

Regular September Town Board Meeting Minutes
Monday, September 8th, 2025

Call to Order and Roll Call: The meeting was posted on September 3rd, 2025 at the Bayfield Town Hall and the town website. Chairman Craig Hoopman and Supervisors Robert Meierotto, Carol Fahrenkrog, and Fred Erickson were present. Clerk Kelly Faye and Road Foreman Carl Butterfield were also in attendance. Supervisor Karen Boutin and Treasurer Billie Hoopman were excused. Chairman Hoopman called the meeting at 6:00 PM.

Public Comment: Susan Nelson, resident of Ski Hill Road, stood and expressed disappointment that a meeting was not set up with the Sheriff's Department related to the discussion of Ski Hill Road neighborhood safety as she expected. This topic was discussed at the August meeting and it was her understanding that a meeting would be set up or a representative of the Sheriff's Department would be at the September meeting. She stated that she contacted Chairman Hoopman twice by email since the August meeting asking for updates and did not get a reply. She commented that she was disappointed that she was not given an update and hoped that more action would have been taken on the issue in advance of the September meeting. Chairman Hoopman replied that he did meet with the Sheriff's Department twice since the August meeting and that he generally does not like email as a way to do business. Mike and Susan Nelson also commented that they believe there should be more detail in the minutes for the August meeting. Specifically, they commented that a letter read in person by Garry Schalla- Director of Ashwabay Alliance at the August meeting should have been directly referenced in the minutes. They commented that if the town cannot take any action on the issue, they would like to know that. Bev Dehn, another resident of Ski Hill Road, stood and gave additional information about recent safety concerns related to the behavior of another resident in their neighborhood. Discussion took place about Chairman Hoopman's concerns about what was appropriate to discuss in this setting and the fact that this is an issue to be dealt with by the Bayfield County Sheriff's Department rather than the Bayfield Town Board.

Items for Future Agendas: None.

Discussion and possible approval of minutes of the Regular Town Board Meeting of August 11th, 2025: A motion was made by Boutin, seconded by Erickson, to approve the minutes with the changes requested during Public Comment. Motion carried.

Receive and Place on File Treasurer's Report: 09/07/2025
GENERAL CHECKING ACCT. #50062

CURRENT ACCOUNT BALANCE	\$275,378.55
Less Checks Outstanding (To Date)	\$237,542.72
CURRENT AVAILABLE BALANCE	\$37,835.83

MONEY MARKET ACCT. #150375

CURRENT ACCOUNT BALANCE	\$1,035,436.42
Less Designated Funds:	
• Growth Incentive Fund	\$39,613.99
• Pileated Woodpecker Trail	\$12,080.04
• Economic Study:	\$2,437.15
Salmo Trail Project (Essentia and Tamarack Health)	\$10,000.00
Total of Designated Funds	\$64,131.18
CURRENT AVAILABLE BALANCE	\$971.305.24

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	8/21/2025 - \$4,998.52 • Principle \$4,675.96 • Interest \$322.56	12/23/2024 - \$1,123,888.35 • Principle \$1,100,000.00 • Interest \$23,888.65
Current Balance	\$149,832.92	\$539,175.99
Next Payment Due	9/21/2025 = \$4,998.52	12/05/2025 - \$142,571.26

NOTES:

1. Qtr. 2 – Room Tax Update. A check was given to the Bayfield Chamber and Visitor Bureau on 8/26 in the amount of \$45,229.61. There are still a few late filers. They have been contacted.
2. On August 21, 2025, the Town of Bayfield received the August Tax Settlement payment in the amount of \$243,475.48 from Bayfield County which was deposited into the Town's Savings account. It is represented in the figures provided.
3. The Town of Bayfield 2024-2025 Snowplowing invoices were mailed on September 5, 2025, along with the 2025-2026 request forms. Payments and deposits are due by October 15, 2025.

A motion was made by Fahrenkrog, seconded by Meierotto, to approve the report. Motion carried.

Update from Bayfield Area Trails including Pikes Creek Trail land and bridge issues: Kate Kitchell was in attendance via Zoom. Discussion took place related to a letter received from the WI DNR related to the property dispute. The letter suggests there was a planned town road that was never abandoned in this area. Hoopman suggested the next step is to ask the Wisconsin Department of Natural Resources whether this is a finished issue. He stated he thought it would be appropriate for them to own the property and give the town an easement. It was decided that

the letter would be forwarded to the Casper family. Chairman Hoopman stated that he would call Kevin Casper to discuss the issue. Discussion took place about future recreational use and whether the area would remain non-motorized. Kitchell suggested that the Plan Commission look at the future allowable use of the trail if it is reopened.

Report from Pikes Bay Sanitary District: None.

OLD BUSINESS

Discussion and possible action on appointment of new Pike's Bay Sanitary District Commissioner: A copy of a letter from PBSO Commissioner Levi Leafblad was provided to the Town Board in their meeting materials. The letter explained that Sean Heckman met with the other Commissioners at their last meeting. It was believed that he would be a good fit for the appointment. A motion was made by Erickson, seconded by Meierotto, to appoint Heckman as Commissioner to complete the term previously held by Dennis Clark. Motion carried.

