



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 THURSDAY, SEPTEMBER 10, 2024, 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) August Financial Review.
- 6) Review & Approval of Accounts Payable.
- 7) Adjourn.

DRAFT

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 9/9/24



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

AGENDA NOTICE

THE COMMON COUNCIL OF THE CITY OF EAGLE RIVER WILL HOLD A MEETING ON THURSDAY, SEPTEMBER 10, 2024, 6:00 PM AT CITY HALL, 525 E. MAPLE STREET IN EAGLE RIVER.

The meeting will be available via Zoom at the following link:

<https://us06web.zoom.us/j/81145375663?pwd=bQHgovHJVhgsraba1g3yEoGUXFGtmf.1>

Meeting ID: 811 4537 5663

Passcode: 064873

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approve Minutes of Previous Meetings
5. Discussion and Possible Action on the Following Agenda Items:
 - a) Street Closing/temporary sign/amplification/display of goods permits:
 - i. Todd & Tracie Tappy are requesting sidewalk and parking space closure in front of 106 E Wall Street during demolition of the exterior and interior of the building. Their request includes a dump trailer to be parked in front (to be removed nightly), and closure of the sidewalk to pedestrian traffic for safety purposes. Dates, times and duration have not been established.
 - ii. Eagle River Revitalization – YEM Plaidurday Event – Display of Goods/Amplifying Device (Live music)/Temp Signs Oct 4, 2024 Noon – 3PM
 - b) Operator's licenses:
 - i. REGULAR: Sherry Ankebrant, Emily Anderson, Connor Killion
 - c) MSA Monthly Update
 - i. Pay Request #1 for Maple Street Resurfacing Project, \$59,513.23, Pitlik & Wick.
 - ii. Change Order #2 to add 10" of gravel to the Birch Street resurfacing project, Pitlik & Wick, \$42,660.00
 - d) Planning Commission Recommendations:
 - i. Recommendation to approve Premier Eagle River, LLC architectural plans to construct a multi-family housing complex consisting of up to 36 units, on Parcel #221-1060-05, described as NW-NE, Sect. 34, T40N,R10E, PRT NW NE EXC 507081,547546,593411. The parcel is located at the northeast corner of US Highway 45/East Pine Street, Wall Street, and State Highway 70 East.
 - ii. Recommendation to approve Northwest Counseling and Guidance Clinic's conditional use permit to establish a space from 8 am to 4 pm, Monday through Friday, to provide children and adolescents with outpatient day treatment programming at 221 S. Fifth Street, Eagle River, per Ordinance 106-443 (9):

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Uses permitted by conditional grant: Group care and family care facilities, nursery schools. The property is described as Sect. 33, T40N, R10E, LOT 9 BLK 2 OF J F HABRICH FIRST ADDN F14.

- iii. Recommendation to approve Jon T. Keckeisen's conditional use permit to place one 20' storage container at 1078 E. Wall Street for no more than one year, per Ordinance 106-473 (10): One single shipping container, painted a single color, all advertising removed, subject to existing accessory structure set-backs. The property is described as NW-NW, Sect 34, T40N, R10E, PRT NW NW.
- iv. Recommendation to approve Eagle River Revitalization's request for placement of new shed at the east side of the Ohio/Michigan intersection, and to add additional electrical peds throughout the site for use by Farmers Market vendors.
- e) Approval of Developer Agreement for Pre-3/Premier Eagle River, LLC 36-unit apartment complex development
- f) Presentation by Jerry Burkett regarding sale of Park Street/Riverside Park property by Vilas County
- g) Eagle River Revitalization
 - i. Replacement of decorative hanging lights along Wall Street and Railroad Street.
 - ii. Parking for Farmers Market – recommendations for street parking.
 - iii. Resolution #1043 to allow Eagle River Revitalization to apply for a Small Business Development Grant on behalf of the City.
- h) Golf Course Updates from Golf Pro and Greens Superintendent
- i) Golf Course Clubhouse Repairs Update
 - i. Review quote for approval from Hite House Builders for roof replacement project, \$49,000.00, plus additional recommended work at an additional \$6,500.00
- j) Department of Public Works
 - i. Proposal to grind Elm Drive stump dump. Expense to be shared 60/40 with Town of Lincoln. Foley's Tree Service, \$5,800.00
 - ii. Five new tires for grader, Pomp's Tire Service, \$12,547.49
- k) Proposal to replace ADA automatic door opener at back Council door. Entrance Technologies, \$2,917.20.
- l) Ward 1 Representation
 - i. Resignation of Diane Marquardt
 - ii. Appointment of Vic Washelesky as representative for Aldermanic District 1, Ward 1 to the Eagle River Common Council to fill upcoming Aldermanic seat vacancy for term ending April 2025. Appointment effective October 1, 2024.

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- m) Police chief monthly update on departmental activities
- n) Administrator's monthly update on activities of all departments
- o) Approve payment of the bills for the City and the Golf Course
- p) Treasurer's monthly update.
- q) Clerk's monthly update
- 7. **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.**
 - a. Compensation for full-time greens assistant, Eagle River Golf Course.
- 8. **Reconvene in Open Session according to Wisconsin State Statute 19.85(2) with possible action on closed session agenda items.**
- 9. **Adjourn.**

DRAFT

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Date of posting 9/9/24

August 15, 2024

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

Roll Call: Dan Dumas, Kim Schaffer, Diane Marquardt, and Jerry Burkett. Also in attendance: Becky Bolte and Robin Ginner.

Treasurer confirmation that all bank accounts are reconciled: Bolte conveyed Treasurer is balanced through June.

Treasurer report of any and all late payments and penalties. No update available.

July Financial Review: 2nd Qtr financial report to be presented at City Council meeting immediately following Finance Committee.

Review and approval of Accounts Payable for City and Golf Course: *Motion by Jerry Burkett, 2nd by Schaffer, 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 5:55 PM. Carried, all.

Becky Bolte - Clerk

August 15, 2024

A meeting of the Common Council of the City of Eagle River was called to order at 6:00PM by Mayor Hyslop. The regular meeting had been rescheduled due to the August Primary election being held on the second Tuesday.

The Pledge of Allegiance was led by Dan Dumas and was recited by all present.

Roll Call: Dan Dumas, Kim Schaffer, Diane Marquardt, and Jerry Burkett. Also in attendance: Robin Ginner, Becky Bolte, Chris Dobbs, Adam Ross, Mike Adamovich, Mike Sanborn, Tony Sable, and Kyle Anderson.

Motion by Burkett, 2nd by Schaffer to approve the minutes of the 7/9/24 Finance Committee and Common Council meeting. Carried, all.

A) Street Closing/temporary sign/amplification/display of goods permits: *Motion by Schaffer, 2nd by Marquardt to approve Three Eagle Half Marathon & 5K, Street Closing, Amplifying Device, and Temp Signs, October 12, 2024 permit application as presented. Carried, all.*

Motion by Burkett, 2nd by Dumas to approve Preslie Pay it Forward Cancer Ride Toy Drive, Tom Mantsch - Street Closing for motorcycle parking, Saturday August 17, 9:45am – noon, First Street from Wall Street to alley and parking spot blocked on the North side of Wall Street from Main to First, subject to approval by the Chief of Police. Carried, all.

B) Liquor License: *Motion by Schaffer, 2nd by Burkett to approve Class "B" Beer/"Class C" Wine liquor license to Dirty Kidz Crew LLC, DBA Toad in the Hole, 121 S Railroad St, Beth Millin Agent, for a term of 9/1/24 – 6/30/25. Carried, all.*

C) Operator's licenses: REGULAR: David Blackberg, Abigail Cornella, Alicia Jellen, Hailey Kubsch, Thomas Newkirk, Robyn Perlewitz, Tricia Schoeneck, Skye Seymer. *Motion by Schaffer, 2nd by Marquardt to approve all regular operators licenses as presented. Carried, all.*

D) MSA Monthly Update: A written update was provided by Kriesel including an update on the 2024 Street Improvement Program, the Silver Lake Road Project, and the E Spruce and N Third Street Project. A project meeting is to be held on 8/16 for beginning the Birch/Maple Street project. Kriesel presented information on the Safe Streets for All (SS4A) Program and submitted a Professional Services Agreement for application

assistance, \$3500. *Motion by Burkett, 2nd by Schaffer to approve the MSA Services Agreement for Safe Streets for All grant application assistance for a total of \$3,500. Carried on a roll call vote., all.*

E) Baird policy presentation: Adam Ruechel of Baird was available via Zoom and presented proposed Capital Assets policy. Resolution 1042 to adopt the Capital Assets Policy was presented. *Motion by Schaffer, 2nd by Burkett to adopt Resolution 1042 Capital Assets Policy as presented. Carried on a roll call vote, all.*

No action on Capital Improvement Plan Policy. Ruechel provided the Quarterly Financial Report for the 2nd quarter 2024 along with itemized budget items to pay attention to.

F) Planning Commission Recommendations:

Schaffer presented the Planning Commission recommendation and resident input from the public hearing. *Motion by Burkett, 2nd by Marquardt to grant Andrew Van Dyke 24-months, from date of purchase, for building in Tamarack Business Park; extension to Item 3; Structures of the Tamarack Business Park Restrictive Covenants, in regard to Lot 12, parcel #221-1056-20, described as SE-NE, Sect. 33, T40N,R10E, which states "The primary approved use structure to be placed upon any property purchased within the Tamarack Business Park shall be constructed and completed within one year from the date of purchase of the subject real estate upon which the structure is being placed." Carried on a roll call vote, all.*

Burkett excused himself from the discussion/Chambers citing he is working with both Bob Murray of Premier Eagle River LLC and property seller Don Scharf. Schaffer presented the Planning Commission recommendation and resident input from the public hearing. *Motion by Schaffer, 2nd by Marquardt to grant a zoning change from Highway Commercial to Multi-Family Residential for Parcel #221-1060-05, described as NW-NE, Sect. 34, T40N,R10E, PRT NW NE EXC 507081,547546,593411 as requested by Premier Eagle River LLC and will include an update to the City of Eagle River's comprehensive plan. Carried on a roll call vote. Ayes: Schaffer, Marquardt, Dumas Nays: None Burkett abstaining.*

Motion by Schaffer, 2nd by Marquardt to grant Premier Eagle River, LLC a conditional use permit to build a multi-family housing complex consisting of up to 36 units, with a conditional site-plan approval, pursuant to Zoning Section 106-393 Uses permitted by conditional grant: (6) Multi-family housing in excess of two units on Parcel #221-1060-05, described as NW-NE, Sect. 34, T40N,R10E, PRT NW NE EXC 507081,547546,593411. The parcel is located at the northeast corner of US Highway 45/East Pine Street, Wall Street, and State Highway 70 East. Carried on a roll call vote. Ayes: Schaffer, Marquardt, Dumas Nays: None Burkett abstaining.

Burkett rejoined the meeting.

Schaffer presented the Planning Commission recommendation. *Motion by Burkett, 2nd by Schaffer to approve subdivision Map 1 for Elm Drive property, Parcel #221-1058-5800 described as SE-SE, Sect. 33, T40N,R10E, PRT SE SE ORDINANCE 529833 EXC 540834. Carried on a roll call vote, all*

Discussion on parcels zoning classification. *Motion by Schaffer, 2nd by Marquardt to amend the parcel #221-1058-5800 zoning classification to Office/Residential. Carried on a roll call vote, all.*

Discussion on Council interest in pursuing any changes to the zoning code to allow conditional use for secondary residences in single-family residential zoning. Ginner to research and bring back information to the next Council meeting.

G) Golf Course Updates from Golf Pro and Greens Superintendent: Greens Superintendent Anderson spoke of the seasons projects, thanking Shannon and Dan Kraus and the Senior Group for their volunteer hours during the season. Anderson and Sable both expressed the course is in the best shape they have seen it. Golf Pro Sable provided a written report. Discussion on the financial reporting of the golf course. The Treasurer to come back to Council with most current golf course financials. Discussion on staffing shortage at the clubhouse and code of conduct infractions. Mayor Hyslop stated elevated incidents should be recorded on an

incident report and should have immediate consequences, including possible course suspension until a conference is held with either the City Administrator or Golf Pro, as deemed by the Golf Pro.

Motion by Schaffer, 2nd by Dumas to approve Northern Glass \$2,929.09 quote for window replacement following property destruction at the clubhouse. Carried on a roll call vote, all.

H) Light & Water – PFAS TYCO/BASF lawsuit: Mike Sanborn presented that as we have not detected PFAS in our water supply, we are not included in the TYCO/BASF settlement and all our future rights are preserved. Attorney confirmed, no action required.

I) Department of Public Works, ex-post-facto approval of wedge replacement for snow equipment. Wausau Equipment/Alamo Group, \$4847.30 Adamovich explained this part was the trip blade on the loader and needed replacing. Ordering by 8/10/24 secured a 10% discount. *Motion by Schaffer, 2nd by Burkett to give ex-post-facto approval on the \$4,847.30 trip blade replacement order for the loader. Carried on a roll call vote, all.*

J) Police chief monthly update on departmental activities. Chief Dobbs provided an oral report on training and incidents. Assistant Chief Ross spoke on the need for traffic assistance at Cranberry Fest. The contract with the Lakeland Area Mountain Biking Organization (LAMBO) for Cranberry Fest assistance (replacing Civil Air Patrol) fell through as LAMBO could not come up with enough people. Chief Dobbs is working on Cran Fest traffic control options.

K) Approve payment of the bills for the City and the Golf Course. *Motion by Schaffer, 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.*

L) Council appointments to Commissions and Committees: Discussion. *Motion by Schaffer, 2nd by Marquardt to appoint Dan Dumas to the Eagle River Light and Water Commission. Carried, all.*

Motion by Schaffer, 2nd by Dumas to appoint Robin Ginner as City of Eagle River Representative on the River Trail Commission. Carried, all.

Dumas stated he would take on United Lower ER Chain of Lakes Commission city representative position and that he was already on the ER Revitalization Program Board and would just need to be appointed as the City representative.

M) Administrator's monthly update on activities of all departments. A written report was provided by Ginner that included departmental activities and 2024 project updates.

N) Treasurers monthly update: Hoffmann provided a written update.

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

Motion by Marquardt, 2nd by Dumas to adjourn the meeting at 7:45 PM. Carried, all.

Becky Bolte - Clerk

August 22, 2024

A special meeting of the Common Council of the City of Eagle River was called to order at 4:00 PM by Mayor Hyslop from Chambers.

Roll Call: Jerry Burkett present in Chambers, Dan Dumas, Kim Schaffer, and Diane Marquart present via Zoom. Also in attendance: Becky Bolte and Robin Ginner with Phil Kriesel of MSA being available via Zoom.

A) Change Order #1 to add 10" of gravel to the base under Maple Street. Pitlik & Wick, \$44,269.00 Discussion on presented change order #1. Ginner reported that once the road surface was removed on Maple Street in front of City Hall it was discovered that the existing gravel was only at 1-2" and was not sufficient to resurface. Ginner believes she can pull together the \$44,269 from other line items of the 2024 budget. Ginner reported the project has two segments with the other part being N Birch Street from E Maple Street to Spruce St and the first block of Maple from N Main to N Birch. *Motion by Burkett, 2nd by Schaffer to approve Pitlik & Wick Change Order #1, option #2, for 10" of crushed aggregate base course, for the E Maple Street block from Silver Lake Road to Third St for \$44,269.00. Carried on a roll call vote, all.*

B) Decision on the balance of Maple Street Project, and whether to pursue the west end of the project based on the change order and lack of gravel base. Phil Kriesel of MSA reported it is anticipated that there will also be insufficient gravel on the second segment of the road project. Discussion on how to proceed with the probable change orders for the west end segment of the Maple Street project and the costs associated with them. *Motion by Schaffer, 2nd by Marquardt to continue with the Birch St segment and postpone the west end block of Maple Street, bringing change order total to City Council at the September meeting. Carried on a roll call vote, all.*

Motion by Burkett, 2nd Marquardt to adjourn the meeting at 4:15 PM. Carried all.

Becky J Bolte - Clerk

September 5, 2024

A meeting of the Board of Review for the City of Eagle River was called to order at 9:00AM by Becky Bolte.

Roll Call: Dan Dumas, Kim Schaffer, Jeff Hyslop, Diane Marquardt, Jerry Burkett, Becky Bolte, and Assessor Justin Servin.

Clerk Bolte confirmed the appropriate posting and publishing of Board of Review and open meeting notices.

Appointment of Chairperson of Board of Review: *Motion by Burkett, 2nd by Marquardt to nominate Schaffer as Chairperson. Carried, all.*

Appointment of Vice-Chairperson of Board of Review: *Motion by Burkett, 2nd by Dumas to nominate Bolte as Vice-Chairperson. Carried, all.*

Verification of Mandatory Training of One Member: Clerk Bolte confirmed and presented affidavit of training for Dumas, Marquardt, Schaffer, and Bolte.

Verification of City Ordinance for the confidentiality of income and expense information: Clerk Bolte provided Assessor Justin Servin a copy of the City ordinance for the confidentiality of income and expense information, Ordinance 363, dated October 12, 1999.

Filing and Summary of Annual Assessment Report by Assessors office: Assessor Justin Servin gave a summary of the annual assessment.

Receipt of the Assessment Roll by Clerk from the Assessor: Clerk Bolte confirmed that the 2024 Tax Roll was provided to the Clerk for examination before the Board of Review meeting and the Assessor provided an updated tax roll with open book changes at Board of Review.

Examination and Correction of 2023 Assessment Roll: City Assessor Servin presented the 2024 Tax Roll. No corrections to descriptions or calculations were identified. No omitted properties and no double assessed properties were identified. Open Book was held August 19, 2024 from 9:00AM to 4:00PM via phone and August 20, 2024 from 10:00AM to 6:00PM in person at Eagle River City Hall with Assessor Justin Servin.

Certify all corrections of error under state law: No corrections.

Verification that open book changes are included in the assessment roll: Servin reported all changes were included in the assessment roll presented.

Allow taxpayers to examine the assessment data: Board members examined the roll, no taxpayers were present.

Waivers of the required 48 hour notice of intent to file an objection: Servin – None received.

Requests for waiver of the BOR hearing allowing property owner to appeal directly to circuit court: Servin – None received.

Requests to testify by telephone or submit sworn written statements: Servin – None received.

Act on any other legally allowed/required Board of Review matters: Servin reported that following the Interim Market Revaluation, the current level of assessment for the City is at 100%. Residential values are at 97% while commercial values are at 104%. Servin reported new construction for 2024 at approximately \$4.5 million. Overall assessed values for 2024 reported at \$302,032,100: comprised of \$67,141,000 from land and \$234,891,100 from improvements.

Review Notices of Intent to File Objection: Servin – None received

Proceed to hear objections, if any, and if proper notice/waivers were given unless scheduled for another date: Servin – None received

At 10:05AM the Board of Review went into recess with a quorum of Board of Review members remaining.

Returned from recess at 10:57AM.

