

December 12, 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: Cory Hoffmann, Becky Bolte and Robin Ginner.

Treasurer confirmation that all bank accounts are reconciled: Mayor Hyslop explained to Council his request to have this line item added to the Finance Committee agenda each month. Beginning January 2024, this will be a regular agenda item.

Treasurer report of any and all late payments and penalties. Mayor Hyslop explained to Council his request to have this line item added to the Finance Committee agenda each month. Beginning January 2024, this will be a regular agenda item.

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

Motion by Burkett, 2nd by Schaffer to adjourn at 5:50 P.M. Carried, all.

Becky J Bolte – City Clerk

December 12, 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 Clerk Becky Bolte 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, Mike Adamovich, Chris Dobbs, Mike Sanborn, Tony Sable, and Kyle Anderson.

A) Street Closing/temporary sign/amplification/display of goods permits: Dan Dumas - Sno-Eagles Pop-up BBQ and temporary sign permit - Safety program fundraiser at Farmers Market – Winter season 2023-2024. Sno-Eagles trailside pop-up BBQ at the location of the Eagle River Farmers Market is set to run three times in the current snowmobile season, January, February, and March, dictated by snow and conditions. Dan Dumas presented a 60 second safety video and information on the “Ride Right” snowmobile safety campaign. Margelofsky confirmed the ERRP Board have given the Sno-Eagles permission to use the Farmers Market shed if Council approves. *Motion to approve Sno-Eagles Trailside Pop-up BBQ and temporary sign permit as presented with three winter dates to be determined by snow conditions. Carried, all.*

B) Operator’s licenses: Regular; Sally Gobler. *Motion by Schaffer, 2nd by Kressin to approve regular operator’s license as presented. Carried, all.*

C) MSA Monthly Update: Phil Kriesel provided a written report. Kriesel went through upcoming deadlines for funding applications for the 2025 E Spruce Street and N Third Street project.

D) Resolution #1024: Appointment of the 2024-2025 Election Inspectors: Democratic: Janice Zindel, Evan Janet, Jim Patten, Kathy Patten, Lynda Bolte, Kathleen Swanson, Jayne Winblad, Deb Brown, Phoebe Spier, Fiona Quiett. Republican: Ray Allbaugh, Calla Albaugh, Jennifer Burkett, Gary Fawcett, Shele Fawcett, Suzanne Kubacki, Sheri Shoberg, Jessica Bortolotti-Johnston, Christine Daring, Kim Tomic. Unaffiliated: Deb Jastrow, Wendy Budde, Vito Bortolotti, Michelle Greb, Dar Kadulski, Chris Welcenbach, Dave Ogren, Geneva Olson, Daryl Brunner, Nancy Szymik, Robin Ginner, Teri Kressin, Scott Vanidestine, Pat Mayo, Kyle Anderson, Emily Anderson. *Motion by Schaffer, 2nd by Marquardt to approve Resolution 1024: Appointment of the 2024-2025 Election Inspectors for the City of Eagle River as presented. Carried, Schaffer, Kressin, and Marquardt, with Burkett abstaining.*

E) City Employee(s) serving as Election Inspectors. City Council decision on pay structure for elections-related work. Implications of different pay options were discussed. Kyle Anderson, Golf Superintendent and Election Inspector for the 2024-2025 term stated he would volunteer his time. *Motion by Burkett, 2nd by Kressin to allow Kyle Anderson to volunteer time to work the election polls, unpaid, making up for time away from salaried position before and after regularly scheduled workdays. Carried, all.*

F) Room Tax Commission – Resolution #1025– A Joint Resolution to seek the modification of the existing room tax percentage split under Wis. Stat. 66.0615(1m)(d)2. Burkett discussed the resolution asking Wisconsin legislators to amend the existing State Statute, 66.0615(1m)(d)2, stating that any municipality that implemented room tax prior to 1994 is locked into the revenue split percentage at implementation, currently 90% - 10% for the municipalities of City of Eagle River, Town of Lincoln and Town of Washington. Area room tax agreements formed after May 13, 1994, are able to retain up to 30% of the collected room tax proceeds. The pre 1994 agreements are held to the 10% retention unless Wis. Stat. 66.0615(1m)(d)2 is amended. Burkett stressed this is no criticism of the Chamber, adding they do a fabulous job. The purpose of the request is to bring equality to all municipalities, regardless of when room tax was implemented. The resolution calls to our legislators to make a change allowing municipalities that implemented room tax before 1994 to raise the allowed municipality retention portion of the collected room tax to 30%, equal to what post 1994 room tax implementation allows. Burkett is looking for equality in the room tax percentages and stated our room tax rate of 4.5% is one of the lowest rates in the State. *Motion by Burkett, 2nd by Kressin to approve Resolution #1025 – a joint resolution proposing legislative change, seeking modification of the existing room tax percentage split under Wis. Stat, 66.0615(1m)(d)2. Carried on a roll call vote, all.*

