you may have.
- Make sure you are willing to go forward with the solar projects as proposed and participate in the process described below. This would likely involve public input and Board/Council support.
- Review and sign off on all grant applications. (MSC will prepare them)
- If grants are awarded, accept the grants, be the main communication point with the WI Office of Energy Innovation and Focus on Energy. Often these grants are made on a reimbursement basis so an initial outlay is required by the entity. This may be negotiated however.
- Assist MSC when information is requested to complete the grant applications

Once the grants are awarded and accepted, a RFP for installation will be necessary. MSC will prepare this, but the Site Owners will need to oversee: Running the RFP process, including site visits, bidder Q&A, selection of successful bid

- Making the final decision to go forward with the project
- Legal review and approval of contracts
- Supporting the project implementation including contract negotiations, interconnection process with Xcel Energy, community relations, educational material, project ribbon cutting, Focus on Energy and Office of Energy Innovation relationship, etc. MSC will lead this process, CBR and the Site Owners need to provide support, i.e. be project advocates.

This is a tremendous opportunity. We are fortunate that we have a lot of the foot work already completed.

Cheq Bay Renewables has a full team of experts we can rely on as part of the Solar in Your Community Challenge, including an engineer, solar developer, attorney, PV expert, CPA, and many community leaders. Madison Solar Consulting has a successful track record working with municipalities and school districts throughout Wisconsin.

Please let me know if you would like to work with us to apply for and hopefully received these grants and financial opportunities and make our region a leader in sustainability.

Bill Bailey,
Cheq Bay Renewables
715-779-3231
baileys-bayfield@centurytel.net



Washburn Solar Project

In April 2017, Cheq Bay Renewables (CBR) was selected to participate in the U.S. Department of Energy SunShot Initiative's Solar in Your Community Challenge

(<http://www.solarinyourcommunity.org/>),

a \$5 million prize competition that aims to expand solar electricity access. Over the next 18 months, CBR's Team will develop an innovative project that initially included the City of Washburn, Bayfield County, the City of Washburn and County of Bayfield Housing Authority, and the Washburn School District to incorporate solar PV for approximately 18 municipal sites.



(<http://www.solarinyourcommunity.org/>)

In January 2018, CBR received additional funds from the Solar in Your Community Challenge and expanded the initial project to include the City of Bayfield, the Bayfield School District, and the Greater Bayfield Waste Water Treatment Plant. Preliminary feasibility studies were also undertaken for the tribes of Red Cliff and Bad River in separate projects.

This project will demonstrate how local investors can cost-effectively finance solar energy so there is **no upfront cost to these government entities**. The model developed from this pilot project will inform other municipalities, schools, or tribes looking to go solar.

The engineering report for the first phase of the Solar Project was presented on October 26th, 2017 in the County Board Room. The full engineering report can be viewed [here](#). (/uploads/1/0/9/8/109801585/feasibility_report_nov.7.pdf)

On March 12, 2018 the second phase was completed by Madison Solar Consulting. This phase included four reports including a [Trip Report](#) (/uploads/1/0/9/8/109801585/washburn_solar_final_trip_report_030518.pdf), a [Financial Analysis](#) (/uploads/1/0/9/8/109801585/washburn_bayfield_financial_analysis_030618.pdf) of the most promising sites, a [Scenario Analysis](#) (/uploads/1/0/9/8/109801585/washburn_scenario_analysis_030518.pdf) of a few selected sites, and a [statement of the Analysis Assumptions](#) (/uploads/1/0/9/8/109801585/final_washburn_bayfield_analysis_assumptions_030618.pdf). The financial analysis included sites in Washburn selected from the initial engineering report and well as additional sites around Bayfield.

The Financial Analysis includes three options for each entity, full-ownership, ownership with debt financing, and financing through a third party participant (TPP) to monetize the Federal tax credits. The next step is for each municipality to evaluate these options, as well as the community solar option presented by Xcel Energy, and determine the best path forward. Any construction would likely take place in the summer of 2019.



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Washburn City Waste Water Treatment Plant (WWTP)



kW dc: 120.1
kWh/kW: 1248.3

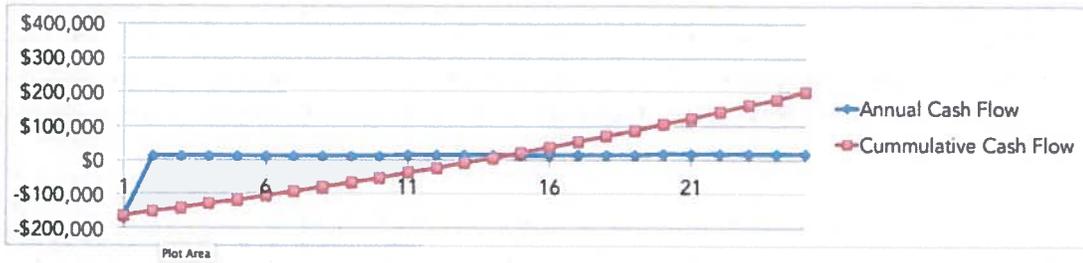
Municipal Ownership Results

System cost	\$204,170	
Focus on Energy grant	\$30,626	
System cost after Focus grant	\$173,545	
Year-one generation	149,921	kWh
Year-one CO2 reduction	66.0	Tons
Simple payback period	14.2	Years
Years to cost recovery	14	Years

Financial Metrics

Year	IRR	NPV
20	5.1%	\$29,076
25	6.8%	\$76,909
30	7.8%	\$123,415

Annual and Cumulative Cash Flow Diagram



20-Year Cash Flow

Year	1	2	3	4	5	6	7
System Cost	\$(204,170)						
Focus Incentives	\$30,626						
kWh Savings	\$10,075	\$10,325	\$10,582	\$10,845	\$11,114	\$11,390	\$11,673
Demand Savings	\$2,189	\$2,254	\$2,322	\$2,392	\$2,464	\$2,537	\$2,614
Maintenance and Insurance Cost	\$(1,429)	\$(1,451)	\$(1,494)	\$(1,539)	\$(1,585)	\$(1,633)	\$(1,682)
Annual Cash Flow	\$(162,710)	\$11,129	\$11,410	\$11,697	\$11,992	\$12,295	\$12,605
Cumulative Cash Flow	\$(162,710)	\$(151,581)	\$(140,172)	\$(128,474)	\$(116,482)	\$(104,187)	\$(91,582)

Year	8	9	10	11	12	13	14
kWh Savings	\$11,963	\$12,261	\$12,565	\$12,878	\$13,198	\$13,526	\$13,862
Demand Savings	\$2,692	\$2,773	\$2,856	\$2,942	\$3,030	\$3,121	\$3,214
Maintenance and Insurance Cost	\$(1,732)	\$(1,784)	\$(1,838)	\$(1,893)	\$(1,950)	\$(2,008)	\$(2,068)
Annual Cash Flow	\$12,923	\$13,249	\$13,584	\$13,926	\$14,278	\$14,638	\$15,008
Cumulative Cash Flow	\$(78,658)	\$(65,409)	\$(51,826)	\$(37,899)	\$(23,621)	\$(8,983)	\$6,025

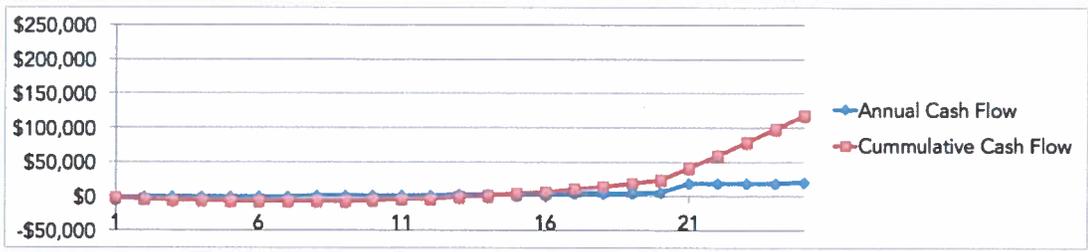
Year	15	16	17	18	19	20
kWh Savings	\$14,206	\$14,559	\$14,921	\$15,292	\$15,672	\$16,061
Demand Savings	\$3,311	\$3,410	\$3,512	\$3,618	\$3,726	\$3,838
Maintenance and Insurance Cost	\$(2,130)	\$(2,194)	\$(2,260)	\$(2,328)	\$(2,398)	\$(2,470)
Annual Cash Flow	\$15,387	\$15,775	\$16,173	\$16,582	\$17,000	\$18,451
Cumulative Cash Flow	\$21,411	\$37,187	\$53,360	\$69,942	\$86,942	\$105,392

With 20-year loan covering 85% of system cost and a 4% interest rate

Financial Metrics

Year	IRR	NPV
20	11.5%	\$12,268
25	17.6%	\$60,101
30	19.0%	\$106,606

Annual and Cumulative Cash Flow Diagram



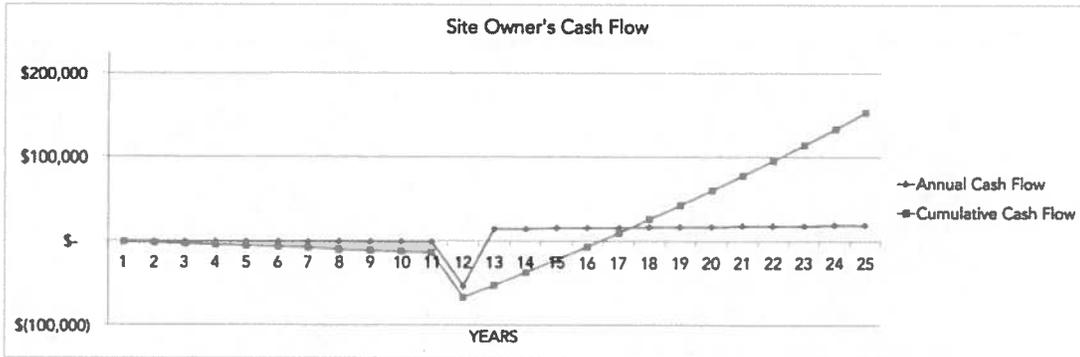
Third Party Participant (TPP) Results

Year-one energy service agreement rate: 8.95 cents/kWh

Financial Metrics

	IRR	NPV
20 year	11.2%	\$29,280
25 year	15.5%	\$76,300
30 year	16.9%	\$122,523

Annual and Cumulative Cash Flow Diagram



20-Year Cash Flow

Year	00	1	2	3	4	5	6
Focus on Energy Award	\$30,626	\$-	\$-	\$-	\$-	\$-	\$-
Equip purch by non-profit directly	\$(30,626)	\$-	\$-	\$-	\$-	\$-	\$-
Service Agreement Payments	\$-	\$(13,418)	\$(13,751)	\$(14,093)	\$(14,443)	\$(14,802)	\$(15,170)
Energy Cost Savings (kWh)	\$-	\$10,075	\$10,325	\$10,582	\$10,845	\$11,114	\$11,390
kW Savings + Inverter Replacements	\$-	\$2,189	\$2,254	\$2,322	\$2,392	\$2,464	\$2,537
Total	\$-	\$(1,154)	\$(1,172)	\$(1,189)	\$(1,207)	\$(1,225)	\$(1,242)
Cumulative	\$-	\$(1,154)	\$(2,326)	\$(3,516)	\$(4,723)	\$(5,947)	\$(7,189)

Year	7	8	9	10	11	12	13
Buyout Price	\$-	\$-	\$-	\$-	\$-	\$(52,063)	\$-
Service Agreement Payments	\$(15,547)	\$(15,933)	\$(16,329)	\$(16,735)	\$(17,151)	\$(17,577)	\$-
Operation and Maintenance	\$-	\$-	\$-	\$-	\$-	\$-	\$(2,038)
Energy Cost Savings (kWh)	\$11,673	\$11,963	\$12,261	\$12,565	\$12,878	\$13,198	\$13,526
kW Savings + Inverter Replacements	\$2,614	\$2,692	\$2,773	\$2,856	\$2,942	\$3,030	\$3,121
Total	\$(1,260)	\$(1,278)	\$(1,296)	\$(1,314)	\$(1,332)	\$(53,413)	\$14,609
Cumulative	\$(8,450)	\$(9,728)	\$(11,024)	\$(12,337)	\$(13,669)	\$(67,082)	\$(52,474)

Year	14	15	16	17	18	19	20
Operation and Maintenance	\$(2,099)	\$(2,162)	\$(2,227)	\$(2,293)	\$(2,362)	\$(2,433)	\$(2,506)
Energy Cost Savings (kWh)	\$13,862	\$14,206	\$14,559	\$14,921	\$15,292	\$15,672	\$16,061

kW Savings + Inverter Replacements	\$3,214	\$3,311	\$3,410	\$3,512	\$3,618	\$3,726	\$3,634
Total	\$14,977	\$15,355	\$15,743	\$16,140	\$16,547	\$16,965	\$17,189
Cumulative	\$(37,496)	\$(22,141)	\$(6,399)	\$9,741	\$26,289	\$43,254	\$60,443

Comparison of Direct Ownership and TPP Results for Washburn WWTP

Site Owner's	Direct Ownership	Direct Ownership	TPP
	No loan	With loan	
Out of Pocket Year-One Cost	\$162,710	\$1,935	\$2,099 Energy services agreement > bill savings
Cash Flow Positive	Year 14	Year 14	Year 17
20 year IRR	5.1%	11.5%	11.20%
25 year IRR	6.8%	17.6%	15.50%
20 year NPV	\$29,076	\$12,268	\$29,280
25 year NPV	\$76,909	\$60,101	\$76,300

3

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and City Council Members

From: Scott J. Kluver, ^{SK}Administrator

Re: Vacating of 9th Street East

Date: May 31, 2018

After the public hearing, the Council can take action on the resolution and Plan Commission recommendation to vacate 9th Street East from 3rd Avenue East through the already vacated 4th Avenue East.

For this resolution, the City does not need to maintain utility rights for municipal utilities and any other utilities.

At the time of this memo, there is some confusion as to whether or not the portion adjacent to Lot 1 of Block 21 was to be included. I prepared the public hearing notice, agenda, and resolution to include this portion. By including it, the entire street would be vacated. I have a verbal commitment from Mr. Bodin to take his half of the street adjacent to his two lots. My apologies to Ms. Atherton and Ms. Russell over this confusion and how I had listed it on earlier agendas. If they do not want this portion, it will leave a small portion unvacated that will be unusable. It would be my recommendation to do the entire street so to not leave this portion dangling.

Please let me know if you have further questions on this request.

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

City of Washburn
Notice of Public Hearing on Petition to Vacate Street

A Public Hearing will be held at the City Council Meeting, Monday, June 11, 2018, 5:30 P.M., City Hall Building at 119 North Washington Avenue, for public comment on the following issue:

Consider a Petition by Heather Atherton, Bayfield WI 54814, to vacate the unopened 9th Street East from 3rd Avenue East to the previously vacated 4th Avenue East.

Council action may be taken on this issue following the public hearing. A copy of the petition is available for public inspection at the Washburn City Hall, 119 Washington Ave, during normal business hours.

Scott J. Kluver
Zoning Administrator

Class 3 Notice – Daily Press Block Ad – May 19, 26, and June 2, 2018
City Hall
Library
Website
Cable TV Channel

**City of Washburn
Common Council
Vacating Resolution**

VACATING RESOLUTION 18-004

WHEREAS, the City Council of the City of Washburn had been petitioned by Heather Atherton, Bayfield, WI for the vacation of:

Return to: City of Washburn
P.O. Box 638
Washburn, WI 54891

9th Street East Adjacent to Lots 9 through 18 of Block 23 along with the area adjacent to the vacated North 4th Avenue East, and Lots 1 through 9 of Block 21 along with the area adjacent to the vacated North 4th Avenue East, all part of the Hillside Addition to the City of Washburn

AND WHEREAS, pursuant to Section 6-2-14 of the Municipal Code of Ordinances, a Public Hearing has been held on said vacation petition; and

WHEREAS, the Common Council of the City of Washburn has determined it to be in the best interest to abandon, discontinue, and vacate, 9th Street East Adjacent to Lots 9 through 18 of Block 23 along with the area adjacent to the vacated North 4th Avenue East, and Lots 1 through 9 of Block 21 along with the area adjacent to the vacated North 4th Avenue East, all part of the Hillside Addition to the City of Washburn ; and

NOW, THEREFORE, BE IT RESOLVED, 9th Street East Adjacent to Lots 9 through 18 of Block 23 along with the area adjacent to the vacated North 4th Avenue East, and Lots 1 through 9 of Block 21 along with the area adjacent to the vacated North 4th Avenue East, all part of the Hillside Addition to the City of Washburn be hereby vacated and discontinued; and,

BE IT FURTHER RESOLVED, that the City of Washburn does **not** retain rights for the operation, maintenance, repair, replacement or extension of municipal utilities, along with other utilities, within the vacated property including the right of ingress and egress for its employees, agents, and contractors.

Resolved this 11th day of June, 2018, by the Common Council of the City of Washburn,

Richard Avol, Mayor

Attest: _____
Scott J. Kluver, City Clerk

Personally came before me this ____ day of _____, 2018, the above-named Richard Avol and Scott J. Kluver, known to be the persons who executed for the foregoing instrument and acknowledge the same.

Notary Public, Bayfield County, Wisconsin
My Commission expires: _____

Drafted: Scott J. Kluver
Washburn City Administrator/Clerk

May 17, 2018
5:30pm Washburn City Hall

CITY OF WASHBURN PLAN COMMISSION MEETING

COMMISSION MEMBERS: Dave Anderson, Richard Avol, John Baregi, Leo Ketchum-Fish, Adeline Swiston, Jon Wheeler

ABSENT: Jeremy Oswald

MUNICIPAL PERSONNEL: Scott Kluver-City Administrator, Tammy DeMars-City Treasurer/Deputy Clerk, City Attorney David Siegler, City Attorney Max Lindsey

Meeting called to order at 5:30PM by Avol attendance as recorded above.

Approval of Minutes – April 12, 2018 – Moved by Swiston to approve minutes as presented, second by Anderson. Motion carried unanimously.

Election of Vice Chairperson – Swiston moved and Ketchum-Fish seconded to nominate Anderson. No other nominations made. Vote on Anderson as Vice-Chair carried 6-0.

Public Hearing(s) – Avol moves to open the floor for the public hearing, second by Swiston. Motion carried unanimously.

Discussion and Recommendation on Request to Amend the City's Zoning Code and to Create a Definition for a "Community Childbearing Center" and to Determine Which Districts, Including Commercial and Residential Districts, Where Such a Use May be Permitted or Allowed as a Conditional Use – Erin Tenny, Petitioner – Ms. Tenny was present and gave a brief description of what she is looking for. Ketchum-Fish moves to add "Community Childbearing Center" to land-use matrix under Section 4 Special care facilities; use the definition outlined in S. Kluvers memo "A place, not located in a health care center (i.e. a hospital), where births are planned to occur away from the mother's usual residence", use the same Secondary Review and Zoning Districts as the current 4.05 Group day care center, Proposed Development Standard should include licensing by state if required, minimum off street parking should be 1 space for each employee and 1 space for each birthing room, second by Anderson. Motion carried 6 to 0.

Discussion and Recommendation on Conditional Use Request for Tourist Rooming House to Operate a Tourist Rooming House out of the Property Located at 9 West 4th Street. Kim Rawson, Petitioner, property is zoned R-6, Mixed Residential – Rawson present; explains she would like to use for short term rental when she is working out of town, she has Mark and Teresa Nutt taking care of the property in her absence. Discussion. Moved by Ketchum-Fish to recommend approval of Conditional Use Permit for Kim Rawson to operate a Tourist Rooming House at 9 West 4th Street, with Mark and Teresa Nutt listed as agents, require two off street parking, valid health permit and all other conditions listed in the draft permit, second by Wheeler. Motion carried 6 to 0.

Moved by Baregi to close the floor, second by Swiston. Motion carried 6 to 0.

Discussion and Recommendation on Request for Vacation of a Portion of 9th Street East Adjacent to Lots 9 through 16 of Block 23 and Lots 2 through 9 of Block 21 in the Hillside Addition to the City of Washburn along with the area adjacent to the Vacated North 4th Avenue East – Heather Atherton, Petitioner – Petitioner present, she would like the property vacated to make it more appealing to sell as it would make a complete lot. Discussion. Moved by Swiston to recommend approval to Vacate the entire length of 9th Street East in the Hillside Addition to the City of Washburn, second by Wheeler. Motion carried 6 to 0.

Discussion and Action on Site Plan for Washburn Family Dollar, 406 W. Bayfield Street – Mountain Engineering representative Myron Berry present to answer any questions. Ketchum-Fish moves to decline site plan for the Washburn Family Dollar, second by Anderson. Ketchum-Fish than handed out two-page summary referencing 8-183-1, 8-183-3, 8-183-7, 8-183-4, 8-183-9 and lighting. Kluver reports, 8-183-1 has been noted and they are willing to comply with that. Ketchum-Fish unwilling to discuss further. Avol clarifies with City Attorney that a yes vote means no further discussion, but they could re-submit another plan and a no vote means we could continue on with discussion. Motion carried 4 yes and 2 no. Leo-Ketchum, Anderson, Swiston and Wheeler yes and Avol, Baregi No.

