ASHLAND CITY COUNCIL MEETING
Tuesday, August 27, 2019 – 5:30 PM
Ashland City Hall Council Chambers

Please silence all cell phones during the meeting

1. **CALL TO ORDER**
   - A. **Roll Call**
   - B. **Moment of Silence**
   - C. **Pledge of Allegiance**
2. **APPROVAL OF AGENDA**
3. **APPROVAL OF MINUTES of the August 13, 2019 City Council and Committee of the Whole meetings**
   - A. **August 13, 2019 City Council and Committee of the Whole Meeting Minutes**
4. **CITIZEN PARTICIPATION PERIOD**
5. **MAYOR'S REPORT**
   - A. **Announcements**
6. **CONSENT AGENDA**
   - A. **Operators' Licenses**
   - B. **Miscellaneous Minutes**
7. **OLD BUSINESS**
   - A. **Approve a Resolution Authorizing the Construction of a New Police Facility to Replace the Existing Facility Located in City Hall, by Pursuing General Obligation Promissory Notes with a Ten-Year Term Which Includes a Balloon Payment in Year Ten, and Allows an Additional Ten-Year Term for a Total of Twenty (20) Years** (Roll)
8. **NEW BUSINESS**
   - A. **Approve to Retain a Qualified Firm for Wetland Delineation Services of the City-Owned Former Timeless Timber Site at 2200 Lake Shore Drive East** *(Planning)* Roll
9. **ADJOURNMENT**

The City of Ashland does not discriminate on the basis of sex, race, creed, color, national origin, sexual orientation, age or disability in employment or provision of services, programs or activities.

NOTE: Upon reasonable notice, the City of Ashland will accommodate the needs of disabled individuals or individuals with limited English proficiency through auxiliary aids or services. For additional information or to request this service, contact Denise Oliphant at 715-682-7071 (not a TDD telephone number) or FAX: 715-682-7048

ASHLAND CITY COUNCIL MEETING MINUTES
Tuesday, August 13, 2019 – 5:30 PM
Ashland City Hall Council Chambers

Please silence all cell phones during the meeting

1. CALL TO ORDER

The Tuesday, August 13, 2019 Ashland City Council meeting was called to order by Mayor Debra Lewis, in the Ashland City Hall Council Chambers at 5:30 p.m.

A. Roll Call

Roll call was taken, a Moment of Silence was held, and the Pledge of Allegiance was recited.

PRESENT: Matthew MacKenzie, Sarah Jackson, Kate Ullman (arrived at 5:35), Ana Tochterman, Wahsayah Whitebird, Kevin Haas, Charlie Ortman, Liz Franek, Dick Pufall, Jackie Moore

ABSENT: Holly George (excused)

ALSO PRESENT: Mayor Deb Lewis, City Clerk Denise Oliphant, City Attorney Tyler Wickman, Police Chief James Gregoire, Finance Director Julie Vaillancourt, Public Works Director John Butler, and other concerned citizens.

B. Moment of Silence

C. Pledge of Allegiance

2. APPROVAL OF AGENDA

Haas moved, seconded by Whitebird to approve the agenda as presented. The motion carried unanimously by voice vote.

3. APPROVAL OF MINUTES of the July 30, 2019 Council and Committee of the Whole meetings

Franek moved, seconded by Whitebird to approve the minutes of the July 30, 2019 Council and Committee of the Whole meetings. The motion passed unanimously by voice vote.

A. July 30, 2019 City Council and Committee of the Whole minutes

4. CITIZEN PARTICIPATION PERIOD

David Siegler, 700 Chapple Avenue, spoke in favor of the construction of a new facility for the Police Department, and his concern of Council's support of funding for it.

5. MAYOR'S REPORT

A. Announcements

Lewis attended a meeting last week with Senator Tammy Baldwin regarding post-storm infrastructure and FEMA needs in the area. She also recently attended a ribbon cutting for the new Xcel Solar Garden. Crew from Duluth's PBS television station will be in town in a week to recognize Ashland for an upcoming episode of *Around the Corner with John McGivern.* Ashland County is hosting a Clean Sweep hazardous materials collection on August 22, 2019 at WITC-Ashland. The remains of former Ashland resident Edward "Buster" Morrison, who was the first Wisconsin resident killed in action during the Korean War, will be returning to Ashland on August 14. The procession is expected to be routed through the City beginning at approximately 6:30 p.m.

B. Appointments

The Mayor recommended approval of the appointments as follows:

<u>B.A.R.T. Board</u>

Nathan Lawver, replacing Mary Hambuch Expires: July 13, 2021

<u>Harbor Commission</u>

Tom Yankee, reappointed Expires: July 31, 2022

Moore moved, seconded by Pufall to approve the Mayor's appointments. The motion passed unanimously by roll call vote.

6. CONSENT AGENDA

Tochterman moved, seconded by Haas to approve the Consent Agenda. The motion passed unanimously by voice vote.

A. Miscellaneous Minutes

B. Operator's Licenses

The following individuals applied for an operator’s license:

Carol L. Bond
Cheryl L. Cook
Anissa M. Cram
Joshua S. Emery
Debora L. Milanowski

C. Planning & Development Monthly Permit and Violation Reports

7. NEW BUSINESS

A. Approve to Waive the Advertisement Requirements as Required by Section 194.04 of Chapter 194, Ashland City Ordinances, and Proceed with Solicitation of Proposals for the City's 2020 Health Insurance Contract *(Human Resources)* Voice

Summary Statement: The intent of this request was to facilitate negotiation with potential providers to acquire the most cost-effective, quality health insurance benefit for City employees. A recommendation and contract for health insurance benefits will be provided to Council during the budget presentations.

