

**Council Chambers, Municipal Building, Baraboo, Wisconsin
Tuesday, November 23, 2021 – 7:00 p.m.**

Mayor Nelson called the regular meeting of Council to order.

Roll call was taken.

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

Council Members Absent:

Others Present: Chief Schauf, Clerk Zeman, Adm. Bradley, P. Cannon, T. Pinion, L. Laux, J. Ostrander, W. Peterson, K. Stieve, Paul Wolter, members of the press and others.

The Pledge of Allegiance was given.

Moved by Petty, seconded by Kolb and carried to approve the minutes of November 9, 2021.

Mayor Nelson noted that NBR-4, the Rehabilitation of the Hwy A Water Tower, will be moved on the agenda to immediately follow NBR-11, the 2022 Water Utility Budget. Moved by Ellington, seconded by Thurow and carried to approve the agenda as amended.

Compliance with the Open Meeting Law was noted.

PRESENTATIONS – Paul Wolter from the Sauk County Historical Society gave an update on the Depot project.

PUBLIC HEARINGS – The Mayor announced that this is the published date and time to hear public comment concerning the proposed assessments to be levied in the Baraboo Improvement District (BID).

No one spoke and the Mayor closed the Public Hearing.

Finance Director Julie Ostrander presented the highlights of the 2022 Budget.

The Mayor announced that this is the published date and time to hear public comment concerning the proposed 2022 City Budget.

No one spoke and the Mayor closed the Public Hearing.

PUBLIC INVITED TO SPEAK – No one spoke.

MAYOR'S BUSINESS

- City Offices will be closed this week Thursday & Friday.
- The quickest and easiest way to see the COVID-19 data affecting Sauk County is by visiting this website: <https://coviddata-saukpublichealth.hub.arcgis.com/> Vaccine Clinics can be found throughout Sauk County.
- The Mayor wishes everyone a safe and happy Thanksgiving.

CONSENT AGENDA

Resolution No. 21-109

THAT the Accounts Payable, in the amount of \$1,088,537.69 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

Resolution No. 21-110

That the Weights and Measures Assessments for 2021 are hereby approved and that the City Clerk shall notify affected businesses of their final assessment as provided in the City Code.

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

ORDINANCES ON 2ND READING

Moved by Ellington, seconded by Thurow and carried unanimously to approve the 2nd reading of **Ordinance No. 2583** approving the General Development Plan for Karen Stanley, d/b/a First and Ash LLC as a Planned Unit Development (PUD) to move the existing Bella Vita Café business from the existing principal structure to the accessory structure (former carriage house) and convert the 1st and 2nd floors of the principal structure to a single-family residence.

NEW BUSINESS - RESOLUTIONS

Resolution No. 21-111

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

TO: Authorize the agreement and contract with Craig's Towing for City. Authorize tow services for CY 2022, 2023, 2024. The City will draft and forward the new contract.

Moved by Petty, seconded by Ellington and carried that **Resolution No. 21-111** be approved-9 ayes.

Resolution No. 21-112

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

THAT the City contract with Accurate Appraisal, LLC to provide assessing services for the years 2022, 2023 and 2024 in the amount of \$29,900 annually for each year.

Moved by Wedekind, seconded by Kent and carried that **Resolution No. 21-112** be approved-9 ayes.

Resolution No. 21-113

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

THAT the City of Baraboo enter into a Memorandum of Understanding with the State of Wisconsin Department of Administration for the lease of room 10 of the Civic Center to be used as an office for Department of Natural Resources staff.

Moved by Thurow, seconded by Petty and carried that **Resolution No.21-113** be approved-9 ayes.

Resolution No. 21-114

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

That the proposed 2022 BID budget in the amount of \$50,400 and attached hereto is approved, and; That the following is made a part of the Budget.

