

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

Mayor Palm 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, C. Haggard, W. Peterson, T. Pinion, Rob Nelson, members of the press and others.

The Pledge of Allegiance was given.

Moved by Wedekind, seconded by Kent and carried to approve the minutes of March 9, 2021.

Moved by Ellington, seconded by Thurow and carried to approve the agenda.

Compliance with the Open Meeting Law was noted.

PRESENTATIONS

- The Mayor presented Servo Instrument Corporation with a proclamation for their 50th Anniversary.

PUBLIC HEARINGS

- The Mayor announced that this is the published date and time to hear public comment concerning the General Development Plan for Linda Gumz to convert a portion of 302 8th Street to a retreat/event center type of use to host a variety of instructional classes.

Mayor Palm read into the record correspondence received from David & Thelma Zastrow regarding the parking at this location but do not object to the rezoning.

No one else spoke and the Mayor closed this Public Hearing.

- The Mayor announced that this is the published date and time to hear public comment concerning installation of new sidewalk and new curb & gutter at east side of Remington St. (between 2nd & 4th Streets); both sides of 3rd St. (between Remington & Jefferson Streets); west side of Camp St. (between 5th and the alley south of 5th St)

Mayor Palm read into the record correspondence that was received from David & Rynda Brill, 622 5th Street Baraboo, who registered against the new sidewalk.

Mayor Palm read into the record correspondence that was received from David & Carolyn Dallmann, 906 Third Street Baraboo, who registered for the new sidewalk.

No one else spoke and the Mayor closed this Public Hearing.

PUBLIC INVITED TO SPEAK

MAYOR'S BUSINESS

- 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/>

CONSENT AGENDA

Resolution No. 20-183

THAT the Accounts Payable, in the amount of \$879,943.38 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

Resolution No. 20-184

That the following budget amendments are authorized:

- 4th Quarter, 2020 City-Wide Supplemental Budget Amendments for \$602,889
- 4th Quarter, 2020 City-Wide Budgetary Transfers \$500,524

**City of Baraboo
4th Quarter Budget Amendments**

Department	Account Number	Account Name	Original Budget	Increase/ (Decrease)	Amended Budget
Park Segregated - Parks	870-52-49300-000	Fund Balance Applied	129,851	11,880	141,731
Park Segregated - Parks - Parks	870-52-55200-821-000	Land or Land Improvements	33,000	11,880	44,880
<i>To apply Fund Balance for Riverwalk Paving</i>					
Kuenzi Estate - Recreation	830-53-49300-000	Fund Balance applied	2,850	4,585	7,435
Kuenzi Estate - Recreation - Recreation	830-53-55300-861-000	Facilities Improvements	-	4,585	4,585
<i>To apply Fund Balance for Splashpad Fsbilty</i>					
General Fund - General Government	100-10-43519-630	Election grant	-	1,173	1,173
General Fund - Elections - Finance	100-11-51440-122-000	Overtime	2,006	1,026	3,032
General Fund - Elections - Finance	100-11-51440-130-000	Social Security	2,218	78	2,296
General Fund - Elections - Finance	100-11-51440-131-000	Retirement	2,496	69	2,565
<i>Approp WEC Cares grant to election OT</i>					
Capital Projects - General Government	430-10-49300-000	Fund Balance Applied	530,502	25,559	556,061
Capital Projects - PS/Admin Building - City Clerk	430-11-51640-612-000	Principal on Capital Lease	202,518	25,559	228,077
<i>Allocate FB for USDA Reserve Payment</i>					
General Fund - Fire	100-21-49300-400	Fund Balance Applied_Donations	1,414	1,200	2,614
General Fund - Fire Protection - Fire	100-21-52200-392-400	Small Equipment - Designated	6,820	1,200	8,020
<i>Allocate FB for adaptive filters</i>					
General Fund - Fire	100-21-49300-400	Fund Balance Applied_Donations	(2,298)	4,912	2,614
General Fund - Fire Protection - Fire	100-21-52200-346-400	Uniforms - Designated	88	4,912	5,000
<i>Approp fund balance for uniforms</i>					
Stormwater Utility - Stormwater - Stormwater - Stormwater Revenues	950-36-40636-001	Utility Grants	31,000	783	31,783
Stormwater Utility - Storm Detention Basins - Stormwater - Stormwater - Stormwater Revenues	950-36-83600-377-000	Detentn Basin-Trees, Seed, Sod	1,000	326	1,326

Stormwater Utility - Storm Detention Basins - Stormwater - Stormwater - Stormwater Revenues	950-36-83600-340-000	Operating Supplies	-	<u>457</u>	457
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Approp grant funds for rain garden

Park Segregated - Parks	870-52-49300-000	Fund Balance Applied	131,831	9,900	141,731
Park Segregated - Parks - Parks	870-52-55200-861-000	Facilities Improvements	27,500	<u>9,900</u>	37,400

Apply fund balance for riverwalk bench

Park Segregated - Parks	870-52-49300-000	Fund Balance Applied	140,056	1,675	141,731
Park Segregated - Zoo - Parks	870-52-55410-342-000	Animal Feed	-	<u>1,675</u>	1,675

Apply fund balance for animal feed (mice)

General Fund - City Administrator	100-14-49300-000	Fund Balance Applied	18,500	14,500	33,000
General Fund - Personnel/Safety - City Administrator	100-14-51430-215-000	Professional Services	5,500	<u>14,500</u>	20,000

Apply fund balance for employee Investigation

General Fund - Fire	100-21-43750-630	COVID testing	-	65,310	65,310
General Fund - Fire Protection - Fire	100-21-52200-120-000	Wages	140,483	10,218	150,701
General Fund - Fire Protection - Fire	100-21-52200-130-000	Social Security	35,440	782	36,222
General Fund - Fire Protection - Fire	100-21-52200-340-000	Operating Supplies	12,033	25,537	37,570
General Fund - Fire Protection - Fire	100-21-52200-392-000	Small Equipment Purchase	10,854	18,879	29,733
General Fund - Fire Protection - Fire	100-21-52200-343-000	Postage	500	279	779
General Fund - Fire Protection - Fire	100-21-52200-346-000	Uniforms	20,537	<u>9,615</u>	30,152