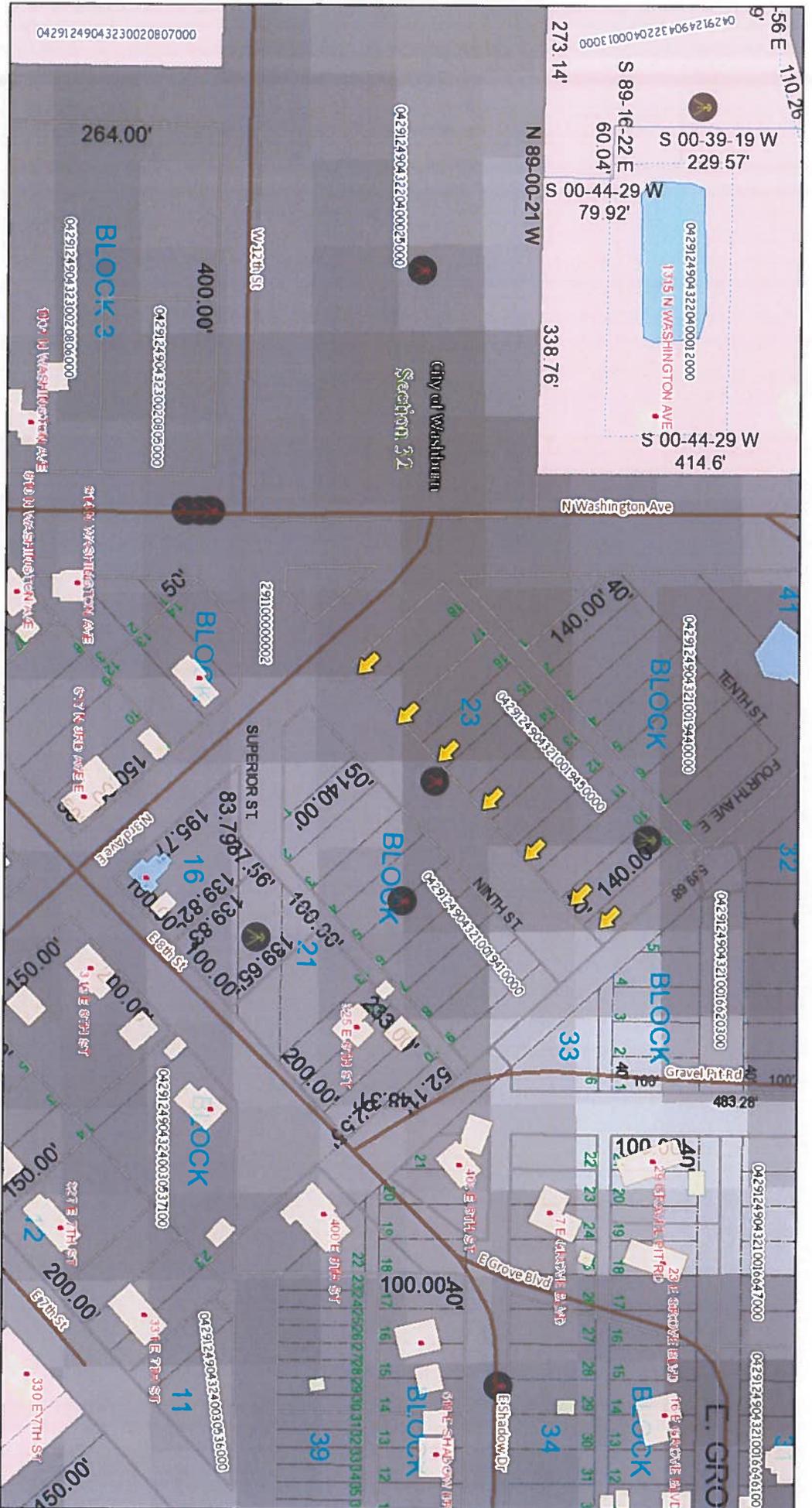
Discussion and Action on Architectural Review/Exterior Siding for Conditional Use Request to Construct and Operate a Contractor Yard and to Operate at Fitness Center. The property is located in block bounded by Omaha Street and East Memorial Park Drive and Central Avenue and 1st Avenue East. Lot 1 of CSM 2029. Fishnote Properties, Petitioner – Ketchum-Fish removes himself from the table for the next two items. No site plan received but agrees to follow the basic plan submitted by Pipgras. It was questioned if he is required to as this to all sides of the property visible from public streets, but it was determined by the Attorneys present that since it's in an industrial zone it would only be require for the front and wrapped around 25% of the side of the building. Moved by Wheeler to approve the front & side exterior siding and door, 2nd by Anderson. Motion carried unanimously.

Discussion and Action on Architectural Review/Exterior Siding for Conditional Use Request to Construct and Operate a Contractor Yard and to Operate a Personal Storage Facility for Personal Units and for Vehicles and Watercraft. The property is located on 1st Avenue East, South of Memorial Park Drive. Lot 2 of CSM 2030. Jeff Pipgras, Petitioner – Ketchum-Fish present to represent Pipgras. Baregi moves to approve the front and side Exterior Siding and door, second by Swiston. Motion carried unanimously

Adjourn - Moved by Swiston to adjourn @ 6:50pm, second by Anderson. Motion carried unanimously.

Respectfully Submitted,
Tammy L. DeMars
Treasurer/Deputy Clerk

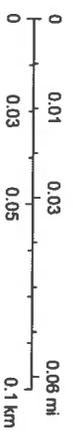
Bayfield County Web AppBuilder



6/1/2018, 8:37:36 AM

- Override 1
- County Other
- County Forest
- County Forest
- Municipal
- Managed Forest Land Entered After 2004 - Open
- Managed Forest Land Entered Before 2005 - Open
- Public Land
- Federal
- State

- Combined Managed Forest Land - MFL Open Before 2005 and MFL Closed Before 2005
- Private Forest Crop Entered After 1971 - Open
- Private Forest Crop Entered Before 1972 - Open
- Rivers
- Lakes
- Tie Lines
- Meander Lines



1:1,313

Bayfield County Land Records

4

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and City Council Members
From: ^{SK} Scott J. Kluver, Administrator
Re: Bodin Vacating Request Alley in Block 23 of Hillside Addition
Date: May 30, 2018

Enclosed you will find a request to vacate the entire alley in Block 23 of the Hillside Addition to the City of Washburn. The petitioner is interested in completing this vacation and is willing to cooperate on the Atherton vacation request as well. At the time of this memo, I am uncertain if Ms. Atherton is willing to obtain her portion of the alley in this new request. The unopened alley is indicated by the yellow arrows on the enclosed map.

At this time, a copy of the recorded petition of the intent to vacate is outstanding; however, I am aware that it is in process. I am not aware of any utility rights-of-way in this area.

Mr. Bodin owns the property on the north side of the alley, as well as two lots on the south side. Ms. Atherton owns the remaining property on the south side. Like the 9th Street East request, I have no objection to the consideration of this street being vacated. It is basically an unopened dead-end right of way that can not connect to another street or alley. In fact, I would like to be done with the issues and maze of un-opened rights of way in this neighborhood once and for all.

If the Council is receptive to this vacating request, the matter should be referred to the Plan Commission and authorization to publish the public hearing notice should be given. Further consideration should be given to whether or not there is any logical reason to maintain any potential utility rights of way for the alley. At this point, I see none.

Please let me know if you have any questions on this request.

**PETITION FOR VACATION OF ALLEY(S) OR STREET(S)
CITY OF WASHBURN, WISCONSIN**

To: Mayor, Common Council and City Plan Commission of the City of Washburn, WI 54891

I (We), the undersigned, do hereby petition the City of Washburn to vacate (give street name or general location of street/alley):

James C Bodin

IN SUPPORT THEREOF, the following facts are hereby presented:

1. **THERE IS ATTACHED a sketch or copy of the plat of the area which depicts the requested vacation. (Map showing the vacation must agree with legal description of property listed in #2 below).**

2. **The property abutting the proposed vacation is legally described as:**

The alley in Block 23 of Original Hillside Addition to Washburn

3. **Abutting property owner(s) and mailing addresses (see #2 Procedures for Vacation):**

1. Heather Atherton, P.O. Box 924, Bayfield WI 54814

2. _____

3. _____

4. _____

5. _____

4. For all vacations other than unpaved alleys: Property owner(s) and mailing addresses for at least 1/3 of the 2650 feet from each end of the section of road to be vacated (see #2 Procedures for Vacation):

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 6. _____

5. The undersigned petitioner(s) hereby agree to accept said property described above and shown on the attached sketch or plat, subject to conditions set forth by the City Council and City zoning regulations and including, but not limited to, the right of the City of Washburn and/or utility companies to retain any easement, drainageway, or floodplain land for the purpose of maintaining, conducting or constructing any required existing or future services or facilities on said easement which would serve or protect the public.

6. That the facts presented herein and attached hereto are true and correct to the best of my (our) knowledge.

Submitted this 22 day of May, 2018.

CIRCULATOR OF THIS PETITION:

James C Bodin
(Signature)

Please Print Below:

James C Bodin
Name of Petitioner

370 castle Dr.
Address

Washburn WI

Telephone 715 292 0020

STATUS (Check Below):

Property Owner _____ Option Holder _____ Owner's Authorized Agent
_____ Contract Purchaser

CO-PETITIONER (If Any):

Signature

Please Print Below:

Name

Address

Telephone

.....
FEES:

\$250 minimum for an alley; \$400 minimum for a street - due on filing; non-refundable.

SUBMIT MINIMUM FEE WITH PETITION. (Details regarding fees and the balance due, if any, are found in "Procedures for Vacation" which is given to the applicant with the petition).

SUBMIT ALL ATTACHMENTS. FAILURE TO DO SO MAY RESULT IN THE PETITION BEING DELAYED OR RETURNED. COMPLETED PETITIONS SHOULD BE RETURNED TO THE CITY CLERK, CITY HALL, 119 WASHINGTON AVENUE, WASHBURN, WI 54891. TELEPHONE #715-373-6160 Ext. 4 WITH QUESTIONS.

5

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and City Council Members
From: Scott J. Kluver, Administrator
Re: Approval of Rawson/Tourist Rooming House CUP
Date: May 29, 2018

For your approval you will find a copy of the draft Conditional Use Permit as recommended by the Plan Commission. The public hearing was held at the Plan Commission meeting and no comments were received on this application. Please note the criteria in the ordinance by which the Council should either approve or deny the permit.

There are no outstanding items related to this application. Please let me know if you have any questions on this permit request.

CITY OF WASHBURN CONDITIONAL USE PERMIT

A Conditional Use Permit is hereby granted, pursuant to Title 13, Chapter 1, Article 7, Division 3 of the City of Washburn Zoning Ordinance to Kim Rawson (hereinafter User), in respect to property currently zoned R-6 Mixed Residential District, herein referred to as Subject Property, described as:

Street Address: 9 West 4th Street

Legal Description: ORIG TOWNSITE OF WASHBURN LOT 7 BLOCK 53 IN V.902
P.256 691A IM 2004R-494625

Tax ID: 33292 **PIN:** 04-291-2-49-04-32-4 00-312-37600

This Conditional Use Permit is granted for the purpose of permitting the User, and only the User, to engage in the permitted use set forth immediately below:

1. To operate a tourist rooming house in accordance with Section 13-1-8-294 of the City of Washburn Zoning Code.

This Conditional Use Permit is subject to the following special conditions:

1. This Conditional Use Permit is issued exclusively to the User, does not run with the land for which it is issued, and may not be sold, conveyed, assigned or otherwise transferred to any other person or entity. This permit will be effective once all conditions are complied with as specified in ordinance.
2. Issuance of a Conditional Use Permit does not indicate that the City of Washburn has certified the above referenced dwelling nor has it inspected the building, nor does it ensure that it meets local, state, federal, or professional requirements or standards related to the subject use.
3. All waste container facilities on the Subject Property shall be screened from view (from adjacent streets).
4. User shall construct a sign upon the property; identifying the User's business and the property address. A sign permit is required prior to constructing the sign, and the sign must conform to the City's Sign Ordinance.
5. User shall provide onsite parking for employees and all other visitors to the Subject Property and concrete, bituminous concrete pavement, or gravel shall be required for all driveways and parking areas in accordance with 13-1-17-5.04 of the City of Washburn Zoning Code. At the time of issuance of this permit, two spaces are required. This provision needs to be complied with before the permit is valid.



6. All conditional uses referred to above may be carried out upon the Subject Property twenty-four (24) hours per day, seven (7) days a week.
7. The Common Council for the City of Washburn may at some future date require regular review and renewal of Conditional Use Permits or otherwise change the Conditional Use Permit Ordinances. The holder of the permit may be subject to permit termination and/or renewal at the discretion of the Common Council or its designee. Holder of the permit may be subject to additional ordinance requirements and expense in that event.
8. Mark and Terri Nutt shall be listed as the agents for this tourist rooming house.

Statement on the nature of the approval:

In approving this Conditional Use Permit, the Plan Commission confirmed the size of the parcel was not an issue, the use is compatible, the location of the use on the property is not a concern, traffic safety should not be a problem, it is a suitable additional use, there are no negative impacts on the environment known of, concerns with impacts on the neighbors were discussed and guest rules will be posted to help address these concerns, and it would not impede the normal development. The Common Council adopts these findings.

Appeal rights for applicant and other aggrieved persons:

Within 30 days of the decision date, a written appeal, including the reasons for the appeal, must be received by the City Clerk. The appeal process will follow the procedure outlined in 13-1-7-23 of the zoning ordinance.

Kim Rawson

Date

Personally came before me this ____ day of _____, 2018, the above-named Kim Rawson, to me known to be the person who executed for the foregoing instrument and acknowledge the same.

Notary Public, Bayfield County, Wisconsin

My commission expires: _____



Richard Avol, Mayor
City of Washburn

Date

Personally came before me this ____ day of _____, 2018, the above-named Richard Avol, known to be the person who executed for the foregoing instrument and acknowledge the same.

Notary Public, Bayfield County, Wisconsin

My commission expires: _____

Scott J. Kluver, Zoning Administrator
City of Washburn

Date

Personally came before me this ____ day of _____, 2018, the above-named Scott J. Kluver, known to be the person who executed for the foregoing instrument and acknowledge the same.

Notary Public, Bayfield County, Wisconsin

My commission expires: _____



BAYFIELD COUNTY HEALTH
DEPARTMENT



License, Permit or Registration

The person, firm, or corporation whose name appears on this certificate has complied with the provisions of the Wisconsin statutes and is here by authorized to engage in the activity as indicated below.

ACTIVITY	EXPIRATION DATE	I.D. NUMBER
Tourist Rooming House (LTR), Rooms: 1	30-Jun-2019	AMCY-AYTQFQ
LICENSEE MAILING ADDRESS	BUSINESS/ESTABLISHMENT ADDRESS	
RAWSON, KIMBERLY	THE LITTLE RED HOUSE	
9 W 4TH ST	9 W 4TH ST	
WASHBURN WI 54891	WASHBURN WI 54891	

All Permits expire on June 30th; it is the responsibility of the licensee to make sure all applicable fees are received by the department before July 15th or a late payment fee will be assessed.

May 17, 2018
5:30pm Washburn City Hall

CITY OF WASHBURN PLAN COMMISSION MEETING

COMMISSION MEMBERS: Dave Anderson, Richard Avol, John Baregi, Leo Ketchum-Fish, Adeline Swiston, Jon Wheeler

ABSENT: Jeremy Oswald

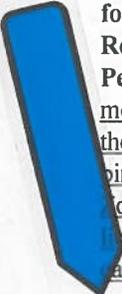
MUNICIPAL PERSONNEL: Scott Kluver-City Administrator, Tammy DeMars-City Treasurer/Deputy Clerk, City Attorney David Siegler, City Attorney Max Lindsey

Meeting called to order at 5:30PM by Avol attendance as recorded above.

Approval of Minutes – April 12, 2018 – Moved by Swiston to approve minutes as presented, second by Anderson. Motion carried unanimously.

Election of Vice Chairperson – Swiston moved and Ketchum-Fish seconded to nominate Anderson. No other nominations made. Vote on Anderson as Vice-Chair carried 6-0.

Public Hearing(s) – Avol moves to open the floor for the public hearing, second by Swiston. Motion carried unanimously.



Discussion and Recommendation on Request to Amend the City's Zoning Code and to Create a Definition for a "Community Childbearing Center" and to Determine Which Districts, Including Commercial and Residential Districts, Where Such a Use May be Permitted or Allowed as a Conditional Use – Erin Tenny, Petitioner – Ms. Tenny was present and gave a brief description of what she is looking for. Ketchum-Fish moves to add "Community Childbearing Center" to land-use matrix under Section 4 Special care facilities; use the definition outlined in S. Klivers memo "A place, not located in a health care center (i.e. a hospital), where births are planned to occur away from the mother's usual residence", use the same Secondary Review and Zoning Districts as the current 4.05 Group day care center, Proposed Development Standard should include Licensing by state if required, minimum off street parking should be 1 space for each employee and 1 space for each birthing room, second by Anderson. Motion carried 6 to 0.

Discussion and Recommendation on Conditional Use Request for Tourist Rooming House to Operate a Tourist Rooming House out of the Property Located at 9 West 4th Street. Kim Rawson, Petitioner, property is zoned R-6, Mixed Residential – Rawson present; explains she would like to use for short term rental when she is working out of town, she has Mark and Teresa Nutt taking care of the property in her absence. Discussion. Moved by Ketchum-Fish to recommend approval of Conditional Use Permit for Kim Rawson to operate a Tourist Rooming House at 9 West 4th Street, with Mark and Teresa Nutt listed as agents, require two off street parking, valid health permit and all other conditions listed in the draft permit, second by Wheeler. Motion carried 6 to 0.

Moved by Baregi to close the floor, second by Swiston. Motion carried 6 to 0.

Discussion and Recommendation on Request for Vacation of a Portion of 9th Street East Adjacent to Lots 9 through 16 of Block 23 and Lots 2 through 9 of Block 21 in the Hillside Addition to the City of Washburn along with the area adjacent to the Vacated North 4th Avenue East – Heather Atherton, Petitioner – Petitioner present, she would like the property vacated to make it more appealing to sell as it would make a complete lot. Discussion. Moved by Swiston to recommend approval to Vacate the entire length of 9th Street East in the Hillside Addition to the City of Washburn, second by Wheeler. Motion carried 6 to 0.

Discussion and Action on Site Plan for Washburn Family Dollar, 406 W. Bayfield Street – Mountain Engineering representative Myron Berry present to answer any questions. Ketchum-Fish moves to decline site plan for the Washburn Family Dollar, second by Anderson. Ketchum-Fish then handed out two-page summary referencing 8-183-1, 8-183-3, 8-183-7, 8-183-4, 8-183-9 and lighting. Kluver reports, 8-183-1 has been noted and they are willing to comply with that. Ketchum-Fish unwilling to discuss further. Avol clarifies with City Attorney that a yes vote means no further discussion, but they could re-submit another plan and a no vote means we could continue on with discussion. Motion carried 4 yes and 2 no. Leo-Ketchum, Anderson, Swiston and Wheeler yes and Avol, Baregi No.

Discussion and Action on Architectural Review/Exterior Siding for Conditional Use Request to Construct and Operate a Contractor Yard and to Operate at Fitness Center. The property is located in block bounded by Omaha Street and East Memorial Park Drive and Central Avenue and 1st Avenue East. Lot 1 of CSM 2029. Fishnote Properties, Petitioner – Ketchum-Fish removes himself from the table for the next two items. No site plan received but agrees to follow the basic plan submitted by Pipgras. It was questioned if he is required to as this to all sides of the property visible from public streets, but it was determined by the Attorneys present that since it's in an industrial zone it would only be require for the front and wrapped around 25% of the side of the building. Moved by Wheeler to approve the front & side exterior siding and door, 2nd by Anderson. Motion carried unanimously.

Discussion and Action on Architectural Review/Exterior Siding for Conditional Use Request to Construct and Operate a Contractor Yard and to Operate a Personal Storage Facility for Personal Units and for Vehicles and Watercraft. The property is located on 1st Avenue East, South of Memorial Park Drive. Lot 2 of CSM 2030. Jeff Pipgras, Petitioner – Ketchum-Fish present to represent Pipgras. Baregi moves to approve the front and side Exterior Siding and door, second by Swiston. Motion carried unanimously

Adjourn - Moved by Swiston to adjourn @ 6:50pm, second by Anderson. Motion carried unanimously.

Respectfully Submitted,
Tammy L. DeMars
Treasurer/Deputy Clerk

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

APPLICATION FOR CONDITIONAL USE PERMIT

(Zoning Code 13-7-51 through 62)

Name: Kim Rawson Initial Application Amendment/Renewal

Physical and Mailing Address of Applicant: _____

Telephone Number: 715.254.5657 E-mail: arewdhkr@yahoo.com

Address/Description of Permit Property: 9 W. 4th St., Washburn, WI

Requested Conditional Use: Nightly Rental (short term, tourist rooming) Zoning District: _____

Applicant shall submit a letter detailing the desired use, along with a scaled site plan of the property if new construction is involved.

It is the responsibility of the applicant to provide the name and address (both physical and mailing) of property owners within a 150 foot radius the permit property. Please use attachments for longer lists.

1. see attached

Tax ID 33292
04291 24904 324 00212 37600

2. _____

3. _____

4. _____

5. _____

APPLICATION FOR CONDITIONAL USE PERMIT — Page 2

I have read municipal code 13-7-52 through 62 as presented to me upon application and understand the process related to the issuance of a Conditional Use Permit. I also understand that I may be required to submit supplemental information as may be required elsewhere in the zoning code for my particular request.

Application Signature: Kevin M. Rawson Date: 4/12/2018

Filing Fee: *A \$150 filing fee is due at the time of submitting the application. A receipt of the fee payment shall be attached to this application form and shall serve as the application submission date.*

OFFICE USE ONLY

Date of Review Completed by Zoning Administrator: _____

Date of Public Hearing: _____

Dates of Publication/Mailing: _____

Recommendation of Plan Commission: _____

Approval by Council: _____

164 Union Ave., Apt #305
Jackson, TN 38301 (until May 6, 2018)

9 W. 4th St.
Washburn, WI 54891

April 12, 2018

City of Washburn
119 Washington Ave.
P.O. Box 638
Washburn, WI 54891

Dear Scott Kluver,

Thank you so much for your help in this effort to obtain this permit. I gathered the information from all properties surrounding my home. Since I am not in Washburn, the radius I was not able to measure. Thus, I have attached a rough map I made to gather the information. Looks like several are rentals.

If this isn't enough of a radius or if you need me to do anything else, please let me know.

Thank you once again, and I look forward to hearing from you.

Sincerely,



Kim M. Rawson

Attachments:

includes CR# 2341

Description of desired use of property at 9 W. 4th St., Washburn, WI:

[Property has been owned by K. Rawson since September 2004 I believe. Due to education cuts she needed to seek other employment outside the area. Property is currently being used by owner during semester breaks (ie. Christmas and summer break) when possible.]

Thus, the desired use is to rent the dwelling on a nightly basis as needed so the house can be utilized by others to enjoy the Chequamagon area, and still remain open for the owner's return (Tourist Rooming House). Right now, I intend to use AirBnB to promote the property.

I also have a resident of Washburn maintaining the property while I am away.

(i) **Solid waste collection.** An off-street area for the collection of solid waste (trash) shall be provided within a campground.

(j) **Continuing maintenance.** The owner of the campground shall maintain the campground in a clean and sanitary manner.

8-292 Overnight lodging

(a) **State permit.** Prior to the establishment of overnight lodging, the operator shall obtain a hotel/motel permit from the Wisconsin Department of Health Services, or the department's authorized agent, and maintain such permit for the life of the use or until the department no longer requires such permit.¹⁰

(b) **Location of entrance.** A customer entrance to an overnight lodging facility that is located on the side or rear of the building shall not be located within 100 feet of a parcel in a residential zoning district or a planned development district that allows residential uses.

8-293 Resort

(a) **State permit.** Prior to the establishment of a resort, the operator shall obtain a hotel/motel permit from the Wisconsin Department of Health Services, or the department's authorized agent, and maintain such permit for the life of the use or until the department no longer requires such permit.¹¹

(b) **Minimum lot area.** A minimum lot area of 5 acres is required for a resort.

(c) **Required green space.** A minimum of 50 percent of the parcel must consist of noninvasive vegetation (e.g., grass, flowers, shrubs, or trees) that is set apart for recreational or aesthetic purposes.

(d) **Special dimensional standards.** Club houses and similar buildings, lodging facilities, and maintenance buildings with a floor area exceeding 1,200 square feet shall be located at least 100 feet from a property in a residential zoning district or a planned development district that allows residential uses.

(e) **Water and sewer service.** A resort must be connected to the city's water and sewer system.

8-294 Tourist rooming house

(a) **State permit.** Prior to the establishment of a tourist rooming house, the operator shall obtain a tourist rooming house permit from the Wisconsin Department of Health Services, or the department's authorized agent, and maintain such permit for the life of the use or until the department no longer requires such permit.¹²

(b) **Display of permit.** The operator shall display the current tourist rooming house permit in a conspicuous location inside the tourist rooming house.

