

**TOWN OF CABLE BOARD MEETING
JANUARY 17, 2019 - 6:00 P.M.
CABLE COMMUNITY CENTRE**

MINUTES

1. Call to Order: Chairman Popelka called the meeting to order at 6:00 p.m.

Supervisor Thurn was absent.

2. Approval of Agenda

MOTION by Supervisor Ludzack, seconded by Chairman Popelka to approve the agenda as submitted. MOTION carried.

3. *Approval of Consent Agenda

- Approval of Minutes: Middle Meeting Minutes - January 8, 2019
- Closed Session - January 8, 2019
- Treasurer's Report:
 - General Account Balance: \$12,674.18 (November 2018)
 - Cemetery: \$ 1,333.68
- Sanitary District Report - None
- Forest Lodge Library Report
- Cable Union Airport Commission Report - Receipt of Draft Minutes, January 9, 2010 Minutes
- Plan Commission Report - Receipt of Draft Minutes, January 2, 2019 and Approved Minutes of December 5, 2018
- Roads Report
 - Foreman Lang reported that the road crew focus is on plowing, sanding and brushing.

MOTION by Chairman Popelka,,seconded by Supervisor Ludzack to approve all items listed under the Consent Agenda. MOTION carried.

4. Chairman's Report

A proposed mural for the east side of Rondeau's has been approved by the Plan Commission and Town Board. A fundraising campaign will begin for the project. No taxpayer money will be used for the mural. The proposed mural will be presented at the Annual Meeting in April.

Fundraising has also begun for a new downtown PA system, hopefully to be installed this spring. Five primitive campsites have been established at the town park. Applications for a waiver from an Environmental Assessment and to obtain a Conditional Use Permit have been submitted to Bayfield County for the campground.

Scott King is working with the Plan Commission to design a bike park to be built at the Cable Town Park. This project also will be funded by donations, possible grants and volunteer labor. The plan will be presented at the Annual Meeting in April.

Cable has again received a Clean Boats, Clean Waters grant in the amount of \$12,000 to monitor boats at boat landings this the summer.

Chairman Popelka acknowledged comments received about communication from the Town Board to the resident distribution list regarding agendas and minutes. This process is being resolved. Agendas will be posted and sent as soon as possible. Minutes will be posted and sent as soon as approved.

5. Public Input

Mick Endersbe read the following statement requesting a periodic room tax report:

Dear Town of Cable Board Chair and Supervisors:

I am requesting that you include as part of your annual, and preferably quarterly, town reports a room tax report that includes the following:

1. The gross amount of room taxes collected for the period;
2. To whom or to what entity or entities the 70% share of room taxes designated for promoting hospitality and tourism were paid and what services were received for that payment;
3. How the 25% share of the room taxes were allocated in the Cable Town budget;
4. Who if anyone received the allowed 5% of room tax for the collection of room taxes.

My request is based on the Ordinance 12 Amendment adopted on February 14, 2007. If this ordinance has since been updated, please allow my recommendation for the reporting process to be amended to reflect the new allocations.

Thank you for your consideration.
Mick Endersbe

Brett Rondeau, Cable Room Tax Commissioner, stated that to be properly permitted for short-term rental, a permit is needed from the Bayfield County Health Department and Bayfield County Zoning. When health inspections are done for short-term rentals, Zoning is not informed to follow up with zoning permits.

Cable Area Chamber of Commerce Director, Jeff Raether announced that the Cable and Hayward Chambers are hosting a Writer's Tour at the end of January. Twelve national writers will be attending. In order to cover accommodations, Towns of Namakagon and Cable are each being requested to donate \$500 toward the cost of the event. Chairman Popelka responded that the Board will consider this request at the next Middle Meeting of the Board on February 4, 2019.

