

**Council Chambers, Municipal Building, Baraboo, Wisconsin
Tuesday, December 13, 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, Kierzek, Thurow

Council Members Absent: Sloan

Others Present: Chief Sinden, Clerk Zeman, Adm. Bradley, J. Ostrander, T. Pinion, K. Stieve, members of the press and others.

The Pledge of Allegiance was given.

Moved by Ellington, seconded by Kolb and carried to approve the minutes of November 22, 2022.

Moved by Wedekind, seconded by Petty and carried to approve the amended agenda.

Compliance with the Open Meeting Law was noted.

PRESENTATIONS – None Scheduled.

PUBLIC HEARINGS – None Scheduled.

PUBLIC INVITED TO SPEAK – No one spoke.

MAYOR'S BUSINESS

- City Offices will be closed on Friday, December 23, Monday, December 26, and Monday, January 2.
Please visit www.cityofbaraboo.com for the garbage/recycling holiday pickup schedule.
- The deadline to file all nomination paperwork for the Spring Election is Tuesday, January 3, 2023 at 5:00pm.
- Starting in January the City Council meetings will be live streamed on the City's website, www.cityofbaraboo.com.
- The Mayor congratulated Detective Erik Oakeson, Baraboo Police Dept. on his 10 years of service. Congratulations Erik!
- The Mayor congratulated Cale Good, Buildings & Grounds Maintenance Technician, on his retirement from the City with over 22 years of service. Congratulations Cale!

CONSENT AGENDA

Resolution No. 22-139

THAT the Accounts Payable, in the amount of \$1,346,369.42 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

Resolution No. 22-140

THAT the December 27, 2022 Council meeting is cancelled.

Resolution No. 22-141

THAT the City Clerk be authorized to issue the following Picnic Licenses:

- Baraboo Theatre Guild, Bootlegger's Ball, 1-7-2023

Resolution No. 22-142

THAT, Joel Petty and Ed Geick be appointed to the Baraboo Area Joint Fire and Emergency Medical Services District Commission serving January 1, 2023 to the date of the

District's annual meeting in June, 2024 and

THAT, Scott Sloan and Heather Kierzek be appointed to the Baraboo Area Joint Fire and Emergency Medical Services District Commission serving January 1, 2023 to the date of the District's annual meeting in June, 2025.

Resolution No. 22-143

THAT, Kevin Calkins be appointed to the Baraboo Area Joint Fire and Emergency Medical Services District Personnel Board serving January 1, 2023 to the date of the District's annual meeting in June, 2028 and

THAT, Pamela Roland be appointed to the Baraboo Area Joint Fire and Emergency Medical Services District Personnel Board serving January 1, 2023 to the date of the District's annual meeting in June, 2026.

Resolution No. 22-144

THAT, Lacey Steffes be appointed to the Business Improvement District (BID) to fill the unexpired term of Andrew Killgallon serving until April 30, 2024.

Moved by Wedekind, seconded by Hazard and carried that the Consent Agenda be approved-8 ayes.

ORDINANCES ON 2ND READING

Moved by Kolb, seconded by Ellington and carried unanimously to approve the 2nd reading of **Ordinance No. 2604** approving Phase 1 Specific Implementation Plan for Baraboo Buffs Condominium Planned Unit Development.

NEW BUSINESS - RESOLUTIONS

Resolution No. 22-145

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

That the City resolves to draw \$421,395.17 from the line of credit with the Baraboo State Bank on Wednesday December 14th, 2022.

Moved by Wedekind, seconded by Petty and carried that **Resolution No. 22-145** be approved-8 ayes.

Resolution No. 22-146

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

The Common Council hereby authorizes the City Administrator and the City Clerk to execute addendum 2 with DEVCO 1 LLC.

Moved by Kolb, seconded by Kent and carried that **Resolution No. 22-146** be approved-8 ayes.

Resolution No. 22-147

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

The Common Council hereby authorizes the Mayor, City Administrator, and the City Clerk to execute the Assignment and Assumption Agreement and the Deed Transfer documents as presented.

Moved by Hazard, seconded by Kent and carried that **Resolution No. 22-147** be approved-8

ayes.

Resolution No. 22-148

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

The Common Council hereby authorizes the City Administrator and the City Clerk to execute the Development Agreement on behalf of the City with JDJE, LLC, for the purposes of construction a new 97 Room Fairfield Hotel.

