

May 14, 2024

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 Marquardt with Jerry Burkett joining after roll call. Also in attendance: Cory Hoffmann, Becky Bolte and Robin Ginner.

Treasurer confirmation that all bank accounts are reconciled: Hoffmann reported all bank accounts are reconciled through April 2024.

Treasurer report of any and all late payments and penalties. Hoffmann reported none.

April Financial Review: Hoffman reported BAIRD would be presenting financial review at the City Council meeting.

Review and approval of Accounts Payable for City and Golf Course: *Motion by Burkett, 2<sup>nd</sup> by Schaffer, to recommend payment of presented City and Golf Course payables to City Council. Carried on a roll call vote. Ayes: Burkett, Schaffer, Kressin, Marquardt Nays: None*

*Motion by Burkett, 2<sup>nd</sup> by Kressin to adjourn at 6:55PM. Carried, all.*

Becky J Bolte – City Clerk

May 14, 2024

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

The Pledge of Allegiance was led by Chris Oatman and was recited by all present.

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

*Motion by Burkett, 2<sup>nd</sup> by Kressin to approve the minutes of the 4/9/24 Finance Committee and Common Council meeting and 4/23/24 Special City Council meeting. Carried, all.*

A) Fireworks permit application – Kenny Body of Kennys Elite Auto Detail and Tinting: 7-4-2024 fireworks application to have display at Eagle River Union Airport. Mr. Body presented to the Council that he would be contracting with Spielbauer Fireworks Co. Inc. for a 4<sup>th</sup> of July fireworks display at Eagle River Union Airport. A copy of the Spielbauer Fireworks Co. Inc proposal was supplied to Council. The proposed site for the fireworks is off Bolte Road. Rob Hom reported the airport commission granted approval to use the airport property outside the fence at the Bolte Road location conditional on Mr. Body's ability to provide adequate insurance coverage. Fire Chief Michael Anderson stated the application had a rain date of July 5 listed to which he would not approve and had previously conveyed to Mr. Body. Anderson also reminded that the fire department would impose the restriction of cancellation if there were winds from the Northwest, West, or Southwest. Council discussed concerns about the proximity to the school with Mr. Body stating the school would be out of range at .9 miles away and with the ERFD cancellation restriction of any west winds, the school would not be affected. Bolte reported LWMMI Matt Becker requested the following coverage: \$5,000,000 liability coverage with City of Eagle River and Eagle River Union airport named as additional insured along with waivers of subrogation for both with City of Eagle River and Eagle River Union Airport. Mr. Body withdrew his request to have the City purchase fireworks as it was not recommended by City Attorney Garbowicz. *Motion by Burkett, 2<sup>nd</sup> by Kressin to approve the fireworks permit application for a 4<sup>th</sup> of July Fireworks Display to all named parties, Mr. Kenneth Body and Spielbauer Fireworks Co. Inc., subject to all ERFD cancellation restrictions for West, Northwest, or Southwest winds, the removal of the July 5<sup>th</sup> rain date, proof provided to Clerk of contract with Spielbauer Fireworks Co Inc that includes proof of required \$5,000,000 liability insurance with City of Eagle River and Eagle River Union Airport named as additional insured and*

*waiver of subrogation for both the City of Eagle River and Eagle River Union Airport. Roll call vote - Ayes: Burkett, Kressin Nays: Schaffer, Marquardt Tie breaker vote of Aye: Mayor Hyslop. Carried.*

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

*Motion Burkett, 2<sup>nd</sup> by Schaffer to approve presented permit to Vilas County Veterans Service Office/Veterans Memorial Day Program – Amplifying Device/Street Closure, 5/27/24, Vilas County Courthouse, 11:00am – 12:00pm. Carried, all.*

*Motion by Kressin, 2<sup>nd</sup> by Marquardt to approve presented permit to Vilas County Ag Society/ Vilas County Fair – Amplifying Device/Temp Signs/Street Banners/Animals to be Kept, Aug 8-11, 2024, Vilas County Fairgrounds, 12:00pm – 11:00pm daily. Carried, all.*

*Motion by Burkett, 2<sup>nd</sup> by Kressin to approve presented permit to ERLW and local EMS/National Night Out – Display of goods/Temp Signs, kids safety type fair with equipment displays, August 6, 2024, Area N of City Hall, 2:00pm – 6:00pm. Carried, all.*

*Motion by Schaffer, 2<sup>nd</sup> by Kressin to approve presented permit to Praise in the Pines – Temporary Signs/Food Trucks, July 21, 2024, Indoor Music Concert at Northland Pines High School/Fieldhouse, setup at 1:00PM – 10:00pm. Carried, all.*