Tochterman moved, seconded by Moore to approve to waive the advertising requirements as required by Section 194.04 of Chapter 194, Ashland City Ordinances and proceed with solicitation of proposals for the City's 2020 Health Insurance Contract. The motion passed unanimously by voice vote.

B. Approve to Reverse Emergency Declaration for Replacing Two Failing Wastewater Utility HVAC Systems at the Wastewater Treatment Plant per Wisconsin State Statute 62.15(1b) *(Public Works)* Voice

Summary Statement: At the December 11, 2018 City Council meeting, Council approved a resolution to declare replacing two failing wastewater utility HVAC systems an emergency per Wisconsin State Statute 62.15(1b), and approve to award a contract to the lowest solicited bid.

The two HVAC units were replaced and the work was completed at the end of January 2019, and final payment was made to the contractor, A to Z Plumbing and Heating, Inc. on February 22, 2019.

There were two change orders on the project. Change Order No. 1 for $661.00 was to replace the existing thermostats that were not compatible with the new HVAC units. This was not discovered until the units were put in operation. Change Order No. 2 in the amount of $3,062.82 was the result of the electrical specifications on the Makeup Air Unit on the UV Building that were mislabeled and the replacement unit was ordered to meet these specifications. When the new unit on the UV Building was installed and power applied there was an electrical malfunction; it then blew out the contactor and transformer. The manufacturer confirmed that replacing the contactor and transformer would not affect the warranty of the unit. Public Works was in agreement with the Change Orders.

Franek moved, seconded by Whitebird to approve to reverse the emergency declaration to replacing two failing Wastewater Utility HVAC systems at the Wastewater Treatment Plant per Wisconsin State Statute 62.15(1b). The motion passed unanimously by voice vote.

C. Approve a Resolution to Amend the 2018 General Fund, Special Revenue Funds, Debt Service Funds, Capital Project Funds, and Internal Service Funds Budgets Per Wis. State Statute 65.90(5)(a) *(Finance)* Roll

Summary Statement: The annual budgets are formulated based on the best information at the time of preparation, which is usually around four months before the budget year begins. For 2018, the preliminary actual results varied from the budgets formulated and some departments were over budget while other departments were under budget. This resulted in the need for the Council to re-appropriate the 2018 budget for expenditures. The budget amendment brought the expenditures and transfers into compliance with Wis. Stats. 65.90(5)(a) Municipal Budgets.n The following was the proposed budget amendment:

Original Budget General Fund revenue and fund balance available for Expenditures and Transfers:	**$10,551,455**
General Fund Transfers to Other Funds	
Original General Fund Transfers to Other Funds:	$713,650
Fund 260 Recycling – Increase transfer - recycling costs more than anticipated	3,502
Fund 750 Post-Retirement Benefits Reserve – Increase transfer – reserve additional funds for future employee retirements	75,000
Proposed General Fund Transfers to Other Funds	$792,152
General Fund Expenditures for Operations	
Original General Fund expenditures for operations	$9,837,805
Decrease Technology and Buildings/Facilities budgets and transfer to Fund 750 Post-Retirement Benefits Reserve	-75,000
Reduce public works budget and transfer to Fund 260 recycling	-3,502
Transfer of under-expended department budgets to over-expended department budgets with -0- net affect.	0.00
Proposed General Fund Expenses for Operations	**$9,759,303**
Proposed General Fund Transfers to Other Funds & Expenditures for Operations (no change overall from original budget)	**$10,551,455**

The Finance Director requested an increase for the transfer to Fund 750 Post-Retirement Benefits Reserve. Employees who retire from the City have benefit payouts of accrued vacation and unused sick leave up to 720 hours. Fund 750 was created in 2006 to fund actuarial studies for employee post-retirement benefits as required by Governmental Accounting Standards and to accumulate annual transfers from the General Fund to cover employee retirement payouts. Having Fund 750 in place reduces the large swing in annual costs that the general government departments would have in costs due to employee retirements and allows for better planning. Fund 750 annual expenses for 2018 was $127,348 and had a negative fund balance as of 12/31/2018 of ($21,920) before the additional requested $75,000 transfer in. The 2019 employee retirement costs were estimated at $133,400 with a 2019 budget transfer in of $85,000.

The approval of the Special Revenue Funds budget amendments included the tax increment transfer from Tax Increment District (TID) #6 as "donor" to TID #9 as "distressed" as follows:

TID #6 transfer out	$(246,425.79)
TID #9 transfer in	$ 246,426.79

The preliminary 2018 General Fund net revenue was $98,532.

Moore moved, seconded by Haas to approve a resolution to amend the 2018 General Fund, Special Revenue Funds, Debt Service Funds, Capital Project Funds, and Internal Service Funds Budgets per Wisconsin State Statute 65.09(5)(a). The motion passed unanimously by roll call vote. **File #17522**

8. ADJOURNMENT

Ortman moved, seconded by Jackson to adjourn. The motion carried unanimously by voice vote.

Respectfully Submitted,

Denise Oliphant,
City Clerk

The City of Ashland does not discriminate on the basis of sex, race, creed, color, national origin, sexual orientation, age or disability in employment or provision of services, programs or activities.

NOTE: Upon reasonable notice, the City of Ashland will accommodate the needs of disabled individuals or individuals with limited English proficiency through auxiliary aids or services. For additional information or to request this service, contact Denise Oliphant at 715-682-7071 (not a TDD telephone number) or FAX: 715-682-7048

COMMITTEE OF THE WHOLE MEETING MINUTES

The Common Council of the City of Ashland will meet as the Committee of the Whole on August 13, 2019 immediately following the City Council meeting which begins at 5:30 PM in the Ashland City Hall Council Chambers.

Council President Kate Ullman called the Committee of the Whole meeting to order.