COVID testing receipts for various expenditures

General Fund - General Government	100-10-43552-620	State Pandemic Aid	44,683	5,251	49,934
General Fund - Data Processing - General Government	100-10-51450-250-000	Repair & Maint Serv- Equipment	46,198	<u>1,317</u>	47,515
General Fund - Police Department - Police	100-20-52110-392-000	Small Equipment Purchase	17,300	209	17,509
General Fund - Finance - Finance	100-11-51500-310-000	Office Supplies	1,000	16	1,016
General Fund - Worker's Compensation - Finance	100-11-51933-510-000	Insurance	157,987	901	158,888
General Fund - Fire Protection - Fire	100-21-52200-190-000	Unemployment Compensation	-	<u>1,161</u>	1,161
General Fund - Parks - Parks	100-52-55200-190-000	Unemployment Compensation	-	569	569
General Fund - Pool - Recreation	100-53-55420-190-000	Unemployment Compensation	-	<u>1,078</u>	1,078

Appropriate COVID Routes to recovery aid

BID - BID	390-69-49300-000	Fund Balance Applied	5,000	900	5,900
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BID - Community Development - BID	390-69-56700-300-973	Business Development	3,250	<u>900</u>	4,150
<i>Appropriate reserves to Business Dev</i>					
General Fund - Fire	100-21-48400-000	Insurance Recoveries	14,670	495	15,165
General Fund - Fire Protection - Fire	100-21-52200-392-000	Small Equipment Purchase	29,238	<u>495</u>	29,733
<i>Appropriate SCBA insurance proceeds</i>					
General Fund - General Government	100-10-48400-000	Insurance Recoveries	14,586	6,048	20,634
General Fund - Police Department - Police	100-20-52110-240-000	Repair & Maint Service-Vehicle	25,470	<u>6,048</u>	31,518
<i>Appropriate ins proceeds for squad damage</i>					
Economic Development Fund - General Government	560-10-43580-630	Economic Dev Grant	-	42,532	42,532
Economic Development Fund - Community Development Authori	560-67-49300-000	Fund Balance Applied	-	118,000	118,000
Economic Development Fund - Economic Development	560-15-56710-215-000	Professional Services	-	15,000	15,000
Economic Development Fund - Economic Development	560-15-56710-720-000	Grants. Donations. Contribs	-	42,532	42,532
Economic Development Fund - Community Development - Community Development Authori	560-67-56700-880-000	New Development Distribution	-	<u>103,000</u>	103,000
<i>Appropriate for EDA Grant & Fund Balance</i>					
Donahue Terrace - Community Development Authori	980-67-40348-000	CDA-Other Income	-	17,096	17,096
Donahue Terrace - CDA Ordinary Maint - Community Development Authori	980-67-44000-350-000	Repair & Maint Materials	15,080	11,567	26,647
Donahue Terrace - CDA Ordinary Maint - Community Development Authori	980-67-44000-260-000	Repair & Maint Serv-Buildings	30,000	4,931	34,931
Donahue Terrace - CDA Administration - Community Development Authori	980-67-41000-215-000	Professional Services	1,347	<u>598</u>	1,945
<i>Appropriate for Insurance Proceeds Water Dam.</i>					
Corson Square - Community Development Authori	981-67-40340-400	CDA CIAP	42,900	54,963	97,863
Corson Square - CDA Administration - Community Development Authori	981-67-41000-210-000	Publishing	-	35	35
Corson Square - CDA Administration - Community Development Authori	981-67-41000-215-000	Professional Services	1,000	628	1,628
Corson Square - CDA Administration - Community Development Authori	981-67-41000-215-001	Prof Serv-Auditing	3,000	872	3,872
Corson Square - CDA Administration - Community Development Authori	981-67-41000-215-003	Prof Serv-Management Services	15,095	4,600	19,695
Corson Square - CDA Administration - Community Development Authori	981-67-41000-219-000	Accounting Services	3,500	371	3,871
Corson Square - CDA Administration - Community Development Authori	981-67-41000-220-000	Telephone	1,000	373	1,373
Corson Square - CDA Administration - Community Development Authori	981-67-41000-310-000	Office Supplies	500	1,517	2,017
Corson Square - CDA Administration - Community Development Authori	981-67-41000-320-000	Publications. Training. Dues	500	301	801
Corson Square - CDA Administration - Community Development Authori	981-67-41000-330-000	Travel	500	112	612
Corson Square - CDA Administration - Community Development Authori	981-67-41000-390-000	Other Supplies & Expense	-	581	581
Corson Square - CDA Tenent Services - Community Development Authori	981-67-42000-390-000	Other Supplies & Expense	-	631	631

Corson Square - CDA Utilities - Community Development Authori	981-67-43000-221-000	Water & Sewer	4,000	987	4,987
Corson Square - CDA Utilities - Community Development Authori	981-67-43000-222-000	Electricity	10,000	349	10,349
Corson Square - CDA Utilities - Community Development Authori	981-67-43000-224-000	Television	5,000	557	5,557
Corson Square - CDA Utilities - Community Development Authori	981-67-43000-225-000	Garbage	4,000	1,319	5,319
Corson Square - CDA Utilities - Community Development Authori	981-67-43000-226-000	Stormwater	1,000	87	1,087
Corson Square - CDA Ordinary Maint - Community Development Authori	981-67-44000-220-000	Telephone	500	246	746
Corson Square - CDA Ordinary Maint - Community Development Authori	981-67-44000-260-000	Repair & Maint Serv-Buildings	27,000	2,054	29,054
Corson Square - CDA Ordinary Maint - Community Development Authori	981-67-44000-340-000	Operating Supplies	-	210	210
Corson Square - CDA Ordinary Maint - Community Development Authori	981-67-44000-350-000	Repair & Maint Materials	14,600	6,715	21,315
Corson Square - CDA Ordinary Maint - Community Development Authori	981-67-44000-390-000	Other Supplies & Expense	-	72	72
Corson Square - CDA Ordinary Maint - Community Development Authori	981-67-44000-392-000	Small Equipment Purchase	1,000	3,198	4,198
Corson Square - CDA General Expense - Community Development Authori	981-67-45000-741-000	Bad Debts	-	14,665	14,665
Corson Square - CDA Extraordinary Maint - Community Development Authori	981-67-46000-260-000	Repair & Maint Serv-Buildings	-	<u>14,483</u>	14,483

