

# City of Bayfield Common Council Meeting

Minutes of Wednesday, March 17, 2021, 5:30 p.m.

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

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The meeting started ten minutes late due to technology issues.

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

Council President Cirillo called the meeting to order followed by roll call and the Pledge of Allegiance. She offered her sincere condolences to Mayor Ringberg.

**Present:** President Cirillo, Burkel, Bryan and Carrier.

**Absent:** Mayor Ringberg

**Staff:** PWD Kovachevich, Treasurer Johnston, Chief Fangman, Clerk Hoopman, Office Assistant Mather, Utility Operator Burg, and GBWWTP Operator Pearson

**Review/Approve Agenda:** Bryan/Carrier made a motion to approve the agenda as presented. Carried.

## **Public Comment and Suggestions from Persons Present**

Darel Faltsek – expressed concerns about proposed paid parking system.

Rick Sherrard – expressed concerns about proposed paid parking system.

Amy Barnette , Orthopedic and Spine – inquired about City’s interest in the building at 300 Manypenny and noted they would like to continue leasing their space for the foreseeable future.

Kurt Basina – expressed concerns about proposed paid parking system. Does not want to remain on committee to do this work.

Ted Dougherty – hated the idea of a paid parking system but supports it.

Jon Armstrong – Noted that if advertising improved for accommodations, room tax revenues and the like would increase, making paid parking unnecessary. Doesn’t like the idea and feels we might get bad press.

Jan and Grant Wilcox, Email – supports a paid parking system.

Dede Eckels, Email – supports a paid parking system.

Bob Durfey, Email – mentioned virtual parking passes and permits and ideas for community members. Investigate the Cost vs. Income.

Kathleen Russell, Email – important to charge for parking in City Parking Lots. What do other small tourism communities do?

Paula Innocenti - expressed concerns about proposed paid parking system.

Jenna Gallagher – Noted she was conflicted about paid parking and asked if we would be contacting all downtown businesses for input?

**Discussion and Identification of Items for Future Agendas:** None identified.

**Review/Approve the Common Council minutes of February 17, 2021:** Bryan/Carrier moved to approve the previous meeting minutes as presented. Carried.

## **Presentations**

- **Vince Kurta – Candidate for Bayfield County Judge:** An emotional Kurta, began by giving his condolence to the loss of Fr. Kevin Gordon and to Attorney Craig Haukaas. He provided a brief history of his background and talked about why he was running for election. The Council thanked him for his time. Everyone was reminded to vote on April 6, 2021.
- **Bayfield County Mitigation Plan – Jan Victorson, Emergency Management; review and consider adoption:** Meagan Quaderer the new Emergency Management Coordinator was present. She asked if everyone had seen the plan and Hoopman verified it had been sent out with the packets and posted on the City’s website.

It was noted that Tom Kovachevich, PWD and Fire Chief has participated in the process for many years, and it is a fluid document that is reviewed and amended as needed. The City is the last to review and approve.

## **Agenda**

- 1. Resolution #583 – Adoption of the Bayfield County Multi-Jurisdictional Hazard Mitigation Plan:** Bryan/Carrier made a motion to adopt Resolution #583 as presented. Passed by roll call vote as follows: Bryan, Carrier and Cirillo – yes. Burkel had technical issues and did not vote. Motion carried.
- 2. Resolution #584 – 2021 Budget Amendment #2:** Carrier/Bryan moved to approve budget Resolution #584 as presented. Discussion. Passed by roll call vote as follows: Burkel, Carrier, Cirillo and Bryan – yes.
- 3. Proclamations: American Red Cross Month – March 2021, Fair Housing Month – April 2021, Celebrating Arbor Day – April 30, 2021:** Bryan/Carrier motioned to approve the Mayor’s signature on the three proclamation as presented. Carried, all ayes.
- 4. 2021-2025 General Administration - Courthouse Lease:** Cirillo/Burkel made a motion to place the lease information on file. Hoopman explained we are close to finalizing a five-year lease with GSA. Carried.
- 5. Premier Resort Tax Reports 2007-2021:** Informational. Appears the City has been lagging in revenues since 2017.
- 6. Sidewalk Sales Requests, April 17, 2021**
  - Brownstone Centre/Sweet Sailing, 120 & 121 Rittenhouse Avenue
  - Howl Downtown, 100 Rittenhouse Avenue
  - Keeper of the Light, 19 Front Street
  - Kelly & Crew, 104 Rittenhouse Avenue

A motion was made by Burkel/Carrier to approve the sidewalk sale permits as requested. The business owners were thanked for their initiative. Carried, all ayes.
- 7. 2021 Apple Festival Request – Bayfield Chamber and Visitor Bureau:** Bryan/Carrier made a motion to approve the 2021 Apple Festival Request from the Chamber and Visitor Bureau. Carried, all ayes.
- 8. Request from Parking Committee for City Council to provide a statement of purpose to help them move forward:** Councilor Carrier gave a presentation about “Parking in Bayfield” which included seven slides that showed the cyclical pattern among the City, tourism, and businesses. He noted reasons to pursue paid parking and the potential revenue stream it could provide. He provided an alternate motion for consideration.

