

**Council Chambers, Municipal Building, Baraboo, Wisconsin
Tuesday, October 11, 2022 – 7:00 p.m.**

Mayor Nelson called the regular meeting of Council to order.

Roll call was taken.

Council Members Present: Wedekind, Kolb, Hazard, Kent, Petty, Ellington, Sloan, Kierzek, Thurow
Council Members Absent:

Others Present: Interim Chief Sinden, Clerk Zeman, J. Ostrander, T. Pinion, members of the press and others.

The Pledge of Allegiance was given.

Moved by Ellington, seconded by Wedekind and carried to approve the minutes of September 27, 2022.

Moved by Ellington, seconded by Sloan and carried to approve the amended agenda, removing the Review of Economic Development Projects from the Closed Session.

Compliance with the Open Meeting Law was noted.

PRESENTATIONS

- Michael Compton presented an update on the UW-Platteville Baraboo Sauk County campus.
- Jake Lenell from CliftonLarsonAllen, LLP presented the City's 2021 Audit Report

PUBLIC HEARINGS – None Scheduled.

PUBLIC INVITED TO SPEAK – No one spoke.

MAYOR'S BUSINESS

- White Cane Safety Day on Saturday, October 15 promotes awareness of those in our community with visual impairments and improved safety of all pedestrians.
- Also on Saturday morning, the Baraboo Fire Department and Habitat for Humanity will install smoke detectors in homes that need them. Call 608-963-5795 to sign up.
- Congratulations to the Kiwanis on their 100th anniversary in our community.

CONSENT AGENDA

Resolution No. 22-101

THAT the Accounts Payable, in the amount of \$982,384.69 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

Resolution No. 22-102

THAT the "Schedule for Successor of Agent" submitted by the Al Ringling Theatre, appointing Charlene Flygt as the new agent be approved. The City Clerk is authorized to re-issue the liquor license for the Al Ringling Theatre including Charlene Flygt as the agent.

Moved by Wedekind, seconded by Thurow and carried that the Consent Agenda be approved-9 ayes.

ORDINANCES ON 2ND READING

None.

NEW BUSINESS - RESOLUTIONS

Resolution No. 22-103

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

That the following budget transfer amendment is authorizing the purchase of 9th generation Apple iPads for Common Council and Committee members’ usage. The intent of this investment is to move the agenda and meeting minutes to paperless while supplying members with instant access to meeting items. Wade Peterson researched the cost of the iPads and received 2 quotes that are attached. He is recommending SCW (Southern Computer Warehouse) quote of \$9,560.60 for the twenty (20) 9th generation – tablet - 64 GB – 10.2 IPS (2160 x 2+30) and Keyboards with folio cases. The monetary transfer is excess budget from Engineering savings in salaries and wages due to unfilled positions.

Account Number	Department	Budget	Debit/(Credit)	Amended Budget	Balance YTD
100-30-53100-120-000	General Fund - Mapping & Engineering Support - Engineering Wages	83,652	(9,560.60)	74,091.50	18,039.66
100-10-51450-814-000	General Fund – Data Processing – Equipment Purchases	0.00	9,560.60	9,560.60	0.00

Moved by Sloan, seconded by Petty and carried that **Resolution No. 22-103** be approved-9 ayes.

Resolution No. 22-104

APPROVING AN INTERGOVERNMENTAL AGREEMENT AND BYLAWS FOR THE CREATION OF THE BARABOO AREA JOINT FIRE AND EMERGENCY MEDICAL SERVICES DISTRICT

WHEREAS, sections 60.55, 60.565, 61.64, 61.65, 62.13, and 62.133, Wis. Stats., authorize cities, villages and towns in the State of Wisconsin to provide, and contract for, fire protection and emergency medical services; and

WHEREAS, section 66.0301, Wis. Stats., authorizes cities, villages and towns to enter into contracts with each other for the furnishing of services and/or the joint exercise of any power or duty required or authorized by law; and

WHEREAS, the City of Baraboo, Village of West Baraboo, and Towns of Baraboo, Fairfield, and Greenfield, (the “Municipalities”) have been operating, together with the Towns of Excelsior and Sumpter, a joint emergency medical service entitled the Baraboo District Ambulance Service (the “District”) by mutual agreement for several years; and

WHEREAS, the Municipalities desire to provide for the provision of fire protection and emergency medical services on a cost effective and efficient basis. The Towns of Excelsior and Sumpter do not wish to participate; and

WHEREAS, the District and Municipalities formed a Consolidation Committee to develop an intergovernmental agreement for the joint provision of fire protection and emergency medical services. The Consolidation Committee prepared with the assistance of staff and legal counsel, and recommends approval of, the attached Intergovernmental Agreement and Bylaws; and

WHEREAS, the District Commission approved the attached Intergovernmental Agreement and Bylaws.