Appropriate HUD CS Capital

CDBG - Community Development Authori	983-67-40601-000	CDA Equity Applied	-	40,851	40,851
CDBG - Community Development Authori	983-67-40346-000	CDA-Loan Principal Payment	75,000	(17,223)	57,777
CDBG - CDA Administration - Community Development Authori	983-67-41000-215-000	Professional Services	10,500	2,387	12,887
CDBG - CDA Administration - Community Development Authori	983-67-41000-215-001	Prof Serv-Auditing	-	1,000	1,000
CDBG - CDA Administration - Community Development Authori	983-67-41000-215-002	Prof Serv-Legal	-	1,434	1,434
CDBG - CDA Administration - Community Development Authori	983-67-41000-219-000	Accounting Services	-	438	438
CDBG - CDA Administration - Community Development Authori	983-67-41000-390-000	Other Supplies & Expense	-	100	100
CDBG - CDA Administration - Community Development Authori	983-67-41000-530-000	Rents and Leases	-	1,964	1,964
CDBG - CDA Property Additions - Community Development Authori	983-67-75000-880-000	New Development Distribution	70,000	<u>16,305</u>	86,305

Appropriate Fund Balance for Budget Deficit

Revolving ED Loan - Community Development Authori	986-67-40601-000	CDA Equity applied	-	54,932	54,932
Revolving ED Loan - Community Development Authori	986-67-40346-000	CDA-Loan Principal Payment	48,470	(27,422)	21,048
Revolving ED Loan - CDA Property Additions - Community Development Authori	986-67-75000-880-000	New Development Distribution	72,490	<u>27,510</u>	100,000

Appropriate Fund Balance for Budget Deficit

Park Segregated - Parks	870-52-49300-000	Fund Balance Applied	108,205	33,526	141,731
Park Segregated - Parks	870-52-59210-900-000	Cost Reallocation	-	526	526
Park Segregated - Parks	870-52-59243-900-000	Cost Reallocation			

- 33,000 33,000

Appropriate Fund Balance for Budget Deficit

Library Building Fund - Library	851-51-49300-000	Fund Balance Applied	209,449	36,283	245,732
Library Building Fund - Library	851-51-49300-000	Fund Balance Applied	212,812	32,920	245,732
Library Building Fund - Library - Library	851-51-55110-215-000	Professional Services	250,000	<u>69,203</u>	319,203

Appropriate Fund Balance for Budget Deficit

Lead LSL Funds - Lead LSL Revenue	261-37-43540-610	LSL Grant Funds	82,580	1,512	84,092
Lead LSL Funds - Water Service - Lead LSL Revenue	261-37-53700-120-000	Wages	3,060	<u>1,512</u>	4,572

Appropriate Funds for LSL Grant

UW Campus - UW Campus	800-80-48400-000	Insurance Recoveries	-	38,701	38,701
UW Campus - UW Campus - UW Campus	800-80-55600-822-000	Building Improvements	25,433	<u>38,701</u>	64,134

Appropriate insurance recovery

Capital Projects - General Government	430-10-49120-000	Proceeds from Notes	2,196,880	51,919	2,248,799
Capital Projects - General Government	430-10-49300-000	Fund Balance Applied	556,053	8	556,061
Capital Projects - General Government - Debt Issuance Costs	430-10-58300-630-000	Issuance Costs	-	48,919	48,919
Capital Projects - General Government - Transfer to Debt Service	430-10-59230-900-000	Cost Reallocation	-	3,000	3,000
Capital Projects - Public Safety Building	430-20-57211-270-000	Special Services	-	<u>8</u>	8

To appropriate note proceeds and FB

Liability Insurance - City Clerk	720-11-49300-000	Fund Balance Applied	-	5,972	5,972
Liability Insurance - Police Insurance Claims	720-20-51493-510-000	Insurance	3,000	<u>5,972</u>	8,972

To appropriate Fund Balance for PD Ins

General Fund - Fire	100-21-48500-400	Donations - Designated Fund Balance	7,175	3,635	10,810
General Fund - Fire	100-21-49300-400	Applied_Donations	6,161	(3,547)	2,614
General Fund - Fire Protection - Fire	100-21-52200-346-400	Uniforms - Designated	4,912	<u>88</u>	5,000

Approp donations for water rescue equipment

General Fund - Street Department	100-31-46391-000	Sale of Garbage Carts	6,000	4,119	10,119
General Fund - Garbage & Refuse - Street Department	100-31-53620-392-000	Small Equipment Purchase	478	<u>4,119</u>	4,597

Approp addl revenue for sale of garbage carts

General Fund - Inspection & Zoning	100-22-44310-000	Building Permit	50,000	12,500	62,500
General Fund - Building Inspection - Inspection & Zoning	100-22-52400-215-000	Professional Services	7,500	<u>12,500</u>	20,000

Approp addl revenue for contracted services

General Fund - Street Department	100-31-46390-000	Public Works Maint Charges	5,225	571	5,796
General Fund - Snow & Ice - Street Department	100-31-53350-270-000	Special Services			