Acceptance of 2024 Assessment Roll: *Motion by Hyslop, 2nd by Dumas to accept the 2024 Assessment Roll as presented. Carried on a roll call vote, Hyslop, Dumas, Schaffer, Marquart, Bolte. Burkett absent.*

Motion by Hyslop, 2nd by Marquardt to adjourn the Board of Review meeting at 11:00AM. Carried

Becky J Bolte - Clerk

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 3/2024)

** 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
☐ Food Trucks at event – Provide proof of Non-Profit

- ☐ Amplifying Device
☐ Temporary Signs
☐ ** Street Banners (the attached D.O.T. app MUST be filled out)
☐ Animals to be kept for exhibition or amusement

* Parking + Sidewalk Closure

**** 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: 8/30/24 Event Date(s): Beginning Oct. 7, 2024

Event Name: Demolition of Exterior + Interior of 106 E. Wall St.

Times of Event: _____

Organization Name: _____

Contact Person(s): Todd + Tracie Tappy Phone #(s): 920-819-5550

Contact Email: KidBTUC@yahoo.com

Physical AND Mailing Address: 106 E. Wall St, ER
6869 Co. Road S, Sobieski, WI 54171

Street(s) to be CLOSED: Parking + Sidewalk in front of 106 E. Wall St.

Barricades / Cones / Picnic Tables (detail how many of each are needed): 2 spaces for dump trailer

Event Location / Display: _____

Type(s) of Goods to be Displayed: _____

Location of Signs: _____

(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: _____

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

• Signature of Organizer: Todd Tappy Print Name: Todd Tappy

\$1,000,000 Current Certificate of Liability on file with City of Eagle River listed as certificate holder: ☐ Yes ☐ No

Approved by the Eagle River City Council on _____ with the following specifications: _____

Becky J Bolte - Clerk

Final approval of this application based on concurrence of Police Chief



August 29, 2024

Dear property owner:

The City of Eagle River's Common Council has received a request for sidewalk and parking space closure in front of 106 E Wall Street while the new owners demolish the front of the building and gut the interior. Their proposal includes a dump trailer to be parked in front of the building (and removed nightly), and closure of the sidewalk to pedestrian traffic for safety purposes.

The dates, times and duration of the closure have not yet been established, but will be deliberated during the City Council meeting **Tuesday, September 10, 2024 at 6:00 p.m.** The meeting will be held at the Eagle River City Hall, 525 E. Maple Street, Eagle River WI 54521. Comments can be made in person at the meeting, or by mail to City Administrator, PO. Box 1269, Eagle River, WI 54521; by phone (715) 479-8682 x227 or email rcginner@eagleriverwi.gov. PETITIONER, OR THEIR REPRESENTATIVE, SHALL BE PRESENT AT THE MEETING TO ADDRESS ANY QUESTIONS OR CONCERNS.

Sincerely,

A handwritten signature in black ink that reads "Robin Ginner".

Robin Ginner

City/Zoning Administrator

CHARLES J TREMBLAY
PO BOX 228
HAYWARD, WI 54843

STATE OF WISCONSIN DOT
, WI 00000

COUNTRY STORE OF E R LLC
PO BOX 187
EAGLE RIVER, WI 54521

ROOTS JUICE LLC
1681 WATERSMEET LAKE RD
EAGLE RIVER, WI 54521

WALTER J DAHLQUIST TRUST
3399 FAUST LAKE RD
RHINELANDER, WI 54501

DAVID K ZIDEK TRUST
PO BOX 625
EAGLE RIVER, WI 54521

ANDREW J LUDWIG JR
421 N RIVER ST
EAGLE RIVER, WI 54521

P AND J POPCORN LLC
PO BOX 349
MINOCQUA, WI 54548

DAYTONA PROPERTIES LLC
25 ABC PRKWY
COLLINSVILLE, IL 62234

SGS PROPERTIES LLC
N6518 COUNTY RD C
SEYMOUR, WI 54165

MICHAEL STEPHAN
PO BOX 968
EAGLE RIVER, WI 54521

EFCOLLABORATIVE LLC
5307 OLD HWY 70 W
EAGLE RIVER, WI 54521

KELLY J SCHAEFER
1510 E DOLLAR LAKE RD
EAGLE RIVER, WI 54521

HIKER BOX LLC
PO BOX 8
EAGLE RIVER, WI 54521

TODD & TRACIE TAPPY TRUST
6869 COUNTY RD S
SOBIESKI, WI 54171

LYNS ANTIQUES LLC
PO BOX 355
EAGLE RIVER, WI 54521

COUNTRY STORE OF E R LLC
PO BOX 187
EAGLE RIVER, WI 54521

CHARLES & DI LLC
PO BOX 228
HAYWARD, WI 54843

EAGLE RIVER TRADERS INC
10860 N OLD HWY 51
ARBOR VITAE, WI 54568

MARK J VANDEN BOOM
1447 SILVER LAKE RD
EAGLE RIVER, WI 54521

CRE8 IT INVESTMENTS LLC
320 BROADWAY
WISCONSIN DELLS, WI 53965

HEALTH CARE PROPERTIES LLC
PO BOX 909
EAGLE RIVER, WI 54521

AKS PROPERTIES LLC
PO BOX 2488
EAGLE RIVER, WI 54521

Robin Ginner

From: Jessica Allen <jessica@thehikerbox.com>
Sent: Wednesday, September 4, 2024 12:24 PM
To: Robin Ginner; Tom Stephens
Subject: Sidewalk and parking closure request

Hi Robin,

We received the City of Eagle River letter informing us of the request for some sidewalk and parking closures near 106 E Wall Street to occur so that the owners may safely demo large parts of the building.

I'm writing to share our support for this request. We see this building renovation as necessary and hopefully an asset to the downtown community when it's complete.

Sincerely,

Jessica Allen
Hiker Box, LLC
jessica@thehikerbox.com

Store: [715-337-2161](tel:715-337-2161) Cell: [727-641-3797](tel:727-641-3797)
211 S Railroad Street - THE HIKER BOX
117A E Wall Street -THE HIKER BOX TOO
PO Box 8
Eagle River, WI 54521
www.thehikerbox.com

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 3/2024)

*** 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
☐ Food Trucks at event – Provide proof of Non-Profit

- ☒ Amplifying Device
☒ Temporary Signs
☐ ** Street Banners (*the attached D.O.T. app MUST be filled out*)
☐ Animals to be kept for exhibition or amusement

**** 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: 9/3/24 Event Date(s): Oct. 4, 2024 (Friday)
Event Name: YEM! (Young Entrepreneur Market) Plaidurday Event
Times of Event: 12 pm - 3 pm (*with setup starting @ 10am, hard down til 5pm*)
Organization Name: Eagle River Revitalization Program
Contact Person(s): Karen Margelofsky Phone #(s): 715-477-0645
Contact Email: Karen@eagleriverrevitalization.org
Physical AND Mailing Address: 525 E. Maple Street PO Box 2302
Eagle River, WI 54521
Street(s) to be CLOSED: None

Barricades / Cones / Picnic Tables (detail how many of each are needed): no additional

Event Location / Display: The Square, 229 E. Main Street, Eagle River

Type(s) of Goods to be Displayed: Vendor booth

Location of Signs: @ the Square + 3 on private property (Redman Market, Merchants Bank)
(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: _____

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

Signature of Organizer: Karen Margelofsky Print Name: Karen Margelofsky

\$1,000,000 Current Certificate of Insurance on file with City of Eagle River listed as certificate holder: ☐ Yes ☐ No
Approved by the Eagle River City Council on _____ with the following specifications: _____

Becky J Bolte - Clerk

Final approval of this application based on concurrence of Police Chief

City of Eagle River

CLIENT LIAISON:

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

DATE:

September 10, 2024



2024 STREET IMPROVEMENT PROGRAM (R00088135)

When the work began on the Street Improvement Project it was discovered that very little gravel was present under the existing asphalt. Pitlik & Wick Inc. provided Change Order #1 for \$44,269 to add 10-inches of crushed aggregate base course (gravel) in the 555-feet long segment of Maple Street from Third Street to Silver Lake Road. At a special council meeting on August 22nd the decision was made to approve the Change Order #1 along with removing the west Maple Street project segment. The Change Order resulted in a net reduction in the project cost of \$1250.25.

We anticipate Birch Street to have little to no gravel when the asphalt is removed. Change Order #2 to add 10-inches of gravel in Birch Street is expected to be presented at the September Council Meeting.

The project includes:

1. Gravel & pavement on the following streets:
 - a. Birch Street (Spruce St. to Maple St.) 410-feet
 - b. ~~Maple Street (Birch St to Main St.) 360-feet (Removed by Change Order #1)~~
2. Gravel & pavement with partial replacement of Curb & Gutter & Sidewalk
 - a. Maple Street (Third St.to Silver Lake Rd.) 565-feet

The following is a schedule of events proposed by MSA for the bidding and construction of the project:

Construction Substantial Completion	September 2024
Construction Final Completion	September 2024

SILVER LAKE ROAD (R00088117)

Recently American Engineering and Testing performed soil borings along the project. The soil boring reports and the soils report were forwarded to MSA and the City. A soil boring taken between Silver Lake Road and Bond Boulevard shows Fibric Peat at a depth of 5.5-feet down to 11-feet. This material will compress over time and will cause the road to continue to settle over time. MSA will discuss the options with the city officials and help them make an informed decision on; should the peat be removed or leave it in place and know that settlement will continue on this segment of the roadway.

The MSA surveyor has completed his work on site to collect topography for the project.

The wetland delineation report has been submitted to Wisconsin DNR. We are waiting for approval or comments.

During the meeting with the DNR in June to discuss post construction performance standards we learned that a manufactured storm sewer up flow structure may be needed to meet the post construction performance standards

The City of Eagle River was awarded a \$320,971.32 MSID grant from WISDOT for the reconstruction of Silver Lake Road from the intersection of Sheridan Street and Silver Lake Road to the City limits near the swimming beach. Our current estimate for the project is \$641,942.65. The planned project is to include replacement of the pavement and provisions for a sidewalk on the south side of the project. To facilitate the project MSA has provided a design and construction services contract to kick the project off.

City Awards project to MSA	May 2024
30% Review Plan Review with City	December 2024
90% Review Plan Review with City	February 2025
Final Plans Complete	February 2025
Advertise for Bids	March 2025
Bid Opening	March 2025
Construction Begins	Summer 2025
Construction Substantial Completion	September 2025
Construction Final Completion	September 2025

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

- Project on hold until further notice.
- Plan production 95% complete.
- Specifications 95% complete.
- An updated cost estimate has been forwarded to the city for review.
- Permits 30% complete.
- We continue working to have plans available for the May grant application deadline.

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

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 2025
 - 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)

NON TID SERVICES (R00088133) CONTRACT ON THE AGENDA FOR APPROVAL

- The Non TID services for 2024 allow MSA to complete small projects under one contract for quick turnaround and ease to the City.
 - A task was opened in April to develop cost estimates for McKinley Boulevard for a funding opportunity with Senator Tammy Baldwin.

GIS UPDATE (R00088098)

The city met with MSA to discuss moving their GIS to ESRI's new software platform called Experience Builder. The current version called Web AppBuilder will be retiring this year. The city plans to move forward with the upgrade to Experience Builder in 2025. The current GIS apps will continue to work until the upgrade is complete.

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.

To (Owner): City of Eagle River	Application Period: 8/19/24 to 9/4/24	Application Date: 9/5/24
Project: 2024 Eagle River street Program	From (Contractor): Pitlik & Wick	Via (Engineer) MSA
Owner's Contract No.:	Contract:	
	Contractor's Project No.:	Engineer's Project No.: 88135

Change Order Summary

1. ORIGINAL CONTRACT PRICE	\$	208,388.75
2. Net change by Change Orders	\$	1,250.25
3. CURRENT CONTRACT PRICE (Line 1 ± 2)	\$	209,639.00
4. TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate)	\$	62,645.50
5. RETAINAGE:		
a. 5 % x \$62,645.50 Work Completed	\$	3,132.28
b. _____ % x \$ _____ Stored Material	\$	
c. Total Retainage (Line 5a + Line 5b)	\$	3,132.28
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)	\$	59,513.23
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)	\$	
8. AMOUNT DUE THIS APPLICATION	\$	59,513.23
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above)	\$	150,125.78

The undersigned Contractor certifies that: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

\$59,513.23
(Line 8 or other - attach explanation of other amount)

\$ 255,313.23 (Line 8 or other - attach explanation of other amount)

(Owner) _____
(Date)

Funding Agency (if applicable)	(Date)

EJCDC No. C-620 (2002 Edition)

Page 1 of 3

9-5-2024
CITY OF EAGLE RIVER, WI
88135 – 2024 Street Program

Proposed Contract Change Order #2 Summary

1. <u>Furnish & Install 10” Thick Aggregate Base for Project #2.</u>	\$42,660.00
C.O. #2 TOTAL	\$42,660.00

Contract Change Order #2 Reasons

1. Excavation to subgrade on Project #2 and furnish & install 10” Thick Aggregate Base. It has been determined that very little existing base is under the existing asphalt on N. Birch Street (2 to 3 inches). Based on discussions with the Contractor, City personnel, and the Engineer additional aggregate base is needed for the road to last. The Contractor is proposing to excavate the road to subgrade (412 feet by 37 feet), dispose of excess excavation, and furnish & install a 10” thick layer of crushed aggregate base course. This work is an extra cost. The Contractor will do this work based on labor, equipment, and material costs. **Pitlik & Wick quoted \$42,660.00 for this work, see attached letter.**



8075 Highway D
Eagle River, WI 54521
Telephone (715) 479-7488
FAX (715) 479-7438
www.pitlikandwick.com

CLARENCE PITLIK
1919 - 2000

EDWARD C. WICK
1928 - 1997

KENT PITLIK
Chairman of the Board

BRIAN PITLIK
President

BRADLEY PITLIK
Vice-President

CAROLYN LURVEY
Secretary

SCOTT WICK
Treasurer

SUBMITTED TO: City of Eagle River- MSA
ADDRESS: 525 E Maple Street
CITY, STATE, ZIP: Eagle River, WI
EMAIL:

DATE: 08/22/24
PROJECT NAME: E Maple
Street/Birch St.- CO#2
PROJECT ADDRESS: Eagle River, WI

Change Order #2- E Maple Street (N Main to N Birch) Subgrade and Gravel

Price Includes:

- Subgrade existing roadway 355 feet long and 37 feet wide to allow for the placement of 10 inches of crushed aggregate base course.
- Furnish, haul, and place 10 inches of 1-1/4" crushed aggregate base course

Total Price: \$34,420.00

Change Order #3- N Birch Street (E Maple to Spruce) Subgrade and Gravel

Price Includes:

- Subgrade existing roadway 412 feet long and 37 feet wide (including Spruce St intersection) to allow for the placement of 10 inches of crushed aggregate base course.
- Furnish, haul, and place 10 inches of 1-1/4" crushed aggregate base course
- Spruce street traffic will be detoured during construction of this intersection.


Total Price: \$42,660.00

**These 2 streets have a lot more complications with production as compared to City Hall E Maple (utilities, structures, and traffic). The prices reflect these issues.

**We will get as close as we can to the existing curb to not damage it any further. Please note that we cannot guarantee the integrity of the curb and its drainage.

Please call with any questions.

Thank You,


Jakob Klessig
Pitlik & Wick, Inc.
715-891-5462

CHANGE ORDER NO.: 2

Owner: City of Eagle River

Engineer: MSA

Contractor: Pitlik & Wick

Project: 2024 Street Program

Contract Name: 2024 Eagle River Street Program

Date Issued: 9/10/2024

Owner's Project No.: 88135

Engineer's Project No.: 88135

Contractor's Project No.:

Effective Date of Change Order: 9/10/2024

The Contract is modified as follows upon execution of this Change Order:

Description:

Project #2 – On Birch St. between Spruce St. and Maple St. (approx. 412' by 37'). Excavate to subgrade, dispose of excess material, and furnish and install 10" thick gravel base.

Attachments:

1. Change Order Summary.
2. Change Order Request letter from Pitlik & Wick dated 8/22/24.

Change in Contract Price		Change in Contract Times [State Contract Times as either a specific date or a number of days]	
Original Contract Price:		Original Contract Times:	
\$ 208,388.75		Substantial Completion:	October 11, 2024
		Ready for final payment:	October 25, 2024
[Increase] [Decrease] from previously approved Change Orders No. 1 to No. [Number of previous Change Order]:		[Increase] [Decrease] from previously approved Change Orders No.1 to No. [Number of previous Change Order]:	
\$ 1,250.25		Substantial Completion:	0
		Ready for final payment:	0
Contract Price prior to this Change Order:		Contract Times prior to this Change Order:	
\$ 209,639.00		Substantial Completion:	October 11, 2024
		Ready for final payment:	October 25, 2024
[Increase] [Decrease] this Change Order:		[Increase] [Decrease] this Change Order:	
\$ 42,660.00		Substantial Completion:	0
		Ready for final payment:	0
Contract Price incorporating this Change Order:		Contract Times with all approved Change Orders:	
\$ 252,299.00		Substantial Completion:	October 11, 2024
		Ready for final payment:	October 25, 2024

Recommended by Engineer (if required)

By: *Phil Kneese*

Title: Team Leader

Date: 9/5/2024

Authorized by Owner

Authorized by Owner Contractor

By: *John C. Klessey*

Title: Manager

Date: 9/5/24

Approved by Funding Agency (if applicable)

Application for a Hearing before the City of Eagle River Plan Commission

Date Filed 8/12/24 Fee Paid _____ Petition # _____

Applicant MUST provide the following information:

Name Kristi Nelson / Northwest Counseling & Guidance Clinic Phone 920 309 0119

Mailing Address PO Box 309 Siren, WI 54872

Interest in the Property We would like to move outpatient children and adolescent therapy.

Name of Property Owner ATA Properties

Mailing Address PO Box 309 Siren, WI 54872

The above signed applicant does petition the City Council as follows:

Amend the Zoning Classification or Boundaries of a District

Change may only be initiated by the City Council, Plan Commission or a petition by one or more of the owners or lessees of the property proposed to be changed.

Present Zoning Classification _____

Requested Zoning Classification _____

Applicant must provide the following information

- Legal description and address of the property in question.
- A sketch drawn to a scale of not less than 100 feet to the inch, showing area to be changed, its location, the location of the existing boundaries and the uses within 300 feet of the property proposed to be changed.
- Property owners names, mailing address of all property within 300 feet of the property in question.
- Present use of the property in question.
- Proposed use of the property in question.

Zoning Ordinance Amendment

Change initiated, must be initiated by Zoning Administrator.

Requested Amendment to section: _____

Conditional Use Permit

Zoning Classification of Property Downtown Commerical

List the requested conditional use, we will be utilizing the space from 8 A to 4 P Monday through Friday to provide children and adolescents with outpatient day treatment programming. The address we are hoping to provide services at is 221 S 5th Street, Eagle River, WI 54521.

Applicant must provide the following information:

- A legal description and address of the property where the use will take place.
- The names and mailing addresses of the abutting property owners.
- Present uses of the abutting properties.
- A site plan of the property showing distances of structures to property lines, parking areas, landscaping, lighting, traffic line of sight visibilities and any other information which will assist the Plan Commission to make a decision.