NOW, THEREFORE, BE IT RESOLVED by the City of Baraboo Common Council that the attached Intergovernmental Agreement and Bylaws is hereby approved.

Moved by Ellington, seconded by Petty and carried that **Resolution No. 22-104** be approved-9 ayes.

Resolution No. 22-105

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

THAT Interim Police Chief Rob Sinden, on behalf of the Baraboo Police Department, is authorized to execute the Memorandum of Understanding with the WI Department of Administration (DOA) accepting \$32,178.58 of Department of Administration (DOA) funds, or "ARPA Funds", from the Coronavirus State Fiscal Recovery Fund.

Moved by Thurow, seconded by Ellington and carried that **Resolution No. 22-105** be approved-9 ayes.

NEW BUSINESS – ORDINANCES

Motion by Sloan, seconded by Ellington and carried unanimously to approve the 1st reading of **Ordinance No. 2601** amending §7.24(4) Traffic Code, Penalty, Code of Ordinances.

1. Section 7.24(4) Traffic Code, Penalty, Code of Ordinances, is amended as follows:

(4) PENALTY FOR PARKING VIOLATIONS. The forfeiture for parking violations, other than those violations charged as a violation of State Statutes, adopted by reference in §7.01 of this chapter, shall be as hereinafter provided in addition to any costs associated with the prosecution thereof which are required or authorized by State Statutes as follows:

(a) The penalty for violation of §7.09(19) of this Chapter shall be a forfeiture of not less than \$30.00, nor more than \$300.00.

(b) When the motor vehicle weighs less than 8,000 pounds, the penalty for violation of §7.09 (4), (5), (6), (7), (8), (9), (10), (11), (12), , (16), (17), and (20) and §7.14 of this Chapter shall be as follows: (1922 11/11/97, 2422 09/23/2014) 1. \$10.00 if paid within 10 days of the issuance of the violation citation. 2. \$20.00 if paid after 10 days.

(c) When the motor vehicle weighs 8,000 pounds or more, the penalty for violation of §7.09 (4), (5), (6), (7), (8), (9), (10), (11), (12), ,(16), (17), and (20) of this Chapter shall be as follows: 1. \$25.00 if paid within 10 days of the issuance of the violation citation. 2. \$35.00 if paid after 10 days

(d) The penalty for violation of §7.09(3) of this Chapter shall be as follows: 1. \$10.00 if paid within 10 days of the issuance of the violation citation. 2. \$20.00 if paid after 10 days. (1560 2/90; 1624 8/91)

(e) The penalty for violation of §7.09(21) of this Chapter shall be a forfeiture of not less than \$20.00 nor more than \$40.00 for the first offense and not less than \$50.00 nor more than \$100.00 for the second or subsequent offense within a 12 month period. (2030 09/12/2000)

2. This Ordinance shall take effect upon passage and publication as provided by law and have an effective date commensurate with the sale of said property.

COMMITTEE OF THE WHOLE

Moved by Ellington, seconded by Sloan, to enter Committee of the Whole to discuss the following:

- 2023 Preliminary Budget Draft

J. Ostrander presented a summary of the preliminary departmental revenues and expenses for 2023, reflecting a total tax levy of \$9,073,020.

Moved by Hazard, seconded by Kolb, to rise and report from Committee of the Whole and return to regular session.

ADMINISTRATOR AND COUNCIL COMMENTS

None.

REPORTS, PETITIONS, AND CORRESPONDENCE

The City officially acknowledges receipt and distribution of the following:

- **Reports:** September, 2022 – Fire Department

- **Minutes from the Following Meetings:**

Finance/Personnel Committee–Dennis Thurow Committee Room, #205

September 13, 2022

Members Present: Sloan, Kent, Petty

Absent:

Others Present: Mayor Nelson, Adm. Bradley, Clerk Zeman, J. Ostrander, T. Pinion, R. Sinden, Kory Hartman

Call to Order –Ald. Sloan called the meeting to order at 5:45p.m. noting compliance with the Open Meeting Law.

Moved by Kent, seconded by Petty to approve the minutes of August 23, 2022. Motion carried unanimously. Moved by Petty, seconded by Kent to approve the agenda. Motion carried unanimously.

Kory Hartman spoke on behalf of Baraboo Broadcasting regarding the televising of the Council meetings.

Action Items

- a) **Accounts Payable** – Moved by Petty, seconded by Kent to recommend to Council approval of the accounts payable for **\$2,542,026.11**. Motion carried unanimously.

- b) **Acquisition & Demolition Bid** – T. Pinion explained that proposals were solicited for the removal of these buildings; 4 proposals were received. Beaver Services has worked for the City on several demolition projects in the past and based on past experience, has left very clean sites, salvaging and recycling anything he can. Adm. Bradley noted that 106 Walnut has been purchased by the developer, Circus City Apartments. Because the development agreement will not be done prior to the demolition, they have agreed to transfer ownership of the building to the City for removal. This property will be transferred back once the development has been signed. Moved by Petty, seconded by Kent to recommend to Common Council to accept the donation of 106 Walnut Street and the bid for building demolition and disposal at 106 and 103/105 Walnut Street from Beaver Service, Inc. in the amount of \$68,400. Motion carried unanimously.