*Motion by Kressin, 2<sup>nd</sup> by Schaffer to approve presented permit amendment to Chamber of Commerce/Sip and Shop Wine Walk – Road Closure/Food Trucks/Amplification, June 15, 2024. Carried, all.*

*Motion by Burkett, 2<sup>nd</sup> by Schaffer to approve presented permit to Eagle River Historical Society with Hawks Nest/Canoe Races on River – Temporary Signs/Display of Goods, July 9, 2024, Riverview Park with canoe races along the Boardwalk, 9:30AM – 12:30PM. Carried, all.*

*Motion by Burkett, 2<sup>nd</sup> by Kressin to approve presented permit to Abundant Life Church/Vacation Bible School - Temporary Signs at Capich and Wall. Carried, all.*

C) Picnic Licenses:

*Motion by Schaffer, 2<sup>nd</sup> by Kressin to approve Vilas County Fair – Temporary Class “B” Beer/“Class B” Wine, Aug 8-11, 2024. Carried all*

*Motion by Kressin, 2<sup>nd</sup> by Schaffer to approve Eagle River Chamber of Commerce/Sip-n-Shop – Temporary “Class B” Wine, June 15, 2024: Salon & Spa on Railroad, Botox Beauty Spa, Eagle River Historical Society at the Depot, Eagle River Pet Company, The Hiker Box Too, Tremblay’s Sweet Shop, Eagle Craft and Hobby, Fredricks Corner Shoppe, LakeTime Management, Minocqua Popcorn and Puffs, Lyn’s Antiques, Splash Soap Company, Eye on Entrepreneurs. Carried, all.*

D) Operator’s licenses: REGULAR: Denise Allen, Dale Ayers, Cass Braaten, Jamie Cull, Morgan Dreger, John Foss, Kelsey Fox, Anthony Gaetano, Pamela Gleich, Danny Goodrich, Shawn Griffin, Barry Grosswitz, Diedre Guigli, Haley Hering, Courtney Hoffmann, Evan Janet, Robert Kaczkowski, Haley Klemmer, Anne Klessig, Jeff Kordus, Jolanta Kryska, Kit Kunkel, Gail Lamantia, Terry Lyon, Susan Malmanger, Karen Margelofsky, Melissa McFaul, Andrew Miskell, Scott Moline, Jerrett Neubauer, Nancy Olson, Russell Radowicz, Bradley Roberts, Alexandra Schiessl-Moore, Cindy Schultz, Phoebe Spier, Sharon Stapleton, Justin Wendorf, Lisa Wendorf, Lauren Wondrash, Christine Yurk. *Motion by Schaffer, 2<sup>nd</sup> by Kressin to approve regular operators licenses as presented, Carried, all.*

TEMPORARY: Jacki Greene, Kathy Holperin, Catherine Russel, David Stauffacher. *Motion by Schaffer, 2<sup>nd</sup> by Marquardt to approve temporary operator’s licenses as presented. Carried, all.*

Late application PENDING: Kristine Pieper. *Motion by Schaffer, 2<sup>nd</sup> by Burkett to approve pending regular operator license upon review and approval from Police Chief. Carried, all.*

E) Taxi Drivers Licenses, term of 5/1/24 – 4/30/25

*Motion by Kressin, 2<sup>nd</sup> by Burkett to approve taxi drivers license to Kenneth Allison for Allisons Bar Bus, LLC contingent on applicant providing Clerk proof of required CDL endorsement. Carried, all.*

F) Direct Sellers Permit: *Motion by Schaffer, 2<sup>nd</sup> by Kressin to approve 6-month direct sellers permits as presented to Three Lakes Cheese Haus at Nelsons Ace parking lot and Sloppy D's food truck, for a term ending November 14, 2024. Carried, all.*

G) Easement grant to Don Tomlanovich for the portion of Ohio Street, on the SE corner of Adams Road, as described per documentation provided in Council packet. Ginner presented the 18' easement agreement drafted by City Attorney Steve Garbowicz. The easement is one 18' long strip along Ohio Street and is requested for ingress, egress and utilities for the development of up to eight homes. Discussion on reasons for keeping the strip with Sanborn stating he did not want to let go of the land but would support the easement. *Motion by Burkett, 2<sup>nd</sup> by Kressin to approve the presented easement agreement to Don Tomlanovich and any associated entities. Carried on a roll call vote, all.*

H) RW Baird: Adam Ruechel of BAIRD presented a proposed 2025 budget timeline and City of Eagle River Quarterly Financial Report. Discussion on the library budgetary request being a separate budget line item. Ruechel responded that it is based on State Statute. Discussion on the Library being owned by the Town of Lincoln. Deb Brown asked why the City is paying BAIRD to do financials with Ginner stating that BAIRD is establishing needed policies. Ginner to provide Brown with the expense to the City to have BAIRD provide this service.

