

**Council Chambers, Municipal Building, Baraboo, Wisconsin
Tuesday, May 24, 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, Sloan, Kierzek, Thurow
Council Members Absent:

Others Present: Interim Chief Sinden, Clerk Zeman, Adm. Bradley, J. Ostrander, T. Pinion, K. Stieve, C. Johnson, Greg Johnson, Ehlers & Associates, Inc., Harry Allen, Ehlers & Associates, Inc., Tim & Jessica Horn, Linda Statz, 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 May 10, 2022.

Moved by Wedekind, seconded by Kolb 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

Mayor Nelson noted that we are currently planning for a Special Council meeting on Tuesday, May 31st at 6:00pm for Strategic Planning.

CONSENT AGENDA

Resolution No. 22-29

THAT the Accounts Payable, in the amount of \$ 1,114,157.65 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

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

NEW BUSINESS - RESOLUTIONS

Resolution No. 22-30

THAT the City contract with the Wisconsin Department of Agriculture, Trade and Consumer Protection for the Weights and Measures inspections for 2023 in the amount of \$2,800 dollars for 7 days at \$400 per day.

Moved by Thurow, seconded by Sloan and carried that **Resolution No. 22-30** be approved-9 ayes.

Resolution No. 22-31

That, upon the passage of this Resolution, the Finance Director is hereby authorized to create the following new Fund for the Fire/EMS Building Project, with said Fund to be managed by the Executive Director of the City of Baraboo Community Development Authority:

- Fund 990, "Fire/EMS Building Fund."

Moved by Sloan, seconded by Ellington and carried that **Resolution No. 22-31** be approved-9 ayes.

Resolution No. 22-32

That the City resolves to draw \$777,079.25 from the line of credit with the Baraboo State Bank on Wednesday May 25th, 2022.

Moved by Petty, seconded by Kent and carried that **Resolution No.22-32** be approved-9 ayes.

Resolution No. 22-33

Whereas, the City will construct a new Fire/EMS building;

Whereas, the City has directed the Community Development Authority (CDA) to own the facility and to lease the facility to the City for its use;

Whereas, the CDA has submitted an application to the United States Department of Agriculture-Rural Development (USDA-RD) to obtain a long term (40 year) loan for this project;

Whereas, one of the requirements set forth by USDA-RD is that a segregated checking account be established;

Whereas, it is the policy of the City of Baraboo to have all Checking Accounts formally established by the City Council;

THAT the Community Development Authority is authorized to establish a new checking account at Baraboo State Bank for this project.

Moved by Sloan, seconded by Thurow and carried that **Resolution No.22-33** be approved-9 ayes.

Resolution No. 22-34

WHEREAS, the City of Baraboo and the Town of Greenfield approved a Cooperative Plan and Boundary Agreement in 2008; and

WHEREAS, that Agreement requires that the City and Town agree to the development of any parcel located in areas that were originally designated as part of a “conservancy” area; and

WHEREAS, the City has no objection to the development of that portion of Tax Parcels 206-1154-82221 and 206-1154-82222, owned Linda J Statz, that were previously designated as part of a “conservancy” area.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Baraboo approves the development of the lands within the boundary of CSM 7113 that were previously designated a “conservancy” in the 2008 Cooperative Plan and Boundary Agreement between the City of Baraboo and Town of Greenfield.

BE IT FURTHER RESOLVED, that the City Council of the City of Baraboo authorizes the Mayor and City Clerk to execute the attached Agreement to allow the development of said lands.

Moved by Kolb, seconded by Wedekind and carried that **Resolution No.22-34** be approved-9 ayes.

Resolution No. 22-35

**RESOLUTION DECLARING OFFICIAL INTENT
TO REIMBURSE EXPENDITURES
FROM PROCEEDS OF BORROWING**

WHEREAS, the City of Baraboo, Sauk County, Wisconsin (the "Issuer") plans to undertake the Tax Incremental District #10 public infrastructure, pedestrian trail, bridge, overlook, screening wall, mitigation of land, and land acquisitions as proposed on attachment (the "Project");

WHEREAS, the Issuer expects to finance the Project on a long-term basis by issuing tax-exempt bonds or other tax-exempt obligations (collectively, the "Bonds");

WHEREAS, because the Bonds will not be issued prior to commencement of the Project, the Issuer must provide interim financing to cover costs of the Project incurred prior to receipt of the proceeds of the Bonds; and

WHEREAS, the Common Council (the "Governing Body") of the Issuer deems it to be necessary, desirable, and in the best interests of the Issuer to advance moneys from its funds on hand on an interim basis to pay the costs of the Project until the Bonds are issued.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Issuer that:

Section 1. Expenditure of Funds. The Issuer shall make expenditures as needed from its funds on hand to pay the cost of the Project until proceeds of the Bonds become available.

