

City of Bayfield Common Council Meeting

Wednesday, December 16, 2020, 5:30 p.m.

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

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

Present: Jim Bryan, Sheryl Burkel, Joanne Cirillo, Matt Carrier, and Mayor Ringberg

Staff: Treasurer Johnston, Chief Fangman, PWD Kovachevich, Clerk Hoopman, Office Admin. Mather, WS Operator Burg, GBWWTP Operator Pearson, and Library Director Nelson

Others: Paul Swansen, Diane Fizell, Skye Bingham, Matt Zawislak, Shawn Dunne, Craig Skadden, David Eades and Kelsey Lundberg

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

Review/Approve the Common Council minutes of November 10, 2020: Carrier/Burkel made a motion to approve the minutes of November 10, 2020 as presented. Carried.

Public Input on Agenda Items: None.

Agenda

- 1. Resolution #579 – City of Bayfield Fee Schedule Updates:** Burkel/Cirillo moved to adopt Resolution #579 as presented. Passed by roll call vote as follows: Cirillo, Bryan, Burkel and Carrier – yes.
- 2. City of Bayfield 2021 Employee Health Insurance:** The Council was presented with 2021 Health Insurance Information from Kate Banchy, Spectrum Insurance and Curtis Deprey, Midwest Select Insurance. Discussion ensued.
Burkel/Bryan made a motion to:
 - a. Cancel the City's Anthem Health Insurance Policy for 2021
 - b. Approve the Health Tradition High Deductible – Silver 5000/70w/copay Plan for 2021
 - c. Approve a contract with BASE for the administration of the Section 125, HRA; it is understood Employees would be responsible for \$1500 Single Deductible and the City for the remaining \$2500, and \$3000 for Family Deductible and the City for the remaining \$7000.
 - d. The City is also providing basic Life Insurance to every full-time employee at the City's Expense.
 - e. The City is approving the additional employee Benefit options at their expense: Life Insurance, Dental, Eye, Short-Term Disability, Accident Insurance and Critical Illness.
 - f. This is null and void if Employees have concerns that should be further investigated or discussed.Passed by roll call vote as follows: Bryan, Burkel, Carrier and Cirillo – yes.
- 3. Long-term Financial Health of the City – Discussion Options and Proposal from Baker Tilly**
Carrier/Cirillo made a motion to approve the proposal from Baker Tilly for financial planning as offered in their proposal dated October 2020 in the amount of \$17,500. Discussion. Carrier/Cirillo added the following amendment: invite them to attend the January 20, 2021 Council Meeting to further discuss the deliverables being offered in the proposal which would be specific to Bayfield and our tourist driven community. Passed by roll call vote as follows: Burkel, Carrier, Cirillo and Bryan – yes.
- 4. Room Tax Report/Update:** Cirillo/Burkel made a motion to approve the September 30, 2020 Room Tax Report as presented. Carried.
- 5. City of Bayfield and City of Bayfield Utilities – Limited English Proficiency Language Access Plan:**
Burkel/Bryan made a motion to adopt the plan as presented. Carried, all eyes.

6. **Resignation – Carl Dahl (Sept. 2013-Dec. 2020), Harbor Commission, Appointments – Matthew Zawislak, Harbor Commission:** Bryan/Carrier made a motion to accept with regret the resignation of Carl Dahl from the Harbor Commission effective December 31, 2020 and accepted the Mayor’s appointment of Matthew Zawislak to fill that vacancy. Dahl was thanked for his dedication to the Committee and Zawislak was for his willingness to serve. Carried.
7. **Retirement of Clarence Gordon (April 2000 to January 2021), Hiring of new Laborer:** The Council was reminded Clarence Gordon would be retiring effective January 8, 2021 and Brennon Deragon will begin on January 4, 2021.
8. **Fourth of July 2021 – Fundraising:** The Council received some information on Bessemer’s 50/50 Fire Works Fundraiser raffle. All like the idea but felt this would need to be administered by an independent group. Who? How?
9. **City of Bayfield City Hall Hours:** Carrier proposed new City Hall Office Hours. Essentially staff would work the same number of hours, but it would limit the time for in-person traffic giving additional uninterrupted work time. This will be re-evaluated in the coming months. It was noted Washburn already has this policy in place.
10. **Project Updates:**
 - a. **Marina Breakwell/Seawall Project:** The Commission reviewed 65% engineering designs at their last meeting.
 - b. **Bayfield & Ashland County Regional Housing Study:** The Survey return rate is at 20% or so and the next meeting is scheduled for January 18.
 - c. **Parks and Recreation – Big Ravine and Bayfield Area Trails Updates / Waterfront Walk:** Good News – the City has received donations to meet their Waterfront Walk match goal. It was noted we are still accepting donations.
 - d. **Green Infrastructure –** After a long pause, there was a meeting today to bring members up to speed on the work that was done behind the scenes. New and revised ordinances will soon be presented along with flow path mapping and ground truthing.
 - e. **Bayfield Carnegie Library Pillar Project Update –** Burkel reported the project is going great!
 - f. **City Hall Phone and Internet Project –** The Council was presented with a proposal from Norvado in the amount of \$5486.25. Cirillo/Burkel made a motion to approve as presented. Passed by voice vote: Cirillo, Bryan, Burkel, and Carrier – yes.
11. **Mayor’s Report:** Mayor said he is more hopeful since vaccines are now on the way, but until then please remain vigilant in your safety practices and social distancing.

File Reports from Committees, Commission & Boards:

Harbor: Minutes of December 7, 2020

Parking: Minutes of November 16 and December 8, 2020

Parks and Rec.: Minutes of October 1, November 12, and December 3, 2020

Police Department: October and November 2020 Reports

Burkel/Bryan moved to accept and place the above minutes on file. Carried.

Clerk

- **Notice of 2021 Spring Election:** Informational, no action required.
- **2021 Redistricting and Changing Wards/Districts to at Large:** Clerk Hoopman provided the Council with information on the 2021 redistricting timeline and informed the Council this presents an opportunity to

switch to at large positions rather than maintaining separate districts. There was some interest in moving toward an at-large district. An ordinance amendment will be needed if this option is chosen.

Treasurer: October and November Treasurer's Report, Voucher Payments, Fund Summary and Budgets
Bryan/Burkel moved to approve the October and November Reports as presented. Passed by roll call vote as follows: Bryan, Burkel, Carrier and Cirillo – yes.

Correspondence:

- Xcel Energy – Construction Starts on Power Line Project – November 2020
- White Feather Forest Proposal – Letter from Town of Bayfield Chairman Thomas Gordon
- Wisconsin Coastal Management Program – Letter of Support from Mayor Ringberg for PBSO
- Bayfield Considers parking meters, disbanding the City – Ashland Daily Press, Nov. 17, 2020
- LeRoy Horn E-mail, December 13, 2020

Burkel/Bryan made a motion to accept and place on file the correspondence listed above. Carried.

Next Mtgs. January 20 and February 10 and 17, 2021

Carrier/Cirillo made a motion to begin holding two meetings a month beginning on February 10, 2021, which would be a special meeting, February 17th would be the regular meeting. Discussion. Passed by roll call vote as follows: Burkel, Carrier, Cirillo and Bryan – yes.

Adjournment: Bryan/Burkel made a motion to adjourn. Carried. (7:12 p.m.)

Minutes by Billie L. Hoopman, Clerk