3,225 571 3,796

Approp addl revenue for snow compliance

General Fund - City Administrator	100-14-49300-000	Fund Balance Applied	51,500	(18,500)	33,000
General Fund - City Administrator - Administration	100-14-51400-110-000	Salaries	123,416	(8,000)	115,416
General Fund - City Administrator - Administration	100-14-51400-131-000	Retirement	11,938	(3,500)	8,438
General Fund - City Administrator - Administration	100-14-51400-132-000	Health Insurance	22,467	(5,000)	17,467
General Fund - City Administrator - Administration	100-14-51400-215-000	Professional Services	37,500	<u>(2,000)</u>	35,500

Reappropriate funds for Administrator vacancy

General Fund - Economic Development	100-15-49300-400	Fund Balance Applied-Marketing	24,000	(10,275)	13,725
General Fund - Economic Development - Economic Development	100-15-56710-270-400	Special Services-Designated	10,000	(9,000)	1,000
General Fund - Economic Development - Economic Development	100-15-56710-390-401	Beautification Fund	5,000	<u>(1,275)</u>	3,725

True-up FBA for Mayor's Econ Dev Funds

General Fund - Recreation	100-53-46751-010	Recreation - Teeball	5,000	(2,482)	2,518
General Fund - Recreation	100-53-46751-030	Recreation - Basketball	1,800	(1,332)	468
General Fund - Recreation	100-53-46751-031	Recreation - Basketball Adult	1,100	(1,021)	79
General Fund - Recreation	100-53-46751-040	Recreation - Biking	-	270	270
General Fund - Recreation	100-53-46751-050	Recreation - Football	1,100	(1,105)	(5)
General Fund - Recreation	100-53-46751-075	Recreation - Mini Camps	2,500	(748)	1,752
General Fund - Recreation	100-53-46751-080	Recreation - Soccer	6,500	(3,344)	3,156
General Fund - Recreation	100-53-46751-091	Recreation - Softball Adult	3,800	(1,531)	2,269
General Fund - Recreation	100-53-46751-101	Recreation - Tennis Adult	750	157	907
General Fund - Recreation	100-53-46751-110	Recreation - Volleyball	300	(135)	165
General Fund - Recreation	100-53-46751-111	Recreation - Volleyball Adult	6,300	(3,765)	2,535
General Fund - Recreation	100-53-46751-120	Recreation - Tot Lot	1,900	(18)	1,882
General Fund - Recreation	100-53-46751-121	Recreation - Cornhole/Bean Bag	150	(51)	99
General Fund - Recreation	100-53-46751-130	Recreation - Arts and Crafts	500	(405)	95
General Fund - Recreation	100-53-46751-140	Recreation - Tumbling	4,200	(1,696)	2,504
General Fund - Recreation	100-53-46751-150	Recreation - Summer Camps	3,200	(1,995)	1,205
General Fund - Recreation	100-53-46751-160	Recreation - Visual Arts	2,500	(430)	2,070
General Fund - Recreation	100-53-46751-171	Recreation - Adult Fitness	7,420	(2,800)	4,620
General Fund - Recreation	100-53-46751-180	Recreation - Track	1,100	(174)	926

General Fund - Recreation	100-53-46751-900	Uniforms	1,750	(1,750)	-
General Fund - Recreation - Recreation	100-53-55300-120-010	Wages-Teeball	1,880	(1,880)	-
General Fund - Recreation - Recreation	100-53-55300-120-020	Wages-Baseball	-	364	364
General Fund - Recreation - Recreation	100-53-55300-120-030	Wages-Basketball	1,785	(1,695)	90
General Fund - Recreation - Recreation	100-53-55300-120-031	Wages - Adult Basketball	400	(400)	-
General Fund - Recreation - Recreation	100-53-55300-120-040	Wages-Biking	-	270	270
General Fund - Recreation - Recreation	100-53-55300-120-050	Wages-Football	1,056	(1,056)	-
General Fund - Recreation - Recreation	100-53-55300-120-075	Wages - Mini Camps	1,809	(660)	1,149
General Fund - Recreation - Recreation	100-53-55300-120-080	Wages-Soccer	2,833	(2,518)	315
General Fund - Recreation - Recreation	100-53-55300-120-090	Wages-Softball	-	152	152
General Fund - Recreation - Recreation	100-53-55300-120-091	Wages - Adult Softball	3,480	(1,400)	2,080
General Fund - Recreation - Recreation	100-53-55300-120-100	Wages-Tennis	984	570	1,554
General Fund - Recreation - Recreation	100-53-55300-120-101	Wages-Adult Tennis	600	(570)	30
General Fund - Recreation - Recreation	100-53-55300-120-111	Wages - Adult Volleyball	5,895	(3,900)	1,995
General Fund - Recreation - Recreation	100-53-55300-120-120	Wages-Tot Lot	1,232	32	1,264
General Fund - Recreation - Recreation	100-53-55300-120-140	Wages-Tumbling	2,112	(1,576)	536
General Fund - Recreation - Recreation	100-53-55300-120-150	Wages-Summer Camps	1,608	(1,608)	-
General Fund - Recreation - Recreation	100-53-55300-120-180	Wages-Track	1,680	(162)	1,518
General Fund - Recreation - Recreation	100-53-55300-130-000	Social Security	8,615	(563)	8,052
General Fund - Recreation - Recreation	100-53-55300-215-075	Prof Services - Mini Camp	1,200	(225)	975
General Fund - Recreation - Recreation	100-53-55300-215-160	Prof Services - Visual Arts	1,300	(500)	800
General Fund - Recreation - Recreation	100-53-55300-215-171	Prof Services - Sr Fitness	5,900	(2,450)	3,450
General Fund - Recreation - Recreation	100-53-55300-340-010	Operating - Teeball	350	(350)	-
General Fund - Recreation - Recreation	100-53-55300-340-030	Operating - Basketball	225	(222)	3
General Fund - Recreation - Recreation	100-53-55300-340-050	Operating - Football	100	(100)	-
General Fund - Recreation - Recreation	100-53-55300-340-075	Operating - Mini Camp	150	(38)	112
General Fund - Recreation - Recreation	100-53-55300-340-080	Operating - Soccer	220	(220)	-
General Fund - Recreation - Recreation	100-53-55300-340-090	Operating - Softball	575	(283)	292
General Fund - Recreation - Recreation	100-53-55300-320-000	Publications. Training. Dues	1,123	157	1,280
General Fund - Recreation - Recreation	100-53-55300-340-110	Operating - Volleyball	650	(343)	307