Additional information may be requested by the Eagle River Plan Commission or the Eagle River City Council to evaluate your application. The lack of information may in itself be sufficient cause to deny a petition. Failure to provide the above required information may result in additional public hearings, which additional costs will be borne by the applicant.

The completed application must be submitted to the City Clerk's office no less than 30 days before the date of the Plan Commission meeting, 525 E. Maple Street, PO Box 1269, Eagle River, WI 54521.

Applicant or Owner of the property or Agent shall appear before the Plan Commission.

Dated this 12th day of August, 2024.

Respectfully submitted by Kristi Nelson



NOTICE OF PUBLIC HEARING
CITY OF EAGLE RIVER PLANNING COMMISSION

Posted 8/14/2024

Northwest Counseling and Guidance Clinic is seeking a conditional use permit to establish a space from 8 am to 4 pm, Monday through Friday, to provide children and adolescents with outpatient day treatment programming at 221 S. Fifth Street, Eagle River, per Ordinance 106-443 (9): Uses permitted by conditional grant: Group care and family care facilities, nursery schools. The property is described as Sect. 33, T40N, R10E, LOT 9 BLK 2 OF J F HABRICH FIRST ADDN F14.

The City of Eagle River Planning Commission will hold a public hearing to review the request on **Thursday, September 5, 2024 at 5:00 p.m.** located at the Eagle River City Hall, 525 E. Maple Street, Eagle River WI 54521. Comments can be made at the public hearing or by mail to City Administrator, PO. Box 1269, Eagle River, WI 54521; by phone (715) 479-8682 x227 or email rcginner@eagleriverwi.gov. Documents will be available for review at City Hall. PETITIONER, OR THEIR REPRESENTATIVE, SHALL BE PRESENT.

Advertisement – Conditional Use Permit, Northwest Counseling and Guidance Clinic

Publish twice beginning August 19, 2024 – Affidavit requested.

NOTICE OF PUBLIC HEARING
CITY OF EAGLE RIVER PLANNING COMMISSION

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JANICE M HUNTER
216 S SIXTH ST
EAGLE RIVER, WI 54521

MILDRED KIEFER
2724 US HWY 51
MCFARLAND, WI 53558

DONALD SCHARF TRUST
PO BOX 835
EAGLE RIVER, WI 54521

PATRICIA A BYRD
PO BOX 146
EAGLE RIVER, WI 54521

PETER SCHMUCKI
PO BOX 1662
EAGLE RIVER, WI 54521

NELSONS OF EAGLE RIVER INC
PO BOX 1389
EAGLE RIVER, WI 54521

COLYN BACON
1720 WESCOTT DR
RALEIGH, NC 27614

CHRISTOPHER B DHONDT
235 SNOWY MOUNTAIN CIR #2
GALLATIN GATEWAY, MT 59730

DEBRA A BEENKEN TRUST
1410 CAPICH DR
EAGLE RIVER, WI 54521

JOHN G RUTKOWSKI
5737 SNOWBALL LN
EAGLE RIVER, WI 54521

PAUL R HARDESTY
313 S FIFTH ST
EAGLE RIVER, WI 54521

ERNEST H ANDERSON
1515 CANDLELIGHT CT
OSHKOSH, WI 54903

BONNIE ZEHNER
733 GREEN TREE RD
WEST BEND, WI 53090

NELSONS OF EAGLE RIVER INC
PO BOX 1389
EAGLE RIVER, WI 54521

GEORGE W LANGLEY TRUST
2261 BALSAM LANE
EAGLE RIVER, WI 54521

YELTON 5 LLC
9246 GOLF VIEW DR
MINOCQUA, WI 54548

SMUGGLERS REAL PROPERTY LLC
PO BOX 682
EAGLE RIVER, WI 54521

RALPH J SHEWMAKE LE
1330 DOLLAR LAKE RD
EAGLE RIVER, WI 54521

ABIGAIL V BURKETT
329 S NINTH ST
EAGLE RIVER, WI 54521

COLYN BACON
1720 WESCOTT DR
RALEIGH, NC 27614

NELSONS OF EAGLE RIVER INC
PO BOX 1389
EAGLE RIVER, WI 54521

TIMOTHY P GARASHA
PO BOX 1764
EAGLE RIVER, WI 54521

VILAS PROFESSIONAL LLC
PROPERTIES
LAND O LAKES, WI 54540

VICTOR M BAUER
PO BOX 524
EAGLE RIVER, WI 54521

LISA A BODAMER
PO BOX 1761
EAGLE RIVER, WI 54521

JACK S RICHTER
PO BOX 834
EAGLE RIVER, WI 54521

RANDALL H SMITS & ANN C SMITS TRUST
1246 CATFISH LAKE RD
EAGLE RIVER, WI 54521

ANDERSEN BUILT CONSTRUCTION LLC
723 E PINE ST
EAGLE RIVER, WI 54521

BARBARA A GURSKE
222 S SIXTH ST
EAGLE RIVER, WI 54521

JOHN D SCOTT
500 THAMES PRKWY
PARK RIDGE, IL 60068

RUSSELL A OBERG
3716 CHAIN O LAKES RD
EAGLE RIVER, WI 54521

LANGLEY TRUST
PO BOX 725
EAGLE RIVER, WI 54521

GEORGE W LANGLEY TRUST
PO BOX 725
EAGLE RIVER, WI 54521

PETER J BALTUS TRUST
PO BOX 816
THREE LAKES, WI 54562

SANDRA LYNN ROHRBACHER
C/O SANDRA HULCE
EAGLE RIVER, WI 54521

VICTOR BAUER
PO BOX 524
EAGLE RIVER, WI 54521

BROOKE E BARTHOLOMEW
715 WALL ST
EAGLE RIVER, WI 54521

MOONLIGHT HOLDINGS LLC
E19636 HEBERT RD
WATERSMEET, MI 49969

RONALD C JESSE JR
310 S SIXTH ST
EAGLE RIVER, WI 54521

CITY OF
EAGLE RIVER
Wisconsin

Application for a Hearing before Planning Commission

Applicant MUST provide the following information:

Name Jon T. Keckelsen ^{Jon T. Keckelsen} Phone 414-651-6069

Mailing Address P.O. Box 1 P.O. Box 1, Eagle River

Interest in the Property Owner 1078 E. Wall St.
sold@JonKeckelsen.com

Name of Property Owner Jon T. Keckelsen

Mailing Address P.O. Box 1, Eagle River, WI 54521

The above signed applicant does petition the City Council as follows:

Amend the Zoning Classification or Boundaries of a District

Change may only be initiated by the City Council, Plan Commission or a petition by one or more of the owners or lessees of the property proposed to be changed.

Present Zoning Classification _____

Requested Zoning Classification _____

Applicant must provide the following information

- Legal description and address of the property in question.
- A sketch drawn to a scale of not less than 100 feet to the inch, showing area to be changed, its location, the location of the existing boundaries and the uses within 300 feet of the property proposed to be changed.
- Property owners names, mailing address of all property within 300 feet of the property in question.
- Present use of the property in question.
- Proposed use of the property in question.

Zoning Ordinance Amendment

Change initiated, must be initiated by Zoning Administrator.

Requested Amendment to section: _____

Conditional Use Permit

Zoning Classification of Property Highway Commercial

List the requested conditional use, 106-473 (10) Shipping container
20' - temporary (up to 1 year)

Applicant must provide the following information:

- A legal description and address of the property where the use will take place.
- The names and mailing addresses of the abutting property owners.
- Present uses of the abutting properties.
- A site plan of the property showing distances of structures to property lines, parking areas, landscaping, lighting, traffic line of sight visibilities and any other information which will assist the Planning Commission to make a decision.

Additional information may be requested by the Eagle River Plan Commission or the Eagle River City Council to evaluate your application. The lack of information may in itself be sufficient cause to deny a petition. Failure to provide the above required information may result in additional public hearings, which additional costs will be borne by the applicant.

The completed application must be submitted to the Zoning Administrator's office no less than 30 days before the date of the Planning Commission meeting, 525 E. Maple Street, PO Box 1269, Eagle River, WI 54521.

Applicant or Owner of the property or Agent shall appear before the Planning Commission.

Dated this 1 day of April, 2004

Respectfully submitted by [Signature]

For Office Use Only:

Permit distribution: ☐ Treasurer (w/check) ☐ File ☐ Planning Commission

Payment: \$ _____ ☐ Cash ☐ Check # _____ Date: _____ Admin: _____ Date: _____



NOTICE OF PUBLIC HEARING
CITY OF EAGLE RIVER PLANNING COMMISSION

Posted 8/14/2024

Jon T. Keckeisen is seeking a conditional use permit to place one 20' storage container at 1078 E. Wall Street for no more than one year, per Ordinance 106-473 (10): One single shipping container, painted a single color, all advertising removed, subject to existing accessory structure set-backs. The property is described as NW-NW, Sect 34, T40N,R10E, PRT NW NW.

The City of Eagle River Planning Commission will hold a public hearing to review the request on **Thursday, September 5, 2024 at 5:00 p.m.** located at the Eagle River City Hall, 525 E. Maple Street, Eagle River WI 54521. Comments can be made at the public hearing or by mail to City Administrator, PO. Box 1269, Eagle River, WI 54521; by phone (715) 479-8682 x227 or email rcginner@eagleriverwi.gov. Documents will be available for review at City Hall. PETITIONER, OR THEIR REPRESENTATIVE, SHALL BE PRESENT.

Advertisement – Conditional Use Permit, Jon T Keckeisen

Publish twice beginning August 19, 2024 – Affidavit requested

NOTICE OF PUBLIC HEARING
CITY OF EAGLE RIVER PLANNING COMMISSION

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INGE R KNAUZ TRUST
PO BOX 819
EAGLE RIVER, WI 54521

RJ DESIGNS LLC
PO BOX 1631
EAGLE RIVER, WI 54521

JOHN 21:6 LLC
1717 N BRISTOL ST
SUN PRAIRIE, WI 53590

INGE R KNAUZ TRUST
PO BOX 819
EAGLE RIVER, WI 54521

EAGLE RIVER CEMETERY ASSOC
EAGLE RIVER, WI 54521

JENNY MERTEN
4461 WALL ST
EAGLE RIVER, WI 54521

KAP HOLDINGS LLC
PO BOX 939
EAGLE RIVER, WI 54521

ST PETERS CHURCH
EAGLE RIVER, WI 54521

Board of Directors:

Danielle Mazur - President
 Dan Dumas – VP & Appt'd Alderman
 Jeremy Oberlander -Treasurer
 Sarah Zidek - Secretary
 Melissa Hopkins Tina Aeillo
 Terry Lyon Kevin Eckes

**ExOfficio Directors:**

Robin Ginner Vito Bortolotti
 Kim Emerson Kathy Schmitz
 Kim Adamovich

Executive Director:

Karen Margelofsky, Cell: (715) 522-0900
 karen@eagleriverrevitalization.org

Proposal for Expansion Project at Eagle River Farmers Market

To: Eagle River Planning Commission

From: Eagle River Revitalization Program – Karen Margelofsky, Executive Director

Date: August 29, 2024

Subject: Proposal for Expansion Project at Eagle River Farmers Market

Introduction

The Eagle River Farmers Market has become a vital community hub, providing a space for local farmers, artisans, and food vendors to engage with residents and visitors alike. To continue supporting the growth and success of the market, we propose an expansion project aimed at enhancing the infrastructure and facilities available at the site. This project seeks to improve the market's functionality, increase vendor capacity, and ensure a safe and welcoming environment for all participants.

Project Overview

The proposed expansion includes the following key elements:

1. Electrical Service Installation:

- **Primary Electrical Panel:** Install a new electrical service with a main panel to be located on the backside of the current market sign. This panel will serve as the central hub for the expanded electrical infrastructure.
- **Additional Panel Boards:**
 - A weather-tight panel board with food truck services at the north end of the market, near the fire hydrant.
 - Another food truck hookup between the current sign and the north panel.
 - A regular electrical hookup between the sign and the existing shed.
 - Subpanel located in new proposed shed.
 - Traditional weather-tight electrical hookups on both sides of the existing shed.
 - A hookup near the south hydrant for additional vendor or market needs.

2. Construction of a New Permanent Shed:

- **Dimensions and Location:** A new permanent 10' x 20' shed with a 5' enclosure on one side (to hide a porta potty & dumpster) to be constructed at the end of Ohio Street within the Farmers Market site.
- **Subpanel Installation:** The shed will be equipped with a subpanel to manage electrical needs.
- **Water Hookup:** A water hookup will be installed within the shed for sanitation and operational purposes.
- **Enclosed Area for Utilities:** The shed will include an enclosed area designed to house a porta potty and a dumpster, ensuring cleanliness and convenience for both vendors and visitors.

Board of Directors:

Danielle Mazur - President
Dan Dumas – VP & Appt'd Alderman
Jeremy Oberlander -Treasurer
Sarah Zidek - Secretary
Melissa Hopkins Tina Aeillo
Terry Lyon Kevin Eckes



ExOfficio Directors:

Robin Ginner Vito Bortolotti
Kim Emerson Kathy Schmitz
Kim Adamovich

Executive Director:

Karen Margelofsky, Cell: (715) 522-0900
karen@eagleriverrevitalization.org

South side/front



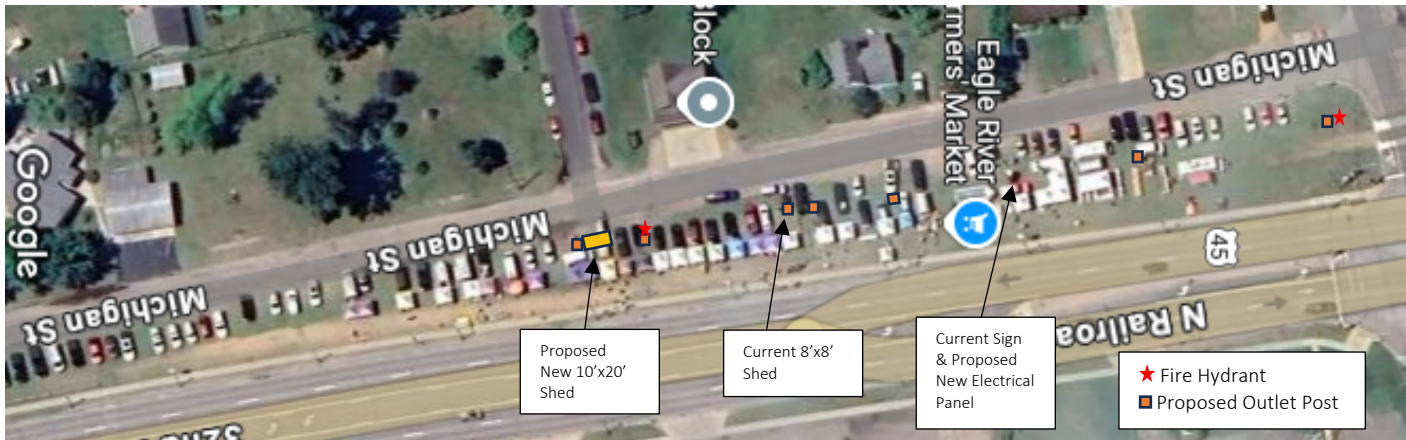
Facing the Market/East



North side/front



Back/Road side



Project Justification

The expansion of the electrical infrastructure is crucial to accommodate the increasing demand from food trucks and other vendors requiring reliable power sources. The strategic placement of electrical hookups and panels will allow for efficient vendor setup and operation, reducing potential hazards associated with temporary power solutions.

The construction of a new shed, equipped with a subpanel and water hookup, will provide additional storage and operational space for market activities. The enclosed area for a porta potty and dumpster will enhance the overall hygiene and aesthetic appeal of the market, addressing both vendor and visitor needs.

Benefits to the Community

- **Enhanced Vendor Capacity:** The expanded infrastructure will support a greater number of vendors, particularly food trucks, which are a popular attraction at the market.
- **Improved Safety and Convenience:** Permanent electrical hookups and water services will minimize the need for temporary and potentially unsafe setups.
- **Increased Site Attractiveness:** The new shed and enclosed utility area will contribute to a more organized and professional market environment, attracting more users and potential winter season use with the SnoEagles Club.
- **Sustainable Growth:** The improvements will position the Eagle River Farmers Market for continued growth, making it a more attractive venue for regional events and markets.

A 501c3 non-profit organization, FEIN 39-1970671

525 E. Maple Street, PO Box 2302 ~ Eagle River, WI 54521

Office: (715) 477-0645 | EagleRiverRevitalization.org

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karen@eagleriverrevitalization.org

Conclusion

This expansion project is designed to meet the evolving needs of the Eagle River Farmers Market while ensuring safety, convenience, and sustainability. We respectfully request the Eagle River Planning Commission's approval to proceed with the proposed enhancements, which we believe will significantly benefit both the market and the broader community.

Thank you for your consideration.

Sincerely,

Karen Margelofsky
Executive Director/Market Manager
Eagle River Revitalization Program, Inc.
715-477-0645

DEVELOPMENT AGREEMENT

THIS AGREEMENT MADE by and between the City of Eagle River, a Wisconsin Municipal Corporation (the "City"), and Pre/3 Premier Eagle River, LLC, a Wisconsin Limited Liability Corporation or assigns (the "Developer").

WITNESSETH

WHEREAS, Developer desires to construct a 36-unit apartment development in the City (hereinafter sometimes referred to as the "facility" or "Development");

WHEREAS, the City believes that improvements to the parcel within are in the best interests of the City and its residents and in accordance with the public purposes and conditions of applicable State and local laws;

WHEREAS, this agreement is intended to outline the duties and responsibilities of the City and Developer in order to facilitate the development of the facility;

NOW, THEREFORE, in consideration of the promises and mutual obligation of the parties hereto, each does hereby covenant and agree with the others as follows:

I. DEFINITIONS

As used in this agreement or in the collateral documents attached hereto as appendices, the following terms, shall have the following meanings:

Agreement: The Development Agreement by and between the City and Developer, including this Agreement as amended and supplemented from time to time.

City: The City of Eagle River Wisconsin, a Wisconsin municipal corporation.

Developer: Pre/3 Premier Eagle River, LLC as owners of the real estate identified in Exhibit B. Developer to provide CSM.

Development Cost: No less than the sum of \$_____ in project costs to be incurred by Developer for the Private Development of the Development Site.

Development Site: The land area described in Exhibit B

Private Development: The construction of a 36-unit apartment development by the Developer within City of Eagle River described in Exhibit A.

II. CITY OBLIGATIONS

The City will not expend any funds to the Developer as an inducement to expand the Private Development within the City. The City will not incur any costs related to utilities or hookups to utilities or street reconstruction due to cutting of pavement. All of those costs shall be borne by the Developer.

- A. Public Infrastructure Improvements. There are no public infrastructure improvements associated with this project.

III. DEVELOPER OBLIGATION

In order to assist in the Private Development within the City, the Developer agrees to undertake the following obligations.

