

City of Bayfield Common Council

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

Minutes of Monday, February 8, 2016 – 4:00 p.m.

Call to Order – Roll Call – Pledge of Allegiance

Mayor MacDonald called the meeting to order at 4:00 p.m. at the Bayfield City Hall followed by roll call and the Pledge of Allegiance.

Present: Nelson, Bryan, Johnson, McMullin and Mayor MacDonald

Others: David Eades, Don Albrecht, Barbara Hoekstra, Dede and Pete Skoro, Kevin Hunt and Ellen Kwaitkowski (4:13 p.m.)

Approve Agenda: Bryan/Nelson moved to approve the agenda as presented. Carried

Approve Council Meeting Minutes of December 14, 2015: Nelson/Johnson made a motion to approve the minutes of December 14, 2015 as presented. Carried.

Public Input on Agenda Items:

- **Dede Eckels** – Noted she was present to discuss #11 - Proposed Parking Amendments. She asked the Council to adopt the changes presented noting they are pleased with them. On behalf of the neighborhood, she thanked the Plan Commission for their work.

Agenda Items:

1. **Original Alcohol Application for Combination Class A License from Sunbum 79, LLC, agent Kevin Hunt, 33 North First Street, Unit 101:** Nelson/McMullin moved to grant the Class A Combination License to Sunbum 79, LLC agent Kevin Hunt for the property located at 33 North First Street, Unit 101. Hunt told the Council he was looking to open May 1, 2016. Carried.
2. **Lease Land Agreement by and between the City of Bayfield and KRKayaking, LLC:** McMullin/Johnson made a motion to approve the two year leased land agreement for use of Block 55, Lots 5-6, at a rate of \$850.00/yr. as presented. Passed by roll call vote as follows: Nelson, Bryan, Johnson, and McMullin – yes.
3. **Agreement by and between the City of Bayfield and PBSB regarding certain parcels in the PBSB contiguous to the City of Bayfield:** Bryan/Nelson moved to approve the revised agreement as presented. The Council learned the only change was the removal of Celia Duquette as she is now a PBSB customer. Passed by roll call vote as follows: Bryan, Johnson, McMullin and Nelson – yes.
4. **2015 Year End Audit Contract:** Bryan/Johnson made a motion to approve the contract from Maitland, Singler and Van Vlack, S.C. at a rate not to exceed \$10,500 for the City and \$5,400 for the Utility. Passed by roll call vote as follows: Johnson, McMullin, Nelson and Bryan – yes.
5. **Supplement A – Schedule of Cash Deposit (2016 Revision):** Bryan/McMullin made a motion to adopt the revised Schedule of Cash Deposit (2016 Revision) as presented. Passed by roll call vote as follows: Nelson, Bryan, Johnson, and McMullin – yes.
6. **Resolution #499: 2016 Elections & the Combination of Wards:** Johnson/Nelson moved to adopt Resolution #499 combining wards for the following 2016 Elections; February 16 – Spring Primary, August 9 – Partisan Primary and the November 8 – General Election. Passed by roll call vote as follows: Bryan, Johnson, McMullin and Nelson – yes.
7. **Resolution #500: International Migratory Bird Day:** Nelson/Bryan made a motion to adopt Resolution #500 proclaiming May 7, 2016 as migratory bird day and urging all citizens to celebrate

this day and to support efforts to protect and conserve migratory birds and their habitats. Passed by roll call vote as follows: Johnson, McMullin, Nelson and Bryan – yes.

8. **Resolution #501: 2016 General Fund Budget Amendment No. 1:** McMullin/Nelson motioned to adopted Resolution #501 making amendments to the 2016 General Fund Budget. Discussion on the purchase of the Public Works Street Department Vehicle. Passed by roll call vote as follows: Nelson, Bryan, Johnson and McMullin – yes.
9. **GSA Lease Amendment No. 5** (Rental of the Courthouse Building by the Apostle Island National Lakeshore – February 1, 2016 to January 31, 2017): Bryan/McMullin moved to accept the Courthouse Committee’s recommendation to approve proposed GSA LA #5 as presented and to approve the Mayor’s signature upon the documents. Brief discussion ensued about the notice for the long-term lease. Passed by roll call vote as follows: Bryan, Johnson, McMullin and Nelson – yes.
10. **Room Tax Update – December 31, 2015:** Informational only; no action required. The report shows the 2015 room tax is up 4.08% over 2014.

Lake Superior National Marine Sanctuary Initiative - Ellen Kwiatkowski

Ms. Ellen Kwiatkowski briefly presented the concept of the Lake Superior National Marine Sanctuary Initiative. The Council was provided with the written Question and Answer Fact Sheet, the National Marine Sanctuary System report, information on the Sanctuary Nomination Process and finally a proposed Template for Resolution – Supporting the nomination of a national marine sanctuary in the Greater Chequamegon Bay Region of Lake Superior.