1. ROLL CALL was taken by the Clerk.

PRESENT: Matt MacKenzie, Sarah Jackson, Kate Ullman, Ana Tochterman, Wahsayah Whitebird, Kevin Haas, Charlie Ortman, Elizabeth Franek, Dick Pufall, Jackie Moore

ABSENT: Holly George

ALSO PRESENT: Mayor Deb Lewis, City Administrator Brant Kucera (arrived at 6:45), City Clerk Denise Oliphant, Public Works Director John Butler, Police Chief Jim Gregoire, Finance Director Julie Vaillancourt, and other concerned citizens.

2. COUNCIL PRESIDENT'S REPORT

Council President Ullman mentioned of the need be familiar with parliamentary procedures as it pertains to meeting procedures.

3. ADMINISTRATOR'S REPORT

Kucera was absent/excused at the time of this report.

4. APPROVAL OF AGENDA

Ortman moved, seconded by Tochterman to approve the agenda as presented. The motion carried unanimously by voice vote.

5. OLD BUSINESS

A. Discussion and Possible Action Regarding a Resolution to Direct Administration to Pursue General Obligation Promissory Notes with a 10-Year Term which Includes a Balloon Payment in Year 10 which Allows an Additional 10-Year Term for a Total of 20 Years.

The Finance Director was available to answer questions regarding the preference of a 10-year balloon option. This item was brought back to the Committee of the Whole agenda due to the various questions regarding the lending options, before moving to the Council agenda for a final vote.

Throughout discussion, Whitebird moved, seconded by Ortman to recognize Rick Olivo to speak to Council. The motion carried unanimously by voice vote. Jackson moved, seconded by Ortman to recognize Gregoire to speak to Council. The motion carried by voice vote.

Moore moved, seconded by Haas to approve to direct Administration to pursue a General Obligation promissory Note with a 10-year term, which includes a balloon payment in year 10 which allows an additional 10-year term for a total of 20 years, to forward to Council for approval on August 29, 2019. The motion carried 10-2 by roll call vote; opposed were Whitebird and Ortman.

6. NEW BUSINESS

A. Discussion and Possible Action Regarding Ojibwemowin Language Revitalization

Dylan Jennings, a member of the Bad River Band of Lake Superior Chippewa and a member of the Tribal Council, asked to present on language revitalization efforts currently underway in the community. In Mr. Jennings' absence, Luanne Wiggins and Lisa Wrazidlo were available to present to Council their imitative to bring back the Ojibwa language to the area through signage. After this presentation there was an opportunity for questions and discussion related to ways in which the City can support these efforts.

Prior to moving to the next agenda item, Ullman asked Council for a motion to move Agenda Item 6C before Agenda Item 6B. Ortman moved, seconded by Whitebird to amend the agenda to address Agenda Item 6C next. The motion carried unanimously by voice vote.

C. Budget 101: Part 2

In follow-up to the Administrator's general explanation of the City's budget, a presentation regarding the City's Enterprise Funds was reviewed together at the time of the meeting. Kucera presented his Power Point presentation.

Due to time constraint, Ortman moved, seconded by Pufall to postpone Agenda Item 6B to the August 27, 2019 Committee of the Whole. The motion carried 7-3 by voice vote.

7. ADJOURNMENT

Moore moved, seconded by Haas to adjourn. The motion carried unanimously by voice vote.

Respectively Submitted,

Denise Oliphant, Clerk

SUBJECT: Operators' Licenses

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: City Clerk

CLEARANCES: Police Department

EXHIBITS:

EXPENDITURES REQUIRED: NA

AMOUNT BUDGETED:

APPROPRIATION REQUIRED:

TREASURER'S CERTIFICATE:

COMPLIANCE WITH ORDINANCE 51:

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN OF RECORD:

SUMMARY STATEMENT:

The following individuals have applied for an operator's license:

Kathrine Gurske
Emily Willoughby
Jean Hahn-Thomas
Taylor Lund
Casie Ehlers
Tammy Pufall

SUBJECT: **Miscellaneous Minutes**

RECOMMENDATION:

DEPARTMENT OF ORIGIN: City Clerk

CLEARANCES:

EXHIBITS:

1. Harbor Commission, May 3, 2019
2. Harbor Commission, May 15, 2019
3. Beautification Council Minutes - June 24, 2019
4. 2019 May 21st PC Minutes
5. Minutes 3-28-19

EXPENDITURES REQUIRED:

AMOUNT BUDGETED:

APPROPRIATION REQUIRED:

TREASURER'S CERTIFICATE:

COMPLIANCE WITH ORDINANCE 51:

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN OF RECORD:

SUMMARY STATEMENT:

PRESENT: Thomas Yankee, Allan Smiles, Randy Harvey, Dick Pufall, Paul Gilbertson, Keith Igo & Gary Leino
ABSENT:
EXCUSED:
ALSO PRESENT: Marina Manager-Scott Stegmann; Sara Hudson-Park & Rec; John Butler, PW Director; Brant Kucera, City Administrator

Dick Pufall called the meeting to order at 1:15 p.m.

Agenda Item 1: Public Comment

None.

Agenda Item 2: New Business

A. Financial Statement

Stegmann informed commissioners of the marina's current financial status. Discussion centered on the debt limit, general obligation note, reserves, potential costs regarding the future maintenance of the break wall, and the fact that by 2020 or 2021 the marina will be required by law to install a new fuel system at a cost of roughly $200,000.

