

CITY OF  
**EAGLE RIVER**  
*Wisconsin*

Snowmobile Capital of the World ★ ATV/UTV Capital of Wisconsin ★ Hockey Capital of Wisconsin

*AGENDA NOTICE*

THE FINANCE COMMITTEE OF THE CITY OF EAGLE RIVER WILL HOLD A MEETING ON TUESDAY, JANUARY 9, 2024, AT 5:15 P.M. AT CITY HALL, 525 E. MAPLE STREET IN EAGLE RIVER.

- 1) Call To Order.
- 2) Roll Call.
- 3) Treasurer confirmation that all bank accounts are reconciled.
- 4) Treasurer report of any and all late payments and penalties.
- 5) December Financial Review.
- 6) Review & Approval of Accounts Payable.
- 7) Adjourn.

*Submitted by Becky Bolte, City Clerk*

*Please note that, upon reasonable notice at least 24 hours in advance, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services or provide a video link for meetings. For additional information, or to request this service, please contact the City Clerk's Office at 715-479-8682 ext. 224, 525 E. Maple Street, P.O. Box 1269, Eagle River WI 54521.*

*Date of posting 1/8/24 bjb*





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### *AGENDA NOTICE*

THE COMMON COUNCIL OF THE CITY OF EAGLE RIVER WILL HOLD A MEETING ON TUESDAY, JANUARY 9, 2024 AT 6:00 PM AT CITY HALL, 525 E. MAPLE STREET IN EAGLE RIVER.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approve Minutes of Previous Meetings INCLUDE NOV AND DEC
5. Discussion and Possible Action on the Following Agenda Items:
  - a) Street Closing/temporary sign/amplification/display of goods permits: Vintage World Championship Snowmobile Races updated permit application to reschedule to February 7-11, 2024.
  - b) Operator's licenses: Kyle Krampitz, Natalie Spiess, Shara Rickling
  - c) Disallowance of Claim – Jayme Seyfert 12-2-23 date of loss
  - d) MSA Monthly Update
  - e) River Trail Commission – Presentation of findings on route survey, and statement of support for the development of the trail project
  - f) Appointment of new 2024-2025 Election Inspector: Unaffiliated: Christine Sankey-Wilhelm
  - g) 2023 Levy Limit Adjustment – Reduction of \$2,524 from July shared revenue – Joint Fire Dept adjustment to 2023 limit denied by WI DOR, information only
  - h) Approve payment of the bills for the City and the Golf Course
  - i) Police chief monthly update on departmental activities
  - j) Administrator's monthly update on activities of all departments
  - k) Treasurer's monthly update.
  - l) Clerk's monthly update
6. Adjourn.

*Submitted by Becky Bolte, City Clerk*

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*Date of posting 1/8/24 bjb*



November 14, 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 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 Burkett, 2<sup>nd</sup> by Schaffer to adjourn at 5:52P.M. Carried, all.*

Becky J Bolte – City Clerk

November 14, 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 Councilman Jerry Burkett and was recited by all present.

Roll Call: Ron Kressin, Kim Schaffer, Diane Marquart and Jerry Burkett. Also in attendance: Becky Bolte, Robin Ginner, Mike Adamovich, Mike Sanborn, Tony Sable, and Kyle Anderson.

*Motion by Kressin, 2<sup>nd</sup> by Schaffer to approve the minutes of the 10/10/23 Finance Committee and Common Council meeting, 10/17/23 Special Common Council meeting, and 11/8/23 Common Council Budget Workshop meeting. Carried, all.*

A) Street Closing/temporary sign/amplification/display of goods permits: Steve Gustafson of Zip Away Productions LLC presented a permit application for tentative plans for the Secret of Bog Lake Movie soft premiere at Vilas Theatre. Gustafson reported there was no hard date or definite plans in place for the event but was presenting before Council to get confirmation that his intentions were allowed by the City. Review of the application concluded no permit would be required with the presented intentions. Gustafson asked if he could use the City of Eagle River logo in the movie credits, with Burkett referring him to the City Attorney. Mayor Hyslop stated no concerns as presented but requested Gustafson gives the City a ten-day notice of plan for coordinating services for public safety. When applicant asked about possible charges, Burkett replied there would be no expense as the City of Eagle River is an event driven community.

B) Operator's licenses: Regular; Deborah Hock, Brett Jungwirth. Temporary; Regina Gaffney, Jacki Greene, David Stauffucher, Lorraine Edwards, Alice Krueger, Barry McLeane, Kathy Holperin. *Motion by Schaffer, 2<sup>nd</sup> by Marquardt 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 ,11/18/23. Eye on Entrepreneurs. *Motion by Burkett, 2<sup>nd</sup> by Kressin, to approve picnic license to the Eagle River Area Chamber of Commerce as presented for 11/18/23 "Wi-Does" Wine Walk. Carried, all.*

D) Direct Sellers Permit:

Tree-Ripe Fruit Co., 810 N Railroad (Shopko building) 11/18/23, Florida Citrus, Georgia pecans. Michigan Blueberries, New Mexico pistachios. *Motion by Burkett, 2<sup>nd</sup> by Schaffer to approve Direct Sellers permit as presented. Carried, all.*

C&D Seafood Sales & Service – 810 N Railroad (Shopko building) and 613 N Railroad (WI Builders) One-year – Seafood Sales. Dates to be determined. *Motion by Schaffer, 2<sup>nd</sup> by Marquardt to approve Direct Sellers permit as presented. Carried, all.*

E) On behalf of the attendees of the first Fleet Hospital Great Lakes-LRMC 2006 reunion, City Council to be presented with challenge coins. Ann Carlson from the reunion group presented the Council with commemorative coins stamped with the City of Eagle River logo from the military medical group reunion. Burkett requested clarification from Carlson on the value of the coins. Carlson reported the value to be less than a cup of Starbucks coffee. Carlson reported the reunion was a great success.

F) Garbage Haulers Permit Application: Gas Distribution Systems Inc, DBA Eagle Dumpster and Howard Disposal, for terms of 11/14/23 – 4/31/24. *Motion by Schaffer, 2<sup>nd</sup> by Kressin to approve garbage haulers licenses as presented. Carried, all.*

G) Rat control issues and update - Republic Services: General Manager Ken Maxey spoke for Republic Services. Maxey reported that Republic Services has a pest control program already in place and has increased the program since notification of the problem. Maxey assured the City that Republic Services will continue due diligence to help eradicate the issue.