- c) **eScribe Agreement** – J. Ostrander, along with Clerk Zeman, explained that city staff reviewed four different software packages for the purpose of agenda management as well as streaming meetings live on our website. She pointed out that this will allow us to bookmark the meeting videos, which can be posted on our website, as well as assist with creating agendas and minutes. We will be able to setup templates, which will keep items uniform, it allows us to set an approval process, a deadline for adding items, and the ability to go “paperless”. This could potentially be used for all meetings, agendas as well as broadcasting. Adm. Bradley noted that the current server is at the end of it’s useful life; this will keep us from having to replace this equipment. J. Ostrander noted that they have removed the implementation fees. Ald. Kent is concerned about those within the community that don’t have access, or the ability to use the internet to view the meetings. Ald. Sloan notes that it is part of the City’s Strategic Plan to ensure people have access to this information. Moved by Petty, seconded by Kent to recommend to Common Council to approve the proposal from eScribe for a three-year agreement for Agenda Management and Webcasting. Motion carried unanimously.

Closed Session – Moved by Petty, seconded by Kent to go into Closed Session. The Chair announced that the Finance Committee will go into Closed Session pursuant to §19.85(1)(g), Wis. Stat., to confer with legal counsel for the governmental

body who is rendering oral or written advise concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (Claim filed against City)

Members Present: Sloan, Kent, Petty

Absent:

Others Present: Mayor Nelson, Adm. Bradley, Clerk Zeman, J. Ostrander, T. Pinion

Open Session – Moved by Kent, seconded by Petty to return to Open Session. The Chair announced that the Finance Committee will return to Open Session as per §19.85(2) to address any business that may be the result of discussions conducted in Closed Session.

Discussion Items:

Purchasing Policy – No discussion took place; the Committee will continue to review this at future meetings. will be brought back to the next Finance/Personnel Committee meeting to continue the review.

Adjournment – Moved by Petty, seconded by Kent and carried to adjourn.

Administrative Committee
2022

September 6,

Present: Alderpersons Kathleen Thurow, Heather Kierzek, Bryant Hazard

Absent: None.

Also Present: City Clerk Brenda Zeman, Interim Police Chief Rob Sinden, Finance Director Julie Ostrander, Rob Nelson

Citizen Present: None

The meeting was called to order by Chairman Kathleen Thurow at 8:00am, with roll call and noting compliance with the Open Meetings Law.

Motion by Hazard second by Kierzek to approve the August 3, 2022, minutes.

Motion by Kierzek seconded by Hazard to approve the agenda. Motion carried unanimously

Action Items:

- a) Review and recommendation to the Common Council for a Reserve “Class B” Combination License for The Relish Tray Bistro, LLC, 106 4th Ave.

Interim Police Chief Rob Sinden reported no issues. City Clerk Brenda Zeman indicated that city has four (4) reserve licenses remaining.

Motion by Hazard seconded by Kierzek to approve. Motion carried unanimously

- b) Review and recommendation to the Common Council on approving the following Temporary Liquor Licenses (aka Picnic License):

- i. Downtown Baraboo, Inc., 2022 Brew Ha Ha, 9-23-2022

Interim Police Chief Rob Sinden commented that they have self-policed very well.

Motion by Kierzek seconded by Hazard to approve. Motion carried unanimously

- ii. Baraboo Young Professionals, Baraboo Night Market, 9-16-2022

Interim Police Chief Rob Sinden commented that they have self-policed very well.

Motion by Hazard seconded by Kierzek to approve. Motion carried unanimously

- iii. Baraboo Acts Coalition, Celebrate Sauk, 9-23-2022

New application therefore Interim Police Chief Sinden had questions but will see how it goes. Since there were conflicting dates, the motion assumes the actual event to be held on 9-24-2022 and Clerk

WHEREAS, this location has already been analyzed and found to be a viable location to serve as the substation for the east side of the city,

NOW, THEREFORE BE IT RESOLVED, the City Administrator is hereby authorized to enter into a purchase agreement with the owner and take the steps necessary to close on the property known as the southeastern approximately 2.98 acres of tax parcel 206-0298-00000 located at the northwest corner of 12th Street and Highway T for \$178,800.

Moved by Ellington, seconded by Kolb and carried that **Resolution No. 22-106** be approved-9 ayes.

ADJOURNMENT

Moved by Ellington, seconded by Kolb, and carried on voice vote, that the meeting adjourn at 8:49pm.

Brenda Zeman, City Clerk