

**Special Town Board Meeting: Public Input Session on the Boundaries of the
Pikes Bay Sanitary District
Tuesday, April 15th, 2025- 6:00 PM**

Postcards listing the purpose of the meeting, date and time, and inviting written and in-person public comment were mailed to all landowners in the Town of Bayfield on February 19th, 2025. The meeting agenda was posted on April 9th, 2025 at the Bayfield Town Hall and the town website. A Zoom link was provided on the agenda to allow the public to attend online. Chairman Craig Hoopman and Supervisors Karen Boutin, Robert Meierotto, and Fred Erickson, and Carol Fahrenkrog were present as well as Clerk Kelly Faye, Treasurer Billie Hoopman and Road Foreman Carl Butterfield. Thirty-six members of the public signed in. Chairman Hoopman called the meeting at 6:00 PM.

Chairman Hoopman explained that the Town Board is currently only looking for public input after complaints were received about the recent Pikes Bay Sanitary District (PBSD) levy increase. He noted that two PBSD Commissioners were in attendance at the meeting. He also established guidelines for speaking including stating your name, address, whether you are a landowner in the district, and whether you are for or against changing the district boundaries.

The following are summaries of what was interpreted by the Town Clerk to be the opinions expressed by the speakers during the Public Input portion of the meeting. They may or may not accurately or completely reflect their opinions.

1. Kris Wegerson- PBSD Commissioner: Leave the Same.
2. Levi Leafblad- PBSD Commissioner: Expand boundaries to Include the whole town.
3. Roger H. (Hwy 13): Shrink Boundaries, Change Definition of “user” as he is not a “user”.
4. John Crump (Black Bear Ridge and Ski Hill Rd): He is in the district. Just wants Transparency. Later in meeting stated he wants to shrink the boundaries.
5. Jerry Aerts (Apostle Highlands): One of 84 owners, requests shrinking boundaries or making district the whole town.
6. Bob Eicher (Waterford/Pikes Bay): Wants to know what the benefits would be to making the district the whole township.
7. David Barningham (Weber Rd and Ski Hill Rd): Suggests shrinking the boundaries, he is not a user.
8. John Hauser (S. County Hwy J): Suggests shrinking the boundaries.
9. Billie Hoopman- Former City Clerk of Bayfield, referred to knowledge of history of the district/intentions.
10. Dave Jones (Apostle Highlands): Read Arnie Carver’s letter suggesting the boundaries be expanded to include the whole town.
11. Ron Haupert (Connie’s Lane): Suggested shrinking the boundaries.
12. Dave Daveneau (Hwy 13): Suggested shrinking the boundaries, he will never be connected.

13. Bev Dehn (Ski Hill Rd): Questioned if the taxes will go up again next year.

Chairman Hoopman suggested that landowners attend the PBSO meeting scheduled for April 16th to share their viewpoints. Town Attorney Max Lindsey had joined the meeting in-person and was introduced at this point. Chairman Hoopman invited him to share information on what the legal steps would be to change the district boundaries. Attorney Lindsey explained that the boundaries could be changed either by a petition of at least 51 percent of the property owners in the territory proposed to be removed or by PBSO requesting the Town Board remove the territory and the Town Board following a procedure listed in WIS. Stat. 60.71. Discussion took place. Lindsey suggested what information is needed before making a decision about a change, that there may be costs involved such as for environmental consultants.

The meeting was adjourned to the Regular Town Board Meeting at 7:30PM.

Regular April Town Board Meeting Minutes Monday, April 15th, 2025

Call to Order and Roll Call: The meeting was posted on April 9th, 2025 at the Bayfield Town Hall and the town website. The meeting agenda was posted on April 9th, 2025 at the Bayfield Town Hall and the town website. Chairman Craig Hoopman and Supervisors Karen Boutin, Robert Meierotto, and Fred Erickson, and Carol Fahrenkrog were present. Clerk Kelly Faye, Treasurer Billie Hoopman and Road Foreman Carl Butterfield. Chairman Hoopman called the meeting at approximately 7:40 PM.

Public Comment: None.

Items for Future Agendas: None.

Discussion and possible approval of minutes of the Regular November Town Board Meeting:
A motion was made by Boutin, seconded by Fahrenkrog, to approve the minutes. Motion carried.