Moved by Wedekind, seconded by Thurow and carried that **Resolution No. 22-148** be approved-8 ayes.

Resolution No. 22-149

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

That the City of Baraboo renew the Property Insurance contract with MPIC in the amount of 90,219 for fiscal year 2023.

Moved by Petty, seconded by Ellington and carried that **Resolution No. 22-149** be approved-8 ayes.

Resolution No. 22-150

WHEREAS, the City of Baraboo Fire Department was created and operates under the City of Baraboo, a municipal corporation pursuant to sections 62.13 and 256.12 of the Wisconsin Statutes; and

WHEREAS, the Baraboo District Ambulance Service (BDAS) was created and operates pursuant to sections 66.0301 and 256.12 of the Wisconsin Statutes; and

WHEREAS, the City of Baraboo, Village of West Baraboo, Town of Baraboo, Town of Fairfield, and Town of Greenfield have independently adopted by resolution, their agreement to the formation of the Baraboo Area Fire and EMS District; and

WHEREAS, effective January 1st, 2023, the City of Baraboo Fire Department and Baraboo District Ambulance Service will consolidate into one organization and operate under the name of Baraboo Area Fire and EMS District; and

WHEREAS, the Baraboo Area Fire and EMS District will operate under the Intergovernmental Agreement and Bylaws as approved by the members; and

WHEREAS, accrued benefits, if recognized by the Baraboo Area Fire and EMS District, of those employed by the Baraboo District Ambulance Service will be transferred to the Baraboo Area Fire and EMS District at the time of consolidation; and

WHEREAS, accrued benefits of those employed by Baraboo District Ambulance Service, if not recognized by the Baraboo Area Fire and EMS District, will be handled in accordance with the Baraboo District Ambulance Service Separation from Employment Policy; and

WHEREAS, accrued benefits, if recognized by the Baraboo Area Fire and EMS District, of those employed by the City of Baraboo Fire Department will be transferred to Baraboo Area Fire and EMS District at the time of consolidation; and

WHEREAS, accrued benefits of those employed by the City of Baraboo Fire Department, if not recognized by the Baraboo Area Fire and EMS District, will be handled in accordance with the City of

Baraboo Employee Handbook Policy 2.10 Separation or Retirement from Employment by Non-Represented Employees.

NOW, THEREFORE, BE IT RESOLVED by the City of Baraboo Common Council as follows:

1. The accrued benefits of those employed by the City of Baraboo Fire Department, if recognized by the Baraboo Area Fire and EMS District, shall be transferred to the Baraboo Area Fire and EMS District at the time of consolidation.
2. The accrued benefits of those employed by the City of Baraboo Fire Department, if not recognized by the Baraboo Area Fire and EMS District, will be handled in accordance with the City of Baraboo Employee Handbook Policy 2.10 Separation or Retirement from Employment by Non-Represented Employees.

Moved by Ellington, seconded by Petty and carried that **Resolution No. 22-150** be approved with a request that the employee handbook will be reviewed at a later date-8 ayes.

Resolution No. 22-151

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

THAT, the Baraboo Firefighter's Benefit Fund be distributed amongst the membership based upon the by-law guidelines and furthermore, dissolved.

Moved by Ellington, seconded by Kolb and carried that **Resolution No. 22-151** be approved-8 ayes.

Resolution No. 22-152

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

The Common Council hereby authorizes the City Administrator and the City Clerk to execute the addendum to the 2021-2025 School Resource Officer Memorandum of Understanding as proposed.

Moved by Wedekind, seconded by Petty and carried that **Resolution No. 22-152** be approved-8 ayes.

NEW BUSINESS – ORDINANCES

None.

ADMINISTRATOR AND COUNCIL COMMENTS

Adm. Bradley gave an update on the UW-Platteville Baraboo Sauk County campus. Merry Christmas & Happy Holidays to all!!

REPORTS, PETITIONS, AND CORRESPONDENCE

The City officially acknowledges receipt and distribution of the following:

- **Reports:** October & November, 2022 – Fire Department
- **Minutes from the Following Meetings:**

Finance/Personnel Committee–Conference Room, #214**November 1, 2022****Members Present:** Sloan, Kent, Petty**Absent:****Others Present:** Adm. Bradley, Clerk Zeman, J. Ostrander, L. Laux

Call to Order –Ald. Sloan called the meeting to order at 5:30p.m. noting compliance with the Open Meeting Law. Moved by Kent, seconded by Petty to approve the agenda. Motion carried unanimously.

