

City of Bayfield Common Council

Bayfield City Hall, 125 South First Street, Bayfield, WI 54814 * 715-779-5712

Minutes of Tuesday, April 19, 2016 – 4:00 p.m.

- **Call to Order – Roll Call – Pledge of Allegiance**
Mayor MacDonald called the meeting to order at the Bayfield City Hall followed by roll call and the Pledge of Allegiance.
Present: Nelson, Bryan, Johnson and McMullin and Mayor MacDonald
Others: Jerry Derschane, League; David Eades, Bayfield Chamber & Visitor Bureau; Don Albrecht, Diane Fizell, Bill Peterson, Mr. and Mrs. Ringberg, Marty Cole, Dionne Johnston, John Fangman, Aaron Martel, Hannah Hudson (by phone), Mary Brigh Ringberg, Julie MacDonald & daughters Penny and Roxanne
- **Approve Agenda:** Johnson/Bryan moved to approve the agenda as presented. Carried.
- **Approve Council Meeting Minutes of March 7, 2016:** Nelson/McMullin made a motion to approve the previous meeting minutes as presented. Carried.
- **Public Input on Agenda Items:** None.

Agenda:

1. **Supplement A – Schedule of Cash Deposit:** Johnson/Nelson made a motion to approve Supplement A (4-19-2016 Revision) increasing the City of Bayfield parking fine to \$20.00. Passed by roll call vote as follows: Nelson, Bryan, Johnson and McMullin – yes.
2. **Resolution #503 – City of Bayfield Fee Schedule:** McMullin/Johnson motioned to adopt Resolution #503 – Fee Schedule which increases the Sewer, Pavilion and Room Tax Fees. Passed by roll call vote as follows: Bryan, Johnson, McMullin and Nelson – yes.
3. **Special Event Vending Application – Apostle Islands Station (July 3-8, 2016):** Johnson/Bryan moved to approve the application to sell goods out of trailer to be parked at the Pavilion for Race Week. Carried.
4. **Earth Day Proclamation:** Bryan/Johnson moved to approve the Mayor's signature on the Earth Day Proclamation as presented. Carried.
5. **Flooding Update (10th Street & 6th Street -Brownstone Trail):** The Council received a written report showing the costs to date for the flooding that occurred on March 16, 2016 are \$24,918.25. There is a chance we can get some State Aid up to 70-75%. Hoopman will continue looking into possible reimbursement programs.
6. **Letter of Resignation/Health Ins. – City Treasurer & Treasurer Appointment**
McMullin/Bryan motioned to accept the letter of resignation from City Treasurer Linda Goodlet, and wished her well in her next endeavors and to have staff file the appropriate paperwork for the continuation of health insurance as requested and they moved to appoint Dionne Johnston as the new City Treasurer at full status beginning May 2, 2016. Discussion ensued. Johnson said Linda will be missed and noted the many things she did that helped the City to operate each day. Carried.
7. **Job Descriptions Revisions:**
McMullin/Bryan motioned to approve the new job descriptions. Discussion. Hoopman indicated this job description was created as a result of the many tasks Johnston has taken on, but she indicated with the recent staffing changes it may need to be revised again before her position is posted. Carried.
8. **Project Updates:**
 - a. **Historic Streets Project:** This project has earned the "Project of the Year" at the State and National levels! Good job to all. A representative is needed to accept our state award on May 5th in Stevens Point and the National Award on August 29 at the Minneapolis Convention Center.
 - b. **Swede Hill Water Main Improvement (2017 Project):** Nothing new to report.

- c. **Historic Waterfront Walk Phase 2:** The Council was given a copy of a budget update showing the project is currently over-budget by approximately \$110,000. Hoopman will be submitting a grant application to the WIDNR for possible Stewardship funding; it's a long shot, but one worth trying. The Council also received a copy of the **Strand Engineering Agreement Task Order No. 15-03**. This task order adds bidding and construction related services and increases the engineering fee from \$22,600 to \$53,600. Bryan/Johnson made a motion to move forward with getting this project to a shelf-ready status and agree to increase the contract to a level not to exceed \$35,000. Passed by roll call vote as follows: McMullin, Nelson, Bryan and Johnson – yes.

Resolution #504 – Resolution for Outdoor Recreation Aids: Bryan/Johnson made a motion to adopt Resolution #504 as presented authorizing the Clerk to act on behalf of the City of Bayfield to submit an application, reimbursement claims and sign documents accordingly. Passed by roll call vote as follows: Nelson, Bryan, Johnson and McMullin – yes.

- d. **Harbor Commission's L.E. Dock Improvement Project:** Waiting for warmer weather to pour concrete. Project is moving along nicely.

- e. **Library Sidewalk:** Will be completed this Spring/Summer 2016.

9. **Mayor's Report(s):** The Council received a written report dated March 7 to April 19, 2016. Informational, no action needed or required.

Reports from Committees, Commission & Boards.