Receive and Place on File Treasurer's Report: 4/8/2025

GENERAL CHECKING ACCT. #50062

CURRENT ACCOUNT BALANCE	\$48,045.52
Less Checks Outstanding (To Date)	\$36,476.59
CURRENT AVAILABLE BALANCE	\$11,568.83

MONEY MARKET ACCT. #150375

CURRENT ACCOUNT BALANCE	\$1,248,007.96
Less Designated Funds:	
• Growth Incentive Fund	\$39,397.89
• Pileated Woodpecker Trail	\$12,200.04
• Economic Study:	\$4,801.20
Total of Designated Funds	\$56,339.13
CURRENT AVAILABLE BALANCE	\$1,191,608.83

LOANS:

BREMER BANK LOANS	Loader	Star Route Project
• Issue Date	2/21/2020	2024
• Maturity Date	2/21/2029	12/05/2028
• Interest Rate	2.5%	4.2%
Original Balance	\$433,918.28	\$1,587,286.00
Last Payment Amount	3/21/2025 - \$4,998.52 • Principle \$4,661.90 • Interest \$336.62	12/23/2024 - \$1,123,888.35 • Principle \$1,100,000.00 • Interest \$23,888.65
Current Balance	\$168,458.50	\$539,175.99
Next Payment Due	4/21/2025 = \$4,998.52	12/05/2025 - \$142,571.26

NOTES:

-3/27: Received State of WI Disaster Aid Payment in the amount of \$55,338.63

-4/7: Received State of WI General Transportation Aids in the amount of \$49,861.32

A motion was made by Fahrenkrog, seconded by Meierotto, to approve the Treasurer's Report. Motion carried.

Update from Bayfield Area Trails/ Update on Pikes Creek Trail Bridge and Land Disputes:

Kate Kitchell said she would wait for the upcoming agenda item to give updates. Chairman Hoopman stated he is not satisfied with the settlement letter proposed and that the letter will need to be changed before he will sign it.

Report/Minutes from Pikes Bay Sanitary District: It was reported that there was a PBSB meeting scheduled for the next day. It was also suggested that the minutes be used for updates. A copy of the most recently approved minutes from February 2025 was included in the Town Board meeting packet. A motion was made by Boutin, seconded by Erickson, to receive and place on file the minutes. Motion carried.

OLD BUSINESS

Discussion and possible action on Resolution 2025:03: Support of Salmo Lakewalk Trail

Grant Requests: The resolution was presented as follows...

Resolution 2025-03:

Support of Salmo Lakewalk Trail Maintenance and Improvements and Authorization for Bayfield Area Trails to Request and Manage Grants

WHEREAS, The Town of Bayfield is interested in maintaining and improving the Salmo Lake Walk Trail for full accessibility for public outdoor recreation as described in the application; and

WHEREAS, The Town of Bayfield supports the project and applying for grant assistance; and

WHEREAS, financial aid is required to carry out the project; and

WHEREAS, funding is being pursued from several funding sources,

THEREFORE, BE IT RESOLVED, that The Town of Bayfield has budgeted a sum sufficient to complete the project; and

HEREBY AUTHORIZES Kate Kitchell, Town of Bayfield Representative of the Bayfield Area Trails Committee, to act on behalf of the Town of Bayfield to:

Submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available.

Submit reimbursement claims along with necessary supporting documentation within 6 months of project completion date.

Submit signed documents; and take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED that The Town of Bayfield will comply with state or federal rules for the programs; may perform force account work; will maintain the completed project in an attractive, inviting, and safe manner; will keep the facilities open to the general public during reasonable hours consistent with the type of facility; and will obtain from the State of Wisconsin Department of Natural Resources approval in writing before any change is made in the use of the project site.

Adopted this 15th day of April, 2025.

TOWN OF BAYFIELD

Craig Hoopman, Chairman

Fred Erickson, Supervisor

Robert Meierotto, Supervisor

Karen Boutin, Supervisor

Carol Fahrenkrog, Supervisor

This is to certify that the foregoing is a true and correct copy of a resolution duly and legally adopted by the TOWN OF BAYFIELD at a regular meeting held on the 15th of April, 2025.

