

**Council Chambers, Municipal Building, Baraboo, Wisconsin  
Tuesday, February 8, 2022 – 7:00 p.m.**

Mayor Nelson called the regular meeting of Council to order.

Roll call was taken.

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

Council Members Absent: Plautz, Sloan

Others Present: Chief Schauf, Adm. Bradley, Treasurer Laux, J. Ostrander, K. Stieve, T. Pinion, 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 January 25, 2022.

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

**Compliance with the Open Meeting Law was noted.**

**PRESENTATIONS**

George Althoff presented the Baraboo Area Chamber of Commerce Annual Report.

**PUBLIC HEARINGS** – None Scheduled.

**PUBLIC INVITED TO SPEAK** – No one spoke.

**MAYOR'S BUSINESS**

- The Mayor congratulated Brenda Zeman, City Clerk on her 20<sup>th</sup> anniversary with the City. Congratulations to you Brenda!
- 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/>
- We will be holding a special Council meeting next Wednesday, February 16<sup>th</sup> at 6:00pm to review the results of the Strategic Plan.

**CONSENT AGENDA**

**Resolution No. 21-142**

THAT the Accounts Payable, in the amount of \$716,644.68 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

Moved by Petty, seconded by Kolb and carried that the Consent Agenda be approved-7 ayes.

**ORDINANCES ON 2<sup>ND</sup> READING**

Moved by Ellington, seconded by Kolb and carried unanimously to approve the 2<sup>nd</sup> reading of **Ordinance No. 2589** amending the General Development Plan/Specific Implementation Plan for Doug and Teresa Atwell in accordance with Steps 3 and 4 of the PUD process to add an attached 3-car garage to the former School Administration Building at 101 2<sup>nd</sup> Avenue that they have since converted to a single-family residence.

**NEW BUSINESS - RESOLUTIONS**

**Resolution No. 21-143**

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

Pending a favorable six-month review by the City's Community Service Officers, the Common Council grants a special exemption to Debbie Zirzow allowing her to keep four dogs, one cat, and one

service dog in her residence until one of the five dogs passes, after which time she will be allowed to keep no more than three dogs, plus the service dog, in her residence. The exemption also requires Ms. Zirzow to remain in compliance with §29.11 of the Baraboo Municipal Code for the duration of the time the animals are kept in her residence.

If there are any concern(s) as a result of the six-month review, these concerns will be presented to the Administrative Committee.

Moved by Petty, seconded by Kent to amend the resolution to include a six-month review by the City's Community Service Officers. Motion carried that **Resolution No. 21-143**, as amended, be approved-7 ayes.

**Resolution No. 21-144**

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

THAT the City Clerk be authorized to issue the following "Class B" Reserve Liquor License:

- Las Milpas, LLC (Restaurant)

Moved by Petty, seconded by Ellington and carried that **Resolution No. 21-144** be approved-7 ayes.

**Resolution No. 21-145**

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

THAT the City Administrator and Fire Chief are authorized to sign the Fire Department/DNR Memorandum of Understanding for Mutual Aid and Fire Suppression Services with the Wisconsin Department of Natural Resources.

Moved by Thurow, seconded by Petty and carried that **Resolution No.21-145** be approved-7 ayes.

**Resolution No. 21-146**

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

**WHEREAS**, the City is a municipal corporation under the laws of Wisconsin, and the Baraboo District Ambulance Service (BDAS) was created and operates under Wisconsin State Laws; and

**WHEREAS**, the purpose of the BDAS is to provide Emergency Medical Services to the residents of member communities, which includes the City of Baraboo; and,

**WHEREAS**, the City Council finds it is in the best interests of the residents of the City of Baraboo to share a new facility as a combined Fire/EMS District, if one is to be built in the City; and,

**WHEREAS**, the Consolidation of Fire and EMS Services Final Report from Center for Public Safety Management recommends full consolidation into one Fire/EMS District; and,

**WHEREAS**, the planning for this consolidation is critical to moving forward,

**NOW, THEREFORE BE IT RESOLVED**, that the Baraboo City Council does hereby authorize the City Administrator and City Clerk to sign the Proposal for Standard of Cover and Strategic Plan for Baraboo Fire Department and Baraboo District Ambulance Service by the Center for Public Safety

Management, LLC which is a partner of the International City/County Manager's Association (ICMA), in the amount of \$31,500. These costs shall be funded by the proceeds of the Fire Remodel project.