H) Affordable Housing Task Force presentation on City assistance to bolster housing development in Eagle River and recommendation on the structure for the committee: Jim Holperin of the Affordable Housing Task Force addressed the Council. A written presentation was submitted with the history of the Task Force Formation and what they do and presented a proposal for a privately owned, property-taxable dormitory/apartment building. Holperin reported the task force has no authority to follow through with any recommendations, grant applications, or any other action to proceed. Burkett asked Holperin for his take on what the group would want to see happen with Holperin suggesting the possibility of designating the Affordable Housing Task Force as an ad-hoc City Committee. Burkett stated only one member of Council should be a part of this group to avoid a quorum and asked that he be replaced as a member on the current Committee. Burkett went on to suggest that City legal counsel would need to decide the legal way to proceed. Ginner, Holperin and Garbowicz will meet to discuss options.

I) Planning Commission: Ben Buehler, Tall Pines Real Estate LLC, has submitted an application requesting a conditional use permit for an off-premise advertising sign to be located at 310 Pine Street, Eagle River. Parcel Number 221-744, is described as Sect. 33, T40N, R10E, LOT 6 BLK 9 ORIGINAL PLAT EAGLE RIVER. Schaffer presented for the planning commission stating the conditional use permit was recommended by the planning commission with no objections heard at the public hearing. The sign would be on a site owned by the applicant. *Motion by Schaffer, 2<sup>nd</sup> by Kressin to approve the conditional use permit for an off-premise sign to Ben Buehler, Tall Pines Real Estate LLC as presented. Carried, all.*

J) Final approval of offer to purchase Lot #13, Tamarack Business Park, from Ben Buehler, Tall Pines Real Estates LLC in the amount of \$22,000: Tall Pines Real Estate LLC has investigated sewer and water concerns at Lot 13 in the Tamarack Business Park and has submitted final offer for purchase. *Motion by Burkett, 2<sup>nd</sup> by Kressin to proceed with the sale of Lot 13 in Tamarack Business Park, with buyer Tall Pines Real Estate LLC for a purchase price of \$22,000. Carried on a roll call vote, all.*

K) Associated Appraisal Consultants, LLC –Scope of Services Contract, adding Interim Market Update Revaluation for 2024 to existing Contract for Maintenance Assessment Services- \$23,000. *Motion by Burkett, 2<sup>nd</sup> by Kressin to approve Associated Appraisal Consultants, LLC contract addendum for Interim Market Update Revaluation, for \$23,000, for the additional professional services. Carried on a roll call vote, all.*

L) Ordinance #587 Amending Chapter 10-4 (a) and (b) - Control of dogs and cats – requiring leashes on all pets not confined to private property, and permitting pets in City Parks only where signed. Mayor Hyslop expressed

concerns with ordinance. Burkett asked if this ordinance change was brought on by single incident or if there were multiple reported problems, with Ginner and Anderson stating this was not one incident. Maureen Ujazdowski and Lynda Bolte both spoke in opposition of the ordinance change. Mayor stated he wanted the ordinance to be valuable to all in the city. Dogs on the golf course was discussed at length. Ordinance 587 was not voted on. *Motion by Burkett, 2<sup>nd</sup> by Kressin to recommend the Planning Commission does a study on the issue and identify if there is a need for ordinance change and what issues need to be addressed if deemed necessary. Carried, all.*

M) Golf Course: Kyle Anderson recapped the closing of the golf course for the season, reporting aside from fall cleanup, twelve tarps were put down, snow mold was applied, and a 16 tree project was scheduled to start this week. Anderson provided an irrigation system 5-Year Rainbird price quote for \$16,753.30. Anderson stated his knowledge of the agreement; giving coverage for computer equipment, help center and irrigation system coverage. *Motion by Schaffer, 2<sup>nd</sup> by Kressin to proceed with said terms of 5-year Rainbird contract contingent on a written agreement being received, discussion by Burkett. Burkett will not proceed/vote without a written contract to review, motion withdrawn by Schaffer, 2<sup>nd</sup> withdrawn by Kressin.* Rainbird to be contacted for more information to be supplied for the next meeting. Tony Sable presented a written report recapping use statistics, financials for the 2023 season, and marketing report.

N) Eagle River Light & Water: PFAS Class Action Settlement Recommendation – DuPont: Sanborn presented the facts of the class action suit, stating that although Eagle River has PFAS non-detect in the water supply, if we opt out of the class action with DuPont, we would be unable to get back in if detected in the future. Sanborn supplied a written legal opinion by City Attorney Garbowicz advising the City to sign on to the lawsuit. *Motion by Burkett, 2<sup>nd</sup> by Kressin, per advice of legal counsel, the City of Eagle River to stay in the Dupont PFAS Class Action settlement. Carried on a roll call vote, all.*

O) MSA – Monthly Update Phil Kriesel supplied a written report. Ginner added she is working with MSA on LRIP projects and for producing a map to investigate the possibility of opening future TID's.

P) Joint Municipal Fire Department 2024 Budget Request \$47,995. Ginner reported the Joint Fire Department 2024 Budget Request was finalized and remained unchanged since budget workshop. *Motion by Kressin, 2<sup>nd</sup> by Burkett to approve the Joint Municipal Fire Department 2024 Budget Request for \$47,995. Carried on a roll call vote, all.*

Q) Borrowing Resolution #1019 – End of Year borrowing, \$145,000 for a term of 366 days, no pre-payment penalty: Bank proposals on interest rate and fees to be presented for approval with resolution. Financing bids were received from Nicolet National Bank at 5.79% for 13 months, Incredible Bank at 6.50% for 13 months, and Peoples Bank at 7.06% for 13 months. *Motion by Schaffer, 2<sup>nd</sup> by Marquardt to approve borrowing resolution #1019 for end of year borrowing with Nicolet National Bank, \$145,000 for a term of 13 months, no pre-payment penalty, carrying an interest rate of 5.79% per annum. Carried on a roll call vote, all.*