(c) **Accommodations tax.** Prior to the establishment of a tourist rooming house, the operator shall obtain a permit issued pursuant to s. 3-4-2(c) of the municipal code for the purpose of collecting any accommodations tax as may be adopted by the City.

(d) **Registry.** The operator of the tourist rooming house shall keep an accurate register showing the names of all guests. This registry shall be kept on file for a period of one year and shall be available for inspection by city officials at any time upon request.

(e) **Agent.** The operator of a tourist rooming house shall name one or more agents, who shall be responsible for the management of the property and who will serve as the primary point of contact. An agent must reside within 5 miles of the subject property. In the event a different agent is named, a revised permit application shall be filed with the City Clerk no less than 5 business days prior to the effective date of the change in agent(s). Nothing herein shall be construed as to prohibit the property owner from being named as an agent so long as he or she resides in the City.

(f) **Building codes.** Prior to the establishment of a tourist rooming house or the expansion of an existing tourist rooming house, the building inspector shall certify that the dwelling meets all applicable building code requirements.

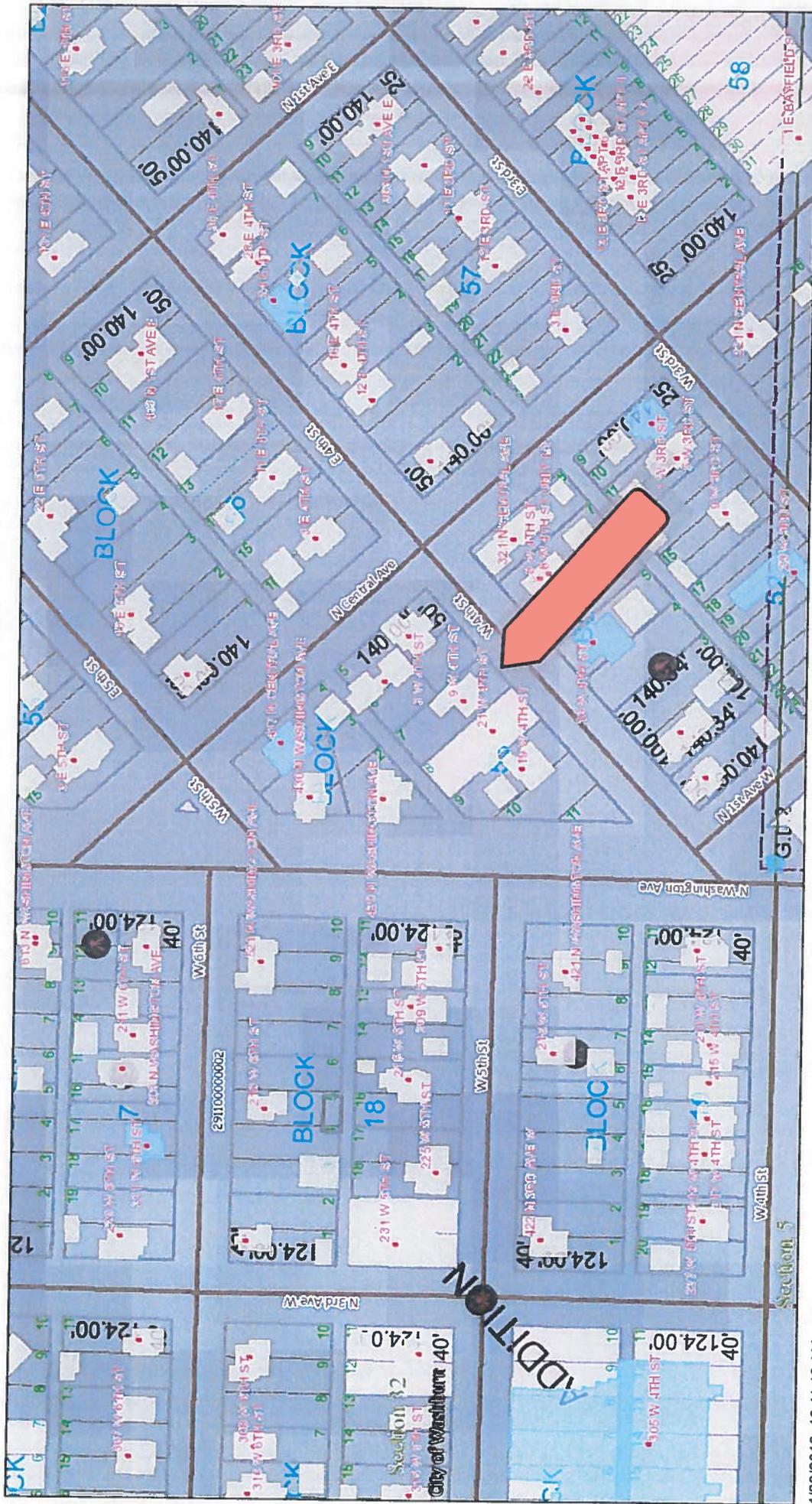
(g) **Signage.** Signage for a tourist rooming house shall comply with all applicable requirements set forth in Article 18.

¹⁰ Commentary: See ch. DHS 195, Wis. Admin. Code

¹¹ Commentary: See ch. DHS 195, Wis. Admin. Code

¹² Commentary: See ch. DHS 195, Wis. Admin. Code

Bayfield County Web AppBuilder



4/30/2018, 10:11:13 AM

- Ashland Co Parcels
- Municipal
- Managed Forest Land Entered After 2004 - Open
- Public Land
- Managed Forest Land Entered Before 2005 - Open
- Federal
- Combined Managed Forest Land - MFL Open After 2004 and MFL Closed After 2004
- State
- County Other
- County Forest
- Private Forest Crop Entered Before 1972 - Open
- Rivers
- Lakes
- Tie Lines
- Meander Lines
- Approximate Parcel Boundary
- Section Lines
- Government Lot
- Municipal Boundary
- Red Cliff Reservation Boundary
- All Roads
- Federal
- State

CITY OF WASHBURN

P.O. BOX 638

WASHBURN, WI 54891

Receipt Nbr: 26248

Date: 4/19/2018

Check

RECEIVED
FROM

KIM RAWSON

\$150.00

Type of Payment

Description

Amount

Accounting

ZONING PERMITS

150.00

CUP APPLICATION FEE-KIM RAWSON

TOTAL RECEIVED

150.00

6

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and City Council Members
From: ^{SK} Scott J. Kluver, Administrator
Re: Draft Ordinance 18-002 Adding Community Childbearing Center to the Zoning Code
Date: May 31, 2018

Enclosed you will find the draft ordinance as recommended by the Plan Commission to create a definition for a Community Childbearing Center; requirements for all of the secondary reviews for such a facility (i.e. architectural review, site plan review, plan of operation); the districts where such a use is permitted, permitted conditionally, and where it is not allowed; the special provisions for such a facility, and the off-street parking requirements.

The minutes of the Plan Commission meeting and background information on the request are also enclosed.

The proposed ordinance allows anyone to pursue such a facility as outlined. If you agree with the proposed ordinance and approve it, the ordinance will be effective upon publication thereafter interested parties can pursue such a use. If approved, Dr. Tenney does intend to pursue such a facility in a residential area.

Please let me know if you have any questions on this matter.

CITY OF WASHBURN
Ordinance No. 18-002

An ordinance adopted by the Common Council for the City of Washburn at its regular meeting of June 11, 2018, for the purpose of amending the City’s Zoning Code to add a “Community Childbearing Center” to the uses.

1. Amend Chapter 13, Articles 3, 8, and 17 to add the following:

Article 3, Section 3-2 Land Use Definitions:

...

4.10 **Community Childbearing Center** A place, not located in a health care center (i.e. a hospital), where births are planned to occur away from the mother’s usual residence, which also may provide to families or the general public programs, resources, and events, centered around the birthing process.

Article 8, Exhibit 8-1 Land Use Matrix:

...

	Special Standards	Secondary Review	R-1	R-2	R-6	R-7	C-1	C-2	C-3	I-1	L-1	M	MUW
4.10 Community Childbearing Center	8-279	AR, SP, PO, ZP	C	C	C	C	P	P	P	C	-	-	C

Article 8, Series 4 Special Care Facilities:

...

8-279 Community Childbearing Center

(a) **State License.** Prior to the establishment of a community childbearing center, the operator shall obtain licensing from the state of Wisconsin, if such licensing is required, and maintain such license for the life of the use or until the state no longer requires such license.

Article 17, Exhibit 17-3 Off-street Parking:

...

4.10 Community Childbearing Center 1 space for each employee on the largest work shift and 1 space for each birthing room.

2. Effective Date of Ordinance. This ordinance shall take effect upon passage and publication.

Attest:

Richard Avol
Mayor

Scott J. Kluver
City Clerk

Adopted: _____

Published: _____

May 17, 2018
5:30pm Washburn City Hall

CITY OF WASHBURN PLAN COMMISSION MEETING

COMMISSION MEMBERS: Dave Anderson, Richard Avol, John Baregi, Leo Ketchum-Fish, Adeline Swiston, Jon Wheeler

ABSENT: Jeremy Oswald

MUNICIPAL PERSONNEL: Scott Kluver-City Administrator, Tammy DeMars-City Treasurer/Deputy Clerk, City Attorney David Siegler, City Attorney Max Lindsey

Meeting called to order at 5:30PM by Avol attendance as recorded above.

Approval of Minutes – April 12, 2018 – Moved by Swiston to approve minutes as presented. second by Anderson. Motion carried unanimously.

Election of Vice Chairperson – Swiston moved and Ketchum-Fish seconded to nominate Anderson. No other nominations made. Vote on Anderson as Vice-Chair carried 6-0.

Public Hearing(s) – Avol moves to open the floor for the public hearing, second by Swiston. Motion carried unanimously.

Discussion and Recommendation on Request to Amend the City's Zoning Code and to Create a Definition for a "Community Childbearing Center" and to Determine Which Districts, Including Commercial and Residential Districts, Where Such a Use May be Permitted or Allowed as a Conditional Use – Erin Tenny, Petitioner – Ms. Tenny was present and gave a brief description of what she is looking for. Ketchum-Fish moves to add "Community Childbearing Center" to land-use matrix under Section 4 Special care facilities: use the definition outlined in S. Klivers memo "A place, not located in a health care center (i.e. a hospital), where births are planned to occur away from the mother's usual residence". use the same Secondary Review and Zoning Districts as the current 4.05 Group day care center. Proposed Development Standard should include licensing by state if required. minimum off street parking should be 1 space for each employee and 1 space for each birthing room. second by Anderson. Motion carried 6 to 0.

Discussion and Recommendation on Conditional Use Request for Tourist Rooming House to Operate a Tourist Rooming House out of the Property Located at 9 West 4th Street. Kim Rawson, Petitioner, property is zoned R-6, Mixed Residential – Rawson present; explains she would like to use for short term rental when she is working out of town, she has Mark and Teresa Nutt taking care of the property in her absence. Discussion. Moved by Ketchum-Fish to recommend approval of Conditional Use Permit for Kim Rawson to operate a Tourist Rooming House at 9 West 4th Street. with Mark and Teresa Nutt listed as agents. require two off street parking, valid health permit and all other conditions listed in the draft permit, second by Wheeler. Motion carried 6 to 0.

Moved by Baregi to close the floor, second by Swiston. Motion carried 6 to 0.

Discussion and Recommendation on Request for Vacation of a Portion of 9th Street East Adjacent to Lots 9 through 16 of Block 23 and Lots 2 through 9 of Block 21 in the Hillside Addition to the City of Washburn along with the area adjacent to the Vacated North 4th Avenue East – Heather Atherton, Petitioner – Petitioner present, she would like the property vacated to make it more appealing to sell as it would make a complete lot. Discussion. Moved by Swiston to recommend approval to Vacate the entire length of 9th Street East in the Hillside Addition to the City of Washburn, second by Wheeler. Motion carried 6 to 0.

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Plan Commission Members
From: Scott J. Kluver, ^{SK}Administrator
Re: Request to Amend the Zoning Code for Community Childbearing Center
Date: May 9, 2018

Enclosed you will find a request from Dr. Erin Tenney to amend the City's Zoning Code to allow for a "Community Childbearing Center." If the Plan Commission is supportive of the concept of a "Community Childbearing Center" in the City a specific definition would need to be created, and then the areas where such a use would be allowed or conditionally allowed would need to be determined. In addition, any special considerations and secondary reviews such as architectural review, site plan review, plan of operation, and zoning permits are needed.

Dr. Tenney would like to ideally see the R-6 district included as a district where this concept would be possible as that is where she would like to establish such a facility. You will need to consider if the requested use would be compatible in any particular district.

Nonetheless, the first step is to come up with a definition. In speaking with our zoning consultant, Wisconsin currently does not regulate or license birth centers. One suggested definition is "A place, not located in a health care center (i.e. a hospital), where births are planned to occur away from the mother's usual residence."

Dr. Tenney would like to include other aspects to such a use, so something like "A place, not located in a health care center (i.e. a hospital), where programs, resources, events, centered around the birthing process take place or are available to the public along with occasional births." This certainly can be tweaked, but it will be important to come up with very specific language. If you can come up with a specific definition, then we can move on to which districts it would be allowed outright or as a conditional use.

I would recommend the development standards as suggested by our zoning consultant. As for secondary review, I would recommend a site plan review, plan of operation, and zoning permit. It is up to you if you want an architectural review as well. Please let me know if you have questions regarding this request.

THE BIRTH HOUSE

April 3, 2018
Scott Kluver
City of Washburn
119 Washington Avenue
Washburn, WI 54891

Dear Scott,

Thank you for meeting with me recently, and explaining the options for seeking proper zoning for my proposed endeavor. I plan to apply for a text amendment and if successful, will then apply for a conditional use permit. I greatly appreciate your guidance during the process.

The property of interest is located at 418 W. Pine St. in Washburn, a single-family home which I am remodeling for this special purpose. My understanding when I bought the home and began remodeling is that it was zoned commercially. However, since recent changes in April, 2017, it now falls in a residential zoning district.

Following is a description of what I intend to use the space for. *The mission of The Birth House is to build community through birthing. The purpose is to create a versatile, beautiful and nourishing community space for childbearing health and education.*

Specific uses include:

- **Lodging** for tourists through Air BnB and for retreat participants
- **Occasional use of master suite for childbirth** for clients of midwives who desire out of hospital birth
- **Office space rental** for childbearing & associated care providers; midwives, doulas, massage & physical therapists, counselors etc.
- **Community gathering space** for classes, workshops, meetings, retreats & special events for use by childbirth professionals, childbearing families and relevant non-profit organizations & community groups

Sincerely yours,

Dr. Erin Tenney



Zoning Code Amendment City of Washburn

Version: May 25, 2017

WASHBURN CITY HALL
119 Washington Avenue
Washburn, WI 54891

Overview: The Common Council adopted the City's zoning code, which consists of text and a zoning map. Both of these can be amended using this application form.

Governing regulations: The procedures and standards governing the review of this application are found in Article 7 of the City's zoning code.

General instructions: Complete this application and submit one copy to the City Clerk at the mailing address shown above. Before you formally submit your application, you may meet with the City Administrator who can answer any questions you may have. You may also ask the City Administrator to review your application before it is formally submitted to determine if it is complete and provides enough information to describe the circumstances related to this application. If you have any questions, do not hesitate to contact the City Administrator at (715) 373-6160 ext 4 or via e-mail at washburnadmin@cityofwashburn.org.

Office Use Only		
Date Received: _____	Received By: _____	Fee Paid: _____

1. **Applicant and agent information** Include the names of the agent, if any, that helped prepare this application including the supplemental information. Examples include surveyors, engineers, landscape architects, architects, planners, and attorneys.

	<u>Applicant</u>	<u>Agent</u>
Name	Erin Tenney	
Street address	424 W Pine St	
City, state, zip code	Washburn, WI 54891	
Daytime telephone	715-209-2261	
E-mail address	etenney@gmail.com	

2. **Type of proposed amendment (check one or both)**

- Map amendment Complete Part A and C
- Text amendment Complete Part B and C

Part A. Questions Related to Map Amendment

3. **Subject property information**

Physical address 418 W Pine St. Washburn, WI 54891

Tax key number(s) 33089

Note: The tax key number can be found on the tax bill for the property or it may be obtained from the City Clerk.

Is the subject property currently in violation of the City's Zoning Code as determined by the zoning administrator?

- No
- Yes

If yes, please explain.

Comment: Pursuant to Section 6-10 of the City's zoning code, the City may not issue a permit or other approval that would benefit a parcel of land that is in violation of the zoning code, except to correct the violation or as may be required by state law.

Are there any unpaid taxes, assessments, or other required payment that are specifically related to the subject property?

- No
- Yes

If yes, please explain.

Comment: Pursuant to Section 6-11 of the City's zoning code, the City may not issue a permit or other approval that would benefit a parcel of land where taxes, assessments, or other required payments are delinquent and due.

4. Zoning Information

The subject property is located in the following zoning district(s). (check all that apply)

- | | | |
|---|--|---|
| <input type="checkbox"/> R-1 Rural residential | <input type="checkbox"/> C-1 Cottage commercial | <input type="checkbox"/> MUW Mixed-use waterfront |
| <input type="checkbox"/> R-2 Suburban residential | <input type="checkbox"/> C-2 General commercial | <input type="checkbox"/> L-1 Lakefront |
| <input checked="" type="checkbox"/> R-6 Mixed residential | <input type="checkbox"/> C-3 Downtown commercial | <input type="checkbox"/> M Marina |
| <input type="checkbox"/> R-7 Waterfront residential | | <input type="checkbox"/> I Industrial |

Proposed zoning classification(s)

Comment: If the proposed amendment includes more than one parcel of land or if the parcel is to have more than one zoning classification, attach a map (8½ x 11) that shows the location of the proposed zoning classifications.

5. Proposed map amendment. Select the general reason(s) why you believe the zoning classification should be changed and provide additional details.

- The zoning designation should be brought into conformity with the City's comprehensive plan.

- A mapping error was made on the official zoning map.

- Other

6. Consistency with zoning requirements

Are there any buildings on the subject property?

- No
- Yes

If yes, please describe each and state whether it is consistent with the proposed zoning classification.

1. 1700 sq. ft. 3 bdrm 2 bath residential home. Garage: detached single car.
2.
3.
4.

Are there any existing land uses on the subject property?

- No – Land is vacant / undeveloped
- Yes

If yes, please describe each, including conditional uses, and state whether it is consistent with the proposed zoning classification.

1. Yard
2.
3.
4.
5.
6.

Does the size of the subject property comply with the minimum lot size of the proposed zoning district?

- No
- Yes

If no, describe why you believe the map amendment should be made in spite of this.

--

Has the City approved a variance or special exception for the subject property?

- No
- Yes

If yes, provide the year of issuance and a short description of each one.

1.
2.
3.
4.

Part B. Questions Related to Text Amendment

7. **Proposed text amendment.** For each proposed text amendment, identify the section number (e.g., 7-444) to be revised and describe the proposed change and the reason(s) why you believe the change should be made.

Section number	Proposed change	Justification
1.		
2.		
3.		
4.		

Part C.

8. **Attachments.** List any attachments included with your application.

Please see letter to S. Kluver dated 4/13/18 explaining intention of property use.

9. **Other information.** You may provide any other information you feel is relevant to the review of your application.

10. Applicant certification

- I certify that all of the information in this application, along with any attachments, are true and correct to the best of my knowledge and belief.
- I understand that submission of this application authorizes city officials, Plan Commission members, Common Council members, employees, and other designated agents to enter the subject property to conduct whatever site investigations are necessary to review this application. This does not authorize any such individual to enter any building on the subject property, unless such inspection is specifically related to the review of this application and the property owner gives his or her permission to do so.
- I understand that this application and any written materials relating to this application will become a permanent public record and that by submitting this application I acknowledge that I have no right to confidentiality. Any person has the right to obtain copies of such written materials or view it online.
- I understand that the zoning administrator will review this application to determine if it contains all of the required information. If he or she determines that the application is incomplete, it will not be scheduled for review until it is deemed to be complete.
- I certify that I am the person identified below OR I am submitting this application on behalf the entity identified below.

property owner

Plan Commission

Common Council

Applicant:

Dr. Erin Tenney

Date:

4/20/18

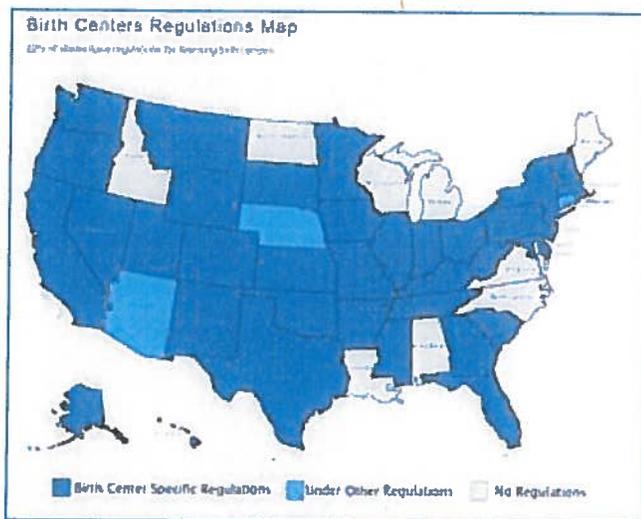
City of Washburn Administrator

From: Tim Schwecke <tim.schwecke@civitekconsulting.com>
Sent: Friday, March 23, 2018 4:29 PM
To: 'City of Washburn Administrator'
Subject: RE: Birthing Centers

Scott,

The city's current zoning code has two somewhat related definitions (below). A birth center wouldn't fit either.

Wisconsin does not regulate or license birth centers (that's too bad because they often have a definition that we would want to mirror).



In the absence of a state defined term, below is definition for your consideration. Its based on a definition from the American Public Health Association.

Birth center — A place, not located in a health care center (i.e., a hospital), where births are planned to occur away from the mother's usual residence.

A birth center should be allowed in those districts where health care clinics are allowed. You may also want to allow them in residential districts as a conditional use.

Development standards:

- (a) Licensing** A birth center must be licensed by the state of Wisconsin, if so required.
(b) Limitation If a birth center is otherwise allowed in a residential zoning district, no more than ___ birth rooms are allowed.

Does this help?

Tim

Health care center  A place where medical treatment, or nursing, rehabilitative, or preventative care is offered. The term includes ambulatory surgical facilities, hospitals, kidney treatment centers, long-term care facilities, medical assistance facilities, mental health centers, outpatient facilities, public health centers, and rehabilitation facilities.

[Toggle Details](#)



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Health care clinic  A place where medical services are offered and patients do not stay overnight. The term includes dental clinics, medical offices, chiropractic offices, acupuncture centers, and sports medicine facilities. The term does not include those uses as classified as a health care center.

[Toggle Details](#)



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From: City of Washburn Administrator <washburnadmin@cityofwashburn.org>
Sent: Friday, March 23, 2018 9:53 AM
To: 'Tim Schwecke' <tim.schwecke@civitekconsulting.com>
Subject: Birthing Centers

Tim,

Have you ever had to create a definition for a birthing center – basically a home where people go to give birth – kind of a midwife thing?