A. Land.

1. Developer shall be responsible for the acquisition of all privately owned land needed for Private Development, as shown in Exhibit B, within 30 days from signing of this agreement.

B. Construct Private Development.

1. Developer shall undertake the construction of the Private Development according to the plan of Development as evidenced by Exhibit A which is attached hereto and made a part hereof. Said plan shall contain a timeframe and date of completion with the Development to be completed no later than _____.

2. The Developer is responsible for all costs associated with installation of infrastructure improvements on the Development Site including, but not limited to sewer, water, surface water, electrical, sewage and related improvements. Said infrastructure improvements shall be built pursuant to the specifications of the City Light & Water Department and as to any roads or sewer lines, shall be constructed pursuant to the specifications of the Department of Public Works for the City. The City sewer

Page 2 of 8

utility shall accept sewage from the Development Site as defined in the City's waste operating standards and policies and the Developer agrees to comply with all Ordinances related to sewage treatment.

3. The Developer shall prepare, keep and maintain records that allow the City to determine whether they are complying with the terms of the agreement. Such records shall include, at a minimum, all costs or invoices for building materials for any aspect of the project, be it structures or infrastructure. Those records shall be available at all times for examination by the City or its agents.

4. Pursuant to sec. 106.16 WI Stats., the Business shall notify the local Job Service Office and Workforce Development Councils of any vacant full-time positions relating to the Project. The Business shall provide such notice at least two weeks prior to advertising for such full-time positions.

C. Obligation to Maintain and Repair Private Development. Developer shall, at all times after construction of the Private Development, or any part thereof, keep and maintain the Private Development in good repair and maintenance. Developer shall also make or cause to be made from time to time all necessary repairs thereto so as to maintain the Private Development in habitable or usable form, absent ordinary wear and tear.

D. Use of Development Site. The Private Development and use of the Development Site shall at all times conform with the City of Eagle River's Zoning Code and all other City ordinances, together with applicable state and federal laws and regulations. The use of the site will not be the cause of any public or private nuisance to the immediately adjacent parcels or otherwise.

E. City Right of Access to Private Development. Developer does hereby grant to the City the unqualified right to enter upon the Development Site at all times for the purpose of constructing, reconstructing, maintaining, repairing or servicing any of the public improvements or public utilities now or hereafter located within the Development Site. Should there be any fire hydrants located on the subject premises, the City Light & Water Utility shall have the right to access those hydrants when necessary to flush those hydrants as required. In addition, the City Light & Water Utility shall have access to any meters that are installed on the structures of the subject premises to monitor water usage. The unqualified right of entry is subject to the condition that no such improvement or utility shall be located beneath a building located within the Development Site. Additionally, Developer agrees not to locate any buildings or improvement over any utility without prior express written permission from the City. Developer will execute such

easements from time to time in a form acceptable to the City as the City, in their sole discretion, may deem advisable.

F. Insurance. Developer, its successors and assigns, shall purchase or cause to be purchased and continually maintained in effect, insurance against such risks, both generally and specifically, with respect to the Private Development that are customarily insured against developments of like size and character, including, but not limited to: Casualty Insurance, Comprehensive General Liability Insurance, Physical Damage Insurance, Builder's Risk Insurance, and all other forms of insurance generally required by the State of Wisconsin for entities such as Developer from time to time during construction and operation of the Private Development. Such insurance shall be maintained in amounts and with terms of coverage generally customary to such Private Development.

In the event the Private Development is damaged or partially or fully destroyed, Developer shall cause the insurance proceeds from such loss to be used to promptly repair and restore to its original condition.

V. CONTINGENCIES

This Agreement is contingent on and shall be of no force and effect until the happening of the following:

A. Developer obtaining equity investors and financing which are necessary to make the Private Development feasible and providing the City with reasonable proof of the same. This contingency shall be removed by _____ or this Agreement shall be deemed void.

B. Developer providing the City with organizational information, including LLC member names, investor information, and such other information as the City may require to be reasonably assured the Private Development is feasible and so that the City can comply with Section 19.59 of the Wisconsin Statutes ("Code of Ethics for Local Government Officials")

VI. BINDING EFFECT

This agreement shall inure to the benefit of and shall be binding upon the City, and Developer. The Developer agrees that there shall be no assignment of their interest in this agreement without the prior written consent of the City and the City agrees not to withhold that consent unreasonably. This agreement represents the entire agreement between Developer and the City and shall not be amended, changed or modified except as provided herein. This agreement shall be assignable by Developer

Page 4 of 8

without the need for consent by the City. This agreement shall not be affected, modified or impaired on the happening from time to time of any event, including without limitation, the following:

A. Failure to give notice to any party of default under the terms of the Agreement.

B. The waiver of payment or performance of any obligations contained in this Agreement.

C. The extension of time for payment of any amount or performance of any obligation under this Agreement.

D. The voluntary or involuntary liquidation, dissolution, sale or other disposition of all or substantially all the assets, marshaling of assets and liabilities, receivership, insolvency, bankruptcy, assignment for the benefit of creditors, compromise with creditors or readjustment of, or similar proceedings affecting Developer or its assets, any allegation or contest as to the validity of the Agreement in any such proceeding.

E. To the extent permitted by law, the release or discharge of Developer from the obligations or observation of any obligation, covenant or agreement contained in this Agreement or arising by operation of the law.

VII. AMENDMENT, CHANGES, MODIFICATIONS

This agreement may be amended or any of its terms modified only by a written document duly authorized, executed and delivered by the City and the Developer.

VIII. FURTHER ASSURANCES AND CORRECTIVE INSTRUMENTS

The City and Developer agree that they will, from time to time, execute, acknowledge, deliver or cause to be executed, acknowledged and delivered, such supplements hereto and such further instruments as may reasonably be required for correcting any inadequate or incorrect description of land hereby conveyed or intended to be conveyed, and for carrying out the express intention of this Agreement.

IX. EXECUTION AND COUNTERPARTS

This agreement may be simultaneously executed in several counterparts, each of which shall be original and all of which shall constitute

one and the same instrument. Each party to this Agreement hereby expressly represents and warrants that it executes the Agreement with full and complete authorization of the respective entities they represent.

X. DEFAULT

A. Remedies on Default. In the event of any default in or breach of this Agreement or any of its terms or conditions, by any party hereto or any successor in interest to such party, such party shall cure or remedy such default or breach within 60 days of written notice of default describing the nature of the default, what action, if any, is deemed necessary to cure the same and specify the time period of not less than 60 days in which the default may be cured by the defaulting party. In case such action is not taken or is not diligently pursued or the defaulted breach cannot be cured or remedied within the aforesaid time, the non-defaulting party must institute such proceedings as may be necessary or desirable in its opinion to cure the default or breach, including, but not limited to, proceedings to compel specific performance by the party in default or breach of its obligations.

If such a proceeding is commenced, the prevailing party in such proceeding shall be entitled to recover from the other party its reasonable costs incurred in such proceeding, including attorney fees.

B. Rights and Remedies. The rights and remedies of the parties to this Agreement whether provided by law or provided by the Agreement, shall be cumulative and the exercise by any party of any one or more of such remedies shall not preclude the exercise by it at the same or different times of any such remedies for the same event of default or breach or any other party. No waiver or breach of any term or condition of this Agreement shall operate as a waiver of any other breach of such term or condition, or of any other term or condition, nor shall any failure to enforce any provisions hereunder operate as a waiver of such provision or any other provision hereunder.

XI. TERMINATION

This agreement shall terminate at such time as both parties agree in writing that all requirements of this agreement have been met or waived by the parties to this agreement.

XIII. MISCELLANEOUS

A. Enforced Delay. No party shall be considered in breach or default of its obligation in the event of enforced delay in the performance of such obligations due to causes beyond its control and without its fault or negligence including, but not restricted to: Acts of God, acts of the public enemy, acts of the Federal government, fires, floods, epidemics, quarantine restrictions, strikes, embargoes and unusually severe weather or delays of subcontractors due to such causes. In the event of the occurrence of any such enforced delay, the time or times of performance of any of the obligations of the party shall be extended for the period of the enforced delay as determined by the other party, provided that the party seeking the benefit of the enforced delay shall have first notified the other parties thereof and the cause or causes thereof and requested an extension of the period the enforced delay.

C. Wisconsin Law/Venue. This agreement shall be deemed to have been made in the State of Wisconsin, and its validity, construction, performance, breach and operation shall be covered by law of the State of Wisconsin. Venue for any legal dispute involving this Agreement or any other document executed pursuant to this Agreement shall be in Vilas County Circuit Court, Eagle River, Wisconsin.

D. Notices, Demands. All notices, demands or other communications under this Agreement shall be sufficiently given or delivered when hand-delivered or when mailed by first class mail, postage prepaid, as indicated below:

City: *Robin Ginner, City Administrator, 525 E. Maple Street, PO Box 1269, Eagle River, WI 54521*

Developer:

E. Severability. If any provision of this Agreement is held invalid, the remainder of this Agreement shall not be affected thereby and such remainder would then continue to conform to the requirements of applicable laws.

F. Not Private Right or Cause of Action. Nothing contained therein shall be interpreted or construed to create any private right or any private cause of action by or on behalf of any person not a party hereto, except as may be provided in this Agreement.

G. Authority. By signing below, each party represents and warrants that they have appropriate authority to bind their respective parties.

By: _____

Personally came before me, this ____ day of _____ 20____,
____ President, and _____, Secretary, of the
above named Corporation, to me known to be the persons who executed the
foregoing instrument, and to me known to be such President and Secretary
of said Corporation, and acknowledge that they executed the forgoing
instrument as such officers of the above named Corporation.

By: _____
President

Personally came before me, this ____ day of _____ 20____,
_____, President, and _____, Clerk, of the above
named Corporation, to me known to be the persons who executed the
foregoing instrument, and to me known to be such President and Clerk of
said City of _____ and acknowledge that they executed the forgoing
instrument as such officers of the above named City of - _____.

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SMALL BUSINESS DEVELOPMENT GRANT



CONNECTING SMALL BUSINESSES WITH THE CAPITAL THEY NEED TO GROW

The Wisconsin Economic Development Corporation's (WEDC's) **Small Business Development Grant (SBDG) Program** encourages communities and economic development partners to invest in their small businesses. The program offers financial incentives for these communities and organizations to develop innovative programs that directly support small businesses and small business creation. The program's goal is to support local and regional economic development programs that are aimed at providing greater access to capital to small businesses in the state of Wisconsin.

How it works

The SBDG Program is a competitive program that assists local and regional economic development organizations, municipalities, tribal governments, and counties to support small business development in their respective areas. WEDC has allocated \$2 million for fiscal year 2025, with individual grants ranging from \$50,000 to \$250,000.

Eligibility criteria

Eligible uses of funds include, but are not limited to, matching grant programs (such as startup, façade, expansion) and small business financing for firms with fewer than 25 full-time equivalent employees. Grant funds may not be used to cover past costs. WEDC will not require matching funds for this program; however, applications that provide for matching funds will receive extra points in the scoring process. The scoring process will also take into account whether the project is in a rural or distressed area and whether it will assist small businesses that are diversely owned, among other criteria.

LEARN MORE

For more information about becoming eligible for the Small Business Development Grant Program, contact a Wisconsin Economic Development Corporation (WEDC) regional economic development director.

You can find the list of regional directors and territories covered at wedc.org/regional.



Pilot-Small Business Development Grant Program

Program Guidelines for Fiscal Year 2025	
Lead Division: Business and Community Development	
<input checked="" type="checkbox"/> New	<input type="checkbox"/> Revised
<input checked="" type="checkbox"/> Grant	<input type="checkbox"/> Loan <input type="checkbox"/> Tax Credit <input type="checkbox"/> Technical Assistance

Introduction

Background: The Small Business Development Grant Program (SBDG) encourages communities and economic development partners through financial incentives to invest in their small businesses by developing innovative programs aimed directly at supporting small businesses and small business creation. WEDC believes we can foster creative, new program ideas by challenging our communities and partners to think outside the box to develop new programs and ideas rather than the typical top-down approach to program development. WEDC, in the follow up to its previous small business-related programming, including the historic Main Street Bounceback program, consistently received feedback that access to capital continues to be a primary issue.

Purpose: The Small Business Development Grant is a competitive program that assists local and regional Economic Development Organizations (EDOs), municipalities, tribal governments, and counties to support small business development in their areas. The goal of the Small Business Development Grant Program is to support local and regional economic development programs that are aimed at providing greater access to capital to small businesses in the state of Wisconsin.

Eligibility Requirements

Eligible Applicants: Local and regional Economic Development Organizations, municipalities, tribal governments, and counties are eligible applicants.

Ineligible Applicants: Member-based small-business centric organizations, such as Chambers of Commerce, are not eligible to apply for the Small Business Development Grant.

Eligible Use of Funds: Include but are not limited to matching grant programs (start-up, façade, expansion) and small business financing for firms with fewer than 25 full-time employees. Costs are only eligible after WEDC approval.

Matching: WEDC will not require matching funds for the Small Business Development Grant Program. However, matching funds will be considered during the scoring process, as well as other attributes including whether the project is in a rural/distressed area, whether the small business is diverse owned, and other attributes outlined on the SBDG scoring rubric.

Available Incentives



FY25: \$2,000,000

Award Sizes: Between \$50,000 and \$250,000.

Awards per Applicant: One award per application for the fiscal year.

Activities and Expected Outcomes

Awards will be made to a minimum of eight and a maximum of 40 communities.

Impact: Create a set of innovative solutions to support small businesses at the community level that can be shared state-wide. This includes ideas that may increase access to capital for small businesses and new ways to deliver technical assistance.

Metrics:

- Leverage – Total.
- Individuals Served/Engaged, new business started and obtained EIN.
- Pass-through Businesses Assisted (Financial).
- Pass-through Businesses Assisted (Technical), new business formed and hiring.
- Pass-through Leverage Total.
- Pass-through Job Creation.
- Performance Milestone, Number of vacant commercial spaces filled.

Application Guideline

Timeline: Applications will be accepted, evaluated, and awarded during the second half of 2024. The Small Business Development Grant is a competitive program.

Scoring Criteria: WEDC will include, but not limit the SBDG scoring to the following:

- The extent to which the proposed effort provides a model to maintain grant funding for long-term use in the applicant's service territory.
- The extent to which the applicant's program provides customized business advising and technical assistance follow-up to small businesses in the applicant's service territory in conjunction with business financing.
- The extent to which the applicant's program will address a local economic challenge (e.g. number of localities served, geography, businesses served, etc.).
- The extent to which the problem has been approached through regional collaboration with other economic development groups and other local jurisdictions.
- The extent to which the applicant demonstrates community demand/support/need for program.
- The extent to which the applicant demonstrates the critical need for WEDC financial support.
- The extent to which the program as proposed will support local, small business growth.
- The extent to which the project will provide an impact to economically distressed communities or rural areas of Wisconsin.
- The extent to which the project will impact historically underserved populations.



- The extent to which the proposed effort can be replicated throughout Wisconsin.
- The extent to which the applicant budget is complete and displays how funds will support small businesses. Funds cannot be used to cover administrative costs or the provision of technical assistance.
- The extent to which the applicant has secured match funds (a match is not required).
- The extent to which the applicant has demonstrated experience administering loan/grant funds.
 - If a Revolving Loan Fund is proposed then objectives, financing strategy (terms, eligibility, use of funds), Operational procedures (application process, underwriting, disbursement, loan monitoring, marketing plans), a full summary of the applicant's organizational capacity to run an RLF must be provided.
- The extent to which the applicant has a plan to disburse grant funds within the first 18 months of the project window.

How to Apply: An interested applicant should contact a WEDC Account Manager to determine if their project is right for the program. Upon review of the project, and alignment with eligibility criteria, an applicant will be invited to submit their application through Network Wisconsin.

Award Process: The completed application will be assigned to a scoring committee for review and recommendation. A WEDC underwriter will be assigned to review each recommended award and go through the award review process.

Performance Reporting: Awardees will submit periodic performance reports via Network WI documenting specific project activities and any other contract deliverables. WEDC requires two performance reports throughout the project: an annual report and one at the end (assuming a 24–36-month project period).

WEDC annually selects awards on a sample basis for an audit. All backup documentation to the performance report and financial records must be maintained by the Recipient for at least three (3) years after the last performance report is due.

WEDC may impose additional reporting requirements to evaluate project performance and to ensure compliance with contract deliverables.

Revision History

Program Inception – Fiscal Year 2025



CONNECTING SMALL BUSINESSES WITH THE CAPITAL THEY NEED TO GROW

The Wisconsin Economic Development Corporation (WEDC) has created a new program that aims to support small businesses in the state of Wisconsin by encouraging initiatives that offer these businesses increased access to capital. The **Small Business Development Grant (SBDG) Program** will offer financial incentives for communities and organizations to develop innovative programs that directly support small businesses and small business creation.

Who is eligible to apply?

- Local and regional economic development organizations
- Municipalities
- Tribal governments
- Counties

What can grant funds cover?

- Eligible uses of funds include, but are not limited to, matching grant programs (such as startup, façade, expansion) and small business financing for firms with fewer than 25 full-time equivalent employees.
- Grant funds may not be used to cover past costs.

What else do I need to know?

- WEDC has allocated \$2 million for fiscal year 2025, with individual grant amounts ranging from \$50,000 to \$250,000.
- Membership-based organizations such as chambers of commerce are not eligible to apply for this program.
- WEDC will not require matching funds for this program; however, applications that provide for matching funds will receive extra points in the scoring process.
- The scoring process will also take into account whether the project is in a rural or distressed area and whether it will assist small businesses that are diversely owned, among other criteria.

How do I apply?

- Visit wedc.org/regional to identify the regional economic development director (REDD) for your area. Reach out to that person, who can help you determine if your proposed project meets the criteria to apply. If you are eligible to apply, you will receive an invitation to submit an application through the Network Wisconsin portal.
- Please keep in mind that if your project is selected, you will need to submit project reports with specific deliverables at predetermined intervals during and after the grant period. The REDD for your area can provide more details about the reporting requirements during the initial conversation so you can determine if you wish to proceed.



Evaluation criteria

The application scoring rubric will factor in the following criteria:

- The extent to which the proposed effort provides a model to maintain grant funding for long-term use in the applicant's service territory
- The extent to which the applicant's program provides customized business advising and technical assistance follow-up to small businesses in the applicant's service territory in conjunction with business financing
- The extent to which the applicant's program will address a local economic challenge (e.g. number of localities served, geography, businesses served, etc.)
- The extent to which the problem has been approached through regional collaboration with other economic development groups and other local jurisdictions
- The extent to which the applicant demonstrates community demand/support/need for program.
- The extent to which the applicant demonstrates the critical need for WEDC financial support
- The extent to which the program as proposed will support local, small business growth
- The extent to which the project will provide an impact to economically distressed communities or rural areas of Wisconsin
- The extent to which the project will impact historically underserved populations
- The extent to which the proposed effort can be replicated throughout Wisconsin
- The extent to which the applicant budget is complete and displays how funds will support small businesses
 - Funds cannot be used to cover administrative costs or the provision of technical assistance.
- The extent to which the applicant has secured match funds (a match is not required)
- The extent to which the applicant has demonstrated experience administering loan/grant funds
 - If a Revolving Loan Fund is proposed then objectives, financing strategy (terms, eligibility, use of funds), Operational procedures (application process, underwriting, disbursement, loan monitoring, marketing plans), a full summary of the applicant's organizational capacity to run an RLF must be provided.
- The extent to which the applicant has a plan to disburse grant funds within the first 18 months of the project window

Report to the Eagle River City Council – End of August 2024

Submitted by Anthony Sable, PGA Professional/General Manager

Dear Council Members,

August revenue was down 3.4% from last year. As the season finally slows down, it appears we had another good year financially and especially in terms of customer satisfaction. We have had an overwhelming number of compliments on the course conditions, friendliness of the staff and the overall professionalism of the golf operations here in general. We never tire of hearing that.

