

April 11, 2023

A meeting of the Finance Committee of the City of Eagle River was called to order at 5:15 P.M. by Mayor Hyslop.

Roll Call: Ron Kressin, Kim Schaffer, Diane Marquardt. Jerry Burkett absent due to illness. Also in attendance: Becky Bolte, Cory Hoffmann and Robin Ginner.

Review and approval of Accounts Payable for City and Golf Course: *Motion by Schaffer, 2<sup>nd</sup> by Kressin to recommend payment of presented City and Golf Course payables to City Council. Carried on a roll call vote, all.*

*Motion by Marquardt, 2<sup>nd</sup> by Kressin to adjourn at 5:45 P.M. Carried, all.*

Becky J Bolte – City Clerk

April 11, 2023

A meeting of the Common Council of the City of Eagle River was called to order at 6:00 P.M. by Mayor Jeff Hyslop.

The Pledge of Allegiance was recited by all present.

Roll Call: Ron Kressin, Kim Schaffer, and Diane Marquardt. Jerry Burkett absent due to illness. Also in attendance: Becky Bolte, Robin Ginner, Cory Hoffmann, Mike Adamovich, Chris Dobbs, Tony Sable and Kyle Anderson

*Motion by Kressin, 2<sup>nd</sup> by Schaffer to approve the minutes of the 3/14/2023 Finance Committee and Common Council meetings and 3/28/23 Special Common Council meeting. Carried all*

A) Eagle River Union Airport: Proposed Amendment to Airport Commission Resolution regarding Airport Tenant Representative: Airport Manager, Rob Hom, presented a written history detailing the need for the amendment to the existing Joint Resolution. Currently, there is no workable framework for electing/appointing a hangar representative to the Airport Commission. Hom supplied a copy of the recommended amendment to the Joint Resolution, reporting Attorney Garbowicz had reviewed and approved of the amendment as presented. *Motion by Schaffer, 2<sup>nd</sup> by Kressin to approve the amendment to the Joint Resolution detailing the Tenant Representative requirements for appointment, the terms of office, and means of removal from office. Carried on a roll call vote, all*

B) Eagle River Joint Municipal Fire Commission: Purchase of new ladder engine \$1.4 million, request to the City for a maximum of \$64,440 contribution with option of five-, seven- or 10-year loan: Fire Chief Michael Anderson presented for the Joint Municipal Fire Department, explaining the reasoning behind the financial request for a new fire truck at this time. The department follows a 10-year purchase plan to keep their trucks under 20 years old. Anderson explained that new engine requirements are hiking costs and to avoid this price hike and to avoid problems that frequently arise with first run changes, the Fire Department would like to begin the process now, at year seven, to get a fire truck on order, as delivery is currently three years out. Anderson continued that their existing ladder truck is forty years old. The ladder truck is used/needed for chimney fires due to confined spaces and steep roofs. Three fire truck options were presented with financing options presented for 5-, 7-, and 10-year terms and breakdowns for each municipality by dollar amount including annual payments for each loan term option. These rates are locked in only if closing now. Three truck options were presented with the benefits of Option 1, the Quint fire engine/ladder truck combo being presented as one truck with two ways to use being the preference of the Fire Department. Option 1, a 2026 Pierce Ascendant Platform Ladder Truck, for a total cost of \$1.4 million became the focus. The fire department currently has \$800,000 allocated in their outlay fund for this purchase and are requesting a total of \$600,000 from the Joint Municipalities, with the City of Eagle Rivers share being \$64,440. Mayor asked what the other municipalities had decided with Anderson responding he had no definitive information available as of the meeting. Mayor also confirmed that each municipality would be deciding how to finance their respective portion. Ginner stated that she would investigate finance options. Marquardt had attended the Joint Fire Commission meetings and feels Option 1 makes sense. Mayor stated this is a well thought out plan that makes sense financially. *Motion by Kressin, 2<sup>nd</sup> by Schaffer to go forward with the process of purchasing of the 2026 Pierce*

*Ascendant Platform Ladder, listed as Option 1 in supporting documents, with financing to be established in the future. Carried on a roll call vote, all*

C) Republic Services Municipal Manager, Jim Whittinghill, Annual Update and Q&A: Jim Whittinghill, who has been the Sales Representative for the City of Eagle River, announced he would be retiring June 30<sup>th</sup>, and introduced his replacement, Tyler Jacobson. Jacobson spoke of Republic Services National Neighborhood Promise to give back to the communities they service and announced that they would be donating \$250,000 to ERRRA towards repairs needed at the dome.

