



**CITY OF BARABOO COMMON COUNCIL AGENDA**  
**Council Chambers, 101 South Blvd., Baraboo, Wisconsin**  
**Tuesday, June 22, 2021, 7:00 P.M.**

**Regular meeting of the City of Baraboo Common Council, Mayor Nelson presiding.**

Notices Sent To Council Members: Wedekind, Kolb, Plautz, Kent, Petty, Ellington, Sloan, Kierzek, and Thurow

Notices Sent To City Staff, Media And Other Interested Parties: City Administrator Bradley, CDA Dir. Cannon, Clerk Zeman, DPW Dir./Engineer Pinion, Fire Chief Stieve, EMS Chief Johnson, Library Dir. Bergin, Parks & Rec. Dir. Hardy, Police Chief Schauf, Street Super. Gilman, Utility Super. Peterson, Treasurer Laux, Baraboo News Republic, WBDL, 99.7FM, Citizen Agenda Group, Media Agenda Group

1. **CALL TO ORDER**

2. **ROLL CALL AND PLEDGE OF ALLEGIANCE**

3. **APPROVAL OF PREVIOUS MINUTES** (*Voice Votes*): June 8, 2021

4. **APPROVAL OF AGENDA** (*Voice Votes*)

5. **COMPLIANCE WITH OPEN MEETING LAW NOTED**

6. **PRESENTATIONS**

7. **PUBLIC HEARINGS** The Mayor announces that this is the published date and time to hear public comment concerning:

- Gathering public input on a proposed Amendment to the City of Baraboo Comprehensive Plan. The Comprehensive Plan is a blueprint for the short-range and long-range growth, development, and preservation of the City of Baraboo.

8. **PUBLIC INVITED TO SPEAK** (*Any citizen has the right to speak on any item of business that is on the agenda for Council action if recognized by the presiding officer.*)

9. **MAYOR'S BUSINESS**

- City Offices will be closed on Monday, July 5<sup>th</sup> in observance of the Independence Day Holiday. Festival Foods "Barabooms" Fireworks are scheduled to start at 9:30pm on Sunday, July 4<sup>th</sup> at the Sauk County Fairgrounds.
- Mayor will read the following Proclamations:  
     June is National Pride Month  
     July is National Park & Recreation Month
- BEDC Community Envisioning Update
- 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/>

10. **CONSENT AGENDA** (*Roll Call*)

CA-1...Approve the accounts payable to be paid in the amount of \$\_\_\_\_\_.

CA-2...Approve writing off uncollectible accounts.

CA-3...Approve the appointment of Serge Koenig to fill the unexpired term of Musa Ayar to the Baraboo Economic Development Commission.

CA-4... Approve the Temporary Alcohol License applications (aka Picnic Licenses) for those listed in the attached Resolution for this item (CA-4).

11. **ORDINANCES ON 2<sup>ND</sup> READING** – None.

12. **NEW BUSINESS – RESOLUTIONS**

NBR-1...Consider approving the City of Baraboo as host for a Solar Sauk County virtual “Power Hour”.  
(*Nelson*)

NBR-2...Consider approving the changes in the Sanitary Sewer Utilities Fees on the City’s Official Fee Schedule. (*Peterson*)

NBR-3...Consider approving the changes in the Utilities Fees on the City’s Official Fee Schedule. (*Peterson*)

NBR-4...Consider the 2020 Compliance Maintenance Annual Report (CMAR). (*Peterson*)

NBR-5...Consider approving a twenty (20) foot wide permanent easement along the easterly extension of South Center Street from the east line of the WIDOT railroad right-of-way on City owned property at 450 Roundhouse Court. (*Pinion*)

NBR-6...Consider approving the revised State/Municipal Financial Agreement for a State-Let highway project on Hwy 33 between Lincoln Avenue and the westerly city limits. (*Pinion*)

13. **NEW BUSINESS ORDINANCES**

NBO-1...Consider amending §17.55, Code of Ordinances adopting an amendment to the *City of Baraboo Comprehensive Plan* pursuant to Wis. Statutes 66.1001.

14. **ADMINISTRATOR AND COUNCIL COMMENTS** (*Comments are limited to recognition of City residents and employees, memorials, and non-political community events; discussion of matters related to government business is prohibited.*)

15. **REPORTS, PETITIONS, AND CORRESPONDENCE** The City acknowledges receipt and distribution of the following:

- **Reports:** May 2021 – Treasurer & Fire Dept.
- **Minutes from the Following Meetings:**

**Copies of these meeting minutes are included in your packet:**

Finance.....6-8-2021	BID.....4-28-2021, 5-19-2021
Administrative.....4-5-2021, 5-24-2021	Ambulance.....4-28-2021
UW Campus.....5-20-2021	Public Safety.....3-29-2021
BEDC.....5-6-2021	

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

Emergency Mgt.....5-27-2021	Park & Rec.....5-3-2021, 5-10-2021
Library.....3-16-2021, 5-11-2021	CDA.....5-4-2021

**Petitions and Correspondence Being Referred:**

16. **ADJOURNMENT** (*Voice Vote*)

Brenda Zeman, City Clerk

For more information about the City of Baraboo, visit our website at [www.cityofbaraboo.com](http://www.cityofbaraboo.com)

## June 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
20	21	22	23	24	25	26
	*SCDC *PFC	*Finance *Council		*Emergency Mgt.		
27	28	29	30	1	2	3
			*Ambulance			

## July 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	1	2	3
4	5	6	7	8	9	10
Independence Day	Observance of Independence Day City Offices CLOSED	*CDA		*BEDC		
11	12	13	14	15	16	17
	*Administrative *Park & Rec	*Finance *Council		*UW Campus		
18	19	20	21	22	23	24
	*SCDC *PFC	*Plan *Library	*BID	*Emergency Mgt		
25	26	27	28	29	30	31
	*Public Safety	*Finance *Council	*Ambulance	*Public Arts		

**PLEASE TAKE NOTICE** - Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires the meeting or materials at the meeting to be in an accessible location or format should contact the City Clerk at 101 South Blvd., Baraboo WI or phone (608) 355-2700 during regular business hours at least 48 hours before the meeting so reasonable arrangements can be made to accommodate each request.

**Council Chambers, Municipal Building, Baraboo, Wisconsin  
Tuesday, June 8, 2021 – 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, T. Pinion, members of the press and others.

The Pledge of Allegiance was given.

Moved by Ellington, seconded by Kolb and carried to approve the minutes of May 25, 2021.

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**

- The Mayor congratulated the following staff on their anniversaries with the Baraboo Police Department:
  - Detective Sergeant Jeff Shimon – 15 years
  - Patrol Officer Jessica Pichler – 20 years
- 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. 21-28**

THAT the Accounts Payable, in the amount of \$144,400.63 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

**Resolution No. 21-29**

THAT, Beth Persche, Lacey Steffes, and John Ellington be reappointed to the Baraboo Library Board and to serve until June 30, 2024.

**Resolution No. 21-30**

THAT, Jose Vera be appointed to fill the unexpired term of Lori Mueller to the Baraboo Economic Development Commission serving until February 28, 2022.

THAT Chantel Steinhorst be appointed to the Baraboo Economic Development Commission serving until February 28, 2023.

THAT Dr. Rainey Briggs be appointed to the Baraboo Economic Development Commission serving until February 29, 2024.

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

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

Moved by Wedekind, seconded by Sloan and carried unanimously to approve the 2<sup>nd</sup> reading of **Ordinance No. 2574** amending §17.18(4)(a) and the Zoning District Map rezoning tax parcels 206-1154-72100, 206-1154-87100, & 206-1154-87400 from A-1 Agricultural Transition to a mixture of R-1A Single-Family Residential, R-3 Three- and Four-Family Residential, R-5 Thirteen-Family and Up Residential, and C-1 Conservancy.