August 1 – August 31

ROUNDS

We had 4,185 rounds of all types in this period, down slightly from 4,290 rounds in August 2023. Green fee revenue was \$121,178 in August of 2024, down from \$129,810 in August last year.

CARTS

Carts of all types generated \$47,546 in August, well up from \$41,540 in August of 2023.

RANGE

The practice range generated \$8,118 in August, down slightly from last year's August total of \$8,983.

MERCHANDISE

Pro-shop merchandise sales were \$15,131 for August 2024, well down from last year's August figure of \$19,145. Sales have suffered under rising wholesale prices and freight charges.

TOTAL REVENUE – August 2024

Total golf operations revenue for August 2023 was **\$193,354** down from August 2023, which was at \$200,826.

TOTAL REVENUE through August – January 1, 2024 – August 31, 2024

Total golf operation revenue for this period was **\$829,257** up over \$31k from last year: \$798,103.

- Anthony Sable, PGA Golf Professional/General Manager
Eagle River Golf Course

Facebook Page:



As of today, the page has 2,627 followers.
On July 16th, the page had 2,623 followers.


Facebook Insights:

Page overview

Create a post


Last 28 days

Discovery




Post reach

9,250




Post engagement

1,957



New Page likes


6



New Page Followers


8

Interactions




Reactions

155



Comments

12



Shares

11





Photo views


583



Link clicks


245

Other



Hide all posts

0


















Unfollows

0

Eagle River Golf Course Marketing Report & Proposed Facebook Posts

August 19, 2024

Facebook Insights (continued):

	It's not just about golf, it's about the food too. Join us at @Turkey's Clubhouse, where you can enjoy a delicious meal after your round. Book your tee time now and make it a day to remember! Mon, Aug 19	Post reach 221	Engagement 12
	Have you heard this one? Swing Oil: Beer. 🍷🏌️ Sat, Aug 17	Post reach 401	Engagement 17
	Throwback Thursday: This black and white photograph appears to capture a moment shortly after construction in the early 1920s. Courtesy of the Eagle River Historical Society Archives. Thu, Aug 15	Post reach 1,870	Engagement 127
	Feeling stuck in your golf game? Book a lesson with Anthony Sable, our pro, by calling 715-479-8111.📞 Tue, Aug 13	Post reach 273	Engagement 3
	As we head into the dog days of Summer, don't forget to stay hydrated and protected from the sun. Wear light, breathable clothing, bring plenty of water and apply sunscreen often. Bring your drinking bottle and fill it at our clean, filtered water station. It's free. ☺️ Sat, Aug 10	Post reach 298	Engagement 9
	Why did the golfer bring two pairs of pants? In case he got a hole-in-one! If you ever encounter a wardrobe malfunction on the course, no need to fret. We've got you covered in our shop! Wed, Aug 7	Post reach 233	Engagement 6
	Happy National Friendship Day! Grab a pal, new or old, and hit the green! 🏌️👯 Sun, Aug 4	Post reach 234	Engagement 9
	Celebrate International Beer Day by swinging in to Turkey's Clubhouse for a refreshing cold one after a round of golf. Fri, Aug 2	Post reach 549	Engagement 47
	With strategically bunkered greens, narrow forested fairways, and prevalent water hazards, we provide an exciting and challenging experience for golfers of all skill levels. Learn more at EagleRiverGolfCourse.com. Thu, Aug 1	Post reach 2,954	Engagement 5
	We are fully stocked with everything you need to up your game and your look. Tue, Jul 30	Post reach 417	Engagement 34
	What's your biggest golf peeve? Ours is when people don't "putt" the phone down while playing. Sat, Jul 27	Post reach 324	Engagement 21
	Eagle River Golf Course Thu, Jul 25	Post reach 8,018	Engagement 712
	Teach your kids the right technique and enjoy your time together bonding! 👨👦 Wed, Jul 24	Post reach 211	Engagement 4
	Help us go green and fill your water bottle at our water filling station! Mon, Jul 22	Post reach 347	Engagement 10
	Have you ever wondered about Bessie the Bass? The Ladies League player whose ball is closest to Bessie in any given week receives a gift! Learn more about Bessie at https://eaglerivergolfcourse.com/bessie-the-bass/ . Fri, Jul 19	Post reach 270	Engagement 10

Eagle River Golf Course Marketing Report & Proposed Facebook Posts

August 19, 2024

Facebook Videos:

Videos

Learn more about our golf course at
EagleRiverGolfCourse.com

0:40

With strategically bunkered greens, narrow forested fairways, and...

2 weeks ago · 281 plays

4

Book your tee time today at
EagleRiverGolfCourse.com

0:40

Eagle River Golf Course

3 weeks ago · 11.1K plays

37

WHAT ARE YOU WAITING FOR? BOOK YOUR TEE TIME TODAY!

EAGLERIVERGOLFCOURSE.COM

EAGLE RIVER GOLF COURSE

Opening Day is Monday

0:07

Opening Day is April 22nd!

17 weeks ago · 1K plays

13

WELCOME TO
EAGLE RIVER GOLF COURSE

1:16

Eagle River Golf Course

3 years ago · 79.2K views

24

EAGLE RIVER

0:22

Eagle River Golf Course's Video

7 years ago · 480 views

EAGLE RIVER

0:11

Eagle River Golf Course's Video

7 years ago · 26 views

Video Link - <https://www.facebook.com/EagleRiverGolfCourse/videos>

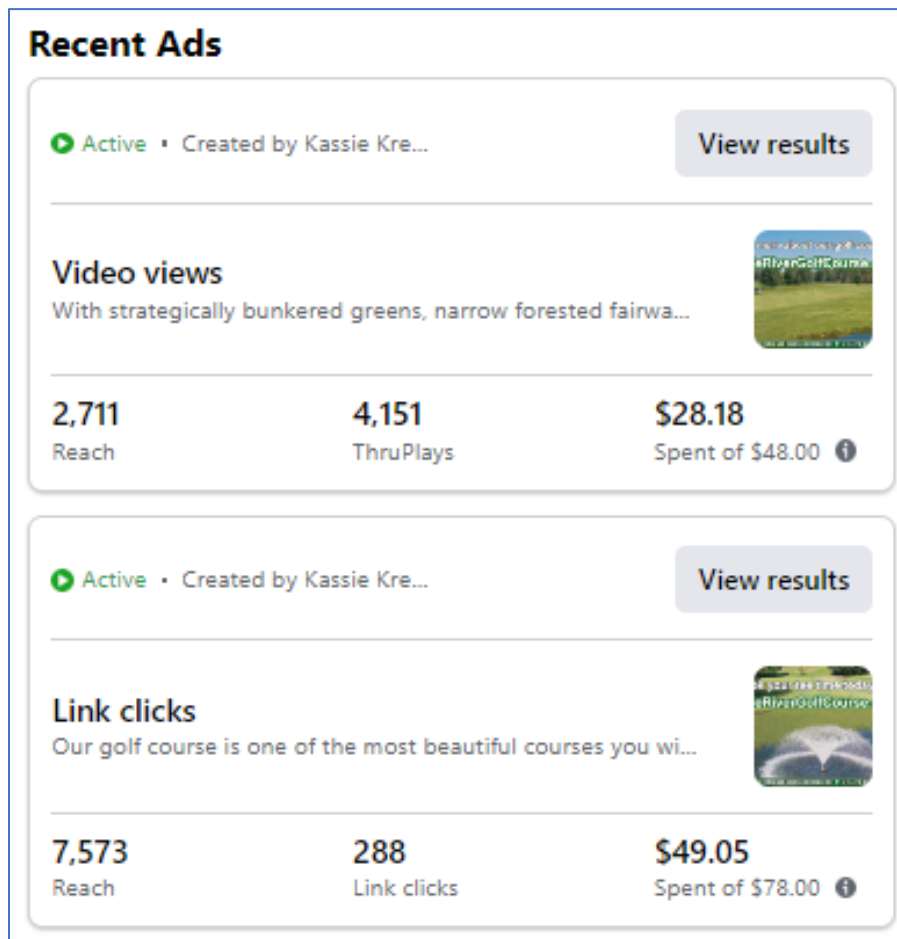
Facebook Ads:

Last 30 days

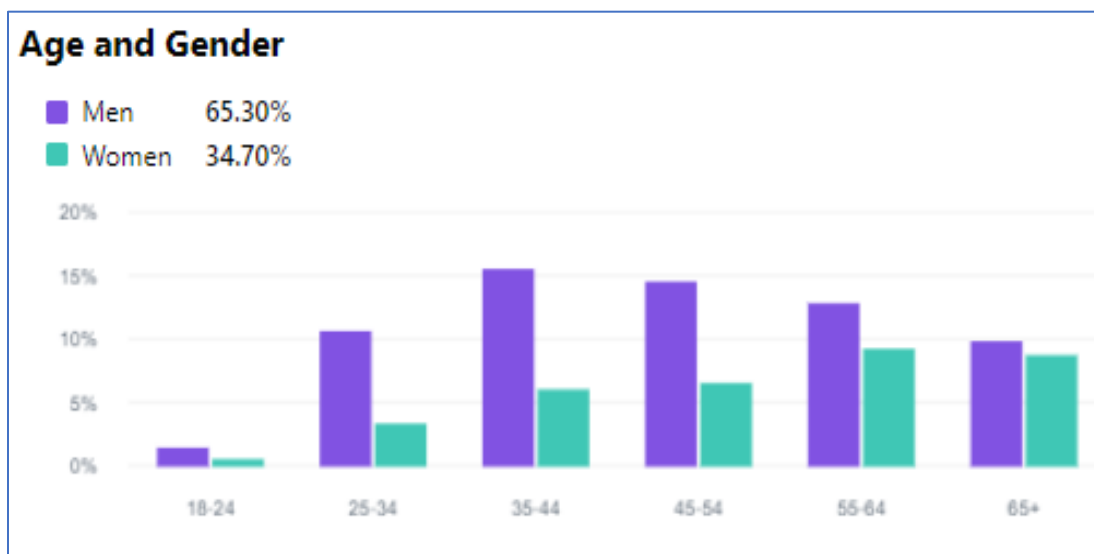
Kim Swisher Communications, LLC spent \$77.23 on 2 ads in the last 30 days.

<p>Reach</p> <p>10,332</p> <p>View details</p>	<p>Post engagements</p> <p>9,718</p> <p>View details</p>
<p>Link clicks</p> <p>288</p> <p>View details</p>	<p>ThruPlays</p> <p>--</p> <p>View details</p>

Facebook Ads (continued):




Facebook Audience Demographics:



Facebook Audience Demographics (continued):

Location		Cities	Countries
Eagle River, WI			264
Chicago, IL			73
Three Lakes, WI			42
Rhineland, WI			38
Wausau, WI			37
Conover, WI			28
Appleton, WI			26
Green Bay, WI			26
Milwaukee, WI			25
Phelps, WI			22

Instagram Page

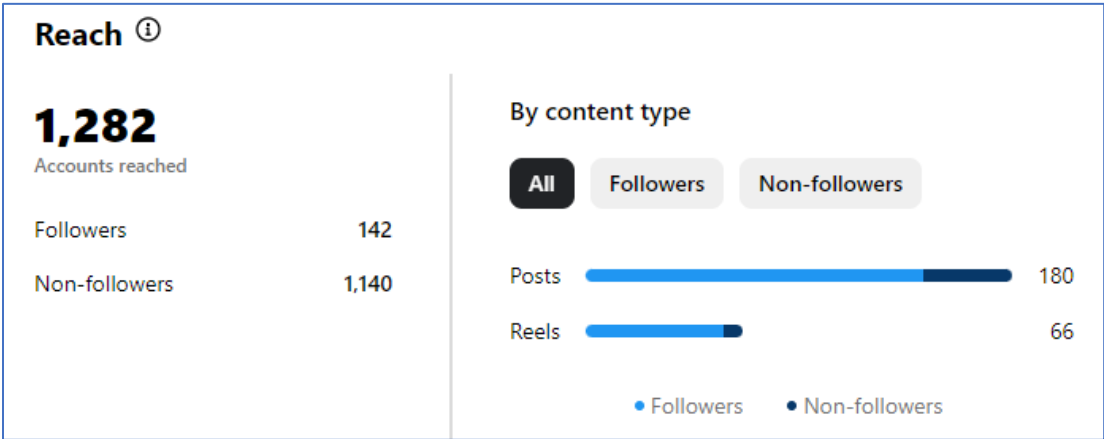


eaglerivergolfcourse

437 posts 524 followers 60 following

Eagle River Golf Course
Golf Course & Country Club
Our course is wooded, watered and totally in keeping with the beauty of the Northwoods - and one of the most challenging... more
457 McKinley Blvd, Eagle River, Wisconsin 54521
www.eaglerivergolfcourse.com

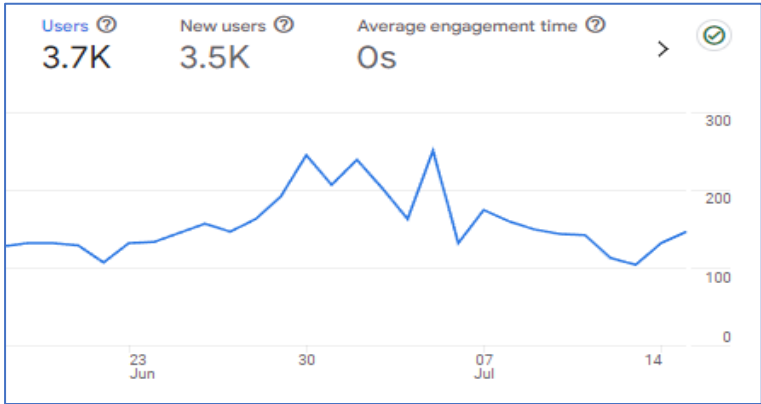
Instagram Insights:



Google Analytics (Website):

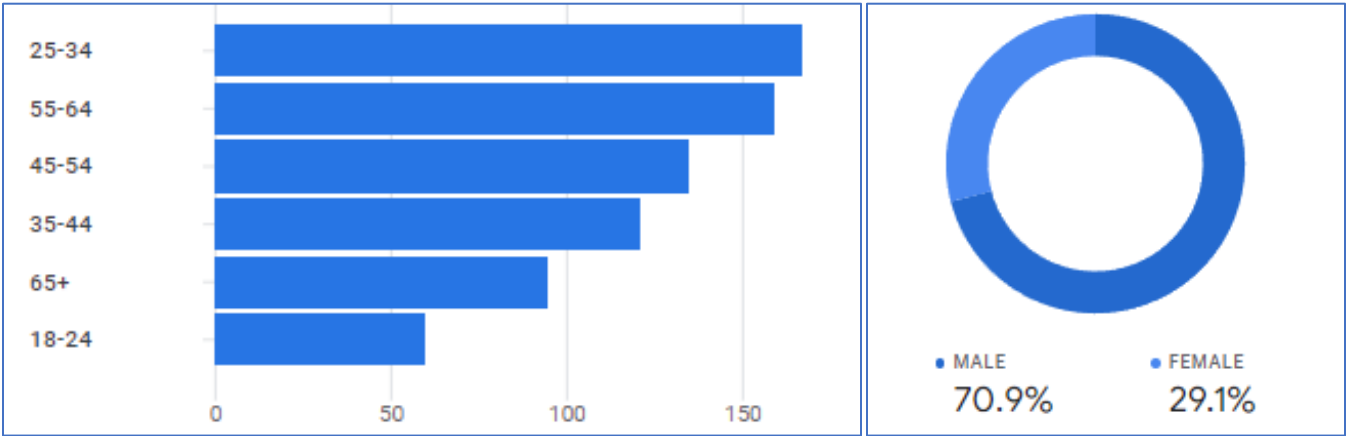


July 16th through August 16th



June 17th through July 16th

Visitor Demographics:



The primary age range of website visitors in this period was 25-34. Males comprised 70.9% of page visitors.

Eagle River Golf Course Marketing Report & Proposed Facebook Posts

August 19, 2024

Pages Visitors are Viewing on the Website:

		14,614 100% of total
1	/	5,819
2	/teetimes/	4,987
3	/about-us/rates/	848
4	/about-us/view-our-course/	715
5	/mens-league/	488
6	/contact-us/	264
7	/about-us/scorecard/	260
8	/news/	171
9	/turkeys-clubhouse-restaurant-now-open/	135
10	/about-us/	123

Location of Website Visitors:

		4,190 100% of total
1	Illinois	1,530
2	Wisconsin	1,323
3	Texas	534
4	Minnesota	199
5	Iowa	134
6	Missouri	89
7	New York	77
8	Oklahoma	75
9	Tennessee	69
10	Alabama	62

State

		4,190 100% of total
1	Chicago	1,309
2	(not set)	355
3	Dallas	348
4	Eagle River	217
5	Wausau	177
6	Minneapolis	122
7	Milwaukee	119
8	New York	75
9	Three Lakes	68
10	Rhineland	59

City

Proposed Facebook and Instagram Posts:

9/12 – As temperatures cool and the scenery transforms, enjoy perfect golfing weather and our mid-season rates.

🍂 🌲 🏌️ <https://www.eaglerivergolfcourse.com/teetimes>.



9/15 – Ever heard of the Foot Wedge? It's the golfer's "15th club" — the not-so-legal move of kicking your ball to a better spot before hitting it! 🤪 🏌️



9/18 – Do you prefer burgers before or after your golfing game? No matter which you pick, @Turkey's Clubhouse is serving up delicious food to keep you well-fueled. 🍔



9/20 – Did you know that our Course was originally built as nine holes in 1923? (That's before Eagle River was even incorporated as a city!) Learn more about what makes our Course unique at <https://www.eaglerivergolfcourse.com/about-us>



Eagle River Golf Course Marketing Report & Proposed Facebook Posts

August 19, 2024

9/22 – We welcome the first day of Fall! It's the perfect time to play our Course.



9/25 – Chunk: Hitting the ground very hard, thus taking a big divot out of the turf. Sometimes the divot, or the player's club, goes further than the ball.



9/28 - Happiness is a long walk with a putter. Book your tee time today at <https://www.eaglerivergolfcourse.com/teetimes>.



