

City of Bayfield Common Council Regular Meeting

Minutes of Wednesday, May 19, 2021, 4:00 p.m.

Call to Order – Roll Call – Pledge of Allegiance: Mayor Ringberg called the meeting to order at 4 p.m. followed by roll call and the Pledge of Allegiance.

Present: Carrier, Cirillo, Burkel, Bryan and Mayor Ringberg

Staff: Treasurer Johnston, Clerk Hoopman, PWD Kovachevich, Chief Fangman and W/S Op. Burg

Others: Sheldon Johnson-NWRPC, David Eades, Paige Sansone-Baker Tilly, Kate Kitchell, Diane Fizell, Joel Shilman-School, Craig Skaaden, Erika Wolf, Paul Swanson

Review/Approve Agenda: Carrier/Cirillo made a motion to approve the agenda. Carried.

Public Comment and Suggestions from Persons Present: None.

Discussion and Identification of Items for Future Agendas: None.

Review/Approve the Common Council minutes of March 31 and April 20 and 29, 2021: Bryan/Cirillo made a motion to approve the minutes as presented. Carried.

Public Hearing to review the progress of the Community Development Block Planning Grant 20-21

Award: Sheldon Johnson, NWRPC was present to:

- update us on the status of the CDBG project
- give an update on the status of residential/business displacement and relocation assistance activities
- discuss the housing needs in the community, and
- to receive feedback and answer questions.

Presentation by Bakertilly – City of Bayfield Updated Financial Plan: Paige Sansone summarized the Financial Plan drafted by them and noted training will be provided; it's meant to be used as a working document. Overall expenses are exceeding revenues, and the City will be using a portion of its fund balance to support the operational budget in the future if all stays the same. The water department is doing fine, but the sewer is falling short. Some options for consideration include, increasing the utility pilot payment to the general fund, going out for referendum, put the debt on the levy, continue to investigate paid parking and increases our fee structure as necessary and allowable.

Agenda

1. Ordinance #401 – An ordinance to creation Section 54-20 Development Review Costs and Amending Chapters 146-Lawns, Natural Plantings, Brush, and Weeds; 152-Building Construction and Article XVI Terminology Code of the City of Bayfield by Adding Green Infrastructure Language:

Cirillo/Burkel made a motion adopting Ordinance #401 as presented. Discussion. Passed by roll call vote as follows: Bryan, Burkel, Carrier, and Cirillo – yes.

2. Resolution #586 - WIDNR Outdoor Recreation Aid Funding: Carrier/Cirillo made a motion to adopt Resolution #586 as presented. Passed by roll call vote as follows: Burkel, Carrier, Cirillo and Bryan – yes.

3. City of Bayfield's Mask Mandate – Ordinance #398: Bryan/Carrier made a motion to immediately repeal Ordinance #398 considering the new CDC Guidelines. Discussion. The Facemask Required signs will be removed. It was stated the City of Bayfield Police Department will assist local businesses with any owner's rules as needed. Passed by roll call vote as follows: Carrier, Cirillo, Bryan and

Burkel – yes. Chamber Director Eades said he will work on a message to send out to the community and their membership.

4. Committee Appointments/Resignations:

- Resignations – Bob Durfey, ARB and Mark Ludeking, Planning
- Appointments – Tom Bogaard and Deborah Reise

Carrier/Cirillo made a motion to accept with regret the resignations of Durfey and Ludeking and accept the Mayor’s appointment of Bogaard and Reise to the ARB as proposed. Cirillo, Bryan, Burkel, and Carrier – yes.

5. Bayfield Farmer’s Market – Street Use Permit: Bryan/Cirillo made a motion to approve the Street Use Permit to the Farmer’s Market for their Saturday sales as requested. Discussion ensued on the location of the market, but it was noted that the most heavily impacted folks remain happy. Passed by roll call vote as follows: Bryan, Burkel, Carrier and Cirillo – yes.