**NEW BUSINESS - RESOLUTIONS****Resolution No. 21-31**

**RESOLUTION CREATING TAX INCREMENTAL DISTRICT NO. 12,  
APPROVING ITS PROJECT PLAN AND ESTABLISHING ITS BOUNDARIES  
CITY OF BARABOO, WISCONSIN**

WHEREAS, the City of Baraboo (the “City”) has determined that use of Tax Incremental Financing is required to promote development and redevelopment within the City; and

WHEREAS, Tax Incremental District No. 12 (the “District”) is proposed to be created by the City as a mixed-use district in accordance with the provisions of Wisconsin Statutes Section 66.1105 (the "Tax Increment Law"); and

WHEREAS, a Project Plan for the District has been prepared that includes:

- a. A statement listing of the kind, number and location of all proposed public works or improvements within the District, or to the extent provided in Wisconsin Statutes Sections 66.1105(2)(f)1.k. and 66.1105(2)(f)1.n., outside of the District;
- b. An economic feasibility study;
- c. A detailed list of estimated project costs;
- d. A description of the methods of financing all estimated project costs and the time when the related costs or monetary obligations are to be incurred;
- e. A map showing existing uses and conditions of real property in the District;
- f. A map showing proposed improvements and uses in the District;
- g. Proposed changes of zoning ordinances, master plan, map, building codes and City ordinances;
- h. A list of estimated non-project costs;
- i. A statement of the proposed plan for relocation of any persons to be displaced;
- j. A statement indicating how the District promotes the orderly development of the City;
- k. An opinion of the City Attorney or of an attorney retained by the City advising that the plan is complete and complies with Wisconsin Statutes Section 66.1105(4)(f).; and

WHEREAS, prior to its publication, a copy of the notice of public hearing was sent to the chief executive officers of Sauk County, the Baraboo School District, and the Madison Area Technical College District, and any other entities having the power to levy taxes on property located within the District, in accordance with the procedures specified in the Tax Increment Law; and

WHEREAS, in accordance with the procedures specified in the Tax Increment Law, the Plan Commission, on May 18, 2021 held a public hearing concerning the project plan and boundaries and proposed creation of the District, providing interested parties a reasonable opportunity to express their views thereon; and

WHEREAS, after said public hearing, the Plan Commission designated the boundaries of the District, adopted the Project Plan, and recommended to the Common Council that it create such District and approve the Project Plan.

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

1. The boundaries of the District that shall be named "Tax Incremental District No. 12, City of Baraboo", are hereby established as specified in Exhibit A of this Resolution.
2. The District is created effective as of January 1, 2021.
3. The Common Council finds and declares that:
  - (a) Not less than 50% by area of the real property within the District is suitable for mixed-use development as defined by Wisconsin Statutes Section 66.1105(2)(cm).
  - (b) Based upon the finding stated in 3.a. above, the District is declared to be a mixed-use district based on the identification and classification of the property included within the District.
  - (c) The improvement of such area is likely to enhance significantly the value of substantially all of the other real property in the District.
  - (d) The equalized value of the taxable property in the District plus the value increment of all other existing tax incremental districts within the City, does not exceed 12% of the total equalized value of taxable property within the City.
  - (e) That there are no parcels to be included within the District that were annexed by the City within the preceding three-year period.
  - (f) The City estimates that less than 35% of the territory within the District will be devoted to retail business at the end of the District's maximum expenditure period, pursuant to Wisconsin Statutes Section 66.1105(5)(b).
  - (g) The project costs relate directly to promoting mixed-use development in the District consistent with the purpose for which the District is created.
  - (h) Lands proposed for newly platted residential development comprise no more than 35% of the real property area within the District
  - (i) Costs related to newly platted residential development may be incurred based on the proposed development having a density of at least three (3) units per acre as defined in Wisconsin Statutes Section 66.1105(2)(f)3.a.
4. The Project Plan for "Tax Incremental District No. 12, City of Baraboo" (see Exhibit B) is approved, and the City further finds the Plan is feasible and in conformity with the master plan of the City.

BE IT FURTHER RESOLVED THAT the City Clerk is hereby authorized and directed to apply to the Wisconsin Department of Revenue, in such form as may be prescribed, for a "Determination of Tax Incremental Base", as of January 1, 2021, pursuant to the provisions of Wisconsin Statutes Section 66.1105(5)(b).

BE IT FURTHER RESOLVED THAT pursuant to Section 66.1105(5)(f) of the Wisconsin Statutes that the City Assessor is hereby authorized and directed to identify upon the assessment roll

returned and examined under Wisconsin Statutes Section 70.45, those parcels of property which are within the District, specifying thereon the name of the said District, and the City Clerk is hereby authorized and directed to make similar notations on the tax roll made under Section 70.65 of the Wisconsin Statutes.

Moved by Wedekind, seconded by Thurow and carried that **Resolution No. 21-31** be approved-9 ayes.

**Resolution No. 21-32**

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

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

**CLASS "A" FERMENTED MALT BEVERAGE**

Casey's General Store #1904, 801 S. Boulevard  
Las Milpas LLC, 603 8<sup>th</sup> Avenue

**CLASS "B" FERMENTED MALT BEVERAGE**

Driftless Glen Distillery, 300 Water Street  
Jose's Mexican Bakery, 325 South Blvd, Unit 2  
Sauk County Agricultural Society, 700 Washington

**CLASS "A" OFF PREMISE LIQUOR CONSUMPTION/ON PREMISE WINE SAMPLES**

Bekah Kate's, 117 3<sup>rd</sup> St.

**"CLASS A" COMBINATION LIQUOR AND FERMENTED MALT BEVERAGE**

Barabrew Liquor, 503 South Boulevard  
Pierce's Express Market, 935 8<sup>th</sup> St.  
Get N Go, 325 South Blvd.  
Kwik Trip #657, 604 8<sup>th</sup> Street  
Kwik Trip #855, 1330 South Boulevard  
Turner BP, 413 State Hwy 136  
United Cooperative, 516 Ash St.  
Wal-Mart #1396, 920 Hwy 12

**CLASS "B" FERMENTED MALT BEVERAGE AND "CLASS C" WINE**

Al Ringling Theatre, 136 4<sup>th</sup> Ave.  
Broadway Diner, 304 Broadway St.  
Four Star Family Restaurant, 1011 8<sup>th</sup> St.  
Ringling House B&B, 201 8<sup>th</sup> St.  
Las Milpas, 603 8<sup>th</sup> Ave, Suite A  
The Log Cabin Restaurant and Bakery, 1215 8<sup>th</sup> St.  
The Relish Tray Bistro, LLC, 106 4<sup>th</sup> St.

**"CLASS B" COMBINATION LIQUOR AND FERMENTED MALT BEVERAGE**

Baraboo Arts, 202 East St.  
Baraboo Burger Company, 116 4<sup>th</sup> Ave.  
Baraboo Elks Club #688, 401 Oak St.  
Downtown Bar & Grill, 130 3<sup>rd</sup> St.  
Bumps Bar, 109 Walnut St.  
Fore Seasons Restaurant, 401 Mine Road  
Brothers on Oak, 412 Oak Street

Jose's Authentic Mexican Restaurant, 825 8<sup>th</sup> St.  
 Old Baraboo Inn, 135 Walnut St.  
 Peking Buffet, 1204 8<sup>th</sup> St.  
 Poor Richards Bar, 411 Oak St.  
 Quindt's Towne Lounge Restaurant & Eating House., 441 South Blvd.  
 Gem City Saloon, 124 Ash St.  
 Square Tavern, 124 4<sup>th</sup> Ave.  
 Thunderbird Lanes, 1117 8<sup>th</sup> Street  
 Little Village Café, 146 4<sup>th</sup> Ave.  
 Zach's Bar, 126 4<sup>th</sup> Street

"CLASS B" RESERVE COMBINATION LIQUOR AND FERMENTED MALT BEVERAGE

Al Ringling Brewing Co., 623 Broadway  
 Con Amici, 126 3<sup>rd</sup> St

"CLASS B" WINE ONLY

Von Klaus Winery, 133 Third Ave.

"CLASS B" WINE ONLY AND CLASS "B" FERMENTED MALT BEVERAGE

Balanced Rock Winery, 1065 Walnut Street

CLASS "C" WINE

Bekah Kate's, 117 3<sup>rd</sup> St.

Moved by Petty, seconded by Kent and carried that **Resolution No. 21-32** be approved-9 ayes.

**Resolution No. 21-33**

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

THAT the City's Employee COVID-19 Policy be repealed effective June 8, 2021.

Moved by Kolb, seconded by Petty and carried that **Resolution No. 21-33** be approved-9 ayes.

**NEW BUSINESS – ORDINANCES** – None.

**ADMINISTRATOR AND COUNCIL COMMENTS**

Adm. Bradley noted that there will be a Special Council Mtg. to be held on June 17<sup>th</sup> at 6:00pm for the purpose of interviewing a City Attorney applicant.

Ald. Thurow noted that the Big Top tent is now up.

**REPORTS, PETITIONS, AND CORRESPONDENCE**

The City officially acknowledges receipt and distribution of the following:

- **Reports:** May 2021 – Building Inspection
- **Minutes from the Following Meetings:**

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

**May 25, 2021**

**Members Present:** Sloan, Kent, Petty

**Absent:**

**Others Present:** Adm. Bradley, Clerk Zeman, T. Gilman, T. Pinion



**Call to Order** –Ald. Sloan called the meeting to order at 6:30p.m. noting compliance with the Open Meeting Law. Moved by Kent, seconded by Petty to approve the minutes of May 11, 2021. Motion carried unanimously. Moved by Petty, seconded by Kent to approve the agenda and carried unanimously.

**Action Items**

- a) **Accounts Payable** – Moved by Petty, seconded by Kent to recommend to Council for approval of the accounts payable for **\$348,979.71**. Motion carried unanimously.