R) Resolution #1020: Resolution to commence a public hearing to discontinue a portion of the extension of Tamarack Street, west of Raspberry Lane and east of Nicolet Street. Burkett disclosed possible perceived conflict of interest as he has had a working relationship with Ridderbush (requesting the land) in the past, though not under contract at this time. Burkett will abstain from both the conversation and vote. Ginner presented the resolution stating it is a remake of Resolution 1018, but requester has clarified he would need 33' into the road not 20'. Holly Tomlanovich spoke to confirm this would not impede any of the recreational trails with Ginner confirming it would not. Ridderbush would not give a recreation easement but there would be land available to relocate trails if relocation was ever necessary. *Motion by Kressin, 2<sup>nd</sup> by Schaffer, to approve Resolution 1020 to commence a public hearing to discontinue a portion of the extension of Tamarack Street, west of Raspberry Lane*

and east of Nicolet Street. Carried on a roll call vote, Ayes: Kressin, Schaffer, Marquardt. Nays: none. Burkett abstained.

S) 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.

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

U) Administrators report on activities in all departments & general monthly duties: Ginner presented a written update of departmental happenings for review. Ginner added she was researching part of Act 12 that includes an available planning grant to do a feasibility study for possible changes to our ambulance service. She also noted that a notice was received stating some states have reported fentanyl laced letters being sent to election officials though none have been reported to date in Wisconsin.

V) Treasurer's monthly update: None

W) Clerk's monthly update: Bolte provided a written report/Clerk position procedural update for review.

X) Liquor License – Amended premises description, License number 2023-3, Riverstone Brewing Co. LLC – 219 N Railroad, Daniel Ullsperger, Agent. Bolte reported the final occupancy permit has been granted and the liquor license agent has submitted a new application, adding the dining room and main bar to the premises description for the purpose of the liquor license. Motion by Schaffer, 2<sup>nd</sup> by Kressin to approve the presented premises description on the liquor license application and grant the updated liquor license to Riverstone Brewing Co., LLC. Carried, all.

Motion by Kressin, 2<sup>nd</sup> by Marquardt 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. Police Department Clerk hourly pay rate. Carried on a roll call vote, all.

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

Motion by Burkett, 2<sup>nd</sup> by Kressin to approve hourly wage adjustment to Police Department Office Manager, adjusting to \$24.25 per hour, effective 1/1/2024. Carried on a roll call vote, all.

Motion by Burkett, 2<sup>nd</sup> by Kressin to adjourn the meeting at 7:35PM. Carried all.

Becky J Bolte - Clerk



December 7, 2023

A special Budget Hearing meeting of the Common Council of the City of Eagle River was called to order at 4:45 P.M. by Mayor Jeff Hyslop.

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

A) 2024 Budget Hearing

- i. Presentation of Budget to the Public: Bolte presented the 2024 budget.
- ii. Budget hearing public comments session was opened by Hyslop. City of Eagle River resident John Loomis voiced concern over the Walter E Olsen Library 2024 budget request being reduced in the 2024 City budget. Town of Washington resident Nancy Hart expressed the importance of the library for education. The hearing attendees expressed by show of hands that they would like to see the Walter E Olsen Library request to the City be approved for the full amount requested amount. No other comments heard.
- iii. Close Public Hearing. Mayor Hyslop closed the public hearing at 4:52PM.

B) Resolution 1021: Approve the use of a 2023 levy limit adjustment for unused portion of the 2022 allowable property tax levy - \$5,293. Motion by Schaffer, 2<sup>nd</sup> by Kressin to approve Resolution 1021 approving the use of the 2023 levy adjustment for the unused portion of the 2022 allowable property tax levy in the amount of \$5,293. Carried on a roll call vote, all.

C) Resolution 1022: Approve the use of a 2023 levy limit adjustment for 6.56% increase in charges assessed by the Joint Fire Department - \$2,524. Motion by Burkett, 2<sup>nd</sup> by Marquardt to approve Resolution 1022 approving the use of a 2023 levy limit adjustment for 2024 increase in charges from the Joint Fire Department in the amount of \$2,524. Carried on a roll call vote, all.

D) Resolution 1023: Adoption of 2024 Budget, authorization for 2023 tax levy. Motion by Burkett, 2<sup>nd</sup> by Schaffer to approve Resolution 1023, to adopt the 2024 City of Eagle River budget and authorize the City of Eagle River tax levy as presented. Carried on a roll call vote, all.

Burkett addressed the audience stating he is pro-library but discussed the pitfalls of governmental budgeting, including levy limits and rising emergency services costs. Burkett stressed the City allocated what they could towards the library budget request and spoke on previous years discussions the City has had with the library stating the City cannot do double digit increases each year. Burkett added he would like to see the library helping themselves with fundraising efforts, and the importance of the community as a whole coming together to help with the library's financial needs.

E) Approval of Robert W. Baird & Co. Incorporated contract for financial strategy planning services. Ginner presented the need Baird services. Motion by Burkett, 2<sup>nd</sup> by Schaffer to approve Robert W Baird & Co. Incorporated contract for financial strategy planning services, charged at \$200 per hour not to exceed 80 hours (\$16,000). Carried on a roll call vote, all.

F) Appointment of Robert W. Baird & Co. Incorporated as the City of Eagle River's official financial advisor. Motion by Schaffer, 2<sup>nd</sup> by Kressin to appoint Robert W. Baird & Co. Incorporated as the City of Eagle River official financial advisor. Carried on a roll call vote, all.

