

# City of Bayfield Common Council

## Minutes of April 16, 2024

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**Call to Order – Roll Call – Pledge of Allegiance:** Mayor Ringberg called the meeting to order at 5:30 p.m. followed by roll call and the pledge of allegiance.

**Present:** Bland, Carrier, Cornelius, Dougherty, and Mayor Ringberg

**Staff:** Chief Novak, PWD Kovachevich, Foreman Bainbridge, GBWWPT Operator Burg, Librarian Weber, Clerk/Zoning Admin. Hoopman and Harbormaster Hayes

**Others:** Carol Fahrenkrog, Julie Buckles, Mary Dougherty, Mary Brigh and Kayleen Ringberg, Tom Bloom, Liam DelMain, Diane Fizell, Kate Clark, Dustin Winterer, Terri, Kayla Picciano, Craig Skaaden, Kathy, Caller#1, Bayfield Troller, and Larry MacDonald

**Review/Approve Agenda:** Carrier/Cornelius moved to approve the agenda as presented. Carried. Councilor Carrier informed those present he would be recusing himself from voting on Agenda Items #1 and #2 since he owns the building the applicants are located in.

**Public Comment and Suggestions from Persons Present on Agenda Items:** None

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

**Review/Approve the Common Council’s Minutes of March 19 and 20, 2024:** Dougherty/Cornelius moved to approve both sets of minutes as presented. Councilor Bland requested the public input provided by employees in the March 19<sup>th</sup> minutes be stricken and replaced with “a number of city employees expressed discomfort with the work environment in the city and that they do not feel valued by elected officials”. Discussion ensued. Motion carried by voice vote: Dougherty-yes, Cornelius – yes, Bland-no, and Carrier – no. Due to a tie, the Mayor voted. He voted yes.

### Agenda

- 1. Street Use and Special Vending Applications from Penny Print and Honest Dog Books, for June 7 and 8<sup>th</sup> – Stand with the Banned block party request:** Cornelius/Dougherty made a motion to approve the requests as presented with the understanding the checklist/conditions have or will be met (will be filed with the application for reference). Carried. Carrier recused himself from voting as noted above.
- 2. Class B Beer and Class C Wine License Application from A girl and her Lake LLC d/b/a Bell Street Gallery, 107 Manypenny Avenue:** Cornelius/Bland made a motion to approve the request as presented for a Class B Beer and Class C Wine license to commence on May 1, 2024. Carried. Carrier recused himself from voting as noted above.
- 3. 2024 Arbor Day Proclamation:** Bland/Carrier made a motion to approve the Arbor Day Proclamation as presented. Carried.
- 4. Resolution #617 – World Migratory Bird Day:** Carrier/Bland moved to approve Resolution #617 as presented proclaiming May 11 and October 12<sup>th</sup> as World Migratory Bird day. Carried.
- 5. Employment Updates: Police, Public Works Department, Administration:** Councilor Dougherty provided an update on the Police Department, noting the estimated cost to keep the existing squad, the inquiry on when the other squad will be released for use, Officer Lex is currently looking at other employment opportunities, and the recent meeting he and the Chief had with Sheriff Williams.

Dougherty further noted the issues with staffing in the PWD. He reminded the Council, Mike Burg has been hired as the new GBWWTP Operator and things are going well, they are exploring all options on how to handle the licensing requirements and the additional cost to all parties, and noted to date we have one qualified applicant for the PWD position, and an interview is being scheduled.

## 6. Project Updates:

- **Harbor – Bayfield City Dock Finger Pier Project**

A design charette was held on April 4 to consider all the potential possibilities for the dock.

An innovative design is being considered which moves commercial vessels onto the north side of the dock, removes the Ell, and adds finger piers on the south side of the “T”.

- **Harbor - Underground Storage Tank Replacement Projects**

The Harbor Commission learned the Madeline Island Yacht Club will also be replacing their underground storage tanks this year. The timelines for both projects appear to line up well and we will be able to provide services when they cannot and vice versa.

- **Playgrounds - East Dock Park Project:** Councilor Carrier reported this project is on pause until the Fall, due to the employee transitions happening.

- **Public Works - Manypenny Project – Street, Water & Sewer:** No work will likely be done due to the Washburn Road project which is impacting and escalating the price of heavy deliveries to Bayfield.

- **Planning – Wayfinding:** Councilor Bland reported work is needed to determine the locations of the Parking and Butcher block signs as well as picking out the Brownstone to be used.

- **Planning - Zoning Code Rewrite:** On pause until reorganization of Committees and Staff is in place.

## 7. Mayor’s Report:

The Mayor first publicly acknowledged Tom Kovachevich, PWD and gifted him with a golden shovel thanking him for his 33 years of service to our community. Thank you, Tom!