Section 2. Declaration of Official Intent. The Issuer hereby officially declares its intent under Treas. Reg. Section 1.150-2 to reimburse said expenditures with proceeds of the Bonds, the principal amount of which is not expected to exceed \$6,000,000.

Section 3. Unavailability of Long-Term Funds. No funds for payment of the Project from sources other than the Bonds are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside by the Issuer pursuant to its budget or financial policies.

Section 4. Public Availability of Official Intent Resolution. The Resolution shall be made available for public inspection at the office of the Issuer's Clerk within 30 days after its approval in compliance with applicable State law governing the availability of records of official acts including Subchapter II of Chapter 19, and shall remain available for public inspection until the Bonds are issued.

Section 5. Effective Date. This Resolution shall be effective upon its adoption and approval.

Adopted and recorded May 24, 2022.

Moved by Wedekind, seconded by Hazard and carried that **Resolution No.22-35** be approved-9 ayes.

Resolution No. 22-36

INITIAL RESOLUTION AUTHORIZING
\$1,555,000 GENERAL OBLIGATION BONDS
FOR STREET IMPROVEMENT PROJECTS

BE IT RESOLVED by the Common Council of the City of Baraboo, Sauk County, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$1,555,000 for the public purpose of paying the cost of street improvement projects.

Moved by Petty, seconded by Kent and carried that **Resolution No.22-36** be approved-9 ayes.

Resolution No. 22-37INITIAL RESOLUTION AUTHORIZING
\$1,035,000 GENERAL OBLIGATION BONDS FOR
COMMUNITY DEVELOPMENT PROJECTS IN TAX INCREMENTAL DISTRICTS

BE IT RESOLVED by the Common Council of the City of Baraboo, Sauk County, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$1,035,000 for the public purpose of providing financial assistance to community development projects under Section 66.1105, Wisconsin Statutes, by paying project costs included in the project plans for the City's Tax Incremental Districts.

Moved by Kolb, seconded by Petty and carried that **Resolution No.22-37** be approved-9 ayes.

Resolution No. 22-38RESOLUTION DIRECTING PUBLICATION OF
NOTICE TO ELECTORS RELATING TO BOND ISSUES

WHEREAS, initial resolutions authorizing general obligation bonds have been adopted by the Common Council of the City of Baraboo, Sauk County, Wisconsin (the "City") and it is now necessary that said initial resolutions be published to afford notice to the residents of the City of their adoption;

NOW, THEREFORE, BE IT RESOLVED that the City Clerk shall, within 15 days, publish a notice to the electors in substantially the form attached hereto in the official City newspaper as a class 1 notice under ch. 985, Wis. Stats.

Moved by Sloan, seconded by Thurow and carried that **Resolution No.22-38** be approved-9 ayes.

Resolution No. 22-39RESOLUTION PROVIDING FOR THE SALE OF
\$2,590,000 GENERAL OBLIGATION CORPORATE PURPOSE BONDS

WHEREAS, the City of Baraboo, Sauk County, Wisconsin (the "City") has adopted initial resolutions (collectively, the "Initial Resolutions") authorizing the issuance of general obligation bonds for the following public purposes and in the following amounts:

- (a) \$1,555,000 for street improvement projects; and
- (b) \$1,035,000 for providing financial assistance to community development projects under Section 66.1105, Wisconsin Statutes, by paying project costs included in the project plans for the City's Tax Incremental Districts.

WHEREAS, the Common Council hereby finds and determines that the projects described in the Initial Resolutions are within the City's power to undertake and therefore serve a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City that:

Section 1. Combination of Issues. The issues referred to above are hereby combined into one issue of bonds designated "General Obligation Corporate Purpose Bonds" (the "Bonds") in an amount not to exceed \$2,590,000 for the purposes above specified.

Section 2. Sale of the Bonds. The Common Council hereby authorizes and directs that the

Bonds be offered for public sale. At a subsequent meeting, the Common Council shall consider such bids for the Bonds as may have been received and take action thereon.

