

**Council Chambers, Municipal Building, Baraboo, Wisconsin
Tuesday, March 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, Plautz, Kent, Petty, Ellington, Sloan, Kierzek, Thurow

Council Members Absent:

Others Present: Chief Schauf, Clerk Zeman, Adm. Bradley, J. Ostrander, T. Pinion, W. Peterson, 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 February 16, 2022 & February 22, 2022.

Moved by Petty, seconded by Wedekind and carried to approve the 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

- The Mayor congratulated the following City staff on their anniversaries:
 - * Matt Hess, Park & Recreation – 5 years
 - * Jean Funcke, Library – 10 years
 - * Shirley Wight, Library – 10 years
 - * Adam Karg, Public Works – 15 years

Congratulations to each of you!
- Resident input on community economic resiliency is encouraged through an on-line survey at bit.ly/baraboosurvey – Paper copies of the survey are available at City Hall.

CONSENT AGENDA

Resolution No. 21-162

THAT the Accounts Payable, in the amount of \$1,114,829.11 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

Resolution No. 21-163

THAT, Andrew Killgallon be appointed to the Baraboo Improvement District (BID) Board to fill the unexpired term of Andrew Adams until April 30, 2024.

Resolution No. 21-164

WHEREAS, the State Statute requires budget amendment publication to happen within ten (10) days upon Council approval of said amendments,

WHEREAS, the City is required to notify the citizenry through publication in the City's official newspaper concerning the supplemental budget amendments,

WHEREAS, the City's publication process is to identify budget amendments in the fiscal note

section of resolutions when spending authorizations are granted,

WHEREAS, the City Council will approve budget transfers quarterly to satisfy the legal requirement of publication, by publishing budget amendments after the Finance Committee and Common Council approves the listing,

NOW, THEREFORE BE IT RESOLVED, that the following budget amendments are authorized for publication:

- 4th Quarter, 2021 City-Wide Supplemental Budget Amendments for \$7,522
- 4th Quarter, 2021 General Fund Supplemental Budget Amendments \$7,522
- 4th Quarter, 2021 City-Wide Budgetary Transfers \$410,421

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

Department	Account Number	Account Name	Original Budget	Increase/ (Decrease)	Amended Budget
General Fund - Fire	100-21-46226-000	Fire CPR training	-	1,500	1,500
				\$ 1,500	
General Fund - Fire Protection - Fire	100-21-52200-320-000	Publications. Training. Dues	12,235	1,500	13,735
<i>To create budget for Fire CPR Training</i>				\$ 1,500	
General Fund - Fire	100-21-43750-630	COVID testing	525	805	1,330
				\$ 805	
General Fund - Fire Protection - Fire	100-21-52200-340-000	Operating Supplies	16,449	805	17,254
<i>To create budget for COVID Testing Fees for new foam</i>				\$ 805	
General Fund - Parks	100-52-46753-340	Zoo Donation Boxes	5,500	2,000	7,500
				\$ 2,000	
General Fund - Zoo - Parks	100-52-55410-211-000	Veterinary Services	10,000	2,000	12,000
<i>To appropriate donations to animal care</i>				\$ 2,000	
General Fund - Police	100-20-49310-410	Fund Bal Applied-Desig Bike	-	277	277
				\$ 277	
General Fund - Police Department - Police	100-20-52110-392-410	Small Equipment-Bike Safety	-	277	277
<i>To appropriate donations to bike equipment</i>				\$ 277	
General Fund - Police	100-20-48540-420	Canine Unit Contributions	-	660	660
				\$ 660	
General Fund - Canine Unit - Police	100-20-52140-392-420	Small Equipment Purchase	-	660	660
<i>To appropriate donations to canine kennel</i>				\$ 660	
General Fund - Fire	100-21-48500-400	Donations - Designated	4,970	135	5,105