**Information Items**

- a. Review & discussion of Brush Disposal – T. Gilman and T. Pinion explained that the closure of the brush disposal is primarily due to abuse of the brush site by both City and Non-City residents. T. Gilman explained that the City is currently picking up brush the last full week of every month or as requested by citizens.

**Adjournment** – Moved by Kent, seconded by Petty and carried to adjourn at 6:50 pm.

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

Park & Recreation.....4-5-2021, 4-12-2021	Library.....3-16-2021
Plan Commission.....4-20-2021	UW Campus.....2-18-2021

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

**ADJOURNMENT**

Moved by Sloan, seconded by Ellington, and carried on voice vote, that the meeting adjourn at 7:17pm.

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Brenda Zeman, City Clerk

CA – 1

RESOLUTION NO. 2021 -

Dated: June 22, 2021

The City of Baraboo, Wisconsin

<i>Background:</i>
<b>Fiscal Note: (Check one) [ ] Not Required [ ] Budgeted Expenditure [ ] Not Budgeted</b>
<i>Comments</i>

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

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

**Offered By:** Consent  
**Motion:**  
**Second:**

**Approved by Mayor:** \_\_\_\_\_

**Certified by City Clerk:** \_\_\_\_\_

The City of Baraboo, Wisconsin

**Background**

Each year, the Finance Department reviews delinquent accounts. As part of that process, certain accounts are identified as uncollectible. In those instances, the write-off of uncollectible accounts are presented to Council for approval.

To coincide with the write-offs, the balance in the allowance for doubtful accounts is reviewed for reasonableness. This account reduces the total receivables reported to reflect only the amounts expected to be repaid. The allowance for doubtful accounts is only an estimate of the amount of accounts receivable that are expected to not be paid. The actual payment behavior may substantially differ from the estimate.

**Overview**

Reasons for the delinquencies becoming uncollectible can range from being out of business, located out of State, being deceased, bankruptcy, exceeding statute of limitations, taxes being rescinded, to internal collection efforts being exhausted. Included in this Resolution are the following:

- Personal property taxes for the years 2018 – 2019 - None to report.
- Accounts receivable for the years 2013 – 2018 are now uncollectible.

The Treasurer’s schedule for delinquent accounts is attached.

**Note:** ( one)    [ ] Not Required    [ ] Budgeted Expenditure    [ ] Not Budgeted    [  ] Other  
**Comments:** These accounts will net against the current year’s revenue for medical transports.

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

**WHEREAS**, for the reasons stated below, the following **accounts receivable** balances are written off in the amount of **\$2,209.27:**

<u>Name</u>	<u>Year</u>	<u>Amount</u>	<u>Reason</u>
Bennet, Heather	2013	\$279.71	State Debt Collection Uncollectible
Czappa, Scott	2015	\$292.68	State Debt Collection Uncollectible
Konichek, Brandon	2015	\$300.99	State Debt Collection Uncollectible
Spralding, John	2015	\$309.54	State Debt Collection Uncollectible
Lane, Samantha	2014	\$270.32	State Debt Collection Uncollectible
Foster, Brittany	2015	\$307.02	State Debt Collection Uncollectible
Holtz, Scott	2017	\$169.96	State Debt Collection - Deceased
Noel, Deborah	2018	\$279.05	State Debt Collection - Deceased
		<u>\$2,209.27</u>	

**WHEREAS**, for the reason stated below, the following **Utility accounts receivable** balance is hereby written off from the Allowance for Doubtful accounts in the amount of **\$4,977.79:**

<u>Name</u>	<u>Year</u>	<u>Amount</u>	<u>Reason</u>
Lucas Adrian	2013	\$ 4,977.79	State Debt Collection - Uncollectable

**NOW, THEREFORE, BE IT RESOLVED**, that the above referenced delinquent accounts are hereby written off, thus removed from or netted against receivables.

**Offered by:** Finance Committee  
**Motion:**  
**Second:**

**Approved:** \_\_\_\_\_  
**Attest:** \_\_\_\_\_

RESOLUTION NO. 2021 -

Dated: June 22, 2021

**The City of Baraboo, Wisconsin**

<i>Background:</i>
<b>Fiscal Note: (Check one)</b> <input checked="" type="checkbox"/> Not Required <input type="checkbox"/> Budgeted Expenditure <input type="checkbox"/> Not Budgeted
<i>Comments</i>

**Resolved, by the Common Council of the City of Baraboo, confirms the Mayor's appointments as follows:**

THAT, Serge Koenig be appointed to the Baraboo Economic Development Commission to fill the unexpired term of Musa Ayar serving until February 28, 2022.

**Offered By:** Consent  
**Motion:**  
**Second:**

**Approved by Mayor:** \_\_\_\_\_

**Certified by City Clerk:** \_\_\_\_\_

CA-4

RESOLUTION NO. 2021 -

Dated: June 22, 2021

**The City of Baraboo, Wisconsin**

**Background:** In order to be in full compliance with State Law, the City recently amended Chapter 12, Intoxicating Liquor and Fermented Malt Beverages. Because of this change, the Administrative Committee is now required to review all Liquor License applications and make a recommendation to Council.

All Liquor Licenses expire annually on June 30, 2020 with the exception of the Picnic License. A Picnic License, also known as a Temporary Beer and/or Wine License, is typically issued for a one or two day event.

The Picnic Licenses listed below were reviewed by the Police Department and the City Clerk and were recommended to Council for approval at the June 21, 2021 Administrative Committee meeting.

**Fiscal Note: (check one)  Not Required  Budgeted Expenditure  Not Budgeted**

**Comments:**

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

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

- Baraboo American Legion Post 26, 06/26/2021 – 06/27/2021
- Baraboo American Legion Post 26, 07/09/2021 – 07/11/2021

**Offered by:** Administrative Comm. **Approved by Mayor:** \_\_\_\_\_

**Motion:**

**Second:**

**Certified by Clerk:** \_\_\_\_\_

The City of Baraboo, Wisconsin

**Background:** Grow Solar Sauk County is a partnership between the Sauk County Land Resources & Environment Department, UW-Madison Extension Sauk County, One Heart, Inc., Powered Up Baraboo, and the Midwest Renewable Energy Association which encourages solar energy generation by individuals and businesses through public education and bulk purchases. Throughout the summer, the program is offering a series of free, virtual “Power Hour” seminars to the public. In addition, any property owner in Sauk County may choose to have a free, no-obligation site assessment performed by a designated consultant/installer, and may qualify for substantial savings through the group buy program.

Grow Solar Sauk County has invited the City of Baraboo to virtually “host” a Power Hour on July 26, 2021. As a host, the City would promote the program through a link on its web site and through social media, and display printed materials at City Hall and other appropriate venues. Mayor Nelson would provide a video introduction to the seminar.

**Note:** (one) [] Not Required [] Budgeted Expenditure [] Not Budgeted  
**Comments:** Any printed materials will be provided to

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

That the City serve as host for a virtual Power Hour of the Grow Solar Sauk County program during July 2021, with Mayor Nelson coordinating promotion and offering an introduction to the event.

**Offered by:**  
**Motion:**  
**Second:**

**Approved:** \_\_\_\_\_  
**Attest:** \_\_\_\_\_

RESOLUTION NO. 2021-

Dated: June 22, 2021

**The City of Baraboo, Wisconsin**

**Background:** The Water Resource Recovery Facility (WRRF) was designed for a specific wastewater volume and loading capacity. In 1986, The Sanitary Sewer Utility established a “Reserve Capacity Assessment” (RCA) to be charged for any NEW service connection to the City’s existing sanitary sewer system. As a result, the assessments collected help to offset costs associated with future improvements/upgrades needed to the WRRF. The RCA fess shall be based on one residential equivalency connection (REC). City ordinance defines what the REC will be for any other facility that does not meet the one residential unit criteria; for example, a hotel be 0.20 REC per each room. The proposed \$650/REC corresponds to the maximum fee allowed by the existing Agreement with the Town of Baraboo Sanitary District No. 1.

The Public Safety Committee reviewed this matter at their June 14<sup>th</sup> meeting and unanimously recommended this change to the Official Fee Schedule.

**Fiscal Note:** (✓ one) [] *Not Required* [] *Budgeted Expenditure* [] *Not Budgeted*

**Comments:** The Sanitary Sewer Utility has not increased this assessment since 1991.

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

To approve the changes in the Utilities Fees on the City’s Official Fee Schedule, as follows:

- Reserve Capacity Assessment – increase to \$650 (presently \$450) per Residential Equivalent Connection.