G) Golf Course – Pro Shop and Greens Dept Updates

5-year Rainbird Services, \$16,753.30: Anderson and Ginner discussed all the advantages of paying for the Rainbird Service Package. *Motion by Schaffer, 2nd by Burkett to approve 5-Year Rainbird Service plan for a five-year total of \$16,753.30. Carried on a roll call vote, all.*

2024 Golf Course Budget: Ginner presented the 2024 Golf Course Budget with discussion on monies due back to the City of Eagle River. *Motion by Kressin 2nd by Marquardt to approve the 2024 Golf Course Budget as presented. Carried on a roll call vote, all.*

H) Planning Commission:

Ahlborn Equipment industrial development at Highway G and North Railroad Street. Approval of draft plans. Draft building plans were submitted to the Council for review. Woody Ahlborn recapped the plans that consist of two 12,000 square foot buildings. NPSD is building a third building that will be used for office/retail space. Schaffer stated that the Planning Commission recommends approval, and no comments were heard when presented. Burkett thanked Ahlborn for coming to the City of Eagle River. *Motion by Schaffer, 2nd by Kressin to accept the Planning Commission's recommendation to approve the draft plans for an industrial development at Highway G and North Railroad Street for Ahlborn Land Holdings, Ahlborn Equipment. Carried on a roll call vote, all.*

Creation of the Affordable Housing Committee, an ad hoc subcommittee of the Planning Commission. Ginner presented that City Attorney was contacted and this committee structure is what is needed. *Motion by Schaffer, 2nd by Kressin to approve the creation of the Affordable Housing Committee, an ad hoc subcommittee of the Planning Commission. Carried on a roll call vote, all.*

Appointment of John Hletko, Planning Commission Member liaison to the Affordable Housing Committee. *Motion by Schaffer, 2nd by Kressin to appoint John Hletko, Planning Commission Member Liaison to Affordable Housing*

Committee. Carried, all.

I) Eagle River Light & Water - Electric Rate Increase Update from PSC Public Hearing: Mike Sanborn gave an update on the PSC electric rate increase application and public hearing. Sanborn stated that the increase is expected to be 5.2% and expects the new rate to become effective 2/1/24, based upon PSC final approval. Sanborn reported no comments were heard at the 12-12-23 public hearing on the rate increase application. The new electric rate would result in a \$4.83 monthly increase for the average residential customer.

J) Silver Lake Boat Ramp Repair Options: Ginner presented the need for maintenance at the Silver Lake Boat Ramp, reporting erosion and ruts. The Silver Lake Association was contacted for usage comments, with the Association reporting back that the lake owners use it 15-20 times per year and stated part of living on the lake is being able to put your watercrafts in the water. DPW has put in some gravel and tried to smooth the landing out. Burkett opened a discussion on milfoil in Silver Lake and stated he would like to see something be done to deter the spread of milfoil into the lake. Dan and Heidi Groskopf, owners on Silver Lake, felt the launch was used more than reported and hoped the Silver Lake Association and the City of Eagle River would be able to work together to remedy the problems, adding he wanted to see improvements done to the launch. The City will pursue options.

K) Department of Public Works:

Purchase authorization for Trackless MT7 tractor from McQueen for \$160,874. Ginner stated that this purchase was discussed at the budget workshop and presented that the used one would go to the surplus auction to maximize profits from the sale versus the low price that was offered for trade in. Burkett confirmed that the money received at auction would be applied back to the loan taken out for the purchase. *Motion by Burkett, 2nd by Kressin to authorize the purchase of a Trackless MT7 tractor from McQueen for \$160,874 with surplus auction funds raised at the sale of retired machine be any financing taken out for the purchase. Carried on a roll call vote, all.*

Borrowing Resolution #1026 - \$160,874 for Trackless MT7 tractor purchase for a term of 7 years at 5.79% from Nicolet Bank, no fees or pre-payment penalty. Ginner ran amortizations and recommended a seven-year term with semi-annual payments. *Motion by Kressin, 2nd by Burkett to approve Borrowing Resolution 1026, \$160,874 for Trackless MT7 tractor purchase for a term of 7 years at 5.79% from Nicolet Bank, no fees or pre-payment penalty. Carried on a roll call vote, all.*

Resolution #1027 - Department of Public Works updated equipment billing rates for third-party projects, 2024 pricing. *Motion by Schaffer, 2nd by Marquardt to approve Resolution 1027; 2024 Department of Public Works updated equipment billing schedule for third-party projects as presented. Carried on a roll call vote, all.*

