

October 10, 2023

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

Roll Call: Ron Kressin, Kim Schaffer, Diane Marquart, Jerry Burkett. Also in attendance: Becky Bolte, Cory Hoffmann, Mike Sanborn and Robin Ginner.

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

*Motion by Kressin, 2<sup>nd</sup> by Burkett to adjourn at 5:50P.M. Carried, all.*

Becky J Bolte – City Clerk

October 10, 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 led by Council President Kim Schaffer and was recited by all present.

Roll Call: Ron Kressin, Kim Schaffer, Diane Marquart and Jerry Burkett. Also in attendance: Becky Bolte, Robin Ginner, Cory Hoffmann, Chris Dobbs, Tony Sable, and Mike Sanborn

*Motion by Kressin, 2<sup>nd</sup> by Schaffer to approve the minutes of the 9-12-23 Finance Committee and Common Council meeting. Carried, all.*

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

Temporary Sign for Tri-County Council event ex post facto. Tri-County Council requested temporary sign permission promoting a 5K event in Rhinelander. Mayor Hyslop and Council President Schaffer granted permission for the placement of two signs, one at the North end of the Farmers Market strip and one at the Tri-County office at 512 E Wall St. on 9/12. Burkett expressed concern with the signage being for an event outside of the City of Eagle River, with Schaffer explaining that Eagle River is part of the Tri County Council. *Motion by Burkett, 2<sup>nd</sup> by Schaffer to approve permit as presented to Tri-County Council for temporary signs. Carried all.*

Amplifying device/Temporary Signs for Christ Lutheran Live Nativity 12/1/23 – 12/2/23 including temporary sign request at Farmers Market area. Applicant was advised that sign at farmers market was to be placed on the north end of the farmers market strip in an area that would not obstruct traffic visibility. *Motion by Burkett, 2<sup>nd</sup> by Schaffer to approve permit as presented with amplifying device and temporary signs to Christ Lutheran for a Live Nativity on 12/1/23 and 12/2/23. Carried all.*

B) Operator's licenses: Operator's licenses: Katelyn Ivey, Trenton Olson, Cayla Tennikait

Temporary – Michelle Arrowood. *Motion by Schaffer, 2<sup>nd</sup> by Kressin to approve regular and temporary operator's licenses as presented. Carried, all.*

C) Picnic Licenses: Eagle River Area Chamber of Commerce / "Wi-Does" Wine Walk –

November 18: Hiker Box Too, Fredrick's Corner Shoppe, Salon & Spa on Railroad, Rustic Allure, Lyn's Antiques, Minocqua Popcorn & Puffs, Eagle River Pet Company, Eagle Craft and Hobby, Eagle River Historical Society, Walkabout Paddle & Apparel, Tremblays Sweet Shop, LakeTime Management, Trappers Fireplace. *Motion by Schaffer, 2<sup>nd</sup> by Kressin, to approve picnic licenses to the Eagle River Area Chamber of Commerce as presented for 11/18/23 "Wi-Does" Wine Walk. Carried, all.*

D) Liquor License Application: Bolte presented a "Class A" Liquor license application for Aiello's on Wall Street, 208 E Wall St, Tina Aiello, agent, term ending 6/30/24. *Motion by Burkett 2<sup>nd</sup> by Kressin to grant*

a "Class A" liquor license to Aiello's on Wall Street, 208 E Wall St, Tina Aiello, agent, term ending 6/30. Carried, all.

Bolte presented a Class "B" Beer, "Class B" Liquor original liquor license application for Smugglers LLC, 123 S Railroad St, Renee M Holman, agent, term ending 6/30/24. Smugglers sale is scheduled for a November 6, 2023 closing. *Motion by Kressin, 2<sup>nd</sup> by Schaffer to grant a Class "B" beer, "Class B" liquor license to Smugglers LLC, 123 S Railroad St, Renee M Holman, agent, term ending 6/30/24. Carried, 3-0 with Burkett abstaining.*

Bolte reported the contingencies for the Class "A" Beer licenses for both Narayan Hotels, Inc, DBA Super 8 and Ganshyam Hotels Inc, DBA Days INN had not been met. Concern over the lounge atmosphere that is being created in the lobbies of both motels was discussed. Before granting, the application will be reviewed again by the Council when all documents have been submitted.

E) Direct Sellers Permit: Sloppy D's location amendment to Permit 2023-4, adding 1106 N Bluebird and 219 N Railroad for a period ending November 13, 2023. Dana Valeria received pre-approval from Mayor Hyslop on 9/15 to add the following locations to an existing direct sellers permit, with a term ending November 13, 2023: Tribute Brewing at 1106 N Bluebird, and Riverstone at 219 N Railroad to direct sellers permit 2023-4. *Motion by Schaffer, 2<sup>nd</sup> by Marquardt to approve the additional locations of 1106 N Bluebird and 219 N Railroad be added the Direct Sellers permit for Sloppy D's for a term ending November 13, 2023. Carried, 3-0 with Burkett abstaining.*

F) Garbage Haulers Permit Application: Howard Disposal – Commercial and/or dumpster services, term of 10/11/23 – 4/31/24. Application not received by meeting.

G) MSA – Monthly Update Phil Kriesel presented a written report.