She explained they are not looking for another layer of rules or regulation, but a designation could bring in funding for education and also can help to protect both cultural and natural resources. Their draft proposal is for a sanctuary that protects shipwrecks and primarily provides education and outreach programs.

Bryan/Nelson moved to approve the Mayor’s signature on the resolution template as provided. Passed by roll call vote as follows: Johnson, McMullin, Nelson, and Bryan – yes.

Kwiatkowski said, generally speaking NOAA is not interested in creating another layer of regulation where it already exists. Nelson asked if we could be finding ourselves dealing with a large Federal Agency rather than the WIDNR on a particular issue that comes up in the future? All agreed this was an interesting question and maybe could happen if the State happens to defer or sign off on a particular issue.

11. **Proposed Parking Ordinance Amendments – Schedule Public Hearing:** The Council indicated they would hold the required Public Hearing at their next meeting which is scheduled for March 14, 2016 at 4 p.m.
12. **Bayfield Water & Sewer:**
 - a. **Borrowing: 2015 Catholic Hill & Emergency 6th St. Project Funding & Due to Gen. Fund**
Bryan/McMullin moved to accept the Public Works Committee’s recommendation to move forward with borrowing \$101,706.79 for the Sewer Utility for purposes of paying the final balance of the Catholic Hill and Emergency 6th Street Project. Passed by roll call vote as follows: McMullin, Nelson, Bryan and Johnson – yes.

The Council received a report showing the amount due by the Utility to the Gen. Fund dated February 3, 2016. Both the Finance and Public Works Committee thought a joint meeting between the Council and Public Works would be beneficial to discuss their options. They

tentatively agreed to meet on February 22, 2016 at 4:00 p.m. at the Bayfield City Hall. Tom McMullin noted he would not be available at that date/time.

- b. **Water Utility Revenue Report:** The Council learned the Water Utility grossed approximately \$81,000 from the 2014 rate increase.

13. Committee Resignations & Appointments: None.

14. Project Updates:

- a. **Swede Hill Water Main Improvement (2017 Project):** There is interest in moving ahead with this project. The PWD just learned they received a score of 83 and may be in line for a SDWL with up to \$500,000 in principal forgiveness. Due to the financial outlook of the utility, the Mayor suggested the Utility seriously look at doing no work for a couple of years to better understand the impacts of the last decade of work.
- b. **Historic Waterfront Walk Phase 2:** Strand is working on the bid documents for the Turning Point areas, which will now include the entire restroom facility.
- c. **Harbor Commission's L.E. Dock Improvement Project:** This project is moving along in a timely manner. The contractor is putting on the rub rails now. They will need to wait for warmer weather to pour the concrete.
- d. **Library Sidewalk:** This project will be done in 2016 when the weather permits.

15. Mayor's Report(s): The Council received a written report dated December 14, 2015 to February 8, 2016. Informational.

Reports from Committees, Commission & Boards

Ambulance: Minutes of October 15 and December 17, 2015

Architectural Review Board: Minutes of December 14, 2015 and January 18, 2016

Finance: Minutes of December 14, 2015

Fire Department: Minutes of January 4 and February 1, 2016

Harbor: Minutes of January 4 and February 1, 2016

Library: Minutes of December 16, 2015

Planning: Minutes of January 6, 2016

Police Department: December 2015 and January 2016 Reports

Public Works: Minutes of January 8 and February 5, 2016

Nelson/Johnson made a motion to approve the above minutes above in a block format. Carried.

Correspondence:

November 24, 2015 – Superior Days

November 2015 – Summer Mostly Thursday

December 8, 2015 – Mary H. Rice Foundation Stock Transfer

December 16, 2015 – Great Lakes and St. Lawrence Cities Initiative Dues Payment

December 21, 2015 – Regional Economic Indicators Forum Annual report warns of stagnating population, job growth

January 13, 2016 – E-mail from Mike Hill, Charter Communication about fees

January 28, 2016 – 2015-2016 Ice Road Maintenance Letter from the Town of LaPointe
Informational. Some discussion ensued, but no action was taken.

Clerk/Treasurer: Payment of Bills, Treasurer's Report(s) and Budget(s): McMullin/Johnson made a motion to pay the bills as presented, and to accept the December 2015 and January 2016 Treasurer's Reports and Budgets. Passed by roll call vote as follows: Nelson, Bryan, Johnson and McMullin – yes.

Affirm/Set Next meeting(s): The next regular meeting will be held on March 14, 2016 at 4 p.m. and there will be a Special Working session with the Public Works Committee on February 22, 2016 at 4 p.m.

The Council discussed the Jr. Fire Fighter Program that was mentioned in the Fire Department's minutes. Although all Councilor's liked the idea, they also felt it would be in City's best interest to create a program that is supported by our Insurance Company. Chief Kovachevich was encouraged to seek input from other departments that have this type of program in place. The Council affirmed they were interested in this type of program.

Adjournment: McMullin/Bryan moved to adjourn. Carried. (4:53 p.m.)

Minutes by: Billie L. Hoopman, Clerk