				\$ 135	
General Fund - Fire Protection - Fire	100-21-52200-392-400	Small Equipment - Designated	4,970	135	5,105
<i>To appropriate donations to Library demo expenses</i>				\$ 135	
General Fund - Street Department	100-31-46391-000	Sale of Garbage Carts	6,000	2,145	8,145
				\$ 2,145	
General Fund - Garbage & Refuse - Street Department	100-31-53620-392-000	Small Equipment Purchase	6,000	2,145	8,145
<i>To appropriate add'l revenue for sale of garbage carts</i>				\$ 2,145	
Net impact on all city-wide funds' budgets				\$ 7,522	
Net impact on City's General Fund Family Only				\$ 7,522	

Published by the authority of the City of Baraboo.
 Julie Ostrander, Finance Director

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

NEW BUSINESS – RESOLUTIONS

Resolution No. 21-165

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

That the low bids of:

- D.L. Gasser \$132,096 – Proposal #1 – Asphaltic Paving
- D.L. Gasser \$ 47,200 – Proposal #2 – Asphalt Pavement Materials
- D.L. Gasser \$ 53,570 – Proposal #3 – Asphaltic Patching
- Augelli Concrete & Exc. \$105,100 – Proposal #4 – Curb and gutter & sidewalk repair
- Yahara Materials \$ 6,400 – Proposal #5 – Crushed Aggregate Base Course
- Robinson Brothers \$ 59,600 – Proposal #6 – Concrete and Asphalt Crushing

Are hereby accepted and all other bids are rejected.

Moved by Sloan, seconded by Kierzek and carried that Resolution No. 21-165 be approved-9 ayes.

Resolution No. 21-166

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

That the low bid of A-1 Excavating Inc. in the amount of \$2,722,227.00 for the 2022 Street and Utility Improvements project is 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 Kolb, seconded by Wedekind and carried that Resolution No. 21-166 be approved-9 ayes.

Resolution No. 21-167

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

THAT the following applications for funds from the City's Alma Waite Fund are approved for rollover in fiscal year 2022:

1. Baraboo Acts Coalition – In the 2021 amount of: \$1,706

BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby authorized to execute the appropriate contracts on behalf of the City as required by §27.01(2)(f) of the Baraboo Municipal Code.

Moved by Wedekind, seconded by Petty and carried that **Resolution No.21-167** be approved-9 ayes.

Resolution No. 21-168

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

THAT the following request for funds from the Mayor's Budget be approved for rollover into the fiscal year 2022:

1. Baraboo Acts Coalition – In the 2020 amount of: \$4,650

BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby authorized to designate these funds for Baraboo Acts Coalition on behalf of the City.

Moved by Sloan, seconded by Ellington and carried that **Resolution No.21-168** be approved-9 ayes.

COMMITTEE OF THE WHOLE

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

Adm. Bradley noted that back in December the Council held a Committee of the Whole to discuss the offer by the Village of Lake Delton to take over the ownership of the airport. Information regarding future projects, how they would be split, and the economic impact was distributed to Council members back in December. Adm. Bradley presented a breakdown of how the City puts funding into the airport. Both the City and the Village put in \$40,000 per year. As the managing partner, we bill back any staff time and wages. Essentially this is approximately \$12,000 in wages and \$2,000 in office space, a total of \$14,000. This does not include any future capital project costs. Equipment at the airport is dated and will eventually need to be replaced with the City responsible for half the cost.

Ald. Wedekind noted that he has been approached by several people who feel the City should remove themselves from the Airport. There is no advantage to holding onto it anymore; we are still going to get all the benefits from it without the cost.

Ald. Sloan feels that because of our lack of funding, we are holding the Airport back. He doesn't feel we lose a lot of equity, and it still benefits Baraboo.

Ald. Petty confirms that the land ownership is basically 50/50. If we are no longer a partner, we lose all of our equity. Adm. Bradley noted that most of this land was purchased with FAA funds which means they would have to be paid back before you cashed your equity out. Ultimately, the land was acquired over a number of years and would be subject to whatever the funding

requirements were when the funding came in. Typically this is a 95/5 split leaving the City with equity of 2.5% of the total value. You would also have to pay off all of the improvements that were done. There appears to be no desire from the Village of Lake Delton to not continue this as a public airport.