G) Temporary "Class B" Wine - Picnic License: Eagle River Chamber of Commerce –Wine Fundraiser 12-8-23 thru 12-22-23. Discussion on the legality of license issuance. Motion by Burkett, 2<sup>nd</sup> by

*Kressin to approve Temporary "Class B" Wine picnic license to the Eagle River Area Chamber of Commerce as presented contingent on City Clerk getting confirmation from the State of Wisconsin that it would be a legal issuance. Carried, all.*

H) Approval of League of WI Municipalities Insurance Policy 2024 Renewal Quotes:

*Motion by Burket, 2<sup>nd</sup> by Kressin to approve the WI Municipalities Mutual Insurance Company - Municipal Insurance ADP Policy – City wide Auto, Liability, Cyber, Crime \$57,334. Carried on a roll call vote, all.*

*Motion by Burket, 2<sup>nd</sup> by Kressin to approve the WI Municipalities Mutual Insurance Company - City Wide Workers Compensation \$33,582*

*Motion by Schaffer, 2<sup>nd</sup> by Kressin to adjourn at 5:10PM. Carried.*

Becky J Bolte - Clerk

DRAFT

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, 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 Burkett, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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 2<sup>nd</sup> 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, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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 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, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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, 2<sup>nd</sup> by Schaffer to adjourn the meeting at 8:22 PM. Carried all.*

Becky J Bolte - Clerk

DRAFT





December 14, 2023

A special session of the Common Council of the City of Eagle River was called to order at 4:45 P.M. by Mayor Jeff Hyslop.

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

A) 2022 Audit Presentation by Clifton Larson Allen LLP: Scott Sternhagen, CPA, of the auditing firm Clifton Larson Allen (CLA) presented the 2022 audit to the Council. Sternhagen began the presentation by disclosing all prior year adjustments made followed by a review of the current year findings. Discussion on statement findings in the preparation of annual financial report, segregation of duties, adjustments to the City's financial records, and internal control over compliance reporting for Federal Award Programs. Sternhagen reviewed the financials enterprise funds and 2022 Budget compared to actual. Recommendations were given for recording interfund transfers, borrowing structures, and TID reconciling of financials.

B) Approve CLA Quote for TID Accounting Reconciliation and Debt Review: The TID debt service accounting was discussed with CLA presenting a quote for TID Accounting and Debt Review to bring TID audits and City financials together. *Motion by Schaffer, 2<sup>nd</sup> by Kressin to approve the CLA quote for TID accounting reconciliation and debt review, time and material quote with hourly rate of \$150 - \$300 depending on service required. Carried on a roll call vote, all.*

*Motion by Kressin, 2<sup>nd</sup> by Burkett at 6:00 P.M. 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. Employment Review and Compensation

1. City Clerk
2. City Treasurer
3. City Administrator

*Motion by Burkett, 2<sup>nd</sup> by Kressin to return to open session at 7:35 P.M. to act on matters discussed in closed session. Carried on a roll call vote, all.*

*Motion by Schaffer, 2<sup>nd</sup> by Kressin to pay out City Clerk for 35.75 hours remaining in her vacation bank from 7/27/23 end of benefit year at regular rate of pay. Carried on a roll call vote, all.*

*Motion by Schaffer, 2<sup>nd</sup> by Burkett to increase City Treasurer salary as of 1/1/24 to \$60,000 a year with 2024 employee 5% increase applied to increased salary base. Carried on a roll call vote, all.*

*Motion by Schaffer, 2<sup>nd</sup> by Kressin to adjourn the meeting at 7:40 P.M.*

Becky J Bolte – City Clerk



Postponing till Feb. 8-11...see changes in red.

City of Eagle River

525 E. Maple St. · P.O. Box 1269 · Eagle River · WI 54521 · Phone: (715) 479-8682 · Fax: (715) 479-9674

PERMIT APPLICATION (REVISED 5/2021)

\* If any of the items provided by the City for any event (Cones, Road Horses, Street Signs, No Parking Signs, Picnic Tables, etc.) are missing, stolen, damaged, the organization will be billed accordingly.

\* Recycling containers provided by the City MUST BE used for any and all events!

(PLEASE check ALL that apply)

- Event to be held on City Streets (Street Closing)
Display Goods, Wares or Merchandise on Sidewalks, Streets, or Alleys for Special Events
Amplifying Device
Temporary Signs
\*\* Street Banners (the attached D.O.T. app MUST be filled out)

\*\* It is the responsibility of the Organization to deliver the banner(s) to the Light & Water Dept at least one week prior to the event and pick up the banners after they are taken down. The Light & Water Dept does NOT store Banners.

\*\* Temporary Signs and Banners are NOT permitted on City property or property owned by the WI D.O.T.!

PLEASE PRINT CLEARLY all of the information that relates to the type of permit you are applying for:

Today's Date: 12-27-23 Event Date(s): February 7, 8, 9, 10, 11 of 2024

Event Name: Vintage World Championship Snowmobile Races

Times of Event: 2-7 2-8, 2-10, 2-11 2-9 1/10/24 setup, 1/11, 1/13, 1/14 Racing 8am to 8pm, 1/12 Racing 8am to 11pm

Organization Name: WGD Complex, LLC

Contact Person(s): Laura Campbell Phone #(s): 715-479-4424

Contact Email: laura@derbycomplex.com

Physical AND Mailing Address: PO Box 1808, 1311 N Railroad St Eagle River, WI 54521

Street(s) to be CLOSED: South end of Pleasure Island Rd starting at 9:00 AM on 2-8-24 1-11-24

Barricades / Cones / Picnic Tables (detail how many of each are needed): None

Event Location / Display: 1311 N Railroad St including all lands owned

Type(s) of Goods to be Displayed: Snowmobile, Merchandise, Snowmobile Racing, Food and Beverage Sales

Location of Signs: Directional and informational signs on property (please attach a detailed list OR mark the areas on the map with an "X" indicating where temporary signs will be)

Location of Street Banners: None

The Organization MUST supply a copy of their current applicable liability insurance coverage prior to the event.

Signature of Organizer: Laura Campbell Print Name: Laura Campbell

Current Certificate of Insurance on file: [X] Yes [ ] No Approved by the Eagle River City Council on 9-12-23 with the following specifications:

Becky J Bolte - Clerk

Final approval of this application based on concurrence of Police Chief



Jayme Seyfert  
P.O. Box 314  
Eagle River, WI 54521

City of Eagle River  
Attn: Public Works Department  
P.O. Box 1269  
Eagle River, WI, 54521

Subject: Reimbursement Request for Car Repair Due to Lack of Manhole Maintenance

Dear Public Works Department,

I am writing to bring to your attention an incident that occurred twice on Saturday, December 2nd, 2023, involving a manhole cover/hole on Highway 70 near the Body Retreat in Eagle River. I am seeking reimbursement for the car repair expenses I incurred because of this infrastructure issue.