**Offered by:** Public Safety Committee  
**Motion:**  
**Second:**

**Approved:** \_\_\_\_\_  
**Attest:** \_\_\_\_\_

APPENDIX TO CHAPTER 1 – City’s Official Fee Schedule

**UTILITIES FEES**

<b><u>Final Billing/Real Estate Closing Charge</u></b>	<u>\$20.00 per meter read</u>	<u>PSC order 360-WR-103</u> <u>Dated 06/24/2021</u>
<b><u>Hydrant Charges:</u></b>		
Service charge	<del>\$40.00</del> <u>55.00</u>	PSC order 360-WR- <del>1032</del> <u>1032</u>
Bulk water used	<del>\$1.68</del> <u>3.11</u> per 1,000 gallons	Dated <del>06/24/2021</del> <u>06/24/2021</u>
<b><u>Insufficient Funds Charge</u></b>	\$25.00	PSC order 360-WR- 1032 dated
<b><u>Materials</u></b>	Cost plus 20%	<del>06/24/2021</del> <u>06/24/2021</u>
<b><u>Meter Charges:</u></b>		PSC 185.77
Meter repair	Actual cost	
Meter testing	\$10.00 per test + Actual labor cost	
<u>Missed Appointment (Reg Hours)</u>	<u>\$20.00</u>	<u>PSC order 360-WR-13</u> <u>dated 06/24/2021</u>
<u>Missed Appointment (After Hours)</u>	<u>\$35.00</u>	
<b><u>Reconnection Charges:</u></b>		PSC order 360-WR- 1032 dated
Reinstall meter	<del>\$40.00</del> <u>55.00</u> during business hours, <del>\$60.00</del> <u>85.00</u> after hours	<del>06/24/2021</del> <u>06/24/2021</u>
Valve turned on at curb stop	<del>\$40.00</del> <u>55.00</u> during business hours, <del>\$60.00</del> <u>85.00</u> after hours	
<b><u>Service Tap</u></b>	Actual cost	
<b><u>Sewer Connection Fee:</u></b>		§13.25
Reserve <del>e</del> Capacity <del>fee</del> <u>Assessment</u>	<del>\$450.00</del> <u>650.00</u> per <u>Residential Equivalent</u> <u>Connection</u> <del>lateral unless a higher special</del> <del>assessment is charged</del>	
Laterals	Full cost to owner	
<b><u>Stormwater</u></b>	\$12.31 per ERU per quarter	§13.31 Res. 2012-82
<b><u>Temporary Meter:</u></b>		PSC order 360-WR- 1032 dated
Service charge	<del>\$40.00</del> <u>55.00</u>	<del>06/24/2021</del> <u>06/24/2021</u>
Bulk water used	<del>\$1.68</del> <u>3.11</u> per 1,000 gallons	
<b><u>Water Service Inspection:</u></b>		PSC order 360-WR- 1032 (Sch Cz-1) dated
(includes cross connection)	\$25.00 after 1 <sup>st</sup> inspection	<del>06/24/2021</del> <u>06/24/2021</u>
Lateral	Actual cost of installation	
<b><u>Well Permit</u></b>	\$25.00 for 5 years	§13.17(7)/ §13.12 PSC 09/17/98



NBR - 3

RESOLUTION NO. 2021-

Dated: June 22, 2021

The City of Baraboo, Wisconsin

Background: As a result of the recent closure of LSC Communications (formerly RR Donnelley) and the corresponding loss of revenue to the Water Utility, the Utility filed Conventional Water Rate Increase Application on August 25, 2020 to the Public Service Commission of Wisconsin (PSC). The PSC issued their final decision on the Rates and Rules on May 12, 2021 with an effective date for the new rates being June 24, 2021.

The Public Safety Committee reviewed this matter at their June 14th meeting and unanimously recommended these changes to the Official Fee Schedule.

Fiscal Note: (✓ one) [✓ ] Not Required [ ] Budgeted Expenditure [ ] Not Budgeted

Comments: Effected by the 2021 Water Rate Study – PSC Order 360-WR-103, which has an effective date of 06/24/2021.

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

To approve the changes in the Utilities Fees on the City’s Official Fee Schedule pursuant to PSC Order 360-WR-103, as follows:

- Hydrant Service charge from \$40 to \$55
➤ Bulk Water used from \$1.68 per 1,000 gallons to \$3.11 per 1,000 gallons.
➤ Reconnection Charges during business hours from \$40 to \$55
➤ Reconnection Charges after business hours from \$60 to \$85
➤ Temporary Meter Service charge from \$40 to \$55
➤ Final Billing/Real Estate Closing charge \$20 (New)
➤ Missed Appointment charge \$20 during business hours, \$35 for after hours (New)

Offered by: Public Safety Committee Approved: \_\_\_\_\_
Motion:
Second: Attest: \_\_\_\_\_

**APPENDIX TO CHAPTER 1 – City’s Official Fee Schedule**

**UTILITIES FEES**

<b><u>Final Billing/Real Estate Closing Charge</u></b>	<u>\$20.00 per meter read</u>	<u>PSC order 360-WR-103</u> <u>Dated 06/24/2021</u>
<b><u>Hydrant Charges:</u></b>		
Service charge	<del>\$40.00</del> <u>55.00</u>	PSC order 360-WR- <del>1032</del> <u>1032</u>
Bulk water used	<del>\$1.68</del> <u>3.11</u> per 1,000 gallons	Dated <del>06/24/2021</del> <u>06/24/2021</u>
<b><u>Insufficient Funds Charge</u></b>	\$25.00	PSC order 360-WR- 1032 dated
<b><u>Materials</u></b>	Cost plus 20%	<del>06/24/2021</del> <u>06/24/2021</u>
<b><u>Meter Charges:</u></b>		PSC 185.77
Meter repair	Actual cost	
Meter testing	\$10.00 per test + Actual labor cost	
<u>Missed Appointment (Reg Hours)</u>	<u>\$20.00</u>	<u>PSC order 360-WR-13</u> <u>dated 06/24/2021</u>
<u>Missed Appointment (After Hours)</u>	<u>\$35.00</u>	
<b><u>Reconnection Charges:</u></b>		PSC order 360-WR- 1032 dated
Reinstall meter	<del>\$40.00</del> <u>55.00</u> during business hours, <del>\$60.00</del> <u>85.00</u> after hours	<del>06/24/2021</del> <u>06/24/2021</u>
Valve turned on at curb stop	<del>\$40.00</del> <u>55.00</u> during business hours, <del>\$60.00</del> <u>85.00</u> after hours	
<b><u>Service Tap</u></b>	Actual cost	
<b><u>Sewer Connection Fee:</u></b>		§13.25
Reserve <del>e</del> Capacity <del>fee</del> <u>Assessment</u>	<del>\$450.00</del> <u>650.00</u> per <u>Residential Equivalent</u> <u>Connection</u> <del>lateral unless a higher special</del> <del>assessment is charged</del>	
Laterals	Full cost to owner	
<b><u>Stormwater</u></b>	\$12.31 per ERU per quarter	§13.31 Res. 2012-82
<b><u>Temporary Meter:</u></b>		PSC order 360-WR- 1032 dated
Service charge	<del>\$40.00</del> <u>55.00</u>	<del>06/24/2021</del> <u>06/24/2021</u>
Bulk water used	<del>\$1.68</del> <u>3.11</u> per 1,000 gallons	
<b><u>Water Service Inspection:</u></b>		PSC order 360-WR- 1032 (Sch Cz-1) dated
(includes cross connection)	\$25.00 after 1 <sup>st</sup> inspection	<del>06/24/2021</del> <u>06/24/2021</u>
Lateral	Actual cost of installation	
<b><u>Well Permit</u></b>	\$25.00 for 5 years	§13.17(7)/ §13.12 PSC 09/17/98

NBR - 4

RESOLUTION NO. 2021 -

Dated: June 22, 2021

The City of Baraboo, Wisconsin

**Background:** The DNR requires that local units of government review and approve an annual report called the Compliance Maintenance Annual Report. This report assesses the need for consideration of, or construction at, wastewater facilities and in collection systems. The scoring system for the report is based on a letter type of grade. From the nine categories scored, we received an “A” in eight sections and a “B” in the remaining one. The B was due to exceeding the 90% Biological Oxygen Demand (BOD) the plant’s designed influent loading. September thru December saw increased effluent flow and increased strength of influent BOD. The increased BOD is attributed to the centrate from the biosolids processing being “dirtier” than normal. The staff continues to make adjustments to improve the centrate quality.

Again the crew does an outstanding job with operating and maintaining the treatment facility and collection system. We continue to be fiscally responsible and maintain low sewer rates.

The Public Safety Committee reviewed this report and unanimously recommended its approval.

**Fiscal Note:**  *Not Required*  *Budgeted Expenditure*  *Not Budgeted*

**Comments**

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

That the 2020 Compliance Maintenance Annual Report for the Water Resource Recovery Facility and collection system be hereby approved.