Discussion Itema) **Purchasing Policy**

The committee finished its review of the Purchasing Policy. Finance Director J. Ostrander will revise the policy based on the recommendations of the committee. A final revised copy will be presented to the committee at a future meeting.

Adjournment – Moved by Kent, seconded by Petty and carried to adjourn at 6:40pm.

Finance/Personnel Committee–Dennis Thurow Committee Room, #205**November 8, 2022****Members Present:** Sloan, Kent, Petty**Absent:****Others Present:** Mayor Nelson, Adm. Bradley, City Treasurer Laux, J. Ostrander

Call to Order –Ald. Sloan called the meeting to order at 6:00p.m. noting compliance with the Open Meeting Law. Moved by Kent, seconded by Petty to approve the minutes of October 25, 2022. Motion carried unanimously. Moved by Petty, seconded by Kent to approve the agenda. Motion carried unanimously.

Action Items

- a) **Accounts Payable** – Moved by Kent, seconded by Petty to recommend to Council approval of the accounts payable for **\$949,262.86**. Motion carried unanimously.
- b) **BID Preliminary Assessment** – J. Ostrander noted that the assessment amount, listed twice on the resolution, should be \$1.4524216 per \$1,000 of assessed value. Besides their budget, 6 of their goals have to do with increasing parking, strategies to unify the downtown, bring new businesses, improve the appearance, coordinate the downtown development/promote events, activate programs found in the budget. The 2023 budget is the same total dollar amount as the 2022 budget. Moved by Petty, seconded by Kent to recommend to Council to approve the 2023 Business Improvement District (BID) budget-operating plan and preliminary assessment at the correct rate of \$1.4524216 per \$1,000 of assessed value, and set the public hearing for November 22, 2022. Motion carried unanimously.
- c) **Landfill Monitoring Contract** – C. Bradley noted that this includes completing the state report with the DNR. Based on estimate of the last contract, we are looking at roughly a 20% increase. Because this is a professional service, per our purchasing policy, it does not require we go out for bids. Moved by Petty, seconded by Kent to recommend to Council to approve the Landfill Monitoring Contract with MSA Professional Services, Inc., in the amount of \$18,355 per year for 2023-2025 noting the committee would like to consider an RFP upon expiration of this contract. Motion carried unanimously.
- d) **Alma Waite Funds** – J. Ostrander noted that this revised policy will clarify how the available funds are determined for the Alma Waite Funds. Available funds will now be based on “actual” vs “projected”. Moved by Kent, seconded by Petty to recommend to Council to approve the amended Alma Waite Funds Policy. Motion carried unanimously.
- e) **Police Chief** – Adm. Bradley explained that the Police & Fire Commission, at their October 27th meeting, appointed Rob Sinden as the Police Chief for the City of Baraboo. Moved by Petty, seconded by Kent to recommend to Council to approve the salary for the new Police Chief, Rob Sinden, at Grade 17 with an annual salary of \$105,000, with an effective date of October 27, 2022. Motion carried unanimously.

Discussion Items - *None*.

Adjournment – Moved by Petty, seconded by Kent and carried to adjourn at 6:38pm.

Baraboo BID Meeting Minutes

10/19/2022

Present:

Members: S. Fay, A. Killgallon, K. Thurow, M. Miller, B. McDaniel, T. Sefkar, D. Marshall, B. Stelling

Absent:

Members:

Other:

President Fay called the meeting to order at 6:00pm

In Compliance of Open Meeting Laws

Approval of August 2022 minutes: Killgallon, McDaniel. Carried

Amendment of 2022 BID Assessment

Adoption of Agenda: Thurow,McDaniel Carried

Officer/Committee

Reports

President: Fay

None

Secretary: Killgallon

- None

Treasurer: Stelling

- None

Appearances: Stelling

- No word from lighting company. Will continue to attempt to move forward with them.
- Baskets will be coming down this week
- DBI will be switching out banners this week

Business Development: Marshall

- None

Finance: Wickus/Stelling

- None

Parking: Fay

- None

Promotions: Wickus

- None

Old Business:

