

# City of Bayfield Common Council

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

---

## Minutes of Wednesday, February 19, 2020

**Call to Order – Roll Call – Pledge of Allegiance:** Mayor Ringberg called the meeting to order at 4 p.m. at the Bayfield City Hall followed by roll call and the Pledge of Allegiance.

**Present:** Joanne Cirillo, Jim Bryan, Sheryl Burkel, Sharon Johnson and Mayor Ringberg

**Staff:** Treasurer Johnston, PWD Kovachevich, Police Chief Fangman, and Clerk Hoopman

**Other:** Paul Swansen and Kate Kitchell

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

**Review/Approve the Common Council minutes of January 15, 2020:** Johnson/Bryan moved to approve the minutes as presented. Carried.

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

### Agenda

- 1. Resolution #566 – 2020 Wage Resolution Amendment:** Bryan/Johnson moved to approve the revised wage resolution as presented. Passed by voice vote as follows: Cirillo, Bryan, Burkel and Johnson – yes.
- 2. 2019 Room Tax Report:** The Council received the 4<sup>th</sup> Quarter Room Tax Report. Informational. The numbers for lodging continue to decrease. The Council was briefed about the recent changes to the law and how it applies to Marketplace providers. Unless an amendment is made to the law, we anticipate difficulties with knowing if the correct amount is being paid, if it will be paid to the right jurisdiction, and the impact to the revenue stream since their payments may be made annually.
- 3. 2020 Spielbauer Fireworks Contract:** Some discussion ensued about how the City could transfer the fireworks to another entity like the Chamber. The City understands they are not event planners and don't do the best job promoting or growing the event. Johnson/Bryan moved to approve the 2020 Fourth of July Fireworks Contract as presented in the total amount of \$13,000, and to allow an increase in the amount if donations are received to cover the increase. Passed by roll call vote as follows: Bryan, Burkel, Johnson and Cirillo – yes.
- 4. Consideration of Legal Services RFP – February 3, 2020 deadline:** The Council learned one proposal was submitted by the February 3, 2020 deadline and we received a request to submit a proposal after the deadline. Discussion ensued. The Council recommended the Mayor and Clerk review and vet the proposal received by the due date.
- 5. Consideration of Contract between the City of Bayfield and NWRPC for CDBG Planning Grant Administration:** The Clerk and Treasurer have been working with NWRPC on finalizing the grant. The Council was informed they will need to consider a formal contract between the City and NWRPC for grant administration services at their next meeting.
- 6. Committee Resignation/Appointments:** None.

## 7. Project Updates:

- a. **Marina Breakwall/Seawall Project – Grants Update:** The City of Bayfield received great news this past week. We received the HAP Grant, the MLS Grant and the Army Corps of Engineering Section 154 Grant! The MSL grant was given up due to receiving the HAP grant. Bryan told the Council that we can use Federal Funding as a match toward the State Funding. This alleviates the City's cash contribution toward the project. Hoopman was thanked for her efforts as was Jim Bryan, Larry MacDonald and Bill Peterson for bringing program officials to Bayfield for the perfect on-site tour.
  - b. **Bayfield & Ashland County Regional Housing Study – Grant Award, Articles & Project Narrative.** Discussed above; Agenda Item #5.
  - c. **Big Ravine & Wayfinding System Project:** Kate Kitchell and Councilor Cirillo discussed the wayfinding signage plan that is being worked on. Any changes to signage will likely require a code amendment. Kitchell said money will be needed for signs.
  - d. **Bayfield Area Trails (BATS) –**
    - Kitchell reported they are making progress on the project.
    - Michelle Jensen, Ashland Daily Press wrote a nice article about the project.
    - They received a design contract for 8 segments of trails / connections which included the estimated cost to construct.
    - She submitted an AICF grant application for funding to “Train Volunteers” on how to build and maintain trails.
    - They are waiting for a design for stairs that lead to the school.
    - The Mayor will be requested to attend a MOU signing event.
  - e. **Green Infrastructure Project: Julie Beth Hinds, G.I. Code Audit & Strategy proposal for the City of Bayfield:** The Council was informed the GI Taskforce had their first meeting on February 13, 2020. They received a request to approve a contract for Green Infrastructure planning from Julie Beth Hinds, Birchline Planning, LLC who would conduct a review of our local codes to GI and provide recommendations for revisions and she will also provide flow path modeling of runoff for the City. Burkel/Johnson made a motion to approve the Mayor and Clerk's signature on an agreement; not to exceed \$10,000 unless additional funding is found first for an amended scope of work. Passed by roll call vote as follows: Burkel, Johnson, Cirillo and Bryan – yes.
  - f. **Lakeshore Walkway and Trails Project (Town and City):** Nothing new was reported.
8. **Mayor's Report:** The Mayor informed the Council, minutes ago, we received an offer from GSA for a five-year lease. He also briefly discussed his recent trip to Madison for Superior Days where they received a warm reception and he made some great connections.

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

**Finance:** Minutes of January 15, 2020

**Harbor:** Minutes of February 3, 2020

**Library:** Minutes of January 22, 2020

**Parks and Rec.:** Minutes of February 6, 2020

**Police Department:** January 2020 Report

**Public Works:** Minutes of February 11, 2020

Johnson/Burkel moved to place on file the above listed minutes in a block format.  
Carried.

**Correspondence: WI Department of Natural Resources Informational Letter**  
Informational; no action required.

**Treasurer's: January Voucher Payments, Fund Summary, Treasurer's Reports and Budgets:** Burkel/Johnson made a motion to approve the January voucher

payments and to place the reports on file as presented. Passed by roll call vote as follows: Johnson, Cirillo, Bryan and Burkel – yes.

**Closed Session:** Johnson/Burkel moved to convene into closed session pursuant to Section 19.85 (1)(e):to discuss the Courthouse Lease. The Council 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: Bryan, Burkel, Johnson and Cirillo – yes.

Bryan/Johnson moved to reconvene into open session for purposes of setting the next meeting and adjournment. Passed by roll call vote as follows: Burkel, Johnson, Cirillo and Bryan – yes.

**Next Mtgs.:** March 18 and April 15, 2020 at 4 p.m.; Reorganizational Mtg. April 21, 2020

**Adjournment:** Johnson/ Burkel moved to adjourn. Carried. (5 09 p.m.)

Minutes by: Billie L. Hoopman, Clerk