

Regular July Town Board Meeting
Monday, July 8th, 2024- 6:00 PM

Call to Order and Roll Call: The meeting was posted on July 3rd, 2024 at the Bayfield Town Hall and the town website. Chairman Craig Hoopman and Supervisors Robert Meierotto, Karen Boutin, Carl Fahrenkrog, and Fred Erickson were present, as well as Clerk Kelly Faye, Road Foreman Chuck Cadotte, and Treasurer Billie Hoopman. Chairman Hoopman called the meeting at 6:00 PM.

Public Comment: Erica Peterson was present and commented on the proposal introduced by Representative Tom Tiffany to make the Apostle Islands National Lakeshore a National Park. She shared that she is in opposition to the proposal.

Discussion and Identification of Items for Future Agendas: None.

Approval of the Minutes Regular June Town Board Meeting: A motion was made by Meierotto, seconded by Erickson, to approve the minutes. Motion carried.

Receive and Place on File Treasurer's Report:

Town of Bayfield
Treasurer's Monthly Report
7/3/2024

GENERAL CHECKING ACCT. #50062

CURRENT ACCOUNT BALANCE	\$46,079.21
Less Checks Outstanding (To Date)	38,033.77
CURRENT AVAILABLE BALANCE	\$8,045.44

MONEY MARKET ACCT. #150375

CURRENT ACCOUNT BALANCE	\$971,758.95
Less Designated Funds:	
• Growth Incentive Fund	\$38,955.22
• Big Ravine Revenue Balance	\$2,963.62
• Hatchery Trail Revenue Balance	\$5,660.64
• Economic Study Balance	\$5,824.33
TOTAL of Designated Funds	\$53,403.21
CURRENT AVAILABLE BALANCE	\$918,355.74

LOANS:

BREMER BANK LOAN	
• Issue Date	2/21/2020
• Maturity Date	2/21/2029
• Interest Rate:	2.5%
Original Balance	\$433,918.28
Last Payment Amount 6/21/2024	\$4,998.52
• Principle \$4,537.07	
• Interest \$461.45	
Current Balance	\$209,811.96
Next Payment Due 7/21/2024	\$4,998.52

OTHER:

-July 1 – Received State of Wisconsin General Transportation Aids in the amount of \$49,861.32.

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

2024 Bayfield Chamber and Visitor's Bureau Report: Jeff Fuller of the Bayfield Chamber and Visitor's Bureau was in attendance. Copies of the Chamber's latest marketing report were provided to those in attendance. Fuller gave an overview of their mission and recent marketing efforts. Time was also allowed for questions from the audience.

Bayfield Area Trails Update: Kate Kitchell was in attendance via Zoom. She noted that Ted May has been trying to eradicate purple loosestrife. She also reported that volunteers have been working on repairing damage caused by the flood. Two trails were significantly affected including Brownstone Trail. Their committee is making efforts to change portions of the trail to prevent future problems during rain events. It was also noted that BATS is launching a long-term plan to identify priorities for existing trails and develop new trails. She plans to work with the Plan Commission and then bring the ideas to the Town Board.

Report from Pikes Bay Sanitary District: None.

OLD BUSINESS

Update related to, and possible action on, driveway application for location off Meyers Olson Road submitted by Jon Preeckett: No action was taken at this time. It was reported that the applicant and the adjacent landowner were working to find a resolution.

Discussion and possible action on Pikes Creek Trail land dispute: Chairman Hoopman provided a summary of the situation. He reported that it was recently discovered that the Casper family owns land, previously believed to be owned by the WI DNR, on which the town was provided an easement to access the new trail. Hoopman met with the Caspers to request if they

would issue an easement or sell a portion of their property. They denied both. He stated that the town may need to move the bridge. Caspers did say they would allow for a one-day easement to move the bridge. He also noted the DNR does not want anyone using the land in question to access the trail until the issue is resolved.

Discussion and possible action Anderson Bridges legal claim: Chairman Hoopman gave an explanation of the summons recently received related to the bridge installed over Pikes Creek. He noted that the specifications listed in the contract were not met by Anderson Bridges. The town will be responding to the summons.

Discussion and possible approval of vacating old platted street near Lakeshore Drive as requested by Tim and Kim Rinehart.

- a. **Plan Commission input on request:** The Plan Commission recommended approval.
- b. **Set tentative date and time for public hearing related to vacating street:** Clerk Faye noted that Town Attorney Max Lindsey had not yet provided input on the issue and thus asked that it be tabled until next month. It was again noted that the landowner would be asked to pay the legal fees.