**Offered by:** Public Safety Committee

**Motion:**

**Second:**

**Approved:** \_\_\_\_\_

**Attest:** \_\_\_\_\_

# Compliance Maintenance Annual Report

20 of 73

Baraboo Wastewater Treatment Facility

Last Updated: Reporting For:  
6/1/2021 2020

## Grading Summary

WPDES No: 0020605

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	B	3	3	9
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Phosphorus	A	4	3	12
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
<b>TOTALS</b>			<b>32</b>	<b>125</b>
<b>GRADE POINT AVERAGE (GPA) = 3.91</b>				

### Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

RESOLUTION NO. 2021 –

Dated: June 22, 2021

The City of Baraboo, Wisconsin

**Background:** The City Services Center is located on City-owned property at 450 Roundhouse Court, which is bounded on the north by Lynn Street and on the east by Depot and Briar Streets. Wisconsin Power & Light Company is requesting a 20-foot wide utility easement across the southern end of the City Services Center campus along the easterly extension of the centerline of S Center Street. The proposed easement document and location map are attached to this Resolution.

The Public Safety Committee reviewed this at their June 14, 2021 meeting and recommended it for approval.

**Fiscal Note: (check one) [ x ] Not Required [ ] Budgeted Expenditure [ ] Not Budgeted Comments**

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

That a twenty (20)-foot wide permanent easement along the easterly extension of South Center Street from the east line of the Wisconsin Department of Transportation’s (formerly Union Pacific’s) railroad right-of-way to the west line of Briar Street right-of-way, across Lot 1 of Sauk County Certified Survey Map No. 4551, for underground gas main is hereby granted by the City of Baraboo to Wisconsin Power and Light Company as described in the attached easement document.

**Offered by:** Public Safety Committee  
**Motion:**  
**Second:**

**Approved:** \_\_\_\_\_  
**Attest:** \_\_\_\_\_

Document No.

**EASEMENT  
NATURAL GAS**

The undersigned **City of Baraboo, a Wisconsin Municipal Corporation, (hereinafter called the "Grantor")**, in consideration of the sum of one dollar (\$1.00) and other good and valuable consideration, receipt of which is hereby acknowledged, does hereby grant, convey and warrant unto **Wisconsin Power and Light Company, a Wisconsin corporation, (hereinafter called the "Grantee")**, the Grantee's successors and assigns, the perpetual right and easement to construct, install, maintain, operate, repair, inspect, replace, add, relocate and remove the Designated Facilities, as defined below, upon, in, over, through and across lands owned by the Grantor **in the City of Baraboo, County of Sauk, State of Wisconsin**, said "Easement Area" to be **twenty (20)** feet in width and described as follows:

See Exhibit "A" for a legal description and Exhibit "B" for a depiction of the Easement Area, both attached hereto and made a part hereof.

This easement is subject to the following conditions:

1. **Designated Facilities:** This easement is for underground natural gas line and underground communication line facilities, including but not limited to pipelines with valves, main and service laterals, and any other components as Grantee may select for use in the transmission and distribution of natural gas products or communication signals (collectively, the "Designated Facilities").
2. **Access:** The Grantee and its agents shall have the right of reasonable ingress and egress to, over and across the Grantor's land adjacent to the Easement Area.
3. **Buildings and Structures:** The Grantor agrees within the Easement Area not to construct or place buildings, structures, or other improvements, or place water, sewer or drainage facilities; all without the express written consent of the Grantee.
4. **Landscaping and Vegetation:** No plantings and landscaping are allowed within the Easement Area that will interfere with the easement rights herein granted. The Grantee has the right to trim or remove trees, bushes and brush within the Easement Area without replacement or compensation hereinafter. The Grantee may treat the stumps of any trees, bushes or brush to prevent re-growth and apply herbicides in accordance with applicable laws, rules and regulations, for tree and brush control.
5. **Elevation:** After the installation of the facilities and final grading of the Easement Area, the Grantor agrees not to alter the grade of the existing ground surface by more than six (6) inches or place rocks or boulders more than eight (8) inches in diameter, within the Easement Area, without the express written consent of the Grantee.
6. **Restoration and Damages:** The Grantee shall restore, cause to have restored or pay a reasonable sum for all damages to property, crops, fences, livestock, lawns, roads, fields and field tile (other than trees trimmed or cut down and removed), caused by the construction, maintenance or removal of said facilities.
7. **Rights not granted to the Grantee:** The Grantee shall not have the right to construct or place fences, buildings or any other facilities other than the above Designated Facilities.
8. **Reservation of use by the Grantor:** The right is hereby expressly reserved to the Grantor, the heirs, successors and assigns, of every use and enjoyment of said land within the Easement Area consistent with rights herein granted.
9. **Binding Effect:** This agreement is binding upon the heirs, successors and assigns of the parties hereto, and shall run with the lands described herein.

Record this document with the Register of Deeds

Name and Return Address:

Alliant Energy  
Attn: Real Estate Department  
4902 North Biltmore Lane  
P.O. Box 77007  
Madison, WI 53707-1007

Parcel Identification Number(s)

0844-10000

WITNESS the signature(s) of the Grantor this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

City of Baraboo, a Wisconsin Municipal Corporation

\_\_\_\_\_(SEAL)  
Signature

\_\_\_\_\_(SEAL)  
Signature

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_(SEAL)  
Signature

\_\_\_\_\_(SEAL)  
Signature

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Printed Name and Title

**ACKNOWLEDGEMENT**

STATE OF WISCONSIN )  
COUNTY OF SAUK ) SS

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, the above named \_\_\_\_\_

\_\_\_\_\_ to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Signature of Notary

\_\_\_\_\_  
Printed Name of Notary

Notary Public, State of Wisconsin

My Commission Expires (is) \_\_\_\_\_

**ACKNOWLEDGEMENT**

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ ) SS

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, the above named \_\_\_\_\_

\_\_\_\_\_ to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Signature of Notary

\_\_\_\_\_  
Printed Name of Notary

Notary Public, State of \_\_\_\_\_

My Commission Expires (is) \_\_\_\_\_

This instrument drafted by

**Jordan R. Oosterhouse**

**Seth J. Raasch**

Checked by

May 3, 2021

Project Title:	Alliant Baraboo River Main Crossing
ERP Activity ID:	4202971
Tract No.:	2 of 3
REROW No.:	

## Exhibit A

An easement twenty (20) feet in width, across part of Lot 1, Certified Survey Map Number 4551, as recorded on December 19, 2001, in Volume 24 of Certified Surveys, Pages 4551-4551 I, as Document Number 763560, in the office of the Register of Deeds for Sauk County, Wisconsin. Located in the Southwest Quarter (SW 1/4) of the Northwest Quarter (NW 1/4), Section 1, Township 11 North, Range 6 East, City of Baraboo, Sauk County, Wisconsin.

The easement is described as follows:

Commencing at the northwest (nw) corner of Lot 1, Certified Survey Map Number 4552, said corner is also a northeasterly corner of said Lot 1, Certified Survey Map Number 4551;

thence South 89°21'31" West, along the a northerly line of Lot 1, Certified Survey Map Number 4551 a distance of 47.36 feet to the point-of-beginning;

thence continuing South 89°21'31" West, along an extension of said northerly line, a distance of 176.22 feet more or less to a point of curvature on the westerly line of said Lot 1, Certified Survey Map Number 4551;

thence northwesterly 24.57 feet along the arc of a curve, concave to the southwest, having a radius of 3172.79 feet and a chord that bears North 36°09'58" West, 24.57 feet;

thence North 89°21'31" East, a distance of 185.44 feet more or less to a point on the east line of said Lot 1, Certified Survey Map Number 4551;

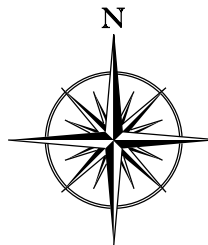
thence South 14°49'52" East, a distance of 20.63 feet to the point of beginning.

As depicted on Exhibit B





# EXHIBIT B

PART OF LOT 1, CERTIFIED SURVEY MAP NO. 4551, RECORDED AS DOCUMENT NO. 763560,  
 LOCATED IN THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER,  
 SECTION 1, TOWNSHIP 11 NORTH, RANGE 6 EAST OF THE 4TH PRINCIPAL MERIDIAN,  
 CITY OF BARABOO, SAUK COUNTY, WISCONSIN.



BEARINGS REFERENCED TO  
 CERTIFIED SURVEY MAP NO. 4551

### LEGEND

-  EASEMENT AREA
-  IRON ROD FOUND

LANDS BY:  
 CITY OF BARABOO  
 TAX PARCEL: 0844-10000

LOT 1  
 CSM 4551

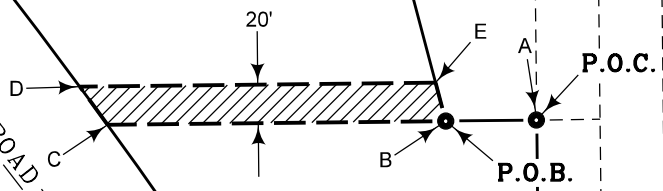
UNION PACIFIC RAILROAD  
 R/W VARIES

BRIAR STREET  
 (66' WIDE)

### LINE TABLE UTILITY EASEMENT

	P.O.C.	
A - B =	S89°21'31"W	47.36'
	P.O.B.	
B - C =	S89°21'31"W	176.22'
C - D =	CH. - N36°09'58"W, CH. L. - 24.57'	
	RAD. - 3172.79', L. - 24.57'	
D - E =	N89°21'31"E	185.44'
E - B =	S14°49'52"E	20.63'

20'



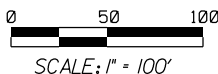
LOT 1  
 CSM 4552



**ALLIANT ENERGY.**  
 Wisconsin  
 Power and Light

This drawing shall be used solely for easement description purposes and thus may only be relied upon for such purpose.

