

# City of Bayfield Common Council

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

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## DRAFT Minutes of Wednesday, March 18, 2020 – 4:00 pm

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

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

**Present:** Cirillo, Bryan and Burkel by phone/computer, Johnson and Mayor Ringberg

**Staff:** Clerk Hoopman, Treasurer Johnston, PWD Kovachevich Chief Fangman, and GBWWTP Operator Pearson

**Others:** Max Lindsay, Attorney at Law and Peter Skoro

### Others by phone/computer:

Rick and Amy Sherrard and Doug Olson, Bayfield in Vroom

Duane Gasperini and Rick Giesen, Bremer Bank

Paul Swansen

Ann Watkins

Peter Skoro

Nancy Trapp

Mary Dougherty

**Review/Approve Agenda:** Johnson/Burkel moved to approve the agenda as presented. Carried.

### Declaration – State of Emergency and Resolution #568:

Burkel / Johnson made a motion to accept the Mayor's Proclamation declaring a Health Emergency in the City of Bayfield and to adopt accompanying Resolution #568. Passed by roll call vote as follows: Cirillo, Bryan, Burkel and Johnson – yes.

### Review/Approve the Common Council minutes of February 19, 2020:

Johnson/Cirillo motioned to approve the minutes from February 19, 2020 as presented. Carried.

### Public Input on Agenda Items:

Peter Skoro voiced his concerns about the tourist industry with regards to the impacts of the coronavirus and asked if there would be any assistance from the local, state or federal government.

Max Lindsey, Attorney introduced himself and provided a brief outline of his background and experience. He also provided some valuable information on worker assistance legislation.

### Agenda

#### 1. Max Lindsey, Attorney - Consideration of Legal Services RFP

Burkel/Johnson move to approve the RFP from Attorney Max Lindsey to provide legal services to the City of Bayfield as outlined. Council members and staff welcomed Lindsay and noted their enthusiasm to have someone like him fill this role for us. Passed by roll call vote as follows: Bryan, Burkel, Johnson and Cirillo – yes.

#### 2. Bayfield in Vroom – Street Closure Request, June 6, 2020

Bryan/Johnson made a motion to approve the street closure request as presented; Broad Street between Rittenhouse and Manypenny Avenue from June 6, 7 a.m. to June 7, noon. Council members thanked the organizers for their efforts to encourage visitors to the area in the early part of the season. Carried.

Doug Olson asked about using the sidewalks in this area. He was encouraged to use the street or speak to

adjacent property owners about additional space. He shouldn't block the sidewalk.

**3. Resolution # 567 - Providing for the Issuance, Sale and Delivery of \$1,408,589.83 General Obligation Refunding Bonds, Series 2020, of the City of Bayfield, Wisconsin; Establishing the Terms and Conditions Therefor; Directing Their Execution and Delivery; Creating a Debt Service Account Therefor; and Awarding the Sale Thereof"**

Johnson/Bryan moved to approve Resolution #567 as presented. Some discussion ensued on the timing and also about the potential savings. Motion carried by voice vote as follows: Burkel, Johnson, Cirillo and Bryan – yes.

**4. Resolution #569 – International Migratory Bird Day – Not available; will be on next month's agenda.**

**5. Earth Day and Arbor Day Proclamations – Not available; will be on next month's agenda.**

**6. Covid-19: Discuss current situation and policies**

The Mayor said a few words about the Community actions to date which have been good. Going forward it's going to be difficult since we don't know how long it will last or the extent of how far reaching it will be. EMS, Fire and Police have been working together on best practices and responding to various calls. The public needs to be aware the EMS will be fully gowned for precaution, but that doesn't mean the home they are entering has Covid-19. To date, there are no known cases in Bayfield County. A few have self-isolated themselves.

The Mayor announced all City Meeting will be canceled until further notice, unless they are of great importance. If it can wait, it should.

If staff needs to take time off due to illness or exposure use sick time. With all other issues, the City will be flexible and will allow telecommuting when possible. Safety is the best practice and public facilities may be closed or closed to the public as needed.

Attorney Lindsey informed the Council that the government is planning to reimburse employers for two weeks of sick pay for employees or sick kids, capped at \$511/day. After two weeks, FMLA may kick in at 2/3 pay.

