

Caucus – January 16, 2016

The meeting was posted Tuesday, January 10th, 2017 at 4 p.m. Locations included the Bayfield Town Hall, the Ashland Daily Press, and the Town website. The caucus for the Town of Bayfield was called to order at 6:30 p.m. by Vice-Chairman Gerald Carlson. A total of approximately 19 Town electors and Clerk Kelly Faye also were present at this point in the meeting.

Jane Hauser and Billie Hoopman volunteered as tellers to count votes in the case a vote is needed. A motion was made by Karen Boutin, seconded by Tom Gordon, to appoint Jane Hauser and Billie Hoopman as tellers. Motion carried. Clerk Faye explained that four people can appear on the ballot for the two available Supervisors positions and that if there are more than four nominees, there will be a vote to determine the four that will actually appear on the ballot.

Clerk Faye stood to record nominations on a flip chart.

Carlson called for nominations.

Chairman:

Karen Boutin, nominated Tom Gordon, seconded by Jane Hauser.

Carlson called three times for nominations but no other nominations were given. A motion was made by Robert Meierotto to close the nominations.

Supervisors:

James Erickson nominated Fred Erickson, seconded by Brenda Erickson.

Tom Gordon nominated Craig Hoopman, seconded by Robert Feyen.

Brenda Kavochevich nominated Karen Boutin, seconded by Jeff Boutin.

Chairman Gordon called for more nominations two more times. No additional nominations were offered. Robert Meierotto made a motion to close nominations, seconded by Karen Boutin.

Clerk Faye listed those nominated.

Chairman Gordon made a motion to adjourn the caucus at 6:55 PM.

Minutes Respectfully Submitted by:

Kelly N. Faye – Clerk

Regular Town Board Meeting- January 16th, 2017

The meeting was posted Tuesday, January 10th, 2017 at the Bayfield Town Hall, the town website, and submitted to the Ashland Daily Press Meeting Notices. Chairman Thomas J. Gordon, and Supervisors Gerald Carlson, Craig Hoopman, Karen Boutin, and Robert Meierotto were present, as well as Clerk Kelly Faye, Treasurer Larry Weber, and Road Foreman Chuck Cadotte. Approximately fourteen members of the public were present. Chairman Gordon called the meeting to order at 7:00 PM.

The pledge of allegiance was recited by all in attendance.

Public Comment and Suggestions from Persons Present: None.

Discussion and Identification of Items for Future Agendas: None.

Approval of the Minutes of the Regular Town Board Meeting of December 19th, 2016:

A motion was made by Meierotto, seconded by Carlson, to approve the minutes. Motion carried.

Receive and Place on File the Treasurers Report for February 2017:

Treasurer Weber reported the following...

General Checking Account	Current Balance:	\$ 51,585.32
Money Market Savings Account	Current Balance:	\$746,050.04
Total		\$797,635.36

Designated Funds

Growth Incentive Fund	\$ 8,597.76
Tax Collection	\$568,316.56

Total Designated Funds - \$576,914.32

Cash Available to Town	\$ 220,721.04
Combined Bremer Bank Loan Principal.	\$ 136,773.08
Payments due on the 1 st each month.	\$ 5,400.00
Last payment April 1 st , 2019.	
Short Term Note Paid in Full 11/22/2016.	

A motion was made by Hoopman, seconded by Boutin, to approve the Treasurers Report. Motion carried.

Report from Pikes Bay Sanitary District: A copy of the latest Pikes Bay Sanitary District Financial Report was provided in the board member's packets. A motion was made by Hoopman, seconded by Meierotto, to receive the report and place on file. Motion carried.

Report from Growth Incentive Fund and recognition of any recent GIF contributions:

Treasurer Weber reported that George Hansen provided him with a report on who is behind on their GIF loan payments. It was suggested that letters should be sent to those three most behind in their payments. A motion was made by Boutin, seconded by Meierotto, to approve the mailing of letters to these individuals. Motion carried.

Report on Big Ravine Trail Conveyance: Fred Erickson asked about the trail. Gordon gave an overview of the location of the trail. He confirmed that it is adjacent to Erickson's land.

Erickson stated that the trail crosses their land. Discussion took place regarding the inability to plan the trail until they are able to obtain easements from all landowners affected. Hoopman stated that a snowmobile groomer would not be used in this area.

Old Business

Update on establishment of Business Park Promotion Committee- First meeting scheduled for Monday, January 23rd, at 4:00 PM at the Bayfield Town Hall: Clerk Faye reported that so far David Galazen, Robert Feyen, Ron Hauptert, and Jenna Galagher have agreed to attend. Craig Hoopman and Karen Boutin also showed interest. Several other community members were mentioned as people that could be asked.

Discussion and possible approval of change of liquor license premises location- Port Superior Marina Association, Inc. has applied to the Town of Bayfield for a premises change for their active Class B Beer and a Class B Liquor License to add their ship store to the current premises description of second floor of Portside Bar and Restaurant building, deck levels, clubhouse, admin office, and pool area, located at 34480 Port Superior Road, Bayfield, WI 54814: A motion was made by Meierotto, seconded by Boutin, to approve the application. Motion carried.

Continuing discussion and possible action on revision of 10-year Road Plan: It was suggested that Hatchery Road should be a priority in 2017. Discussion took place about brushing and the possibility of putting in culverts in 2017 and work continuing in 2018. A motion was made by Boutin, seconded by Carlson, to consider work on Hatchery Road in 2017 and 2018. Motion carried. The issue will be included on the upcoming February and March agendas.