I) MSA Monthly Update: A written update was provided by Kriesel including 2024 Street Improvement project information, and information on the Silver Lake Road project that has been awarded a MSID grant with WISDOT in the amount of \$320,971.32. *Motion by Burkett, 2<sup>nd</sup> by Schaffer to approve the MSA contract to design and bid Silver Lake Road project for 2025 construction season. Carried on a roll call vote, all. Motion by Kressin, 2<sup>nd</sup> by Schaffer to approve MSA contract to manage Maple Street resurfacing project for 2024 construction season. Carried on a roll call vote, all.*

J) Planning Commission:

Rotary Square sidewalk modification – Sidewalk addition east from building to First Street, railings across back sidewalk. Schaffer presented this plan was presented to the planning commission and is recommended for approval. *Motion by Schaffer, 2<sup>nd</sup> by Kressin to accept the planning commission recommendation and approve the sidewalk modification at the Square as presented, adding a sidewalk East from building to Frist Street and installing railing across back sidewalk. Carried on a roll call vote, all.*

Thad Beversdorf is requesting a conditional use permit to remodel a structure to house a multi-family housing development at 115 S. Third Street, Eagle River, computer number 221-660-02, in accordance with Chapter 106, Article VI, Division 5, Sec 106-414 Uses permitted by conditional grant, (1) Multi-Family Dwellings (3 or more units), and (2) Mixed use developments not qualifying as being permitted by right. The property, zoned as Office Residential, is described as: LOT 2 18CS131 LOTS 7-14 BLK 1 ORIGINAL PLAT EAGLE RIVER PRT NW NE. Schaffer presented this CUP was presented to the planning commission and is recommended for approval. Beversdorf stated he is aware that the building is registered as a historical building and will follow the guidelines as such. Beversdorf is looking to convert the upper level of the structure at 115 S Third Street into 4-6 one and/or two-bedroom flats in the financially accessible range for sale or possible long term rentals. The lower level would be for light commercial businesses such as a yoga studio. Parking is available on the lot with an additional parcel available to purchase if needed for parking. *Motion by Schaffer, 2<sup>nd</sup> by Kressin to accept the planning commission recommendation and approve the conditional use permit as presented for remodeling a structure to house a multi-family housing development at 115 S. Third St. Carried on a roll call vote, all.*

Seating installation in parking stall owned by Hooked & Tagged, 128 S. Railroad Street, Parcel 221-1025-09. Schaffer presented that this was brought to the planning commission, stating the area is 16' from the building

to the end of their lot line which is approximately the width of the first parking stall adjacent to the building. The parking stall is privately owned by the business, so the planning commission is only concerned about creating a barrier to designate/separate the area to prevent motorists from driving through it or causing traffic issues by turning into it before realizing it was not a parking stall. Dobbs cited safety concerns of people turning into the long-time parking stall that is now being converted into a seating area. Dobbs stated she would rather see bollards than the plastic fencing for safety. Zidek presented they will develop the seating area designation in the future with big planters and cement structures, but for now would have plastic fencing to visually designate area. Schaffer explained the planning commission discussion on using a bike rack in the second stall for another layer of buffer, but once measurements were taken, the private property ends within the privately owned first stall so the city would not give up city parking stall for a bike rack. Discussion on the placement of the fence at the sidewalk requiring the fence be pulled back into the property to allow for pedestrian traffic on the sidewalk. *Motion by Burkett, 2<sup>nd</sup> by Kressin to accept the planning commission recommendation and approve a seating installation in the privately owned parking stall adjacent to the building at 128 S Railroad St subject to Zidek working with Police Chief Dobbs and DPW Foreman Adamovich for approval on fence placement to designate/separate the area for safety. Carried on a roll call vote, all.*

K) Dog park behind City Hall (for discussion only, no action) Burkett stressed the constituents call for a City of Eagle River dog park. Discussion on available locations and ways to get a dog park in the City moving forward. Ginner to provide Council with possible locations around the Eagle River airport for the June Council meeting.

L) Golf Course Updates from Golf Pro and Greens Superintendent: Sable provided a written report noting we opened earlier this year, so he doesn't have an April 2023 to April 2024 sales comparison. He presented sales figures for April 2024. Sable reported beautification at the course is making a big impact. Aderson was working to get a cracked irrigation pipe in the river repaired so he was unavailable for update.