On the mentioned date, I was headed west on Highway 70 at night when my right front tire hit a substantial hole in the road just before the lighted intersection of 70/45N. The impact was extremely loud and abrupt, noticeable to everyone in the car. Later that same night, while traveling in the same direction, I attempted to avoid the hole but was unable to do so due to oncoming traffic.

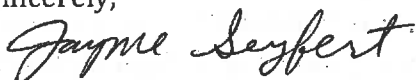
Subsequently, on Monday, I noticed a popping sound from my right front tire as I made a left-hand turn. Concerned about the issue, I promptly scheduled an appointment at Eagle River Tire. The technicians at the shop informed me that the upper right control arm of my vehicle needs to be replaced. I have enclosed a copy of their estimate for your reference.

I understand that maintaining and ensuring the safety of road infrastructure is a priority for the City of Eagle River, and I believe that the lack of maintenance to the manhole cover on Highway 70 contributed directly to the damage to my vehicle. I kindly request reimbursement for the expenses associated with the repair, as detailed in the enclosed estimate.

I appreciate your prompt attention to this matter and look forward to a resolution. Please do not hesitate to contact me if you require any further information or documentation.

Thank you for your understanding and cooperation.

Sincerely,

  
Jayme Seyfert

# Eagle River Tire

126 East Division Street  
P.O. 881  
Eagle River, WI 54521  
715-479-8820

# ESTIMATE

#231208012 Page 1 of 1  
12/8/2023, 11:56 AM

JAYME SEYFERT  
PO BOX 2424  
EAGLE RIVER, WI 54521

CELL: 715-891-7105  
:  
ACCOUNT #:

2011 CHEVROLET SUBURBAN 1500  
AKZ5623 (WI)  
1GNSKJE38BR102714  
5.3L 8 Cyl.

Sales: 105:EGAN, MIKE

Qty	Item Number	Description	Each	Misc	Extended
<b>Steer\Suspens</b>					
1	LABOR	REPLACE RIGHT UPPER CONTROL ARM	204.92		204.92
1	CUSTOM	RIGHT UPPER CONTROL ARM 810-258825B AA	167.40		167.40
Shop Supplies:					14.46
Sub-Total Steer\Suspens:					386.78
<b>Alignment</b>					
1	WA	THRUST ANGLE ALIGNMENT			0.00
1	LABOR	WA	69.95		69.95
Shop Supplies:					4.31
Sub-Total Alignment:					74.26

Parts	167.40
Labor	274.87
<b>Shop Supplies</b>	<b>18.77</b>
<b>Sub-Total</b>	<b>461.04</b>
STATE SALES TAX	23.05
COUNTY TAX	2.30
PREMIER RESORT Tax	2.30
<b>Grand Total</b>	<b>488.69</b>

*TOES DEC 19  
10:00*

YOU ARE ENTITLED TO A PRICE ESTIMATE FOR THE REPAIRS YOU HAVE AUTHORIZED THE REPAIR PRICE MAY BE LESS THAN THE ESTIMATE, BUT WILL NOT EXCEED THE ESTIMATE WITHOUT YOUR PERMISSION YOUR SIGNATURE WILL INDICATE YOUR ESTIMATE SELECTION.

- I request an estimate in writing before you begin repairs \_\_\_\_\_
- Please proceed with repairs, but call me before continuing if the price will exceed \$ \_\_\_\_\_
- I do not want an estimate \_\_\_\_\_

Motor vehicle repair practices are regulated by chapter ATCP 132 Wis. Dept. of Agriculture, Trade and Consumer Protection, P.O. Box 8911, Madison, Wisconsin 53708-8911

This vehicle received without face to face customer contact.

Shop Rep Sig. \_\_\_\_\_ I HEREBY AUTHORIZE the above repair work to be done along with necessary materials. You and your employees may operate the vehicle for the purposes of testing, inspection or delivery at my risk. An express mechanic's lien is acknowledged on above vehicle to secure the amount of repairs thereto. You will not be held responsible for loss or damage to vehicle or articles left in vehicle in case of fire, theft, accident, or any other cause beyond your control or for any delays caused by unavailability of parts or delays in parts shipments by the supplier or transporter. I understand that all charges are due upon delivery of the vehicle. I acknowledge receipt of a copy of this agreement.

Customer's Signature \_\_\_\_\_

Shop Rep Sig. \_\_\_\_\_

Payme Dept  
P.O. Box 314  
Eagle River, WI  
54521

GREEN BAY WI 543  
9 DEC 2023 PM 2 1



City of Eagle River  
Attn: Public Works Dept.  
P.O. Box 1269  
Eagle River, WI  
54521

54521-126969



***Statewide Services, Inc.***

Claim Division

1241 John Q. Hammons Dr.  
P.O. Box 5555  
Madison, WI 53705-0555  
877-204-9712

December 14, 2023

City of Eagle River  
Attn: Becky Bolte  
525 E. Maple St.  
Eagle River, WI 54521

Program: League of Wisconsin Municipalities Mutual Insurance  
Our Insured: City of Eagle River  
Date of loss: 12/02/2023  
Our Claim # WM000632210109  
Claimant: Jayme Seyfert

Dear Becky,

Statewide Services, Inc. administers the claims for the League of Wisconsin Municipalities Mutual Insurance, which insures the City of Eagle River. We are in receipt of the claim submitted by Jayme Seyfert for alleged auto damage resulting from a pothole.

We have reviewed the matter and recommend that the City of Eagle River deny this claim, pursuant to the Wisconsin statute for disallowance of claim 893.80(1g). The disallowance will shorten the statute of limitations period to six (6) months.

Our denial is based on the fact that our investigation revealed no liability on behalf of the City. The City maintains that it had no knowledge or notice of the alleged hazardous pothole condition that existed on 12/2/2023. The City subsequently filled the pothole on 12/4/2023. More permanent repairs will be performed by the City as weather allows.

Please submit the disallowance directly to the claimant at the above address. The disallowance should be sent certified or registered mail and must be received by the claimant within 120 days after you receive Notice of Claim. Please send a copy of the disallowance to Statewide Services Inc. Claims, for our records.