10/1 – Embrace the last days of golf season with a perfect round today! Who else is squeezing in some swings before Winter sets in?! 🏌️ 🍁 🏌️ 🍁



Eagle River Golf Course Marketing Report & Proposed Facebook Posts

August 19, 2024

10/4 – Happy Golf Lovers Day!



We welcome your comments or questions and will schedule these posts upon your approval.

Respectfully submitted,

Team Swisher

Karla Rosenberg, Kassie Bellin and Kim Swisher

Office: 715-437-0090

Email: karla@kimswisher.com

Email: kassie@kimswisher.com

Email: kim@kimswisher.com

00200: BID SUBMITTAL FORM

For Replacement of Eagle River Golf Course Clubhouse Roof

Submitted by: Jeremy Neilitz

Company: Hite House Builders

Address: 7395 Hageman Road, Argonne, WI 54103

Phone: 715-622-0375

E-mail: jeremy@hitehouse.com

- I. The Undersigned BIDDER offers and agrees, if this Proposal is accepted, to enter an Agreement with the Owner and to complete all work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time in accordance with the Contract Documents.
- II. BIDDER has examined and familiarized him/herself with all the Bidding Documents, has examined the actual site and locality where the Work is to be performed; that he has made such independent investigations as he deems necessary; and that he has satisfied him/herself as to all conditions affecting cost, progress, or performance of the Work.
- III. BIDDER accepts all the terms and conditions of the Bid Document Package.
- IV. The BIDDER is requested to provide with bid submittal what work of a similar character to that of the Eagle River Golf Course Clubhouse that they have done with references that will enable the City to judge his experience, skill, and business standing (add supplementary page if necessary).
Reference to include: Completion Date; Project Name; Contract Amount; Reference Name; Reference Telephone No.


Fee Schedule for Additional Work

1. Labor @ Hourly Rate: \$ 60 /hr. [to include overhead & profit]
2. Material Cost @ CONTRACTOR cost plus mark-up @ 30 % of material cost

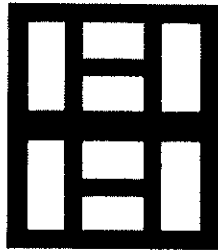
Total Bid Amount for Architectural Shingles: \$ 49,000

Total Bid Amount for Galvanized G-90 Metal: \$ N/A per section 00130 Statement of Work.

Submitting bidder acknowledges that they have read and agree to the conditions stated in Roman Numerals one, two, three, and four.

Submitter's Signature: 

Date: 8/29/2024



**HITE HOUSE
BUILDERS**

RE: Eagle River Golf Course – Reference

Hite House Builders replaced the roof on 23 homes in the Sokaogon Chippewa community during July and August of 2024. While this work is still ongoing, the total contract value to date of the roofing work completed is more than \$350,000. For verification of the quality of this work, please see below:

- Completion date: 23 homes completed. Additional homes added per request.
- Project name: Elder Home Improvement Project
- Contract Amount: \$1,354,000
- Reference Name: Stephanie Quade
- Reference Telephone Number: 715-902-0649

Respectfully,

Jeremy Neilitz

President

Hite House Builders

State of Wisconsin

DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES

COMMITTED TO EQUAL OPPORTUNITY IN EMPLOYMENT
AND LICENSING

**DWELLING CONTRACTOR
QUALIFIER**

NO. 1137 - DCQ

Expires: 05/10/2026

JEREMY NEILTZ
160 HIGHCREST DRIVE,
KALAMAZOO, WISCONSIN 49009
UNITED STATES

The person whose name appears on this document has complied with the provisions of the Wisconsin Statutes and holds the credential specified on the front of this card. To verify the current status of this credential, use "Lookup a License" at dps.wi.gov.

The named person has complied with Wisconsin Statutes and holds the credential specified. Signature: Jeremy Neilitz

Ch 440.11, Wis Statutes, requires you to notify the Department of a name or address change within 30 days. Please submit corrected information via the web at dps.wi.gov or by mail to DOPS at PO Box 8935, Madison WI 53708-8935.



HITEHOU-01

ACOLLINS

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/29/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Robertson Ryan - Northwoods	CONTACT NAME:	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
INSURED Hite House Builders LLC 6360 Stadium Drive Kalamazoo, MI 49009	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A : SOCIETY INSURANCE	
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES	CERTIFICATE NUMBER:	REVISION NUMBER:
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.		

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY						
	<input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR						EACH OCCURRENCE \$
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$
							MED EXP (Any one person) \$
							PERSONAL & ADV INJURY \$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$
	OTHER:						\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE						\$
	DED <input type="checkbox"/> RETENTION \$						\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N	N/A		110659	8/30/2024	8/30/2025	E.L. EACH ACCIDENT \$ 100,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 100,000
							E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

City of Eagle River
525 E Maple St
Eagle River, WI 54521

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Amy R Collins



JERENEI-01

KSTAHK

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/29/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER The Nulty Agency, LLC 5579 Stadium Drive Kalamazoo, MI 49009	CONTACT NAME: PHONE (A/C, No, Ext): (269) 372-9200 FAX (A/C, No): (269) 372-9290 E-MAIL ADDRESS: certs@nulty.com														
INSURED Jeremy Neilitz 160 Highcrest Drive Kalamazoo, MI 49009	<table><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A : Cincinnati Specialty Underwriters Insurance Company</td><td></td></tr><tr><td>INSURER B :</td><td></td></tr><tr><td>INSURER C :</td><td></td></tr><tr><td>INSURER D :</td><td></td></tr><tr><td>INSURER E :</td><td></td></tr><tr><td>INSURER F :</td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Cincinnati Specialty Underwriters Insurance Company		INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A : Cincinnati Specialty Underwriters Insurance Company															
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COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS														
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			CSU0238476	8/28/2024	8/28/2025	<table><tr><td>EACH OCCURRENCE</td><td>\$ 1,000,000</td></tr><tr><td>DAMAGE TO RENTED PREMISES (Ea occurrence)</td><td>\$ 100,000</td></tr><tr><td>MED EXP (Any one person)</td><td>\$ 1,000</td></tr><tr><td>PERSONAL & ADV INJURY</td><td>\$ 1,000,000</td></tr><tr><td>GENERAL AGGREGATE</td><td>\$ 2,000,000</td></tr><tr><td>PRODUCTS - COMP/OP AGG</td><td>\$ 2,000,000</td></tr><tr><td></td><td>\$</td></tr></table>	EACH OCCURRENCE	\$ 1,000,000	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000	MED EXP (Any one person)	\$ 1,000	PERSONAL & ADV INJURY	\$ 1,000,000	GENERAL AGGREGATE	\$ 2,000,000	PRODUCTS - COMP/OP AGG	\$ 2,000,000		\$
EACH OCCURRENCE	\$ 1,000,000																				
DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000																				
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	\$																				
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						<table><tr><td>COMBINED SINGLE LIMIT (Ea accident)</td><td>\$</td></tr><tr><td>BODILY INJURY (Per person)</td><td>\$</td></tr><tr><td>BODILY INJURY (Per accident)</td><td>\$</td></tr><tr><td>PROPERTY DAMAGE (Per accident)</td><td>\$</td></tr><tr><td></td><td>\$</td></tr></table>	COMBINED SINGLE LIMIT (Ea accident)	\$	BODILY INJURY (Per person)	\$	BODILY INJURY (Per accident)	\$	PROPERTY DAMAGE (Per accident)	\$		\$				
COMBINED SINGLE LIMIT (Ea accident)	\$																				
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	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						<table><tr><td>EACH OCCURRENCE</td><td>\$</td></tr><tr><td>AGGREGATE</td><td>\$</td></tr><tr><td></td><td>\$</td></tr></table>	EACH OCCURRENCE	\$	AGGREGATE	\$		\$								
EACH OCCURRENCE	\$																				
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	\$																				
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				<table><tr><td>PER STATUTE</td><td>OTH-ER</td></tr><tr><td>E.L. EACH ACCIDENT</td><td>\$</td></tr><tr><td>E.L. DISEASE - EA EMPLOYEE</td><td>\$</td></tr><tr><td>E.L. DISEASE - POLICY LIMIT</td><td>\$</td></tr></table>	PER STATUTE	OTH-ER	E.L. EACH ACCIDENT	\$	E.L. DISEASE - EA EMPLOYEE	\$	E.L. DISEASE - POLICY LIMIT	\$						
PER STATUTE	OTH-ER																				
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E.L. DISEASE - POLICY LIMIT	\$																				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The presence of additional insured (including blanket versions) or waiver of subrogation endorsements or language will be denoted by a "X" in the appropriate column. If you require copies of any endorsements, please email certs@nulty.com

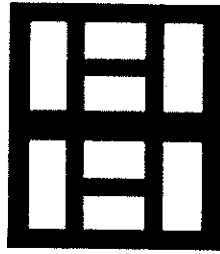
CERTIFICATE HOLDER

CANCELLATION

City of Eagle River
525 E Maple Street
PO Box 1269
Eagle River, WI 54521

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



**HITE HOUSE
BUILDERS**

Inspection Findings

Hite House Builders conducted a detailed inspection of the roof at the Eagle River Golf Course on August 26th, 2024. We noted several deficiencies throughout that we believe require further consideration beyond the standard roof replacement.

Exterior Inspection

Shingle condition

The general condition of the shingles is poor. You can see a general discoloration of the shingles throughout the roof indicating excessive wear of the shingles. Near the eaves, we noticed several nails popping through the shingles. We believe the nail popping and excessive wear (limited granules) to be a result of insufficient ventilation. With insufficient ventilation, the air in the attic becomes overheated and contains a higher moisture content. With higher temperatures and moisture, the wood in the attic also swells and contracts, causing damage to both the shingles above, as well as the nails holding them in place. The heat weakens the bond between the shingle and granules and causes them to wash away more easily. The excessive moisture causes the wood to swell and contract, pushing the nails out through the shingles above.

Ventilation

Only one area of the roof had ventilation on the upper side of the roof, limited to the central part of the roof. The shorter roof on the north side of the building had no upper side ventilation.

Flashing

WI building code states that a saddle/cricket must be installed on the upper side of any chimney (or otherwise flat) penetration of the roof greater than 30". No area of the roof requires a saddle/cricket per WI code. WI code also states that metal flashing must be installed where the roof contacts any siding. There appeared to be no metal flashing installed where the siding contacts the roof on the north side of the building.

Proposal

In addition to removal and installation of shingles included in the bid, Hite House Builders recommends taking the following actions to further ensure the integrity of the roof and the structure below:

- Remove all deck boards near the eaves and remove any/all debris from the soffits. Inspect this area for the presence of ventilation baffles above all ceiling/attic insulation. If not present, install baffles and reinstall decking at the eaves.
- Remove any roof sheathing between dormer and main section of the roof. Larger dormers need to be either ventilated themselves or allowed to ventilate through the main roofline.
- Install saddle/cricket above each flat penetration of the roof – the chimney and two (2) kitchen exhaust vents. While not required by code, the flat penetrations of the roof are the most vulnerable to leaking. A saddle/cricket is the most effective means of leak prevention as they divert the water away from this area of the roof.
- Remove central ridge vent installed above roof line and install standard nail down ridge vent along entire ridge.
- Remove siding along north side of building where the siding meets the roofline. Install metal flashing per WI code and reinstall siding.

Summary

Should you decide to include these additional improvements into the roof replacement, Hite House Builders looks forward to partnering with the City of Eagle River to protect and improve the city's assets. The total quote for this additional work is below.

Total – \$6,500

Respectfully,

A handwritten signature in black ink, appearing to read 'Jeremy Neillitz', with a stylized flourish at the end.

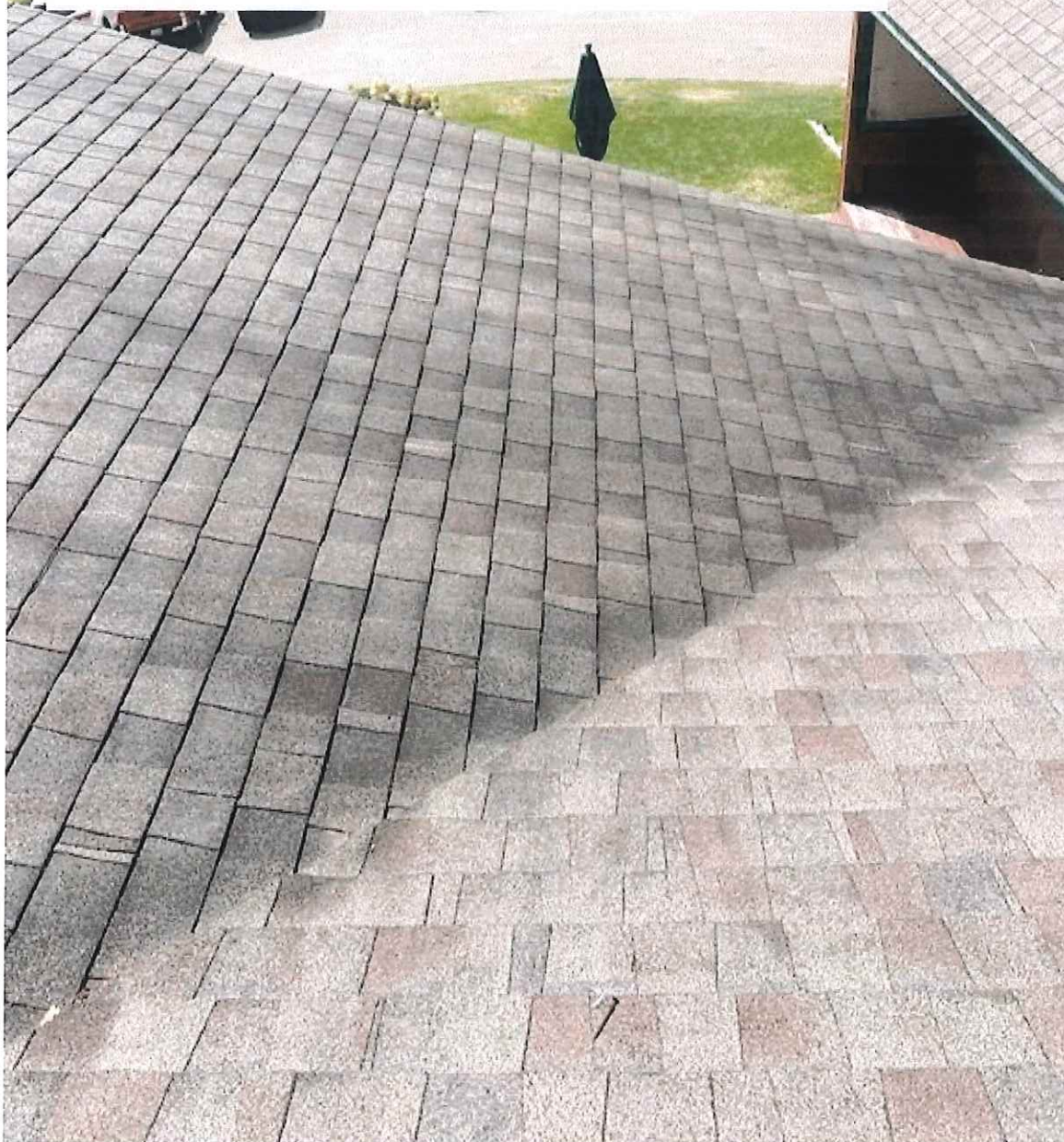
Jeremy Neillitz

President

Hite House Builders

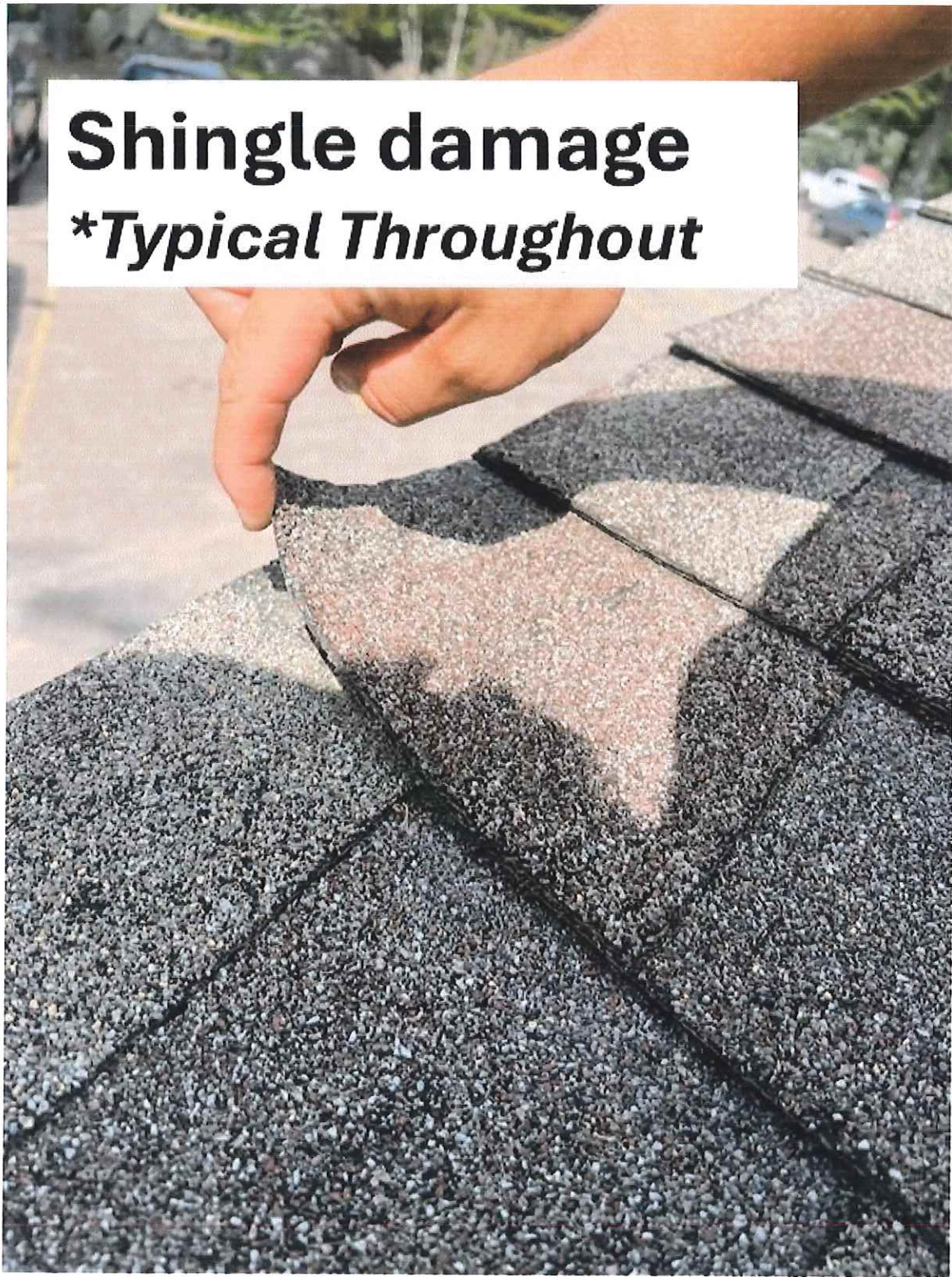
Enclosures: Pictures of roof conditions.