Moved by Petty, seconded by Ellington and carried that **Resolution No.21-146** be approved-7 ayes.

**Resolution No. 21-147**

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

**WHEREAS**, the City is a municipal corporation under the laws of Wisconsin, and the Baraboo District Ambulance Service (BDAS) was created and operates under Wisconsin State Laws; and

**WHEREAS**, the purpose of the BDAS is to provide Emergency Medical Services to the residents of member communities, which includes the City of Baraboo; and,

**WHEREAS**, the Consolidation of Fire and EMS Services Final Report from Center for Public Safety Management recommends full consolidation into one Fire/EMS District; and,

**WHEREAS**, the planning and creation of the governance documents for this consolidated Fire/EMS District is one of the immediate actions required to move forward,

**NOW, THEREFORE BE IT RESOLVED**, that the Baraboo City Council does hereby authorize the Council President, Public Safety Committee Chair, City Administrator and Fire Chief to work with a subcommittee of the Baraboo Ambulance Commission as appointed by respective Commission and EMS Chief to create the necessary governance documents to form the consolidated Fire/EMS District. All participating elected and appointed officials will receive a \$35/mtg. per diem for meetings attended.

Moved by Wedekind, seconded by Kolb and carried that **Resolution No.21-147** be approved-7 ayes.

**Resolution No. 21-148**

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

**WHEREAS**, the City is a municipal corporation under the laws of Wisconsin, and the Baraboo District Ambulance Service (BDAS) was created and operates under Wisconsin State Laws; and

**WHEREAS**, the purpose of the BDAS is to provide Emergency Medical Services to the residents of member communities, which includes the City of Baraboo; and,

**WHEREAS**, the Consolidation of Fire and EMS Services Final Report from Center for Public Safety Management recommends full consolidation into one Fire/EMS District; and,

**WHEREAS**, MSA Professional Services respectfully terminates the AIA Document B101-2017, Standard Form of Agreement Between Owner and Architect signed by the City and MSA Professional Services on September 25, 2019 as allowed under Section 9.4 of said document; and,

**WHEREAS**, work continues on a site for the new Fire/EMS Station and when available, purchase authorization for selected site will be brought forth in resolution; and,

**NOW, THEREFORE BE IT RESOLVED**, that the Baraboo City Council does hereby authorize the City Administrator and City Staff to revise and release Request for Proposal for design and construction of a new Fire/EMS Station.

**BE IT FURTHER RESOLVED**, that the City Administrator, City Staff and selected Common Council Members are authorized to work with Baraboo District Ambulance Commission Member(s) and Chief to interview, select and bring forth a qualified firm for design and construction services for a new Fire/EMS Station to Common Council for approval.

Moved by Petty, seconded by Kolb and carried that **Resolution No.21-148** be approved-7 ayes.

### **NEW BUSINESS – ORDINANCES**

Moved by Ellington, seconded by Thurow and carried unanimously to approve the 1<sup>st</sup> reading of **Ordinance No. 2590** revising §7.02(2)(b)2, the Official Traffic Map, to provide for a parking stall to be used by persons with a disability that limits or impairs the ability to walk in front of the west entrance to the Sauk County Courthouse at 510 Broadway.

THE COMMON COUNCIL OF THE CITY OF BARABOO, WISCONSIN, DO ORDAIN AS FOLLOWS:

1. Section 7.02(2)(b)2, the Official Traffic Map, is revised to provide that there shall be a parking stall marked for use by persons with a disability that limits or impairs the ability to walk at the following locations:

The parallel parking stall on the east side of Broadway immediately south of the mid-block crosswalk between the Sauk County Courthouse and the West Square Building.