Ald. Sloan confirmed that there is no intention to change the name of the airport. Adm. Bradley noted that the representative for the Village of Lake Delton holds a position that the airport name represents the area it is serving; thus, there is no reason to change the name.

Mayor Nelson confirms that the general consensus is to move forward with removing the City from ownership of the airport. A resolution will be drafted and brought back to Council for action.

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

ADMINISTRATOR AND COUNCIL COMMENTS – None.

REPORTS, PETITIONS, AND CORRESPONDENCE

The City officially acknowledges receipt and distribution of the following:

- **Reports:** February, 2022 – Building Inspection
- **Minutes from the Following Meetings:**

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

February 22, 2022

Members Present: Sloan, Kent, Petty

Absent:

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

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 February 7, 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 for approval of the accounts payable for **\$6,160,078.63**. Motion carried unanimously.

b) **Wal-Mart** – Adm. Bradley noted that Wal-Mart had appealed to the Board of Review and was denied; they have now filed a Claim for Excessive Assessment. Because this claim was filed prior to Wal-Mart paying their related tax bill, it is recommended that we deny the claim for Excessive Assessment. Moved by Kent, seconded by Petty to recommend to Common Council to deny the Claim for Excessive Assessment received from Wal-Mart Real Estate Business Trust. Motion carried unanimously.

c) **Fire/EMS Station** – P. Cannon explained that in order to move forward, he is looking for authorization to file the application. Moved by Petty, seconded by Kent to recommend to Common Council to authorize the City to work with CDA to prepare an application to USDA for a loan to construct the Fire/EMS Station. Motion carried unanimously.

d) **COVID-19 Policy** – The Committee reviewed the current COVID-19 policy. Based on the recent rescinding of other policies within the community and surrounding communities and the decrease in positive cases, it is the committee's preference to rescind the entire policy effective immediately. Moved by Petty, second by Kent to recommend to Common Council to rescind the City's entire COVID-19 Policy effective immediately. Motion carried unanimously.

e) **Carnegie-Schadde Memorial Public Library** –

1) P. Cannon explained that the USDA has added language to the lease agreement noting that if the CDA is dissolved, the City is responsible for the debt. Moved by Petty, seconded by Kent to authorize the amended documents relating to the Library Expansion project: (a) proposed Prelease Agreement between the CDA and the City and (b) proposed Lease Agreement between the CDA and the City. Motion carried unanimously.

2) P. Cannon noted that bids were opened on February 8th. Vogel Brothers Building Company was the low bidder at \$9,664,000 and they also had three alternate bids. After reviewing the bids, the Library Board decided to add alternates #1 (Front entrance upgrade) and #2 (Equipment for front entrance) which raised the price to be \$9,731,600. The library board voted to increase their donation to this project \$1,956,600 which now gives us the capital to satisfy USDA that we have the ability to complete this project. Regardless of the total project cost, the City's exposure for this project is \$6M. Moved by Petty, seconded by Kent to authorize awarding bid to Vogel Brothers Building Company in the amount of \$9,731,600 for construction of the Carnegie-Schadde Memorial Public Library Remodel and Construction project. Motion carried unanimously.

Adjournment – Moved by Petty, seconded by Kent and carried to adjourn at 6:41pm.

Baraboo BID Meeting Minutes

02/17/2022

Present:

Members: S. Fay, B. Stelling, K. Thurow, T. Sloan, B. McDaniel, M. Yount

Absent:

Members: S. Ramsey Brunner, T. Wickus

Other:

Andrew w/ Baraboo Radio Shack

President Fay called the meeting to order at 6:02 PM

Roll Call

Approval of January 2022 minutes: Stelling/McDaniel, Carried

Adoption of Agenda: Stelling/McDaniel, Carried

Officer/Committee:

Report

We have interested parties for upcoming board vacancies for A. Adams, S. Ramsey-Brunner, T. Sloan

Secretary:

None

Treasurer:

None

Appearances:

Sleigh and winter décor will be coming down; Landscape Techniques has been contacted for Spring items

Business Development:

None

Finance:

None

Parking:

None

Promotions:

Kate will be handling Farmers Market again this year, \$1500 contract will be signed. Imaging for the Devil's Lake guide map has been complete.