Kelly N. Faye, Clerk

Kitchell was in attendance via Zoom and gave an overview of the proposed project. A handout was provided to the Town Board members in their packet. A motion was made by Fahrenkrog, seconded by Boutin, to approve the resolution. Motion carried.

Discussion and possible action on Prosperity Road Gate and/or Trash Prevention Plan:

Discussion took place about how people are using the end of prosperity road as a dump site. The option to put up a gate was brought up which would require contacting the landowner and getting legal advice because the town receives gas tax for the road was brought up. The issue will be placed on a future agenda.

NEW BUSINESS

Review Quotes Received for Mini-Excavator: Chairman Hoopman read the totals quoted by Lulich Implement as \$125,039.88 for the Mini-Excavator, an additional \$1,500 for the large bucket, and \$28,784 for the trailer. It was suggested that Peter at Lulich Implement could be contacted to see if this is the lowest possible price. Erickson stated the town needs to make sure the town justifies the purchase by showing the work and disaster issues that the equipment would address. It was decided the issue would be placed on the May agenda.

Discussion and possible approval of updated Plan Commission Terms: Discussion took place about the terms and how the Clerk would like the Town Board to confirm the appointments listed as follows-

STATE OF WISCONSIN

Town of Bayfield

Bayfield County

I, Craig Hoopman, the Chairperson of the Town Bayfield, Bayfield County, Wisconsin, as the appointing authority under s. 62.23 (1), Wis. stats. for members of the Town Plan Commission hereby appoints the following:

Plan Commissioner and Chairperson

-Chuck Finn, 3-year term expires April 30, 2027

Began Service 9/21/2021

Plan Commissioner

-Annalisa Bermel 3-year term expires April 30, 2027

Plan Commissioner

- Robert Feyen 3-year term expires April 30, 2027

Began Service 11/14/2016

Plan Commissioner

- Jim Steffenson 2-year term expires April 30, 2026

Began Service 6/11/2018

Plan Commissioner

- Robert Meierotto 2-year term expires April 30, 2026

Began Service 4/17/2012

Plan Commissioner

- Carol Fahrenkrog 3-year term expires April 30, 2027

Began Service 2/10/2020

Plan Commissioner

- Dennis Clark 3-year term expires April 30, 2027

Began Service 6/13/2022

Terms re-affirmed as listed above effective April 15th, 2025.

Craig Hoopman- Chairman

Attested by:

Kelly N. Faye

Date: _____

It was suggested the terms might be made more staggered in the future. A motion was made by Meierotto, seconded by Fahrenkrog, to approve the terms. Motion carried.

Discussion and possible approval of Town Hall Rental Request for a wedding in October 25th, 2025: It was reported that the application is from a town resident. A motion was made by Boutin, seconded by Hoopman, to approve the request. Motion carried.

Receive and place on file the Correspondence for April 2025:

Correspondence

April 2025

Received

1. 120 absentee ballots for April 1st Spring Election.
2. Notice of approval of \$55,338.63 in Disaster Damage Aids from WI Department of Transportation for the June 2024 flood event.
3. Extended Warranty Offer from McCoy for 544L Loader.
4. Notice from Madeline Gould of the Bayfield County Land Records Office that the 2025 Assessment Roll Book is complete and available.
5. Agreement Contract and Letter proposal from Town Attorney related to Pikes Creek Bridge Dispute with Anderson Bridges.
6. Quotes for Mini-Excavator (\$125,039.88) and Trailer (\$28,784) from Lulich Implement.
7. Letter from Pat Courneya reporting poor condition of Gotchling Road and requesting action be taken.
8. Eight public comment letters related to the Pikes Bay Sanitary District Boundaries Public Input Session.

Outgoing

1. Federal Payroll 941 Reports for End of March and Beginning of April to US Treasury.
2. WI Payroll Taxes for March to WI Department of Revenue.
3. Quarterly Unemployment Report to WI Department of Workforce Development.
4. Forestry Road Aid Request to Bayfield County Forestry Department for Gotchling Road.
5. April 1st Election Results to Bayfield County Clerk.
6. Notice of Poll Hours and Voting Equipment Test for April 1st Spring Election.
7. Emails to Poll Workers related to election-day schedule and training materials.
8. 2024 Room Tax Report to Wisconsin Department of Revenue.
9. 2024 2% Dues Report to Wisconsin Department of Safety and Professional Services.
10. Email correspondence with Bayfield County Zoning Department and Dan Heffner of the Bayfield County Register of Deeds regarding past Vacation of Alleys and Streets Resolutions approved by the Town of Bayfield.