General Fund - Recreation - Recreation	100-53-55300-340-120	Operating - Tot Lot	50	(50)	-
General Fund - Recreation - Recreation	100-53-55300-340-160	Operating - Visual Arts	325	(81)	244
General Fund - Recreation - Recreation	100-53-55300-340-171	Operating - Aerobics	500	(350)	150
General Fund - Recreation - Recreation	100-53-55300-346-010	Uniforms - Teeball	1,100	(1,100)	-
General Fund - Recreation - Recreation	100-53-55300-346-030	Uniforms - Basketball	350	(350)	-
General Fund - Recreation - Recreation	100-53-55300-346-050	Uniforms - Football	400	(400)	-
General Fund - Recreation - Recreation	100-53-55300-346-080	Uniforms - Soccer	850	(850)	-

Unapprop cancelled program expenses-Covid

Net impact on all city-wide funds' budgets	\$	
		602,889
		<u> </u>
	\$	
Net impact on City's General Fund Only		<u>140,523</u>

Moved by Petty, seconded by Wedekind and carried that the Consent Agenda be approved-8 ayes; no vote by Kierzek

ORDINANCES ON 2ND READING

Moved by Wedekind, seconded by Sloan and carried unanimously to approve the 2nd reading of **Ordinance No. 2570** revising Chapter 1.32 of Baraboo Municipal Code to amend membership of the Baraboo-Wisconsin Dells Airport Commission.

NEW BUSINESS - RESOLUTIONS

Resolution No. 20-185

FINAL RESOLUTION AUTHORIZING PUBLIC IMPROVEMENT AND LEVYING SPECIAL ASSESSMENTS AGAINST BENEFITTED PROPERTY IN BARABOO, WISCONSIN

WHEREAS, the governing body of Baraboo, Wisconsin, held a public hearing in the Council Chambers of the City Hall at 101 South Blvd, Baraboo, WI 53913 at 7:00 p.m. on the 23rd day of March 2021 for the purpose of hearing all interested persons concerning the Preliminary Resolution and report of the City Engineer and proposed special assessments against benefited properties for the proposed public improvements consisting of:

2021 Street Improvements projects.

ASSESSMENT DISTRICTS

New Sidewalk – That property on:

- East side of Remington Street (between 2nd & 4th Streets) – approximately 2,375 sq. ft.
- Both sides of 3rd Street (between Remington & Jefferson Streets) – approximately 4,400 sq. ft.
- West side of Camp Street (between 5th and the alley south of 5th St) – approximately 660 sq. ft.

NOW, THEREFORE, BE IT RESOLVED, the City of Baraboo, Wisconsin, determines as follows:

The report of the City Engineer, a copy of which is on file in the office of the City Engineer is incorporated herein by reference as if fully set forth herein, and the plans and specifications and assessments set forth therein are adopted and approved.

The City Engineer shall supervise construction of the improvements in accordance with the report hereby adopted.

Payment for the improvements shall be made by assessing 100% of the City cost to the property benefited as indicated in the report.

Assessments shown on the report represent an exercise of the police power and have been determined on a reasonable basis and are hereby confirmed.

Assessments for all projects included in the report are hereby combined as a single assessment but any interested property owner may object to each assessment separately or all assessments jointly for any purpose.

6. The assessments shall be paid to the City Treasurer in full within 30 days from the date of invoice, except that the following payment options are available:

- Pay in full within 30 days to avoid interest charges.
- 3-year installment agreement for assessments between \$500 and \$1,000. Pay 1/3 down within 30 days of date of invoice and sign an installment agreement. For sidewalk projects completed in conjunction with street reconstruction, the interest rate will be the prime lending rate at the time of the agreement plus 1½%. For sidewalk projects completed independent of street reconstruction, the interest rate will be the prime lending rate at the time of the agreement. Interest is charged starting 30 days after the invoice date and future installments will be entered on the tax roll for collection.
- 5-year installment agreement for assessments between \$1,000 and \$5,000. Pay 1/5th down within 30 days of date of invoice and sign an installment agreement. For sidewalk projects completed in conjunction with street reconstruction, the interest rate will be the prime lending rate at the time of the agreement plus 1½%. For sidewalk projects completed independent of street reconstruction, the interest rate will be the prime lending rate at the time of the agreement. Interest is charged starting 30 days after the invoice date and future installments will be entered on the tax roll for collection.
- 7-year installment agreement for assessments between \$5,000 and \$9,999. Pay 1/7th down within 30 days of date of invoice and sign an installment agreement. For sidewalk projects completed in conjunction with street reconstruction, the interest rate will be the prime lending rate at the time of the agreement plus 1½%. For sidewalk projects completed independent of street reconstruction, the interest rate will be the prime lending rate at the time of the agreement. Interest is charged starting 30 days after the invoice date and future installments will be entered on the tax roll for collection.
- 10-year installment agreement for assessments over \$10,000. Pay 1/10th down within 30 days of date of invoice and sign an installment agreement. For sidewalk projects completed in conjunction with street reconstruction, the interest rate will be the prime lending rate at the time of the agreement plus 1½%. For sidewalk projects completed independent of street reconstruction, the interest rate will be the prime lending rate at the time of the agreement. Interest is charged starting 30 days after the invoice date and future installments will be entered on the tax roll for collection.

