

Budget Workshop and Regular October Town Board Meeting Minutes Monday, October 13th, 2025

Budget Workshop

Call to Order and Roll Call: The meeting was posted on October 8th, 2025 at the Bayfield Town Hall and the town website. Chairman Craig Hoopman and Supervisors Robert Meierotto, Fred Erickson, Carol Fahrenkrog, and Karen Boutin were present. Clerk Kelly Faye, Treasurer Billie Hoopman, and Road Foreman Carl Butterfield were also in attendance. Chairman Hoopman called the meeting at 6:00 PM.

Review Projected 2025 Revenues and Expenses and Draft 2026 Budget: A draft budget was provided to the Town Board members in advance of the meeting. Copies were also available for the public. The draft budget presented included \$2,289,135 in both projected income and expenses. It included loan income for the planned Valley Road reconstruction project in the amount of \$600,000 and \$385,248 taken from retained earnings. Expenses included the total \$600,000 for Valley Road and \$156,603 for the annual fire protection contract. It did not list any wage increases for town employees. Discussion took place about the Valley Road project and other possible expenses, the current state of retained earnings, and whether taking out another loan was necessary or beneficial to the town's overall financial status. Room Tax late fees were brought up. It was decided that the fee should be increased. A motion was made by Hoopman, seconded by Boutin to increase the Room Tax late fees to \$100. It was agreed that town employees would receive a 2.5% wage increase due to cost-of-living increases.

Determine changes to be made to 2026 Budget: It was decided that it would be appropriate to appoint a sub-committee to take a closer look at the draft budget prior to publication. A motion was made by Meierotto, seconded by Fahrenkrog, to establish a sub-committee of Fahrenkrog, Boutin, and Faye. A meeting of the sub-committee would take place at the Town Hall on Tuesday, October 14th at 12:00 PM. Clerk Faye stated that she would share any changes made to the budget by the sub-committee for their review prior to publishing the budget summary. *Note: The sub-committee determined some changes needed to be made and a Special Town Board Meeting was scheduled to address these issues further. Please see the final budget document approved at the November Budget Hearing.*

Set date and time for Budget Hearing and Electors Meeting: Monday, November 10th, 2025-6:00 PM.

Adjourn Budget Workshop: A motion was made by Meierotto, seconded by Erickson, to adjourn. Motion carried.

Regular October Town Board Meeting

Call to Order and Roll Call: The meeting was posted on October 8th, 2025 at the Bayfield Town Hall and the town website. Chairman Craig Hoopman and Supervisors Robert Meierotto, Fred Erickson, Carol Fahrenkrog, and Karen Boutin were present. Clerk Kelly Faye, Treasurer

Billie Hoopman, and Road Foreman Carl Butterfield were also in attendance. Chairman Hoopman called the meeting at approximately 6:20 PM.

Public Comment: Phil Peterson stated that, as he shared at a meeting in May, he has issues with the fact that his property is still in the Pike's Bay Sanitary District. He questioned why his property was included when the adjacent properties were not. He stated his belief that Ag-1 properties were not to be included and his theory that it was included to allow for a sanitary line to be placed there. Discussion took place about the situation and the process that would be required to be removed from the district. Roger Huchthausen also commented that he is unhappy with his land being part of the sanitary district. He suggested that the bond requested to accompany his recent request for removal is not necessary. Chairman Hoopman explained that there would be legal fees related to his request for services that have not yet taken place. He added that the bond is required by state statute. Discussion took place about Huchthausen's frustration. He voiced concerns about being taxed by PBSB later this year. Chairman Hoopman stated to the Town Board members that this is a situation that should serve as a reminder that it is important to pay attention to all the details when making big decisions that will affect people into the future.

Items for Future Agendas: None.

Discussion and possible approval of minutes of the Regular Town Board Meeting of September 8th, 2025: A motion was made by Meierotto, seconded by Erickson, to approve the minutes. Motion carried.

Receive and Place on File Treasurer's Report: 10/13/2025

GENERAL CHECKING ACCT. #50062

CURRENT ACCOUNT BALANCE	\$88,633.50
Less Checks Outstanding (To Date)	\$40,387.82
CURRENT AVAILABLE BALANCE	\$48,245.68

MONEY MARKET ACCT. #150375

CURRENT ACCOUNT BALANCE	\$1,012,529.26
Less Designated Funds:	
• Growth Incentive Fund	\$39,664.00
• Pileated Woodpecker Trail	\$12,080.04
• Economic Study:	\$2,249.17
Salmo Trail Project (Essentia and Tamarack Health)	\$10,000.00
Total of Designated Funds	\$63,993.21
CURRENT AVAILABLE BALANCE	\$948,536.05

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	9/21/2025 - \$4,998.52 • Principle \$4,686.03 • Interest \$312.49	12/23/2024 - \$1,123,888.65
Current Balance	\$140,470.93	\$487,286.00
Next Payment Due	10/21/2025 = \$4,998.52	12/05/2025 - \$121,821.00

NOTES:

1. The Town of Bayfield 2024-2025 Snowplowing invoices were mailed on September 5, 2025, along with the 2025-2026 request forms. Receiving payments and deposits.
2. The Town of Bayfield received their General Transportation Aid Payment on October 6, 2025, in the amount of \$49,861.31.
3. I contacted Attorney Lindsey to inquire about making final payment to Anderson Bridges. The settlement amount is \$6,250.00. The original check in the amount of \$33,750 remains uncashed and is represented in the outstanding check value noted above.
4. The town's savings and checking account will be changed to Old National Bank beginning on October 20, 2025. We've been given new account numbers and online banking login instructions. I will be paying particular attention to make sure the October 21, 2025 loan payment is made.