Agenda Item 3: Unfinished Business

A. Superfund

When Xcel started the cleanup of the superfund site, $150,000 was given to the city for pier removal in the boat launch area with the caveat that it was to be used for development of the site once the project was completed. The city contracted with AMI for $135,000 to engineer the project site; payment for the engineering is to use the money from that $150,000 that the city received.
The city is allocating $248,000 for the project and that is all the money they have.
There is $500,000 from the Wisconsin Waterways Commission that is dedicated to the boat launch to be used in the super fund area.
At this point the money available is 1.248 million, take out the $500,000 from Wisconsin Waterways that leaves $748,000 for allocation to superfund site; of that $748,000 looking at borrowing 450,000; $250,000 out of breakwater maintenance fund with payments and $250,000 in house, a ten year loan.
Yankee questioned that $250,000 a year over a 25 year period would be $10,000 a year from the boat launch fees; what about some money from the waterfront development fund; what about requesting some money from the waterfront development to put on these loans.
Stegmann's recommendation is to put forward to the city council for the financial obligation of getting $250,000 reserves on the breakwater and getting money from the boat launch fees to repay that fund. In addition, asking that some monies be contributed for repayment from the waterfront development fund.

Agenda Item 4: New Business

A. Financial approval for Infrastructure installation in Kreher Park/Super-fund

After the latest meeting with Xcel Energy, the plan has changed to put the water/sewer line in below ground, because the cost for a clean corridor trench is up significantly. With a below ground trench there would be roughly 4000 yards of contaminated soil to be removed and Xcel does not have the capacity to take that contaminated soil and spread it around, and if it is taken off site would be around $300,000. The discussion then turned toward putting the utility lines above ground. However, putting utilities above the liner in the freeze zone would mean getting water and sewer lines pumped and aired out for the winter and there would be annual fees associated with that. AMI provided current numbers for above ground they provided items 1-9.
In Item 1, excavation of the trench would be $150,000. Big hang up is settlement issues across the site, with compaction, any piping below grade there could be breaking in the future. We could put clean trench in now and lay piping, bore it into the trench in a year or so.
Boring utilities below grade adds $190,000 (line item 2).
Item line 3, installing the water service above the liner is $62,000. Yankee asked why one line item refers to 3 inch water service and one line item refers to 6 inch water service. John Butler noted that a 6 inch pipe is needed to provide fire protection on the site; a 3 inch pipe is the minimum that can be put in the ground but does not cover fire protection on the site.
Item 4, refers to the restrooms and future installation of utilities, they feed off utilities, just stub them in, 2 bathrooms and cleaning station is at $114,000. Stegmann anticipates future financing from the DNR, they will typically fund 75% of restrooms with a 25% local match; these can be put in years from now.
Item 5 is the aggregate, the gravel for parking areas is $230,000. Commissioners discussed onsite aggregate, compaction, paving, costs, deadlines etc.
Item line 6 refers to light poles and dock piling at a cost of $123,000. One of the things Xcel is worried about is the membrane that separates the good stuff from the bad stuff and the light poles would be puncturing the membrane into the bad stuff. Xcel's proposal is to put a boot around these sonatubes for the cement so that during freeze/thaw cycles it allows the poles to move and doesn't tear the membrane. These boots are an extra cost. The dock piles are the 6 piles adjacent to the bulkhead for the boat launch, they don't need a boot.
Item number 9, the boat launch cost is $822,000 this has been the anticipated cost, with no changes at this time.

Currently, for this project, there is $748,000 available, the hope is for some more grant money for the boat launch, knows there is grant money available for rest rooms and fish cleaning station. There is time to work on this project, have up to 3 years. So, the question becomes what is the priority what do we have to do know for the boat launch to get this project going. Taking everything into consideration for this project we are short $500,000 for this project.

Commissioners then discussed all the issues and costs associated with this project: the clean trench versus above ground installation, fire protection issues, aggregate and paving, etc. Commissioners received opinions/options from, Stegmann, Hudson and Butler on these issues.

Hudson told commissioners that we need guidance on what the Harbor Commission wants done on this site; we need you to make these decisions, that's what we are here for.

Stegmann and some commissioners noted that one of the big problems with the City of Ashland is not doing things the right way, and 10/20 years later, wishing they would have spent the money and done it right the first time.

A motion was made by Gilbertson, seconded by Yankee, that the Harbor Commission fund 250,000 towards the superfund site. The motion carried unanimously.

A motion was made by Gilbertson, seconded by Smiles, to access 250,000 from the breakwater maintenance fund to be used for the superfund site. The motion carried unanimously.

A motion was made by Gilbertson, seconded by Leino, that the Harbor Commission spends $100,000 for the clean trench installation and spend up to 550,000 for the asphalt related site development, for a total of 650,000. The motion carried unanimously.

A motion was made by Gilbertson, seconded by Igo, to approve up to 100,000 for light pole bases and dock piling installation at the superfund site. The motion carried unanimously.

B. Financial approval engineering documents

None.

<u>Agenda Item 5: Items for next meeting</u>

None.

<u>Agenda Item 6: Adjourn</u>

A motion was made by Gilbertson, seconded by Harvey to adjourn. The motion carried unanimously. Meeting was adjourned.

Kim Westman

PRESENT: Thomas Yankee, Allan Smiles, Randy Harvey, Dick Pufall, Paul Gilbertson, Keith Igo & Gary Leino
ABSENT:
EXCUSED:
ALSO PRESENT: Marina Manager-Scott Stegmann

Dick Pufall called the meeting to order at 5:15 p.m.

<u>Agenda Item 1: Public Comment</u>

None.

<u>Agenda Item 2: Approval of April, 2019 Minutes</u>

A motion was made by Leino, seconded by Gilbertson, to approve the April, 2019, minutes. The motion carried unanimously.

<u>Agenda Item 3: Financial Statement</u>

A. Financial Statement

Commissioners discussed the financial statement. Commissioners asked Stegmann to find out why there was a substantial increase in the cost of the property insurance.

A motion was made by Gilbertson, seconded by Harvey, to approve the financial statement. The motion carried unanimously.