- Financial Hardship. A property owner who has a household income which is 80% or less of the medium income in Sauk County based upon the current published figures, or who is not eligible for a Community Development Block Grant loan as stated above, shall be eligible to repay the City for the assessment at the rate of \$100 per year or 5% of the total assessment, whichever is greater, plus annual interest of 1% until paid. The Community Development Authority staff shall verify low-income eligibility and shall make a recommendation as to such eligibility to the City Council. If there is an outstanding balance at the time of sale or transfer of the property, except between spouses, the remaining balance shall become due. A property owner requesting financial hardship eligibility shall submit a copy of their most recently filed State of Wisconsin tax return if filed, or otherwise show proof of annual household income.

For each year ending in either 5 or 0, the property owner shall re-submit proof of financial hardship to the City. If the property owner continues to qualify under the policy guidelines, the hardship status will remain. If the property owner does not qualify, the remaining balance of the assessment shall be paid pursuant to an Installment Agreement, the term of which will be determined based on said remaining balance as outlined above.

- COVID-19 Deferral. A property owner who can demonstrate to the reasonable satisfaction of the City that their financial condition has been negatively affected by COVID-19 will still be eligible for the appropriate installment plan above, but the 1st payment will not be due until July 15, 2022.
- Balance on Tax Roll. If the property owner does not pay in full within 30 days from the invoice date or qualify for an installment plan, the entire balance will be placed on the next tax roll for collection with interest added at 1% per month.

In all cases, the deferral of payment shall become immediately due and payable to the City, without notice, if the property owner defaults in the payment of any installment for a period of 30 days following the specified due date thereof, or if the property owner shall transfer, sell or convey any legal or equitable interest in the lot or parcel subject to the special tax herein. If all or any part of any installment payment is not made in accordance with the terms of this resolution, the entire unpaid principal balance, together with the accrued interest thereon, shall at the City's option shall be deemed to be delinquent and said amount shall be extended upon the current or next tax roll as a delinquent special tax against the subject lot or parcel of land and immediately upon being placed on the tax roll as a delinquent special tax, interest shall accrue thereon at the then existing rate for delinquent taxes and all proceedings in relation to the collection, return and sale of property for delinquent real estate taxes shall apply to such special packs.

7. The City Clerk shall publish this Resolution as a Class 1 notice under ch. 985, Stats., in the assessment district and mail a copy of this Resolution and a statement of the final assessment against the benefited property together with notice of installment payment privileges 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 Wedekind, seconded by Kolb and carried that **Resolution No. 19-185** be approved-8 ayes; no vote by Kierzek

Resolution No. 20-186

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

That the low bids of:

J&J Underground LLC in the amount of \$232,085.00 for PROPOSAL A – Reconstruction of 4th Avenue, between West and Summit Streets

- And -

Dean Blum Excavating in the amount of \$208,563.26 for PROPOSAL B – Reconstruction of 7th

Street, between Ash and Oak Streets, and New Sidewalk on Remington, 3rd, and Camp Streets

are hereby accepted and all other bids are rejected and that the Mayor and City Clerk are hereby authorized to execute the respective Contracts.

Moved by Petty, seconded by Ellington and carried that **Resolution No. 20-186** be approved-8 ayes; no vote by Kierzek

Resolution No. 20-187

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

THAT the Final Plat of the Section "X" addition to the Walnut Hill Cemetery, a single cemetery lot located in the NW¹/₄ of the SE¹/₄ and the SW¹/₄ of the SE¹/₄ of Section 26, T12N, R6E in the City of Baraboo, Sauk County, Wisconsin owned by the Baraboo Cemetery Association is hereby approved subject to the provisions of Wis. Stat. ch. 236, Baraboo Municipal Code ch. 18; and

THAT the Mayor and City Clerk are hereby authorized to sign the Plat of Section "X" addition to Walnut Hill Cemetery.

Moved by Thurow, seconded by Ellington and carried that **Resolution No. 20-187** be approved-8 ayes; no vote by Kierzek

Resolution No. 20-188

WHEREAS, the Community Development Authority of the City of Baraboo, Wisconsin (the "Authority") proposes to acquire the property consisting of Lot 1 and Lot 2 of CSM #7000 attached as Exhibit A hereto (the "Property") for the purpose of carrying out blight elimination and urban renewal projects and, as required by Section 66.1333(5)(c)2., Wisconsin Statutes, and proposes to hold a public hearing to determine whether the property is a blighted property within the meaning of Section 66.1333(2m)(bm), Wisconsin Statutes;

WHEREAS, the City of Baraboo, Wisconsin (the "City") is the owner of the Property;

WHEREAS, Section 66.1333(5)(c)2., Wisconsin Statutes, requires that notice of the public hearing, describing the time, date, place and purpose of the hearing and generally identifying the property involved be given to the owner of the property at least 20 days prior to the date set for the hearing, by certified mail with return receipt requested;

WHEREAS, the Common Council finds it necessary, desirable and in the best interests of the City to waive receipt of notice of the public hearing.

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

1. The Common Council hereby approves the waiver of notice of the above-described public hearing, and the Mayor and City Clerk are authorized and directed to execute such waiver on behalf of the City in substantially the form attached hereto as Exhibit B.

2. This Resolution shall take effect immediately upon its adoption and approval.

Moved by Petty, seconded by Kolb and carried that **Resolution No. 20-188** be approved-8 ayes; no vote by Kierzek

Resolution No. 20-189

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

Resolution Authorizing Execution of the Department of Natural Resources Principal Forgiven

Financial Assistance Agreement

WHEREAS, the City of Baraboo (the “Municipality”) wishes to undertake a project to replace private lead service lines at residences, pre k -12 schools and licensed day care centers, identified as DNR No. 4762-03 (the “Project”); and

WHEREAS, the Municipality has applied to the Safe Drinking Water Loan Program (the “SDWLP”) for financial assistance in the form of a loan made by the SDWLP to the Municipality of which all the principal will be forgiven at the time that loan disbursements are made to the Municipality, pursuant to the DNR Financial Assistance Agreement; and

WHEREAS, the SDWLP has determined that it can provide a loan with principal forgiveness in an amount up to \$99,000 that it has identified as being eligible for SDWLP funding;

NOW, THEREFORE, the City Mayor and City Clerk are authorized by and on behalf of the Municipality to execute the Principal Forgiven Financial Assistance Agreement that contains the terms and conditions of the SDWLP award for the Project. The Principal Forgiven Financial Assistance Agreement is incorporated herein by this reference.