6. Discussion/Possible Action on Birkie Request for Road Closures During Birkie 2-23-2019

Kristi Maki referred to the Birkie's request to restrict access to the following Town of Cable roads during the Birkie race on February 23, 2019 that was submitted to the town on January 2, 2019:

- Timber Trail Road at the intersection of Randysek Road to the intersection with the Birkie Trail crossing from 5:00 a.m. to 11:30 a.m. for the purpose of allowing unobstructed crossing of the racers and reducing congestion for emergency vehicle access to the Fire Tower Aid Station;
- Randysek Road south of Timber Trail Road from 5:00 a.m. to 12:00 p.m. for the purpose of reducing congestion for emergency vehicle access to the Fire Tower Aid Station;
- Randysek Road south of Phillippi Road to McNaught Road to buses and permitted vehicles only;
- Make Short Road one way (west to east) to accommodate vehicle flow into the Como Parking lot.

This is the same request as was presented to the town last year. Tom Renz explained that by making Short Road one way, traffic on Highway 63 is not backed up for a left hand turn.

Chairman Popelka noted that the Cable Rod and Gun Club is planning to offer parking on gun club property on Birkie Day. The Gun Club is issuing their own permits. He asked if all homeowners on McNaught and their guests will receive a permit for access to their property and if the Gun Club permits will be honored.

Ms. Maki expressed concern that mixing parking traffic with bus traffic is a safety issue. It is safety reasons that limit who can get to the Start area on McNaught.

Larry Lock, Gun Club member, stated that those concerns are understood, but the town went to a big effort to expand the road. The worst congestion is not with the gun club but where the road narrows beyond the gun club. Cars will not be going that far. This is a fundraiser for the Gun Club. It is estimated that there is space to park 60 to 70 vehicles. Gun Club members will coordinate the parking. Everyone parking at the Gun Club will receive a permit. The number of parking permits will be known ahead of time.

Chairman Popelka reported that he had contacted Sheriff Susienka who stated: "As far as we're concerned, it shouldn't be a problem. The Cable Gun Club will just have to provide people to manage their parking. You have the authority to allow those roads open."

Sheriff Susienka also agreed to check with Andy Runice, who has been attending Birkie meetings, about any other concerns.

Tom Renz, Security Manager for the Birkie, stated that the biggest concern is large scale threat of terrorism and the use of vehicles for weapons. That is why permits are checked at Phillippi and Randysek. The Birkie will have people checking with one law enforcement person at that location.

Chairman Popelka asked if the Gun Club would be willing to put up fencing in the open area of the snowmobile trail used to reach the Start area in order to prevent pedestrian traffic from conflicting with vehicle traffic going to the Start line. The fencing would prevent people crossing wherever they want. Karl Kastrofsky, Gun

Club member, stated that the Club would be happy to put up a barrier so pedestrian traffic only crosses at designated locations.

MOTION BY Chairman Popelka, seconded by Supervisor Ludzack to grant access restrictions as requested by the Birkie in a letter dated January 2, 2019, with the understanding that access permits are granted to residents and their guests on McNaught Road; and that up to 75 parking permits issued by the Cable Rod and Gun Club will be honored with access on McNaught.

Discussion

Supervisor Ludzack noted that people will need to know where to turn to find the Gun Club. Larry Lock answered that there will be Gun Club members available to give directions.

MOTION carried.

7. Discussion/Possible Action to Approve George's Goats for Grandmas Event, 4-27-2019

The request is to hold the 6th annual George's Goats for Grammas Memorial event on Saturday, April 27, 2019, in Cable. Proceeds from the event aid people directly in Gambia. Items that have been provided in past. Years are: tree protection, seed, food, blankets, 5 water wells, 2000 goats. This year the funds will help provide rural Gambians with housing for teachers.

MOTION by Supervisor Ludzack, seconded by Chairman Popelka to approve Goerge's Goats for Grammas request for road use in Cable on Saturday, April 27, 2019, contingent upon receipt of a Certificate of Insurance.

MOTION carried.

8. Discussion/Possible Action Short-Term Rental Application for Vincent A. Beacom

Realtor Mike Furtak stated that he is representing Mr. Beacom who is out of town. The zoning permit application is after the fact. Mr. Beacom has a health permit and has been renting. The need for a zoning permit came to light when a deck addition that is 57 square feet larger than allowed was built. Mr. Beacom is applying for a special exception variance through the Board of Adjusters. The property manager states all rent is up to date so back room tax can be calculated for collection.