If this bar does not measure 1" then drawing is not to scale.



### UTILITY EASEMENT

CITY OF BARABOO

Drawn:	TTB	Date:	4/15/2021
Scale:	1" = 100'	SHEET	1 OF 1

## Sauk County

Owner (s):

**BARABOO, CITY OF**

Location:

**NW-NW,Sect. 1, T11N,R6E****SE-NW,Sect. 1, T11N,R6E****SW-NW,Sect. 1, T11N,R6E****NE-SW,Sect. 1, T11N,R6E**

Mailing Address:

**BARABOO, CITY OF****101 SOUTH BLVD****BARABOO, WI 53913**

School District:

**0280 - Sch D of Baraboo**

Tax Parcel ID Number:Tax District:

**0844-10000****206-City Of Baraboo**

Status:

**Active**

Alternate Tax Parcel Number:Government Owned:Acres:

**13.2400**

Description - Comments (Please see Documents tab below for related documents. For a complete legal description, see recorded document.):

**S 1-11-6 PRT****W1/2 NW1/4 & SE1/4 NW1/4 & NE1/4 SW1/4 = CSM 4551 LOT 1 (S/RESTR PER****D-776435 & D-1173396) 13.24A**

Site Address (es): *(Site address may not be verified and could be incorrect. DO NOT use the site address in lieu of legal description.)*

**450 ROUNDHOUSE CT BARABOO, WI 53913**

## NBR - 6

RESOLUTION NO. 2021 -

Dated: June 22, 2021

## The City of Baraboo, Wisconsin

**Background:** Pursuant to Resolution 2017-150, approved on March 27, 2018, the City approved a State-Municipal Financial Agreement with the DOT for preliminary design engineering of the Reconstruction of STH 33 project with an estimated 25% local share of design costs totaling \$270,750.

During the interim, the City evaluated whether to continue to utilize Alliant Energy's existing street lighting along the STH 33 corridor or replace it with new with City-owned street lighting, which was previously done on both the STH 136 (formerly USH 12) project south of the Baraboo River as well as the South Blvd reconstruction project. Since the DOT pays 50% of the cost for their standard street light poles and fixtures, the Public Safety Committee recommended that the City proceed with design for City-owned street lights on STH 33 and the Council approved a contact for Street Light Design Services on July 14, 2020.

Additionally, the City decided to take advantage of this opportunity to upgrade the existing sanitary sewer and water main systems on STH 33 as part of the project knowing that the cost would be 100% locally funded and incorporated into the STH 33 Project documents for bidding and construction. The Public Safety Committee recommended that the City proceed with design for sewer and water facility and the Council approved a contact for Street Light Design Services on December 10, 2019.

Since the City's share will now include costs that were not originally contemplated, the DOT has provided an updated State-Municipal Financial Agreement for this project. The cost of the preliminary design engineering for the project exceeded the original estimated amount so the 25% local share has increased. The local cost share for each of the respective improvements is detailed in the Agreement.

The Finance Committee reviewed this matter at their meeting on June 22nd and unanimously recommended approval of the Agreement.

***Fiscal Note: (4 one) [ X ] Not Required [ ] Budgeted Expenditure [ ] Not Budgeted Comments Design costs were budgeted and approved previously and the capital costs will not be incurred until 2024.***

**RESOLUTION APPROVING THE REVISED STATE/MUNICIPAL FINANCIAL AGREEMENT FOR A STATE-LET HIGHWAY PROJECT ON STH 33 BETWEEN LINCOLN AVENUE & THE WESTERLY CITY LIMITS**

**WHEREAS**, the reconstruction of STH 33 between Lincoln Avenue and the westerly City Limits is scheduled for 2024; and

**WHEREAS**, the State of Wisconsin and the City of Baraboo will share the cost of this project pursuant to the term and conditions of the attached Agreement;

**NOW THEREFORE BE IT RESOLVED**, that the City Council of the City of Baraboo approves the State/Municipal Financial Agreement for a State-Let Highway Project dated February May 20, 2021; ID # 5090-05-01/21/71/72.

**BE IT FURTHER RESOLVED**, that the City Council of the City of Baraboo authorizes the Mayor to execute the Revised State/Municipal Financial Agreement.

Offered by: Finance Comm.      Approved by Mayor: \_\_\_\_\_

Motion:

Second:                              Certified by City Clerk: \_\_\_\_\_



**#1 Revision  
STATE/MUNICIPAL FINANCIAL  
AGREEMENT FOR A STATE- LET  
HIGHWAY PROJECT**

*This agreement supersedes the agreement  
signed by the Municipality on May 18, 2018 and  
signed by DOT on May 31, 2018.*

Revised Date: May 20, 2020  
Date: December 4, 2018  
I.D.: 5090-05-01/21/71/72  
Road Name: STH 33  
Title: Eight St., City of Baraboo  
Limits: W. City Limits to Lincoln Ave.  
County: Sauk  
Roadway Length: 1.9 miles

The signatory **City of Baraboo**, hereinafter called the Municipality, through its undersigned duly authorized officers or officials, hereby requests the State of Wisconsin Department of Transportation, hereinafter called the State, to initiate and affect the highway or street improvement hereinafter described.

The authority for the Municipality to enter into this agreement with the State is provided by Section 86.25(1), (2), and (3) of the Statutes.

**NEEDS AND ESTIMATE SUMMARY:**

**Existing Facility - Describe and give reason for request:** STH 33 is an urban principal arterial in the City of Baraboo, with the connecting highway beginning at the west city limit (start of the project) continuing to Lincoln Ave. (end of project). The urban section has a face to face curb of 44 feet. Parking is not allowed within this segment of STH 33. Current pavement surface has deteriorated with extensive cracks, ruts and spot surface repairs. The original pavement was constructed in 1988 (Concrete Pavement Section) and 1994 (Asphaltic pavement section).

**Proposed Improvement - Nature of work:** Replace existing pavement. Replace sidewalk curb ramps where necessary to meet ADA compliance.

**Describe non-participating work included in the project and other work necessary to finish the project completely which will be undertaken independently by the municipality:** Placing Sanitary Sewer and Watermain lines will be included in the contract and paid by the Municipality.

**TABLE 1: SUMMARY OF COSTS**

Phase	Total Est. Cost	Federal/State Funds	%	Municipal Funds	%
Preliminary Engineering: (5090-05-01) Plan Development	\$ 1,408,600	\$ 1,056,450	75%	\$ 352,150	25%
Real Estate Acquisition: (5090-05-21) Acquisition	\$ 105,000	\$ 105,000	100%	\$ -	
<sup>1</sup> Construction: (5090-05-71)					
Roadway (0010)	\$ 10,102,950	\$ 10,102,950	100%	\$ -	
Sidewalk	\$ 50,000			\$ 50,000	100%
Street Lighting (0020)	\$ 630,000	\$ 315,000	50%	\$ 315,000	50%
RFB Lighting (0030)	\$ 30,000	\$ -		\$ 30,000	100%
Non-Participating: (5090-05-72)					
Watermain (0010)	\$ 1,615,000	\$ -		\$ 1,615,000	100%
Sanitary Sewer (0020)	\$ 925,000	\$ -		\$ 925,000	100%
<b>Total Cost Distribution</b>	<b>\$ 14,866,550</b>	<b>\$ 11,579,400</b>		<b>\$ 3,287,150</b>	

**Total Cost Distribution**

\$ 14,866,550

\$ 11,579,400

\$ 3,287,150

1. Estimates include construction engineering.

This request shall constitute agreement between the Municipality and the State; is subject to the terms and conditions that follow (pages 2 – 5); is made by the undersigned under proper authority to make such request for the designated Municipality, upon signature by the State and delivery to the Municipality. The initiation and accomplishment of the improvement will be subject to the applicable federal and state regulations. No term or provision of neither the State/Municipal Financial Agreement nor any of its attachments may be changed, waived or terminated orally but only by an instrument in writing executed by both parties to the State/Municipal Financial Agreement.