1. A reserve, to be known as the Reserve for Public Parking, Acquisition and Infrastructure Improvement Reserve, is established to be funded as follows:

The unspent balance, as determined by appropriate accounting methods, of the funds for each fiscal year as of December 31 of each year, shall be placed in a reserve to be used exclusively for acquisition of land for public parking purposes, lighting, marking, signing, and landscaping of municipal parking lots and sidewalks, acquisition and public placement of receptacles for trash and garbage collection. Funds may be expended for these purposes at any time upon the affirmative vote of any five Directors.

Other than for the foregoing purposes, funds shall be expended from the reserve only on the

affirmative vote of three quarters of all of the Directors of the BID.

2. In order to be paid, all bills must be signed by a BID Director or employee prior to being submitted to the Finance Committee.
3. All bills to be paid must be in the hands of the Treasurer no later than noon on the Friday immediately prior to the regular monthly meeting of the BID Board of Directors.
4. All Directors are to be compensated out of the General Administrative Account for the following expenses necessarily incurred: Postage, photocopies at \$.15 per page, mileage at IRS approved rates when authorized in advance by the BID Board of Directors.
5. All BID funds are to be turned in to either the BID Treasurer or the City Treasurer within 72 hours or receipt of the same. If turned in to the City Treasurer, the receipt for same shall be turned in to the BID Treasurer within 72 hours of receiving same.
6. No purchase or an obligation of the BID shall be paid in cash. All such purchases and obligations shall be paid by check issued by the City Treasurer.
7. Any non-budgeted items of income received during a fiscal year shall be placed in the contingency fund for the same year.

Moved by Petty, seconded by Ellington and carried that **Resolution No.21-114** be approved-9 ayes.

Resolution No. 21-115

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

WHEREAS, the Common Council of the City of Baraboo held a public hearing in the Council Chambers at 7:00 p.m. on the 23rd day of November, 2021 for the purpose of hearing all interested persons concerning the preliminary resolution and the report on the proposed assessments to be levied upon property within the District, and the estimated costs of the operating plan for the Business Improvement District, and heard all interested persons who desired to speak at the hearing;

NOW, THEREFORE BE IT RESOLVED by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

The report pertaining to the proposed assessments and plans, specifications and estimated costs for the Baraboo Business Improvement District is adopted and approved. Payment of the assessments shall be made by assessing the properties benefited as indicated in the Report and that the assessments shown on the report, representing an exercise of police power, have been determined on a reasonable basis and are hereby confirmed. The assessments are due and payable interest free on or before March 1, 2022 and assessments not paid by September 1, 2022 shall become a delinquent tax against the property as provided by Section 66.60 (15), Wis. Stats.

The City Clerk shall publish the resolution as a Class 1 notice under Chapter 985, Wis. Stats., in the assessment district and a copy of this resolution and a statement of the final assessment against the benefited property shall be mailed to every property owner whose name appears on the assessment roll, whose post office address is known or can with reasonable diligence be ascertained.

Moved by Ellington, seconded by Wedekind and carried that **Resolution No.21-115** be approved-9 ayes.

Resolution No. 21-116

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

That the Alma Waite Budget for 2022 be approved for \$12,696

Moved by Wedekind, seconded by Petty and carried that **Resolution No.21-116** be approved-9 ayes.

Resolution No. 21-117

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

That the Airport Budget for 2022 in the amount of \$1,013,008 is hereby approved.

Moved by Petty, seconded by Wedekind and carried that **Resolution No.21-117** be approved-9 ayes.

Resolution No. 21-118

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

That the following Community Development Budgets are approved. They are:

Donahue Terrace Apartments	\$ 401,169
Corson Square Apartments	\$ 361,100
City Admin Building Fund	\$ 510,269
Community Development Block Grant	\$ 218,950
Façade Improvement	\$ 17,000
Revolving Economic Development	\$ 54,025
Library Building Fund	\$ 9,247,500
TIF Incentive Fund	\$ 303,500
Capital Catalyst	\$ 500

Moved by Kolb, seconded by Ellington and carried that **Resolution No.21-118** be approved-9 ayes.

