

## Town Board Meeting May 23, 2011

Donald Sitte called a special meeting of the Baileys Harbor Town Board to order at 7:00PM in the meeting room at the Town Hall. Present were Donald Sitte, Robert Schultz, Roberta Thelen, Barbara Anschutz, Peter Jacobs, Douglas Smith and 28 visitors.

Clerk verified posting. Motion made/second Peter/Barb to accept the agenda. Carried.

Chairman report regarding meeting policies and attorney contacts – In case Don is not here for a meeting, Robert Schultz will conduct the meeting. If both Don and Bob are gone, Peter Jacobs will conduct the meeting. Don would also like to move all Town Board meetings to 6:00PM, provided no one has conflicts with that. Motion made/second Barb/Roberta to move Town Board meetings to 6:00PM. Carried. As for attorney contacts, Don wanted to make it clear that the only two people that are allowed to contact the Town's attorney are himself as Chairman and Doug Smith as Clerk. Anyone else who contacts them will have to pay the fees.

Review bids/award contract for well, well pump, pressure tank system and water softener for new maintenance building – We had received bids last month for all the site work at the maintenance building. These items weren't awarded because one bid came in from Euclide as a total bid for \$11,146.50. Charlie's Pump came in \$55 less on the well, but when his numbers are added on for the remainder, his total price is \$11935.00. Steve Parent spoke with the Town's attorney and they are both recommending awarding the contract to Euclide. Motion made/second Peter/Bob to award the contract for the well, well pump, pressure tank system and water softener to Euclide. Carried.

Update and discussion on Chapel Lane project – Don stated that people who live on Chapel Lane would be allowed to ask questions and give input. Based on the site walk during the road check, Steve Parent came up with a composite map of all of Chapel Lane which includes all available property surveys. The goal is to resurface the road, make it about 18 feet and still keep the character of the road. The actual road right of way is 50 feet. The current width of the pavement is about 12 feet. The shoulder on the new road would be about 1 to 2 feet. No blasting would be required. Steve came up with a cost estimate of \$74,000, which includes 10% for contingency and 10% for engineering, staking and inspection. Don explained part of the reasoning behind this is to provide better fire department access in case there would ever be a problem on the road. Jim Rossol read a statement urging the Town Board to not widen the road. A copy of the statement is available in the 2011 Minute Book. Don explained that the Town Board wants to work with the people on the road, and hopes that they work with the Town Board. There are currently no plans to add street lights. As for speed limit, due to state statute, we can't enforce anything below 25mph, however we can put up yellow cautionary signs as low as we would like. Steve will now put together a detailed plan and there will be another meeting for residents to review and give input.

Engineer's report/update on Cana Cove Road and Kangaroo Lake Beach – Steve Parent explained that in order to keep the road as a Town road, some improvements need to be

made. It is a 50 foot right of way. Baudhuin will be putting survey stakes in the areas in question so we know where the right-of-way is. The DOT is concerned about the dead-end section to the south. As for Kangaroo Lake Beach, the ice over winter pushed the concrete slab up onto the parking lot. The slab can be put back in, but there will always be a surface there that the ice will catch. Steve is waiting to hear from the DNR if something could be put in place there to prevent it from happening, such as riprap or other stone. Don opened up the floor for questions from Cana Cove residents. Both north and south sides of the road will be improved. As for time table, we will need to put all the prices together for these various projects and then see where our budget is. There won't be any changes to the curves or shape of the road.

Discussion on emergency warning system – Roberta spoke with a few fire department members and did some reading online. The consensus seems to be that in a small town that doesn't have a 24/7 fire department, that it's extremely impractical to consider operating a siren system. Most people encourage getting a weather radio. Another issue is if there is a system in place and, for some reason, isn't activated appropriately, there can be legal repercussions. The cost is also very high. The County is working on some various ideas for this as well. The Town will continue looking into it.

Baileys Harbor Community Association – Discussion on policies for vendors at festivals – Kevin Egan, President of the BHCA, asked to put some sort of unofficial ruling in place that if anyone is approached by food vendors for festivals, they should be referred to the BHCA. This would make sure everything is fair and that there is no duplication of product. The long standing organizations, such as the Women's Club, will continue to have access to the festivals and sell their products. This would only be on Town property. The festivals in questions would be 4<sup>th</sup> of July, Spring Fling, Autumnfest and the Brown Trout Tournament. As for this 4<sup>th</sup> of July, Kevin is working on getting the Wells Fargo stagecoach to come through the parade. It's just about confirmed and they would need the Rec. Park parking lot blocked off in the morning for staging, as well as the Fire Dept. parking blocked off after the parade. Kevin will work with Bob on it.

Roy Cole – Update on Baileys Harbor Historical Society – Roy Cole introduced the new president of the Historical Society, Leanne Despotes. Leanne went over what the BHHS has accomplished its future goals, and thanked the Board for their support. They have about 100 members. One thing they would like the Town Board to consider is some sort of office space for them at the Town Hall, as they are applying for a grant to purchase a computer and all-in-one scanner, along with cataloging software. They are also resubmitting a grant application to the Raibrook Foundation. As for office space, the area near the voting area might be a good spot. We will talk about this at greater length in the future.

Discuss/decide Ordinance #2-2011, An Ordinance Establishing Town Clerk/Town Administrator Position – Don explained that just about every town has authorized the Clerk to become the Clerk/Administrator and feels Doug as the Clerk/Administrator would fit well with the Town's needs. Since the Board members are all elected, part-time officials, he should have some authority to fulfill the needs of the Town on a daily basis

without having to call a Board member's work place for something minor. The ordinance comes from Randy Nesbitt. Motion made/second Barb/Robert to adopt Ordinance #2-2011, an ordinance establishing the position of Town Clerk/Town Administrator. Carried. This will take effect the day after publication.

Discuss/decide holding a paper shredding day for Town citizens – Roberta spoke with Sister Bay and got the name of the company. The cost is \$800 for 3 hours. We could try it once and see what kind of participation we get. It should probably be done in the fall and get notices out early. Motion made/second Don/Peter to authorize Roberta to coordinate a paper shredding day for the Town of Baileys Harbor; she will pick the day/time and also advertise it. Carried.

Discuss/decide the following change orders for Maintenance Building project: Change order #1: piping change; Change order #2: trench drain change; Change order #3: HVAC purchase change; Change order #4: roof insulation change – The architect has reviewed and approved the change orders. Motion made/second Peter/Bob to approve all change orders. Carried.

Discuss/decide pay request #1 from Ko-Bra Buildings, LLC for Maintenance Building project – The architect has reviewed and approved the pay request. Motion made/second Barb/Roberta to approve the pay request. Carried.

Motion made/second Bob/Barb to adjourn at 8:33PM. Carried.

These minutes are subject to correction at the next regular monthly Town Board meeting.

Douglas Smith  
Town Clerk/Administrator