Update on Star Route Road Reconstruction Project.

- a. **Notice of Change Order:** Chairman Hoopman reported that he approved a change order that increased that size of a culvert for a small increase in the contract amount.
- b. **Discussion and possible approval of Pay Order 1:** A motion was made by Boutin, seconded by Fahrenkrog, to approve Pay Order 1 in the amount of \$63,203.68. Motion carried.

NEW BUSINESS

Discussion and possible action on resolution 2024:01-A resolution recommending designation of the Town of Bayfield representative to the Bayfield Area Trails Committee:
The resolution was presented as follows...

TOWN OF BAYFIELD Bayfield County, Wisconsin

RESOLUTION 2024-01 Establishing Procedure for Appointing Bayfield Area Trails Committee Representative and Reporting Committee Updates

WHEREAS properly planned and managed trails (motorized and non-motorized) can enhance individual and community wellbeing, and;

WHEREAS recreation and trails are recognized in the Town's Comprehensive Plan, and;

WHEREAS the Town of Bayfield has a track record of supporting recreation, trails, and land conservation, and;

WHEREAS the Town of Bayfield is a signatory to the Memorandum of Understanding (MOU) for the Bayfield Area Trails Committee that includes a representative from the Town of Bayfield on the Committee;

WE HEREBY RESOLVE to designate the Town of Bayfield representative to the Bayfield Area Trails Committee as an appointment made by the Town Board Chair. The appointee will report via the Plan Commission as needed.

This appointment shall be reviewed every three years at the April Town Board Meeting, or when the position is vacated and a new appointment is being considered.

TOWN OF BAYFIELD

Craig Hoopman, Chair

Fred Erickson, Supervisor

Robert Meierotto, Supervisor

Karen Boutin, Supervisor

Carol Fahrenkrog, Supervisor

Dated this 8th day of July 2024.

THIS IS TO CERTIFY THAT the foregoing is a true and correct copy of a resolution duly and legally adopted by the Board of Supervisors of the TOWN OF BAYFIELD at a meeting held on the 8th day of July, 2024.

Kelly N. Faye, Clerk

A motion was made by Fahrenkrog, seconded by Boutin, to approve the resolution. Motion carried.

Discussion and possible action on Class A Special Use Application, Khou Xiong-Agent, for after-the-fact Short-Term Rental, located at 33593 Star Route Rd: The Plan Commission recommended approval. A motion was made by Meierotto, seconded by Fahrenkrog, to approve. Motion carried.

Discussion and possible action on access to Deerfield Estates if Manypenny Street in the City of Bayfield is closed: A number of residents of Deerfield Estates were present. It was explained that the Manypenny was closed after the recent rain event. This closure has caused residents of Deerfield Estates to need to drive through the Apostle Islands Golf Course, on their private roads, for access to their properties. Some landowners in the Golf Course have complained about this situation. The lack of safe legal access was a main concern. Although those in attendance noted that this is an issue for the City of Bayfield, not the town, they asked if Chairman Hoopman could

work with the City to help facilitate a solution. They also mentioned that Manypenny has been in poor condition in that area for a long time. Hoopman stated he would talk to the City of Bayfield to see what he can do to encourage them to open and improve their access.

Update on road damage as the result of the heavy rain event of June 18th-19th based on...

- a. Approval of WI DOT Disaster Aids Petition and authorization to submit claim documents and WI Disaster Fund Request and authorization to submit claim documents:** A motion was made by Fahrenkrog, seconded by Meierotto, to approve the petitions. Motion carried.
- b. Develop plan for removal of debris build-up along the banks of Pikes Creek near Star Route Road as the result of the flooding:** Hoopman stated there is a significant amount of brush and debris built up around Pikes Creek near the Star Route bridge. He has concerns that if the town does not remove the debris, another rain event may cause the creek to overflow and flood the area. He spoke to the DNR and was told if there is a threat, the town can clean it out if it can be done with little to no damage. He stated that he would like this approval in writing before the removal takes place. A motion was made by Boutin, seconded by Erickson, to approve the removal. Motion carried.
- c. Discussion and possible action on damage reported by Apostle Islands Campground due to the June 18th-19th flooding:** Hoopman explained that the flooding that took place along Apple Hill Road cut it's own channel and the water went into the campground. A culvert filled up with debris and caused the water to run over. The sand and debris was half way up the tires of cars parked in the campground the day after the event. The town may need to work with the campground to resolve this issue in the future.