Old Business:

- o None

New Business:

- Approval of financials
 - o Motion to approve financials: Yount/McDaniel
 - Carried
- Approval of Vouchers
 - o Lorraine Ortner-Blake
 - \$66.30
 - o Total: \$66.30
 - Motion to approve: Yount/McDaniel
 - Carried

Next Meeting Items:

- Garbage Cans

Motion to adjourn at 6:16 PM by Sloan/McDaniel, carried.

Minutes of the Public Safety Committee Meeting

January 31, 2022

Members Present: Phil Wedekind, Tom Kolb and Mike Plautz. **Others Present:** Tom Pinion, Ryan Labrosian, Tony Gilman, Kevin Stieve, and Casey Bradley.

Call to Order - Committee Tom Kolb called the meeting to order at 1:00 P.M. at Baraboo City Service Center. Compliance with the Open Meeting Law was noted. It was moved by Wedekind, seconded by Plautz to approve the agenda as posted. Motion carried unanimously. It was moved by Wedekind, seconded by Plautz to approve the minutes of the November 22, 2021 meeting. Motion carried unanimously.

Public Invited To Speak (Any citizen has the right to speak on any item of business that is on the agenda for this meeting if recognized by the presiding officer.) – There were no speakers.

Action Items

- a. Consider Sauk County’s request for a Handicap Parking Stall on east side of Broadway between 3rd & 4th Avenues – Pinion presented background to the Committee. He said the west side of the Courthouse will be the new secured and accessible entrance and they are requesting a handicap-parking stall. It was moved by Wedekind, seconded by Plautz to approve the request for a handicap-parking stall on the east side of Broadway between 3rd & 4th Avenues. Motion carried unanimously.
- b. Review and recommend Council authorization for the Fire Chief and City Administrator to sign the updated Fire Department/DNR Memorandum of Understanding for Mutual Aid and Fire Suppression Services with the Wisconsin Department of Natural Resources – Chief Stieve presented the background to the Committee. It was moved by Wedekind, seconded by Plautz to forward to Council with a positive recommendation. Motion carried unanimously.
- c. Review and recommend Council authorization for 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 from the Center for Public Safety Management, LLC, a partner of the International City/County Manager’s Association (ICMA), in the amount of \$31,500. The cost of this project shall be funded by the proceeds of the Fire Remodel project – Chief Stieve presented background to the Committee. It was moved by Wedekind, seconded by Plautz to forward to Council with a positive recommendation. Motion carried unanimously.
- d. Review and recommend Council authorization for the Council President, Public Safety Committee Chair, City Administrator, and Fire Chief to work with the BDAS Chief and a subcommittee of the Baraboo Ambulance Commission, as appointed by the Commission, to create the necessary governance documents to form a consolidated Fire/EMS District – Chief Stieve said this is the process to start the formalization of the Fire/EMS District. He said he would envision that the two chiefs and City Administrator, in conjunction with the separate attorneys would be doing the biggest share of the work, getting that information together, bringing it to that committee, presenting it and then the Committee finalizing the decision and then forwarding it up to the change of command. Bradley said that the biggest point would be the funding formula that everyone is going to be hung up on. He said he feels the most difficult thing will be to what will be more difficult is getting people to understand how it works. He said forming a district does not benefit an entity, and it does not hurt an entity. Bradley then explained the two funding formulas. He then explained how a district works. It was moved by Wedekind, seconded by Plautz to forward to Council with a positive recommendation from the Committee. Motion carried unanimously.
- e. Review and approval of monthly Billing Adjustments/Credit for Sewer and Water Customers for the months of November and December 2021 and January 2022 – It was moved by Wedekind, seconded by Plautz to approve the monthly Billing Adjustments/Credits for November & December, 2021, and January, 2022. Motion carried unanimously.