- Approval on 2023 BID Assessment
 - Wickus, McDaniel

New Business:

- Approval of Financials
 - Wickus, Marshall Carried
- Approval of Vouchers
 - \$1,700.28 – City of Baraboo
 - 2022 Billing Services & 2nd Quarter Copies
 - \$552.73 – Amy Schertz
 - Fall 2022 BID Planters
 - \$566.81 – Amy Schertz
 - Summer 2022 BID Planters
 - \$6,060 - Willie Deppe
 - Planter Watering and Maintenance

\$8,879.82 Total

- Motion to Approve Wickus, Marshall , Carried
- Next Agenda Items
 - Nov 16th, 2022 at 6:00pm

Motion to Adjourn at 6:19p, Killgallon, McDaniel, carried.

Administrative Committee**November 1, 2022**

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: Paul Wolter

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 September 27, 2022, minutes.

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

Action Items:

- a) Review and recommendation to the Common Council on approving the Temporary Liquor Licenses (aka Picnic License) for Downtown Baraboo, Inc, Wine Walk, 11/18/2022.

Rob Sinden commented they self-police well and there are no problems.

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

- b) Review and recommendation to the Common Council for the Liquor Licenses Change of Agent for Con Amici, LLC to Cornelia Schmitz.

Thurow noticed the address was not included and Zeman indicated she had redacted the address. Rob Sinden had no problems with the change of agent.

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

Discussion:

- a) Strategic Plan assignments – Initial discussion to breakdown the plan into manageable pieces and determine completion strategy.

Members of the committee read and reviewed the Strategic Plan master for Administrative Committee assignments. The roles and responsibilities for each assignment would go to Departments Heads with the Administrative Committee having oversight. Mayor Nelson noted there are too many high priority items so the Council should weigh in on this decision. Kierzek believes the gaps in service along with meaningful metrics should be addressed by Department Heads. Thurow indicated her desire for the City Administrator attend the next regularly scheduled meeting for guidance and direction for rolling out the plan. The Strategic Plan will be a standing item on the agenda until finished.

Information Item(s):

- a) Date and time of next meeting: Tuesday, December 6, 2022, at 8:00AM.

Zeman noted that a special meeting needs to take place to address a license she received yesterday so it will get to Council in a timely manner before the event.

Motion by Hazard seconded by Kierzek to approve a special Administrative Meeting on Nov 15th, 2022. Motion carried unanimously.

Motion to adjourn by Hazard, seconded by Kierzek at 8:15 AM and unanimously carried.

Administrative Committee**November 15, 2022**

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: Paul Wolter

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 November 1, 2022, minutes. Motion carried unanimously.

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

Action Items:

c) Review and recommendation to the Common Council on approving the Temporary Liquor License (aka Picnic License) for the Sauk County Historical Society, Christmas at the Mansion, 12-9-2022
Rob Sinden commented there are not issues on the part of the Police Department.

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

Information Item(s):

b) Date and time of next meeting: Tuesday, December 6, 2022, at 8:00AM.

Motion to adjourn by Kierzek, seconded by Hazard at 8:03 AM and unanimously carried.

CITY OF BARABOO POLICE AND FIRE COMMISSION MEETING MINUTES
MINUTES FOR: Regular Meeting on August 15, 2022.

The Baraboo Police & Fire Commission (PFC) met on this date at the Baraboo Municipal Building, 101 South Boulevard, (C205), Baraboo. The meeting was opened at 3:30pm by PFC President Kujak. A notice of this meeting was posted on August 12, 2022.

Roll call found Commissioners Getschmann, Hollenback, Kluge, Kujak and Viney were in attendance. Others present during the meeting were Police Chief Sinden and Fire Chief Stieve.

Compliance with the open meeting law was noted by Kujak.

Kujak made a request to have the AGENDA be approved. Getschmann made a Motion to approve the Agenda; Viney offered a second, motion carried 5-0.

Kujak made a request to have the MINUTES of July 18, July 22 (Open & Closed Sessions) and August 1, 2022 be approved. Kluge made a Motion to approve the Agendas; Getschmann offered a second, motion carried 5-0.

There were no citizens present to speak under 'PUBLIC COMMENTS'.