Approval of Silver Lake Beach concession stand lease to Blaze Champeny and any other for the Summer 2024 season: Ginner presented a lease agreement for the concession stand at Silver Lake Beach Park drafted by City Attorney Garbowicz. The rent amount was not filled in as it will need Council to determine. *Motion by Burkett, 2<sup>nd</sup> by Kressin to approve Silver Lake Beach Park concession stand lease as presented, to Blaze Champeny and any corporations he may own, for a term of May 27, 2024 – September 2, 2024 with rent of \$100 for the season/term, contingent on background check on any concession stand employees, and providing Clerk with proof of liability insurance. Carried on a roll call vote, all.*

M) Town of Lincoln – Offer of Road Transfers to City of Eagle River: Ginner presented that she had been in contact with Bill Hassey, Town of Lincoln Chair regarding portions of road that are currently owned by Lincoln. Hassey has offered to transfer ownership, of the following portions to the City of Eagle River: East Wall Street from Capich to White Pine (Approx. 1799.32 feet, including the portion of E Wall that cuts behind the diner) and Airport/Pleasure Island Roads (Approx. 190.46 feet from the east side of Railroad Street to where the City picks up ownership west of Railroad Street), with no fee involved. *Motion by Burkett, 2<sup>nd</sup> by Kressin to pursue transfer of ownership of the portions of the road and road ROW proposed by the Town of Lincoln. Carried on a roll call vote, all.*

N) *Motion by Schaffer, 2<sup>nd</sup> by Kressin to approve Resolution 1040: Declaring official intent to reimburse expenditures with proceeds of the debt, the principal amount of which is not expected to exceed \$3,600,000, Spruce and Third St project as presented. Carried on a roll call vote, all.*

O) *Motion by Kressin, 2<sup>nd</sup> by Burkett to approve sidewalk replacement bids from American Eagle Concrete for 210 S. Main Street, \$11,385.00 and for S. First Street at Rotary Square, \$24,375.00. Carried on a roll call vote, all.* Ginner added that a second round of bid publishing was done with no responses.

P) *Motion by Burkett, 2<sup>nd</sup> by Schaffter to approve 2024 chip seal bid from Fahrner for a total of \$78,078.37. Carried on a roll call vote, all.*

Q) Approve payment of the 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.

R) Police chief monthly update on departmental activities. Chief Dobbs provided a written report of monthly activity. Assistant Chief Ross provided a written report for Council.

S) Administrator's monthly update on activities of all departments. A written report was provided by Ginner that included departmental activities and 2024 project updates. Ginner added that the golf course building experienced some flooding in the basement at the clubhouse. Ginner to pull together estimates for roofing, shoring up of foundation, and Sure Dry in basement to bring back to Council for consideration.

T) Treasurers monthly update: Hoffmann provided a written report for review. Hoffman added that the golf course still owes the city approximately \$50,000 from 2023 and she will be pulling from them as soon as funds allow.

U) Clerk's monthly update: Bolte provided a written report/Clerk position procedural update for review. Bolte added that the buoy placements have been corrected as someone had added a fifth buoy, pulled from downstream. Jared Adamovich placed buoys as approved by DNR waterway permit.

V) Garbage Haulers Permit: AKAR Disposal – Andy Skarbek Motion by Schaffer, 2<sup>nd</sup> by Marquardt to approve garbage haulers permit to AKAR Disposal – Andy Skarbek for a term of 5/1/2024 – 4/30/2025. Carried, all.

6. Motion by Burkett, 2<sup>nd</sup> by Schaffer to adjourn to Closed Session at 7:35PM according to Wisconsin State Statute: 19.85 (1) (b) Considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such person, or considering the grant or denial of tenure for a university faculty member, and the taking of formal action on any such matter; provided that the faculty member or other public employee or person licensed is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand that the evidentiary hearing or meeting be held in open session. This paragraph and par. (f) do not apply to any such evidentiary hearing or meeting where the employee or person licensed requests that an open session be held. AND according to Wisconsin State Statute: 19.85 (1)(f) Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigation, Operators License Application(s). Carried on a roll call vote, all.

Motion by Kressin, 2<sup>nd</sup> by Schaffer to reconvene in Open Session at 7:52PM according to Wisconsin State Statute 19.85(2) with possible action on closed session agenda items. Carried on a roll call vote, all.

Motion by Burkett, 2<sup>nd</sup> by Kressin to deny an operator's license application to Emily Prien. Carried, all.

Motion by Burkett, 2<sup>nd</sup> by Schaffer to adjourn the meeting at 7:58PM. Carried, all.

Becky J Bolte - Clerk