A motion was made by Boutin, seconded by Meierotto, to approve the correspondence. Motion carried.

Receive and place on file the Clerk's Financial and Budget Report for March 2025:

TOWN OF BAYFIELD					
CLERKS MONTHLY REPORT					
03/07/2025 - 04/09/2025					
DISBURSEMENTS					
Checks written					
Range 22197 22220					
BUDGETS vs. ACTUAL					
		March 2025	Y-T-D	Budget	% of Budget
Revenue	\$	58,040	\$ 220,058	\$ 1,921,624	11%
Expense	\$	49,776	\$ 238,150	\$ 1,921,624	12%
Balance	\$	8,264	\$ (18,093)		
Note: Town Tax Levy not yet recorded as income.					

A motion was made by Meierotto, seconded by Boutin, to approve the Clerk's Report. Motion carried.

Chair, Supervisor, and Committee Reports: Clerk Faye asked if the Town Board wants to schedule a Road Inspection Meeting this year. It was decided that the road maintenance and repair plans are in place and a meeting was needed at this time.

Upcoming Dates:

Regular May Meeting Monday, May 12th, 6PM

Open Book Tuesday, May 13th Noon-2PM

Board of Review Thursday, May 22nd 4-6PM

Dumpster Day, Saturday, May 24th 7AM-1PM

Adjourn to Board of Audit.

BOARD OF AUDIT

Tuesday, April 15th, 2025

Immediately Following Regular Town Board Meeting

Bayfield Town Hall, 85450 County Hwy J

Call to order and roll call: The meeting was posted on April 9th, 2025 at the Bayfield Town Hall and the town website. The meeting agenda was posted on April 9th, 2025 at the Bayfield Town Hall and the town website. Chairman Craig Hoopman and Supervisors Karen Boutin, Robert Meierotto, and Fred Erickson, and Carol Fahrenkrog were present. Clerk Kelly Faye, Treasurer Billie Hoopman and Road Foreman Carl Butterfield. Chairman Hoopman called the meeting to order immediately following the Regular April Town Board Meeting.

Treasurer's report of financial accounts.

Balance confirmation of bank statement(s): Treasurer Hoopman explained that she has copies of the bank statements for inspection and gave an overview of the 2024 Annual Financial Report document which was available to those in attendance. It was reported that the January 1st, 2024 beginning cash was \$1,192,355.55 plus \$457.82 for Check #21522 that was issued on 12/26/2023 and then voided and reissued on 9/11/2024 as check #21899. This adjusted the beginning balance to \$1,192,813.37 and with the ending balance at \$1,484,044.70.

Clerk's report of financial records.

Monthly reconciliations of bank statements between Clerk & Treasurer- Clerk Faye explained that the Clerk and Treasurer complete a monthly reconciliation process in which they ensure their financial records match. Copies of the paperwork used to complete this monthly process were available for inspection.

Year end 2024 revenue and expenses: A printout of the Clerk's accounting system verification of the beginning and ending balance for 2024 was also available to those in attendance. It was shown that these numbers match those on the Treasurer's Annual Financial Report with a beginning balance of \$1,192,813.37 and an ending balance of \$1,484,044.70.

Reconciliation by Board of Audit of Clerk and Treasurer records: It was noted that the Clerk and Treasurer records reconcile as of 1/1/2024 and 12/31/2024. A motion was made by Boutin, seconded by Meierotto, to approve the Treasurer's Report of Financial Accounts, the Clerk's Report of Financial Accounts, and the Reconciliation. Motion carried.

Findings of action required by the Clerk and/or the Treasurer regarding Town Accounts: None.

Adjourn: A motion was made by Hoopman, seconded by Erickson, to adjourn the meeting at 8:45 PM. Motion carried. Meeting adjourned at 8:45 PM.

Minutes respectfully submitted by Kelly Faye, Clerk.