Information Items

- a. 221 Elm Street – Unimproved alley right-of-way used as a shared private driveway. Pinion presented this item to the Committee. He said that a petition would be needed to improve the alley right-of-way. He said that if the City did this the property owners would be assessed. Owners did not agree saying they have been using it forever and the City use to plow and pick up garbage. Pinion said that would stop because it is an unimproved right-of-way.
- b. 4-hour Limit for parking on East Side of Ash between 4th & 5th Streets –Pinion presented background. He said this is directly across the street from a City parking lot, and residents could park in the lot rather than on the street.
- c. Parking Restrictions on east end of the 200 block of Blake Street – Pinion said a resident that has to navigate the steep hill on Blake Street is saying that it is slippery and is a hazard, especially if someone is parked on the side of the street, he is afraid he could end up side swiping the vehicle.

Reports

- a. Utility Superintendent’s Report
 - i. Staffing Updates – No report.
 - ii. Project Updates – Pinion gave an update on the West Baraboo agreements. Pinion said there has been three water main breaks this year. He said the contract for the Hwy. A water tower is being worked on with US Cellular. Pinion said that the lead service grant has been submitted to the DNR. Televising sewer mains proposal came in under budget, so funds should be left to line outdated mains with some cast in place pipe. He said that in 2008, 2009, and 2010 every underground sanitary and storm sewer line were televised, and it is time to get them done again. He said that roughly a third of the City would be done each of the next three years. Pinion said there is a new program that the DOA created to assist low-income customers in which a permit has been submitted to the DOA to participate, and it has been approved.
- b. Street Superintendent’s Report
 - i. Staffing Updates – Gilman said that a DPW employee took a position with Parks Department. He said the position was advertised, 13 applications were received, and three were interviewed. He said staff is on the same schedule. He said when street

sweeping, leaf vac, and taring start up the department might work some 10-hour days, and some staff on 8-hour days on Monday or Friday.

ii. Project Updates – Gilman said winter has been light, only 5 times has the entire crew been out plowing. He said that 220 tons of salt has been used this season. Christmas trees are still being picked up. He said tree removal with the Parks/Forestry Department is ongoing. Discussion took place regarding a tree contractor being paid doing private tree removal, but not cleaning up the.

c. Police Chief’s Report

i. Staffing Updates – No report.

ii. Project Updates – Labrosian said the reports were included in the packet. Kolb questioned the activity at the high school. Labrosian said that the truancy rate continues to be high.

d. Fire Chief’s Report

i. Monthly Incident Report – Report was included in Council packet.

ii. Fire & EMS Facility Design update – Stieve said in 2019 professionals were interviewed to select a site and provide preliminary designs for Fire/EMS station. He said from that time until today there was always a question where EMS would fit in to all of this and he feels that the question has been answered with the consolidation study. However, working with MSA and CR Architects out of Cincinnati, CR lost two key staff members that the City was going to rely on for fire safe design. He said that they are meeting with MSA tomorrow, and it may be the process of selecting a new firm for the design. Bradley said that either way the City would be looking to go back out, even if MSA wants to rebid with a different firm.

iii. Staffing Updates – Stieve said that one new member was added in December 2021, and two new members were added in January. Stieve said that there was a minor incident with Car 2, the passenger side mirror was damaged, it is under the threshold of the insurance, and it will be replaced in house. He said there is a full-time staff member on administrative leave at this time.

AJOURNMENT – It was moved by Wedekind, seconded by Plautz to adjourn at 1:50 p.m. Motion carried.

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

PFC.....	1-18-2022	CDA.....	1-14-2022, 2-1-2022
Ambulance.....	1-26-2022	Plan.....	1-18-2022

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

ADJOURNMENT

Moved by Sloan, seconded by Thurow, and carried on voice vote, that the meeting adjourn.

Brenda M. Zeman, City Clerk