

City of Bayfield Common Council Meeting

Minutes of October 18, 2023, 5:30 p.m.

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: Treasurer Johnston, PWD Kovachevich, Polic Chief Novak, Library Director Weber, Fire Chief Boutin, Fire Inspector Branham, GBWWTP Operator Pearson and Operator Burg, and Clerk Hoopman

Others: Craig Skaaden, Jenna Gallegher, Cody and Annalisa Bermel, Frank Roffers, Bob Shunning and Mary Ellen Stewart, AJ Long, Kelly Westlund, Carol Fahrenkrog- Chamber, and on unidentified caller

Review/Approve Agenda

Dougherty/Cornelius moved to approve the agenda with understanding the PRO Housing Initiative would be moved to the top of the agenda. Carried.

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 September 13 and 19, 2023: Dougherty/Carrier moved to approve both sets of minutes as presented. Carried.

Kelly Westlund provided a verbal and written update on the PRO Housing Initiative project. She noted a public hearing has been scheduled at the Bayfield City Hall on Monday, October 30, 2023, from 8 – 10 a.m.

Bob Shunning, a resident of Bayfield, mentioned McCarthy Land that is for sale and the possibilities that could arise out of future City Ownership of that property (senior and workforce housing, City Hall). This property connects to property owned by AJ Long.

Agenda

1. 2023-2024 Alcohol Licenses

- E-mail from Bayfield Wine and Spirits, Joanne Cirillo Relinquishing Class B Beer and Class C Wine License
Cornelius/Carrier moved to accept and place on file the letter from Cirillo relinquishing her City of Bayfield Alcohol Licenses effective October 5, 2023. Carried.
- St. James Social, LLC, Annalisa Bermel, Agent – Class B Beer and Class C Wine
Carrier/Cornelius moved to approve the Class B Beer and Class C Wine license as requested. Carried.
- Roffers Group LLC, Frank Roffers Agent –Class A Beer and Class A Liquor
Dougherty/Bland made a motion to approve the Class A Beer and Class A Liquor License as requested. Carried.

2. City of Bayfield Sidewalks – Snow Removal Request, Mark Bahr

The Council was informed snow removal was discussed at the last Public Works Committee Meeting. Mr. Bahr noted he understands there are no plans to do anything different during the 2023-2024 winter season. Discussion ensued. Mr. Bahr indicated he has some ideas about the situation, and he provided them to the Council for further consideration. No further action was taken.

3. Bayfield Parking Management Plan Validation Memorandum and Parking Management Plan Attachment A – Parking Utilization

- Attachment B – Stakeholder Engagement Summary
- Attachment C – Parking Enforcement Attendant Job Description
- Attachment D – Parking Program Development
- Article provided by Mike Berg – Amid pushback, Stillwater reminds drivers it still offers free parking

Mayor Ringberg provided a summary of what has changed since the last meeting. Discussion ensued.

- Revenues are stated at 20%, which is a very conservative approach; 40% is more typical.
- The fee for the passes needs consideration; the \$10.00 fee for all, doesn't seem right for all parties.
- The new version has a 3-hour allowance for City Residents to park on Rittenhouse and Broad Street.
- Should parking revenues be restricted to road improvements? Councilor Bland provided a sample
- The parking plan indicates employees would be parking further from the downtown core area.
- The number of employees, their wages, and benefits and where they will be housed needs additional review. A work flow map was requested again. Are the employees stand alone? Or under the supervision of the PD?

4. Resolution 612 – Sewer Rate Increase of 3%

Carrier/Cornelius moved to approve Resolution #612 with the understanding the language would be changed so the rates would go into effect the first day after the meters are read in February 2024. Passed by roll call vote as follows: Bland, Carrier, Cornelius, and Dougherty – yes.

5. Consider Bayfield County TAP Grant Letter of Support Request

Carrier/Bland motioned to endorse having the Mayor send a letter of support as requested. Carried.

6. Resignations & Appointments: Tom Kovachevich, PWD (Effective May 2024), Parks & Recreation

Cornelius/Bland moved to accept with regret the retirement of Tom Kovachevich effective May 2024 after 33 years of service and to accept the Mayor's appointment of Peter Havlik to the City of Bayfield Parks and Recreation Committee. Carried.

7. 2024 Budget & CIPS: The 2024 Budget was not available. The Council agreed to hold a special meeting on Wednesday, October 25, 2023. Fire Department members were present to discuss their overall request since they would be at another meeting on October 25, 2023.

8. Project Updates:

- 2023 City Leadership Retreat Facilitation - Spano Group Advisors: Re-Consider Retreat Date, Review Timeline and Agenda
- Courthouse Improvements Project
- PRO Housing initiative
- Playground Replacement Project: WI Coastal Management Program Grant Proposal for East Dock Park Area
- Wayfinding
- Zoning Code Rewrite

9. Mayor's Report: Nothing further to report.

File Reports from Committees, Commission & Boards

Architectural Review Board: Minutes of August 28 and September 25, 2023

BRB Recycling: Minutes of September 26, 2023

Harbor: Minutes of September 11 and September 27, 2023

Library: Minutes of September 20, 2023

Parks and Rec.: Minutes of October 5, 2023

Pavilion: Minutes of August 6, 2023

Planning: Minutes of October 11, 2023

Police Department: September 2023 Report

Public Works: Minutes of October 10, 2023

Tree Board: Minutes of September 28, 2023

Cornelius/Carried moved to accept and place on file the minutes listed above in a block format. Carried.

Treasurer: August and September Treasurer's Report, Voucher Payments, Fund Summary, and Budgets

Dougherty/Bland made a motion to accept and place on file the August and September Treasurer's Reports as provided. Passed by roll call vote as follows: Carrier, Cornelius, Dougherty, and Bland – yes.

Correspondence: Bayfield County Administrator – Password Free Public WIFI Infrastructure at Municipal and Tribal Facilities Memo dated September 15, 2023. Informational, no action required.

Next Mtgs:

- October 25, 2023, 4 p.m. – 2024 Budget Meeting
- November 15, 2023, 5:30 p.m. – Budget Public Hearing and Reg. Meeting

Adjournment: Carrier/Cornelius moved to adjourn. Carried. (7:14 p.m.)