2. This Ordinance shall take effect upon passage and publication as provided by law.

### **ADMINISTRATOR AND COUNCIL COMMENTS**

Ald. Ellington noted that bids were opened today for the library expansion project.

### **REPORTS, PETITIONS, AND CORRESPONDENCE**

The City officially acknowledges receipt and distribution of the following:

- **Reports:** None.
- **Minutes from the Following Meetings:**

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

**January 25, 2022**

**Members Present:** Kent, Petty

**Absent:** Sloan

**Others Present:** Mayor Nelson, Clerk Zeman, J. Ostrander

**Call to Order** –Ald. Petty called the meeting to order at 6:30p.m. noting compliance with the Open Meeting Law. Moved by Kent, seconded by Petty to approve the minutes of January 10, 2022 and carried unanimously. Moved by Kent, seconded by Petty to approve the agenda. Motion carried unanimously.

### **Action Items**

- a) **Accounts Payable** – Moved by Kent, seconded by Petty to recommend to Council for approval of the accounts payable for **\$749,826.44**. Motion carried unanimously.

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

**Finance/Personnel Committee–Council Chambers****January****27, 2022****Members Present:** Petty, Sloan**Absent:** Kent**Others Present:** Mayor Nelson, Adm. Bradley, Clerk Zeman, K. Stieve, M. Schauf, P. Cannon, T. Pinion, J. Ostrander

**Call to Order** –Ald. Sloan called the meeting to order at 1:00p.m. noting compliance with the Open Meeting Law. Moved by Petty, seconded by Sloan to approve the agenda and carried unanimously.

**Closed Session** – Moved by Petty, seconded by Sloan and carried unanimously to convene in closed session per SS 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (To meet with a developer to receive information about a potential development in the City and to engage in preliminary discussions and negotiations on the project.)

**Open Session** -- Moved by Petty, seconded by Sloan and carried to reconvene into open session per SS 19.85(2). No action as a result of the closed session.

**Adjournment** – Moved by Petty, seconded by Sloan and carried to adjourn at 2:31pm.

**Baraboo BID Meeting Minutes****01/19/2022****Present:**

Members: S. Fay, T. Sloan, B. McDaniel, T. Wickus

**Absent:**

Members: S. Ramsey Brunker, K. Thurow, M. Yount, B. Stelling

**Other:**

A. Adams

President Fay called the meeting to order at 6:03 PM

Roll Call

Approval of December 2021 minutes: Wickus/McDaniel, Carried

Adoption of Agenda: Wickus/McDaniel, Carried

**Officer/Committee:****Report****President:**

Organizer from DBI has given notice of resignation; She will likely assist with spring fair on a contractual basis; Need to find replacement members for A. Adams, S. Ramsey-Brunker, T. Sloan

**Secretary:**

None

**Treasurer:**

None

**Appearances:**

Charge in vouchers for tonight should be coded to 2021; Bill coded to Appearances for \$50 should have been coded to Promotions

**Business Development:**

Review DBI survey

**Finance:**

None

**Parking:**

None

**Promotions:**

Prepping for next meeting for this year's plan; Unexpended budgeted money to roll into reserves, General of \$5k and \$2600 from farmers' market

**Old Business:**

- Business Development Survey
  - Review DBI survey from a few years ago

**New Business:**

- Approval of financials
  - Motion to move bill from Waterfront Graphic Design, \$50.00, from Appearances to Promotions, reference #916, date: 11/02/2021
  - Motion to approve financials with move of \$50: Sloan/McDaniel
    - Carried

- Approval of Vouchers
  - Bekah Kate’s
    - For ordering planters and related costs
    - \$599.66
  - Capital Newspapers
    - \$48.40
  - Williams Lawn Care LLC
    - \$750.00
  - Total: \$1,398.06
    - Motion to approve: Wickus/McDaniel
      - Carried

Member Comments:

- DBI is likely to see some turnover this year
- Open board seats
- Info on electricity on the square

Next Meeting Items:

Motion to adjourn at 6:28 PM by Wickus/McDaniel, carried.