New Business

Discussion and recommendation to Bayfield County Zoning regarding proposed amendment to the Zoning Code to create Section 13-1-41(i) and 13-1-41(e) to establish rules and procedure for re-filings/reconsiderations and re-hearings before the Bayfield County Planning and Zoning Committee: The Plan Commission reported that they would not be opposed to the amendment so the Town Board agreed not to comment on the proposal.

Discussion and possible action on petition from Robert Davidson requesting that the Town of Bayfield vacate streets, alleys and roads in Dalrymple Addition, contiguous to the Brickyard Creek properties and Highway #13 under Wis Statutes 66.296 (1) and (1m): Chairman Gordon suggested that as long as he pays all the legal fees the town would go through this process. A motion was made by Meierotto, seconded by Hoopman, to table the issue until an official petition is received by Davidson.

Review of proposals received to provide municipal attorney services to the Town of Bayfield received as of Friday, January 13th and possible action on selection of attorney or firm: Chairman Gordon reported that one proposal had been received. The proposal was from Haukaas Law Firm of Ashland, WI. Gordon read the proposal which summarized their experience and fees. Discussion took place regarding the options. A motion was made by Karen Boutin, seconded by Robert Meierotto, to hire Haukaas Law Firm. Clerk Faye reported that

Colleen Daly had recently been mailed the Request for Proposals and that it is possible that she may submit a proposal late. Motion carried.

Chair, Supervisor and Committee Reports: The v-plow on the grader has been repaired in the hope of keeping it another two or three years.

Receive and place on file Correspondence for January 2017:

TOWN OF BAYFIELD

Correspondence – January 2017

Received

1. Municipal Attorney Proposal from Haukaas Law Office.
2. Room Tax Agreement draft from David Eades of Bayfield Chamber.
3. Financial Summary from Pikes Bay Sanitary District
4. Withdrawal of Public Records Request from Peter Pecharsky related to 2016 General Election.
5. Various emails from County Clerk Scott Fibert regarding upcoming elections.
6. Email from David Olsen of Norvado regarding television service in the Town of Bayfield
7. Notice to Cut Timber on Ceres Timber Land submitted by County Trucking & Logging.
8. Notification from Bellin Health of Random Employee Drug Test Selection.
9. Flyer with information on WI Deferred Compensation Program.
10. WI Energy Cooperative News for January.
11. WI Towns Association Magazine for January.
12. Lake Superior Byway Meeting Notice for January 16th.
13. Bayfield Recreation Center Winter Newsletter.
14. Information on Local Government Center - 2017 Local Land Use Planning and Zoning Series tele-meetings.
15. EPIC Specialty Benefits Information Flyer.
16. WPS Health Insurance Privacy Notice.
17. Ameritrade Account Statement for November 2016.

Outgoing

1. Federal EFTPS Payroll Withholdings for December, and first and second payroll in January, to U S Treasury (Deposits required to be submitted after each issue of paychecks in 2017).
2. Wisconsin Payroll Withholdings for December to WI Department of Revenue.
3. 2016 Mill Rate report to WI Department of Natural Resources.
4. Plan Commission Minutes of December 12th, 2016.
5. Plan Commission Agenda for January 9th, 2017 and Town Board Agenda for January 16th, 2017.
6. Courneya Zoning Application Recommendation to Bayfield County Zoning Office.
7. Pikes Bay Sanitary District Election Paperwork for A.J. Long to Bayfield County Clerk.
8. Legal Notice of request from Port Superior Marina Association to change premises to add ship store.
9. Municipal Tobacco Product License Report to University of WI Survey Center.
10. Unemployment Report for 4th Quarter 2016 to WI Department of Workforce Development.

11. Amended Statement of Taxes to WI Department of Revenue.
12. Request for Municipal Lawyer Proposals to Ashland Daily Press.
13. Various emails requesting town residents to participate in the Business Park Promotion Sub-Committee.
14. Email correspondence poll workers regarding upcoming February 21st Primary Election.
15. Email correspondence with Steve Simonson of ES&S arranging annual servicing of election equipment.
16. Email correspondence with Steve Norquist about double billing of one taxpayer in the township.

A motion was made by Carlson, seconded by Meierotto, to approve the minutes. Motion carried.

Approve payment of bills: A motion was made by Boutin, seconded by Meierotto, to approve payment of the bills.

Receive and place on file the Clerks Financial & Budget Report for December 2016:

TOWN OF BAYFIELD					
CLERKS MONTHLY REPORT					
December 16th, 2016 - January 12th, 2017					
DISBURSEMENTS					
Checks written	\$725,226.43				
Range	17729	17773			
BUDGETS vs. ACTUAL					
		December 2016	Y-T-D	Budget	% of Budget
Revenue	\$	1,017	\$ 1,314,866	\$ 1,669,349	79%
Expense	\$	95,545	\$ 1,579,520	\$ 1,669,349	95%
Balance	\$	(94,528)	\$ (264,655)	\$ -	
		Previous Mo.	Current	Change	
Accts Recv	\$	9.67	\$ 9.67	\$ -	
Accts Pay	\$	34,891.55	\$ 45,739.19	\$ 10,847.64	
GIF Balance	\$	7,173.87	\$ 8,597.96	\$ 1,424.09	
BUDGET EXPLANATIONS			Note: Accounts will be adjusted to purge outdated receivables and payables on 1/19/17.		
1. TRIP-D Star Route construction and construction management bills paid and reimbursement received.					
2. 2016 Forestry Grant reimbursement received.					
3. Town Tax Levy from January, February, and August Settlement recorded.					

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

Set date and time for the Regular January Town Board Meeting: Monday, February 20th, 2017- 7:00 PM.

Adjourn: A motion was made by Meierotto, seconded by Boutin to adjourn the meeting. Meeting adjourned at 7:35 PM.

Minutes respectfully submitted by: Kelly N. Faye, Clerk.