If so, have such things generally be allowed or conditional in commercial or residential areas?

Scott J. Kluver, Administrator

City of Washburn

P.O. Box 638

119 Washington Ave.

Washburn, WI 54891

Phone – 715-373-6160 Ext. 4

Fax – 715-373-6148

<http://www.cityofwashburn.org/>

The City of Washburn is an equal opportunity provider, employer, and lender.

From: Erin Tenney <etenney@gmail.com>
Sent: Thursday, April 19, 2018 8:46 AM
To: City of Washburn Administrator
Subject: Re: Zoning Amendment Ad

Hi Scott,
Is it too late to change the wording a bit?

I'd like to call it a "community childbearing center" instead of a "birth center" if that would be ok?

"Birth Center" has very specific connotations as a health care facility where women give birth (such as the one in Ashland) and I'd like to de-emphasize that aspect, while emphasizing that this will be a gathering space for professionals and families, with the theme of childbearing health.

I want to try and keep that distinction clear as we move through this process, if possible.

Thanks,
Erin

On Tue, Apr 17, 2018 at 2:17 PM, <washburnadmin@cityofwashburn.org> wrote:

Please see the attached ad for publication as a box ad on the indicated dates. If you have any questions, do not hesitate to contact me.

Scott J. Kluver, Administrator

City of Washburn

P.O. Box 638

119 Washington Ave.

Washburn, WI 54891

Phone – 715-373-6160 Ext. 4

Fax – 715-373-6148

<http://www.cityofwashburn.org/>

The City of Washburn is an equal opportunity provider, employer, and lender.

City of Washburn Administrator

From: Erin Tenney <etenney@gmail.com>
Sent: Tuesday, February 27, 2018 4:18 PM
To: washburnadmin@cityofwashburn.org
Subject: Birth house in Washburn

Hello Scott!

I was just talking with Mayor Griffith's and he suggested I talk w you as soon as possible about an endeavor I'd like to pursue.

I posted my ideas on Facebook and so if you haven't already heard, you will soon!

I'm very eager to speak with you, as I admit that I'm not familiar with the requirements for such a project. It was my impression that we are located in a commercial zoning area, but Scott told me that's not the case.

In the interest of time, I'm including my entire post below (including all the fluffy stuff) because it describes my vision.

Please let me know what you think, and what I need to do!

Next Monday the 5th is the next time I have available to speak in person.

Thanks again and I look forward to talking with you.

Sincerely,
Erin Tenney

"I have lovely news to share! I've been a little reticent to share widely, almost as if I say it out loud I might wake up from this dream come true and it would fade. But the reality is that it's happening, it's awesome and I'm super excited to share with my community.

Last November I bought the house next door from Tony Jennings. He had bought it early in his time in Washburn as a remodel project, and then got too busy to work on it much. A time after that, during a closing ceremony in Bemidji with the Mewinzha Ondaadiziike Wiigaming -beautiful circle of birth workers, I had a lovely vision of making that house into a community gathering and birth space. I told Tony about it and of course, he said "let's do it!". I didn't move on it right away, as I tend to ruminate on and orbit an idea for a long time before pursuing it. And this was not entirely a new idea- as I've dreamt of having a birth center for decades, and this was just a variation of that.

Fast forward to last fall, when I decided to make this vision a reality. We're calling it: The Birth House. It will be a community space for birthworkers of all kinds and childbearing families. It will have a number of purposes- including being a gathering space for classes, meetings, workshops and weekend retreats (with sleeping enough for 12). The Minondaadiziike Kwewug circle of women (so close to my heart and core to my being) can use the space whenever needed. Classes will likely include DONA Birth Doula trainings and continuing ed for doulas and midwives, Evidence Based Birth classes and seminars for birth pros and families. Other class ideas include sibling birth prep, women's herbal, traditional birthing and more. Guests will be welcome to rent the space for related classes and workshops. Other gatherings might be

Midwifery and Doula study groups, Red Tent nights and childbearing topic nights for families.

Other uses for the house include office space for birth related professionals to meet with clients and an office for me. It will also have one birthing suite, for use by clients of midwives not associated with the Ashland Birth Center (not to duplicate services already provided by this beautiful center in Ashland). We'll Air BnB the space when not in use otherwise. Also- it will have "photo studio" space (blank walls near big windows) for me to do pregnancy, newborn and family portraits •

I foresee this space housing community initiatives including a non-profit we want to start, to support Indigenous midwives and women seeking Indigenous midwifery care and practices for their own pregnancies. There is an incredible grassroots movement happening and we want to offer support and structure in any way that will be helpful. The need for this has been identified and seeds are being planted.

I don't have a business plan for it, as I don't really view it as being a business- more of an organic, sacred community (local and larger) space. Having said that, I do want to be able to pay the bills and see all initiatives therein be successful."

Sincerely,
Erin Tenney

7

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and City Council Members
From: Scott J. Kluver, ^{SK} Administrator
Re: CSM for Land Adjacent to Marina/Condos/Lake Superior
Date: May 16, 2018

Those of you that were around last fall may recall the survey map that was approved which reconfigured a portion of City property that was later sold to the owners of the Harborview Event Center and Washburn Inn. That property was needed for the required parking area of the facility.

In that process, it required that a parcel be temporarily orphaned and landlocked in order to create the survey for the parcel that was to be sold. It was known that an additional survey was going to be needed to clean up the issue that was created in the process. Unfortunately, winter came and time ran out to accomplish that. Now that the snow has melted, the surveyor has been able to "clean up" the issue with a new survey map that accounts for all of the property in the area and creates one large conforming parcel that is no longer land-locked.

Even though the parcel is split between the Marina and Lakefront Corridor zoning districts, I see no issue with the parcel. The parcel is also consistent with the Comprehensive Plan. As such, I recommend that the draft CSM be approved in order to avoid future generations looking back one day and saying "what were they thinking?"



BEARINGS ARE GRID BASED
 WCCS - BAYFIELD COUNTY
 WITH THE WEST LINE OF
 GOV'T LOT 2
 MEASURED TO BEAR
 S00°44'14"W

BAYFIELD COUNTY CERTIFIED SURVEY MAP NO. _____

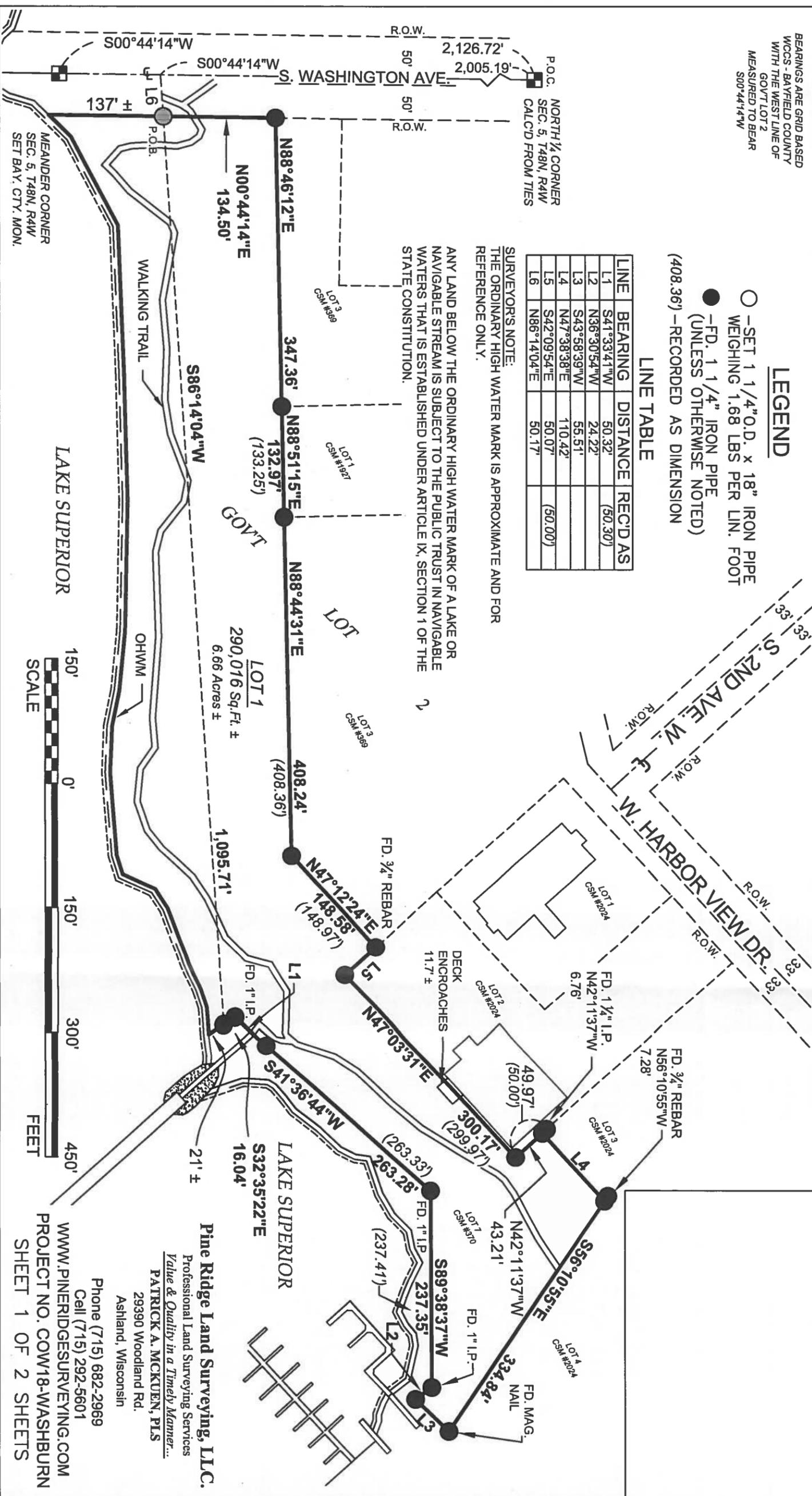
LOT 7 OF CSM #370 RECORDED AS DOC. #345568 IN VOL. 3 OF CSM'S ON PGS 240-242 IN THE BAYFIELD COUNTY
 REGISTRY ALONG WITH A PARCEL OF LAND LOCATED IN GOV'T LOT 2 OF SECTION 5, TOWNSHIP 48 NORTH, RANGE 4
 WEST, CITY OF WASHBURN, BAYFIELD COUNTY, WI

- LEGEND**
- -SET 1 1/4" O.D. x 18" IRON PIPE
WEIGHING 1.68 LBS PER LIN. FOOT
 - -FD. 1 1/4" IRON PIPE
(UNLESS OTHERWISE NOTED)
 - (408.36') -RECORDED AS DIMENSION

LINE TABLE

LINE	BEARING	DISTANCE	RECD AS
L1	S41°33'41"W	50.32'	(50.30')
L2	N36°30'54"W	24.22'	
L3	S43°58'39"W	55.51'	
L4	N47°38'38"E	110.42'	
L5	S42°09'54"E	50.07'	(50.00')
L6	N86°14'04"E	50.17'	

SURVEYOR'S NOTE:
 THE ORDINARY HIGH WATER MARK IS APPROXIMATE AND FOR
 REFERENCE ONLY.
 ANY LAND BELOW THE ORDINARY HIGH WATER MARK OF A LAKE OR
 NAVIGABLE STREAM IS SUBJECT TO THE PUBLIC TRUST IN NAVIGABLE
 WATERS THAT IS ESTABLISHED UNDER ARTICLE IX, SECTION 1 OF THE
 STATE CONSTITUTION.



Pine Ridge Land Surveying, LLC.
 Professional Land Surveying Services
Value & Quality in a Timely Manner...
PATRICK A. MCKUEN, PLS
 29390 Woodland Rd.
 Ashland, Wisconsin
 Phone (715) 682-2969
 Cell (715) 292-5601
 WWW.PINERIDGESURVEYING.COM
 PROJECT NO. COW18-WASHBURN
 SHEET 1 OF 2 SHEETS

BAYFIELD COUNTY CERTIFIED SURVEY MAP NO. _____

LOT 7 OF CSM #370 RECORDED AS DOC. #345568 IN VOL. 3 OF CSM'S ON PG'S 240-242 IN THE BAYFIELD COUNTY REGISTRY ALONG WITH A PARCEL OF LAND LOCATED IN GOV'T LOT 2 OF SECTION 5, TOWNSHIP 48 NORTH, RANGE 4 WEST, CITY OF WASHBURN, BAYFIELD COUNTY, WI

Surveyor's Certificate

I, Patrick A. McKuen, Professional Land Surveyor S-2992, hereby certify that I have surveyed, divided and mapped; Lot 7 of CSM #370 recorded as Doc. #345568 in Vol. 3 of CSM's on Pg's 240-242 in the Bayfield County Registry along with a parcel of land located in Gov't Lot 2, Section 5, Township 48 North, Range 4 West, City of Washburn, Bayfield County, WI more particularly described as follows:

Commencing at the North $\frac{1}{4}$ corner of said Section 5; Thence S00°44'14"W along the west line of Gov't 2 a distance of 2,005.19 feet; Thence N86°14'04"E a distance of 50.17 feet to the east right of way of Washington Ave. and the Point of Beginning; Thence N00°44'14"E along said right of way a distance of 134.50 feet to the southwest corner of Lot 3 of CSM #369; Thence N88°46'12"E along the south line of Lot 3 of CSM #369 a distance of 347.36 feet to the southwest corner of Lot 1 of CSM #1927; Thence N88°51'15"E along the south line of Lot 1 of CSM #1927 a distance of 132.97 feet to the southeast corner of Lot 1 of CSM #1927; Thence N88°44'31"E and continuing along a line recorded as the south line of Lot 3 of CSM #369 a distance of 408.24 feet; Thence N47°12'24"E and continuing along said south line a distance of 148.58 feet to the southeast corner of Lot 3 of CSM #369 which is on the west line of Lot 2 of CSM #2024; Thence S42°09'54"E along said west line a distance of 50.07 feet to the southwest corner of Lot 2 of CSM #2024; Thence N47°03'31"E along the south line of said Lot 2 of CSM #2024 a distance of 300.17 feet to the southeast corner of said Lot 2 of CSM #2024; Thence N42°11'37"W along the east line of Lot 2 of CSM #2024 a distance of 43.21 feet to the southwest corner of Lot 3 of CSM #2024; Thence N47°38'38"E along the south line of Lot 3 of CSM #2024 a distance of 110.42 feet to the northwest corner of Lot 4 of CSM #2024; Thence S56°10'55"E along the west line of said Lot 4 of CSM #2024 a distance of 334.84 feet; Thence S43°58'39"W along a line in coincident with Lot 4 of CSM #2024 a distance of 55.51 feet; Thence N36°30'54"W and continuing along a line in coincident with Lot 4 of CSM #2024 for the next 4 calls a distance of 24.22 feet; Thence S89°38'37"W a distance of 237.35 feet; Thence S41°36'44"W a distance of 263.28 feet; Thence S41°33'41"W a distance of 50.32 feet; Thence S32°35'22"E a distance of 16.04 feet to a meander corner, said corner being N32°35'22"W, 21 feet more or less from the ordinary high water mark of Lake Superior; Thence S86°14'04"W along a meander line a distance of 1,095.71 feet to a meander corner, said corner being N00°44'14"E a distance of 137 feet more or less from the ordinary high water mark of Lake Superior and the Point of Beginning.

That the above described parcel of land contains 290,016 square feet ± or 6.66 acres ±, including all land between the meander line and the ordinary high water mark of Lake Superior.

That I have made this map at the direction of Scott Kluver, Agent of said lands.

That said parcel is subject to any easements, restrictions and right-of-ways of record.

That I have fully complied with the provisions of Section 236.34 of Wisconsin Statutes and with the subdivision regulations of the City of Washburn in surveying, dividing and mapping said parcel.

That this map correctly and accurately depicts the exterior boundaries of said parcel and the division thereof made.

dated this _____ day of _____

Pine Ridge Land Surveying
Patrick A. McKuen
WI PLS S-2992

BAYFIELD COUNTY ZONING APPROVAL CERTIFICATE

I, SCOTT KLUVER, CITY OF WASHBURN ZONING DIRECTOR,
DO HEREBY APPROVE THIS BAYFIELD COUNTY CERTIFIED SURVEY MAP

SIGNED: _____
SCOTT KLUVER

DATED THIS _____ DAY OF _____, 2018.

Pine Ridge Land Surveying, LLC.

Professional Land Surveying Services
Value & Quality in a Timely Manner...

PATRICK A. MCKUEN, PLS

29390 Woodland Rd.

Ashland, Wisconsin

Phone (715) 682-2969

Cell (715) 292-5601

WWW.PINERIDGESURVEYING.COM

PROJECT NO. COW18-WASHBURN

SHEET 2 OF 2 SHEETS

8

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and City Council Members
From: Scott J. Kluver, ^{SK} Administrator
Re: Request to Amend Walking Trail Maintenance Plan for Native Plant Garden
Date: May 30, 2018

Enclosed you will find a request to amend the Walking Trail Maintenance Plan to allow for more frequent mowing of "Section 1" of the Walking Trail Maintenance Plan. This request, brought forth by Karen Kozie, representing the Chequamegon Audubon Society, is to reduce the amount of invasive seeds that would otherwise surround the native plant garden that is being established at the western head of the walking trail.

Also enclosed is the relevant portion of the Walking Trail Maintenance Plan that was last amended and approved in 2006. It basically divides the "open areas" of the walking trail into seven sections and calls for clearing of these areas every three years, on a rotating basis (i.e. a couple sections each year). The section that is in question here is "Section 1" which includes the western trailhead and the area that has been used for overflow camping for special events in the past. These two areas are divided by a ravine. My understanding is that the specific area requested to be mowed frequently is just near the western trailhead.

The original Walking Trail Maintenance Plan from 2002 did call for a native plant garden in this area. Nonetheless, the current Park Master Plan calls for improved parking and a group campsite in this area. I certainly do not recommend pursuing a group camp site in this area at this time for various reasons.

Assuming that the Council is agreeable to moving forward with the Native Plant Garden, the specific action requested is to allow frequent mowing of the trailhead portion of "Section 1." This would not include the overflow campground area. I have no objection to this request, but based on recent Council action, this would need to be approved by the Council.

washburnadmin@cityofwashburn.org

From: Karin Kozie <kkozie@centurytel.net>
Sent: Friday, May 18, 2018 11:23 AM
To: washburnadmin@cityofwashburn.org
Cc: washburnmayor@gmail.com; 'Chequamegon Book and Coffee Company'; 'Assistant City Administrator'; dpw@cityofwashburn.org; 'Neil Howk Susan Larsen'
Subject: RE: Washburn Walking Trail Garden

Thanks Scott – I'd be glad to bring my mowing request before the council and would appreciate if you could put me on the June 11th agenda. I am requesting that the City, if they are able, keep the field adjacent to the garden area (located at the start of the Washburn Walking Trail) mowed to reduce seeds from the invasive species Valerian getting into the native plant garden. I also want you to know that when we laid down the tarp, it ended up being a much larger area than we will actually be planting. We're thinking more now about a 10-20 foot strip adjacent to the trail (not more than 1000 square feet). Any additional area that was covered by the tarp will be re-seeded in grass. The Washburn Walking Trail garden has been such a wonderful community effort and we envision it being an ongoing project with the school, the Chequamegon Audubon Society, the City, and the community. http://www.apg-wi.com/ashland_daily_press/paywall/native-plant-garden-gets-ground-in-washburn/article_9f7f3ab2-57d5-11e8-9160-9778867f313c.html

Regarding the area on 5th and Woodland, mowing every 3rd year sounds great. Maybe it could be "if needed" or just delayed until mid to late September after the monarch butterflies have left and most of the song birds have migrated through? The area is not very brushy since it is surrounded on 2 sides by road but we certainly understand that they want to keep it that way. Thank you! Karin

From: washburnadmin@cityofwashburn.org <washburnadmin@cityofwashburn.org>
Sent: Wednesday, May 16, 2018 3:33 PM
To: 'Karin Kozie' <kkozie@centurytel.net>
Cc: washburnmayor@gmail.com; 'Chequamegon Book and Coffee Company' <peruse@chequamegonbooks.com>; Assistant City Administrator <asstadmin@mail.cityofwashburn.org>; dpw@cityofwashburn.org
Subject: RE: Washburn Walking Trail Garden

Dear Ms. Kozie:

Thank you for the work that you and the Chequamegon Audubon Society have done so far on the creation with a native plant garden near the head of the Walking Trail. A small native plant garden was originally conceived in the original plans for the management and maintenance of the Walking Trail. When I approved your request last year to proceed with the native plant garden, I felt it was consistent with the Walking Trail maintenance plan even though it was larger than what was originally conceived. Further, I felt that it would not interfere with the West End Park plan that calls for the majority of that area to be turned into a group camping site. Overall, I feel that your project along the Walking Trail is a good one for the City. Further, I felt that the City was not in a financial position to move group camping to this area in the immediate future because of the need for additional restroom facilities to accomplish that goal.

As for your request to mow the area around the native plant garden, please know that that area is still part of the Walking Trail Maintenance Plan that must be followed. That plan states that this area, designated as "Area 1" along with "Area 3" are only to be mowed every third year. This work is only to be done once, and after July 1st as well. Recent events however make me unwilling, and unable, to deviate from existing City policy. There has been significant public backlash from a staff initiated project to remove dangerous trees and reclaiming area lost due to continued growth over the years. Improper over-cutting of cedar trees above the Loop Drive area has caused the bulk of the backlash. Because of this, city staff, including myself, have been relieved of making any policy decisions that are

needed for the reconciliation of the approved plans that are currently in place. Until such time as the Council decides the make-up, duties, and responsibilities of a proposed Park and Recreation Committee, or reinstates the ability for staff to make such decisions, the Council will need to approve any deviations from current policy. If you are requesting that the Council change policy, please inform me of that, and your specific request. I would need that by May 25th in order to be placed on the June 11th agenda.

Regarding your request to not mow the City-owned property in the area of Woodland Drive and N. 5th Avenue West, there is no set policy that I am aware of for this property. Nonetheless, staff do not want to see this area turn into brush that would cause a more difficult use of the property in the future. I propose that this area also be placed on a three-year mowing cycle like the portions of the walking trail are. If there is disagreement on this, this matter should also be brought to the Council for a decision.

Scott J. Kluver, Administrator

City of Washburn

P.O. Box 638

119 Washington Ave.

Washburn, WI 54891

Phone – 715-373-6160 Ext. 4

Fax – 715-373-6148

<http://www.cityofwashburn.org/>

The City of Washburn is an equal opportunity provider, employer, and lender.

From: Karin Kozie <kkozie@centurytel.net>

Sent: Wednesday, May 16, 2018 11:43 AM

To: dpw@cityofwashburn.org

Cc: washburnadmin@cityofwashburn.org

Subject: Washburn Walking Trail Garden

Hello Gayla – Thank you for considering our request from the Chequamegon Audubon Society to mow the field adjacent to the new Washburn Walking Trail native plant garden. As we discussed, we are working with the Washburn School to put in a native plant garden at the start of the Washburn Walking Trail in West End Park (near the boat launch parking area and behind the South Shore Sailing building). Because the field surrounding the garden site has become filled with the invasive species Valerian, we are requesting that the City keep that area mowed to reduce invasive seeds in the garden. We greatly appreciate your concern about not disturbing ground nesting birds and I will personally survey the area to make sure there are no birds nesting on the ground in that area. If I do find any, I'll be sure to notify you. Otherwise, please feel free to mow that area as needed.