Thank you,



Sarah Bourgeois, AIC, AINS  
Claims Rep. II  
Statewide Services Inc.  
PO Box 5555  
Madison, WI 53705-0555  
608-828-5439 Phone  
800-854-1537 Fax  
[sbourgeois@statewidesvcs.com](mailto:sbourgeois@statewidesvcs.com)

CC: Business Insurance Group



**City of Eagle River****CLIENT LIAISON:**

Phil Kriesel  
Phone: 715-362-3244  
Cell: 715-482-0238  
pkriesel@msa-ps.com

**DATE:**

January 9, 2024

**E. SPRUCE STREET AND N. THIRD STREET UTILITY IMPROVEMENT PROJECT (R00088116)**

MSA continues the design process for the project. In December we met with Mike A. and Robin to discuss street layouts. In the next several weeks we plan to meet with the Water Department and Public Works to review utility upgrades planned in the project. We are working to have plans available for the May grant application deadline.

The E. Spruce Street and N. Third Street Utility Improvement Project schedule is:

- |  |                           |
|--|---------------------------|
| • Contract for design                    | August 2023 (Complete)    |
| • Contract for CDBG grant application    | August 2023 (Complete)    |
| • Design streets and utilities           | Fall and Winter 2023/2024 |
| • Apply for CDBG grant                   | May 2024                  |
| • Possible Grant award                   | August 2024               |
| • Apply for DNR Safe Drinking Water Loan | June 2024                 |
| • Apply for DNR Clean Water Fund Loan    | September 2024            |
| • Finish plans and specification         | December 2024             |
| • Bid Construction Project               | January 2025              |
| • Construction Begins                    | June 2025                 |
| • Construction Complete                  | October 2025              |

**Funding for project**

- CDBG
  - Next available application cycle May 2024
  - Covers two out of every three dollars up to \$1,000,000 maximum award.
  - Most of the project was found to be Community Benefiting and is approved by DOA.
  - Plans and specifications need to be developed prior to the grant application.
- DNR
  - Safe Drinking Water Loan Program (Drinking Water)
    - Low interest loan

- Possible Principal Forgiveness (Grant)
- Clean water Loan Fund (Sewer)
  - Low interest loan
  - Possible Principal Forgiveness (Grant)

**TID SERVICES (R00088123)**

- The TID services for 2023 allow MSA to complete small projects under the TID umbrella for quick turnaround and ease of the City. MSA can prepare a contract for 2024 upon request.

**GIS UPDATE (R00088098)**

MSA has processed last year’s televising data and will be loading it into the GIS system. This helps the City identify the conditions of the sanitary sewer pipes, locations of service taps and the year the pipe was televised. Vilas County is in the process of reorganizing their GIS data. The city references some of this data as basemaps in their apps. MSA will be updating any of the links from Vilas County basemaps that are used in the city’s apps.

**USDA RURAL DEVELOPMENT AND CDBG-PF FUNDING**

CDBG-PF Funding is completely closed out with the State.

The USDA-RD loan closing was completed on November 8, 2023. MSA has been in communication with USDA-RD and the City regarding final usage of remaining grant dollars.

**WWTF UPGRADE AND FORREST STREET LIFT STATION CONSTRUCTION**

MSA obtained the remaining closeout documentation from August Winter and has sent the closeout checklist packet to USDA.

**WDNR INTENT TO APPLY – CLEAN WATER FUND AND SAFE DRINKING WATER LOAN PROGRAMS**

In October MSA will again submit ITA’s for projects the City will consider over the next year. There is no fee for this service. It is important to think about what possible projects could come up in the next year to apply for. This should be looked at like a wish list. Funding changes will happen over the next year and this is the required first step in using DNR loan and grant programs.

ITA’s for the Spruce and Third Street sewer and water project were submitted for the City of Eagle River.

# River Trail Routing Options: Preliminary Summary

Presented by:  
Carlton Schroeder & Mike Maierle

Presented to:  
GHT Board

October 5, 2023



# Trail Routing Options: Preliminary Summary

## **Statement of Purpose:**

The initial proposed River Trail route into Eagle River (running adjacent and parallel to Hwy 70) is currently not supported by select Eagle River and Cloverland officials, based on perceived safety concerns.

To address the current routing approval impasse, GHT has agreed to conduct an evaluation of other potential routing options and provide a preliminary, comparative analysis of these options.

In addition to the current routing option (Central Option), potential Northern and Southern Routing Options have been identified.

This slide deck provides a high-level summary of the routing options and a comparative pros/cons assessment of these options.

*Note – the preliminary routing options presented herein are conceptual in nature; more detailed engineering assessment work would be required to validate their estimated cost and certainty of implementation.*

# River Trail Routing Options



# River Trail Routing Options: Preliminary Summary

<b>Central Route</b> <b>(current proposed route along Hwy 70)</b>	<b>Northern Route</b> <b>(along Sunset Road and Cty G ROW)</b>	<b>Southern Route</b> <b>(along powerline corridor to Cty H)</b>
<p><b>Route Description:</b></p> <p>East end starts at West Division Street (near Eagle River KwikTrip); route runs west parallel along north side of Hwy 70, crosses Hwy 70 just west of Wisconsin River, then runs along south side of Hwy 70 and along rivershore, then crosses Hwy 70 and runs along Old Wisconsin 70 into east end of St Germain (where it connects to Heart of Vilas trail).</p>	<p><b>Route Description:</b></p> <p>East end starts at Riverview Park and runs north along Hwy 17/45 ROW, then runs along ROW for Illinois Street and Adams Road, up to Cty G; runs west along ROW of Cty G until Sunset Road; then south along Sunset Road ROW until Hwy 70. West end after Sunset Road follows Central Route.</p>	<p><b>Route Description:</b></p> <p>East end starts at Three Eagle Trail head (near Pride Lane) and powerline corridor south of Hwy 70; follows powerline corridor west until Cty H, then follows Cty H ROW north until Hwy 70. West end after Cty H follows Central Route.</p>
<p><b>Key Points of Note (specific to east end of trail):</b></p> <p>Total additional trail distance = 0            Total estimated bridge length ~ 260 ft            Total estimated wetland length &lt; 1,000 ft            Approx. # of adjacent/crossed properties &gt;100            Anticipated # of req'd easements = TBD</p>	<p><b>Key Points of Note (specific to east end of trail):</b></p> <p>Total additional trail distance = 3.8 miles            Total estimated bridge length ~ &lt;100 ft            Total estimated wetland length = 5,300 ft            Approx. # of adjacent/crossed properties &gt;150            Anticipated # of req'd easements = TBD</p>	<p><b>Key Points of Note (specific to east end of trail):</b></p> <p>Total additional trail distance = 1.1 miles            Total estimated bridge length ~ 260 ft            Total estimated wetland length = 6,320 ft            Approx. # of adjacent/crossed properties &gt;50            Anticipated # of req'd easements = TBD</p>