He then read a heartfelt statement noting the work that has been done and is still needed. He offered advice to the incoming Council. It is time to “stop the ship” and assess. Work on the issues and rebuild trust. Find a way to work together.

### File Reports from Committees, Commission & Boards

**Architectural Review Board:** Minutes of March 25, 2024

**Harbor:** Minutes of April 1 and 4, 2024

**Library:** Minutes of March 20, 2024

**Planning:** Minutes of March 26, 2024

**Police Department:** March 2024 Reports

**Tree Board:** Minutes of March 21, 2024

Bland/Dougherty made a motion to approve the minutes as presented. Carried.

### Treasurer: March Treasurer’s Report, Voucher Payments, Fund Summary, and Budgets

Bland/Dougherty made a motion to approve the March Treasurer’s Reports as provided. Passed by roll call vote as follows: Bland, Carrier, Cornelius, and Dougherty – yes.

**Adjournment:** Cornelius/Carrier made a motion to adjourn. Carried.

Minutes by Billie L. Hoopman Clerk

# City of Bayfield Common Council – Reorganizational Meeting

Minutes of Tuesday, April 16, 2024

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

**Present:** Bland, Carrier, Cornelius, Fizell, and Mayor Dougherty.

**Staff:** Chief Novak, PWD Kovachevich, Foreman Bainbridge, GBWWPT Operator Burg, Librarian Weber, Clerk/Zoning Admin. Hoopman and Harbormaster Hayes

**Others:** Mary Dougherty, Mary Brigh and Kayleen Ringberg, Tom Bloom, Liam DelMain, Kate Clark, Dustin Winterer, Terri, Kayla Picciano, Craig Skaaden, Kathy, Caller#1, Bayfield Troller, and Larry MacDonald

**Approve Agenda:** Cornelius/Carrier made a motion to approve the agenda.

## **AGENDA**

### **1. 2024 Spring Election: Certification of Election and Oath of Office(s)**

Clerk Hoopman provided the Council with copies of the Municipal Board of Canvass Report, the Certificates of Election, and the signed oaths of office. She further swore in Councilors Carrier and Fizell and Mayor Dougherty to their newly elected positions.

**2. Election of Council President:** Fizell nominated Lyn Cornelius as Council President. There were no other nominations provided after three calls for nominations from Mayor Dougherty. Motion carried to elect Cornelius as Council President by voice vote. All ayes.

**3. Certificates of Recognition:** Mayor Dougherty presented PWD Kovachevich and Mayor Ringberg with recognition plaques for their respective years of service to the City of Bayfield. Tom has worked for over 33 years and Mayor Ringberg service for 4 terms (8 years). A third plaque was read allowed and will be given to GBWWTP Operator Pearson thanking and acknowledging him for his 9 years of service. Thank you, Josh!

**4. 2024 City of Bayfield Council and Committee/Commission/Board Appointments:** The Council was provided with a draft Committee/Commission/Board membership listed. City ordinance requires a seven-day review process, so the Mayor will be seeking a special meeting to be scheduled next week to approve.

### **5. City of Bayfield Orientation Handbook**

### **6. City of Bayfield Common Council and Committee Code of Conduct**

Fizell/Cornelius made a motion to adopt both the Orientation Handbook and the Code of Conduct. Discussion ensued. The motion was amended to not include approval of the Orientation Handbook but with the understanding the Council will consider adopting a companion Enforcement Policy. Motion carried and all members signed the Code of Conduct.

**7. Spano Group Advisors Summary Report:** Mayor Dougherty asked Councilors to read the report noting future discussions are needed to discuss both short-term and long-term employment solutions.

**8. Bayfield Chamber and Visitor Bureau Invitation –** Employees and Councilors have been invited to the Pavilion on Thursday, May 9, 2024, at noon where head shots will be taken. Clerk Hoopman will send a confirmation e-mail.

## **Correspondence:**

1. BATS Invitation: World Trails Weekend on June 1st and 2nd  
Informational, no action required.

**Next Mtgs:**

1. Next Meetings:

- The next meeting was scheduled for April 24, 2024 ,at 3 p.m.
  - Review/Approve all City appointments
  - Residency Requirements for City Office
  - Staffing and Employment issues – short- and long-term solutions, Clerk vs. Administrator
  - Mayor Dougherty asked Councilors to read the Orientation Manual, the Code of Conduct, the Spano Report, and the Comprehensive Plan
  - Regular meeting Dates/Times
  - Other Priorities
  
- **May 14, 2024 – 2 p.m. Board of Review** (Min. of two hours required), Reg. Council Meeting immediately following (approx. 4 p.m.)

**Adjournment:** Cornelius/Fizell moved to adjourn. Carried. (6:48 p.m.)

Minutes by Billie L. Hoopman, Clerk