

City of Bayfield Common Council

Minutes of Wednesday, August 16, 2023, 5:30 pm

Call to Order – Roll Call – Pledge of Allegiance:

Mayor Ringberg called the meeting to order at 5:30 p.m. followed by roll call and the Pledge of Allegiance.

Present: Bland, Carrier, Cornelius, Dougherty, and Mayor Ringberg

Others: Clerk Hoopman, Treasurer Johnston, PWD Kovachevich, Chief Novak, Office Admin. Weeks, Craig Skadden, Chamber Director Fahrenkrog, and Caller#1

Review/Approve Agenda: Carrier/Bland made a motion to approve the agenda as presented. Carried.

Public Comment and Suggestions from Persons Present on Agenda Items: Director Fahrenkrog mentioned the electrical crisis they are in trying to provide electricity to their Apple Festival Vendors. She then asked who's responsible for cleaning the Schultz lot.

Discussion and Identification of Items for Future Agendas: None.

Review/Approve the Common Council's Minutes of July 19, 2023: Carrier/Cornelius moved to approve the previous meeting minutes as presented. Carried.

Agenda

1. **2023 Apple Festival Agreement:** Dougherty/Carrier made a motion to approve the 2023 Apple Festival Agreement as presented. Passed by roll call vote as follows: Bland, Carrier, Cornelius, and Dougherty – yes.
2. **Resolution #610 – Bayfield Volunteer Fire Department Annual Apple Festival Fundraising Event**
Cornelius/Bland made a motion to approve Resolution #610 as presented. Passed by roll call vote as follows: Carrier, Cornelius, Dougherty, and Bland – yes.
3. **Proclamation – Captain R.D. Pike Day**
Dougherty/Carrier moved to approve the Captain RD Pike Day Proclamation was presented. Carried.
4. **2022 Financial Reports (Nick Goeman, Baker Tilly, will be at the Council's September 13th Meeting to provide an overview of the reports).** Hoopman told the Council to let her know of any questions they have so she could forward them to the Auditor prior to the meeting.
5. **Room Tax Report – 2nd Quarter Update:** Not yet available.
6. **Resignations & Appointments:** Carrier/Bland made a motion to accept with regret the resignation of James Cragoe from the Plan Commission. He will sadly be missed. Carrier recommended the Mayor consider Kathy Radtke as a possible Commission member. Carried.
7. **Project Updates:**
 - a. **2023 City Leadership Retreat Facilitation - Spano Group Advisors: Re-Consider Retreat Date, Review Timeline and Agenda** Councilors received a copy of the agenda. Informational, no action required. A possible new date in November was suggested as was a request for Hoopman to try and purchase the recommended books locally. The Council requested all Department Supervisor attend the all-day retreat.
 - b. **Parking Management Plan Implementation:**
 - August 9, 2023 – Bayfield Parking Plan Progress Report Stakeholder Engagement Summary – May 2023 (Updated)
 - On-Street Utilization Reports: July 10, 11, 12, 15, 22 August 2 (am and pm), 4, 5 The Council received a summary report.
Informational, no action required. The summary indicates a full report will be provided to the City by September 13, 2023.

- c. **Courthouse Improvements Project:** PWD Kovachevich provided a brief summary of the work being done and the status. Hoopman mentioned some of this work is being done outside of the lease requirements at our expense.
 - d. **Playground Replacement Project:** The ribbon cutting for the Cooper Hill Project took place last week. Thank you Playground Committee for your hard work and lift in getting new park equipment for this park! It was noted the East Dock park has a larger scope of work and coordination is needed/required amongst the Street, Harbor and Parks Departments.
 - e. **Marina Operations:** Councilor Dougherty updated the Council on the Harbormaster hiring. Councilors also received a copy of the letter and customer information request form that was sent to the Boaters. Dougherty also informed the Council about the Finger Pier re-design being considered.
 - f. **Wayfinding and Zoning Code Rewrite:** The Commission asked the Mayor to reach out to both providers and let them know the Commission is disappointed in the direction they have taken. Need to get back on track.
8. **Mayor's Report:** Mayor Ringberg told the Council about an upcoming opportunity to apply for Federal Funding to assist with the development of affordable housing in the City. Kelly Westlund has offered to apply for the grant on our behalf. The Council will be given an MOU to review/approve at the next meeting which will outline our understanding of the grant request.

File Reports from Committees, Commission & Boards

Ambulance: Minutes of July 19, 2023

Architectural Review Board: Minutes of July 24, 2023

Fire Department: Minutes of July 3 and August 7, 2023

Harbor: Minutes of July 10 and August 7, 2023,

Library: Minutes of July 19, 2023

Parks and Rec.: Minutes of July 6 and August 3, 2023

Planning: Minutes of July 13 and 25 and August 9, 2023

Police Department: July 2023 Report

Public Works: Minutes of July 18 and August 16, 2023

Tree Board: Minutes of July 27, 2023

Bland/Carrier made a motion to place the minutes listed above on file. Carried.

Treasurer: July Treasurer's Report, Voucher Payments, Fund Summary, and Budgets

Carrier/Cornelius moved to approve the July Treasurer's Reports as presented. Passed by roll call vote as follows: Cornelius, Dougherty, Bland, and Carrier – yes.

Next Mtgs:

- September 13, 2023, 2-4 p.m. Board of Review, Reg. mtg. to follow
- October 18, 2023, 5:30 p.m.

Adjournment: Dougherty/Carrier moved to adjourn. Carried. (6:30 p.m.)

Minutes by Billie L. Hoopman, Clerk