Resolution #1028 - Intergovernmental Agreement on Winter Road Maintenance - City of Eagle River and Town of Lincoln. Ginner presented that this was a standing agreement between the City and Town of Lincoln and the resolution formalizes the agreement. *Motion by Schaffer, 2nd by Kressin to approve Resolution 1028, intergovernmental agreement between the City of Eagle River and the Town of Lincoln on winter road maintenance as presented. Carried on a roll call vote, all.*

McCoy Repair Estimate for 2014 772G John Deere Grader. DPW Foreman Adamovich confirmed the grader was a good machine and worth repairing. *Motion by Burkett, 2nd by Kressin to approve the repair of the 2014 772G John Deere Grader, \$48,315.32.*

Resolution #1030 - Budget Amendment, Department of Public Works Street Equipment Maintenance. The amendment reallocates end of year funds within the DPW 2023 budget. *Motion by Schaffer, 2nd by Kressin to approve Resolution 1030, 2023 Budget Amendment, Department of Public Works Street Equipment Maintenance,*

reallocation of funds. Carried on a roll call vote, all.

L) Resolution #1029 approving the sale of City of Eagle River Property: Lot #13 of the Tamarack Business Park to Tall Pines Real Estate, LLC for the amount of \$22,000, closing scheduled January 8, 2024. Burkett questioned who was holding the earnest money as the offer to purchase states Govey Title, but the order to close is with Vilas Title. Ginner to look into amendment to the offer to purchase after holder of the earnest money is confirmed. *Motion by Burkett, 2nd by Marquardt to approve Resolution 1029, authorizing the sale of the City of River Eagle property, Lot 13 of the Tamarack Business Park, to Tall Pines Real Estate, LLC for \$22,000. Carried on a roll call vote, all.*

M) Discussion on Employee-sponsored benefits – Delta Dental and Delta Eye Care. Hoffman presented *employee* sponsored dental and eye care options, reporting the need for ten employees to participate to sign up for program. Confirmation that there will be no expense to the City. Burkett asked Hoffmann to schedule Business Insurance Group to come and make a presentation to the employees to gauge interest in the program.

N) Approve updates to Employee Manual related to Organizational Chart, HRA benefits, Timekeeping, Holiday Hours for Clerk/Treasurer office and Sick Leave Disbursement. Discussion on timekeeping challenges and structure of the organizational chart. Ginner to make changes, distribute draft of updated Employee Handbook to employees, and bring back to Council at the January regular meeting.

O) Approve CLA Quote for TID Accounting Reconciliation and Debt Review: Ginner presented a fee schedule from Clifton Larson Allen LLP for fees associated with TID's and debt. Discussion on the need. *Motion by Schaffer, 2nd by Burkett to table the agenda item and add the CLA quote to the Special 12-14-23 CLA Audit presentation meeting for clarification on services needed and consideration for approval. Carried, all.*

P) Approve payment of bills for the city and the golf course: *Motion by Kressin, 2nd by Marquardt 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) Police chief report on departmental activities: Chief Dobbs supplied a written update of current activity and events for review.

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

S) Treasurer's monthly update: Hoffman provided a written update for review.

T) Clerk's monthly update: Bolte provided a written report/Clerk position procedural update for review.

Motion by Kressin, 2nd by Schaffer 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.

- i. Police Chief Contract, Jan 1, 2024 through Dec 31, 2026*
- ii. Eagle River Police Department Union Contract Jan 1, 2024 through Dec 31, 2026*
- iii. Eagle River Golf Course Superintendent Contract Addendum through Dec. 31, 2025*
- iv. Eagle River Golf Course Golf Pro Contract Jan 1, 2024 through Dec. 31, 2026*

Motion by Burkett, 2nd Kressin to return to open session to act on matters discussed in closed session. Carried on a roll call vote, all.

Motion by Schaffer, 2nd by Burkett to approve Police Chief Contract as amended for the term of Jan 1, 2024 through Dec 31, 2026. Carried on roll call vote, all.

Motion by Schaffer, 2nd by Kressin to approve Eagle River Police Department Union Contract for the term Jan 1, 2024 through Dec 31, 2026. Carried on roll call vote, all.

Motion by Schaffer, 2nd by Marquardt to approve Eagle River Golf Course Superintendent Contract Addendum as amended for the term ending Dec. 31, 2025. Carried on roll call vote, all.

Motion by Kressin, 2nd by Marquardt to approve Eagle River Golf Course Golf Pro Contract for the term Jan 1, 2024 through Dec. 31, 2026. Carried on roll call vote, all.

Motion by Marquardt, 2nd by Schaffer to adjourn the meeting at 8:22 PM. Carried all.

Becky J Bolte - Clerk