Resolution No. 21-119

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

THAT, the proposed 2022 Sanitary Sewer Budget for the City of Baraboo in the amount of **\$1,529,486** is hereby adopted; and,

BE IT FURTHER RESOLVED, that adoption of said budget establishes the following sewer rates effective beginning the first quarter billing of 2022:

City of Baraboo	* 100 Gallons Usage	\$0.399
Outlying Area:	* 100 Gallons Usage	\$0.270
Surcharge for High Strength:	BOD	\$ 0.45/lb
	S.S.	\$ 0.51/lb
	Phosphorus	\$ 4.00/lb

Quarterly Fixed Meter Charge

5/8"	\$ 9.44		
3/4"	\$ 10.32	4"	\$ 51.26
1"	\$ 12.06	6"	\$ 94.83
1-1/2"	\$ 16.41	8"	\$ 147.55
2"	\$ 21.64	10"	\$ 216.88
3"	\$ 33.84	12"	\$ 286.20

Septage \$116.72/1000 gallons
 Holding Tank \$ 10.85/1000 gallons

Administration Fee \$ 15.00/load

Bio Solids Class A Utility haul \$ 22.50/load
 Customer hauls \$ 0.75/yd.

Class B FREE

Digester Solids Treatment \$ 50.00/100 lbs. of dry solids
 BOD Testing \$ 18.00/sample
 S.S. Testing \$ 12.00/sample
 pH Testing \$ 7.00/sample
 Phosphorus Testing \$ 23.00/sample

Moved by Thurow, seconded by Kolb and carried that **Resolution No.21-119** be approved-9 ayes.

Resolution No. 21-120

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

That the Water Utility Budget for 2022 in the amount of \$2,136,073 is hereby approved.

Moved by Ellington, seconded by Wedekind and carried that **Resolution No.21-120** be approved-9 ayes.

Resolution No. 21-121

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

That the low bid of LC United Painting in the amount of \$481,880 is hereby accepted, all other bides are rejected and the Mayor and City Clerk are hereby authorized to execute the contract.

Moved by Petty, seconded by Kolb and carried that **Resolution No.21-121** be approved-9 ayes.

Resolution No. 21-122

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

That the Stormwater Utility Budget for 2022 in the amount of \$704,613 is hereby approved.

Moved by Petty, seconded by Wedekind and carried that **Resolution No.21-122** be approved-9 ayes.

Resolution No. 21-123

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

That the following TIF Funds' budgets for 2022 be hereby approved:

TID #6 (Fund 360):	\$1,124,571
TID #7 (Fund 370):	\$ 369,072
TID #8 (Fund 380):	\$ 311,673
TID #9 (Fund 309):	\$ 500,900
TID #10 (Fund 310):	\$ 900
TID #11 (Fund 311):	\$ 900

Moved by Petty, seconded by Ellington and carried that **Resolution No.21-123** be approved-9 ayes.

Resolution No. 21-124

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

That the following Funds’ budgets for 2022 be hereby approved:

Taxi (Fund 230):	\$ 660,960
Street Lighting (Fund 240)	\$ 166,282
Park Impact/Development (Fund 250):	\$ 50,000
Library Impact Fees (Fund 251):	\$ 30,000
Police Impact Fees	\$ 51,036
Fire Impact Fees	\$ 0
Lead LSL Funds (Fund 261):	\$ 0
Disaster Aid (ARPA)	\$ 668,450
Fire Equipment Replacement (Fund 420):	\$ 400,000
Emergency Management Equipment Fund (Fund 421):	\$ 0
Police Capital Equipment	\$ 121,500
Public Works Capital Equipment	\$ 228,000
General Govt/IT Capital Equipment	\$ 43,500
Park Capital Equipment	\$ 16,500
Park Amenities Capital	\$ 280,500
Liability Insurance (Fund 720)	\$ 108,450
Unfunded Pension Liability (Fund 740):	\$ 1,800
UW Campus (Fund 800)	\$ 910,651
Kuenzi Estate (Fund 830):	\$ 5,000
Library Segregated (Fund 850)	\$ 190,000
Library Building Fund (Fund 851):	\$ 3,045
Park Segregated (Fund 870):	\$ 67,800
Ochsner Park House (Fund 890):	\$ 1,000
Firefighters Retirement Fund (Fund 900):	\$ 18,500
Friends of The Library (Fund 940)	\$ 7,850