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

Airport.....12-16-2021	Ambulance.....12-1-2021
Public Arts.....12-2-2021	Library.....1-18-2022

• **Petitions & Correspondence Being Referred:** Letters from citizens.

**CLOSED SESSION**

Moved by Petty, seconded by Wedekind, to go into Closed Session. The Mayor will announce that the Council will go into Closed Session pursuant to §19.85(1)(e), Wis. Stat., to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (Potential Land Acquisition)

Council Members Present: Wedekind, Kolb, Kent, Petty, Ellington, Kierzek, Thurow  
Council Members Absent: Plautz, Sloan  
Others Present: Mayor Nelson, Chief Schauf, Adm. Bradley, Treasurer Laux, J. Ostrander, K. Stieve, T. Pinion

**OPEN SESSION**

Moved by Petty, seconded by Kolb, to return to Open Session. The Mayor will announce that the Council will return to Open Session as per §19.85(2), Wis. Stats., to address any business that may be the result of discussions conducted in Closed Session.

**Resolution No. 21-149**

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

**RESOLUTION MAKING A FINDING OF NECESSITY UNDER SECTIONS 32.06(1) AND 32.07(2), WISCONSIN STATUTES**

WHEREAS, this Resolution is making a finding of necessity, in accordance with sections 32.06(1) and 32.07(2), Wisconsin Statutes, relating to the public improvement project described herein.

WHEREAS, it is hereby determined by the Common Council of the City of Baraboo that it is a necessity for the City of Baraboo to acquire real property for the construction of an emergency services facility serving the City of Baraboo and surrounding jurisdictions to house the vehicles, supplies, equipment, staff, offices, training and communications facilities and other needs for the Baraboo Fire Department and the Baraboo District Ambulance Service.

WHEREAS, it is hereby determined by the Common Council of the City of Baraboo that it is a necessity, in furtherance of the above-stated public purpose related to the provision of these emergency services, for the City of Baraboo to acquire fee title to the following described real property located in the Town of Baraboo, Sauk County, Wisconsin, in that such real property is necessary, requisite and proper for the accomplishment of such public purpose:

**A parcel of land located in the SE ¼ of the NW ¼ of Section 3, T11N, R6E, Town of Baraboo, Sauk County, Wisconsin, described as follows: The NE1/4 of the SE1/4 of the NW1/4 except Highway per Volume 158 Page 484 and D-737006 & also except Sauk Avenue per D-744721 and D-746030 & also except commencing at SE corner NE1/4 of the SE1/4 of the NW1/4; thence N89°52'15"W along the south line of said NE1/4 of the SE1/4 of the NW1/4 511.42'; thence N0°7'35"E 8.9'; thence N89°48'45"E 511.43 to the east line of said NE1/4 of the SE1/4 of the NW1/4; thence S0°9'35" W 11.73' to POB.**

**This parcel, Tax Parcel No. 002-0068-00000, contains 7.08 acres, more or less.**

WHEREAS, the City of Baraboo will acquire, by condemnation in accordance with Chapter 32, Wisconsin Statutes if necessary, fee title ownership in the above-described real property from the owner of record thereof, and from any and all other persons or entities who may have an interest in said real property.

NOW, THEREFORE, the City Administrator is hereby authorized by and on behalf of the City of Baraboo to initiate efforts to acquire fee title ownership of this real property.

Moved by Ellington, seconded by Thurow and carried that **Resolution No.21-149** be approved-7 ayes.

#### **ADJOURNMENT**

Moved by Petty, seconded by Kent, and carried on voice vote, that the meeting adjourn at 8:10pm.

---

Brenda Zeman, City Clerk