Architectural Review Board: Minutes of March 21, 2016

BRB: Minutes of April 11, 2016

Finance: Minutes of March 7, 2016

Fire Department: Minutes of March 7 and April 4, 2016

Harbor: Minutes of April 4, 2016

Library: Minutes of February 17 and March 16, 2016

Police Department: March 2016 Report

Public Works: Minutes of March 7, 2016

Johnson/McMullin moved to place the above minutes on file in a block format. Carried.

Correspondence:

March 23, 2016 – To Mayor MacDonald from David Ulrich

April 4, 2016 – To Mayor MacDonald from Secretary Dave Ross

April 7, 2016 – Bayfield Regional Conservancy letter of request

April 12, 2016 – WISDOT Great Lakes Basin Transportation – Railroad Proposal in WI

McMullin/Johnson motioned to place the above correspondence on file. Carried.

Clerk/Treasurer: Payment of Bills, Treasurer's Report(s) and Budget(s)

Bryan/Nelson made a motion to pay the bills as presented and to accept the March Treasurer's Report and Budget. Passed by roll call vote as follows: Bryan, Johnson, McMullin and Nelson – yes.

Mayor MacDonald presented a Certificate of Appreciation to Tom McMullin & Linda Goodlet for their many years of exemplary service, followed by some parting words. After a round of applause, Mayor MacDonald introduced new Mayor Elect Gordon Ringberg.

Adjournment: Johnson/Bryan moved to adjourn. Carried. (4:34 p.m.)

City of Bayfield Common Council

Organizational Meeting minutes of April 19, 2016

1. Call to Order – Roll Call – Pledge of Allegiance

Mayor Ringberg called the meeting to order at 4:35 pm at the Bayfield City Hall followed by roll call and the Pledge of Allegiance.

Present: Nelson, Bryan, Johnson, Hudson (by phone) and Mayor Ringberg

Absent: None

2. **Approve Agenda:** Bryan/Johnson made a motion to approve the agenda as presented. Carried.

3. **2016 Spring Election: Certification of Election and Oath of Office**
 Clerk Hoopman provided the Council with the Municipal Board of Canvas Report showing the number of electors and the votes casts along with the certificates of election. Hannah Stonehouse Hudson – District 2, Sharon Johnson – District 4 and Mayor Gordon Ringberg together all stood and took their Oaths of Office.

4. **Election of Council President:** Bryan/Nelson moved to nominate Sharon Johnson as Council President. No other nominations were received after asking three times. Nominations were closed and a vote was taken officially making Johnson the Council President. Carried.

5. **Mayoral Committee Appointments:**
 - Architectural Review Board:** Hannah Hudson, Dan Curran, Bill Cornelius, Rob Reimer, Sheryl Burkel (Alt.) and Sandra Paavola (Alt)
 - Cemetery Board:** Sharon Johnson, Gordon Ringberg
 - Citizen Participation Committee (CDBG):** Gordon Ringberg, Jon Nelson and Joanne Cirillo
 - Courthouse Committee:** Gordon Ringberg, Robert Durfey
 - Finance Committee:** Gordon Ringberg, Sharon Johnson and Jim Bryan
 - Fire Protection Committee:** Jim Bryan and Hannah Hudson
 - Greater Bayfield WWTP Commission:** Jim Bryan, Michelle Shrider, OPEN
 - Harbor Commission:** Jim Bryan, Eric Fredenberg, Jim Edwards and Michelle Shrider(Alt.)
 - Library Board:** Hannah Hudson, Beth Cozi, and Lonna Baldwin
 - Parks & Recreation:** Jon Nelson
 - Pavilion:** Gordon Ringberg and Sharon Johnson
 - Planning Commission:** Gordon Ringberg, Sharon Johnson and Sheryl Burkel
 - Public Health & Safety Committee:** Gordon Ringberg and Hannah Hudson
 - Public Works Committee:** James Bryan and Bill Peterson
 - Recycling Committee (B.R.B.):** Tom Kovachevich and Jon Nelson
 - Tree Board:** Gordon Ringberg and Keven Deitel
 - Waterfront:** Sharon Johnson and Jim Bryan
 - Zoning Board of Appeals:** Beth Cozzi, Joanne Cirillo, Dan Curran and Open (Alt.)

Bryan/Johnson made a motion to accept the – Bill Peterson. Don Albrecht's retirement Carried.

6. **Other Appointments**
 - Fire Chief – Tom Kovachevich
 - City Attorney – Colleen Daly
 - Assessor – Associated Appraisal
 - Forester/Weed Commissioner – Art Ode
 - B.A.R.T. Representative – David Eades
 - Auditor – Maitland, Singler & Van Vlack
 - Official Banks – Bremer and Chippewa Valley Bank
 - Official Newspaper – Ashland Daily Press

Johnson/Nelson Carried.

Affirm/Set Next meeting(s): Board of Review (May 9, 2016 2-4 pm),
 Regular May Meeting (May 10, 2016 - Finance at 4:30 and Council at 5 pm)

Adjournment: Johnson/Nelson moved to adjourn. Carried. (4:46 pm)