

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

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**Minutes of Monday, March 11, 2019 – 4:00 pm**

**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:** Nelson, Bryan, Burkel (by phone), Johnson and Mayor Ringberg

**Others:** Mary O'Brien, Kate Kitchell, Paul Swansen, Emily Sytsma, and Betty Sitbon, Bob Durfey, Diane Fizell, Charlie Babineau, Kathleen Russell, Jake Geisler, Aimee Kaufmann, Laura Lima, and Beth Cozzi

**Staff:** Tom Kovachevich, PWD; John Fangman, Chief; Dionne Johnston, Treasurer; Billie Hoopman, Clerk; and Josh Pearson-GBWWTP Operator

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

**Review/Approve the previous Common Council minutes of January 28, 2019:** Johnson/Bryan made a motion to approve the previous meeting minutes as presented. Carried.

**Public Input on Agenda Items:** None.

**Agenda**

**1. 2019 Comprehensive Plan**

• **Next Steps: Presentation by Kate Kitchell and Mary O'Brien followed by Q&A**

Mary O'Brien and Kate Kitchell were present to provide an overview of where we are today and how we got there. This was followed with information on the broad concepts in the plan and how to move forward with implementation. The Plan won't be official until the action items are included in the plan. Committee members and Chairs are key leaders in this process. Not looking for a huge list, but a handful of actions that are achievable.

It was suggested that Committees will do their 5-yr. action planning in May-June, 2019, followed by Work Plans; including budget information. Develop priorities will be an outcome of doing this work.

• **Save the Date: April 15, 2019, 9am–noon, Bayfield Lakeside Pavilion, Comp. Plan Training**

Those present were provided with a draft agenda. It was noted that at this session there will be guidance on how to apply the healthy sustainable goals, and templates/forms for laying out measurable/achievable/relevant goals and objectives.

It is hoped that all Staff, Chairs, and Committee members will attend the April 15, 2019 training session. The general public is welcome too.

**2. Artisan Market Group Request:** The Council received a copy of a written letter of request from three artists who were requesting the Council to consider a change to the ordinance allowing an Artisan Market on Saturday's in the lawn space on the corner of First Street and Rittenhouse Avenue, which is owned by Judith Lokken-Strom-Greunke's Restaurant. They were also provided a copy of the current Direct Seller's Ordinance and Application which outlines the rules currently in place for vendors.

The Mayor noted he has heard some negative responses to this request from our main street business owners. He does not believe this is the right time for Bayfield to consider this change and suggested the Council put it on file. Johnson asked if they were part of the Bayfield Artist Guild and learned they were members. She commented on how well the arts are represented in the community and the good work that is done to advocate for them. Bryan said he would have liked to have received additional input from the Chamber and from other businesses about their feelings on this request.

Bryan/Nelson moved to table the request. Carried; all ayes.