Section 3. Notice of Sale. The City Clerk (in consultation with Ehlers & Associates, Inc. ("Ehlers")) be and hereby is directed to cause notice of the sale of the Bonds to be disseminated in such manner and at such times as the City Clerk may determine and to cause copies of a complete Notice of Sale and other pertinent data to be forwarded to interested bidders as the City Clerk may determine.

Section 4. Official Statement. The City Clerk (in consultation with Ehlers) shall cause an Official Statement to be prepared and distributed. The appropriate City officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Official Statement, such certification to constitute full authorization of such Official Statement under this resolution.

Moved by Hazard, seconded by Wedekind and carried that **Resolution No.22-39** be approved-9 ayes.

Resolution No. 22-40

That the Proposal for mowing of weeds and rank growth from Sunrise Property Care in the amount of \$0.0125 per square foot for mowing an improved lot \$0.015 per square foot for vacant property less than 1/2-acre, \$0.008 per square foot for vacant property greater than 1/2-acre, and \$0.04 per square foot for weed control is hereby accepted.

Moved by Thurow, seconded by Ellington and carried that **Resolution No.22-40** be approved-9 ayes.

Resolution No. 22-41

That the proposal for mowing of the STH 136 median strips from Top 2 Bottom in the amount of \$60.00 per mowing and \$30 per hour for additional weed pulling and trimming is hereby accepted and all other bids are rejected.

Moved by Sloan, seconded by Kent and carried that **Resolution No.22-41** be approved-9 ayes.

Resolution No. 22-42

THAT the City Clerk be authorized to issue the following Liquor License for the period of June 1, 2022 to November 30, 2022:

6-month Class "B" Fermented Malt Beverage

Baraboo Dugout Club, 950 Walnut Street (Pierce Park)

Moved by Ellington, seconded by Wedekind and carried that **Resolution No.22-42** be approved-9 ayes.

COMMITTEE OF THE WHOLE

Moved by Petty, seconded by Wedekind to enter Committee of the Whole to discuss an update on the Fire Department Project.

Adm. Bradley explained that with the initial design process, they have been touring various Fire & EMS stations. One of the things we have run into with the initial layout of our building is the size of the building at 58,000 sq. ft. By removing training areas, we are now at 55,000 sq. ft. Typically, with a station this size, they start looking at two stations. Verona, the station closest in size at approximately 40,000 sq. ft, advised that they wish they had built smaller, and two stations to begin with. Adm. Bradley predicts that at some point in the next 3-5 years we will be looking at adding a substation on the

east side of town. Based on population, we are right on the verge of two stations. We are not adding any additional equipment, it would be split between the two stations with the same square footage. At this time, he is projecting an engine and a tender, which would eliminate one bay at the primary station, and two ambulances at the substation. At the 58,000 sq. ft, we are looking at a project cost of between \$16-\$17M. The developers believe they could keep it below \$20M for two facilities. Our current housing study shows that in addition to the current development projects, Redevelopment Resources is projecting 3,130 total homes over the next 5 years. Based on the average household in Baraboo of 2.3, we are looking at an estimated population increase of 7,000 if the housing demands are met; a 50% increase in population.

Ald. Petty concurs with Adm. Bradley. The expansion on the east side is going to continue to grow and response time could become a concern. The facility on the west side will be larger and the main station. He feels it makes sense to build both now with a capitation of \$20M for both facilities.

Ald. Sloan questions the satellite station being a pole building rather than a brick building? Adm. Bradley notes that along with the fire apparatus, the satellite station would be staffed with ambulance staff and therefore would include sleeping quarters and a kitchen.

Ald. Kolb confirms that the \$20M does not include a land purchase.

Ald. Hazard recommends that with any land purchase and building design, to plan for expansion.

Chief Stieve noted that if you build a big box station and then estimate another station in 3-5 years, you are going to have part of that big box empty. If you can plan it out between the two stations now, there might be some scale of economy with a contractor that comes in to build them both.

Ald. Thurow feels that due to the east side expanding, it makes sense given the response time to have a station located there.

Ald. Kent feels there is a redundancy factor to this. If something should happen to one station, we still have one available to respond.

Ald. Kolb questioned the urgency to this with site selection of the second station. Adm. Bradley explained that some of that data needed to determine the site is already available to us. Ald. Kolb noted the increase of price to \$20M. Where is the additional \$5M coming from? Adm. Bradley stated we would borrow more.

