

**City of Bayfield  
Public Work Committee Meeting Minutes  
Wednesday August 19, 2020**

- Call to Order: 9:00 Bayfield Fire Hall and Virtually with GoToMeeting
- Roll Call: Chairman Jim Bryan, Mike Eldred, Mel Whiteside, Nancy Pearson, Bill Peterson
- Staff: Tom Kovachevich—PWD, Mike Burg—Utility Operator, Josh Pearson—GBWWTP Operator, Dionne Johnston—Treasurer, John Fangman—Police Chief, Sarah Mather—Office Assistant
- Others: None.
- Approve Agenda: Carried as presented Eldred/ Peterson Carried.
- Approve Minutes: None provided.
- Public Input: None

**Agenda**

**1. Old Business:**

- a. **GBWWTP**—Pike’s Bay Sanitary District (PBSD) has agreed to the request that the City of Bayfield will only pay what goes through our meters and the rest is left to PBSD.
- b. **ATV/UTV Ordinance**—Chief John Fangman was present stating that there are a modest number of ATV/UTV’s that have come into the City limits, mostly unknowingly tourists, and that they have not been causing a problem. Discussion ensued. **Motion to present ATV/UTV ordinance to council but import Maria Davis’ (WI League of Municipalities) email about safety certificates under §337-6 “J” and have a sunset clause of 12/31/2021 to reassess ordinance if needed. Eldred/ Peterson. Carried**

**2. Public Works Director Report:**

- a. **Part Time Help**—Two part time employees have been hired back 3 days a week
- b. **Trash**—Trash has been accumulating a lot due to take out orders. Crew is picking up 4 days a week.
- c. **Norvado/Push**—Fiberoptic lines are being put in throughout town; it is free to have the service routed to your residence if they are going past.

**3. Utility Operator Report**—Regular maintenance work. No cross connections going on due to COVID-19. Reservoir 3 will be drained and cleaned this fall. Pumpage is slightly down this year compared to last but not as significant as originally presumed.

**4. Financial:**

- a. **Treasurer’s report, bank reconciliation, budget**—Informational; no action taken.
- b. **Rate Increase**—At the last council meeting, Kim Schultz, Baker Tilly audit team for the City of Bayfield, mentioned that the City of Bayfield Water and Sewer Utility was not making enough money and that we qualified for an automatic 3% water increase. At the last Public Works meeting, it was mentioned to look more into a sewer rate increase. Discussion ensued. **Motion to increase water 3%, sewer base rates 8%, and all other sewer costs (usage, connection fees, standbys, pumpouts) by 3%; increase effective for December 2020 billing period. Eldred/ Whiteside. Carried.**
- c. **2021 CIP and Budget Requests**—Motion to approve the budget and CIP list as presented with the exception to remove the plow tuck from the 2021 CIP list in the amount of \$210,567. Eldred/ Whiteside. Carried.

**5. Other:**

- a. **Riemer Property**—Water is running in their driveway after storms, but not much the City can do. Informational.
- b. **Fee Schedule**—Review the Public Works related rates and see if they need to be increased. Discussion. Committee feels the rates are sufficient. **Motion to keep the rates the same. Peterson/ Pearson. Carried**

Next meeting: September 16, 2020 9am  
Adjournment: 9:54 am Eldred/ Pearson. Carried.