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

Report from Pikes Bay Sanitary District: Sean Heckman, who was recently appointed as a PBSB Commissioner, was in attendance. He stated that he has attended one meeting and does not yet have enough information to provide a report. He plans to attend the monthly Town Board meetings.

Update from Bayfield Area Trails including Pikes Creek Trail land and bridge issues: Kate Kitchell was in attendance. She gave an overview of a briefing paper that was provided to the Town Board in advance of the meeting. The DNR recently gave their formal finding that the trail runs over an old easement held by the town for an undeveloped road. She suggested that the Casper Family should be contacted with a request to remove the "No Trespassing" signs placed along the trail. Chairman Hoopman stated that he is OK with opening the trail if the state is also OK with it. Discussion about the option to request that the DNR take over ownership of the area took place.

OLD BUSINESS

Discussion and possible action on recommendation from Plan Commission on trail proposals associated with the Bayfield Area Trails Long-Term Plan that would potentially

occur on lands under the jurisdiction of the Town of Bayfield: Due to a shortage of time during the October Plan Commission meeting, it was suggested that this item be tabled.

NEW BUSINESS

Discussion and possible recommendation to Bayfield County Zoning Department on request from Roger Branham, Jr. to rezone a parcel (Tax ID #5484) adjacent to the Branham Farm property (Tax #5488) near Happy Hollow Road from F-1 to Ag-1 to allow for agricultural use (grazing): Plan Commission Chairman Finn was in attendance. The issue was discussed at the October Plan Commission meeting but the applicant has not submitted a formal application to the Bayfield County Zoning Department. He suggested the issue be tabled until an application is received.

Approve and place on file Clerks Report:

09/05/2025 - 10/09/2025					
DISBURSEMENTS					
Checks written					
Range	22418	22468			
BUDGETS vs. ACTUAL					
	September 2025	Y-T-D	Budget	% of Budget	
Revenue	\$ 10,400	\$ 1,117,951	\$ 1,921,624	58%	
Expense	\$ 73,631	\$ 970,727	\$ 1,921,624	51%	
Balance	\$ (63,231)	\$ 147,224			

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

Approve and place on file the Correspondence:

Received

- 1.Final Population Estimate of 797 from WI Dept. of Administration.
- 2.Letter from Carl French requesting to change name of Trailer Court Road to Trail Court Road.
- 3.Approval of reimbursement request for June 2024 Flooding expenses from WI Disaster Fund.
- 4.2026 Ambulance Budget Request from EMS Coordinator Lyn Cornelius.
- 5.2026 Exempt Computer Aid Estimate from WI Department of Revenue.
- 6.General Transportation Aids 2026 Estimate from WI Department of Transportation.
- 7.Summary of Bayfield Area Trails Long-Term Plan and Grant Budget Document from Kate Kitchell.
- 8.Copy of Email from Jerry Aerts to Pikes Bay Sanitary District Commissioners requesting update on progress in establishing a new tax and rate structure.
- 9.Vehicle Registration for new Western Star Plow Truck.

10. Zoning Code Rewrite Municipal Survey from Bayfield County Zoning Department for Plan Commission review.

Outgoing

1. Federal Payroll Taxes for End of September and Beginning of October to US Treasury.
2. Quarterly Payroll Report for 3rd Qtr. to US Treasury.
3. WI Payroll Taxes for September to WI Department of Revenue.
4. Email to Town of Bayfield Chief Election Inspectors with registration confirmation for training in Washburn on October 15th.
5. Email correspondence with Nick Ertz of WI Department of Transportation about possible additional reimbursement of Trailer Court Road flood damage paving costs.
6. Email to Jeffrey Benton, Town of Russell Clerk related to changes to Accountedge accounting system billing practices.
7. Driveway application and ordinance to landowner on Star Route Road.
8. Signed Gravel Bid and Hauling agreement to Olson Brothers Contractors of Brule, WI.
9. Final Northwoods Paving Invoice for Ski Hill Road to Wisconsin Disaster Fund to complete June 2024 flood damage reimbursement request.

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

Chairman and Supervisor Reports: Chairman Hoopman thanked the road crew for their good work.

Date and time for next Budget Hearing, Electors Meeting, and Regular November Town Board Meeting: Monday, November 10th, 6:00 PM. *Note: The meeting date was later changed to Monday, November 24th, 6:00 PM.*

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

Minutes presented by: Kelly Faye, Clerk.