Ald. Ellington questioned if the old facility was an option. Based on staff recommendation, they feel this is the worst possible location for the second facility.

Ald. Sloan questioned data on the cost of operating two stations. Adm. Bradley does not feel the cost of operating will be significantly higher as the square footage will remain the same.

Based on the agreement we have, the City of Baraboo is responsible for the cost of constructing the new station(s). The operational costs will be shared.

Ald. Sloan questioned where we sit with the budget on one station. Adm. Bradley noted that it was roughly calculated at \$300 per square foot, or north of \$16M. For \$4M, we won't have a \$5M/\$6M expense in a few years. They are estimating 35,000 sq ft in the main facility and 12,000 sq ft in the second facility.

Ald. Sloan noted that a study was done regarding the response time from the original desired location. And now three months later we are saying we are not happy with it? Was the study wrong? Adm. Bradley notes that the study did not take into consideration the growth on the east side. Response time has not yet changed, but it's going to change.

Ald. Thurow feels we need to be proactive on this; hopefully saving the taxpayers money in the long run.

Mayor Nelson questions the anticipation that if the growth does happen, that we wouldn't need additional apparatus at that time? If we will need to expand either building, why the concern over empty space? Adm. Bradley noted they would not need to add additional equipment until there is even more growth.

Ald. Kolb questioned if we should be concerned about jumping into this without a current Comprehensive Plan. Adm. Bradley notes that what we are planning is consistent with what we envision in that area.

Chief Stieve notes that the planning of response is currently being looked at. Eventually the goal is to have this service cross trained.

Ald. Sloan is requesting information on what this is going to do for property taxes. Adm. Bradley notes that because of the over levy, regardless of what option Council decides, the levy is still going to go down.

It is determined that Council would like to view the proposal for both options; two stations vs one larger station.

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

ADMINISTRATOR AND COUNCIL COMMENTS

Ald. Thurow noted that on Saturday at 9:30am Circus World Museum is holding a memorial service and all veterans or active service members get in free with their families.

Ald. Ellington noted a tree planting on Thursday at Badger in memory of the people that died from the causes of what Badger did.

REPORTS, PETITIONS, AND CORRESPONDENCE

The City officially acknowledges receipt and distribution of the following:

- **Reports:** April, 2022 - Treasurer

- **Minutes from the Following Meetings:**

Baraboo Economic Development Commission Meeting Minutes

March 3, 2022

I. Call Meeting to Order and Note Compliance with Open Meeting Law

Chair Cafilisch called the meeting to order at 5:45 PM at the Baraboo Municipal Building, Council Chambers, 101 South Blvd., Baraboo, WI. The meeting was noticed in conformance with Wisconsin State Statues regarding open meetings.

II. Roll Call of Membership

Present: Cafilisch, Steinhorst, Briggs, Culotta, Johnson, Kent, Koehler, Koenig, Kothbauer, Nelson, Persche

Absent: Vera
Other: Patrick Cannon

III. Approve Minutes

Motion to approve the minutes for January 6, 2022

Johnson (1); Steinhorst (2)

Aye: All via voice vote

Nay: None

IV. Approve Agenda

Motion to approve the agenda

Johnson 1); Steinhorst (2)

Aye: All via voice vote

Nay: None

V. Presentation

None

VI. Action Items**a. Work session with Redevelopment Resources regarding EDA Grant**

Kristen Fish- Peterson provided a summary of their work to date. She indicated that they have been conducting interviews and some face-to-face meetings. The Board also recommended some potential groups that they may contact. They would like to make additional contacts with seniors and minority groups. She also indicated that they have begun the formulation of their report. They have begun drafting a Table of Contents for the report.

No official action was taken.

VII. Information/Discussion Items

None

VIII. Adjournment

Motion to adjourn the meeting was made at 6:51 pm.

Kent (1); Steinhorst (2)

Aye: All via voice vote

Nay: None

Administrative Committee**April 4, 2022**

Present: Alderpersons John Ellington, Heather Kierzek, Kathleen Thurow

Absent: None.

Also Present: City Clerk Brenda Zeman; Finance Director Julie Ostrander, Police Chief Schauf; City Administrator Casey Bradley, Mayor Rob Nelson

Citizen Present: None.

The meeting was called to order by Chairman John Ellington at 8AM, with roll call and noting compliance with the Open Meetings Law.

Motion by Kierzek, seconded by Thurow to approve the February 7, 2022 minutes. Motion carried unanimously.

