

Regular May Town Board Meeting Minutes
Monday, May 12th, 2025

Call to Order and Roll Call: The meeting was posted on May 7th, 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 were also in attendance. Chairman Hoopman called the meeting at 6:00PM.

Public Comment: Roger Huchthausen, resident of the Town of Bayfield, presented a petition that included over 20 signatures of landowners that request to be removed from the Pikes Bay Sanitary District. He stated that the expense involved in adding his personal property, and other properties nearby, to a line would not be cost effective. The line would need to cross Pike's Creek and wetlands and it may be difficult to get a permit. He read a letter requesting that those included in the petition be removed from the district. The petition was given to the Bayfield Town Board. (Note: Town of Bayfield Attorney Max Lindsey has since determined that the petition did not meet the legal threshold detailed in the WI State Statutes to require action on the request.)

Ramona Shackelford, Coordinator of the Northwoods Cooperative Weed Management Area, gave a presentation on invasive plants that are spreading in the Town of Bayfield. These plants include Wild parsnip, Japanese Knotweed, and Teasel. She noted that the top concern at this time is Wild Parsnip as it can cause harm to human skin and spreads easily. There is currently an infestation on Star Route Road and a smaller area on Jammer Hill Road. She asked that workers be careful when working in those areas and take measures to prevent spreading the plant further. She also suggested using herbicide in June, mowing in July, and then spot treatments in July and August. She noted that the town is currently working with a contractor to apply herbicides and encouraged the town to continue.

Items for Future Agendas: Fahrenkrog requested that a presentation by the Bayfield Chamber and Visitor's Bureau be included on the June agenda.

Discussion and possible approval of minutes of the Regular April 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: 5/12/25

GENERAL CHECKING ACCT. #50062

CURRENT ACCOUNT BALANCE	\$108,430.65
Less Checks Outstanding (To Date)	\$35,717.74
CURRENT AVAILABLE BALANCE	\$72,712.91

MONEY MARKET ACCT. #150375

CURRENT ACCOUNT BALANCE	\$1,166,020.54
Less Designated Funds:	
• Growth Incentive Fund	\$39,441.08
• Pileated Woodpecker Trail	\$12,080.04
• Economic Study:	\$4,801.20
Total of Designated Funds	\$56,322.32
CURRENT AVAILABLE BALANCE	\$1,109,698.22

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	4/21/2025 - \$4,998.52 • Principle \$4,635.86 • Interest \$362.66	12/23/2024 - \$1,123,888.35 • Principle \$1,100,000.00 • Interest \$23,888.65
Current Balance	\$163,822.64	\$539,175.99
Next Payment Due	5/21/2025 = \$4,998.52	12/05/2025 - \$142,571.26

NOTES:

- On May 5, 2025, the Town received State of WI PPB aid in the amount of \$1,065.25
- On May 5, 2025, the Town received State of WI PPB aid in the amount of \$1,951.09
- Processed first quarter room tax reports and payments. See attached summary.
- Posted Town of Bayfield's GIF information on Chamber Blast and sent updated information to HeyGov for updates to online portal.

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 Issues:

Chairman Hoopman reported he asked Town of Bayfield Attorney Max Lindsey to change some wording included in the Anderson Bridges settlement letter. He also reported that the DNR plans to close on the land soon. Once that is finalized, further discussion can take place about the land dispute. He stated he would like everyone involved to visit the land together to discuss where the lines are located.

Report/Minutes from Pikes Bay Sanitary District: No representative was present. Chairman Hoopman stated he will be asking for a financial report. It was noted that the most recent approved minutes were included in the Town Board packet.

OLD BUSINESS

Discussion and possible action on request from the Plan Commission that the Town Board send Pikes Bay Sanitary District a letter requesting: 1) their written opinion on the option to change the district boundaries to be received prior to the June 9th Plan Commission Meeting, and 2) transparency and information sharing between the Town of Bayfield and the Pikes Bay Sanitary District: A motion was made by Erickson, seconded by Fahrenkrog, to approve writing the letter. Motion carried.

Update and possible action on Prosperity Road Gate installation and/or Trash Prevention Plan: Chairman Hoopman noted that the town can't gate the road as it is a public road. He stated that signage would help as well as contacting the Bayfield County Sheriff's Department.

NEW BUSINESS

Discussion and possible recommendation to Bayfield County Zoning Department on Conditional Use Permit Application from John McRee & Heather Reagan, after-the-fact, Shipping Container/Intermodal Container in a R-RB zoning district on Tax ID 4893, located at 34425 Weber Road: The Plan Commission recommended approval. A motion was made by Meierotto, seconded by Boutin, to recommend approval. Motion carried.

Discussion and possible action on purchase of Mini-Excavator and Trailer: A document detailing the costs of hiring local contractors in recent years was in the Town Board meeting packets. It showed \$41,293 in contract work that could have been completed by the garage crew in the past three years. The document also included a list of future jobs that could be done to maintain roads with the equipment. Chairman Hoopman noted that there are now three full-time workers in the garage that could use the excavator on projects. He suggested that to get the roads to high quality level, this excavator would be very helpful. He reported that he asked Lulich Implement if a lower price was available, as was requested at the April meeting, and they told him it is the state bid price which is the lowest they can offer. The excavator can be purchased with Kubota financing at 0% interest. Erickson suggested that having the excavator would prevent waiting for contractors to complete repairs as the town's projects may not be their top priority. It was suggested that this piece of equipment could help maintain Forestry Roads including Gotchling Road. Chairman Hoopman explained the two bucket options. He noted concerns about the larger bucket being too large. Erickson suggested getting the smaller bucket and using the money saved on the trailer. A motion was made by Boutin, seconded by Erickson, to authorize the Chairman, Clerk, and Treasurer to purchase the mini-excavator and trailer. A roll call vote was taken: Hoopman-yes, Meierotto-yes, Erickson-yes, Boutin-yes, Fahrenkrog-yes. Motion carried.