3. **Resolution #545: Harbor Commission's Statement of Intentions:** Hoopman suggested the Resolution be slightly amended to read, "the local match required is 20%". Burkel/Johnson moved approve the resolution as amended. Passed by roll call vote as follows: Nelson, Bryan, Burkel and Johnson – yes.
4. **Resolution #546: Adoption of the 2019 City of Bayfield's Water & Sewer Budgets:** Bryan/Johnson moved to adopt Resolution #546 as presented approving the City's Water and Sewer Budgets in the amounts of \$420,628.00 and \$532,597.15 respectively. It was noted our auditors have indicated these budgets should be adopted at the same time as the General Fund Budgets. That will be a goal for the 2020 Budgets. Passed by roll call vote as follows: Bryan, Burkel, Johnson and Nelson – yes.
5. **2018 Room Tax Report:** The Council was provided with the 2018 Year End Room Tax Collection Report and the Caparison of Taxable Dollars Report. Informational. Overall Room Tax Dollars were down in 2018. Bryan/Nelson motioned to place the reports on file. Carried.
6. **Earth Day Proclamation:** Bryan/Johnson moved to endorse the Mayor's signature on the Earth Day Proclamation as presented. Carried.
7. **Colorectal Cancer Proclamation:** This Proclamation was reviewed at the January 2019 Council Meeting and supported. Informational only.
8. **2019 Fireworks Contract – Spielbauer Fireworks:** Burkel/Johnson moved to approve the Spielbauer Fireworks Contract in the amount of \$13,000. Passed by roll call vote as follows: Burkel, Johnson, Nelson, and Bryan – yes. The Council suggested we start advertising and fundraising now. Johnson suggested a 50/50, and Bryan mentioned asking the American Legion to help fundraise.
9. **Appointments/Resignations:** David Eades has resigned from the Lake Superior Scenic Byway Council. The Mayor is seeking recommendations for a new person to provide representation on the Council. Eades was thanked for his years of service of which he did a great job. Bryan/Johnson accepted with sincere regrets his resignation. Carried.
10. **Project Updates:**
  - a. Waterfront Walk Turning Point Project: Nothing new to report. Bryan mentioned they need to regroup in order to consider moving toward Phase 3, and to plan a celebration for the completion of Phase 2. Doing it during the Bayfield in Bloom activities may be a good time. Something like what was done for the brick streets celebration.
  - b. Old Jail – Bayfield Heritage Association: Nothing new to report.
  - c. Green Tier Legacy Community Alliance for Health Project: More to come on this subject at the April 15, 2019 training.
  - d. Marina Breakwall/Seawall Evaluation: Beginning to look for grants.
  - e. Pavilion Deck Repair: Contractor is there working today.
  - f. GBWWTP Solar Project: Bids due April 19, 2019.
  - g. Library Pillar Project: Actively fundraising.
11. **Mayor's Report(s):** The Mayor reported on the following:
  - Last month he attended Superior Days. He felt good that our basic needs were represented overall. While there he spoke with DOA and other City Leaders and was able to ask them to reconsider how municipalities are funded.
  - He shared an E-mail from the Coast Guard Chief thanking us for the assistance given to them during the shut-down. It was sincere, and much appreciated.

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

**Architectural Review Board:** Minutes of January 28 and February 25, 2019

**Finance:** Minutes of January 28, 2019

**Fire Department:** Minutes of February 4 and March 4, 2019

**Harbor:** Minutes of February 4 and February 21, 2019

**Library:** Minutes of January 23 and February 20, 2019

**Parks and Rec.:** Minutes of February 19, 2019

**Police Department:** January and February 2019 Report

**Public Works:** Minutes of February 7, 2019

**Tree Board:** Meeting Minutes.

Johnson/Burkel motioned to place the minutes above on file. Discussion.

- Burkel noted there is a Pillar Fund balance of \$59,400. The Library will keep working on trying to raise more money. The Bremer Foundation has indicated they would give \$80,000 if we raise the balance of \$145,000.
- Forester Cozzi reported that Arbor Day is fast approaching. Trees will be planted in honor of Gene Brevold and in memory of Carol Geisler.

Carried.

**Correspondence:** The Council received copies of the following:

- January 30, 2019 - Charter Communications Letter (Operations)
- Wisconsin Dept. of Safety and Professional Services Letter (New Commercial Electrical Rules)

Informational, no action needed.

**Treasurer:**

Councilor's received and accepted the January and February 2019 Voucher Payments, and February Fund Summary, Treasurer's Reports and Budgets. The Mayor commented on the new Solar Garden Report prepared by Johnston which shows the cost savings achieved to date.

**Discuss/Set Next meeting(s):**

April 16, 2019 (Regular and Reorganizational Mtg.), 4 pm

May 20, 2019 – Board of Review 2-4 p.m., Reg. 4 p.m.

**Closed Session:** NPS Bayfield, WI Request for Lease Proposal Number GS-05P-LWI00361

Johnson/Nelson made a motion to convene into closed session pursuant to Section 19.85 (1)(e) to discuss the Courthouse Lease. The Committee reserves the right to reconvene into open session to make any decisions on the discussion and/or for purposes of adjournment. Passed by roll call vote as follows: Johnson, Nelson, Bryan and Burkel – yes.

Johnson/Burkel moved to reconvene into open session for purposes of adjournment. Passed by roll call vote: Nelson, Bryan, Burkel and Johnson – yes.

**Adjournment:** Bryan/Johnson moved to adjourn. Carried. (5:19 p.m.)

*Minutes by: Billie L. Hoopman, Clerk*