Motion by Kierzek, seconded by Thurow to approve the Agenda. Motion carried unanimously.

Action Items:

- a. Review and recommendation to the Common Council for the Temporary Liquor License (aka Picnic License) for the Baraboo Area Chamber of Commerce Big Top Parade and Circus Celebration, June 25, 2022.

Captain Rob assured the committee the finding on the fencing and licensing were adequate. Nothing has changed from the 2019 event.

Motion by Kierzek, seconded by Thurow for recommendation to the Common Council for the Temporary Liquor License (aka Picnic License) for Baraboo Area Chamber of Commerce Big Top Parade and Circus Celebration, June 25, 2022.
Motion carried unanimously.

- b. Review and recommendation to the Common Council for the Liquor License Change of Agent for Kwik Trip #657 (South Blvd) to Cody Sayles

Captain Rob reported the background checks for priors were all okay.

Motion by Thurow, seconded by Kierzek for recommendation to the Common Council for the Agent for Kwik Trip #657 (South Blvd) to Cody Sayles.
Motion carried unanimously.

Discussion Items:

Informational Items

The next meeting will be Wednesday, April 27, 2022 at 8:00AM.

Motion to adjourn by Thurow, seconded by Ellington at 8:15AM and unanimously carried.

Baraboo BID Meeting Minutes

4/20/2022

Present:

Members: S. Fay, K. Thurow, T. Sloan, M. Yount, B. McDaniel, T. Sefkar, A. Killgallon, T Wickus

Absent:

Members: B. Stelling

Other:

Seth Taft, Downtown Baraboo Manager

President Fay called the meeting to order at 6:01PM

Approval of March 2022 minutes: Sloan/McDaniel, Carried

Adoption of Agenda: Yount/Thurow, Carried

Officer/Committee

President: Fay

Secretary: Killgallon

Treasurer:

Appearances: Wickus

Business Development:

Finance:

Parking:

Reports

With current changes to the BID Board, if your appointment is set to expire, please note that your re-appointment is not guaranteed.

None

None

- In partnership with DBI, winter banners are scheduled to be switched to spring banners on Friday, 4/22/22
- Full pages Ads have been included in both the Devil's Lake Guide, Devil's Lake Park Maps, & The Wisconsin Dells Guide Book
- The new banner near Johnson Insurance has been installed
- Keeping image consistent among ads with female image

None

None

None

Promotions: None

Old Business:

- None

New Business:

- Approval of Vouchers
 - Vinyl Graphics For You LLC Invoice #1630 for Banner & Installation
 - \$323.75
 - Capital Newspapers for Devils Lake Park Guide
 - \$1,550.00
 - Waterfront Graphic Design Invoice #13336 for Banner and Ad Designs for Baraboo
 - \$275.00
 - Skillet Creek Media Invoice #1540 for Farmers Market Annual Web Hosting
 - \$125.00
 - Nancy Dillman for Baraboo Farmers Market Wordfence Premium License
 - \$99.00
 - Total: \$2,372.75.
 - Motion to Approve: Thurow/McDaniel, Carried
- Next Agenda Items
 - Consider Reserves Planning & Spending
 - Approval of Financials
 - Electrical Update
- Member Comments
 - May 7th – Projected 1st Farmers Market, Spring Fair & Prom
 - Weichert Realtors moving from 3rd St. location to building once occupied by Children's Museum
 - Baraboo Popcorn Co. has closed its store front. Building owner reportedly has plans for location
 - Former home of Eclectic Treasures soon to be Nail Salon
 - Mikes Barber Shop is now open at 116 3rd St.
 - Library Ground Breaking Ceremony scheduled Thursday April 28th 12pm

Motion to Adjourn at 6:28PM by Sloan/Yount, carried.

- **Copies of these meeting minutes are on file in the Clerk’s office:**
- Library.....4-12-2022, 5-10-2022 Bicycle Advisory.....4-27-2022
- Park & Recreation.....3-14-2022, 4-11-2022 CDA.....4-5-2022
- PFC.....3-21-2022, 4-18-2022 UW Campus.....4-21-2022
- Ambulance.....4-4-2022
- **Petitions & Correspondence Being Referred:** Citizen Correspondence regarding ATV Route System.

ADJOURNMENT

Moved by Petty, seconded by Kent, and carried on voice vote, that the meeting adjourn at 8:27pm.