Under 'ACTION ITEMS', Chief Stieve made a request of the PFC to decertify any and all prior Baraboo Paid-on-Call Fire Fighter eligibility lists, and to certify a new Baraboo Paid-on-Call Fire Fighter eligibility list as of August 15, 2022. He presented a list containing the proposed (7) Fire Fighters names of:

Parker Brehm	Kortnee Carroll
Jackson Clements	Ethan Mengelt
Jesse Prater	Sawyer Schmitt
Kody Sellner	

Stieve also noted that if these individuals would be hired in the near future, they would bring the Department staffing to 34-35 members. Further that this would be at a normal staffing number, adding that the Department does not have any top end limit for Department members. Getschmann made a Motion to approve the Agenda; Hollenback offered a second, motion carried 4-0 with Viney abstaining.

Under 'INFORMATIONAL ITEMS':

Chief Sinden noted that the Department is seeing some 'head hunting' of their members from other law enforcement agencies in the area. This is a troubling process and the City and Department are trying to retain their good employees within the agency. Wages are the drawing factor and with the City's financial situation, this is a real problem. There is certainly room for improvement and need, and that is a budgeting issue. Regarding the SRO status between the City and the School District, it is yet hopeful that an answer can be found to cover the wages (est \$150K) of both SROs. The School District budget is not yet locked in to report on. That answer will be coming in the next 2 months. While the Department is seeing a 3.7% decrease in overall calls to date, they are seeing increases in traffic citations and general arrests. Sinden noted that the Department is operating with three (3) less staff members (Chief, 1 Patrol Officer and a Clerk), which has a daily impact for the community served. The prior authorized sworn staff level was 29, and currently it is 27. For this month he reports they have no troubling 'Use of Force' investigations to report on. The Department is engaging in continued 'Rapid Response to Critical Incident Training'. Currently they are working it through the High School, but there are plans to do it also in the Middle School and at some point the Elementary Schools. He briefly spoke on the 2023 Budget and as to the projected \$370K reduction the Department is facing. Chief Stieve noted the Fire Department reduction is approximately \$71K in the upcoming budget. Sinden noted that if they can secure the funding for the two School Resource Officers, they are hopeful to maintain staffing levels.

Chief Stieve presented letters from two Baraboo Fire Fighters (Carrie Cummings & Justin Riley) that have tendered letters of Resignation in the last 30 days. He is hopeful that in the new eligibility list that they will find replacements for these vacancies. Kevin stated that he will send a link to the PFC Members to view his monthly report as submitted to City Council. Stieve also called attention to the PFC as to the Retirement gathering for BPD Fire Fighters Steve Pointon & Thomas Clark on August 23rd.

Kujak provided a brief update as to the ongoing search for a Baraboo Police Chief, clarified where we are in process (Job Description & Offer has been posted as of August 11). He noted that our 'goal' to get the notice posted was on or before August 15, and we accomplished that. All of the desired posting sites have been accomplished as of today. Some clarity from the City regarding the pay scale approved was identified, and he will speak to the City Administrator how that should be handled. He then discussed the plans for the August 17th 'listening session' at City Hall. He was making the final arrangements for having the building open by 5:30pm, and hosting the meeting from 6:00pm to 7:30pm. He read from script what he would be explaining to the attendees at the meeting. It was agreed that after the August 17th meeting (Listening Session), a Special Meeting may be needed to address their findings.

Under 'COMMUNICATIONS', Kluge advised there was only the League's monthly magazine.

Kujak made a request for an ADJOURNMENT. Viney offered a Motion for adjournment; Getschmann offered a second. Motion passed 5-0.

CITY OF BARABOO POLICE AND FIRE COMMISSION MEETING MINUTES **MINUTES FOR: Regular Meeting on October 17, 2022.**

The Baraboo Police & Fire Commission (PFC) met on this date at the Baraboo Municipal Building, 101 South Boulevard, (C205), Baraboo. The meeting was opened at 3:30pm by PFC President Kujak. A notice of this meeting was posted on October 13, 2022.

Roll call found Commissioners Getschmann, Hollenback, Kluge, Kujak and Viney were in attendance. Others present during the meeting were Police Chief Sinden and Fire Chief Stieve.

Compliance with the open meeting law was noted by Kujak.