6. Bayfield School - Land Request: Joel Shilman from the Bayfield School has let the City know they are interested in acquiring City owned property that is adjacent to the School namely:

- Block 28, Lots 4-10 (current location of the School’s greenhouse)
- Block 29, Lot 20 (part of the outfield)

Shilman noted they would like to construct a building that will be used for storage and could have 2-3 classrooms. They are trying to expand on agriculture learning. Bryan/Burkel moved to forward this to the Plan Commission for review and consideration. Passed by voice vote. Carried.

7. Bayfield School – Soccer Field

Bryan/Burkel made a motion to accept the termination of the Soccer Field Lease with the understanding the school would pay \$2500 for the maintenance this season since it was not budgeted by the City. Passed by roll call vote as follows: Burkel, Carrier, Cirillo and Bryan – yes.

8. Big Ravine – Land Donation

Carrier/Bryan made a motion to accept with extreme gratefulness the Larson’s donation of property for the East Rim Trail. Passed by roll call vote as follows: Carrier, Cirillo, Bryan and Burkel – yes.

9. Room Tax Report – 2021 1st Quarter

Treasurer Johnston provided the 1st Quarter Room Tax Report and Historical Tax Report to the Council. She noted room tax is up for the 1st Quarter. As noted in the past, data received does not match reports submitted or payments received.

10. Project Updates

a. City Hall Update

The Council was informed the Plan Commission will continue to work on the City Hall Analysis as requested by the Council at the March 31, 2021 meeting. Hoopman expressed concern about budgeting as requested noting every possible option likely will have a great deal of variation in price and timing. Existing budgetary constraints also make this highly unlikely in the near future.

Carrier/Bryan made a motion to rescind “Ad Hoc Committee” from the motion made regarding the City Hall Analysis on March 31, 2021 as the work will be done by the Plan Commission. Discussion. Hoopman suggested the entire motion be rescinded with the understanding the work will be done by the Plan Commission accordingly. Carrier was not comfortable removing the outline/timeline. Passed by roll call vote as follows: Cirillo, Bryan, and Carrier – yes; Burkel – no.

b. Chequamegon Bay Housing Update: Work continues on the final housing study which is expected to be available this summer.

- c. **Marina Breakwell/Seawall Project:** The Engineer is working on permits needed. Price has escalated.
- d. **Courthouse Lease:** The Council learned the Mayor signed the lease, but GSA has not.
- e. **Parks and Recreation Big Ravine Trail:** The Hemlock Heights Trail is in progress. Arbor Day will be celebrated on Thursday. Honorary trees will be planted with students from the Bayfield School.
- f. **Waterfront Trail Project:** Grant funding announcements soon to be made and then work will begin.
- g. **Library Pillar Project:** The completion date was moved to July. Colder temps this Spring caused a few delays.

11. Mayor's Report: The Mayor read his report and showed a matrix on the importance of knowing the difference between urgent and important.

File Reports from Committees, Commission & Boards

Architectural Review Board: Minutes of April 26, 2021

BRB: Minutes of March 30, 2021

Fire Department: Minutes of May 3, 2021

Greater Bayfield WWTP: Minutes of April 22, 2021

Harbor: Minutes of April 29 and May 3, 2021

Parks and Rec.: Minutes of May 6, 2021

Planning: Minutes of April 27, 2021

Police Department: April 2021 Report

Public Works: Minutes of April 21 and May 12, 2021

Scenic By-Way: Minutes of April 1, 2021

Burkel/Bryan moved to accept and place on file the minutes listed above. Passed by roll call vote as follows: Bryan, Burkel, Carrier and Cirillo – yes.

Correspondence:

April 22, 2021 – Letter from Representative Beth Meyers (Local Government Funding) Informational; no action required.

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

Bryan/Burkel made a motion to approve the reports and payment of bills as presented. Discussion on the amount of our BART contribution and a need for a member on this board. Passed by roll call vote as follow: Burkel, Carrier, Cirillo, and Bryan – yes.

Next Mtgs: June 16 and July 21, 2021

Adjournment: Carrier/Burkel moved to adjourn. Carried, all ayes.