Chairman Popelka stated that there are other considerations the town considers before approval of a short-term rental permit: 1) driveway access; 2) available parking area; 3) fire pit. Foreman Lang has inspected the property and has raised concerns about parking. There were 7 or 8 cars parked when he visited the property. The driveway is small. If there is parking on both sides, an emergency vehicle would not get through.

Karl Kastrosky stated that the Plan Commission is also concerned because a zoning permit has not been issued. A zoning permit will not be issued until the property is in compliance.

MOTION by Supervisor Ludzack, seconded by Chairman Popelka to table action on this matter to the next regular Board meeting, February 21, 2019, to see if the issues can be addressed.
MOTION carried.

9. Presentation on Room Tax and Short-Term Rental - Jeff Raether, Director Cable Area Chamber of Commerce

A Room Tax Commission meeting was held earlier in the week at the Chamber. He noted that the Town of Namakagon is recognized statewide as a standard and model for their room tax ordinance and encouraged Cable to adopt a similar ordinance. The Chamber receives 75% of gross receipts; the town receives 20%; and the collecting entity receives 5%.

In Namakagon, the Treasurer sends form letters to those not paying room tax. If the room tax is still not received, the Department of Revenue (DOR) will act as a collection agency free for the town to collect payments due over 90 days that are over \$30.

There is also a Namakagon ordinance that covers short term rental procedures. It lists criteria to qualify for short-term rental. A quorum of Plan Commission members must visit the property before approval can be granted.

Mr. Raether stated that it is not enough for a short-term rental property owner to just send a check. Documentation is needed to justify the amount of the check. It is important to insist on a reporting process and documentation.

Mr. Brett Rondeau, Cable Room Tax Commissioner, stated that Cable has the lowest room tax in the state. A reporting procedure is needed. He agreed the town does not have the documentation to justify the payments received.

There are a number of requirements that must be met. The property must be inspected by the Sanitary District and Fire Department. The number of people staying at a rental property is based on the number of bedrooms. The town needs to monitor the number of bedrooms in short-term rentals and needs to establish a quarterly reporting system. If room tax money is missing, the Chamber needs to know.

Mr. Rondeau noted that when collection is turned over to the DOR, an EIN (Employment Identification Number) is requested. There is a service that can be hired to provide those numbers, but the cost is \$60/month. He suggested all 4 towns share in the cost and use of that service.

Mick Endersbe asked for clarification about the Room Tax Commission. Mr. Rondeau explained that it is established by ordinance with representation from each town plus 2 at-large members. Per state statute, the Chamber reports on how room tax is spent.

Gil Rasmussen asked if room tax would have to be paid if a property owner were to rent 2 days for the Birkie. Mr. Raether stated that while not enforced, it is legal to

collect room tax for Birkie rental. Mr. Rondeau stated that the Commission is looking for those who rent 2 or 3 months. A rental of a couple of days does not give the Zoning Department time enough to issue a permit.

Chairman Popelka stated that the Plan Commission has been asked to review the short-term rental ordinance and make a recommendation to the Town Board.

10. Room Tax Commission Report by Commissioner Brett Rondeau -

This item was covered with Mr. Rondeau participating in Mr. Raether's presentation. Mr. Rondeau agreed to get a list from Bayfield County Zoning on who has been granted a permit in Cable.

11. Discussion/Possible Action on WEDA Connect Communities Contract

WEDA is a program to promote businesses in downtown Cable through consultant service. The service is well worth the cost of \$100 a year, which is due on June 1, 2019. At the end of the year, a status report is submitted on promotional activities that occurred during the year.

A series of four business seminars for Cable businesses is being organized in March and May and will be offered free.

MOTION by Supervisor Ludzack, seconded by Chairman Popelka to approve a contract agreement between WEDA and the Town of Cable for 2019, and authorize payment of the \$100 fee on

June 1, 2019.