Kujak made a request to have the AGENDA be approved. Getschmann made a Motion to approve the Agenda; Hollenback offered a second, motion carried 5-0.

Kujak made a request to have the MINUTES of September 19 and October 10, 2022 be approved. Viney made a Motion to approve, with Getschmann offering a second, that motion carried 5-0.

There were no citizens present to speak under 'PUBLIC COMMENTS'.

There was no business to be discussed under 'ACTION ITEMS'.

Under 'INFORMATIONAL ITEMS':

Chief Sinden orally gave his Monthly Report noting that Staffing levels remain the same as last month, highlighting that the Department is short two Patrol Officers and one Administrative person. He is hopeful that there will not be more losses in the upcoming months. He noted a second year Department achievement in obtaining a Gold Award from Lexipol. The Department is ready for the upcoming recertification checks in the WILEAG program - this occurs every 3-years and is quite gruesome across all levels of the Police Department. Sinden noted that the Department has handled 6,540+ calls for service so far this year. He added that those numbers are down just a bit. He further noted that citations & arrests are down just slightly also, and lays some of those reduced numbers to the fact that they have less manpower on the street this year.

When Chief Sinden completed his reporting, PFC President Kujak turned to Chief Stieve and asked for his Department report. Chief Stieve looked at the PFC President, outwardly laughed at his request and responded in a sarcastic voice that it can be found in the Public Safety or Council packet. He briefly paused and added that he is pleased the way the merger of Fire & EMS is rolling along.

Under 'CLOSED SESSION':

Kujak announced that the Commission move to a Closed Session, pursuant to Wis. Stats. 19.85(1)(c) for the purpose of considering employment, promotion or performance evaluation data with respect to the filling of a vacancy within the Police Department. Getschmann made a motion to approve, with Hollenback offering a second. The Motion passed 5-0.

Under 'OPEN SESSION':

At approximately 5:05pm, Kujak announced the Commission would return to Open Session to address any business that may be the result of discussions held in Closed Session. Viney made a motion to return to Open Session, and Getschmann offered a second. Motion passed 5-0.

Under 'COMMUNICATIONS', Kluge had handed out the Commissioner's monthly magazine from the 'League of Wisconsin Municipalities', as well stated that the League's PFC (2019) Manual has been received for the November 4th training session.

Kujak made a request for an ADJOURNMENT; Getschmann offered a Motion to approve; Hollenback offered a second. Motion passed 5-0.

CITY OF BARABOO POLICE AND FIRE COMMISSION SPECIAL MEETING MINUTES
MINUTES FOR: Special Meeting on October 26, 2022.

The Baraboo Police & Fire Commission (PFC) met on this date at the Baraboo Municipal Building, 101 South Boulevard, (Room P127), Baraboo. The meeting was opened at 07:45AM by PFC President Kujak. A notice of this meeting was posted on October 21, 2022.

Roll call found Commissioners Getschmann, Hollenback, Kluge, Kujak and Viney were in attendance. Others present during portions of the meeting were Police Chief Candidates Al Fear, Ryan Labroschian & Rob Sinden; as well as a secondary Panel (Mayor Rob Nelson, City Admin Casey Bradley, Sauk Chief Deputy Eric Vandehuevel, DA Michael Albrecht and Baraboo PD Detective Brian Voltz), and Baraboo PD Trina Cromwell & Sgt Jeff Shimon.

Compliance with the open meeting law was noted by Kujak.

Kujak made a request to have the AGENDA be approved. Getschmann made a Motion to approve the Agenda; Hollenback offered a second, motion carried 5-0.

There were no citizens present to speak under 'PUBLIC COMMENTS'.

Kujak then announced that the Commission would move to a CLOSED SESSION pursuant to Wis. Stats. 19.85(1)(c) for the purpose of considering employment, promotion or performance evaluation data with respect to the filling of a vacancy within the Police Department. More specifically, to Interview Candidates for the open Police Chief position. Getschmann offered a motion to move to Closed; Viney offered a second and motion carried 5-0.

At approximately 11:20pm, Kujak announced that the Commission would return to OPEN SESSION pursuant to Wis. Stats. 19.85(2) to address any business that may be the result of discussions conducted in Closed Session.

Getschmann offered a motion to move to Open Session; Viney offered a second and motion carried 5-0.

Under 'COMMUNICATIONS', Kluge advised that there were none for this meeting.