Payment request for Alley Reconstruction – Pitlik & Wick \$142,206.53. *Motion by Schaffer, 2<sup>nd</sup> by Kressin to approve contractors pay request No 1- Final to Pitlik & Wick for \$142,206.53 for the alley reconstruction project. Carried on a roll call vote, all.*

Soil Boring contract for Spruce & 3rd Street Project – American Engineering Testing \$6,510. *Motion by Kressin, 2<sup>nd</sup> by Marquardt to approve American Engineering Testing soil boring contract for Spruce and 3<sup>rd</sup> Street project for \$6,510. Carried on a roll call vote, all.*

H) Eagle River Light & Water: Sanborn gave an update on the WWTP project, USDA Rural Development Bond closing and a special session meeting was scheduled for 10/17/23 for final paperwork. Resolution 1014 was presented, extending the interim financing with Great North Bank for the WWTP project by 90 days to facilitate the closing timeframe. The 90-day extension carries a 5.45% per annum interest rate. *Motion by Burkett, 2<sup>nd</sup> by Kressin to approve Resolution 1014 to extend the Great North Bank interim financing for the WWTP by 90-days at a 5.45% per annum interest rate. Carried on a roll call vote, all.*

I) Golf Course: Tony Sable presented a written report recapping use statistics, financials for September and the 2023 golf season as a whole, and marketing report. Sable reported the course will be closed beginning Sunday 10/15 for the season per Grounds Superintendent Anderson.

Building assessment by Men's League: Rick Campbell of Cambell Brothers Northwoods Renovations addressed the Council with his findings after a limited inspection of the clubhouse building. Ginner recapped the results from previously completed inspections on the clubhouse and presented a project summary from Sure-Dry Basements.

More information to be obtained from Sure-Dry for continued discussion.

Dogs on the Golf Course: Ginner spoke to the need to look at Chapter 10, Section 10-4 Control of dogs and cats of the Municipal Code. The Council encouraged Ginner to draft changes to be brought back at a later meeting.

J) Eagle River Revitalization Program:

Karen Margelofsky of Eagle River Revitalization supplied written copies of the Business Improvement District 2024 Budget, ERRP 2024 preliminary budget with supporting Profit and Loss statement and BID 2024 budget assessment, noting no change in the BID rate for 2024. Margelofsky asked for approval of the 2024 BID request at \$90,878.73, plus in-kind office rental of \$16,000 and project-specific ask of \$5,000, noting the project specific ask of \$5000 was not part of the budget but would be brought back to Council with supporting documentation of need. *Motion by Burkett, 2<sup>nd</sup> by Kressin to approve the 2024 ERRP budget as presented, including BID request of \$90,878.73 and in-kind office rental at City Hall of \$16,000. Carried on a roll call vote, all.*

K) Badger Truck Repair – equipment encroachment on City property at 1786 Adams Road: Ginner provided photos of the equipment encroachment onto City property at 1786 Adams Road and gave a brief history of what has been done to date to address the issue. The cleanup has been started by the property owner but the deadline imposed for completion has passed. *Motion by Burkett, 2<sup>nd</sup> by Kressin to have City Attorney Garbowicz draft a 60-day notice to Badger Truck Repair located at 1786 Adams Road, to remove all items from adjacent City property. If all property is not removed after 60 days, the Council will reconvene to take possible legal action. Carried on a roll call vote, all.*

L) Remove up to 5 trees in Riverview Park near band shell and pavilion: Ginner presented the need for removal of up to 5 trees in Riverview Park near the band shell and pavilion. Trees have gotten too big and the root system is a trip hazard. *Motion by Schaffer, 2<sup>nd</sup> by Kressin to approve up to \$7,000 for tree removal and stump grinding at Riverview Park. Carried on a roll call vote, all.*

M) HRA/Diversified Benefit Services change to benefit coverage levels for City employees and minimum annual fees: Council was presented with a proposed HRA Reimbursement Schedule. 2024 calendar year inflation adjusted amounts for High Deductible Health Plans and Health Savings Accounts were released by the IRS. This change results in higher deductible requirements for HRA Reimbursement levels. *Motion by Schaffer, 2<sup>nd</sup> by Kressin to approve HRA/Diversified Benefit Services change to benefit coverage levels, increasing HRA Reimbursement levels for 2024, and approving DBS renewal agreement as presented. Carried on a roll call vote, all.*

N) Prohibiting non-service dogs in City Hall: *Motion by Burkett, 2<sup>nd</sup> by Kressin to put up signs at City Hall allowing only clearly identified service animals and prohibiting all non-service animals from the public building.*

O) 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.*

P) Police chief report on departmental activities: Chief Dobbs supplied a written update of current activity and events for review. Chief Dobbs reported that CranFest went very well with traffic control.

Q) Administrators report on activities in all departments & general monthly duties: Ginner presented a written update of departmental happenings for review.

R) Treasurer's monthly update: Hoffmann provided a written report on the software changeover to Workhorse. Hoffmann gave an update on the need to continue QuickBooks service contract for future record access. After the 2023 audit is completed, paper and digital backups will be generated, with access to the digital backups being accessible by City auditors/consultants.

S) Clerk's monthly update: Bolte provided a written report/Clerk position procedural update for review. Revaluation requirements were briefly discussed.

T) Scheduling of 2024 Budget workshop and 2024 Budget Hearing: Bolte presented dates of Wednesday, November 8 for the budget workshop and Thursday December 7 for the budget hearing.

*Motion by Burkett, 2<sup>nd</sup> by Kressin to adjourn to closed session according to Wisconsin State Statute 19.85 (1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.*

a) Offer to purchase lot 13 in the Tamarack Business Park

*Motion by Burkett, 2<sup>nd</sup> Kressin to return to open session to act on matters discussed in closed session.*

*Motion by Burkett, 2<sup>nd</sup> by Kressin to put offer to purchase lot 13 of the Tamarack Business on hold for 30 days, City holding price and agreeing not to sell to anyone else while perspective buyer works with Eagle River Light and Water to examine the soil conditions and ground water limitations on the lot. The City will only proceed with written instruction from the buyer to proceed. Carried on a roll call vote, all.*

*Motion by Kressin, 2<sup>nd</sup> by Burkett to adjourn the meeting at 8:05pm. Carried all.*

Becky J Bolte - Clerk