<u>Agenda Item 4: Unfinished Business</u>

A. Superfund

Stegmann announced that since the last meeting on May 3rd, there have been some changes regarding the superfund. Stegmann handed out the most current numbers for the costs for remediation of the superfund site. After meeting last week with Xcel Energy, Xcel agreed to give the city everything that we want below the liner and since we will not be putting in anything below the liner, and they will put down the aggregate; they are giving us pretty much everything that was discussed. The commission will be responsible for putting in the light pole bases and the pilings for the boat launch; the bid package for these items will be going out late next week. The cost for the light pole bases and the boat launch pilings will run about $125,000. These are the only items that need to go in that will interfere with them putting the liner in. The agreement between the city and Xcel on the aggregate will save both of us money and the DNR and EPA have approved this arrangement. The agreement has been sent to the attorney, there will be quite a bit of contractual language with these issues and Xcel is currently in negotiations with contractors for their part of the project.
Gilbertson questioned the bill for engineering costs with AMI which was contracted at 135,000. Stegmann noted that the cost will increase from AMI because of the required change orders on the project. Gilbertson noted that the change orders are not the fault of the city or AMI but due to changes from Xcel Energy.

The light pole bases, pilings, and engineering, this is exactly what they have been proposing, amounts to $822,000, the asphalt is at $565,000, so the total cost is $1.647 million. Looking at the committed funding the amount available is $1,008,000. What we need to find is an additional $639,000. Stegmann is going to file an addendum to the Wisconsin Waterways Commission for an additional $250,000 or possibly more. Stegmann has talked with them and they are willing to help out with the some of the money that is needed. The money coming from the breakwater maintenance fund hasn't changed, will still need that $250,000. The money needed for the general obligation loan, the commission motioned to approve funding for that up to $250,000, but at this time will only need $139,000. This amount could change because future bids could come in higher or lower.
The final result is that the city will be getting a parking area, a good probability of getting the boat launch built next year, and the light pole bases will be installed; just waiting for funding to add the lights. The rest of the stuff will have to wait until funding is figuring out, but it can be installed at a later date for reasonable costs.

Agenda Item 5: New Business

A. Next Meeting Date – June 19, 2019

Stegmann received confirmation from the commissioners that they could attend the June 19th meeting. Commissioners also received the listing of future meeting dates.

B. Manager's Report

Stegmann has started putting some boats in; that should increase if the weather cooperates.
Overall, the marina fared well over the winter, only minor repair work needed.
Stegmann will soon be putting feelers out for the new fuel system that will need to be done next year.

C. U. S. Naval Vessel for Ashland Harbor

Pufall presented a resolution to commissioner's asking for their support to bring a retired naval vessel to the Ashland oredock for a tourist attraction. Pufall is not asking for any money, rather looking into having the ship designated as a national monument which would then qualify the vessel to receive money to move the ship to Ashland and provide ongoing maintenance for the ship.

A motion was made by Yankee, seconded by Gilbertson, to support the resolution for acquiring a navy ship to be anchored to the oredock as a permanent tourist attraction. The motion carried unanimously.

D. Ashland Harbor Ferry/Taxi Service

Stegmann put this on the agenda to see how commissioners felt about potential commercial business operating out of the marina/waterfront. Briefly touched on the past where the owner of the Bayfield cruise line was interested in doing tours out of Ashland however, nothing ever came of it. There is a new owner of that cruise line based out of

Bayfield, Stegmann could check to see if there is any possible interest for doing business in Ashland. Stegmann also noted that a Jody Estain is doing guided tours around the lighthouse and a couple of the islands. Future potential from his business doing guided tours out of Ashland; Stegmann will check with Estain and see if the marina/harbor can provide any assistance for future plans.

Agenda Item 6: Items for next meeting agenda

For the next meeting Stegmann will bring back information on the increase cost of the property insurance.
Stegmann will check to see if there is any interest/no interest on a tour/ferry service out of Ashland.
When there are further updates on the progress made concerning the naval ship that information will be brought to future meetings.

Agenda Item 7: Adjourn

A motion was made by Harvey, seconded by Gilbertson to adjourn. The motion carried unanimously. Meeting was adjourned.

Kim Westman

Ashland Beautification Council

Meeting

June 24th, 2019

1. Roll Call	**Volunteer Hours**
Present:	
Elaine Peterson	23.25
Shawna Johnson	38.25
Kay Saari	22.25
Mary Zinnecker	28.25
David Askue	24.75
Jeanne Spruell	8.5
Volunteers: Carol Feldmeier	7 .75
Marla Mattson	5.5
Sharon Olette	2.5
David Siegler	8.5
Excused: Donna Lanni	
Penny Rutyna	10

2. Approval of May 31st, 2019 meeting minutes

Motion to approve: Kay Second: Elaine Vote: Aye

3. Administrative

No treasure's report, reviewed expenditures for Ashland Beautification Council and budget balance is $1332.35

4. Old Business

BC project updates

*Bayview Park: Elaine working with Lance on watering issue, low water pressure

*Pearson Plaza: Celebration Church is helping with upkeep

*Beaser Ave: Lance to remove dead shrubs

*City Hall, Boat landing, Memorial park: Planted with annuals

*Parking lot gardens: propose to move perennials and replace with shrubs

*Jane Smith Memorial garden: working to get tree removed

Review 2019 BC budget: Consider Alliums for the boulevards

Adopt-A-Garden/volunteer recruitment: Continue asking for volunteers

Beauty Spot Awards June 2019: Cobblestone Inn and Suites 818 Main St. W.(business), Bill and Gretchen Burke 1020 MacArthur Ave.(residential). Jeanne to nominate July 2019 beauty spots.

5. New Business:

2019 Garden Tours and Plant exchange set for Ashland Downtown Days Saturday, Aug. 3rd from 9am-12. Maps will be available the day of event for a $5 donation. BC to have gardens chosen for tour before July 1, 2019. We compiled a list of gardens to include in the tour. Members will contact prospects. Mary to send final list of tour gardens to Chamber. Chamber will print maps for tour.