Kujak requested a motion to ADJOURNMENT, Getschmann offered a motion to Adjourn; Hollenback offered a second and motion passed 5-0.

CITY OF BARABOO POLICE AND FIRE COMMISSION SPECIAL MEETING MINUTES
MINUTES FOR: Special Meeting on October 26, 2022.

The Baraboo Police & Fire Commission (PFC) met on this date at the Baraboo Municipal Building, 101 South Boulevard, (Council Chambers), Baraboo. The meeting was opened at 05:00pm by PFC President Kujak. A notice of this meeting was posted on October 21, 2022.

Roll call found Commissioners Getschmann, Hollenback, Kluge, Kujak and Viney were in attendance. Others present during portions of the meeting were Police Chief Candidates Al Fear, Ryan Labroschian & Rob Sinden. Additionally during the two hour event there were numerous citizens that came & went.

Compliance with the open meeting law was noted by Kujak.

Kujak made a request to have the AGENDA be approved. Getschmann made a Motion to approve the Agenda; Viney offered a second, motion carried 5-0.

There were no citizens present to speak under 'PUBLIC COMMENTS'.

Under 'INFORMATION ITEMS', Kujak announced the 'Meet & Greet' event was now open. He introduced each of the three candidates individually and allowed each a 5 Minute period to tell those in attendance 20-25 of their background and their ideas for Baraboo PD. At the conclusion of the individual talking points, each Candidate received numerous oral inquiries from those in attendance. The group assembled was comprised of City Officials, City Police Officers, other City staff and other community citizens as well as the media. The group had dispersed by 7:00pm.

(Note: Kujak left midway thru the program due to another meeting)

Under 'COMMUNICATIONS', Kluge advised that there were none for this meeting.

Upon the last citizen departing the Council Chambers, a request for an ADJOURNMENT was made: Viney offered a Motion to adjourn; Hollenback offered a second. Motion passed 4-0.

POLICE AND FIRE COMMISSION SPECIAL MEETING MINUTES**MINUTES FOR: Special Meeting on October 27, 2022.**

The Baraboo Police & Fire Commission (PFC) met on this date at the Baraboo Municipal Building, 101 South Boulevard, (C234), Baraboo. The meeting was opened at 9:00AM by PFC President Kujak. A notice of this meeting was posted on October 25, 2022.

Roll call found Commissioners Getschmann, Hollenback, Kluge, Kujak and Viney were in attendance. There were no other persons present for this meeting.

Compliance with the open meeting law was noted by Kujak.

Kujak made a request to have the AGENDA be approved. Getschmann made a Motion to approve the Agenda; Hollenback offered a second, motion carried 5-0.

There were no citizens present to speak under 'PUBLIC COMMENTS'.

Kujak requested a motion to move the Commission into a CLOSED SESSION, pursuant to Wis. Stats. 19.85(1)(c) for the purpose of considering employment, promotion of performance evaluation data with respect to the filling of a vacancy within the Police Department. Viney made a motion to move to Closed; Getschmann offered a second; Motion passed 5-0.

Kujak requested a motion to reconvene in OPEN SESSION, pursuant to Wis. Stats. 19.85 (2) to address any business that may be the result of discussion conducted in Closed Session. Hollenback made a motion to reconvene in Open Session; Getschmann offered a second; Motion passed 5-0.

Under 'COMMUNICATIONS', the PFC created a letter to Mayor Rob Nelson and the City Administrator, indicating the PFC's selection of Interim Police Chief Rob Sinden as the new Police Chief, and requesting the annual pay scale be \$105,000.00 (*within the proposed pay limits previously set by the Finance Committee*). Further that Chief Sinden's appointment would be contingent on his successful completion of the standard background check, psychological examination and a drug test. The letter was to be hand carried to the Mayor later this date.

Kujak requested a motion to adjourn, Viney made a motion to Adjourn; Getschmann offered a second, Motion passed 5-0.

CITY OF BARABOO POLICE AND FIRE COMMISSION SPECIAL MEETING MINUTES**MINUTES FOR: Special Meeting on November 4, 2022.**

The Baraboo Police & Fire Commission (PFC) met on this date at the Baraboo Municipal Building, 101 South Boulevard, (C205), Baraboo. The meeting was opened at 8:45AM by PFC Secretary Kluge. A notice of this meeting was posted on October 31, 2022.

