

# City of Bayfield Common Council Minutes

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

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Tuesday, June 14, 2016 – 5:00 p.m.

## **Call to Order – Roll Call – Pledge of Allegiance:**

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

**Present:** Nelson, Bryan, Johnson, Hudson and Mayor Ringberg

**Others:** Chief Fangman, PWD Kovachevich, Treasurer Johnston, Diane Fizell, and David Eades

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

**Approve the Board of Review Minutes of May 9, 2016 and the Council Meeting Minutes of May 10, 2016:** Johnson/Nelson moved to approve both sets of minutes as presented. Carried.

**Public Input on Agenda Items:** Since there was no public input, Hudson/Johnson moved to close the public input section. Carried.

## **Agenda:**

### **1. Resolutions 505-509:**

- Res. #505 – BCPL application for \$101,706.79 for purposes of financing the Catholic Hill Project
- Res. # 506- BCPL for a loan - \$140,000 for purposes of financing the Swede Hill Project
- Res. #507 - BCPL application to refinance loan - \$90,138.36 (FMHA)
- Res. #508 - BCPL application to refinance loan - \$94,693.72 (Watermain)
- Res. #509 – BCPL to refinance loan –\$ 712,599.20 (Historic Streets)

Johnson/Bryan made a motion adopting Resolutions #505-#509 authorizing the City of Bayfield to seek two loans from the Board of Commissioners of Public Lands to cover the outstanding balance of the Catholic Hill Project & Emergency 6<sup>th</sup> Street Repairs and for the upcoming 2017 Swede Hill Project and to refinance three existing BCPL loans. Passed by roll call vote as follows: Nelson, Bryan, Johnson and Hudson – yes.

- 2. Special Event Permit Application – Festival of Arts: July 15-17, 2016:** Johnson/Hudson moved to approve the Special Event Permit application as presented. Chamber Director Eades said it's the same vendor as last year. Carried.
- 3. Special Event Noise Exception- July 5, 2016, Bayfield Inn:** Since nobody was present to discuss it was felt that a different solution was found and the exception was no longer needed.
- 4. 2016-2017 City of Bayfield Permits: Alcohol, Coin & Servers:** Nelson/Hudson moved to approve the Alcohol, Coin and Servers licenses as presented pending all necessary documentation (Seller's Permits, training certificates) are submitted, and clear background checks are found. Hoopman summarized the changes from the previous year. Carried.
- 5. 2016 Capital Improvement Projects – Security Fence:** The Mayor commented that this is perplexing to him and further noted his understanding of the budget process. Councilor Bryan said he's simply asking for this CIP project to be on hold, not to reallocate the funds at this time. The money would be held right now for potential use toward the Waterfront Project if needed. PWD Kovachevich asked why the Public Works CIP's are being looked at and no other departments? He also made the point that we're using other people's property and not paying for use in reference to Item #6 below. He further explained why the security fence was needed. Is it right that even more taxpayer dollars are being allocated to the Waterfront Project?
- 6. Leased Land Agreement – Block 63, Lots 8-10, non-payment:** The Council felt the Clerk acted accordingly with the letter that was sent. She told them she did seek the advice of the League of Wisconsin Municipality prior to sending the letter. They agreed it was the right course of action. The Council directed Hoopman to notify the relator about the landowner's lack of access to their property.

7. **City of Bayfield Knotweed Treatment / Finding of Garlic Mustard:** The Council was given information about the County's Land and Water Conservation Department's activity with eradicating the knotweed in the City, along with some written information on Garlic Mustard. Park officials found some at the City's compost pile at the top of Washington Avenue.
8. **Committee Appointments / Resignations:** The Mayor indicated he would be leaving Sharon Johnson on Library Committee.
9. **Room Tax:** The Clerk informed the Council she had met with David Eades regarding a revised contract which is needed due to the recent changes in law. A future meeting is planned with the Mayor and Chamber President to continue discussions.
10. **Bayfield Police Department Resignation:** Aaron Martell has resigned from the Bayfield Police Department and his last day is Friday, June 16, 2016. He has accepted a job with Douglas County. The new seasonal officer, Ryan Miller will step up and take some of the extra hours. Fangman explained the number of full time officer position available in the great surrounding areas. This is a new problem in the Country. Chief Fangman expressed concern about how he will handle all the shifts during the busiest time of year if Miller is hired full time elsewhere. The Council thanked Martell for a job well done and wished him well in his new endeavors. He will be missed by the City.
11. **City of Bayfield Office Personnel:** The Council received a written cost savings idea from Treasurer Johnston and Clerk Hoopman. They have suggested hiring a 30 hr. week office assistant rather than a full time person.

Bryan/Nelson made a motion to support the proposal and to approve the 30 hour a week position and the newly revised job description. Carried.

Hudson/Johnson motioned to authorized the Clerk to advertise for the position for the new Office Assistant position. Carried.

Johnson/Hudson made a motion to approve the new \$15.00/hr. pay rate for the Office Assistant along with the \$1.00/hr. increase for the Clerk and Treasurer. Passed by roll call vote as follows: Bryan, Johnson, Hudson and Nelson – yes.

## 12. Project Updates:

- a. Swede Hill Water Main Improvement (2017 Project): Plans and specifications are being worked on. Strand is working on the SDWL submittals required.
- b. Historic Waterfront Walk: No new information is available at this time. Need additional funds to complete the project. Waiting to hear back on the WIDNR Recreational Aid Grant.
- c. Harbor Commission's L.E. Dock Improvement Project: Complete. Turned out great.

13. **Mayor's Report(s):** The Mayor provided a written activity report dated May 10 to June 14, 2016. He discussed his trip to Appleton for the Green Tier meeting and noted he is considering establishing a Green Team/Committee to work on and track some of the City's green initiatives.

## Reports from Committees, Commission & Boards.

**Architectural Review Board:** Minutes of May 16, 2016

**BRB:** Minutes of May 17, 2016

**Finance:** Minutes of May 10, 2016

**Fire Department:** Minutes of June 6, 2016

**Greater Bayfield WWTP Commission:** Minutes of May 17, 2016

**Harbor:** Minutes of June 6, 2016

**Library:** Minutes of April 20 and May 18, 2016

**Parks and Rec.:** Minutes from June 7, 2016

**Planning:** Minutes of May 24, 2016

**Police Department:** May 2016 Report

**Public Works:** Minutes of June 10, 2016

Bryan noted a correction needed and made one other comments:

- Harbor Minutes, he did not talk with the Coast Guard about the LE Slip (Hoopman will make that correction).
  - He asked if the Mayor would consider drafting a proclamation thanking Don Albrecht for work done on remodeling the Library.
- Carried.

**Correspondence:**

May 1, 2016 – 2016 Bayfield Summer Concerts-A moveable feast of superior music!

May 16, 2016 – Xcel Energy: Upgrading all HPSV Cobra Heads to LED Fixtures ~ Color Informational, no action required.

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

Bryan/Johnson made a motion to pay the bills as presented, and to accept the May Treasurer's Report and Budget as presented. Staff will not send the Nelson payment until the final lien waiver is received. Passed by roll call vote as follows: Johnson, Hudson, Nelson and Bryan – yes.

Bryan told the Council, at the Financial Committee meeting earlier, they authorized the Treasurer to pay the bills as they come and to seek their approval on any questionable bills.

**Adjournment:** Johnson/Hudson made a motion to adjourn. Carried

**Next Meeting:** July 12, 2016 at 5 p.m.