BC members to dig and accept plant donations the week of July 29th for our plant exchange on Aug 3rd.

Kay has agreed to be the "Thank You" writer for the Ashland Beautification Council

6. Date next meeting: Monday July 29th, 2019 at 6pm Vaughn Library 2nd floor meeting room, Ashland WI.

7. Adjournment at 7:30pm Motion to adjourn: Jeanne Second: Dave Vote: Aye

Respectfully Submitted,

Shawna Johnson

Minutes of the City of Ashland Plan Commission

A meeting of the Plan Commission was called to order on **Tuesday, May 21st, 2019** at 6:30 p.m. in the City Hall Council Chambers.

PRESENT: John Beirl, Matt MacKenzie, Laurie Gregor, David Mettille, Katie Gellatly, Mayor Lewis

EXCUSED:

STAFF: Megan McBride

1) Call to Order and Roll Call

Mayor Lewis called the meeting to order at 6:30 p.m.

2) Approval of Agenda

Motion to approve the Agenda by John Bierl. Seconded by Laurie Gregor. Passed unanimously.

3) Consent Agenda

Motion to approve minutes from March 5, 2019 Plan Commission meeting by Katie Gellatly. Seconded by Laurie Gregor. Passed unanimously with Matt MacKenzie abstaining.

4) Public Comment (non-agenda items)

No public comments.

5) Action Items

a. Discussion of Waterfront Development Plan and Comprehensive Outdoor Recreation Plan update process and input received

Megan McBride provided update on the process of gathering public input, and how it is going. She stated that the City has received around 200 online survey responses. She stated that the input that has already been received is being used by the contractors to update the WDP/CORP, and more information about this will be provided as the updates go along.

John Bierl asked for updates on the opening of the Superfund site and the trail around it. Megan McBride said that it should be open for public use with gravel before long, and it should be paved and fully accessible by next summer.

6) Discussion Items

a) Updates on recent development activities in Ashland

Megan McBride provided updates on some new and ongoing development projects in Ashland, including projects at the Xcel solar garden, WITC, and Memorial Medical Center. There is also some interest in developing multi-family housing in that area, as well.

Megan also provided some updates on the progress of some property maintenance issues within the city, including how some properties that had been graded as 5 or 5+ have now been repaired and are in much better condition. Most of the other properties that are still graded as 5s do not have structural issues, but are only cosmetic issues.

7) Adjournment

Motion to adjourn by John Bierl. Seconded by Laurie Gregor. Passed unanimously.

The meeting was adjourned at 7:15 p.m. Minutes by Lucas Phillips.

City of Ashland - Sustainability Committee Meeting Minutes

A meeting of the Ashland Housing Committee was held on **Thursday, March 28, 2019 at 6:00 p.m.** in the **Ashland City Hall Council Chambers (601 Main St W)**

Committee Members Present: Lissa Radke. Jessica Eckhardt, Kaas Baichtal, Kate Ullman, Dale Kupczyk, La Mer Riehle, Valerie Damstra

Committee Members Absent:

Staff Present: Megan McBride, John Butler

Megan McBride opened the meeting at 6:00 p.m.

Agenda

1) **Consent Agenda**
2) **Approval of Minutes**

> Motion to approve the Approval of minutes from the February 28, 2019 Sustainability Committee meeting by Dale Kupczyk. Seconded by Valerie Damstra. Passed unanimously.

3) **Citizen Comments**

Kaas Baichtal provided information on the upcoming Nature & Birding festival, especially a few events that would be interesting to committee members.

4) **Projects/Discussions**

a) Updates and discussion with Public Works Director, John Butler, about strategies for addressing Inflow & Infiltration (I & I) issues

John Butler provided background information regarding Ashland's water & sewage pipes and their general aging condition. Ashland's wastewater treatment plant was built in 1991 and has a 4 million gallon treatment capacity per day, and a 8.5 million gallon overflow basin. An average day is about a million gallons a day, so if there is overflow into Lake Superior, it means that the daily input has increased by 12 times. Public works is aware of the I&I issues and has identified specific metering districts that account for 80% of the I&I issues and is working to address them. Smoke testing and camera exploration has been done, and is continuing to be done to discover problem areas and be able to address them. In 2019, public works plans to perform dye testing in district 7, do camera inspection in districts 1 & 3, and do smoke testing in the remainder of the districts. Public works plans to work on applying for grants to cover as much of these projects as possible.

Kaas Baichtal asked for clarification regarding storm sewer catchment basins, and the role of sump pumps in storm surges.

Dale Kupczyk asked if the city had plans to repair pipes when roads are being repaired, in order to save money and be more efficient. He pointed out some problem areas on 6th St W where water doesn't even get into the catchment basins.

Suggestions were made regarding community outreach about the pipe testing and also the possibility of rate increases, in order to explain the need for potential rate increases to the public. A suggestion was made to create a website specifically for the purpose of updating the public on the progress of these testing and repair projects in the City.

b) Discussion on Waterfront Development Plan/Comprehensive Outdoor Rec Plan updates

Megan McBride provided updates regarding the ongoing public input process of updating the WDP/CORP. The City is hosting meetings across town and with specific groups in order to gather input from the public regarding what they would like to see at the waterfront and the city in general. These meetings will be held between now and the end of May.

5) Announcements/Reports/Questions

a) Updates on rain barrel sale (partnership with Ashland County Land & Water Conservation Office)

Megan McBride gave updates regarding the process of applying for grants to help lower the consumer cost for the rain barrels that will be sold to the public. The City is partnering with the County in order to spread out the cost of these barrels and also promote it to the region. The plan is to start off with ordering 100 barrels, with the potential to order more if there is more desire for the barrels in the City. The plan is to have people who order them pick them up at the Bretting Center, with the possibility to have people from the Planning department come help install the barrels where needed. Pickup of the rain barrels will likely be happening towards the end of summer.