Regarding your request for specific maps of the area we are proposing for mowing, I do not have a way to print a map. I wondered if it would be convenient to stop by your office and draw on one of your maps the exact area that we are requesting for mowing. If that will work, please let me know a day and time that would be convenient for you.

We are also requesting that you not mow the area near the cemetery along the northeast side of 5th and Woodland which is filled with native flower species. These have been a wonderful seed source for people wanting to collect native seeds for their gardens and for birds and butterflies to find seeds and nectar. Thanks so much for your help. Please feel free to call if you have any questions. My number is 715-209-6085

I also emailed this letter to the Chequamegon Audubon Society and Chequamegon Birders Board members as well as Ryan Brady, WDNR ornithologist, to make sure everyone was on board with our request and they are. Thank you again.

Karin Kozie

Chequamegon Audubon Society

**From the Parks, Paths and Public Spaces Advisory
Committee**

**Washburn Lakeshore Parkway and Walking Trail
Management Plan - Action Plan**

(Revised recommendation from that made by Parks, Paths, and Public
Spaces Advisory Committee on August 8, 2006)

Background information:

The Washburn Lakeshore Parkway and Walking Trail has an official "Management Plan" that was written by the Washburn Walking Trail Ad Hoc Sub-Committee of the Parks and Recreation Committee, approved by the Washburn Planning Commission, and adopted by the Washburn City Council on July 10, 2000. In addition to the Management Plan is an Appendix B which is a "Conservation Plan" for the City of Washburn Walking Trail. These are the two documents our committee has followed to assist the Public Works Department in creating a rotating three year maintenance schedule. In doing this we are acting in accordance with the "Management Plan" which states (page 3): *"Management Responsibilities: It is the responsibility of the Washburn Parks and Recreation Committee to oversee the implementation of the Washburn Lakeshore Parkway and Walking Trail Management Plan and review it biennially."*

After discussion with the Public Works director and review of the Management and Conservation Plans our committee felt that these plans needed a more detailed action plan, with a schedule of mowing, trimming, and planting, for the Public Works department. These recommendations are the result of our research from reading the Management and Conservation Plans, walking the trail with the Public Works director, and discussion on how the plans can be implemented. At a PPP committee meeting on Oct. 10, 2006, audience members included many adjoining property owners. Susan Mackreth described the recommendations by this committee to City Council on August 8, 2006. Audience members expressed three

primary concerns: the need to cut some of the brush in front of the condominiums and homes, cut brush in front of the Steak Pit, and a desire to have the entire trail handicap accessible.

The committee addressed these concerns and had an extensive discussion of resurfacing or adding a parallel trail to make it accessible at the Dec. 12, 2006 meeting. Because accessibility is an infrastructure-development issue it will be added as an addendum to the Management Plan at a later date.

For ease of discussion we numbered the areas between the ravines 1-7 starting from 6th Ave. W. (see map)

Section 1 – Area between 6th Ave. W. and 5th Ave. W. extended

Section 2 – Area between 5th Ave. W. extended and 4th Ave. W. extended

Section 3 – Area between 4th Ave. W. extended and 3rd Ave. W. extended

Section 4 – Area between 3rd Ave. W. extended and Washington St. extended

Section 5 – Area between Washington St. extended and the grass being mowed by the homeowners

Section 6 – Area in front of the condos and the Steak Pit

Section 7 – Area East of the marina

Recommendations:

Part I Annual Maintenance

The Management Plan, (page 2) states: *"Mowing along the six-foot-wide pathway will not exceed five feet on either side and will be done at intervals deemed necessary by the Public Works Department staff."*

We recommend that the Public Works staff continue to mow on either side of the pathway every year as they have been doing, including the area East of Central Ave. or the marina

land (Section 7). This whole area along either side of the trail can be mowed whenever deemed necessary and does not have to wait until after July 1 like the areas between the ravines.

The staff has also been clearing vegetation next to growing trees in the Parkway (area between the trail and Holman Lakeview Dr.) and should continue to do so especially prior to mowing the sections between ravines.

Part II Rotational Maintenance

The Conservation Plan states, (page 2, 4th and 6th paragraph) *"Level areas between the ravines will be maintained as early successional grasslands by periodic mowing after July 1 to protect ground-nesting birds. Mowing will be done every second or third year in rotation to enhance wildlife use. These areas will be rotated so as to mow only half the park grasslands one year and the other half the second or third year. This technique will create a wildlife sanctuary on at least half the grasslands each year and still control woody vegetation. Mow with a rotary mower set 4 to 8 inches high."*

The Conservation Plan also states, (page 5) *"In order to maintain lake views along the pathway and near overlook benches without causing erosion, trees and shrubs on banks and slopes may be selectively limbed every two to three years in rotating sections."*

We recommend a 3-year mowing rotation for the successional grasslands.

Three Year Rotating Schedule:

Year 1: (2007) – Sections 2 and 4 and limb trees on the lake side

In **Section 2**, to prevent erosion, we recommend that no cutting be done in the area between the switchback east of the bridge, and the steep side of the path east of the switchback. Otherwise the rest of the level areas of the section can be mowed at a height of no shorter than 4 inches. This height we are

recommending for all the sections.

Section 4 can be mowed no shorter than 4 inches with particular attention given to planted trees growing in the area.

Year 2: (2008) – Sections 1 and 3

In **Section 3** mowing should be done leaving a buffer of vegetation around the pond and willow trees that surround this pond. If there is any question about cutting or not cutting something, we recommend the object in question not be cut.

Year 3: (2009) – Sections 5, 6 and 7

Section 5 needs the tall vegetation mowed, especially in front of the dwelling #112 (furthest west) in this section, without cutting a selection of trees and brush allowed to grow to indicate a property line.

In 2007, we also recommend the trail surface be reestablished in **Section 6**. Trees on the banks down to the lake need to remain but can be selectively limbed.

Section 7 is not successional grassland, so the maintenance in this area is to remove shrubbery on either side of the path leaving the remainder to be wooded.

lakef 2.jpg



**Walking Trail Action Plan
Map
July 2007**





arcant
architecture

THOMPSON'S WEST END PARK MASTERPLAN

2015-07-22

CITY OF WASHBURN, WI



9

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and City Council Members
From: Dan Stoltman, Assistant City Administrator *DPS*
Re: Little League Field Concept
Date: May 22, 2018

As you are all aware, the little league field was sold, and after this season the field will no longer be used for baseball. Over the last couple of months, I have put together a small group of parents and coaches of little league, high school baseball, and t-ball, to discuss what to do next and how to improve the field and leagues overall. Below is what we discussed. I am looking for the Council's opinion on how you would like me to proceed.

First, with the little league field gone, we are left with the high school baseball field and softball field. The baseball field is best suited for high school baseball use only. The dimensions of that field are not suitable for little league or t-ball use. The dimensions of the softball field are the same as the little league, except for the pitching mound. Therefore, the plan would be for the little league will utilize that field and we will address the pitching mound by buying an artificial removable mound for little league at a cost of up to two thousand dollars. As for the high school softball, they have not had a softball team in a couple of years. If and when they do have a team, the two leagues will have to work together on scheduling.

Second, what to do with t-ball? For t-ball, we are looking at the city land next to the softball field. T-ball does not need a full baseball field, so the idea is to build a "sandlot" instead. A "sandlot" would be smaller and less expensive than a full baseball field. It would consist of a backstop, infield, benches, and a couple other small features. If we decide to go this route, we will need to consider where solar panels are potentially going to be placed at the pumping station at the edge of the property. I do believe we can find a way to make them both work together. Enclosed is a map and dimensions of the current little league field and the city land next to the softball field. While the current little league field is bigger, the "sandlot" won't need as much space, and would fit into that area. Also enclosed of the potential area where the solar panels may be placed.

Thirdly, cost. To build a complete baseball field would cost around \$105,000 (I have included and itemized breakdown). I do not think we need this, nor can we afford it, or have the space. I'm estimating the "sandlot" will cost under thirty thousand. This estimate is broken down by the cost of the complete infield (\$18,000), backstop (\$4,000), and player benches (\$1,800). We may be able reuse some things from the existing field which could lower our costs.

I'm not looking for Council to approve doing these things at this time, but rather to get your feelings on this concept. If you are open to this concept, I will begin to get more exact costs and a design layout(s) for Council to review at another meeting. You should also know that I will be requesting yearly funding for improvements to the athletic fields and youth activities in general. This will come during the budget meetings. If you have any questions please contact me.

Bayfield County Web AppBuilder



Dan Stoltman

From: Mike Parent <mike@hkssportsfields.com>
Sent: Thursday, February 08, 2018 8:19 PM
To: asstadmin@cityofwashburn.org
Subject: Re: HK Sports Fields Webform Submission

Dan:
Here are quick budget items:
Build Infield -- \$18,000 (Complete)
Build Outfield - \$20,000 (Laser, Grade, Seed, Mulch)
Fence/Backstop -- \$28,000
Dugouts -- Fence, Concrete Floor, Bench -- \$15,000 (total for two)
Scoreboard -- \$12,000
Irrigation Outfield -- \$12,000

3.7 PUMPING STATION, PUMPHOUSE ROAD

This section presents the results of a solar energy feasibility assessment performed on the City of Washburn Pumphouse Road Pumping Station.

3.7.1 SITE OVERVIEW

The following figure is the aerial view of the Pumphouse Road Pumping Station site.



3.7.2 CURRENT ELECTRICAL USAGE

In 2016, this facility has paid approximately \$6,100 for the use of 51,597 kWh of electricity, giving an all-in cost to the facility of 11.8 cents/kWh. Due to a rate increase, this cost in 2017 is expected to be \$6,320 (12.25 c/kWh). The facility is on Municipal Water Pump Service.



3.7.4 FINANCES WITH SOLAR

Table 3.7-1 shows the total amount that the City of Washburn would expend on electricity at this facility. The option given as “No Solar” is given for comparison; this 25-year figure is the amount that would be expected to be charged to this facility for utility-supplied electricity assuming a constant annual usage and industry-average rate increases. The Annual Expenses include the charge for the utility-supplied electricity plus the expected finance charge for as long as the financing is in force. The price charged to this facility for solar-generated electricity assumes a PPA rate of \$0.144 per kWh or an interest rate of 4%.

Table 3.7-1. Value Comparison

Array Size (kWdc)	Electrical Output (kWh)	Method of Finance	Annual Expenses, First Year	Total Paid in 25 Years
No Solar	N/A	N/A	\$6,320	\$273,400
38 kW	47,000	N/A	\$ 750	\$ 59,500
38 kW	47,000	20 yr Loan	\$6,300	\$170,900
38 kW	47,000	20 yr PPA	\$7,720	\$219,200

Backstops Padding



Permanent Baseball/
Softball Backstops

- > 10'W x 12'H upright sections
- > 2 3/8" OD main upright x .095"W galvanized steel
- > 1 5/8" OD crossbars x .085"W galvanized steel
- > 9 gauge smooth galvanized fence fabric
- > 10'W x 6'D overhang section
- > Backstop sections are not prefabricated chain link
- > All galvanized fitting, nuts and bolts
- > Call for freight quote

FR 3Y ★

Item	Description	Weight	Price
BSP-30	3 Panel only	552 lbs/ea	\$1,999
BSP-30-6	3 Panels, 1 Center Overhang	682 lbs/ea	\$2,299
BSP-33-2	3 Panels, 1 Center, 2 Wing Overhangs	860 lbs/ea	\$3,099
BSP-40	4 Panels only	727 lbs/ea	\$2,599
BSP-40-66	4 Panels, 2 Center Overhangs	956 lbs/ea	\$3,399
BSP-44-22	4 Panels, 2 Center, 2 Wing Overhangs	1,134 lbs/ea	\$4,099

See page
124-127 for
details about
Net style
backstops



Backstop Padding

- > 2" thick high-impact foam with grommet flaps on all sides for attachment to chain link fencing
- > 2' folding sections (available in solid or alternating colors)
- > Available in several sizes
- > Eco-friendly padding and optional graphics available (call for details and pricing)
- > See chart for vinyl colors (specify when ordering)
- > Call for freight quote

FR 1Y

Shown with Optional Graphics



Item	Size	Price
BSP236	3' x 6'	\$307
BSP238	3' x 8'	\$318
BSP2310	3' x 10'	\$390
BSP2312	3' x 12'	\$451

Item	Size	Price
BSP246	4' x 6'	\$318
BSP248	4' x 8'	\$390
BSP2410	4' x 10'	\$462
BSP2412	4' x 12'	\$513

SKY BLUE	ROYAL BLUE		
GRAY	TAN	RED	MAROON
WHITE	PURPLE	NAVY BLUE	MAPLE GREEN
BLACK	ORANGE	YELLOW	KELLY GREEN



Field Wall Padding

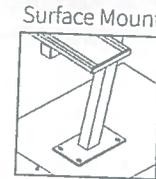
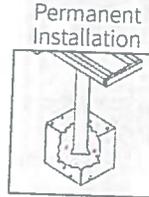
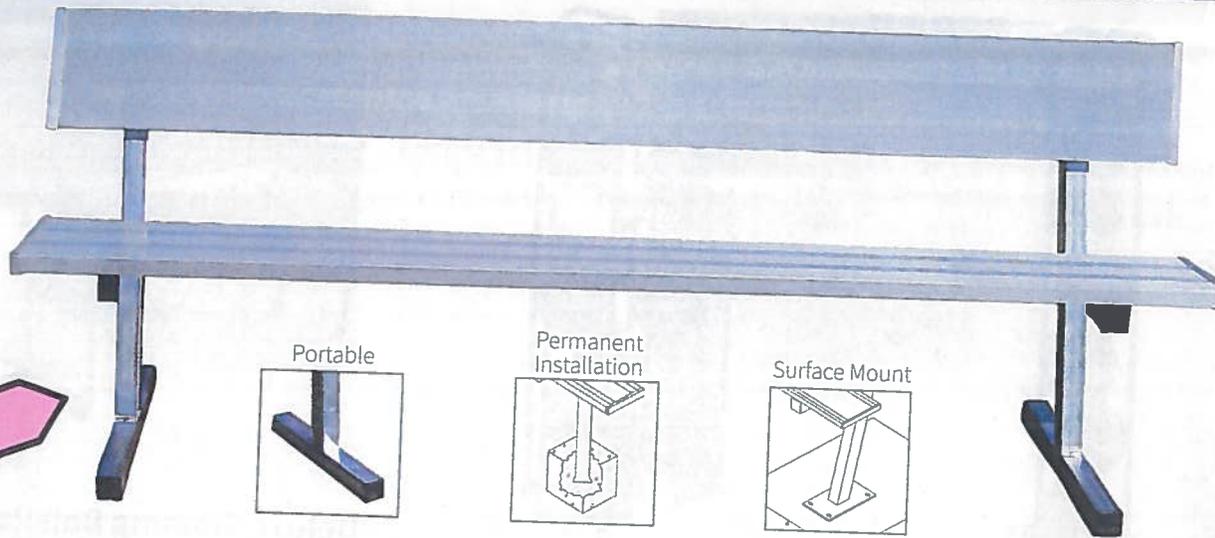
- > 2" thick high-impact foam on 3/4" outdoor water sealed wood ply boarding
- > Available in several sizes
- > Eco-friendly padding and optional graphics available (call for details and pricing)
- > See chart for vinyl colors (specify when ordering)
- > Call for freight quote

FR 1Y

Item	Size	Price
FWP246	4' x 6'	\$375
FWP248	4' x 8'	\$495

Item	Size	Price
FWP2410	Custom	\$645
FWP2412	Custom	\$745

Player Benches



Player Bench

Ideal for athletic fields, public parks and sport complexes.

- > Rust-resistant and stable
- > Aluminum 10" non-skid seat planks and 2" x 2" heavy-duty galvanized steel legs
- > Available with or without seat back
- > Portable, permanent installation, or surface mount choices

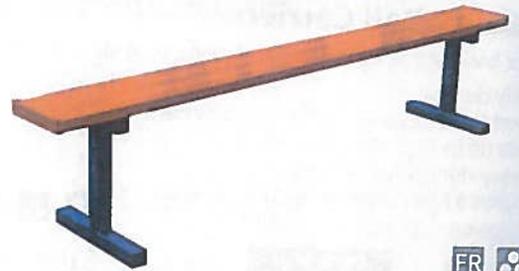
- > Floor protection kit (PSS-4FT) for indoor use sold separately
- > Natural finish or powder coated colors (specify plank and leg colors when ordering)
- > Natural finish benches ship within 48 hours
- > All but 7½' length ships by truck

Natural Finish - With Seat Back

Length	Portable	Permanent	Surface	Weight	Price
7½'	PB-80	PB-80PI	PB-80SM	60 lbs	\$375
15'	PB-20	PB-20PI	PB-20SM	100 lbs	\$559
21'	PB-10	PB-10PI	PB-10SM	135 lbs	\$710
27'	PB-90	PB-90PI	PB-90SM	175 lbs	\$790

Natural Finish - Without Seat Back

Length	Portable	Permanent	Surface	Weight	Price
7½'	PB-75	PB-75PI	PB-75SM	40 lbs	\$275
15'	PB-15	PB-15PI	PB-15SM	57 lbs	\$345
21'	PB-5	PB-5PI	PB-5SM	79 lbs	\$475
27'	PB-95	PB-95PI	PB-95SM	125 lbs	\$545



Powder Coated - With Seat Back

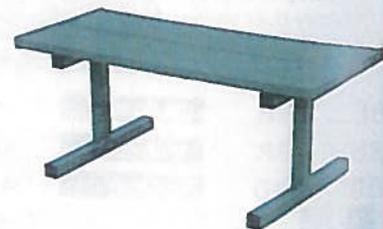
Length	Portable	Permanent	Surface	Weight	Price
7½'	PB-80PC	PB-80PIPC	PB-80SMPC	60 lbs	\$470
15'	PB-20PC	PB-20PIPC	PB-20SMPC	100 lbs	\$700
21'	PB-10PC	PB-10PIPC	PB-10SMPC	135 lbs	\$835
27'	PB-90PC	PB-90PIPC	PB-90SMPC	175 lbs	\$940

Powder Coated - Without Seat Back

Length	Portable	Permanent	Surface	Weight	Price
7½'	PB-75PC	PB-75PIPC	PB-75SMPC	40 lbs	\$330
15'	PB-15PC	PB-15PIPC	PB-15SMPC	57 lbs	\$410
21'	PB-5PC	PB-5PIPC	PB-5SMPC	79 lbs	\$535
27'	PB-95PC	PB-95PIPC	PB-95SMPC	125 lbs	\$640



See page 145 for our Tennis Benches



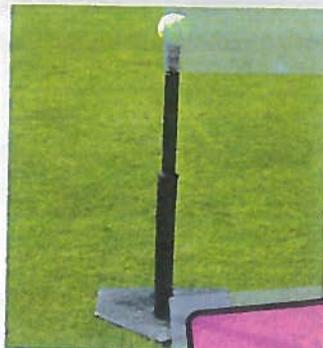
www.jaypro.com
T: 800-243-0533 F: 800-988-3363



Ball Cart

- > Large capacity basket holds hundreds of baseball/softballs
- > 1½" OD heavy-duty steel frame is powder coated
- > 14" oversized no-flat tires
- > Dimensions: 17"W x 16"H x 24"D

BCT-100 \$225 each
35 lbs



Super Batting Tee

- Ideal for all ages and abilities.
- > Heavy-weighted rubber base with steel insert for added weight
- > Telescoping height is 22" to 37" (approx.)
- > Baseball not included

BT-1 12 lbs \$29 each



Junior Mounds

Convert a softball field to a youth baseball field.

- > Official Little League height specifications
- > Indoor/outdoor use
- > High strength construction with spike-proof 75 oz sq yd artificial turf available in Green or Clay
- > Pitching rubber included
- > Call for freight quote

Junior Game Mound

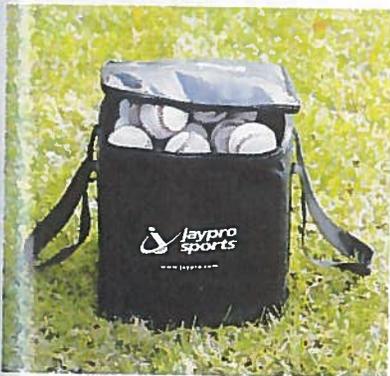
PPM-660G 5'4"W x 9'L x 6"H
135 lbs \$1,399 each

PPM-660CL 5'4"W x 9'L x 6"H
135 lbs \$1,399 each

Pony Game Mound

PPM-652G 49"W x 54"L x 6"H
50 lbs \$739 each

PPM-652CL 49"W x 54"L x 6"H
50 lbs \$739 each



Carry Bag

- > Store and transport 64 baseballs or 36 softballs
- > Zipper top and carry straps included
- > Dimensions: 12"W x 14"H x 12"D

RBF-BASE \$30 each
3 lbs



Deluxe Batting Tee

- > Durable official size rubber home plate
- > Telescoping height is 22" to 37" (approx.)
- > Baseball not included

BT-4 11 lbs \$39 each

Cage Saver Target



- > Heavy-duty 40 oz reinforced black vinyl tarp with white strike zone
- > Brass grommets along edges
- > 2 straps with clips to hang included
- > Call for freight quote
- > Dimensions: 5'W x 6'H

CST65 11 lbs
\$139 each



Permanent Bat Rack

- > Heavy-duty galvanized steel bat rack holds up to 14 bats
- > Permanently mounts to dugout surface

PBR-14 33 lbs \$177 each



Hanging Bat Rack

- > Heavy-duty galvanized steel bat rack holds up to 14 bats
- > Attaches to dugout fence or wall with included hardware

PBR-14WM 5 lbs \$124 each



StackMaster™ Batting Helmet Storage Rack

- > Galvanized steel frame stores up to 12 helmets
- > Anchor to ground is recommended for secure installation

BHR-1 28 lbs
\$225 each



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CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and City Council Members
From: Scott J. Kluver, Administrator
Re: Resolution for Compliance Maintenance Annual Report (CMAR) – Treatment Plant
Date: May 25, 2018

Enclosed you will find the draft resolution for the annual submission of the CMAR. I recommend approval of this resolution.

The treatment plant is operating great, and the City is meeting all of the requirements and limits of the DNR with the exception of finances. That does not mean that the treatment plant is not in need of additional maintenance, it simply means that the process of treating the waste water is working well. Staff are doing a great job meeting the requirements and bringing the plant up to date in functionality and processes. The lab has also been approved for certification.

With respect to the failing grade for financial management, that will remain until the utility's revenues match or exceed its expenses. Increasing sewer rates too much could lead to more water conservation and to fewer people choosing to live in or establish businesses in the service area. This would be counterproductive to achieving financial stability. Increasing the number of users and the volume of usage is what is needed to help this situation. Additional development in the community would help significantly. We have been working on a refinancing plan as well for the debt, but that has been slow going because of required federal approvals. Interest rates are also increasing which is limiting the benefit of refinancing as well.