Excessive wear
****Typical throughout***



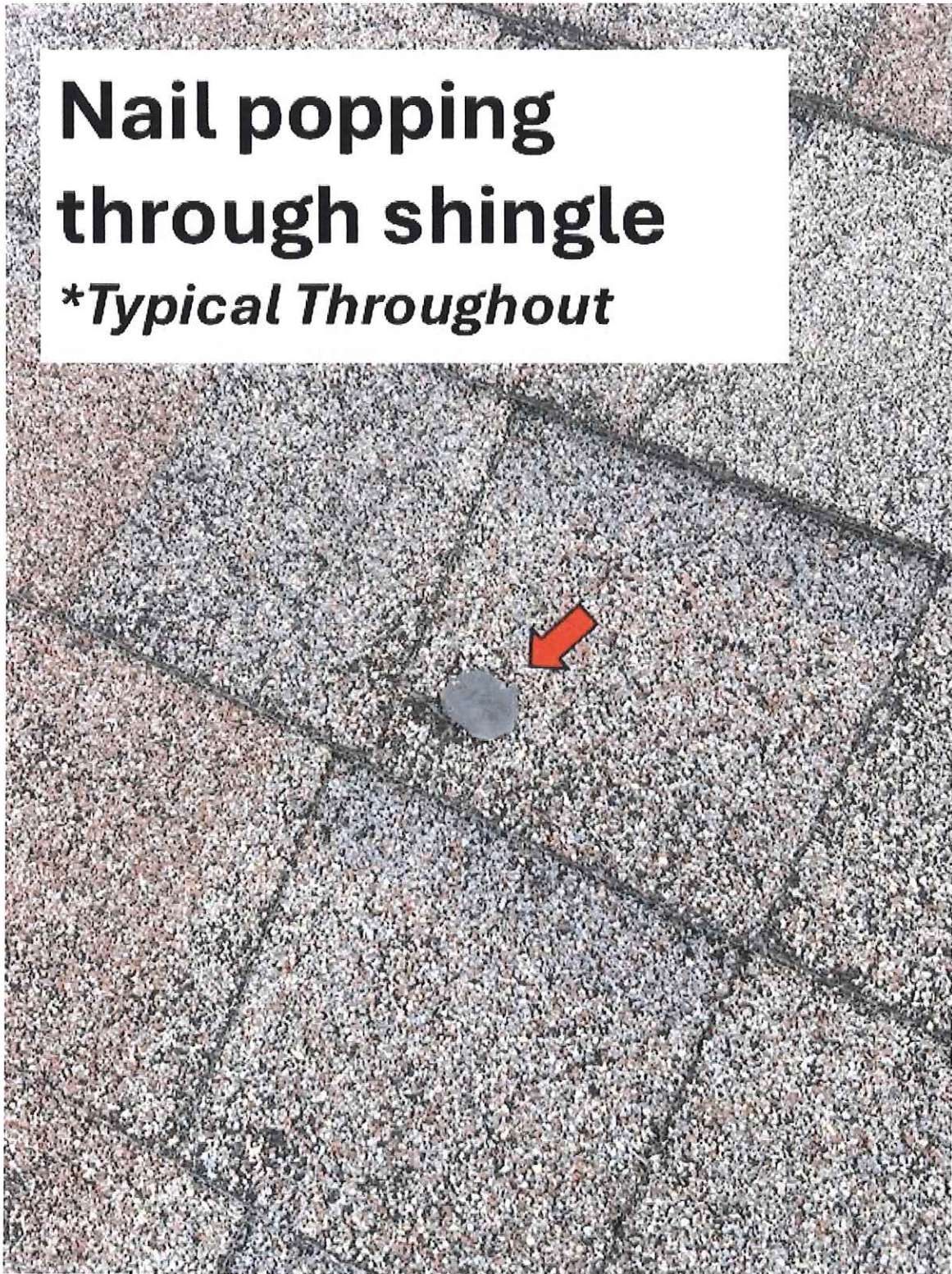
Shingle damage

****Typical Throughout***



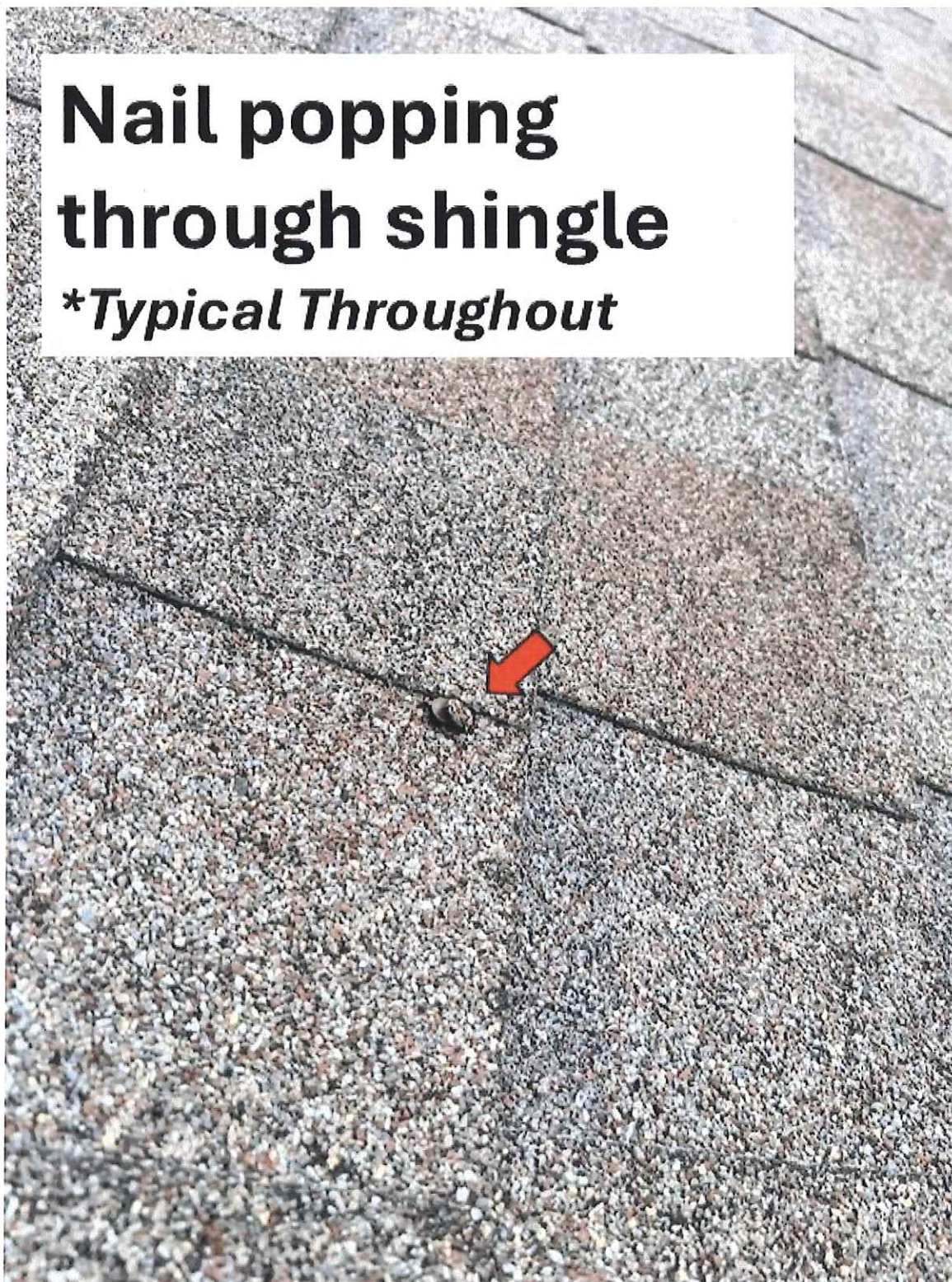
Nail popping through shingle

**Typical Throughout*



Nail popping through shingle

**Typical Throughout*



Install saddle/cricket here.



Install saddle/cricket here.



Inspect for metal flashing under shingles and behind siding. If not present, remove siding, install metal flashing, reinstall siding and shingles.



Foley's Tree Service, LLC



N11541 Roberts Road
Tomahawk, WI 54487

Tomahawk Office: 715.453.2407
Minocqua Office: 715.358.2406
Fax: 715.453.8109
office@foleystreeservice.com
www.foleystreeservice.com

WORK PROPOSAL

Performed according to ANSI A300 industry standards for tree care, unless noted otherwise.

City of Eagle River Dept of Public Works 20240823

Thursday, August 29, 2024

Contact: City of Eagle River Dept of Public Works

Contact: City of Eagle River Dept of Public Works

Billing Address: 1020 Bluebird Rd

Jobsite: Elm Drive

Billing City/St/Zip: Eagle River, WI 54521

City, State & Zip: Eagle River, WI 54521

Phone: 715-617-4333 Mike (foreman)

Email: erdpw@eagleriverwi.gov

#	Tree Species	Objectives and Specifications (see back for definitions, terms and conditions)	Amount
1		Custom Grinding Grinding of brush and log material, remove material leaving approximately 40 yards on site. **Foreign material which incurs major damage to grinding machine will result in an invoice to the purchaser for all repairs including labor**	\$5,800.00

8/28/24 - Per Bill Hassey, Lincoln has agreed to pay 60% of this grinding bill. Future bills will be split 50/50 with the Town of Lincoln.

Buyer shall clearly mark all trees to be cut down. All underground tanks must be marked as well, as Foley's Tree Service, LLC is not responsible for repairs to unmarked systems per our Concealed Contingencies Terms.



Subtotal: \$5,800.00
Tax: \$0.00
Down Payment: \$2,900.00
Total: \$5,800.00

3% Fee:

ISA Certified Arborist #WI-0979A:

Today's Date: 08/29/2024
Ted Foley

On date of acceptance and down payment your job will be considered started and will be completed within six months.

Signature indicates understanding and acceptance of the terms and conditions of this Proposal, including those set forth on the back side hereof. The sole means of accepting this Proposal shall be by returning a copy signed by an authorized agent of Buyer with a downpayment of 50%

Customer Signature and Date:



POMP'S TIRE SERVICE, INC.

REMITTANCE ADDRESS:
POMP'S TIRE SERVICE INC.
P O BOX 88697
MILWAUKEE WI 53288-8697
CREDIT DEPT 800-536-2940

ESTIMATE #

739524

POMP'S TIRE-RHINELANDER
209 W. DAVENPORT ST

RHINELANDER, WI 54501

715/365-8473

*** REMIT TO ***
** P O BOX 88697 **
** MILWAUKEE, WI **
** 53288-8697 **

PAGE: 1

CUSTOMER: TOWN OF EAGLE
820 E MAIN
5945800
EAGLE, WI

53119

*They are
correcting
9/5/24 BJB*

CREATED BY NATE
BUSINESS: 262/594-5800
SALESMAN: MARC KNIPPEL
ESTIMATE DATE: 09/05/24

0

TERMS: 1 PMT DUE 10TH OF MON AFTR INV

PRODUCT	MECHANIC	QUANTITY	PRICE	F.E.T.	EXTENSION
17.5R25/* MICH X SNOPLUS MS T M99466		5	2163.60		10818.00
REGULAR HOURS ROAD SERVICE-OTR ORS		1.00	237.00		237.00
OTR FUEL SURCHARGE (09/04/24)		1.00	40.00		40.00
OTR MILEAGE (PORTAL TO PORTAL) OMILE		60.00	2.00		120.00
OTR DSMNT/MNT ON VEH <=17.5-ROAD ODM1314D		5.00	150.00		750.00
O-RING HEMTT, PLS/HET, MTRV ORING		5	26.00		130.00
OTR (<=17.5") SCRAP DISPOSAL FEE ODISP1314		5	75.00		375.00
COMMERCIAL SHOP/SERVICE SUPPLIES SUPL			77.49		77.49
MERCHANDISE:					10948.00
LABOR:					1107.00
OTHER:					492.49
ESTIMATE TOTAL:					12547.49

2124

***** Valid for 30 days *****

ENTRANCE TECHNOLOGIES I, LLC.

Distributor – Automatic Door Systems

Post Office Box 1416

Eagle River, WI 54521-1416

(800) 641-4945 or (715) 479-9847

FAX (715) 479-1345

Quotation #MMS82824-1 for:

Eagle River City Hall

525 E. Maple St.

Eagle River, WI 54521

Bid for Tormax Automatic Swing Door Operator

Quotation To:

Eagle River City Hall

525 E. Maple St.

Eagle River, WI 54521

Date: August 28, 2024

Attn: Robin

715-479-8682 x227

rcginner@eagleriverwi.gov

Entrance Technologies is pleased to quote the following: To Furnish and Install:

Door Numbers: Interior Rear Entrance Door

<u>Qty.</u>	<u>Description</u>
(1)	Tormax 1201 Heavy Duty, Low Energy, Surface Mounted, Single Swing, Automatic Door Operator, Full Length Headers up to 52", Standard 0" -9.5" Reveal Out Swing Arms or Standard Inswing Arms, On/Off/Hold Open Switches, and Tormax Clear Aluminum Finish 33.5" outswing

. Current Activation will be re-used

One-Year Manufacturer's Warranty

Important: Prices good for acceptance & shipment within thirty (30) days only, unless such time as extended in writing.

Notes & Exclusions:

High Voltage Supplied to the Headers by Others.

An Electrician will be Required for the Project and is Not Included in this Quote.

Any Holes Left in Metal Frame from Existing Closers to be Repaired by Other.

Access Control Card Readers and Integration are Not Included In this Quote and Required by Others.

No Structural, Masonry or Electrical Work is Included.

Solid Blocking and Adequate Clearance for Headers Must be Supplied by Others.

Scope of Work is to be Conducted During Normal Business Hours.

ETI is Not Responsible for Unforeseen Circumstances.

If Customer Requires a Waiver of Subrogation on the Workers Compensation Policy a \$60.00 Fee Shall Apply!

ADDITIONAL RETURN TRIPS REQUIRED AFTER INITIAL INSTALLATION (that are NOT warranty related) ARE NOT INCLUDED AND WILL BE BILLED AS SUCH!

Entrance Technologies proposes to Furnish and Install for the SUM of **\$2917.20**

Payment Terms: Payment in Full Upon Completion.

Entrance Technologies is not liable for acts of God, strikes, accidents or delays beyond our control. All work is to be done during regular 7AM – 5PM business hours. The Owner is to carry all necessary insurances. Clerical Errors are subject to Correction. The above prices and conditions are acceptable and I hereby authorize you to proceed with the work. I promise to pay all costs of collecting the amount owed under this agreement. These costs will include reasonable attorney fees, court costs, any collection agency fees and all costs permitted under state law. I also agree to pay any costs involved in the event a signed quotation, purchase order or contract is canceled after three business days from which it was issued.

Respectfully submitted by: Mike Schulz

Accepted by: _____

Date:

Direct: 715-617-4174

m.schulz@entrancetech.com

MMS82824-1

Quote End

Robin Ginner

From: Diane Marquardt <dianemqt@icloud.com>
Sent: Friday, August 30, 2024 5:22 PM
To: Becky Bolte; Robin Ginner; Mayor Jeff Hyslop
Subject: Resignation

Follow Up Flag: Follow up
Flag Status: Flagged

Hello Mayor, Robin and Becky,
I am sorry to inform you that I will need to resign as Alderperson of Ward 1 on the Eagle River City Council.

I will be able to complete the month of September, making September 30th, 2024, my last day with the Council.

I have enjoyed my 3.5+ years, I have learned so much and I appreciate the time I was able to serve. I have great respect for the many employees that make this city a great place to live and work, and I will miss working with all of them.

My small business has grown quickly, and I am fortunate and grateful, but I am also tired! I need all the hours I can to keep up, but also a few hours left for me to wind down.

Thank you! It's been my pleasure and I'm happy to have met all of you.

I will meet with Becky and file a non-candidacy form next week.

Sincerely,
Diane Marquardt



CITY OF EAGLE RIVER MONTHLY POLICE CHIEF'S REPORT

August 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 July our officers investigated 158 offenses. A total of 6 cases were cleared by arrest or referred for prosecution. A total of 7 new cases were added to our active investigation caseload. A total of 0 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 46 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:

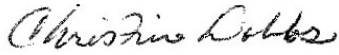
Alarm	1	Loitering	1
Ambulance or Medical Assist	4	Missing Person	1
Animal Problem	7	Motorcycle/Recreation Veh Prob	1
Bail Jumping	2	Noise Complaint	5
Citizen Dispute	4	Obstructing Justice	1
Citizen Assist	15	Parking Problem	6
Communications Offense	1	Property Damage, Non-vandalism	1
Cont Subst/Possession Marijuana	3	Probation/Parole Violation	2
Cont Subst/Possess Paraphernalia	2	Suspicious Person/Circumstance	9
Dead Body	2	Resisting/Interfering w/Police	1
Disorderly Conduct	9	Nonfre Sex Aslt/Statutory Rape	1
DUI Alcohol or Drugs	1	Sex Offense	1
False Alarm	4	Traffic Accident, Hit and Run	2
Fraud, Impersonation	1	Traffic Accident NonRep	2
False Information or Report	1	Traffic Accident, Prop Damage	9
Fire	2	Traffic Hazard	5
Counterfeiting/Forgery	1	Traffic Offense	14
Fraud/Swindle/Confidence Game	1	Trespass of Real Property	1
Fireworks	2	Theft, Property, Other	4
Information	13	Utility Problem	4
Intoxicated Person	1	Destruct/Damage/Vandalize Prop	2
Juvenile Problem	3	Welfare Check	11
Lost or Found Property	9		

A total of 90 traffic stops were conducted resulting in a total of 58 citations or warnings being issued. The following reflects the numbers and types of citations or warnings being issued:

Deviation from designated lane	1	Overate MV w/o proof ins	3
Driving w person ride illegally	2	Operate w/o valid license	3
Exceed zones and posted limits	24	Operator fail pass seatbelt	5
Fail stop-stop sign	2	OWI 1 st Offense	1
Mandatory seatbelt requirement	1	OWI 6 th Offense or greater	2
Non-registration auto	5	Possess Open Intox	1
Operate after revocation	1	Possess Drug Para	1
Operate after suspension	2	Unreasonable & imprudent speed	4

Our department took 7 people into custody and booked them into the Vilas County Jail.

Respectfully submitted,

A handwritten signature in cursive script that reads "Christine Dobbs".

Christine Dobbs
Chief of Police

Current Activities:

We are coming up with a plan with DPW and L&W, the fire department and EMS for the National Night Out occurring in August. Kids and folks will be able to come up and meet with service personnel and check out the equipment. We are also planning to have Aspirus helo land in the field behind city hall.

Final arrangements were made with the recycling group for traffic flow for the program in August.

We ordered two of the tablet computers and accessories for the officers that we are using the state grant for. They are due to come in August. These are to replace the officer/squad computers use daily for reports and citations. We have 4 more to go to complete the transition.