# Central Route (current proposed route along Hwy 70)

## Pros:

- Well defined route (~30% design complete)
- Strong, local business and general public support
- Direct gateway into Eagle River (terminus close to central business district; could be easily connected to Three Eagle Trail)
- Shortest length and lowest estimated cost of all three options
- Numerous sections of Wisconsin and national bike trails (including other HOV trail sections) have similar and readily implementable routing features, highway crossings, and proximal positioning parallel to high traffic roads

## Cons:

- Perceived safety concerns voiced by some stakeholders (due to close proximity to Hwy 70; two Hwy crossings)
- Will require easements from several property owners (uncertain status; may require some rerouting if easements cannot be obtained)
- Not yet fully supported by all applicable municipal entities
- Would require multiple span bridge (~260 linear feet) across Wisconsin River

# Northern Route (Cty G and Sunset Road)

## Pros:

- Avoids trail position parallel and proximal to high traffic section of Hwy 70 in western entrance to Eagle River (addresses perceived safety concerns for central route [current proposed route])
- Multiple miles of serene, natural setting trail along Sunset Road and Cty G
- Provides direct bike access to Oldenburg Sports Park along Hwy G
- Precludes need for multi-span (260 LF) bridge across Wisconsin River along Hwy 70 (but, will require short [length TBD], single span bridge across Wisconsin River along Cty G)
- Possible bike to school trail option
- Would provide good north/south connection options for a future connector trail to Conover and the Three Eagle Trail to Three Lakes

## Cons:

- Anticipated difficulties/challenges of routing along Sunset Road (due to narrow ROW, steep slope sections and wetlands)
- Uncertain support of property owners along Sunset Road and Cty G
- Estimated 3.8 miles of additional trail required (compared to central route)
- Reduced anticipated bridge costs, but overall costs is expected to be > \$3M+ above central route
- Uncertain general public support (will riders support having an estimated 3.8 miles of additional trail through fairly isolated areas?)

# Southern Route (powerline corridor to Cty H)

## Pros:

- Avoids trail position parallel and proximal to high traffic section of Hwy 70 in western entrance to Eagle River (addresses perceived safety concerns for central route [current proposed] route)
- Provides for direct connection to Three Eagles Trail
- Routing through existing power line easement (~ ?? miles); HOWEVER, understanding and accounting for ROW/ easement provisions and preliminary discussions with property owners yet to be conducted
- Could reduce Hwy 70 crossings to one, but would need to cross Hwy 17
- Could provide direct bike access to Bachs Wildwood Campground and other potential businesses south of Hwy 70

## Cons:

- Extensive wetlands (~ 1.2 miles) across portions of power line easement; likely requiring extensive boardwalks and potential wetland mitigation measures
- Uncertain support of property owners along Southern Route
- Estimated 1.1 miles of additional trail required (compared to central route)
- Overall costs is expected to be > \$1M above central route (not including additional costs for addressing wetland requirements)



**CITY OF EAGLE RIVER**  
**MONTHLY POLICE CHIEF'S REPORT**  
*JANUARY 2024*

**Presented to:** Mayor Jeffrey Hyslop and the City of Eagle River Common Council

**Prepared by:** Chief Christine Dobbs

**CURRENT ACTIVITY:**

During the month of December our officers investigated 113 offenses. A total of 9 cases were cleared by arrest or referred for prosecution. A total of 2 new cases were added to our active investigation caseload. A total of 3 cases were placed in inactive status and 1 incidents unfounded. The remaining cases have been closed without arrest or referred for review to the District Attorney, Juvenile Intake or another agency. Our active investigation caseload is presently 29 cases under continued investigation. In addition to calls with sufficient detail to report below, the following reflects the numbers and types of calls for service:

Alarm	1	Probation/Parole Violation	2
Ambulance or Medical Assist	15	Suspicious Person/Circumstance	7
Animal Problem	3	Sex Offense	1
Citizen Dispute	6	Traffic Accident, Hit and Run	7
Citizen Assist	16	Traffic Accident NonRep	3
Controlled Substance/Possession	2	Traffic Accident, Prop Damage	6
Cont Subst/Possess Paraphenalia	3	Traffic Accident, Pers Injury	3
Cont Subst/Sale/Manu/Marijuana	1	Traffic Hazard	3
Disorderly Conduct	4	Theft, Gas Skips	2
DUI Alcohol or Drugs	3	Threatening	1
Failure to Appear	1	Tobacco Problem	1
Failure to Pay	4	Traffic Offense	6
Information	4	Trespass of Real Property	1
Intoxicated Person	1	Theft, Property, Shoplifting	1
Juvenile Problem	1	Utility Problem	2
Lost or Found Property	3	Welfare Check	10
Residence or Vehicle Lockout	1		
Noise Complaint	1		

A total of 36 traffic stops were conducted resulting in a total of 39 citations or warnings being issued. The following reflects the numbers and types of citations or warnings being issued:

Driving to fast for conditions	1
Exceed zones and posted limits	12
Fail stop-stop sign	3
Fail/Maintain headlamps	3
FYR from parked position	1
Hit & Run	2
Improperly displayed plates	1
Inattentive driving	1
Non-registration auto	3
Operate MV w/o proof of insurance	4
Operate w/o valid license	1

OWI first offense	1
OWI third offense	2
Possession drug paraphernalia	1
Unsafe lane deviation	1
Unnecessary acceleration	2

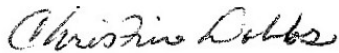
Our department took 8 people into custody and booked them into the Vilas County Jail.

Officers had a great time with the Cub Scout showing them our equipment, letting them fingerprint, introducing them to Donut.