If you have any other questions regarding this report, please let me know.

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

RESOLUTION NO. #18-005
Approving the 2018 Compliance Maintenance Annual Report

WHEREAS, The City of Washburn operates a wastewater treatment plant on behalf of its residents as part of its sanitary sewer utility; and

WHEREAS, The Wisconsin Department of Natural Resources has issued WPDES Permit # WI 0022675-09-0 to the City of Washburn for the operation of its wastewater treatment plant; and

WHEREAS, The Wisconsin Department of Natural Resources requires that a Compliance Maintenance Annual Report to be prepared by the wastewater plant operator in-charge, reviewed by the Common Council, and submitted to the Agency annually.

NOW THEREFORE, The Common Council of the City of Washburn, Wisconsin, informs the Wisconsin Department of Natural Resources that it has reviewed the 2017 Compliance Maintenance Annual Report; and

FURTHERMORE, directs its City Clerk to submit the reviewed 2017 Compliance Maintenance Annual Report to the Wisconsin Department of Natural Resources by the submittal date.

Resolved this 11th day of June, 2018, by the Common Council of the City of Washburn, Wisconsin.

Richard Avol, Mayor

Attested: _____
Scott J. Kluver, City Clerk

Compliance Maintenance Annual Report

Washburn City Of

Last Updated: Reporting For:
5/25/2018 **2017**

Influent Flow and Loading

1. Monthly Average Flows and (C)BOD Loadings

1.1 Verify the following monthly flows and (C)BOD loadings to your facility.

Influent No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average (C)BOD Concentration mg/L	x	8.34	=	Influent Monthly Average (C)BOD Loading, lbs/day
January	0.1774	x	118	x	8.34	=	174
February	0.2332	x	96	x	8.34	=	187
March	0.2295	x	80	x	8.34	=	153
April	0.2985	x	83	x	8.34	=	208
May	0.4324	x	56	x	8.34	=	201
June	0.2319	x	99	x	8.34	=	192
July	0.2176	x	115	x	8.34	=	208
August	0.2327	x	135	x	8.34	=	262
September	0.2280	x	126	x	8.34	=	240
October	0.2964	x	122	x	8.34	=	302
November	0.2272	x	120	x	8.34	=	227
December	0.1870	x	134	x	8.34	=	209

2. Maximum Monthly Design Flow and Design (C)BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	.38	x	90	=	0.342
		x	100	=	.38
		x	100	=	.38
Design (C)BOD, lbs/day	665	x	90	=	598.5
		x	100	=	665

2.2 Verify the number of times the flow and (C)BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times (C)BOD was greater than 90% of design	Number of times (C)BOD was greater than 100% of design
January	1	0	0	0	0
February	1	0	0	0	0
March	1	0	0	0	0
April	1	0	0	0	0
May	1	1	1	0	0
June	1	0	0	0	0
July	1	0	0	0	0
August	1	0	0	0	0
September	1	0	0	0	0
October	1	0	0	0	0
November	1	0	0	0	0
December	1	0	0	0	0
Points per each		2	1	3	2
Exceedances		1	1	0	0
Points		2	1	0	0
Total Number of Points					3

Compliance Maintenance Annual Report

Washburn City Of

Last Updated: Reporting For:
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- Yes
- No

If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.

N/A

Total Points Generated	3
Score (100 - Total Points Generated)	97
Section Grade	A

Compliance Maintenance Annual Report

Washburn City Of

Last Updated: Reporting For:
5/25/2018 2017

Effluent Quality and Plant Performance (BOD/CBOD)

1. Effluent (C)BOD Results

1.1 Verify the following monthly average effluent values, exceedances, and points for BOD or CBOD

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	3	1	0	0
February	30	27	3	1	0	0
March	30	27	4	1	0	0
April	30	27	4	1	0	0
May	30	27	5	1	0	0
June	30	27	3	1	0	0
July	30	27	5	1	0	0
August	30	27	3	1	0	0
September	30	27	2	1	0	0
October	30	27	3	1	0	0
November	30	27	3	1	0	0
December	30	27	4	1	0	0

* Equals limit if limit is <= 10

Months of discharge/yr	12		
Points per each exceedance with 12 months of discharge		7	3
Exceedances		0	0
Points		0	0
Total number of points			0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

N/A

2. Flow Meter Calibration

2.1 Was the effluent flow meter calibrated in the last year?

Yes Enter last calibration date (MM/DD/YYYY)

No

If No, please explain:

Was not scheduled but will be for 2018.

3. Treatment Problems

3.1 What problems, if any, were experienced over the last year that threatened treatment?

N/A

4. Other Monitoring and Limits

4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals?

Yes

No

Compliance Maintenance Annual Report

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If Yes, please explain:

4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?

- Yes
- No

If Yes, please explain:

4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?

- Yes
- No
- N/A

Please explain unless not applicable:

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Washburn City Of

Last Updated: Reporting For:
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Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

1.1 Verify the following monthly average effluent values, exceedances, and points for TSS:

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit >10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	3	1	0	0
February	30	27	3	1	0	0
March	30	27	5	1	0	0
April	30	27	6	1	0	0
May	30	27	8	1	0	0
June	30	27	5	1	0	0
July	30	27	3	1	0	0
August	30	27	4	1	0	0
September	30	27	5	1	0	0
October	30	27	3	1	0	0
November	30	27	5	1	0	0
December	30	27	6	1	0	0

* Equals limit if limit is <= 10

Months of Discharge/yr	12		
Points per each exceedance with 12 months of discharge:		7	3
Exceedances		0	0
Points		0	0
Total Number of Points			0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

N/A

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Washburn City Of

Last Updated: Reporting For:
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Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

1.1 Verify the following monthly average effluent values, exceedances, and points for Phosphorus

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	1	0.356	1	0
February	1	0.199	1	0
March	1	0.225	1	0
April	1	0.266	1	0
May	1	0.334	1	0
June	1	0.278	1	0
July	1	0.248	1	0
August	1	0.359	1	0
September	1	0.401	1	0
October	1	0.249	1	0
November	1	0.235	1	0
December	1	0.188	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				0
Total Number of Points				0

0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

N/A

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

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Last Updated: Reporting For:
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Biosolids Quality and Management

<p>1. Biosolids Use/Disposal</p> <p>1.1 How did you use or dispose of your biosolids? (Check all that apply)</p> <p><input type="checkbox"/> Land applied under your permit</p> <p><input type="checkbox"/> Publicly Distributed Exceptional Quality Biosolids</p> <p><input type="checkbox"/> Hauled to another permitted facility</p> <p><input checked="" type="checkbox"/> Landfilled</p> <p><input type="checkbox"/> Incinerated</p> <p><input checked="" type="checkbox"/> Other</p> <p>NOTE: If you did not remove biosolids from your system, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc.</p> <p>1.1.1 If you checked Other, please describe:</p> <div style="border: 1px solid black; padding: 2px; margin-top: 5px;"> Reed beds system. </div>	
<p>6. Biosolids Storage</p> <p>6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site?</p> <ul style="list-style-type: none"> <input checked="" type="radio"/> >= 180 days (0 Points) <input type="radio"/> 150 - 179 days (10 Points) <input type="radio"/> 120 - 149 days (20 Points) <input type="radio"/> 90 - 119 days (30 Points) <input type="radio"/> < 90 days (40 Points) <input type="radio"/> N/A (0 Points) <p>6.2 If you checked N/A above, explain why.</p> <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>	0
<p>7. Issues</p> <p>7.1 Describe any outstanding biosolids issues with treatment, use or overall management:</p> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> Sludge was removed from reed beds in the fall of 2016 and piled along fence line. sludge breached fence and had to be contained with a clay berm and covered with tarps. This late summer and fall all sludge and contents of reed beds will be removed and landfilled to re-plant with native reeds as a joint non-native phragmites project with Red Cliff and Bayfield. </div>	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Staffing and Preventative Maintenance (All Treatment Plants)

<p>1. Plant Staffing</p> <p>1.1 Was your wastewater treatment plant adequately staffed last year?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<input type="radio"/> No <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Could use more help/staff for:</p> <div style="border: 1px solid black; padding: 2px;">Day to day operations.</div> <p>1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<input type="radio"/> No <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<p>2. Preventative Maintenance</p> <p>2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes (Continue with question 2)<input type="radio"/> No (40 points) <p>If No, please explain, then go to question 3:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<input type="radio"/> No (10 points) <p>2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<ul style="list-style-type: none"><input checked="" type="radio"/> Paper file system<input type="radio"/> Computer system<input type="radio"/> Both paper and computer system<input type="radio"/> No (10 points)	0
<p>3. O&M Manual</p> <p>3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<input type="radio"/> No	
<p>4. Overall Maintenance /Repairs</p> <p>4.1 Rate the overall maintenance of your wastewater plant.</p> <ul style="list-style-type: none"><input type="radio"/> Excellent<input checked="" type="radio"/> Very good<input type="radio"/> Good<input type="radio"/> Fair<input type="radio"/> Poor <p>Describe your rating:</p> <div style="border: 1px solid black; padding: 2px;">All equipment is maintained according to O&M manuals.</div>	

Compliance Maintenance Annual Report

Washburn City Of

Last Updated: Reporting For:
5/25/2018 2017

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Washburn City Of

Last Updated: Reporting For:
5/25/2018 2017

Operator Certification and Education

1. Operator-In-Charge

1.1 Did you have a designated operator-in-charge during the report year?

Yes (0 points)

No (20 points)

Name:

JOEL E WEBER

Certification No:

31842

0

2. Certification Requirements

2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?

Sub Class	SubClass Description	WWTP	OIC		
		Basic	OIT	Basic	Advanced
A1	Suspended Growth Processes	X			X
A2	Attached Growth Processes				
A3	Recirculating Media Filters				
A4	Ponds, Lagoons and Natural				X
A5	Anaerobic Treatment Of Liquid				
B	Solids Separation	X			X
C	Biological Solids/Sludges	X			X
P	Total Phosphorus	X			X
N	Total Nitrogen				
D	Disinfection	X			X
L	Laboratory				X
U	Unique Treatment Systems				
SS	Sanitary Sewage Collection	X	NA	NA	NA

0

2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS, N and A5 not required in 2016; subclass SS is basic level only.)

Yes (0 points)

No (20 points)

3. Succession Planning

3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?

One or more additional certified operators on staff

An arrangement with another certified operator

An arrangement with another community with a certified operator

An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year

A consultant to serve as your certified operator

None of the above (20 points)

If "None of the above" is selected, please explain:

0

4. Continuing Education Credits

Compliance Maintenance Annual Report

Washburn City Of

Last Updated: Reporting For:
5/25/2018 2017

<p>4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates?</p> <p>OIT and Basic Certification:</p> <ul style="list-style-type: none"><input type="radio"/> Averaging 6 or more CECs per year.<input type="radio"/> Averaging less than 6 CECs per year. <p>Advanced Certification:</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Averaging 8 or more CECs per year.<input type="radio"/> Averaging less than 8 CECs per year.	
--	--

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Washburn City Of

Last Updated: Reporting For:
5/25/2018 2017

Financial Management

<p>1. Provider of Financial Information</p> <p>Name: <input style="width: 150px;" type="text" value="Tammy Demars"/></p> <p>Telephone: <input style="width: 150px;" type="text" value="715-373-6160"/> (XXX) XXX-XXXX</p> <p>E-Mail Address (optional): <input style="width: 300px;" type="text" value="tdemars@cityofwashburn.org"/></p>													
<p>2. Treatment Works Operating Revenues</p> <p>2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?</p> <p><input type="radio"/> Yes (0 points)</p> <p><input checked="" type="radio"/> No (40 points)</p> <p>If No, please explain:</p> <div style="border: 1px solid black; padding: 5px; margin: 5px 0;"> <p>Raising rates some each year and trying to operate sewer utility more efficiently to bring back into the black.</p> </div> <p>2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised? Year: <input style="width: 80px;" type="text" value="2017"/></p> <p><input checked="" type="radio"/> 0-2 years ago (0 points)</p> <p><input type="radio"/> 3 or more years ago (20 points)</p> <p><input type="radio"/> N/A (private facility)</p> <p>2.3 Did you have a special account (e.g., CWFPP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?</p> <p><input checked="" type="radio"/> Yes (0 points)</p> <p><input type="radio"/> No (40 points)</p>	40												
<p>REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]</p>													
<p>3. Equipment Replacement Funds</p> <p>3.1 When was the Equipment Replacement Fund last reviewed and/or revised? Year: <input style="width: 150px;" type="text" value="2017"/></p> <p><input checked="" type="radio"/> 1-2 years ago (0 points)</p> <p><input type="radio"/> 3 or more years ago (20 points)</p> <p><input type="radio"/> N/A</p> <p>If N/A, please explain:</p> <div style="border: 1px solid black; height: 20px; margin: 5px 0;"></div>													
<p>3.2 Equipment Replacement Fund Activity</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">3.2.1 Ending Balance Reported on Last Year's CMAR</td> <td style="width: 5%; text-align: center;">\$</td> <td style="width: 35%; text-align: right;"><input style="width: 100%;" type="text" value="150,214.43"/></td> </tr> <tr> <td>3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</td> <td style="text-align: center;">\$</td> <td style="text-align: right;"><input style="width: 100%;" type="text" value="0.00"/></td> </tr> <tr> <td>3.2.3 Adjusted January 1st Beginning Balance</td> <td style="text-align: center;">\$</td> <td style="text-align: right;"><input style="width: 100%;" type="text" value="150,214.43"/></td> </tr> <tr> <td>3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)</td> <td style="text-align: center;">+</td> <td style="text-align: right;"><input style="width: 100%;" type="text" value="243.46"/></td> </tr> </table>	3.2.1 Ending Balance Reported on Last Year's CMAR	\$	<input style="width: 100%;" type="text" value="150,214.43"/>	3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	\$	<input style="width: 100%;" type="text" value="0.00"/>	3.2.3 Adjusted January 1st Beginning Balance	\$	<input style="width: 100%;" type="text" value="150,214.43"/>	3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	<input style="width: 100%;" type="text" value="243.46"/>	
3.2.1 Ending Balance Reported on Last Year's CMAR	\$	<input style="width: 100%;" type="text" value="150,214.43"/>											
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	\$	<input style="width: 100%;" type="text" value="0.00"/>											
3.2.3 Adjusted January 1st Beginning Balance	\$	<input style="width: 100%;" type="text" value="150,214.43"/>											
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	<input style="width: 100%;" type="text" value="243.46"/>											

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3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)

\$ 0.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 150,457.89

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

3.3 What amount should be in your Replacement Fund?

\$ 147,673.00

0

Please note: If you had a CWFP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

- Yes
- No

If No, please explain.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

- Yes - If Yes, please provide major project information, if not already listed below.
- No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Septage receiving staion, and holding station. Install D.O. probe linked with SCADA in aeration basin.	150000	2018
2	GIS Mapping of wastewater infrastructure. Replace influent pump.	65000	2019
3	Upgrade marina lift station.	60000	2020

5. Financial Management General Comments

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations:

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	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	107	
February	212	
March	175	
April	163	
May	203	
June	203	
July	223	
August	271	
September	159	
October	149	
November	187	
December	353	
Total	2,405	0
Average	200	0

6.1.2 Comments:

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- Comminution or Screening
- Extended Shaft Pumps
- Flow Metering and Recording
- Pneumatic Pumping
- SCADA System
- Self-Priming Pumps
- Submersible Pumps
- Variable Speed Drives
- Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

- No
- Yes

Year:

By Whom:

Describe and Comment:

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6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

Perform preventive maintenance on pumps and replace as needed with more efficient pumps.

7. Treatment Facility

7.1 Energy Usage

7.1.1 Enter the monthly energy usage from the different energy sources:

TREATMENT PLANT: Total Power Consumed/Month

	Electricity Consumed (kWh)	Total Influent Flow (MG)	Electricity Consumed/Flow (kWh/MG)	Total Influent BOD (1000 lbs)	Electricity Consumed/Total Influent BOD (kWh/1000lbs)	Natural Gas Consumed (therms)
January	50,696	5.50	9,217	5.39	9,406	1,666
February	68,940	6.53	10,557	5.24	13,156	1,474
March	54,000	7.11	7,595	4.74	11,392	950
April	55,984	8.96	6,248	6.24	8,972	852
May	56,104	13.40	4,187	6.23	9,005	852
June	105,149	6.96	15,108	5.76	18,255	17
July	57,444	6.75	8,510	6.45	8,906	17
August	59,004	7.21	8,184	8.12	7,267	57
September	95,522	6.84	13,965	7.20	13,267	59
October	55,902	9.19	6,083	9.36	5,972	633
November	66,509	6.82	9,752	6.81	9,766	1,184
December	67,286	5.80	11,601	6.48	10,384	1,668
Total	792,540	91.07		78.02		9,429
Average	66,045	7.59	9,251	6.50	10,479	786

7.1.2 Comments:

7.2 Energy Related Processes and Equipment

7.2.1 Indicate equipment and practices utilized at your treatment facility (Check all that apply):

- Aerobic Digestion
- Anaerobic Digestion
- Biological Phosphorus Removal
- Coarse Bubble Diffusers
- Dissolved O2 Monitoring and Aeration Control
- Effluent Pumping
- Fine Bubble Diffusers
- Influent Pumping
- Mechanical Sludge Processing
- Nitrification
- SCADA System
- UV Disinfection
- Variable Speed Drives
- Other:

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7.2.2 Comments:

7.3 Future Energy Related Equipment

7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility?

replacing lighting with LED as needed. Looking into replacing air lift pumps with more efficient VFD pumps. Installing dissolved oxygen sensor in MLSS to better control aeration.

8. Biogas Generation

8.1 Do you generate/produce biogas at your facility?

No

Yes

If Yes, how is the biogas used (Check all that apply):

- Flared Off
- Building Heat
- Process Heat
- Generate Electricity
- Other:

9. Energy Efficiency Study

9.1 Has an Energy Study been performed for your treatment facility?

No

Yes

Entire facility

Year:

By Whom:

Describe and Comment:

Part of the facility

Year:

By Whom:

Describe and Comment:

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Total Points Generated	40
Score (100 - Total Points Generated)	60
Section Grade	F

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Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

Yes

No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

Yes

No (30 points)

N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

By-pass line to I&I basin constructed in the fall of 2017. Looking into I&I study to be performed on collection system and replacement of old sewer mains on Bayfield Street.

Did you accomplish them?

Yes

No

If No, explain:

Organization [NR 210.23 (4) (b)]

Does this chapter of your CMOM include:

Organizational structure and positions (eg. organizational chart and position descriptions)

Internal and external lines of communication responsibilities

Person(s) responsible for reporting overflow events to the department and the public

Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Sewer use ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 12/31/2014

Does your sewer use ordinance or other legally binding document address the following:

Private property inflow and infiltration

New sewer and building sewer design, construction, installation, testing and inspection

Rehabilitated sewer and lift station installation, testing and inspection

Sewage flows satellite system and large private users are monitored and controlled, as necessary

Fat, oil and grease control

Enforcement procedures for sewer use non-compliance

Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

Equipment and replacement part inventories

Up-to-date sewer system map

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- A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
 - A description of routine operation and maintenance activities (see question 2 below)
 - Capacity assessment program
 - Basement back assessment and correction
 - Regular O&M training
 - Design and Performance Provisions [NR 210.23 (4) (e)]
- What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?
- State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
 - Construction, Inspection, and Testing
 - Others:

- Overflow Emergency Response Plan [NR 210.23 (4) (f)]
- Does your emergency response capability include:
- Responsible personnel communication procedures
 - Response order, timing and clean-up
 - Public notification protocols
 - Training
 - Emergency operation protocols and implementation procedures
- Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]
 - Special Studies Last Year (check only those that apply):
- Infiltration/Inflow (I/I) Analysis
 - Sewer System Evaluation Survey (SSES)
 - Sewer Evaluation and Capacity Management Plan (SECAP)
 - Lift Station Evaluation Report
 - Others:

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	<input style="width: 50px; text-align: center;" type="text" value="4"/>	% of system/year
Root removal	<input style="width: 50px; text-align: center;" type="text" value="2"/>	% of system/year
Flow monitoring	<input style="width: 50px; text-align: center;" type="text" value="0"/>	% of system/year
Smoke testing	<input style="width: 50px; text-align: center;" type="text" value="0"/>	% of system/year
Sewer line televising	<input style="width: 50px; text-align: center;" type="text" value="0"/>	% of system/year
Manhole inspections	<input style="width: 50px; text-align: center;" type="text" value="100"/>	% of system/year
Lift station O&M	<input style="width: 50px; text-align: center;" type="text" value="1"/>	# per L.S./year
Manhole rehabilitation	<input style="width: 50px; text-align: center;" type="text" value="0"/>	% of manholes rehabbed
Mainline rehabilitation	<input style="width: 50px; text-align: center;" type="text" value="0"/>	% of sewer lines rehabbed
Private sewer inspections	<input style="width: 50px; text-align: center;" type="text" value="5"/>	% of system/year

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Private sewer I/I removal % of private services
 River or water crossings % of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

<input type="text" value="34.5"/>	Total actual amount of precipitation last year in inches
<input type="text" value="31.0"/>	Annual average precipitation (for your location)
<input type="text" value="13"/>	Miles of sanitary sewer
<input type="text" value="3"/>	Number of lift stations
<input type="text" value="0"/>	Number of lift station failures
<input type="text" value="0"/>	Number of sewer pipe failures
<input type="text" value="0"/>	Number of basement backup occurrences
<input type="text" value="0"/>	Number of complaints
<input type="text" value="0.249"/>	Average daily flow in MGD (if available)
<input type="text" value="0.432"/>	Peak monthly flow in MGD (if available)
<input type="text" value="0.059"/>	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

<input type="text" value="0.00"/>	Lift station failures (failures/year)
<input type="text" value="0.00"/>	Sewer pipe failures (pipe failures/sewer mile/yr)
<input type="text" value="0.00"/>	Sanitary sewer overflows (number/sewer mile/yr)
<input type="text" value="0.00"/>	Basement backups (number/sewer mile)
<input type="text" value="0.00"/>	Complaints (number/sewer mile)
<input type="text" value="1.7"/>	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
<input type="text" value="0.2"/>	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OFERFLOWS REPORTED **

Date	Location	Cause	Estimated Volume (MG)
None reported			

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

- Yes
- No

If Yes, please describe:

I&I is significant during wet weather and snow melt events.