Moved by Petty, seconded by Kolb and carried that **Resolution No.21-124** be approved-9 ayes.

Resolution No. 21-125

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

WHEREAS, the proposed 2022 Budget Document appropriates out of the receipts of the City of Baraboo for the year 2022, including monies received from the general property tax levy, to the various Funds shown below, the following amounts:

General Fund (Fund 100):	\$ 13,452,326
Debt Service Fund (Fund 300):	2,888,935
Capital Funds (Fund 430 & 432):	<u>1,481,028</u>

Total of Funds with Levy \$ 17,822,289

BE IT FURTHER RESOLVED THAT THE Common Council of the City of Baraboo hereby approves and accepts the 2022 Budget in the amount of \$ dollars, and;

BE IT FURTHER RESOLVED that there is hereby levied a tax of \$ on all taxable property within the City of Baraboo as returned by the assessor in the 2021 assessment roll for the uses, and purposes set forth in the 2022 budget. A detail of the levy by Fund follows:

General Fund (Fund 100):	\$ 7,125,081
Debt Service Fund (Fund 300):	1,874,820
Capital Fund (Fund 430):	<u>0</u>
Total Levy	<u>\$ 8,999,901</u>

Moved by Wedekind, seconded by Petty and carried that **Resolution No.21-125** be approved-9 ayes.

COMMITTEE OF THE WHOLE

Moved by Petty, seconded by Kent, to enter Committee of the Whole to discuss an update on the Airport Intergovernmental Agreement.

Mayor Nelson noted that at the most recent Airport Commission meeting, the delegate from the Village of Lake Delton expressed an interest by the village to take over operations of the airport. We were subsequently contacted by the attorney representing the village with a similar proposal. Because this is a significant step, they are bringing it to Council for deliberation.

Adm. Bradley explained that he is the Airport Manager and city staff spends quite a bit of time dedicated to the airport. As the managing partner, we do have a significant amount of work. There was a recent disagreement when Alliant wanted to add a solar farm to the airport grounds that would generate revenue for the airport and address the need for solar power within the community. This proposal was ultimately shut down. There are other airport projects that they are requesting funding for such as an overlay to Taxiway A. The City does not currently have the funds available to allocate any additional projects at the airport. Because the village has the funding available for these projects, they suggested they take over the airport. Moving forward it will remain a public airport. The City currently budgets \$40,000 per year and any portion of additional capital funding.

Ald. Petty clarified that if the village takes over as the managing partner, the City would cease to be owners. Based on the past withdrawals from members of the airport, there was no compensation if the City withdraws. The City could consider requirements such as the name remain the same and it continues as a public airport in place of a monetary buyout.

Ald. Petty noted that the airport is a huge economic benefit for this area. Having the name "Baraboo" attached to it provides some strategic significance. As airport manager, or other city staff, we do charge our time to the airport; however, this is a very tight budget and the funds may be exhausted.

Ald. Kent quested if the City of Baraboo have that great of benefit to being in the airport business? If people are flying into Lake Delton, they are in the area and aware of Baraboo. He would like to understand the benefits to the City of Baraboo residents.

Ald. Thurow noted that there are a lot of pilots flying in looking to come to Baraboo. You have to get the word out that Baraboo is here. The City of Baraboo does receive revenue from people flying into the airport.

Ald. Kolb noted that as co-owner, does this hold any leverage for us? Mayor Nelson explained that we basically have veto powers. Neither owner has the power to move a project forward.