D) Garbage Haulers licenses: Advanced Disposal Services Solid Waste Midwest LLC, Republic Services III LLC, GFL Environmental: *Motion by Schaffer, 2<sup>nd</sup> by Marquardt to approve the 2023-2024 Garbage Haulers Licenses as presented. Carried, all*

E) Operator's licenses: Regular: Jessica Allen, Hillary Dinkmeyer, Kim Emerson, Holli Goeman, Mary Kate Hayes, Cheyenne Johnson, Beth Millin, Carolyn Nosarzewski, Cortnee Pinski, Shanna Rabenberg, Michelle Rubo, Heather Sivyer, Thomas Stephens IV, Timothy Welch, Maria Whitford Temp: Kathy Holperin., Kayla Mathisen, Nicolas Mathisen, David Stauffucher Pending: Arthur Hollis.

*Motion by Kressin 2<sup>nd</sup> by Marquardt to approve the regular operator's licenses as presented. Carried, all*  
*Motion by Schaffer, 2<sup>nd</sup> by Kressin to approve pending operator's licenses pending final approval from the Police Chief. Carried, all*

F) Change of Agent, Kwik Trip #131 Class A Retail Combo liquor license: Jennifer M Framnes. *Motion by Schaffer, 2<sup>nd</sup> by Marquardt to approve the change of agent at Kwik Trip #131 to Jennifer M Framnes. Carried, all*

G) Original Class B Liquor/Class B Beer Liquor License Application: Links Pub & Grill at the Eagle River Golf Course LLC, Trade name – Links Pub & Grill at the Eagle River Golf Course, 457 E McKinley, Arthur L Hollis Agent. *Motion by Kressin, 2<sup>nd</sup> by Schaffer to approve the issuance of an original Class B Liquor/Class B Beer Liquor License to Links Pub & Grill at the Eagle River Golf Course LLC, Trade name – Links Pub & Grill at the Eagle River Golf Course, 457 E McKinley, Arthur L Hollis Agent. Carried on a roll call vote, all.*

H) Taxi Business License: Allisons Bar Car and Limo, LLC and Taxi Drivers License: Kenneth E Allison, Marianne M Allison. *Motion by Schaffer, 2<sup>nd</sup> by Kressin to approve the business taxi license for Allison's Bar Car and Limo LLC, and taxi drivers licenses for Kenneth E Allison and Marianne M Allison. Carried, all*

I) Street Closing/temporary sign/amplification/display of goods permits:

Eagle River Rotary: Fundraising tent at 2023 events in Rotary Square. *Motion by Kressin, 2<sup>nd</sup> by Marquardt to approve the temporary signs permit as presented for Eagle River Rotary at Rotary Square for 2023 events. Carried, all*

Eagle River Revitalization Program: 2023 Farmers Market, North Railroad Street, Wednesdays & Sundays, May 24<sup>th</sup> -October 11<sup>th</sup>, with additional requests on the following:

- a. Exemption from the Direct Sellers Permit to cover all exhibitors at the Market who have permission or have paid a booth fee and are selling during market hours.
- b. Allow for temporary sandwich boards to be placed.
- c. To contract and pay for a porta-potty to be placed behind the Farmers' Market sign, cleaned weekly and unlocked during market hours.
- d. To allow a weekly entertainer the opportunity to use a small amplification device, (entertainer may be busking).

*Motion by Schaffer, 2<sup>nd</sup> by Marquardt to approve the event permit for the Eagle River Farmers Market including approval of: Exemption from the Direct Sellers Permit to cover all exhibitors at the Market who have permission or have paid a booth fee and are selling during market hours, allowing temporary sandwich boards to be placed. To contract and pay for a porta-potty to be placed behind the Farmers' Market sign, cleaned weekly and unlocked during market hours and allowing a weekly entertainer the opportunity to use a small amplification device, (entertainer may be busking). Carried on a roll call vote, all*

J) Golf Course – Pro Shop and Greens Department updates: Golf Pro Sable reported the pro shop is ready to go with merchandise stocked and sufficient staff. Superintendent Anderson reports that the snow is melting but is still deep in some places. He has in crew ready to go as the snow opens up.

K) MSA – Monthly Update: A written report of current projects was supplied for review. Phil Kriesel provided a timeline for the 2025 E Spruce Street and N Third Street Utility Improvement Project, starting with design contract in August of 2023. Kriesel also reported the WWTF Upgrade is completed for the most part with just a few small things to complete.