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

- Yes

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<ul style="list-style-type: none">• No <p>If Yes, please describe:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:
<div style="border: 1px solid black; padding: 2px;">N/A</div>
5.4 What is being done to address infiltration/inflow in your collection system?
<div style="border: 1px solid black; padding: 2px;">I&I study to include smoke testing and flow monitoring being proposed for near future.</div>

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Grading Summary

WPDES No: 0022675

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	A	4	3	12
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Phosphorus	A	4	3	12
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	F	0	1	0
Collection	A	4	3	12
TOTALS			32	124
GRADE POINT AVERAGE (GPA) = 3.88				

Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

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Resolution or Owner's Statement

Name of Governing Body or Owner:	<input type="text"/>
Date of Resolution or Action Taken:	<input type="text"/>
Resolution Number:	<input type="text"/>
Date of Submittal:	<input type="text"/>

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Influent Flow and Loadings: Grade = A	<input type="text"/>
Effluent Quality: BOD: Grade = A	<input type="text"/>
Effluent Quality: TSS: Grade = A	<input type="text"/>
Effluent Quality: Phosphorus: Grade = A	<input type="text"/>
Biosolids Quality and Management: Grade = A	<input type="text"/>
Staffing: Grade = A	<input type="text"/>
Operator Certification: Grade = A	<input type="text"/>
Financial Management: Grade = F	<input type="text"/>
Collection Systems: Grade = A (Regardless of grade, response required for Collection Systems if SSOs were reported)	<input type="text"/>

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS
(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)
G.P.A. = 3.88

<input type="text"/>

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CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and City Council Members

From: Dan Stoltman, Assistant City Administrator *DRS*

Re: Social Media User Policy

Date: June 1, 2018

Enclosed you will find a website and social media user policy. We reviewed a few different policies from other communities and decided on the one enclosed, it is simple and straight forward. The purpose of this policy is to lay out for the user the intended purpose of the city's website and social media, as well as allowable content and comments from users. This policy is more focused on social media such as Facebook, but will apply to all. We have not had any issues as of yet with user content, so it is good to have a policy in place in the event that we do.

This is not a policy intended to block content unfavorable to the city, block any out spoken individual regarding city activities, or stifle any freedom speech. This policy is meant to keep the experience focused on the intended purpose, to keep out inappropriate content, and protect our users from threats, name calling, and alike from others who may disagree with their comments. We still encourage our users to have discussions on the content posted, but it must be done so in a civil and respectful manner.

*****PUBLIC RECORD NOTICE*****

City Social Media and Websites are subject to the Freedom of Information Act and Wisconsin Public Records Law. Any content maintained in a social media format that is related to City business, including a list of subscribers, posted communication, and communication submitted for posting, may be a public record subject to public disclosure.

**CITY OF WASHBURN
SOCIAL MEDIA USER RESPONSIBILITIES POLICY**

Your comments are welcome on the City of Washburn Government Facebook page and other official social media sites.

The purpose of these sites is to present matters of public interest to City of Washburn residents, businesses, visitors and other interested parties. The City encourages you to submit your questions, comments and concerns, but please note this is a moderated online discussion site and not an unedited public forum. All content posted to the City of Washburn's social media sites by the public should be related to discussion of City promoted programs, services, projects, issues, events, and activities.

Articles and comments containing any of the following forms of content shall not be allowed:

1. Comments not topically related to the particular post being commented upon;
2. Profane language or content;
3. Personal attacks or name-calling of any kind;
4. Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability or sexual orientation;
5. Comments that support or oppose political campaigns or ballot measures;
6. Sexual content or links to sexual content;
7. Solicitations of commerce;
8. Conduct or encouragement of illegal activity;
9. Information that may tend to compromise the safety or security of the public or public systems; or
10. Content that violates a legal ownership interest of any other party.

This comment policy is subject to amendment or modification at any time. Repeated violations of the City of Washburn social media comment policy may result in the offending user being blocked from use of City social media sites at any time and without prior notice.

While the City of Washburn understands that social media is a 24 hour-a-day, 7 days-a-week medium, the monitoring capability of the City's staff is not. The City therefore asks that no requests for emergency service or immediate response be made through social media.

Any removed comments will be collected and archived for Records Management purposes and in order to comply with Wisconsin's Public Records law and the Freedom of Information Act.

Please note that the comments expressed on this site do not reflect the opinions and position of the City of Washburn or its officers and employees.

Activity on City of Washburn Government Facebook pages is subject to public disclosure (Wis. Stat. 19.31-19.39).

Thank you for your respectful participation in our online community.

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COMMON COUNCIL
CITY OF WASHBURN, WISCONSIN

RESOLUTION #18-006

ELECTION - COMBINATION OF WARDS – SINGLE POLLING PLACE

WHEREAS, State Election Law, as outlined in §5.15 Wis. Stats., provides for the combining of voting locations for various wards into a single polling place, and,

WHEREAS, the Common Council recognizes the advantage of simplifying the election process for elections, and,

WHEREAS, the upcoming 2018 Fall Elections in the City of Washburn may be conducted in such fashion,

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Washburn does hereby declare the polling place for the August 14th, 2018, Partisan Primary Election, and the November 6th, 2018 General Election for all wards as the Washburn City Hall.

Adopted by the Common Council for the City of Washburn, Wisconsin this 11th Day of June, 2018.

Richard Avol, Mayor

STATE OF WISCONSIN)
COUNTY OF BAYFIELD)

I hereby certify that the foregoing resolution is a true, correct, and complete copy of a resolution duly and regularly passed by the Common Council of the City of Washburn on the 11th day of June, 2018, and that said resolution has not been repealed or amended and is now in full force and effect.

Dated this 11th day of June, 2018.

Scott J. Kluver, City Clerk

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CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and City Council Members

From: Dan Stoltman, Assistant City Administrator *DMS*

Re: Alcohol Licensing

Date: June 1, 2018

Licensing Process Recap:

Annually in May, Alcohol License Renewal Applications (for businesses) are introduced to City Council. During the month of May, the city issues a Public Notice of the applications via the newspaper to alert interested parties. Following the Public Notice, the City Clerk will be contacted by those parties holding outstanding obligations due by any applicant; the City Clerk will investigate any delinquent obligations due the city; and the Washburn Police Department will inspect the premises of all applicants. **City Council then re-addresses the applications at the June Council Meeting for approval or denial of license renewal based on statutory and City Ordinance criteria.**

Real Estate, Personal Property, and/or Utility Bills Taxes are delinquent on: Report Date 6/1/18

Delinquent Property Tax - Uncle Walleyes LLC, Barbara K. Engelhard Agent, dba Patsy's Bar, Corporation Class "B" Fermented Malt Beverage & "Class B" Intoxicating Liquor, 328 West Bayfield Street

Distributor Notice and/or Department of Revenue Notice: None as of Report Date 6/1/18

Licensed Premises:

Fire House, Harbor View, Stage North, Patsy's, the Snug, Superior View Golf Course, A Nickles Worth, and DaLou's Bistro have indicated an outside or semi-enclosed area.

The Washburn Police Department has inspected all the establishments. It would appear that all establishments meet requirements without major concern. Chief Johnson's report is enclosed.

I recommend that Council approve all alcohol licensing as presented with the exception of Patsy's Bar. I would recommend Council approve the license for Patsy's Bar as presented contingent that Patsy's pays their delinquent property tax. Please know that, should a license be denied, notice is to be provided to the applicant and the applicant is afforded a hearing process. These are business licenses and a hearing process would normally be held prior to the end of June so the establishment could be open for business under normal circumstances on July 1st.

The City of Washburn is an equal opportunity provider, employer, and lender.

CITY OF WASHBURN

Notice of Applications Filed For Alcohol Beverage Licenses

Renewals 7/1/2018 - 6/30/2019

1. Uncle Walleyes LLC, Barbara K. Engelhard Agent, dba Patsy's Bar, Corporation Class "B" Fermented Malt Beverage & "Class B" Intoxicating Liquor, 328 West Bayfield Street.
2. Dauson, Inc., Harlan Guske, Agent, dba Firehouse, Corporation Class "B" Fermented Malt Beverage & "Class B" Intoxicating Liquor, 10 West Bayfield Street.
3. Washburn Development Property LLC, dba Harbor View, Jeffery Moberg agent, Corporation Class "B" Fermented Malt Beverage & "Class B" Liquor.
4. Hansen's IGA Inc. dba as Hansen's IGA Washburn, Wendy Mac Arthur agent, Corporation Class "A" Fermented Malt Beverage & "Class A" Intoxicating Liquor, 226 West Bayfield Street.
5. David P. Nickels, dba A Nickel's Worth Bar-n-Grill, Individual Class "B" Fermented Malt Beverage & "Class B" Intoxicating Liquor, 800 West Bayfield Street.
6. Lyndale Terminal LLC., dba Holiday Station store #227, Eugene Rich, Agent, Corporation Class "A" Fermented Malt Beverage, 606 West Bayfield Street.
7. Midland Services Inc., Blake Nelson, Agent, Corporation Class "A" Fermented Malt Beverage, 137 West Bayfield Street.
8. StageNorth, LLC, Bob Adams Agent, dba Stage Door Bar, Corporation Class "B" Fermented Malt Beverage & "Class B" Intoxicating Liquor, 123 West Omaha Street.
9. DaLou's Bistro, Inc., Dale Hanson, Agent, dba DaLou's Bistro, Corporation Class "B" Fermented Malt Beverage & "Class C" Wine, 310 West Bayfield Street
10. The Snug, LLC, dba The Snug, Kristi M. Doman, Agent, Corporation Class "B" Fermented Malt Beverage & "Class B" Intoxicating Liquor, 308 West Bayfield Street
11. Naturally Superior, Inc., Dale A. Brevak, Agent, dba Lake Superior View Golf, Corporation Class "B" Fermented Malt Beverage, 950 County Hwy C
12. Checkerz Café LLC, Patrick P. Tosch agent, dba Checkerz Café, Corporation class "B" Fermented Malt Beverage License, "Class C" Wine 901 West Bayfield Street.

Dan Stoltman

Assistant City Administrator

Daily Press - legal notice - May 24, 2018; May 25, 2018; and May 26, 2018

Washburn Police Department

119 Washington Avenue, P.O. Box 638

Washburn, WI 54891

Ken Johnson
Chief of Police
(715)373-6164, EXT 106

Jeremy Clapero
Assistant Chief of Police
(715)373-6164, EXT 202

May 24, 2018

Mayor Richard Avol
City Administrator Scott Kluver
Assistant City Administrator Dan Stoltman
City Council Members

Dear Ladies and Gentlemen,

I have conducted an alcohol license inspection on the area businesses that hold a liquor license. I have listed each business below, along with my findings. Violations or warnings (if any) are indicated in bold print. Should you have any questions or concerns, please let me know.

Patsy's Bar	License properly displayed, framed in glass.
Fire House	License properly displayed, framed in glass.
Nickel's Worth	License properly displayed, framed in glass.
Harbor View	License properly displayed, framed in glass.
Washburn IGA	License properly displayed, framed in glass.
Holiday Station	License properly displayed, framed in glass.
Midland	Not framed or behind glass, manager will correct
Stage North	License properly displayed, framed in glass
DaLou's	License properly displayed, framed in glass.
Lake Superior Golf	License properly displayed, framed in glass.
The Snug	License properly displayed, framed in glass.
Checkerz Café	License properly displayed, framed in glass.

Sincerely,



Ken Johnson
Chief of Police

RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 07-01-2018 ending: 06-30-2019
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the: Town of } Washburn
 Village of }
 City of }
 County of Bayfield Aldermanic Dist. No. _____ (if required by ordinance)

CHECK ONE Individual Partnership Limited Liability Company
 Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name(s) (Last, First and Middle Name)

Home Address

Post Office & Zip Code

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company

Address of Corporation/Limited Liability Company (if different from licensed premises)

All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company:

Title	Name (Inc. Middle Name)	Home Address	Post Office & Zip Code
President/Member	<u>Richard Frostman</u>	<u>2511 Junction Rd</u>	<u>Ashland WI 548</u>
Vice President/Member	<u>Gregory Massaglia</u>	<u>919 W Old Hwy 10</u>	<u>Saxon WI 545</u>
Secretary/Member	<u>Pete Tetzner</u>	<u>30840 Wannebo Rd</u>	<u>Washburn WI 548</u>
Treasurer/Member	<u>Trent Allen</u>	<u>25100 Cozy Corner Rd</u>	<u>Ashland WI 548</u>
Agent	<u>Blake Nelson</u>	<u>111 10th St E</u>	<u>Ashland WI 548</u>
Directors/Managers	<u>Stephen C Henderson</u>	<u>713 9th Ave W</u>	<u>Ashland WI 548</u>

C. 1. Trade Name Midland Services - Washburn Business Phone Number 715-313-5922
 2. Address of Premises 123 W Bayfield St Post Office & Zip Code Washburn WI 548

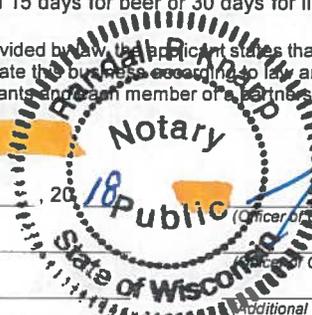
- Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No
- Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)
- Legal description (omit if street address is given above):
- a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, corporation licensee, or nonprofit organization licensee been **convicted of any offenses** (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? **If yes, complete reverse side** Yes No
- b. Are **charges for any offenses** presently pending (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? **If yes, explain fully on reverse side** Yes No
- Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? **If yes, explain.** Yes No
- Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? If not, explain. Yes No
- Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] Yes No
- Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? Yes No
- Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? Yes No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate the business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.)

SUBSCRIBED AND SWORN TO BEFORE ME

this 24th day of April, 2018

Randall R. Kryn
(Clerk/Notary Public)



Grant Allen
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual)

Grant Allen
(Additional Partner(s)/Member/Manager of Limited Liability Company /Partner)

My commission expires 5-26-2019

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>4-25-18</u>	Date reported to council/board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: July 30 2018 ending: July 1 2019
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the: Town of Village of City of } Washburn

County of Bayfield Aldermanic Dist. No. _____ (if required by ordinance)

CHECK ONE Individual Partnership Limited Liability Company
 Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:
 Full Name(s) (Last, First and Middle Name) Home Address Post Office & Zip Code

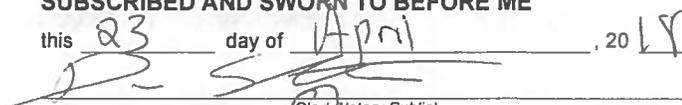
B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company ▶ Chesterz Cafe LLC
 Address of Corporation/Limited Liability Company (if different from licensed premises) ▶ _____
 All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company:
 Title Name (Inc. Middle Name) Home Address Post Office & Zip Code
 President/Member Owner Patrick P. Tosch 30930 Wedal Rd. 54891
 Vice President/Member _____
 Secretary/Member _____
 Treasurer/Member _____
 Agent ▶ Patrick P. Tosch
 Directors/Managers _____

C. 1. Trade Name ▶ Chesterz Cafe LLC Business Phone Number 715-812-1212
 2. Address of Premises ▶ 901 W. Bayfield St. Post Office & Zip Code ▶ P.O. Box 513 54891

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No
4. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) In dining area and at bar.
5. Legal description (omit if street address is given above): _____
6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, corporation licensee, or nonprofit organization licensee been convicted of any offenses (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? If yes, complete reverse side Yes No
- b. Are charges for any offenses presently pending (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? If yes, explain fully on reverse side Yes No
7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? If yes, explain. Yes No
8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? If not, explain. Yes No
9. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] Yes No
10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? Yes No
11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? Yes No

Applicant's WI Seller's Permit No. <u>496-1021911912-03</u>		FEIN Number <u>412367085</u>	
LICENSE REQUESTED ▶			
TYPE		FEE	
<input type="checkbox"/>	Class A beer	\$	
<input checked="" type="checkbox"/>	Class B beer	\$	<u>100.00</u>
<input checked="" type="checkbox"/>	Class C wine	\$	<u>100.00</u>
<input type="checkbox"/>	Class A liquor	\$	
<input type="checkbox"/>	Class A liquor (cider only)	\$	N/A
<input type="checkbox"/>	Class B liquor	\$	
<input type="checkbox"/>	Reserve Class B liquor	\$	
<input type="checkbox"/>	Class B (wine only) winery	\$	
	Publication fee	\$	<u>50.00</u>
TOTAL FEE		\$	<u>250.00</u>

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.)

SUBSCRIBED AND SWORN TO BEFORE ME
 this 23 day of April, 2018


Clerk/Notary Public
 My commission expires _____



(Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual)

(Officer of Corporation/Member/Manager of Limited Liability Company /Partner)

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK		
Date received and filed with municipal clerk <u>4-23-18</u>	Date reported to council/board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 7/1/2018 ending: 6/30/2019
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the: Town of } WASHBURN
 Village of }
 City of }

County of BAYFIELD Aldermanic Dist. No. _____ (if required by ordinance)

CHECK ONE Individual Partnership Limited Liability Company
 Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name(s) (Last, First and Middle Name) Home Address Post Office & Zip Code

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company ▶ STAGE NORTH, LLC

Address of Corporation/Limited Liability Company (if different from licensed premises) ▶ _____

All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company:

Title Name (Inc. Middle Name) Home Address Post Office & Zip Code

President/Member JOHN WEINEL 11721 OSPREY AVE S HASTINGS, MN 55033

Vice President/Member ANNIE WEINEL SAME

Secretary/Member _____

Treasurer/Member _____

Agent ▶ ROBERT ADAMS

Directors/Managers ROBERT ADAMS

C. 1. Trade Name ▶ STAGE DOOR BAR Business Phone Number 715-393-1194

2. Address of Premises ▶ 123 OMAHA ST Post Office & Zip Code ▶ WASHBURN, WI 54891

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No

4. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) BASMENT, STAGE, THEATER, BAR, OUTSIDE DECK

5. Legal description (omit if street address is given above): UPSTAIRS LOBBY, BACK STAGE, KITCHEN, SCRIPSHOP

6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, corporation licensee, or nonprofit organization licensee been convicted of any offenses (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? If yes, complete reverse side Yes No

b. Are charges for any offenses presently pending (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? If yes, explain fully on reverse side Yes No

7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? If yes, explain. Yes No

8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? If not, explain. Yes No

9. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] Yes No

10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? Yes No

11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? Yes No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign, corporate officer(s), members/managers of Limited Liability Companies must sign.)

SUBSCRIBED AND SWORN TO BEFORE ME

this 19 day of April, 2018

Den Stoltenberg
(Clerk/Notary Public)

Robert A. Adams
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual)

(Officer of Corporation/Member/Manager of Limited Liability Company /Partner)

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

My commission expires _____

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>4-19-18</u>	Date reported to council/board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

Applicant's WI Seller's Permit No. / FEIN Number: <u>45600001581200339-1984532</u>	
LICENSE REQUESTED ▶	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$ <u>100.00</u>
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input checked="" type="checkbox"/> Class B liquor	\$ <u>450.00</u>
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ <u>50.00</u>
TOTAL FEE	\$ <u>600.00</u>

RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 06 30 2018 ending: 06 30 2019
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the: Town of Village of City of } WASHBURN

County of BAYFIELD Aldermanic Dist. No. _____ (if required by ordinance)

CHECK ONE Individual Partnership Limited Liability Company
 Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:
 Full Name(s) (Last, First and Middle Name) _____ Home Address _____ Post Office & Zip Code _____

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company ▶ _____
 Address of Corporation/Limited Liability Company (if different from licensed premises) ▶ _____
 All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company:

Title	Name (Inc. Middle Name)	Home Address	Post Office & Zip Code
President/Member	GREGORY J HANSEN	1320 CARDINAL STREET BANGOR WI	54614
Vice President/Member	NICHOLAS L HANSEN	1728 CASS STREET LACROSSE WI	54601
Secretary/Member	KARI L HANSEN	1320 CARDIANL STREET BANGOR WI	54614
Treasurer/Member			
Agent	WENDY MAC ARTHUR		
Directors/Managers			

C. 1. Trade Name ▶ HANSEN'S IGA Business Phone Number 715-373-5566
 2. Address of Premises ▶ 226 W BAYFIELD ST Post Office & Zip Code ▶ 54891

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No
4. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) Section of main store & storage
5. Legal description (omit if street address is given above): room with door
6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, corporation licensee, or nonprofit organization licensee been convicted of any offenses (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? If yes, complete reverse side Yes No
- b. Are charges for any offenses presently pending (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? If yes, explain fully on reverse side Yes No
7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? If yes, explain. Yes No
8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? If not, explain. Yes No
9. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] Yes No
10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? Yes No
11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? Yes No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.)

SUBSCRIBED AND SWORN TO BEFORE ME:
 this 17th day of April, 2018
Nicole Davis
(Clerk/Notary Public)
 My commission expires 10-11-2019

Nicholas L Hansen
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual)

(Officer of Corporation/Member/Manager of Limited Liability Company /Partner)

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK		
Date received and filed with municipal clerk <u>4-18-18</u>	Date reported to council/board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

Applicant's WI Seller's Permit No.: <u>156-000034087023</u>		FEIN Number: <u>39-1098106</u>	
LICENSE REQUESTED ▶			
TYPE	FEE		
<input checked="" type="checkbox"/> Class A beer	\$ <u>110.00</u>		
<input type="checkbox"/> Class B beer	\$		
<input type="checkbox"/> Class C wine	\$		
<input checked="" type="checkbox"/> Class A liquor	\$ <u>350.00</u>		
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A		
<input type="checkbox"/> Class B liquor	\$		
<input type="checkbox"/> Reserve Class B liquor	\$		
<input type="checkbox"/> Class B (wine only) winery	\$		
Publication fee	\$ <u>50.00</u>		
TOTAL FEE	\$ <u>510.00</u>		

RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 4-30-2018 ending: 6-30-2019
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the: Town of } Washburn
 Village of }
 City of }

County of Bayfield Aldermanic Dist. No. _____ (if required by ordinance)

CHECK ONE Individual Partnership Limited Liability Company
 Corporation/Nonprofit Organization

Complete A or B. All must complete C.

Applicant's WI Seller's Permit No. FEIN Number: <u>4541027722013-02454364902</u>	
LICENSE REQUESTED ▶	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input checked="" type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ <u>50.00</u>
TOTAL FEE	\$

A. Individual or Partnership:
 Full Name(s) (Last, First and Middle Name) Home Address Post Office & Zip Code

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company ▶ The Snug, LLC
 Address of Corporation/Limited Liability Company (if different from licensed premises) ▶ _____

All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company:

Title	Name (Inc. Middle Name)	Home Address	Post Office & Zip Code
President/Member	<u>Pres. DANIEL T DOMAN</u>	<u>302 E 3rd St</u>	<u>Washburn 54891</u>
Vice President/Member	_____	_____	_____
Secretary/Member	_____	_____	_____
Treasurer/Member	<u>Treas. Kristi M Doman</u>	<u>302 E 3rd St</u>	<u>Washburn 54891</u>
Agent	<u>Kristi M Doman</u>	<u>302 E 3rd St</u>	<u>Washburn 54891</u>
Directors/Managers	<u>DANIEL T DOMAN</u>	<u>302 E 3rd St</u>	<u>Washburn 54891</u>

C.1. Trade Name ▶ The Snug Business Phone Number 715 313 0338
 2. Address of Premises ▶ 308 W. Bayfield St. Post Office & Zip Code ▶ Washburn 54891

- Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No
- Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) Single story Pub/restaurant w/ beer garden
small attic storage & basement
- Legal description (omit if street address is given above): _____
- a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, corporation licensee, or nonprofit organization licensee been convicted of any offenses (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? If yes, complete reverse side Yes No
- b. Are charges for any offenses presently pending (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? If yes, explain fully on reverse side Yes No
- Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? If yes, explain. Yes No
- Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? If not, explain. Yes No
- Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] Yes No
- Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? Yes No
- Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? Yes No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.)