MOTION carried.

12. Discussion/Possible Action Regarding Adoption of Policy on Commissions & Committees

Chairman Popelka stated that this is an old agenda item that will be continued to the February meeting, as policies need to be developed.

13. Authorization to Hire Fire Department Personnel as Back-up Roads Crewmen

Chairman Popelka stated that he would have to recuse himself on this matter, as his son is in the Fire Department. This item will be continued to the February meeting, when a quorum of Board members can vote on the request.

Tony Merrill asked why others would not be hired. Foreman Lang explained that firemen are technically employees of the town. They would be asked to fill in for an illness rather than go through the hiring process. It is an easy pool of people to draw from if needed.

14. Discussion/Possible Action Re: Disposal of Town Owned Real Property - Former Fire Hall Building

Wisconsin Statutes require voter approval for a town to dispose of real property at a regular or special town meeting. The next elector meeting is April 16, 2019. This request is being made in order to provide timely notice for the April meeting.

There is a joint library committee of the towns of Cable and Namakagon working on plans to build a new library. Library property abuts the old fire hall and old town garage. The Library Board has asked the Town Board to consider demolition of the fire hall and garage so that the property could be used for parking for the new library. The property would still be owned by the Town. The existing structures are in poor condition and only used for some storage.

Tony Merrill asked if the old building is salvageable. He noted the Town wants to jointly build a storage building with the Lions and asked if that effort would be cost effective.

Foreman Lang responded that McKinney Realty has also asked that something be done with the property because it is an eyesore. The buildings are not even worth painting, but it is his hope that some materials can be salvaged. He would rather put money in a new building for storage than try to repair the existing old buildings.

Chairman Popelka stated that this matter also needs to be brought before electors.

MOTION by Supervisor Ludzack, seconded by Chairman Popelka to forward the Library Board request to the April 16, 2019 elector meeting with a request to authorize demolition of the old fire hall and village garage.

MOTION carried.

15. Discussion/Possible Action on Construction of Shared Storage Building in Village

Chairman Popelka announced that the Town has been approached by the Lions Club to build a new storage building and place it on town-owned property. Locations proposed are at the Community Centre, east of the playground or at the Cable Park. Again, statutes require this item be brought to electors for a decision.

MOTION by Chairman Popelka, seconded by Supervisor Ludzack to bring to the April 16, 2019 elector meeting a request to authorize the Town Board to work with the Cable Lions Club to build a new storage building for joint use by the town and Lions Club.

Discussion:

Jack Radecki asked the size storage building proposed. He suggested consideration to locate it at the Town Office property. The building could be built to blend in with the office and Fire Department.

Chairman Popelka stated that the Lions Club wants to build a 32' x 32' building.

Gill Rasmussen commented on the large size and expense to build. Cost estimates, a plat and two or three different plans are needed for review with a cost assessment. Chairman Popelka agreed that such documentation will be needed to present to the electors. The reason for the motion is to insure appropriate timing of the notice for the April meeting.

MOTION carried.

16. Discussion/Possible Action on Agreement with the Cable Natural History Museum to Designate the Cable Community Centre as a Recovery Center for the Museum

The Cable Natural History Museum has requested that the Cable Community Centre be designated as a recovery center for the museum as part of the museum's disaster plan. It would be a location where collections can be moved in an emergency, including the hawk and snake collections.

Chairman Popelka noted that the agreement with the Cable Natural History Museum (CNHM) would have to be updated to include living collections. He read the following description from CNHM:

"The living animals at the Museum include an American kestrel, red-tailed hawk, hognose snake, rat snake, and salamander. These will be able to be housed at the Cable Community Centre on a short-term basis. The living collections may reside on a temporary basis until Museum staff are able to transport them elsewhere."

MOTION by Supervisor Ludzack, seconded by Chairman Popelka to enter into an agreement with the Cable Natural History Museum to allow the Cable Community Centre to be designated as a secondary option Recovery Center for the Cable Natural History Museum based on availability for non-living and living collections in the event of a disaster or emergency in which the Cable Natural History Museum is no longer able to safely protect and provide a secure space. MOTION carried.