Moved by Sloan, seconded by Ellington and carried that **Resolution No. 20-189** be approved-8 ayes; no vote by Kierzek

NEW BUSINESS - ORDINANCES

Moved by Wedekind, seconded by Plautz and carried unanimously to approve the 1st reading of **Ordinance No. 2571** amending Section 17.18(4)(d), Code of Ordinances.

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

1. Section 17.18(4)(d), Code of Ordinances, is amended as follows:

17.18 ESTABLISHMENT OF DISTRICTS AND INCORPORATION OF ZONING DISTRICT MAP

- (4) DISTRICT BOUNDARIES AND MAP AMENDMENTS.

(d) Planned Unit Developments. The following Planned Unit Developments are approved and incorporated into the zoning map: 2021-01.

2. The attached General Development Plan / Specific Implementation Plan is approved as Planned Unit Development 2021-01.

GENERAL DEVELOPMENT PLAN (GDP)/SPECIFIC IMPLEMENTATION PLAN (SIP) FOR THE PROPERTY AT 302 8TH STREET IN THE CITY OF BARABOO, SAUK COUNTY, WISCONSIN, TO BE ZONED AS A PLANNED UNIT DEVELOPMENT

Linda Gumz, d/b/a GMF Properties, LLC, has requested that the property she is purchasing at 302 8th Street, located on the southeast corner of the intersection of East Street and 8th Street zoned as a Planned Unit Development (PUD) under the City of Baraboo’s Zoning Code upon the following General Development Plan submitted for approval pursuant to 17.36B(7), of the Baraboo Code of Ordinances:

1. The real property involved in this General Development Plan (GDP) consists of that property located at 302 8th Street, and more particularly described as follows:

Tax Parcel 206-2750-00000
A parcel of land located in the NW¹/₄ of the SW¹/₄ of Section 36, T12N, R6E, City of Baraboo, Sauk County, Wisconsin, described as follows:

Lots 5 and 6, Block 1, Peck's Addition to the City of Baraboo.
Said lands contain 0.40 acres, more or less.
2. The existing principal structure is a 2,278 sq.ft single-story building with a floral shop, Wild Apples, occupying the building. There is a 12' x 24' greenhouse connected to the southeast portion of the building. There is a 22' x 22' detached accessory structure located in the southeast corner of the property.
3. The property is presently zoned NRO Neighborhood Residential/Office. The specific intention of the petitioner use the property primarily as a retreat center as a place for people to gather for a common purpose, crafting, quilting, baby/wedding shower for example and spend the night on-site. The front 700 square feet would be occupied by Wild Apples while the remaining 1,578 sq ft, along with an approximate 2,000 sq ft addition, would be converted to a retreat center that would include 4 bedrooms, a small kitchen, a lounge area, a work space/meeting room, a laundry room and a small office.
4. The property is specifically approved for a +/- 3,600 sq ft single-story commercial building with an attached greenhouse, a 484 sq ft detached accessory structure, and paved off-street parking for at least 15 vehicles. A narrative description of the proposed use of the property, a preliminary site plan, floor plans, and renderings of the proposed building are attached to this document as Exhibit A. The use of the property, the building and parking stalls shall not be changed from such use without the modification of this GDP and subsequent approval by the City's Common Council.
5. This GDP is also accepted as the Specific Implementation Plan (SIP) for the property.
6. Signs upon the property shall be allowed pursuant to the Baraboo Sign Ordinance, §17.80, Code of Ordinances.
7. The terms of the GDP / SIP shall be covenants running with the land, and applicable not only to the petitioner, but to any and all subsequent owners as well.

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

ADMINISTRATOR AND COUNCIL COMMENTS

Clerk Zeman noted that the Spring Election is Tuesday, April 6, 2021. All City of Baraboo residents vote at the Baraboo Civic Center. In-Person Absentee Voting starts March 23, 2021 in the City Clerk's office.

REPORTS, PETITIONS, AND CORRESPONDENCE

The City officially acknowledges receipt and distribution of the following:

- **Reports:**
 - February, 2021 – Building Inspection, Treasurer, Fire
 - 4th Qtr. 2020 Financial Statement

- **Minutes from the Following Meetings:**

Finance/Personnel Committee–Dennis Thurow Committee Room, #205**March 9, 2021**

Members Present: Petty, Sloan, Kent

Absent:

Others Present: Mayor Palm, Adm. Bradley, Clerk Zeman, C. Haggard, T. Pinion, Rob Nelson

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 Sloan to approve the minutes of February 23, 2021. Motion carried unanimously. Moved by Kent, seconded by Sloan to approve the agenda and carried unanimously.

Action Items

- a) **Accounts Payable** – Moved by Sloan, seconded by Kent to recommend to Council for approval of the accounts payable for **\$281,276.45**. Motion carried unanimously.

- b) **Airport** – Adm. Bradley noted that this ordinance will update the Municipal Code removing the City of Wisconsin Dells and the Town of Delton. Based on the current agreement with the Airport, we are also updating the Municipal Code to appoint a member and an alternate for a 3-year term. Motion by Sloan, seconded by Kent to recommend to Council approving the revisions to §1.32 of the Baraboo Municipal Code to amend the membership of the Baraboo-Wisconsin Dells Airport Commission. Motion carried unanimously.