SUBSCRIBED AND SWORN TO BEFORE ME

this 17 day of April, 20 18

Kay Bratley
(Clerk/Notary Public)

My commission expires 1-10-22

[Signature]
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual)

[Signature]
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner)

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>4-17-18</u>	Date reported to council/board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 7-1-2018 ending: 6-30-2019
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the: Town of Village of City of } Washburn

County of Bayfield Aldermanic Dist. No. _____ (if required by ordinance)

CHECK ONE Individual Partnership Limited Liability Company
 Corporation/Nonprofit Organization

Applicant's WI Seller's Permit No. <u>456-000293205502</u> FEIN Number: <u>20-49981672</u>	
LICENSE REQUESTED	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input checked="" type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$
TOTAL FEE	\$

Complete A or B. All must complete C.

A. Individual or Partnership:
 Full Name(s) (Last, First and Middle Name) Home Address Post Office & Zip Code

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company Uncle Walleye LLC dba Patsy's Bar
 Address of Corporation/Limited Liability Company (if different from licensed premises) 77905 Washington Ave, Washburn WI 54891
 All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company:

Title	Name (Inc. Middle Name)	Home Address	Post Office & Zip Code
President/Member	<u>George W. Engelhard</u>	<u>77905 Washington Ave Washburn WI 54891</u>	<u>54891</u>
Vice President/Member	<u>Barbara K. Engelhard</u>	<u>77905 Washington Ave Washburn WI 54891</u>	<u>54891</u>
Secretary/Member	<u>Barbara K. Engelhard</u>		
Treasurer/Member	<u>Barbara K. Engelhard</u>		
Agent	<u>Barbara K. Engelhard</u>		

 Directors/Managers

C. 1. Trade Name Patsy's Bar Business Phone Number 715-373-5792
 2. Address of Premises 328 W Bayfield St Post Office & Zip Code Washburn WI 54891

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No
4. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) wood side porch smoking area beer gold
5. Legal description (omit if street address is given above): Block 35, lots 1, 2, 3 Entire Building
6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, corporation licensee, or nonprofit organization licensee been convicted of any offenses (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? If yes, complete reverse side Yes No
- b. Are charges for any offenses presently pending (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? If yes, explain fully on reverse side Yes No
7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? If yes, explain. Yes No
8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? If not, explain. Yes No
9. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] Yes No
10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? Yes No
11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? Yes No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.)

SUBSCRIBED AND SWORN TO BEFORE ME
 this 13 day of April, 2018
[Signature]
(Clerk/Notary Public)

Barbara Engelhard
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual)
[Signature]
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner)
[Signature]
(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK		
Date received and filed with municipal clerk <u>7-13-18</u>	Date reported to council/board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 7-1-18 ending: 6-30-19
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the: Town of Village of City of } Washburn

County of Bayfield Aldermanic Dist. No. _____ (if required by ordinance)

CHECK ONE Individual Partnership Limited Liability Company
 Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name(s) (Last, First and Middle Name)

Home Address

Post Office & Zip Code

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company ▶ DAVISON INC.

Address of Corporation/Limited Liability Company (if different from licensed premises) ▶ _____

All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company:

Title	Name (Inc. Middle Name)	Home Address	Post Office & Zip Code
President/Member	<u>Harlan J. Guske</u>	<u>Washburn</u>	<u>160 54891</u>
Vice President/Member	_____	_____	_____
Secretary/Member	_____	_____	_____
Treasurer/Member	_____	_____	_____
Agent ▶	<u>Harlan Guske</u>	_____	_____
Directors/Managers	_____	_____	_____

- C. 1. Trade Name ▶ FIRE HOUSE BAR Business Phone Number 715-373-5780
2. Address of Premises ▶ 10 WEST Bayfield ST. Post Office & Zip Code ▶ PO Box 160 54891
3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No
4. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) ONE STORY BRICK BUILDING WITH BASEMENT
5. Legal description (omit if street address is given above): SMOKE ROOM WITH FENCE IN REAR Garden
6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, corporation licensee, or nonprofit organization licensee been **convicted of any offenses** (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? If yes, complete reverse side Yes No
- b. Are **charges for any offenses** presently pending (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? If yes, explain fully on reverse side Yes No
7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? If yes, explain. Yes No
8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? If not, explain. Yes No
9. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] Yes No
10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? Yes No
11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? Yes No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.)

SUBSCRIBED AND SWORN TO BEFORE ME

this 11 day of April, 2018

Laura J. Pinnas
(Clerk/Notary Public)

My commission expires June 14, 2019

Harlan Guske
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual)

(Officer of Corporation/Member/Manager of Limited Liability Company /Partner)

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>4-12-18</u>	Date reported to council/board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

Part Full DS

RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 7-01-18 ending: 6-30-2019
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the: Town of } Washburn
 Village of }
 City of }

County of Bayfield Aldermanic Dist. No. _____ (if required by ordinance)

CHECK ONE Individual Partnership Limited Liability Company
 Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name(s) (Last, First and Middle Name)

Home Address

Post Office & Zip Code

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company Naturally Superior Inc
Address of Corporation/Limited Liability Company (if different from licensed premises) _____

All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company:

Title Name (Inc. Middle Name) Home Address Post Office & Zip Code

President/Member Dale Andrew Berezak 74035 Oudersigan Rd Washburn WI 54891
Vice President/Member Derek Tom Berezak 75955 M. ... Rd Washburn WI 54899
Secretary/Member Donna Marie Berezak 74035 Oudersigan Rd Washburn WI 54891
Treasurer/Member Dana Ingrid Hudson 234 Bl. ... Sky Dr Glenwood City WI 54013
Agent Dale A. Berezak
Directors/Managers Danella M. Berezak

C. 1. Trade Name Lake Superior View Golf Business Phone Number 715 373 1100 / 0293
2. Address of Premises 950 Co Hwy "C" Post Office & Zip Code Washburn 54891

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No

4. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) Club House - Carts - All Golf equipment

5. Legal description (omit if street address is given above): _____

6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, corporation licensee, or nonprofit organization licensee been convicted of any offenses (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? If yes, complete reverse side Yes No

b. Are charges for any offenses presently pending (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? If yes, explain fully on reverse side Yes No

7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? If yes, explain. Yes No

8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? If not, explain. Yes No

9. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] Yes No

10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? Yes No

11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? Yes No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.)

SUBSCRIBED AND SWORN TO BEFORE ME

this 12 day of April, 2018

[Signature]
(Clerk/Notary Public)

My commission expires _____

[Signature]
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual)

(Officer of Corporation/Member/Manager of Limited Liability Company /Partner)

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>4-12-18</u>	Date reported to council/board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 7-1-18 ending: 6-30-19
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the: Town of } Washburn
 Village of }
 City of }

County of Bayfield Aldermanic Dist. No. _____ (if required by ordinance)

CHECK ONE Individual Partnership Limited Liability Company
 Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name(s) (Last, First and Middle Name) Home Address Post Office & Zip Code
 ▶ Lois J. Stensvad 524 Washington Ave PO Box 677 548
Dale G. Hanson SAMS SAMS

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company ▶ Dalovs BISTRO
 Address of Corporation/Limited Liability Company (if different from licensed premises) ▶ 310 West Bayfield Street
 All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company:

Title	Name (Inc. Middle Name)	Home Address	Post Office & Zip Code
President/Member	<u>Dale G. Hanson</u>	<u>524 Washington Ave</u>	<u>54891</u>
Vice President/Member	<u>Lois Stensvad</u>	<u>11</u>	<u>11</u>
Secretary/Member			
Treasurer/Member			
Agent ▶	<u>Dale Hanson</u>		
Directors/Managers	<u>Dale Hanson & Lois Stensvad</u>		<u>Owner, Operator</u>

C.1. Trade Name ▶ Dalovs BISTRO Business Phone Number 715-375-1125
 2. Address of Premises ▶ 310 West Bayfield St. Post Office & Zip Code ▶ PO Box 677

- Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No
- Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) dining room, summer deck, coolers, storage
- Legal description (omit if street address is given above): _____
- a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, corporation licensee, or nonprofit organization licensee been convicted of any offenses (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? If yes, complete reverse side Yes No
- b. Are charges for any offenses presently pending (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? If yes, explain fully on reverse side Yes No
- Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? If yes, explain. Yes No
- Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? If not, explain. Yes No
- Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] Yes No
- Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? Yes No
- Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? Yes No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.)

SUBSCRIBED AND SWORN TO BEFORE ME

this 9 day of April, 2018

[Signature]
(Clerk/Notary Public)

My commission expires _____

Lois Stensvad
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)

[Signature]
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner)

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>4-9-18</u>	Date reported to council/board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

Applicant's WI Seller's Permit No. FEIN Number <u>4561026567583-03</u> <u>26-3901851</u>	
LICENSE REQUESTED ▶	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$
<input checked="" type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$
TOTAL FEE	\$

RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 07 01 2018 ending: 06 30 2019

TO THE GOVERNING BODY of the Town of Village of City of } Washburn

County of Bayfield Aldermanic Dist. No. _____ (if required by ordinance)

CHECK ONE Individual Partnership Limited Liability Company
 Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:
 Full Name(s) (Last, First and Middle Name) _____ Home Address _____ Post Office & Zip Code _____

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company Lyndale Terminal, LLC
 Address of Corporation/Limited Liability Company (if different from licensed premises) 4567 American Blvd W Bloomington MN 55437
 All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company:

Title	Name (Inc. Middle Name)	Home Address	Post Office & Zip Code
President/Member	Timothy Alexander Miller	5372 Hudson Rd	Lake Wylie SC 29710
Vice President/Member	Jeffrey Charles Burrell	177 Mills Lane	Fort Mill SC 29708
Secretary/Member	Christine Anagnostou	6630 36th Ave	Montreal, QC, Canada H1T 2Z7
Treasurer/Member	Katherine Kerr Cunningham	3424 E Equestrian Trail	Phoenix AZ 85044
Agent	Eugene Rich, Jr	702 West Pine St	Washburn WI 54891
Directors/Managers	Please see attached		

- C 1. Trade Name Holiday Stationstore #227 Business Phone Number (715)373-2305
2. Address of Premises 606 W Bayfield St PO Box 183 Post Office & Zip Code Washburn WI 54891
3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No
4. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) Entire building
5. Legal description (omit if street address is given above): _____
6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, corporation licensee, or nonprofit organization licensee been convicted of any offenses (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? If yes, complete reverse side Yes No
- b. Are charges for any offenses presently pending (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? If yes, explain fully on reverse side Yes No
7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? If yes, explain. Change to Corporate Secretary Yes No
8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? If not, explain. Yes No
9. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (808) 266-2776] Yes No
10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? Yes No
11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? Yes No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.)

SUBSCRIBED AND SWORN TO BEFORE ME

this 5th day of April

Pamela M. Spencer
 (Clerk/Notary Public)

My commission expires 12/15/2018

NOTARY
 2018

PUBLIC

Michael L. Foster, Ass't Sec.

Officer of Corporation/Member/Manager of Limited Liability Company (Partners/Individual)

Officer of Corporation/Member/Manager of Limited Liability Company (Partner)

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>4-9-18</u>	Date received by applicant	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

Applicant's WI Seller's Permit No.	FEIN Number:
<u>456000052531304</u>	<u>41-6022418</u>
LICENSE REQUESTED	
TYPE	FEE
<input checked="" type="checkbox"/> Class A beer	\$ 110
<input type="checkbox"/> Class B beer	\$
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input checked="" type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ 50
TOTAL FEE	\$ 160

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning July 1, 2018
ending June 30, 2019

TO THE GOVERNING BODY of the: Town of } Washburn
 Village of }
 City of }

County of Bayfield Aldermanic Dist. No. _____ (if required by ordinance)

1. The named INDIVIDUAL PARTNERSHIP LIMITED LIABILITY COMPANY
 CORPORATION/NONPROFIT ORGANIZATION

hereby makes application for the alcohol beverage license(s) checked above.

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): Beth Nickels

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the name, title, and place of residence of each person.

Title	Name	Home Address	Post Office & Zip Code
President/Member			
Vice President/Member			
Secretary/Member			
Treasurer/Member			
Agent			
Directors/Managers			

3. Trade Name A Nickels' Worth Bar 'N' Grill Business Phone Number 715-373-5421
4. Address of Premises 800 W Bayfield St. Post Office & Zip Code Washburn 54891

5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? Yes No
6. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant? Yes No
7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? Yes No
8. (a) Corporate/limited liability company applicants only: Insert state _____ and date _____ of registration.
(b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? Yes No
(c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? Yes No

(NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)

9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) The entire building and attached Deck
10. Legal description (omit if street address is given above):
11. (a) Was this premises licensed for the sale of liquor or beer during the past license year? Yes No
(b) If yes, under what name was license issued? Dave Nickels
12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5d) before beginning business? [phone 1-800-937-8864] Yes No
13. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776]. Yes No
14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

SUBSCRIBED AND SWORN TO BEFORE ME
this 4th day of April, 2018
Dustin
(Clerk/Notary Public)

Beth Nickels
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)

(Officer of Corporation/Member/Manager of Limited Liability Company/Partner)

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

My commission expires _____

TO BE COMPLETED BY CLERK			
Date received and filed with municipal clerk <u>4-4-18</u>	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

Applicant's WI Seller's Permit No. <u>456-000036312-03</u>	FEIN Number <u>39-1784528</u>
LICENSE REQUESTED	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$ <u>100-</u>
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input checked="" type="checkbox"/> Class B liquor	\$ <u>400-450</u>
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ <u>4-</u>
TOTAL FEE	\$ <u>504-</u>

RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 7/1/2018 ending: 6/30/2019
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the: Town of Village of City of Washburn

County of Bayfield Aldermanic Dist. No. _____ (if required by ordinance)

CHECK ONE Individual Partnership Limited Liability Company
 Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name(s) (Last, First and Middle Name) Home Address Post Office & Zip Code

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company Washburn Development Property LLC
 Address of Corporation/Limited Liability Company (if different from licensed premises) 2052 85th Ave Dresser, WI 54001
 All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company:

Title	Name (Inc. Middle Name)	Home Address	Post Office & Zip Code
President/Member	<u>Jeffrey Robert Moberg</u>	<u>2052 85th Ave Dresser WI 54001</u>	
Vice President/Member	<u>Michael Charles Anderson</u>	<u>39 677 Rd M Star Prairie WI</u>	<u>54026</u>
Secretary/Member			
Treasurer/Member			
Agent	<u>Jeffrey Moberg</u>		
Directors/Managers			

C. 1. Trade Name The Harbor View Business Phone Number 715 373 5492
 2. Address of Premises 130 W Harbor View Drive Post Office & Zip Code Washburn, WI 54891

- Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No
- Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) 1 Story building, basement, patio
- Legal description (omit if street address is given above): _____
- a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, corporation licensee, or nonprofit organization licensee been convicted of any offenses (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? If yes, complete reverse side Yes No
- b. Are charges for any offenses presently pending (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? If yes, explain fully on reverse side Yes No
- Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? If yes, explain. Yes No
- Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? If not, explain. Yes No
- Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] Yes No
- Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? Yes No
- Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? Yes No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.

SUBSCRIBED AND SWORN TO BEFORE ME
 this 3rd day of April, 2018
[Signature]
 (Clerk/Notary Public)
 My commission expires Sept 14, 2020

[Signature]
 (Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual)
[Signature]
 (Officer of Corporation/Member/Manager of Limited Liability Company /Partner)
 (Additional Partner(s)/Member/Manager of Limited Liability Company if any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>4-4-18</u>	Date reported to council/board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

Applicant's WI Seller's Permit No. / FEIN Number <u>46-1029314720-0281-4417452</u>	
LICENSE REQUESTED	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$ <u>100.00</u>
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input checked="" type="checkbox"/> Class B liquor	\$ <u>450.00</u>
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ <u>50</u>
TOTAL FEE	\$ <u>600.00</u>

**CITY OF WASHBURN
BARTENDER LICENSES
July 1, 2017 thru June 30, 2019**

Approved 5/8/17 #19-01 thru #19-17	Provisional Approved 5/8/17 #19-18 expires 7-7-17.	Provisional Approved #19-19 expires 6/16/17.	Approved 6/12/17 #19-18 thru #19-35		Provisional Approved 6/24/17 #19-36 expires 8/23/17.	Approved 7/10/17 #19-36	
Provisional Approved #19-37 expires 8/27/17.	Provisional Approved #19-38/ 7/12/17 expires 9/10/17.	Approved 8/14/17 #19-37 & #19-38	Provisional Approved 9/15/17 #19-39		Provisional Approved 9/20/17 #19-40	Approved 10/9/17 #19-39 & #19-40	
Provisional Approved 9/29/17 #19-41 expires 11/28/17	Provisional Approved 10/23/17 #19-42 expires 12/22/17	Approved 11/13/17 #19-41 & #19-42	No licenses for 12/11/17		Provisional Approved #19-43 12/4/17 expires 2/2/18	Provisional Approved #19-44 12/13/17 expires 2/11/18	
Approved January 8, 2018 #19-43 & #19-44	Provisional Approved #19-45 1/4/18 expires 3/5/18	Provisional Approved #19-46 expires 3/9/18	Approved 2/12/18 #19-45 & #19-46		Provisional Approved 2/9/18 #19-47 expires 4/10/18	Provisional Approved 2/22/18 #19-48 expires 4/23/18	
Approved 3/12/18 #19-47 & #19-48	Provisional Approved #19-49 expires 4/30/18	Provisional Approved #19-50 expires 5/18/19	Provisional Approved #19-51 expires 5/22/18		Provisional Approved #19-52 expires 5/26/18	Approved 4/9/18 #19-49 thru #19-52	
Provisional Approved 4/17/18 #19-53 expires 6/16/18	Provisional Approved 4/23/18 #19-54 expires 6/22/18	Provisional Approved 4/26/18 #19-55 expires 6/25/18	Approved 5/14/18 #19-53 to #19-55		Provisional Approved 5/9/18 #19-56 expires 7/8/18	Provisional Approved 5/25/18 #19-57 expires 7/24/18	
Pending Approval 6/11/18 #19-56 & #19-57							P I C K E D
LAST NAME	FIRST NAME	MIDDLE NAME	MAIDEN OR PREVIOUS NAME	P A I D	PLACE OF BUSINESS	RENEWAL OR NEW LICENSE	U P
MacArthur	Wendy	Marie	Sorenson	X	Washburn IGA	Renewal #19-01	X
Terry	Paige	Alexis	Parks	X	Washburn IGA	Renewal #19-02	X
Ainsworth	Terri	Lea		X	Washburn IGA	Renewal #19-03	X
Larson	Kristy	Anne	Roy	X	Washburn IGA	Renewal #19-04	X
McAuliffe	Shana	Mae		X	Washburn IGA	Renewal #19-05	X
Wilcox	Cameron	Ross		X	Washburn IGA	Renewal #19-06	X
Haughn	Carl	Albert		X	Washburn IGA	Renewal #19-07	X
Defoe	Nicholas	Mark		X	Washburn IGA	Renewal #19-08	X
Johnson	Teresa	Lynn		X	Washburn IGA	Renewal #19-09	X
Vilandre	Roselle	Simone		X	Washburn IGA	Renewal #19-10	X
Johnson	Jamie	Lynne		X	Patsy's	Renewal #19-11	X
Klaar	Jessica	Lee	Goldman	X	Firehouse Bar	Renewal #19-12	X
Heggie	Dianna	Princess	Pliska	X	Holiday	Renewal #19-13	X
Lindsley	Donna	Louise		X	Holiday	Renewal #19-14	X
Stensvad	Lois	Janet		X	Da'lous Bistro	Renewal #19-15	X

Doman	Daniel	Todd		X	The Snug	Renewal #19-16	X
Doman	Kristi	Maria	Lafond	X	The Snug	Renewal #19-17	X
Forman	Jami	Jo		X	LkSupView Golf	Provisional #19-18 New #19-18	X X
Carcoba-Defoe	Irene			X	Patsy's	Provisional #19-19 New #19-19	X X
Sundquist	Roberta	Lee		X	Leino's	Renewal #19-20	X
Lawyer	Rose	Marie		X	Da'lou's Bistro	Renewal #19-21	X
Pierce	Vanessa	Michelle	Capponcelli	X	Leino's	Renewal #19-22	X
Bresette	Amanda	Louise		X	Leino's	Renewal #19-23	X
Brevak	Jane	Elizabeth	Hudson	X	LkSupView Golf	Renewal #19-24	X
Weaver	Mary	Johanna		X	LkSupView Golf	Renewal #19-25	X
Hudson	Dana	Ingrid	Brevak	X	LkSupView Golf	Renewal #19-26	X
May	Sarah	Kristen		X	The Snug	Renewal #19-27	X
Beagan	John	David		X	Stagenorth	Renewal #19-28	X
Vernon	Louise	Annette	Faulkner	X	LkSupView Golf	Renewal #19-29	X
Swanson	Charlene	Karen	Brevak	X	LkSupView Golf	Renewal #19-30	X
Reese	Wendy	Carolyn	Deerly	X	Roaming	Renewal #19-31	X
Eder	Kenneth	George		X	Roaming	Renewal #19-32	X
Verville	Lisa	Marie		X	Roaming	Renewal #19-33	X
Woodworth	Elizabeth	Loring		X	Stagenorth	Renewal #19-34	X
Stadler	Robert	Lee		X	Patsy's	Renewal #19-35	X
Steinkopf	Peter	Joseph		X	Washburn IGA	Provisional #19-36 New #19-36	X X
Defoe	Kelsey	Jaqueline	Defoe	X	Holiday	Provisional #19-37 New #19-37	X X
Merton	Ian	Michael		X	Leino's	Provisional #19-38 New #19-38	X X
Ochsenbauer	James	Edward		X	Holiday	Provisional #19-39 New #19-39	X X
Burton	Magenta	Ivy		X	Washburn IGA	Provisional #19-40 New #19-40	X X
Jack	Millie	Bertha		X	Checkerz Café	Provisional #19-41 New #19-41	X X
Benson	Christopher	John		X	Holiday	Provisional #19-42 New #19-42	X X
Gray	Teresa	Ann	Hausback	X	Roaming	Provisional #19-43 New #19-43	X X
Collins	Dorothy	Anne		X	Holiday	Provisional #19-44 New #19-44	X X
Swanson	Karen	Kay		X	Holiday	Provisional #19-45 New #19-45	X X
Granger	Meta	Rose	Greenwood	X	Washburn IGA	Provisional #19-46 #19-46	X X
Byerhof	Jessica	Ashley		X	Washburn IGA	Provisional #19-47 New #19-47	X X
Currier	Lynn	Marie	Armstrong	X	Washburn IGA	Provisional #19-48 New #19-48	X X
Gurnoe	Ashly	Ann		X	Holiday	Provisional #19-49 New #19-49	X X
Jacobson	Mavis	Jill-Marie	Koski	X	A Nickel's Worth	Provisional #19-50 New #19-50	X X
Olson	Joslyn	Edward		X	Patsy's	Provisional #19-51 New #19-51	
Mott	Victoria	Jane	Stariha	X	Holiday	Provisional #19-52 New #19-52	X X