Update on petition submitted by residents near Ski Hill Road requesting to be removed from the Pikes Bay Sanitary District: Roger Huchthausen stated that he submitted a petition a few weeks ago for several landowners in his neighborhood to be removed from the Pikes Bay Sanitary District. At the last meeting, he submitted additional signatures increasing the total percentage of landowners on the request to over 50% as is required by the WI State Statutes. He asked the Town Board to consider their request. Chairman Hoopman stated it is their right to be removed but that he thinks the new PBSO/Town Board subcommittee will make progress towards coming up with a solution to make situation fair. Huchthausen brought up the lack of grants available for sanitary district projects unless it is specifically designed to abate pollution. Chuck Finn of Ashwabay Alliance stated that he had not heard of the petition and is concerned that removal of the neighbors from the district could make it impossible for Ashwabay to get sanitary-related grants. Chairman Hoopman informed Huchthausen that if the petition is to be considered, a bond will be required to cover the legal fees involved in planning and removing the area from the district. This bond was also required for the Apostle Highlands neighborhood's petition. Huchthausen suggested he was not aware a bond would be required and was unsure if those that signed the petition would be willing to cover these costs. Chairman Hoopman suggested waiting to see what the PBSO/Town Board member sub-committee is able to come up with as far as solutions.

Update on Ski Hill Road neighborhood safety issues: Fahrenkrog asked if the Town Attorney would be contacted to see what can and cannot be discussed related to this issue. Chairman Hoopman stated he would be contacted.

Update on condition of Valley Road and future paving plan: Chairman Hoopman suggested that the town should look into getting a paving date for Valley Road, to be completed early next Spring.

Update on town's planned purchase of parcel of land on Sunset Drive from Bayfield County: Chairman Hoopman stated he hoped to have an update on this at the next meeting.

Update on Bayfield County Zoning Changes Advisory Sub-Committee: Kelly Westlund was appointed by Bayfield County Administrator to be the contact on this project if there are any issues or questions.

NEW BUSINESS

Discussion and possible action on purchase of gravel for a total of \$23,875.00: Clerk Faye reported the intention to contract on the gravel and the bid request for hauling were published as Class 2 notices in the Ashland Daily Press.

Receive and open gravel hauling bids to haul 2,500 base tons of ¾" Base Aggregate Gravel from the Highbridge Quarry 386, 38112 Poppe Rd, Highbridge, WI 54846 received by September 5th, 2025 at 5PM: Three bids were received. Clerk Faye opened the bids at this time. Discussion took place. It was decided that the bids should be reposted. The new bid requests should include the gravel itself in addition to the hauling. No action will be taken at this time. The request for bids will be reposted and bids received will be considered at the next meeting.

Approval of Operator Licenses:

-Owen Fisher of Apfelhaus Cidery.

-Jenna Erickson, Samuel Gilbert, Leilani Boyle, Jen Danielson, Gavin Hayes, Analia Landsverk, and Courtney Olby of Wild Rice Retreat.

A motion was made by Meierotto, seconded by Fahrenkrog, to approve the operator licenses. Motion carried.

Discussion and possible approval of Producer Full-Service Retail Sales Application to allow Bo Belanger of South Shore Brewery to sell beer at Erickson Orchards from September 26th-October 5th, 2025: A motion was made by Boutin, seconded by Fahrenkrog, to approve the application. Erickson abstained. Motion carried.

Receive and place on file Correspondence for September 2025:

Received

1. Driveway Applications: Melinda Wallace for Apostle Highlands Springhill Property, Karl Dornburg for 36810 Connie's Lane.
2. Bids for Gravel Hauling from two local businesses.
3. Operator License Applications: Owen Fisher, Jenna Erickson, Samuel Gilbert, Leilani Boyle, Jen Danielson, Gavin Hayes, Analia Landsverk, and Courtney Olby.
4. Producer Full-Service Retail Sales Application to sell beer at Erickson Orchards during Applefest from Bo Belanger of South Shore Brewery.
5. Response Letter from Terry Bay- Director of Facilities and Lands for WI Department of Natural Resources with their opinion on the status of the Pikes Creek Trail Land Dispute.
6. 2025 Equalized Value Reports from WI Department of Revenue.

Outgoing

1. Federal Payroll Taxes for End of August and Beginning of September to US Treasury.
2. WI Payroll Taxes for August to WI Department of Revenue.
3. Request for Bids for Gravel Hauling to Ashland Daily Press.

4. Notice of Public Contract with Milestone Materials, A Division of Mathy Construction Co., for 2,500 Base tons of 3/4" Base Aggregate Gravel from the Highbridge Quarry 386, 38112 Poppe Rd, Highbridge WI, 54846 for a total of \$23,875.00.
5. Resolutions 2018-07 and 2018-08: Discontinuance of Unpaved Alleys in the Dalrymple Addition to Bayfield County Register of Deeds.
6. Letter to Terry Bay- Director of Facilities and Lands for WI Department of Natural Resources related to Pikes Creek Trail Land Dispute.
7. Updated 2025 Form CT (small clarification) to WI Department of Revenue.
8. Letter from Town Board and Plan Commission (Sub-Committee) to Bayfield County Zoning with input on the Zoning Code Rewrite process, as requested.

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

Note: A letter was also received at the August Town Board meeting from Garry Schalla, Director of Ashwabay Alliance, expressing concern about neighborhood safety issues along Ski Hill Road.

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

08/07/2025 - 09/04/2025					
DISBURSEMENTS					
Checks written					
Range	22388	22417			
BUDGETS vs. ACTUAL					
		August 2025	Y-T-D	Budget	% of Budget
Revenue	\$	15,470	\$ 1,107,392	\$ 1,921,624	58%
Expense	\$	245,717	\$ 897,933	\$ 1,921,624	47%
Balance	\$	(230,246)	\$ 209,459		

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

Chair, Supervisor, and Committee Reports: Chairman Hoopman complimented the road crew on their work on Gotchling Road. Erickson stated that the roads near his property also look good.

Set date and time for next Regular Town Board Meeting: Monday, October 13th, 2025.

Adjourn: A motion was made by Boutin, seconded by Meierotto, to adjourn. Meeting adjourned at approximately 7:40 PM.

Minutes presented by: Kelly Faye, Clerk.