Information Items

Finance Dept. Reports –

- 4th Qtr. 2020 Baraboo Transit Service Financial Statement

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

Baraboo BID Meeting Minutes**2/17/2021**

Present:

Members: S. Fay, A. Adams, , M. Yount, T. Wickus, S. Sloan, B. Stelling, T. Sloan

Absent:

Members: B. McDaniel, S. Ramsey Brunner

Additional: Cynthia Haggard

President Fay called the meeting to order at 5:49 PM

Approval of January 2020 minutes: Yount/S. Sloan, carried

Adoption of Agenda: Motion to amend to move Presentation by the Finance Director to start of the agenda and approve; Wickus/Stelling, Carried

Presentation by the Finance Director on the following:

- Explanation of financial documents
- Budget Amendments

- Budgetary transfer
- Supplemental budget
- Purchasing Policy & Disclosures
 - Policy:
 - Seek at least three quotes and accept the lowest cost consistent with quality and performance
 - Disclosure:
 - Must disclose conflicts of interest when contracts or purchases are sent out for bids
 - Documentation:
 - Ensure there are records of every decision regarding bids
- Discussion:
 - Request for annual meeting with Finance Director

President: None
 Secretary: None
 Treasurer: None
 Appearances: None
 Business Development: None
 Finance: None
 Parking: None
 Promotions:

Farmers market manager Fred Moh is retiring; Focus group meetings beginning to establish new ideas for farmer’s market; Invitation sent to prior vendors and other involved parties; Only 6-8 vendors confirmed currently; Conversation with UW Extension for farmer’s market management; Some markets are allowing bakers; Liability, event, and other insurance; Pre-COVID, 15-20 stalls; During COVID, 7-10 stalls for spacing

Old Business:

- None

New Business:

- Broadband Update
 - Anecdote: Personal emails from Sen. Ron Johnson’s office requesting input
 - Anecdote: Personal emails from school surveying WIFI signal in homes
 - No other easily measurable progress
- Promotions committee would like to move to amend their 2021 budget by moving unspent 2020 money of \$2,000.00
 - Motion rescinded by T. Wickus
- Approval of Vouchers
 - Downtown Baraboo - Promotions
 - \$272.12
 - Lorraine Ortner-Blake - Promotions
 - \$158.40
 - Capital Newspapers – BID assessment announcement
 - \$50.32
 - City of Baraboo – Administrative expenses
 - \$290.36
 - Total
 - \$771.20
 - Motion to approve: Wickus/Yount
 - Carried

Next Meeting:

- Farmers’ Market recap and discussion
 - Separate committee or solely for promotions committee

Motion to adjourn at 6:39 PM by S. Sloan/T. Sloan, carried.

Board Members in attendance:

T Wickus, S Fay, B McDaniel, S Bruncker, B Stelling

Others in attendance: Fred Moh

The meeting was called to order at 8:33am by Todd

A motion to adopt the agenda was made by Brenden, second by Samantha. Motion carried

A motion to adopt the minutes was made by Samatha, second by Brenden, motion carried

First on the agenda was guest speaker Fred Moh. He laid out the policy and procedures currently intact for the Baraboo Farmers Market, hereby referred to as BFM

Recap from Fred:

- Farmers market.com is where vendors can find the applications
- Vendors check in by 6pm the day before the event
- Facebook guy posts what everyone has the day before
- Cones get put out at night
- Vendors arrive around 6am
- Coffee station, signs up, and cones moved around at this time as well
- Mark the vendor spots
- Leave, come back at 7:30
- Check leftover produce
- Pick up cones

- There is a meeting every spring to go over the BFM rules
- Soaps are grandfathered in
- Cookie law requires food to be made in a commercial kitchen
- Current fees: \$4.00 a day for a booth, \$2.00 for a table

Discussion:

Raise the fee to \$8.00 for a booth and \$4.00 for a table

Review Sauk County Cookie Law

Liability – Who insures the BFM?

Check and update forms

How to charge: Pass? Punch card? Monthly?

***Kate will take all calls and forms

A motion to adjourn was made at 10:10 by Bekah, second by Brenden. Motion carried

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

Park & Rec.....1-4-2021, 2-1-2021	Public Arts.....2-25-2021
Library.....1-13-2021, 2-9-2021, 3-9-2021	UW Campus.....2-18-2021

• **Petitions & Correspondence Being Referred:** Correspondence regarding ATV Route in City.

CLOSED SESSION

Moved by Wedekind, seconded by Kolb, to go into Closed Session. The Mayor will announce that the Council will go into Closed Session for two purposes:

1. 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. (Pre-Development

Agreement with Cornerstone, LLC, 1606 8th Street)

2. Pursuant to §19.85(1)(g), Wis. Stat., conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (pending Walmart litigation for excessive taxation).

Council Members Present: Wedekind, Kolb, Plautz, Kent, Petty, Ellington, Sloan, Kierzek, Thurow
Council Members Absent:
Others Present: Mayor Palm, Clerk Zeman, Adm. Bradley, C. Haggard, T. Pinion, Rob Nelson

OPEN SESSION

Moved by Wedekind, seconded by Ellington, to return to Open Session. The Mayor announces 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. 20-190

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

WHEREAS, city staff has been in discussions with Developer in regards to City owned property located at 1606 8th Street, commonly referred to as the “Jackson Property”, (“Property”) for the purpose of constructing a subdivision on the property with an estimated value that has yet to be determined (“Project”); and

WHEREAS, the Parties are continuing to negotiate the terms of the development agreement; and

WHEREAS, the Parties would each like to secure certain rights at this time, with said terms contained in this Agreement, prior to investing additional time and money in exploring the development of the Project; and

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 of Baraboo authorizes the City Clerk and City Administrator to execute the attached City of Baraboo and Cornerstone, LLC Pre-Development Agreement.

Moved by Petty, seconded by Kolb and carried that **Resolution No. 20-189** be approved-9 ayes

ADJOURNMENT

Moved by Kolb, seconded by Sloan, and carried on voice vote, that the meeting adjourn at 8:19pm.