Signed for and in behalf of the <b>City of Baraboo</b> (please sign in blue ink)	
Name (print)	Title
Signature	Date
Signed for and in behalf of the <b>State</b> (please sign in blue ink)	
Name Steve Flottmeyer	Title WisDOT SouthWest Region Planning Chief
Signature	Date

**TERMS AND CONDITIONS:**

1. The Municipality shall pay to the State all costs incurred by the State in connection with the improvement which exceeds federal/state financing commitments or are ineligible for federal/state financing. Local participation shall be limited to the items and percentages set forth in the Summary of Costs table, which shows Municipal funding participation. In order to guarantee the Municipality's foregoing agreements to pay the State, the Municipality, through its above duly authorized officers or officials, agrees and authorizes the State to set off and withhold the required reimbursement amount as determined by the State from General Transportation Aids or any moneys otherwise due and payable by the State to the Municipality.
2. Funding of each project phase is subject to inclusion in an approved program and per the State's Facility Development Manual (FDM) standards. Federal aid and/or state transportation fund financing will be limited to participation in the costs of the following items as specified in the Summary of Costs:
  - (a) Design engineering and state review services.
  - (b) Real Estate necessitated for the improvement.
  - (c) Compensable utility adjustment and railroad force work necessitated for the project.
  - (d) The grading, base, pavement, curb and gutter, and structure costs to State standards, excluding the cost of parking areas.
  - (e) Storm sewer mains, culverts, laterals, manholes, inlets, catch basins, and connections for surface water drainage of the improvement; including replacement and/or adjustments of existing storm sewer manhole covers and inlet grates as needed.
  - (f) Construction engineering incidental to inspection and supervision of actual construction work, except for inspection, staking, and testing of sanitary sewer and water main.
  - (g) Signing and pavement marking necessitated for the safe and efficient flow of traffic, including detour routes.
  - (h) Replacement of existing sidewalks necessitated by construction and construction of new sidewalk at the time of construction. Sidewalk is considered to be new if it's constructed in a location where it has not existed before.
  - (i) Replacement of existing driveways, in kind, necessitated by the project.
  - (j) New installations or alteration resulting from roadway construction of standard State street lighting and traffic signals or devices. Alteration may include salvaging and replacement of existing components.
3. Work necessary to complete the improvement to be financed entirely by the Municipality or other utility or facility owner includes the following items:
  - (a) New installations of or alteration of sanitary sewers and connections, water, gas, electric, telephone, telegraph, fire or police alarm facilities, parking meters, and similar utilities.
  - (b) New installation or alteration of signs not necessary for the safe and efficient flow of traffic.
  - (c) Roadway and bridge width in excess of standards.
  - (d) Construction inspection, staking, and material testing and acceptance for construction of sanitary sewer and water main.
  - (e) Provide complete plans, specifications, and estimates for sanitary sewer and water main work. The Municipality assumes full responsibility for the design, installation, inspection, testing, and operation of the sanitary sewer and water system. This relieves the State and all of its employees from the liability for all suits, actions, or claims resulting from the sanitary sewer and water system construction.

- (f) Parking lane costs.
  - (g) Coordinate, clean up, and fund any hazardous materials encountered during construction. All hazardous material cleanup work shall be performed in accordance to state and federal regulations.
  - (h) Damages to abutting property due to change in street or sidewalk widths, grades, or drainage.
  - (i) Conditioning, if required, and maintenance of detour routes.
  - (j) Repair of damages to roads or streets caused by reason of their use in hauling materials incidental to the improvement.
4. As the work progresses, the Municipality will be billed for work completed which is not chargeable to federal/state funds. Upon completion of the project, a final audit will be made to determine the final division of costs.
  5. If the Municipality should withdraw the project, it shall reimburse the State for any costs incurred by the State in behalf of the project.
  6. The work will be administered by the State and may include items not eligible for federal/state participation.
  7. The Municipality shall assume general responsibility for all public information and public relations for the project and to make a fitting announcement to the press and such outlets as would generally alert the affected property owners and the community of the nature, extent, and timing of the project and arrangements for handling traffic within and around the projects.
  8. Basis for local participation:
    - (a) Preliminary Engineering:
      - i. Funding for design engineering costs is established as 75% Federal/State funds and 25% Municipal funds.
    - (b) Real Estate Acquisition:
      - i. All real estate acquisitions necessitated by the roadway improvements are 100% eligible for Federal/State funding and will be purchased by the State. The State will reimburse the Municipality for real estate and all eligible costs necessitated by the roadway construction if the real estate is being acquired where roadway improvements are needed.
    - (c) Construction:
      - i. Sidewalk: New concrete sidewalk costs necessitated from placing new sewer and/or water laterals are 100% the responsibility of the Municipality.
      - ii. Street lighting: New continuous street lighting designed to accepted WisDOT standards and installed at time of construction is 50% eligible for Federal/State funding. The Municipality may request decorative lighting in place of standard lighting; however, the State will only participate in 50% of the standard lighting cost. All future maintenance and operation costs of the street lighting are the responsibility of the Municipality.
      - iii. RFB (Rapid Flashing Beacon lighting system): New Rapid Flashing Beacon (RFB) lighting system designed to accepted WisDOT standards and installed at time of construction is not eligible for Federal/State funding. The Municipality is 100% responsible for the installation of the RFB's. All future maintenance and operation costs of the RFB's are the responsibility of the Municipality.



(d) Non-Participating:

- i. Watermain: The Municipality is responsible for 100% cost of installing new Watermain. These costs are not eligible for Federal/State funding.
- ii. Sanitary Sewer: The Municipality is responsible for 100% cost of installing new Sanitary Sewer system. These costs are not eligible for Federal/State funding.

Comments and Clarification: This agreement is an active agreement that may need to be amended as the project is designed. It is understood that these amendments may be needed as some issues have not been fully evaluated or resolved. The purpose of this agreement is to specify the local and state involvement in funding the project. A signed agreement is required before the State will prepare or participate in the preparation of detailed designs, acquire right-of-way, or participate in construction of a project that merits local involvement.

**NOTICE OF PUBLIC HEARING**  
**City of Baraboo, Wisconsin**

NOTICE IS HEREBY GIVEN that the Common Council of the City of Baraboo, Wisconsin, will hold a public hearing in the Council Chambers in the Municipal Building located at 101 South Blvd Baraboo, Wisconsin, on Tuesday, June 22, 2022 at 7:00 o'clock p.m. for the purpose of giving an opportunity to any interested persons to be heard to consider the following matter(s):

Gathering public input on a proposed Amendment to the City of Baraboo Comprehensive Plan. The Comprehensive Plan is a blueprint for the short-range and long-range growth, development, and preservation of the City of Baraboo. The Plan was designed to be used by City officials as a policy guide to develop or preserve appropriate areas of the City for the subsequent 20 years. This Plan includes a Planned Land Use Map that is intended to guide the type and intensity of new growth and development. It recommends types of land uses for specific areas in the City and surrounding area, and identifies needed transportation and community facilities to serve future land uses. Written comments on the proposed amendment to change the Planned Use from a mixture of Planned Business, Planned Mixed-Use, and Planned Ag/Rural/Vacant to a mixture of Mixed Residential and Parks/Open Space on the 120-acre property the City owns on the south side STH 33 approximately 1,000 feet east of CTH T should be submitted before the public hearing date to the City Administrator. The Amended Planned Land Use Map is available for review at City Hall. All written comments will be forwarded to the City of Baraboo Common Council.

Any person interested in obtaining additional information concerning the subject matter of this hearing may contact the City Engineering Department at the Municipal Building, 101 South Blvd, Baraboo, Wisconsin 53913.

PLEASE TAKE FURTHER NOTICE that the Common Council may make changes as a result of objection, debate, and discussion at this hearing. For more information about the City of Baraboo, visit our website at [www.cityofbaraboo.com](http://www.cityofbaraboo.com).

/s/ Brenda Zeman, City Clerk.

Dated: May 18, 2021

To be published on May 21, 2021. (According to the law this notice must be published at least thirty days prior to the public hearing date of June 22, 2021. It can, of course, be published more than thirty days before, but not less than thirty days before June 22<sup>nd</sup>.)

The City of Baraboo, Wisconsin

<b>Background:</b> The City of Baraboo adopted its Comprehensive Plan on July 12, 2005. Section 66.101(4) provides a process for amending the Comprehensive Plan. This is an Ordinance to amend that Plan, more specifically the Planned Land Use Map contained in the Plan.		
The Plan Commission reviewed a proposed amendment to the Comprehensive plan at their April 20 <sup>th</sup> meeting and recommended the Planned Land Use Map in Comprehensive Plan be amended to change the Planned Use, on the 120-acre property the City owns on the south side STH 33 approximately 1,000 feet east of CTH T, from a mixture of Planned Business, Planned Mixed-Use, and Planned Ag/Rural/Vacant to a mixture of Mixed Residential and Parks/Open Space.		
<b>Fiscal Note:</b> (check one) <input checked="" type="checkbox"/> Not Required	<input type="checkbox"/> Budgeted Expenditure	<input type="checkbox"/> Not Budgeted
<b>Comments:</b>		

An Ordinance amending the Comprehensive Plan of the City of Baraboo, Wisconsin.