Mary Dougherty informed the Council what CORE has been discussing and the types of service they can offer. They are closing Encore and all transportation services. They are helping with picking up groceries and prescriptions, pet walking, and making support and check-in calls. They're looking into on-line community gathering ideas and book drops. May need help developing a list of available support persons.

Ann Watkins explained the concept of neighborhood pods; it's like a block nurse program/block captain.

**7. Consideration of Contract between the City of Bayfield and NWRPC for CDBG Planning Grant Administration**

Johnson/Burkel moved to approve the contract in the amount of \$84,174. The Council was reminded \$34,174 was to be provided by 14 participating jurisdictions and the CDBG is covering \$50,000. Passed by roll call vote as follows: Johnson, Cirillo, Bryan and Burkel – yes.

**8. Committee Resignation/Appointments**

Johnson/Bryan made a motion to accept with regret the resignation of David Eades from the BART Committee and to accept the Mayor's Appointments as follows: Library – Doreen Dolman, Drew Froelinger; Election Board - Marlene Paap and Jenny Tumas; BART - Mary Dougherty. Carried.

## 9. Project Updates:

- a. Marina Breakwall/Seawall Project – The City is working with the various agencies on obtaining the grant agreements so additional planning services can proceed.
- b. Bayfield & Ashland County Regional Housing Study – The Mayor said some background work is being done for the survey, which should be sent out late spring/early summer.
- c. Big Ravine & Wayfinding System Project – Under Kitchell and the P&R Committee’s direction the project is moving forward.
- d. Bayfield Area Trails (BATS) – Cirillo told the Council the Committee met yesterday and talked about signage. It was noted we need to discuss further to make sure a unified sign format will be in place.
- e. Green Infrastructure Project – The Task Force has met twice, and the process is going great; see notes below.
- f. Lakeshore Walkway and Trails Project (Town and City) – The Council received a copy of the recent postcard mailed by Landmark Conservancy. Engineering information is expected no later than June 30.

## 10. Mayor’s Report

The Mayor thanked the employees for their work and commitment during the Covid-19 crisis. Cirillo asked about Election contingency plans for April 7, 2020. Hoopman explained we have plans in place, but they continue to evolve due to the day-to-day impacts. We have requested community wide absentee voting by mail, and the Election Board has been put on notice about the situation.

The Mayor informed the Council that at this time he was still planning to leave on March 21, 2020 as scheduled but would have access to phone/internet throughout.

### File Reports from Committees, Commission & Boards:

**Architectural Review Board:** Minutes of October 28, 2019

**Finance:** Minutes of February 19, 2020

**Fire Department:** Minutes of January 6, and March 2, 2020

**Green Infrastructure:** Meeting notes of March 10, 2020

**Harbor:** Minutes of March 2, 2020

**Library:** Minutes of February 26, 2020

**Planning:** Minutes of February 25, 2020

**Police Department:** February 2020 Report

**Public Works:** Minutes of March 10, 2020

Burkel/Johnson made a motion to accept and place the above minutes on file. Carried.

The Council received a copy of Pearson’s Wastewater Operator Certificate. He was congratulated and received a round of applause. All of his testing is done, and he’s fully certified with an advanced license. Way to go Josh!

**Correspondence:** February 13, 2020 – Letter from Janet Bewley, Superior Days. Informational, no action needed.

**Treasurer’s:** February Voucher Payments, Fund Summary, Treasurer’s Reports and Budgets  
Bryan/Burkel moved to approve the February Voucher payments and to place the reports on file as presented. Passed by roll call vote as follows: Cirillo, Bryan, Burkel and Johnson – yes.

**Closed Session:** None.

**Other:** Before closing the meeting, Attorney Lindsey informed those present:

- employees nationwide are not able to file for Worker’s Compensation if they contract Covid-19 because there is no real way to prove where they were infected.
- the United Way may be a source for Community Assistance
- the City should track all related Covid-19 expenses for possible future reimbursement.

**Next Mtgs.- IF POSSIBLE:**

April 15, 2020 – Regular Council Mtg.

April 21, 2020 – Reorganizational Mtg., 4 p.m.

May 20, 2020 – Regular Council Mtg., 4 p.m.

June 2, 2020 – Board of Review, 2-4 p.m.

June 17, 2020 – Reg. Council Mtg., 4 p.m.

**Adjournment:**

Johnson / Burkel moved to adjourn. Carried. (5:04 p.m.)

Minutes by Billie L. Hoopman, Clerk