CITY OF EAGLE RIVER MONTHLY POLICE CHIEF'S REPORT

September 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 August our officers investigated 166 complaints. A total of 6 cases were cleared by arrest or referred for prosecution. A total of 5 new cases were added to our active investigation caseload. A total of 2 cases were placed in inactive status and 0 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 51 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:

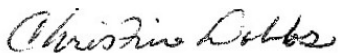
911 Hang Up	9		
Traffic Accident Hit and Run	1	Fraud	2
Accident Personnal Injury	1	Harassment	2
Accident Property Damage	10	Dumping	2
Agency Assistance	2	Information Report	6
Alarm - Burglary, Intrusion	4	Intoxicated Person	1
Ambulance Request	5	Juvenile Problem	5
Dog Bite	2	Lifeline Alarm	1
Animal Neglect/Cruelty	1	Power/Telephone Lines Down	1
Animal Problem	4	Loitering	2
ATV Complaint	1	Lost/Missing Person	1
Violation of Bond Conditions	1	Noise Complaint	1
Child Abuse or Neglect	1	Drug Overdose	2
Citizen Assist	6	OWI Drug or Alcohol Related	4
Civil Process Eviction	1	Parking Problem	6
Civil Complaint	1	Probation/Parole Violation	4
Computer Crimes	1	Vacation Check	1
Criminal Damage To Property	2	Request Officer/Officer Assis	1
Custodial Interference	3	Smoke Reported in Area	1
Disorderly Conduct	1	Remove Subject	3
Dispatch Deer in Roadway	2	Suicide Attempt	1
Disturbance	5	Suspicious Circumstances	13
Fish and Game Violations	2	Theft - Property/General	4
Drug Problem	1	Threats/Intimidate Persons	1
Escort	1	Hazard/Signs Down/Conditions	4
Structure Fire	1	Traffic Violation	9
Vehicle Fire	2	Utility Problem	1
Found Property	6	VIN Number Inspection	1
		Welfare Check	9

A total of 90 traffic stops were conducted resulting in a total of 55 citations or warnings being issued. The following reflects the numbers and types of citations or warnings being issued:

Offense Description			
Allow Dog to Run at Large	1	Overate MV w/o proof ins	5
Disorderly conduct	2	Operate w/o valid license	1
Fail to Stop Red Light	1	OWI 1 st Offense	2
Exceed zones and posted	8	Unreasonable & imprudent speed	1
Fail stop-Stop Sign Excep	2	Unnecessary Acceleration	1
Operating MV without insu	21		
OWI First Offense	1		
Possess Open Intoxicants	1		
Improper Headlamps	4		
Non-registration auto	2		
Operate after revocation	1		
Operate after suspension	1		

Our department took 10 people into custody and booked them into the Vilas County Jail.

Respectfully submitted,



Christine Dobbs
Chief of Police

Current Activities:

As a department, we are striving to complete cross training throughout the coming year. This report is an example of the need as the Office Manager was not present to complete and I had to muddle out the numbers. Tried to make it a need and tidy but I am not as adept as she is.

We are currently completing our semiannual (which should be yearly) employee evaluation process at this time.

The Eagle River Police Department participated in the National Night Out. Thank you to Light and Water for getting that going. A good time was had by all, and there was some motivation and momentum to do it again in the future.

The recycling event was much more manageable this year. It was moved up to Northland Pines Elementary School which helped with traffic flow. There were more people helping unload which also helped.

I survived Week 1 of Command College. It's a very professionally organized program put on in conjunction with UW Madison. We learned a lot about leadership and different communication styles so far. Its 6 weeks in total, but spread out with some projects along the way so it goes until June.

Asst. Chief/Patrol Sgt. Adam Ross

City Administrator's Report

August 2024

Submitted by Robin Ginner

Admin/General

We're well into the 2025 budget prep cycle. Adam from Baird came up to work with Cory, Becky and me for an afternoon, and we poured through the budget and have a good draft about done. Still waiting on the PD numbers, along with things like fire, ambulance, etc. We did receive numbers from the library, and at least they're proposing a single digit increase for 2025.

Historical District Designation – The historical designation was approved at the state level, and the recommendation for acknowledgement has been sent on to the Federal level. There's another update meeting on Sept. 6th to find out about the next steps. To date, there are still only two buildings in the City on the national registry: Trees for Tomorrow's campus, and the former St. Peter's School.

Departments/Committees/Commissions

Beach – The lifeguards have all gone back to school for the year. Mary Wick will keep the facility open on warm days until temperatures make it less desirable to be swimming. DPW has removed the swim platforms and kick plates from the docks and McKenzie removed the buoys before she left for school.

Attached to my report is a letter from an individual who visited the beach this summer. Overall he loved the beach, but felt the bathhouse was in need of some repairs, so he donated \$500! We'll make a list of things to be repaired and put the donation to good use.

I think I've mentioned it before, but I'm concerned about lifeguards next summer. I'm going to have to figure out a better way of advertising the positions. I'm not sure how many, if any, of my lifeguards will be able to return next year. I will certainly work on this throughout the winter. I know it would be a great detriment not to have lifeguards on duty.

Golf Course – Cory and I discussed the accounting discrepancies and found there really aren't any. I think Tony's reports did not depict the same date range as Cory's reports, which made it look like the numbers were off. I had her pull reports from both systems for the same date range and they're right on. So, this issue is resolved.

I helped out at the golf course over Labor Day weekend, jockeying carts and washing them after use. It was a busy weekend and gave me a firsthand view into the workings over there. Most of Tony's summer help is gone back to school, so rather than them struggling to keep up, I told him I'd help out if needed, so he took me up on the offer for Saturday and Sunday.

We received four bids for the roof at the golf course, and I met with six different roofers ahead of the deadline. I will follow up with the lowest bidder ahead of the Council meeting to check on a couple of things in regard to their bid. The stabilization of the rafters/trusses was not included in their scope of work, so I need to get that straightened out. Their bid came in almost \$24k lower than the estimate provided by a local roofing company, who incidentally, did not submit a bid for the project.

Moe is trying to get a bid on the stabilization of the floor under the kitchen. He tried for months to get an estimate from another local company, but still hasn't received anything. So, we're trying a different company to see if we can get something in writing.

Kyle and I met with representatives of the Ladies League to talk about a project to improve the ladies' tee on #13. The plastic bag recycling crew donated their most recent Trex bench to the project because the bench at the site is in pretty bad shape. Kyle has begun the work, and it should take about a week to complete.

The new windows have been ordered to replace the ones broken in the vandalism event earlier this summer. The large window is 5-6 weeks out, and the smaller one will be about 8 weeks out. They will likely be replaced after the course closes for the season, which is scheduled for Sunday, October 13th (last day of play).

Public Works – Jared passed the Wastewater Operator certification with a 90%! He's certified for three years, and just needs to keep up on furthering education hours to maintain the certification. His hourly wage has been adjusted accordingly per the amount approved by the Council.

See attached for DPW report on July activities.

River Trail Commission – After several months of not meeting, we finally got back together as a group in August. There's a meeting with a trail specialist at the end of September, and I got drafted to attend that full day planning session at Trees For Tomorrow on behalf of the Commission. We won't meet again until that meeting has been held.

The agreement between the municipalities states that a member of the Council will be assigned as the representative for Eagle River on the Commission. The reps from St. Germain and Cloverland had no problem with me being the representative for Eagle River, but they are working with Steve Garbowicz to get an amendment drawn up that would allow a staff member of the City to represent our interests on the Commission. They're hoping to have that drawn up shortly for all three municipalities to approve.

Zoning/Planning – Earlier this year the Planning Commission heard a request for a conditional use permit to transition the former St Peter's School into six condominiums, and using the basement level for commercial ventures. Apparently, the project fell through and they pulled out of the sale a week prior to closing. The Visner's retain ownership and are still trying to sell it. But the promise of six desperately needed housing units has gone down the drain.

I've sent a draft developer agreement to Premier ER, LLC for review for the apartment development at 45/70. I'm looking to clarify what our expectations are, and to make it clear that the City is not contributing funding or utility placement in a written document. I've got the draft on the agenda, but I'm waiting to hear back from them for any potential edits ahead of the meeting. This document has already been passed by Steve.

Mike Sanborn and I will be meeting with TD Biegel regarding the installation of utilities to the Riverdale subdivision. It's been nearly two and a half years since they annexed in, and we're looking for an update and a timeline as to when they expect to have those connections made, and confirmation that they will be adhering to the specifications that have been presented by Light & Water.

2024 Projects

Dog Park – We had one individual go out and look at the property, but no offer was made at this point. I've reached out to a local realtor in town to list the two properties. She mentioned that she has sold numerous lots down Loon Lake Road this summer, so I am optimistic they'll sell quickly so we can get moving on making plans for the development next spring!

Maple/Birch Street Resurfacing – The curb and sidewalk are about done. Pitlik & Wick should be back in the area the week of Sept 9 to start the road paving portion of the project, and they anticipate starting on Birch street at the end of that week. L&W has to replace a hydrant at the Birch/Spruce intersection and will plan to get that done after any change orders are confirmed by the Council.

Silver Lake Resurfacing – Soil boring results came back showing that we have an area of fibric peat from 5.5-feet down to 11-feet. This material is a compressible material that will, over time, continue to compress. MSA estimates there is a 208-foot section of roadway affected by the peat. Moe, Mike and Phil are working to figure out where utilities are, and what would need to be done to remove the peat and stabilize the base, so we don't find ourselves in the same situation a handful of years after we've spent the money to repair the roadway.

Chip sealing – The project is complete. We only had one email complaint from Aquilla Court, but once I explained what they were doing, I never heard back from the individual. But the project is done, the fog seal has been sprayed, and the final sweeping finished.

AUGUST

D.P.W.

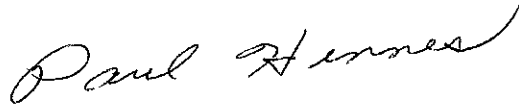
1. Cut Trees
2. Paged - Vehicle Fire Cleanup at OHIO-MINN. ST.
3. GARBAGE Cans out in Riverview PARK - PARK Rental
4. Pour Concrete By Cemetery
5. Locates
6. Equipment To City Hall for National Night out Program
7. Club House Roof
8. NO PARKING signs out for FARKNER
9. Patch Streets
10. Met with Bruce Zmek - look at Club House Basement
11. Put Batteries in Dump TRK
12. Catch Basin Repairs - main + Maple, Birch + Spruce
13. Pickup BARRICADES from FAIR
14. Sanitary sewer Repair at 234 N. 7th - END CAP of 8" main
Had Hole in it, letting sand into Main Line
15. Council Room - Put Back Together after Election
16. JARED - PASSED TEST for Sanitary Collection
17. Pre Construction Meeting with MSA for Maple, Birch ST.
18. PHelps - Sanitary sewer Problems - Ran Main Line
19. Detour Signs out for City Hall
20. Trim Branches AROUND Street Signs
21. Meeting with developer for Wall ST. Multi-Family Housing
22. SPRAY Concrete Sealer on Sidewalk By Cemetery
23. Replace Boards on Dock Riverview PARK
24. Street sweeper - swept streets
25. Put Memorial Bench Together
26. PARKS - mowing etc...
27. Storm Cleanup - Met with Foley Tree - GRINDING Stump Dump

To: Mayor Jeff Hyslop, Alder persons: Jerry Burkett, Kim Schaeffer, Ron Kressin & Diane Marquardt

Greeting to all of you who represent the heartbeat of Eagle River. I recently returned to Eagle River area for a week stay at my daughter's cabin on Pioneer Lake. During that time, I visited the city owned public beach on Silver Lake. With that facility, you have a true "gem of the north." A beautiful sand with beach, dock with ladders and full time lifeguards. Unfortunately, I was disappointed with the interior and exterior condition of the bath house. It is in need of some cleaning and painting. For example, the urinal in the men's bathroom is broken and question whether any waste is going down the drain. I assume it is seeping into the ground and finding it's way to the lake.

I realize budgets are tight but if you would like to continue to operate a public beach facility and attract areas to your area, you must make the facility more inviting. I would suggest placing a donation box with a sign asking patrons of the free beach to donate to the upkeep of the beach. With that being said, I have enclosed a donation of \$500 towards the repair of the bath house. I miss living in Eagle River and visit as often as I can so this is my way of giving back to the community that was so kind to me.

Sincerely,

A handwritten signature in cursive script that reads "Paul Hennes". The signature is written in dark ink and is positioned below the word "Sincerely,".

Paul Hennes

Clerks Report

July/August 2024

Elections: The August 13 election is closed out on my end. The poll workers did a great job with the books, making my job easier. Absentee ballots for the November 5 General Election are being prepared for the September 19 deadline to get ballots out for those that have requests on file. Absentee ballot requests seem to come in daily. We have a few Permanently Overseas voters, and they receive a Federal Only ballot via email that they mail back and the Election Inspectors remake on election day. New registrations are amping up and I will be doubling my ERO's (Election Registration Officials) for election day. I am working on an in-person training for my poll workers in October. ERIC mover cards will again be mailed out on 9/30. In person absentee voting (IPAV) will begin on October 22 and goes through the Friday before the election. It's anticipated to be a big one! 😊 I started to pull together local candidate packets for the Spring Election. Nomination papers can be circulated beginning December 1.

Liquor Licenses: I have been in contact with one of the Salons in the city that would now qualify for a liquor license with the new regulations from Act 73. She hasn't completed the paperwork yet, but I am anticipating it.

Operators Licenses: Not too many this month again.

Permits/Licenses:

The Dynamic Innovations Recycling event was held on August 24, 9-1:00PM at the Eagle River Elementary School and reports are that it well very well. Bob Blaus gave the following statistics:
2 semi-trailers of electronics, 35985 pounds
179 pounds of cardboard
625 pounds of food for Vilas Food Pantry
\$1200 for food pantry.

Dynamic Innovations set the date for 2025 Recycling event-, 8/23/25 and are adding scrap metal and hopefully bicycles to our list of items collected.

All events are compiled/updated into a document that is shared with all department heads, ERRP, the Chamber and the fire department for planning.

Insurance: The insurance companies are still working on the claim submitted for the golf course clubhouse damage on July 21. The restaurant has made a claim with their own insurance carrier for their loss until Statewide completes their investigation.

Open Records Request: I continue to receive voter information open records requests and received a FOIA contract information request for our Online Payment provider.

Special Assessment Requests: I have processed five special assessment requests since the previous council meeting.

Department of Revenue Form Filing: I amended DOR Form AT-827, liquor license reporting, adding Toad in the Hole license that was approved in August. Affidavit of Training for Board of Review, DOR form PA-107 was filed for four of us before the First Two-Hour Meeting of the Board of Review as required.

Meetings: Following the August meetings, all licenses and permits were produced, mailed/emailed to the applicants. The Planning Commission, Finance Committee, City Council and City Council Special draft minutes were produced and a truncated version of the City Council meeting minutes, with all motions, was published in the VCNR. Resolutions were executed and saved digitally and filed in the physical resolution book. Open Book notices were posted and distributed by compliance and Board of Review agenda notices were posted and distributed 30 days before BOR as this was reval year. All Clerk items were added to the September City Council agenda. All Clerk supporting documents for the September City Council meeting were prepared and supplied for Robins meeting binder. All Eagle River agendas were posted onto the bulletin boards, sent to the email distribution list, and posted onto the website. All Vilas County, ERRP, NPSD, Airport, and LVG supplied agendas were posted on our bulletin board.

Budget: I compiled and submitted my Clerk and Election budget requests for review. I went through the budget and plugged in all the revenue/expense numbers that I have at my disposal outside of my department's budget. The office staff met with BAIRD and we are adjusting our numbers to take them out of a static numbers and plugged in numbers based on knowledge and three year averages.

Ambulance: We received a call from Oneida County's Sheriffs office regarding charges for full start to finish ambulance services in "Eagle River" from Oneida County. The Captain reported that we had 20 calls so far this year and we owe \$1800 for each one. He stated that he was meeting with each municipality separately however, I called those in our Joint Ambulance Commission and none had heard from him. After speaking with the other representatives in the commission and with Attorney Garbowicz, the consensus and legal opinion from Garbowicz was that this conversation should be happening with the full Commission and an Aspirus representative as we have a contract with Aspirus to provide ambulance service. On 9/4 all members of the Joint Ambulance Commission received a contract from Oneida County to sign for 2025 services. I am actively working with the Commission Chairmen, Vilas County Emergency Management, and Garbowicz. No contract is being signed at this time.

Taxes/Assessor: Associated Appraisals has completed the interim market revaluation. The overall average increase was 65% in the total assessed value of real estate since the last revaluation in 2016. The Board of Review date is scheduled to meet on September 5, 9-11AM. The Examination of the Assessment Roll/Open Book was busy for the Assessor, and he will have presented any changes at the BOR meeting on 9/5. The airport hangars are taxed for 2024 as taxable property on our exempt parcel. Because of this, the Assessor was unable to produce notices of changes of assessment to the hangar owners. I produced letters for each hangar owner with the new valuations.

Surveyor Greg Maines and Rob Hom were able to connect the end of August for the final wrap of the hangar surveys. Once the final surveys come to my desk, I can get the BFI's started for filing with the register of deeds and in turn get the start of the City generated tax bills for this year.

I completed the Business Improvement District assessment spreadsheet. I was able to manually pull the values out of the preliminary assessment roll and the State Manufacturing roll. The BID rate for last year was \$1.05 per \$1000 in value generating about \$91,000 for the BID budget ask. With the increase in values due to the reval, the amount generated at the current rate is \$120,000. The BID Board sets their rate based on their budget request. Once I receive their final BID Board and City Council approved rate, I can get those numbers plugged in and forward to the County for tax generation.

I completed all updates to the Garbage Special Charges spreadsheet for the 2024 tax bills. This list is forwarded to the County in late fall for entering into their system for tax generation.

My late filers for 2nd quarter room tax have submitted their forms and payments with penalties. The Room Tax settlement was completed and the contracted 90% collected was forwarded to the Room Tax Commission. My room tax spreadsheet was forwarded to the ER Fire Department for cross reference against the County Health Department and the fire department list for fire inspections.

Garbage: The fall Yard Waste pickup dates have been scheduled with Republic Services for October 16 and November 6. Notices were again sent with Eagle River Light and Water bills in September.

The annual recycling grant application has been started and forwarded over to Republic Services for tonnage estimates. This grant comes in around \$3000 each year. Once our estimates for 2025 are completed, the application will be forwarded back to Vilas County Planning and Zoning by their September 19 deadline.

Clerk Certification/Training: I attended the Clerks Conference in Middleton the week before Labor Day. Most of the training at the Conference was geared towards the General Election. I received my graduation plaque for completing the Clerks Institute and have all credentials met for submitting my Clerk WCMC certification in October. I will take the Treasurers side of the Institute in July 2025 and will work on my MTAW (Treasurers) certification after that. Certification for both requires 50% education points and 50% Career and Lifelong Learning Experience points.

City Hall: Toiletry orders for the city, golf course, and parks continue to be frequent.

Becky J Bolte
Clerk – City of Eagle River