Ald. Ellington questioned how many hangers are connected directly to Baraboo? Mayor Nelson noted that majority of those tied to Baraboo are independent hobbyists; there are no businesses within Baraboo tied to the airport. Mayor Nelson also went on to advise the Council that withdrawing from the airport is a significant issue and we should take our time and contemplate before a decision is made. Ald. Kolb agrees with this approach. We would need a cost/benefit analysis to see the benefits of positive revenue that it generates for Baraboo. Once we are gone, there is no getting back in. Ald. Petty agrees, what is the cost effectiveness of the City being owner? Potential future expenditures?

The Council requests additional information on resident users and potential future expenses to include staff time. Ald. Sloan recommends talking to the City of Wisconsin Dells as they withdrew from the airport a few years back. Adm. Bradley will contact both the City of Wisconsin Dells and the Town of Delton. Mayor Nelson has contacted both former City Administrator Ed Geick and former City Clerk/Finance Director Cheryl Giese regarding withdrawing from the airport.

Council directed City staff to work on a cost/benefit analysis to provide additional data for Council to review. Council would also like to see a draft of the capital improvement plans for the next 3 to 5 years and any future costs to the City.

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

ADMINISTRATOR AND COUNCIL COMMENTS

Council members wished everyone a happy Thanksgiving.

REPORTS, PETITIONS, AND CORRESPONDENCE The City acknowledges receipt and distribution of the following:

- **Reports:** October 2021 – Fire Dept., Treasurer
- **Minutes from the Following Meetings:**

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

November 9, 2021

Members Present: Sloan, Petty

Absent: Kent

Others Present: Adm. Bradley, Clerk Zeman, J. Ostrander, K. Stieve, T. Pinion, W. Peterson

Call to Order –Ald. Sloan called the meeting to order at 6:00p.m. noting compliance with the Open Meeting Law. Moved by Petty, seconded by Sloan to approve the minutes of October 26, 2021. Motion carried unanimously. Moved by Petty, seconded by Sloan to approve the agenda and carried unanimously.

Action Items

- a) **Accounts Payable** – Moved by Petty, seconded by Sloan to recommend to Council for approval of the accounts payable for **\$598,755.04**. Motion carried unanimously.
- b) **Property Insurance Renewal** – J. Ostrander noted that the annual premium increased about \$11,000 from prior years; it's the replacement cost of items that is driving this increase. The City did take out BIDS for this coverage for 2021. Moved by Petty, seconded by Sloan to recommend to Council for approval of the one-year renewal for Property Insurance with MPIC (Municipal Property Insurance Company). Motion carried unanimously.
- c) **Inter-Governmental Agreement** – C. Bradley explained that this is updating the bylaws. In an effort to alleviate the burden on the levy limits, by adopting these bylaws and the subsequent resolution, provided the other municipalities do the same, it brings the bylaws to conformity with state statutes and creates it as a true district. By doing so, a district then becomes exempt from Levy Limit and allowed the CPI plus 2%. Ald. Petty notes that this agreement has been reviewed by the other municipalities as well as legal counsel. C. Bradley explained that while this is still a tax on the tax payers, the normalization of the cost is over the entire district and not just the City of Baraboo. We are going to attempt making this effective for 2021 tax, collected in 2022. Moved by Petty, seconded by Sloan to recommend to Council approving the City

of Baraboo to enter into an Inter-Governmental Agreement with the Baraboo District Ambulance Service (BDAS). Motion carried unanimously.