Discussion and possible action on recommendation from Plan Commission that Town Board write a letter expressing concern that Annalisa Bermel's request to be a part of the Bayfield County Zoning Code Re-Write Committee was denied: A motion was made by Meierotto, seconded by Fahrenkrog, to approve writing the letter. Motion carried.

Discussion and possible action on proposal to discontinue designating the Ashland Daily Press as the official town newspaper due to limited publication dates and restrictive deadlines. (Note: publication would remain an option but not a requirement): Clerk Faye stated that the deadlines for submitting items to be in the now once-weekly printed publication have become more restrictive. Submissions are required to be received almost a week in advance. She suggested that the newspaper be removed as the designated paper to allow for more flexibility in the requirements. Items are posted at the Town Hall bulletin board and the town website. She noted that there would still be the option to publish notices but not the requirement. Some notices may still be required to be published by WI State Statute. A motion was made by Boutin, seconded by Erickson, to approve removing the Ashland Daily Press as the official town newspaper. Motion carried.

Receive and place on file the Correspondence for May 2025:

Received

1. Two public input letters related to the Pikes Bay Sanitary District boundaries discussion: Julie Eckels, Phil and Sheree Peterson.
2. Letter from Billie Hoopman with information about Pikes Bay Sanitary District April meeting concerns.
3. Emails from Bayfield County Clerk Lynn Divine with questions about current Pikes Bay Sanitary District Commissioners, their terms, and how they should be displayed in the WISVOTE system.
4. Board of Review Member Training Affidavit and Test from Carol Fahrenkrog.
5. Notice of two Land Use Permits issued in the Town of Bayfield from Trent Wiesner of the Bayfield County Zoning Department: Short-Term Rental Permit to Island View Lodging on Island View Lane and a new home by Hykenos, LLC at 87825 Brickyard Creek Rd.
6. Driveway application from Grainger Builders for 34425 Weber Road.
7. Open Records Request from Wisconsin Republican Party for names and contact information of elected officers in the Town of Bayfield and those seats that will be on future ballots, request granted.
8. Open Records Request from Harish M. K. Patel of the Sunlight Report requesting email addresses of all staff and elected officials in the Town of Bayfield, request granted.

Outgoing

1. Federal Payroll 941 Reports for End of April and Beginning of May to US Treasury.
2. WI Payroll Taxes for April to WI Department of Revenue.
3. Email to Ramona Shackelford- Coordinator of the Northwoods Cooperative Weed Management Area confirming time at an upcoming meeting to discuss invasive wild parsnip and other weeds.
4. Board of Review Training Affidavit Report to WI Department of Revenue.
5. Signed Resolution 2025-03: Support of Salmo Lakewalk Trail Maintenance and Improvements and Authorization for Bayfield Area Trails to Request and Manage Grants, to Kate Kitchell of Bayfield Area Trails.

6. Email correspondence with Kate Kitchell of Bayfield Area Trails related to information needed for an Essentia Health Grant Application for the Salmo Lakewalk Trail
7. Public Input Session letters received to Pikes Bay Sanitary District Commissioners and Clerk.
8. Coronavirus State and Local Fiscal Recovery Funds Final Project and Expenditure Report (due May 1st) to US Treasury, for funding provided to Town of Bayfield during pandemic.
9. Letter from Chairman Hoopman authorizing Patrick Quaintance to remove nuisance beaver from April 30th to November 1st, 2025.
10. Annual Financial Reports to Rick Geisen of Bremer Bank related to maintaining town loans, upon request.

A motion was made by Boutin, seconded by Fahrenkrog, to approve and place on file the correspondence. Motion carried.

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

TOWN OF BAYFIELD					
CLERKS MONTHLY REPORT					
04/09/2025 - 05/06/2025					
DISBURSEMENTS					
Checks written	\$43,161.39				
Range	22252	22278			
BUDGETS vs. ACTUAL					
	April 2025	Y-T-D	Budget	% of Budget	
Revenue	\$ 690,667	\$ 910,725	\$ 1,921,624	47%	
Expense	\$ 69,126	\$ 309,697	\$ 1,921,624	16%	
Balance	\$ 621,541	\$ 601,028			

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

Chair, Supervisor, and Committee Reports: Chairman Hoopman requested that the Town Clerk send all public input letters to the Pikes Bay Sanitary District Commissioners and the Plan Commission as soon as received. It was also mentioned that the invasive species presentation was useful and that the town should make a plan to deal with the issue. Chairman Hoopman added that he feels the Plan Commission should meet at least quarterly.

Set date and time for June Town Board Meeting: Monday, June 9th, 2025- 6:00 PM. Note: The Plan Commission has changed their regular monthly meeting date/time to 5:00 PM, immediately prior to the scheduled Town Board Meetings for at least the next three months.

Other Upcoming Dates:

Open Book: Tuesday, May 13th Noon-2PM

Board of Review: Thursday, May 22nd 4-6PM (Town Board Members Required to Attend)

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

Adjourn: A motion was made by Boutin, seconded by Meierotto, to adjourn. Motion carried.

Minutes respectfully submitted by Kelly Faye, Clerk.