Discussion and possible action on designating all remaining American Rescue Plan Act (ARPA) funds road, culvert, and stormwater expenses contingent that these expenses are verified to be eligible uses based on the Town of Bayfield's road work plan and other funding sources: Clerk Faye explained that the first half of the ARPA payment received were designated at a past meeting for various purposes. There is no record of the second half of the funds being designated. Faye suggested that the remaining funds could be designated for road work as allowed for in the funding documentation. A motion was made by Fahrenkrog, seconded by Boutin, to approve designating the remainder of the ARPA funds for road work as allowed for in the documentation. Motion carried.

Discussion and possible action on email from the office of Congressman Tom Tiffany requesting a letter of support for a proposed bill that would make the Apostle Islands National Lakeshore into a National Park: Chairman Hoopman stated that he believes that there are a lot of unknowns related the proposal presented by Congressman Tiffany. He is not in support of sending a letter of support until the town has a lot more information. He asked for authorization to send a letter stating that the town is not able to provide a letter of support at this time. It was agreed that Hoopman could send the letter.

Develop plan for any desired Belanger Settlement Improvements such as pavilion replacement, covered seating area, picnic tables, trees and/or shrubs, or other steps to encourage use: It was suggested that this issue be put on a future agenda for consideration.

Report Recently Approved Driveways: Tommy Mackey- Star Route Road, Todd Belanger-Happy Hollow Road, Zach Albert – Pratt Road.

Receive and place on file the Correspondence for June 2024:

Received

1. Email correspondence with Coleman Engineering related to Star Route TRIS Reconstruction Project Change Order and Pay Request #1.
2. August 13th Primary Election Ballots from Bayfield County Clerk.
3. Summons from Bayfield County Circuit Court related to Pikes Creek Trail Bridge dispute with Anderson Bridges.
4. Email correspondence from the Office of Congressman Tom Tiffany requesting letter of support for bill to change Apostle Islands National Lakeshore to National Park.
5. Class A Special Use Application from Khou Xiong for after-the-fact Short-Term Rental on Star Route Road.
6. Legal opinion from WI Towns Association related to current Class C Wine License rules.
7. Request for legal advice from Town Attorney Max Lindsey on Kimberly and Tim Rinehart request to vacate platted street.
8. Information on filing road damage reports from Bayfield County Emergency Management Office.

Outgoing

1. Federal Payroll 941 Reports for End of June and Beginning of July to US Treasury.
2. WI Payroll Taxes for June to WI Department of Revenue.
3. Quarterly Federal Payroll Report to US Treasury.
4. Fireworks Permit to Aaron Carrier for event on July 5th.
5. 2024-2025 Liquor and Operator Licenses.
6. Three Driveway Permits: Tommy Mackey-Star Route Road, Todd Belanger-Happy Hollow Rd, Zach Albert-Pratt Road.
7. One approved Short-Term Rental License-Lakeshore Drive.
8. 2024 Maintenance of Effort Report to WI Department of Revenue.
9. Email correspondence with Town Web/Hey Gov related to online web application changes and needed update.
10. Absentee Ballots (35) for August 13th Primary Election.
11. Short-Term Rental Application Reminder to rental owner.
12. List of 2024-2025 Short-Term Rental Licenses to Bayfield County Health Department.
13. Absentee Voting Notice to Town Hall Bulletin Board and Website.
14. Correspondence with Pikes Bay Sanitary District related to WI Statutes and interim Sanitary District Commissioners residency requirements.

Receive and place on file the Clerk's Financial and Budget Report for May 2024:

TOWN OF BAYFIELD							
CLERKS MONTHLY REPORT							
06/04/24 - 07/03/2024							
DISBURSEMENTS							
Checks written							
Range		21763					
			21799				
BUDGETS vs. ACTUAL							
		June 2024	Y-T-D	Budget	% of Budget		
	Revenue		\$ 879,729	\$ 4,220,892	21%		
	Expense	\$ 40,220	\$ 546,886	\$ 4,220,892	13%		
	Balance	\$ (40,220)	\$ 332,843				
Note: Income Receipts for June Not Yet Entered into Accounting System.							

Chair, Supervisor, and Committee Reports: None.

Set date and time for next Town Board Meeting: Monday, August 13th, 2024 6:00 PM.

Adjourn: Meeting adjourned.

Minutes submitted by: Kelly Faye-Clerk