- d) **MSA Design Contract** – T. Pinion explained that in order to fulfill the City’s obligation of the development agreement with Cornerstone Village, LLC the Jackson Property development we have to be prepared to put in the necessary infrastructure in early 2022. Three different consulting firms were reviewed and staff recommends contracting with MSA Professional Services, the low bidder. Moved by Petty, seconded by Sloan to recommend to Council authorizing the City to sign the contract with MSA Professional Services for the design of the 2022 Jackson Farm Public Improvements at a cost of no more than \$140,200. Motion carried unanimously.
- e) **Temporary Limited Easement** – W. Peterson explained that in 2022 we are projecting to do a rehabilitation on the County A tower. The present tower sits on 1/3 of an acre and with all of the equipment that will be needed for the rehabilitation, and the temporary relocation of the US Cellular tower, we need a little more space. We have contacted the adjoining property owner and negotiated an additional 1/3 acre for the duration of the project. The agreed upon fee is \$500 and the project should last approximately 8-10 weeks. Moved by Petty, seconded by Sloan to recommend to Council authorizing the City to acquire a 0.33-acre (110’x132’) Temporary Limited Easement immediately west of the existing tower property from the adjoining property owner for the duration of the 2022 County A Tower Rehabilitation Project. Motion carried unanimously.
- f) **BID Preliminary Assessment** – The Committee reviewed the BID budget-operating plan and preliminary assessment totaling \$46,900. The public hearing is set for November 23, 2021. Moved by Petty, seconded by Sloan to amend the resolution noting the amount of the proposed assessment is based on the 2021 tax roll assessment and recommend approval of the 2022 Business Improvement District (BID) budget-operating plan and preliminary assessment and set the public hearing for November 23, 2021. Motion carried unanimously.

Information Items

- a. Review of the Fire Dept. Report, Village and Towns Budget

Adjournment – Moved by Petty, seconded by Kent and carried to adjourn at 6:27pm.

Baraboo Economic Development Commission Meeting Minutes

October 7, 2021

- I. Call Meeting to Order and Note Compliance with Open Meeting Law**
Chairperson Cafilisch called the meeting to order at 5:45 PM at the Baraboo Municipal Building, Council Chambers, 101 South Blvd., Baraboo, WI. The meeting was noticed in conformance with Wisconsin State Statues regarding open meetings.
- II. Roll Call of Membership**
Present: Cafilisch, Steinhorst, Wastlund, Briggs, Johnson, Kothbauer, Kent, Koenig, Nelson, Persche, Vera
Absent: Walczak
Other: Patrick Cannon
- III. Approve Minutes**
Motion to approve the minutes for September 2, 2021 with minor adjustments
Johnson (1); Nelson(2)
Aye: All via voice vote
Nay: None
- IV. Approve Agenda**
Motion to approve the agenda
Steinhorst (1); Briggs (2)
Aye: All via voice vote
Nay: None
- V. Presentation**
Kristen Fish-Peterson from Redevelopment Resources discussed the EDA grant. She gave an overview of what Redevelopment Resources will be completing and a timeline of the project.

Since BEDC will be serving as the Steering Committee for this project, the members also discussed what they would like to accomplish for this grant.

After some initial discussion, the group felt that the Westside portion of the project would roughly include the area from the South Blvd Bridge to the new HWY 12. The study area would also include the property not directly adjacent to South Blvd but areas that utilize South Blvd as their main access.

WHEREAS, the City finds that allowing the Developer to secure certain rights to the Property at this time and contingent to the terms contained in this Agreement will be beneficial to the City for many reasons, including the possibility of the Project bringing additional housing to the City of Baraboo.

NOW, THEREFORE BE IT RESOLVED, the Baraboo City Council does hereby authorize entering into the pre-development agreement in accordance with the terms set forth and directs staff to take the steps necessary to facilitate the City's responsibilities under this agreement.

BE IT FURTHER RESOLVED that the City Council authorizes the City Clerk and City Administrator to execute the attached City of Baraboo and Rapid River Apartments LLC Pre-Development Agreement.

Moved by Kent, seconded by Sloan and carried that **Resolution No.21-126** be approved-9 ayes.

ADJOURNMENT

Moved by Kent, seconded by Petty, and carried on voice vote, that the meeting adjourn at 10:39pm.

Brenda Zeman, City Clerk