We are scheduling a Concealed Carry course in March 2024.

I would like to take the opportunity to acknowledge Sgt. Ross's participation in the Vilas County Swat team for the past 9 years. Sgt. Ross was a Team Leader on the team. Sgt. Ross officially "retired" from the team at the end of December 2023. Sgt. Ross will be utilizing his drone experience with the team in the future.

Respectfully submitted,



Christine Dobbs  
Chief of Police

## Clerks Report December 2023

Elections: With the five new election inspectors this term, we now have a total of 37. A full election requires 26 workers at half day switch. With work schedules and snow birds, the extra workers will be very welcomed this year. The new term onboarding has begun with each poll worker returning their onboarding paperwork and coming in to give their sworn oath. Training scheduling has started. New poll workers need two hours of training before they are able to work an election. I reformatted the old chambers laptop, giving me the use of a designated system with the training presentations already loaded for use in Chambers on the big screen without having to give up my system. I will be running sessions for the next couple of months. Reappointed Chief Inspectors require six hours of “special training”, Special Voting Deputies that visit the area care facilities require separate training, our registration inspectors get training that focuses on registration only, and all poll workers have a training session before each election. I haven’t gotten anyone to bite on working extra hours here at City Hall around the elections yet but will keep trying. 4<sup>th</sup> Quarter mover cards were sent out mid-December, so the cycle has begun again of 30 day letters being sent out to confirm status before deactivations. Calendar year absentee ballot requests are starting to come in, all drop off/mail applications get entered into WisVote.

Operators Licenses: License applications continue with minimal new applicants.

Permits/Licenses: We received an application to postpone the Vintage Snowmobile Race at the WCD Complex. They are rescheduling from January 10-14 to February 7-11. NPSD does not have any conflict with the change in dates. Pond Hockey is scheduled for the same weekend.

NAN Refinance: We are working with BAIRD for the financing of the ERLW Nan this spring.

Leases & Agreements: The Historical Society shortage from 2023 has been paid in full.

Garbage: All tenant/hand bill residents have been billed with all but one paid in full before the end of the year. Follow up with the outstanding address has been done and service will be disrupted until payment is received. The holiday garbage collection schedule was posted on the website and the January 10 Christmas Tree pick up from Republic Services was posted on website and on ERLW bills.

Insurance: We have a disallowance for the 12-2-23 Seyfert claim on this months agenda.

Taxes: I am the roll-over person for tax payments. Because in person payments are down, I am able to help Cory by allowing her to close her door for spells to focus on other things and I can grab the payments. The Treasurer gets the checks and does all the balancing and deposits.

PILOT Agreements with Northwoods Land Trust and St Mary's of the Snow have been invoiced for the 2023 tax year. The Aspirus PILOT agreement is based off Decembers CPI and those figures are not released until mid-January so as soon as I have the number, I will get that invoice over to them.

Special Assessment Requests: I processed four Special Assessment Requests this month.

Open Records Requests: We have received two small open record requests this month.

Room Tax: End of year reporting forms and 2024 Accommodation permit applications were distributed. The permit applications have begun to come in and I will batch process them weekly. The room tax payments are due January 31.

Department of Revenue Form Filing: On December 20, I received an email from the DOR stating that our Levy adjustment for the \$2,524 increase from the Joint Municipal Fire Department had been denied. I worked with the DOR on getting the adjustment, so I called them to walk me through the denial. The Joint Municipal Agreement was dated in 1991. The State verbiage for the Levy Statute was done in 2005 so it isn't included in the agreement. I was asked if we had an agreement, I said yes and we proceeded, not being informed that it required an addendum in 2005 to include the levy statute. We also worked through the CPI percentages with the numbers I provided the DOR. I was working off the City of Eagle River portion, they work off the total Joint appropriations, thus disqualifying us from the percentage as overall, the entire increase to the joint municipalities was 10.02% of the allowable 7.4%. No penalty is assessed but because we are maxed with levy adjustments, we will have the adjustment of \$2,524 removed from our July shared revenue disbursement. An amended Levy worksheet will be filed lowering our allowable levy to \$1,730,395.

Fire Dues Certification: The Clerk certification has been completed with the WI Department of Safety and Professional Services. This certification is a Q&A to certify the dues paid to the fire department and to certify Fire Protection Services are being provided to the City.

FMCSA – Drug and Alcohol Clearinghouse: The annual query of city employees with CDL's has been completed for the Federal Motor Carrier Safety Regulations compliance. This query runs their driver's license numbers against a database to ensure that no employee has drug or alcohol charges against them affecting their CDL licensure. All drivers queries came back with not-prohibited results.

Meetings: Following the December meetings, all licenses and permits were produced, mailed/mailed to the applicants. December minutes were published. All Clerk items were added to the agenda. All Clerk supporting documents for the January Finance and City Council meeting were prepared and supplied for Robins meeting binder. I also Clerked for the Planning Commission meeting. Draft minutes were completed for the Finance Committee, Regular Council, and Planning Commission meetings. All Eagle River agendas were posted onto the



bulletin boards and posted onto the website, along with all Vilas County agendas posted on our bulletin boards.

Taxes/Assessor: Rob Hom has been in contact with Attorney Garbowicz on the airport hangar personal property repeal, specifically regarding the legal descriptions needed. Garbowicz supplied a letter to Hom suggesting the City hold tight and hope the legislation addresses the need for a metes and bounds legal description for each one as the cost of surveying is substantial. Tom Boetcher of Eagle Landmark gave a very loose estimate of \$100 per hangar if we were to have all the hangars done at once and \$500-\$800 if each hangar owner were to order an individual survey for their legal descriptions to be recorded with the register of deeds.

City Hall: The last couple of weeks were spent closing out the year. I did a large reorganization of the records room and have been in contact with Headwaters Inc out of Rhinelander for the shredding of obsolete records. They are a NAID certified (National Association for Information Destruction) shredding company. I had chosen not to shred anything stored in the records room since I started. I wanted to have a full understanding of what everything was and retention compliance before any destruction decisions were made. We have a few years' worth, and I anticipate they will be picking up mid-January.

Hope you all had a great holiday season!

Becky J Bolte  
Clerk – City of Eagle River