6) Adjournment

Motion to adjourn by Jessica Eckhardt. Seconded by Valerie Damstra. Passed unanimously.

Meeting was adjourned at 7:15pm. Minutes done by Lucas Phillips.

SUBJECT: **Approve a Resolution Authorizing the Construction of a New Police Facility to Replace the Existing Facility Located in City Hall, by Pursuing General Obligation Promissory Notes with a Ten-Year Term Which Includes a Balloon Payment in Year Ten, and Allows an Additional Ten-Year Term for a Total of Twenty (20) Years (Roll)**

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Mayor

CLEARANCES: Mayor, Finance
City Attorney as to Resolution

EXHIBITS: 1. Proposed Resolution

EXPENDITURES REQUIRED: $ 4.365 Million - average estimate

AMOUNT BUDGETED: -0-

APPROPRIATION REQUIRED: $ 4.365 Million - average estimate

TREASURER'S CERTIFICATE:

COMPLIANCE WITH ORDINANCE 51:

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN OF RECORD: The Authentic Ashland Comprehensive Plan approved by the City Council on February 16, 2017, contains this introduction to our four planning principles to be used to make decisions found on page 24: " *To realize an Authentic Ashland that is more vibrant, connected, and sustainable than it is today, it will be necessary to prioritize and focus – to channel limited resources in ways that are likely to yield results by having a positive influence on community confidence and on public and private investment behaviors."* Several priorities in this plan seek to strengthen one's experience of downtown Ashland, the lake shore, and the city's neighborhoods. These initiatives must be recognized as fundamental to the City's economic future – and not as bells and whistles that might be nice to have someday. If Ashland's cityscape is of a consistently high quality and offers residents an exceptional quality of life, the City will attract and retain entrepreneurs and skilled workers who can broaden the City's economic range and strengthen its financial capacity. Maintaining professional and efficient public safety in a sustainable manner is foundational to every other service provided by the City. This project is fundamentally about maintaining an exceptional quality of life for residents by maintaining and supporting professional and efficient public safety in a sustainable manner.

SUMMARY STATEMENT:

On August 13, 2019 at Committee of the Whole meeting, the Finance Director was available to answer questions regarding the preference of a general obligation note with a 10-year balloon option. This item was brought back to the Committee of the Whole agenda due to the various questions regarding the lending options, before moving to the Council agenda for a final vote. Moore moved, seconded by Haas to approve to direct Administration to pursue a General Obligation promissory Note with a 10-year term, which includes a balloon payment in year 10 which allows an additional 10-year term for a total of 20 years, to forward to Council for approval on August 27, 2019. The motion carried 10-2 by roll call vote; opposed were Whitebird and Ortman.

The deficiencies in the current police facility on the basement patrol level at City Hall and the 3rd floor Administrative space within City Hall are many and well known. An incomplete tabulation of the "well known" deficiencies includes:

• Inefficient and limited communications between the police patrol division in the basement and the administrative offices on third floor;
• The lack of public access to the police facility during off hours;
• Frequent flooding of the basement following heavy rains that results in the presence of mold at times;
• Inadequate space, especially for large coordinated meetings with outside agencies, i.e. FBI, State of WI Department of Criminal Investigation, and others;
• Separate shower space for men and women officers is not available;
• Evidence processed on the third floor hinders response times for officers attempting to respond to calls from the evidence processing room;
• Existing evidence processing room as well as evidence room is not vented for officer safety when processing dangerous drugs such as Fentanyl and Methamphetamine;
• The condition of the existing basement facility is a health and safety hazard for employees and visitors to the station;
• The call volume and number of arrests has risen dramatically in the past few years while the number of officers has remained the same, creating greater pressure for efficiency.

To overcome these shortcomings, Council has been proactive in actively laying the groundwork for moving forward with a new station since 2015. City Administration continues to search for grants that may be applicable to the construction of a new station. The City has attempted to work with our current congressional delegation and state government in providing relief to local taxpayers in providing the needed facilities.

Cost: Discussions with the architect and engineer that the City has been working with on this project for the past few years, C&S Design, have indicated that the approximate 9,900 square foot police facility and 4,950 square foot garage could be constructed for an estimated $4.3 million. The structure as designed would incorporate sustainable features such as low energy windows and solar panels to generate electricity for the building, thus saving on utility costs in the long term. The City has been awarded a $99,000 grant from the Public Service Commission of Wisconsin to assist with financing of the solar installation. For that cost, the City would be provided a structure that would have a lifetime of 50 – 70 years.

Construction Timetable: Conversations with C&S Design has indicated that if authorization to begin the project is forthcoming from the Council, bidding of the project would be undertaken in December 2019, with bid opening approximately mid-January 2020, and with construction beginning in the Spring of 2020. The building would take approximately 12 months to complete and could be occupied by early 2021.

Financing Timetable: The City would work with Ehlers, Financial Advisors, to prepare a pre-sale report for issuance of the G.O. promissory note issue. Arrangements for the bidding would begin before the end of 2019 and bid opening would be coordinated with the construction bid opening in mid-January 2020 as well.

Financing: The proposed financing plan would accomplish a number of items:

• It provides for the construction of a badly needed police facility
• It takes advantage of historic low interest rates that will not continue forever
• It maintains a municipal G.O. debt borrowing capacity for unanticipated expenditures or emergencies at a reasonable level

Recommendation: To initiate the construction and financing of the long awaited and needed police facility in 2019/2020 to replace the outdated and unsafe facilities currently utilized by the department and consolidate them into one 21st century structure at a time of record low interest rates that should help mitigate the impact of the project on taxpayers.

Adoption of the accompanying resolution will provide instruction and direction to staff on moving forward with the police station project.