17. Discussion/Possible Action on Purchase of New Laptop for Clerk

Chairman Popelka stated that the Apple laptop purchased for the Clerk when appointed in April 2018, does not connect well with the Town's server. Two proposals have been presented for purchase of a new laptop, one from Norvado and one from online research. The laptop shown online has the same be sold.

MOTION by Supervisor Ludzack, seconded by Chairman Popelka to purchase the Dell laptop as shown online with Norvado to do the work to set it up to connect to the Town server.

MOTION carried.

Approval Claims:

The following claims were presented for payment approval:

Town of Cable Check Nos.	8762 to 8782
Forest Lodge Library Check Nos.	3048 to 3050
Fire Department Check Nos.	3358 to 3360

MOTION by Chairman Popelka, seconded by Supervisor Ludzack to approve claims as listed above.

MOTION carried.

18. Date for Next Middle Meeting

The Board Middle Meeting will be scheduled for Monday, February 4, 2019, at 5:00 p.m., at the Town Office.

19. Next Board Meeting

The next regular Board meeting will be Thursday, February 21, 2019, at 6:00 p.m., at the Cable Community Centre.

20. Adjournment

Chairman Popelka declared the meeting adjourned at 7:46 p.m.

Forest Lodge Library

Report to Towns

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- We invite you to check out our new website: forestlodgelibrary.org. While not completely done yet it IS up and running! We'd be grateful if you'd take a look at it and if there are things you aren't finding or are having trouble finding or think

should be found there, please to let us know! As stated, it is still a work in progress.

- As we've reported in previous installments, the Cable Natural History Museum, our landlord, is planning to have some work done on the interior of our big, beautiful stone chimney to be followed by the installation of a gas fireplace insert. We're quite excited about having a functioning fireplace at the cold end of the log cabin. To accommodate the work, we'll be closed partial days, beginning next Monday, 1/14. We plan to be open from 3 in the afternoon until 7 to accommodate our patrons. We do not know, at this time, how long it will take to accomplish this. We're hoping no longer than a week. We'll advise of the return to regular hours on our website and on our Facebook page as soon as we know when that will be. You may always call us at 715-798-3189. If no one answers: we're still partially closed!
- Beginning on January 10th we'll be offering *Wiz Kidz Tech Assist* mentoring sessions every 2nd and 4th Thursday of the month, at least until spring months. This program was initially known as "Sip & Swipe" and was offered by the ADRC (Aging and Disability Resource Council of the North) at the Norvado building. It has now migrated to the library and gotten a new name. The faces of the teen volunteers will be the same. We are grateful to Katelyn Bolen and Alec Campbell for their time to mentor those who are NOT "digital natives." Come on in with your device and your questions and these Wiz Kidz will be happy to help you out! It isn't necessary to make an appointment and there is no fee for the service.
- On Wednesday, Jan. 2, members of the Library Board and our Facility Development Committee met with the Cable Natural History Museum's Executive Committee and other stakeholders to discuss issues related to our proposed new building. Our thanks to those members of Town government who were able to attend! On the whole, we felt it was a successful meeting. The CNHM is open to our mutual application for a Special Exception to allow us to build at or near the property line (zero setback allowance) and, further, has offered to finance and own the planned connecting corridor. That way, the library, and, thus, the Towns, will not own construction that is sited on property they do not own. There was also some discussion of shared use of the log cabin building. We are pleased to have the support of the Museum and our municipalities in this endeavor; would be glad of your feedback on the meeting and will surely keep you posted on our progress.
- We do not, yet, have upcoming activities and programs to report, wishing to wait until the completion of the work on our fireplace before we try to schedule anything for evening hours. We do, however, look forward to another year of entertaining and engaging our communities. Keep track of what we're up to by visiting our new website, forestlodgelibrary.org, following us on Facebook, calling us at 715-798-3189 or stopping in to see us. You are always welcome at YOUR Forest Lodge Library.