Roll call found Commissioners Hollenback, Kluge and Viney were in attendance. Commissioners Getschmann & Kujak were excused. There were no other persons present for this meeting.

Compliance with the open meeting law was noted by Kluge.

Kluge made a request to have the AGENDA be approved. Viney made a Motion to approve the Agenda; Hollenback offered a second, motion carried 3-0.

There were no citizens present to speak under 'PUBLIC COMMENTS'.

There was no formal ACTION ITEMS to be handled.

Under 'INFORMATION ITEMS', the purpose of this meeting was for the PFC to attend the 'League of Wisconsin Municipality's' annual training workshop for Police & Fire Commissions (via ZOOM, 9:00AM - 3:30PM).

Under 'COMMUNICATIONS', the PFC Members in attendance received their monthly LWM Magazine.

Kluge requested a motion to adjourn, Hollenback made a motion to Adjourn; Viney offered a second, Motion passed 3-0.

CITY OF BARABOO POLICE AND FIRE COMMISSION SPECIAL MEETING - MEMORANDUM**MINUTES FOR: Special Meeting on November 8, 2022.**

The Baraboo Police & Fire Commission (PFC) was scheduled to meet on this date at the Baraboo Municipal Building, 101 South Boulevard, (Council Chambers), Baraboo.

However, due to the Membership not meeting the needs for a Quorum, no formal meeting was held. Two members (Viney & Hollenback) attended the City Council and answered questions as presented regarding the appointment of Interim Chief Rob Sinden to the full-time Baraboo Police Chief position.

Baraboo Economic Development Commission Meeting Minutes October 27, 2022**I. Call Meeting to Order and Note Compliance with Open Meeting Law**

Chair Cafilich 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 Statutes regarding open meetings.

II. Roll Call of Membership

Present: Cafilich (Video), Steinhorst, Kent, Koehler, Koenig, Kothbauer, Meise, Nelson, Persche, Vera
Absent: Briggs, Culotta
Other: Patrick Cannon

III. Approve Minutes

Motion to approve the minutes for May 5, 2022

Steinhorst (1); Koehler (2)

Aye: All via voice vote

Nay: None

IV. Approve Agenda

Motion to approve the agenda

Nelson 1); Kent (2)

Aye: All via voice vote

Nay: None

V. Presentation

None

VI. Action Items**a. Election of Officers****i. Chair**

Nomination of Chantel Steinhorst by Nanci Cafilich

Motion:

To close nominations and elect Chantel Steinhorst as Chair

Kent (1); Nelson (2)

Aye: All

Nay: None

ii. Vice-Chair

Ms. Kothbauer volunteered to serve as the Vice-Chair

Motion:

To close nominations and elect Karen Kothbauer as Vice-Chair

Kent (1); Persche (2)

Aye: All

Nay: None

iii. Secretary

Nomination of Beth Persche as Secretary

Motion:

To close nominations and elect Beth Persche as Secretary

Kent (1); Kothbauer (2)

Aye: All

Nay: None

b. Work session with Redevelopment Resources/Studio GWA regarding EDA Grant

Redevelopment Resources and Studio GWA presented their final draft of their project.

The report contains several recommendation for moving forward. The report will be presented to the City Council on November 8, 2022. BEDC would like to meet again on November 17, 2022 to discuss how to implement the plan.

No official action was taken.

c. Discussion of current development projects within the City.

Staff gave an update on the various projects throughout the City. These projects included the Fire/EMS stations, Jackson property and the new hotel currently under construction.

VII. Information/Discussion Items

The next BEDC meeting will be November 17, 2022.

VIII. Adjournment

The meeting was adjourned by the Chair at 6:48 PM as all business items were concluded

• **Copies of these meeting minutes are on file in the Clerk’s office:**

- Emergency Management.....3-31-2022 UW Campus.....10-20-2022
- CDA.....10-4-2022, 11-1-2022, 11-17-2022
- Park & Recreation.....11-9-2022, 11-14-2022, 11-17-2022

• **Petitions & Correspondence Being Referred:** *None.*

ADJOURNMENT

Moved by Kolb, seconded by Petty, and carried on voice vote, that the meeting adjourn at 7:24pm.

Brenda Zeman, City Clerk