Recognizing the concerns that have been shared by our community members and considering the reductions in State aid and legal restrictions that prevent an increase of property taxes, Carrier/Cirillo moved to direct the Parking Committee to create a Comprehensive Parking Management Plan that can be adopted and fully implemented by June 1st of 2022 that better manages existing parking assets, assesses current parking demand, forecasts future parking needs, and develops a first-rate seasonal Commercial District paid parking system that keeps up with existing businesses, projects underway, and future development; while balancing business, residential, visitor, and commuter parking needs to generate revenue for the support of parking infrastructure, downtown improvements and other important City initiatives. Discussion. It was hoped further discussion could ensue with the full Board and Mayor at a possible special meeting. This motion does not mean paid parking is being approved for a portion or the entire downtown district. Passed by roll call vote as follows: Carrier, Cirillo, Bryan and Burkel – yes.

- 9. Consider the purchase of 300 Manypenny Avenue, Bayfield, WI for use as a City Hall**

The Council was provided with some information on the Bayfield City Hall and on the building for sale at 300 Manypenny Avenue, Bayfield, WI 54814. There was some discussion about the best steps to take. Bryan requested the Council go into closed session briefly to discuss further. They asked for this item to be included in a special meeting for further discussion among the full board.

- 10. 2019-2029 Comprehensive Plan – 2020 Review/Update:** Informational. The document will be updated with project estimates as soon as they become available.
- 11. City of Bayfield Capital Improvement Projects 2021-2025:** Informational. Hoopman advised the Council and staff to look it over and note any projects etc. not listed.
- 12. Uncertainty, Risks, and Budgets during COVID 19:** Staff informed the Council, the City will receive approximately \$50,000 in Federal Covid Relief funds, half now and half a year from now. They are working on the guidelines and there will be restrictions on how the money can be used. The money must be spent by 2024.
- 13. Project Updates:**
- a. Marina Breakwell/Seawall Project – Project timeline is being worked on.
  - b. Parks and Recreation – Big Ravine and Bayfield Area Trails Updates / Daum Land – Kate Kitchell provided an update. Bryan/Carrier moved to authorize the letter draft to Daum as shown be sent. Carried.
  - c. Green Infrastructure – Hoopman noted revisions to the Natural Plantings ordinance were made to seek voluntary registrations of garden rather than a permitting process. This item will be on the Plan Commission’s next agenda.
  - d. Long Term Financial Plan – a meeting has been scheduled for Monday, March 23 at 1 p.m.
- 14. Mayor’s Report – None.**

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

**Architectural Review Board:** Minutes of January 25, February 22, and March 3, 2021

**Fire Department:** Minutes of March 1, 2021

**Harbor:** Minutes of March 1, 2021

**Library:** Minutes of February 24 and March 9, 2021, Public Library Annual Report

**Parking:** Minutes of January 12, February 2, February 24, 2021

**Parks and Rec.:** Minutes of January 7, February 4 and 26, 2021

**Planning:** Minutes of February 23, 2021

**Police Department:** March 2021 Report

**Public Works:** Minutes of January 20 and February 23, 2021

Bryan/Cirillo made a motion to approve the minutes as presented and to place them on file. Carried.

**Correspondence:** Informational; no action required.

- Lucy Tyrrell, Bayfield Poet Laurette – “Votes for Women!” (August 2020)
- Wisconsin Lake Superior Scenic Byway Receives National Designation

**Treasurer** February Treasurer’s Report, Voucher Payments, Fund Summary, and Budgets: Bryan/Cirillo made a motion to approve the February Treasurer’s Reports as presented and to place them on file. Passed by roll call vote as follows: Cirillo, Bryan, and Carrier. Burkel had technical trouble and did not vote.

**Next Mtgs.** April 20 (Tuesday-Reorg. Mtg), May 19 (2– 4 p.m. Board of Review) & May 19, 2021 (Reg. Mtg.)

**Closed Session:** Bryan/Cirillo moved to convene into closed session pursuant to Section 19.85(1)(e) to discuss the purchase of 300 Manypenny Avenue for the relocation of the Bayfield City Hall. They reserve the right to reconvene into open session to make any decisions on the discussion, to continue with any remaining agenda items or for adjournment purposes. Passed by roll call vote as follows: Bryan, Carrier, and Cirillo – yes.

**Adjournment:** No action was taken regarding the Closed Session and the meeting adjourned at 7:47 pm. Minutes by Billie L. Hoopman, Clerk