L) Eagle River Revitalization Program: Margelofsky presented a listing of Bounceback grants awarded to Eagle River businesses 2021-Present. Margelofsky then gave a Rotary Square update, presenting drafts of: Rotary Square Developer's Contract between City of Eagle River and the Rotary Club of Eagle River, and Rotary Square Contract between City of Eagle River and Eagle River Revitalization Program. Mayor voiced concerns with item d in the contract in reference to hours the City would allow activities, with Margelofsky stating the hours correspond with the parks and are needed for scheduling when the doors were to be locked. Annual fundraising plans have been established with maintenance funds to be held by a title company. The Treasurer and Administrator will work with Margelofsky on the logistics of bill pay for maintenance costs.

M) Planning Commission, Rotary Square landscaping plan: Margelofsky presented renderings of the landscaping plan for Rotary Square. Discussion was had about an area in the back corner of the park, adjacent to the building, that was originally marked off as a loading area for UPS trucks. Since the plans were presented to the Planning Commission, that area is being reconsidered for safety reasons. Mayor confirmed that each outlet ran on its own circuit. Marquardt asked if there was any type of guard rail going in on each of the road sides of the park with Margelofsky stating they are open to using landscaping details to form a natural barrier. There is a sidewalk that goes from Wall Street to the center of the building for ADA compliance. Schaffer reported the planning commission recommends approval of the plan the City Council. *Motion by Schaffer, 2<sup>nd</sup> by Marquardt to accept the Planning Commission recommendation and approve the Rotary Square landscaping plan as presented with sidewalk from Wall Street to the center of the building. Carried, all.*

N) Resolution #1006 – Removing Kristen Hanneman and adding Corinne Hoffmann, Treasurer to City issued credit card users. *Motion by Kressin, 2<sup>nd</sup> by Marquardt to approve Resolution #1006 as presented, removing Kristen Hanneman and adding Corinne Hoffmann, Treasurer, to City of Eagle River issued credit card users.*

O) Approve purchase of Workhorse Municipal Accounting Software: Ginner presented a cost breakdown from Workhorse Municipal Software Services for accounting and payroll modules and annual support for the City and for the Golf Course, totaling \$23,700 to purchase and \$4,050 for annual support. The golf course would be responsible for their portion. Bolte and Hoffmann reported they were in support of the move towards a software package that is geared towards municipal accounting. Ginner reported July 1<sup>st</sup> as the anticipated go live day with the new software if approved. Schaffer asked if this software was budgeted for with Ginner responding: No, it was only recently realized that it was needed. Ginner presented historical statistics to compare annual expenses with Great Plains software and annual support fees that the City had previously used. *Motion by Kressin, 2<sup>nd</sup> by Marquardt to approve the purchase of Workhorse Municipal Accounting and Payroll software with a purchase*

*price of \$23,700 and annual support fee of \$4,050.00 to be split between the City and the Golf Course. Carried on a roll call vote, all.*

P) Approve payment of bills for the city and the golf course: *Motion by Schaffer, 2<sup>nd</sup> by Kressin to approve payment of the bills for the city and the golf course as recommended by the Finance Committee. Carried on a roll call vote, all.*

Q) Administrators report on activities in all departments & general monthly duties: Ginner presented a written update of departmental happenings for review. Ginner added Quita Sheehan of Vilas County Land and Water reported to her that the emerald ash borer has been detected in Vilas County. Mayor questioned if we had any Ordinance in place to deal with such a problem, Ginner to investigate options on how to proceed.

R) Police chief report on departmental activities: Chief Dobbs supplied a written update of current activity and events for review.

*Motion by Schaffer, 2<sup>nd</sup> by Kressin to adjourn to Closed Session according to Wisconsin State Statute 19.85 (1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Carried on a roll call vote, all.*

- a. Operator License Applicant
- b. Employment Reviews: City Treasurer, City Clerk, City Administrator

*Motion by Schaffer, 2<sup>nd</sup> by Kressin to return to open session to act on matters discussed in closed session. Carried on a roll call vote, all.*

*Motion by Schaffer, 2<sup>nd</sup> by Marquardt to approve Regular Operator's license for Barbara Baker. Carried, all.*

Employment reviews to be rescheduled to next meeting when full Council is in attendance.

*Motion by Schaffer, 2<sup>nd</sup> by Kressin to adjourn the meeting at 7:50 pm. Carried all.*

Becky J Bolte - Clerk