RESOLUTION AUTHORIZING THE CONSTRUCTION OF A NEW POLICE FACILITY TO REPLACE THE EXISTING FACILITY LOCATED IN CITY HALL BY PURSUING GENERAL OBLIGATION PROMISSORY NOTES WITH A TEN-YEAR TERM WHICH INCLUDES A BALLOON PAYMENT IN YEAR TEN, AND WHICH ALLOWS AN ADDITIONAL TEN-YEAR TERM FOR A TOTAL OF TWENTY (20) YEARS

WHEREAS*,* the facility currently utilized by the Ashland Police Department has been housed for the past several decades in the basement level and the third floor of City Hall in physical space that was not designed for the needs of a modern, professional police department, and;

WHEREAS*,* the inadequacies of the current police facility have been documented within numerous reports and are well known within the community, and include legal, health, and safety issues as well as the inability of the current station to support a career department with 21st Century policing needs, including:

> Inefficient and limited communications between the police patrol division in the basement and the administrative offices on the third floor;
>
> Lack of public access to the police facility during off hours;
>
> Frequent flooding of the basement following heavy rains occurring that results in the presence of mold at times;
>
> Inadequate space, especially for large coordinated meetings with outside agencies, i.e. FBI, State of Wisconsin Department of Criminal Investigation, and others;
>
> Unavailable separate shower space for men and women officers;
>
> Evidence which is currently processed on the third floor hinders response times for officers attempting to respond to calls from the evidence processing room;
>
> Existing evidence processing room as well as evidence room is unvented for officer safety when processing dangerous drugs such as Fentanyl and Methamphetamine;
>
> The condition of the existing basement facility is a health and safety hazard for employees and visitors to the station;
>
> The call volume and number of arrests has risen dramatically in the past few years while the number of officers has remained the same, creating greater pressure for efficiency; and

WHEREAS, the City of Ashland has been considering replacement of the existing police facility for a decade or more; and

WHEREAS*,* on September 26, 2017, the City Council approved a contract with C&S Design & Engineering, Inc./Bray Architects, Inc. for the architectural and design work for a new police facility, which included pre-design space needs analysis, site selection design, geotechnical studies, and preparation of construction contract documents, and on January 30, 2018, approved the selection of the site at 414 11th Avenue West in Ashland; and

WHEREAS, the Common Council for the City of Ashland believes with interest rates at historic low levels, and the development of a financial plan which permits additional debt to be assumed by the City in an amount to amortize debt over an annual General Obligation debt levy that minimizes the impact to taxpayers, now is the time to move forward with replacement and consolidation of the basement patrol unit and 3rd floor administration unit at City Hall into one 21st century facility located at 414 11th Avenue West, Ashland, WI.

NOW, THEREFORE, BE IT RESOLVED that the Common Council for the City of Ashland has determined to move forward with construction of a new police facility, and in pursuit of this determination hereby directs staff to:

- Plan for the groundbreaking of a new police facility in 2020 with anticipated completion in early 2021, and

- Arrange for the financing of the new police by facility by pursuing General Obligation Promissory Notes with a ten-year term which includes a balloon payment in year ten and allows an additional ten-year term for a total of twenty years, and

- Develop a plan for the use of the basement and third floor of City Hall following the completion of the police facility.

____
Councilperson

PASSED: August 27, 2019

ATTEST: ______________________________ ________________________________
Denise Oliphant, City Clerk Debra S. Lewis, Mayor

APPROVED AS TO FORM:

____
Tyler W. Wickman, City Attorney

(2350)

SUBJECT: **Approve to Retain a Qualified Firm for Wetland Delineation Services of the City-Owned Former Timeless Timber Site at 2200 Lake Shore Drive East *(Planning)* Roll**

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Planning & Development

CLEARANCES: Planning & Development Department
Finance Department

EXHIBITS:

EXPENDITURES REQUIRED: $4,000- 6,000

AMOUNT BUDGETED: $0

APPROPRIATION REQUIRED: $4,000- $6,000 (Fund 413, TID #9)

TREASURER'S CERTIFICATE:

COMPLIANCE WITH ORDINANCE 51:

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN OF RECORD: The proposed wetland delineation activities conform to the goals and principles of the City's Comprehensive Plan which strongly encourages careful disposition of City-owned land such as the Timeless Timber site. The Comprehensive Plan recommends utilizing innovative approaches to facilitate the type and density of development the City would like to see in this area. Having accurate information and maps to include in future solicitation for proposals for this site will help the City to better market and attract developers, provide a better understanding of which areas of the site are buildable, and inform potential creative marketing strategies as recommended in the Comp Plan.

SUMMARY STATEMENT:

Quotes are currently being solicited to retain services for wetland delineation of the City-owned former Timeless Timber site located at 2200 Lake Shore Drive East. All proposals received to date include a final report with findings, maps and all supporting information which can be included in future Request for Qualifications/Proposals and also inform City plans for marketing the site. The proposals also include proper reporting of found wetlands to the WDNR and a site visit with WDNR staff if requested. Funding was not budgeted to perform these wetland delineation services in 2019, and therefore Common Council approval is needed to allocate funding to enter into an agreement with the qualified firm who submits the lowest bid.

The City issued a Request for Qualifications (RFQ) for the site in 2018 in an attempt to attract a qualified developer who would submit a phased, comprehensive plan for the entirety of the site. No submissions were received in response to this RFQ. Having detailed information about the wetlands present on site will provide a clear picture of the buildability of the site and inform future marketing strategies. The Timeless Timber site is located in TID #9, which is the City's least successful TID and therefore the most in need of quality, substantial development. Since the last year for expenditures in TID #9 is 2021, it is important to get the wetland delineation completed in a timely manner so the Planning Department can work on actively marketing the site in 2020.