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

WHEREAS the Plan Commission of the City of Baraboo, by a majority vote of the entire Commission recorded in its official minutes, has adopted a resolution recommending to the Common Council the adoption of an Amendment to the document entitled CITY OF BARABOO COMPREHENSIVE PLAN, which contains all of the elements specified in Section 66.1001(2) of the Wisconsin Statutes; and

WHEREAS the City of Baraboo held a public hearing on this proposed Amendment, in compliance with the requirements of Section 66.1001(4)(d) of Wisconsin Statutes; and

WHEREAS the Common Council of the City of Baraboo, Wisconsin, does, by enactment of this ordinance, formally adopt the Amendment to the document entitled, CITY OF BARABOO COMPREHENSIVE PLAN, pursuant to Section 66.1001(4) of Wisconsin Statutes.

NOW, THEREFORE, Section 17.55, Code of Ordinances is hereby amended as follows:.

1. Section 17.55(1) of the Municipal Code of the City of Baraboo, Wisconsin, is hereby created to read as follows:

**17.55 COMPREHENSIVE PLAN**

- (1) The City of Baraboo Comprehensive Plan, dated July 12, 2005, which is on file in the office of the City Clerk, was adopted as the Comprehensive Plan of the City of Baraboo pursuant to Wisconsin Statutes 66.1001 and the proposed Amendment to the Planned Use Map therein, dated June 22, 2021 is incorporated herein by reference.
2. This Ordinance shall take effect upon passage and publication as provided by law.

Mayor's Approval: \_\_\_\_\_

Clerk's Certification: \_\_\_\_\_

I hereby certify that the foregoing Ordinance was duly passed by the Common Council of the City of Baraboo on the \_\_\_\_ day of \_\_\_\_\_ 2021 and is recorded on page \_\_\_\_ of volume \_\_\_\_.

City Clerk: \_\_\_\_\_

PROPOSED LAND USE

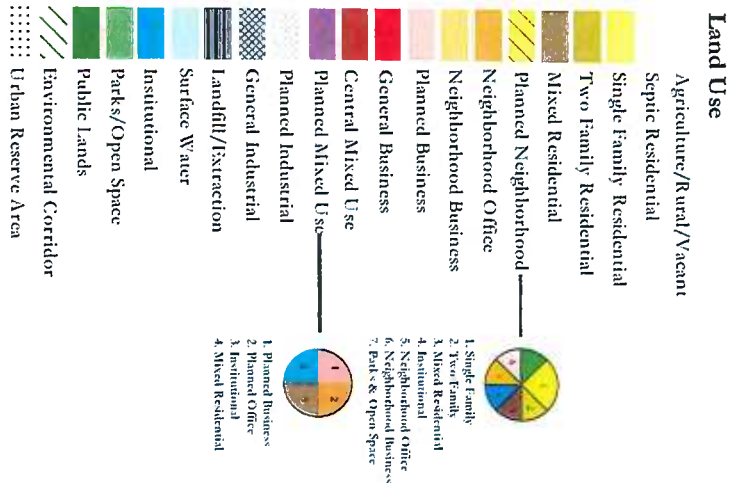
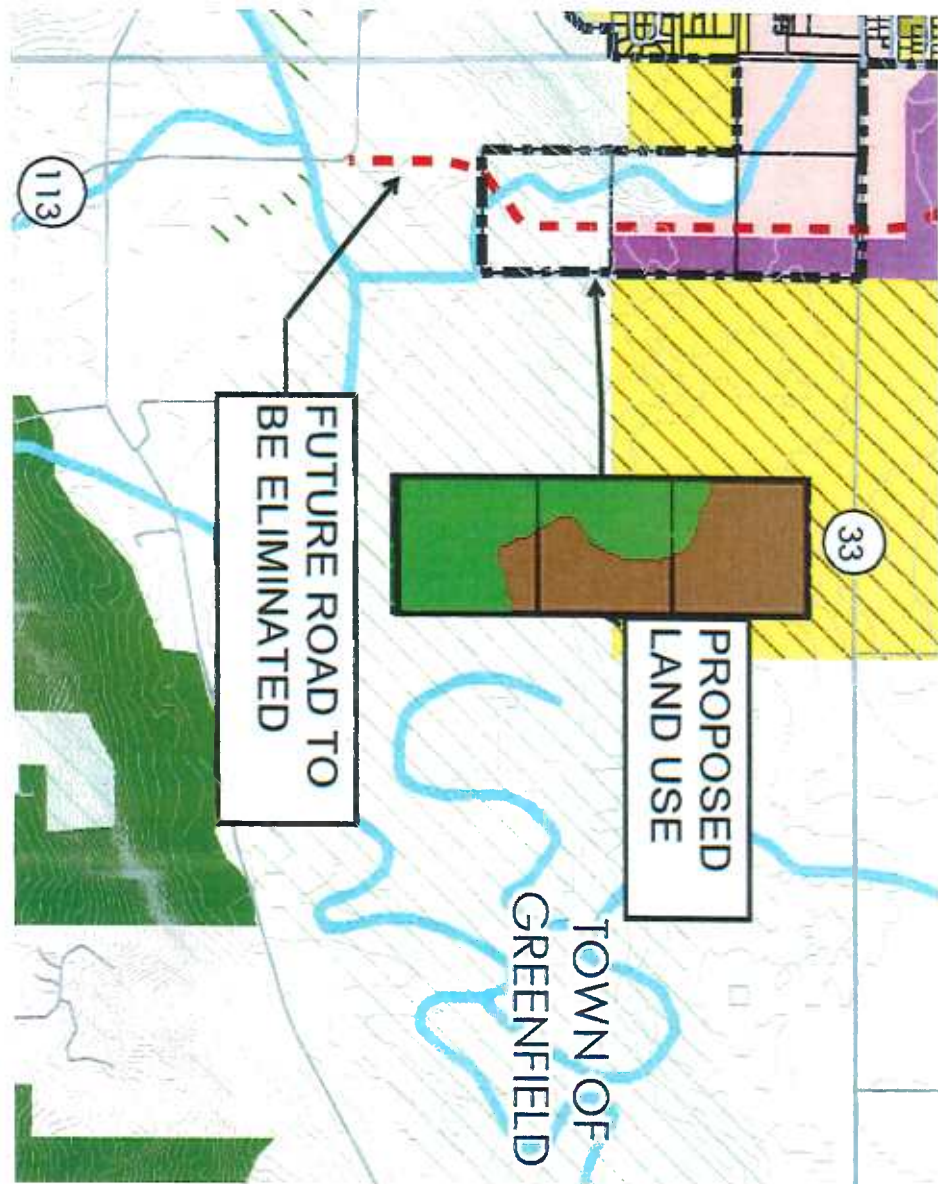


Table with columns: BANK INVESTMENTS, Type, Fund, Account, Term, Maturity, Rate, Bank (BSB, LGIP, WF, CFB, SUM, BWD, PDS, PVL, CLARE, WCCU, ICB, CCF, BMO, FICA, SCHWAB), and Grand Total. Rows include Alma Waite Account, CDA-Grant Accounts, Fire Benefit Fund, Fire Equipment Fund, Friends of the Library, General Fund, and Sewer General.

Summary table with columns: Bank Rating (\*\*\*\*), FDIC / State Insured (1,463,415.07), Collateral (6,789,086.39), Brokerage Securities (8,252,501.46), Maximum Investment (2,651,230.00), and Actual (\$ 21,741,410).

**TREASURER'S INVESTMENT TRANSACTION REPORT for May 2021**

		Average Rate of Return on Current Deposits:			Benchmarks:	
<b>Total Receipts:</b>	445,452.43		Avg Term		LGIP	0.05%
		General Funds:	5.5 M	0.66%		
<b>Total Disbursements:</b>	1,152,660.22	Utility Funds:	13.2 M	0.42%	90-day T-bill:	0.02%
		Segregated Funds:	20.3 M	0.65%		
		Securities w/Dana	4.31 years	1.03%		
		All Funds:	10.2 M	0.59%	6M CD:	0.20%
		Liquid:	69%		12M CD:	0.28%
		Term:	31%		18M CD:	0.31%
<b>Policy Objectives:</b>						
Safety:		▪ \$3,025,000 has been invested in marketable securities with Dana Investments, these are not guaranteed.				
Liquidity:		▪ Liquidity is high because money market rates are better than CD rates.				
Yield:		▪ All rates remain very low				

**TRANSACTIONS**

#	Action	Type	Identification	Bank	Acct #	Note	Term	Maturity Date	Rate	Amount	Interest
(1)	Reinvest	CD	Fire Benefit	BMO	6900470891		11 mos	5/1/2021	1.09%	80,000.00	Reinvested
				CFB	1808136		12 mos	5/7/2021	0.25%	50,000.00	Reinvested
	Comments: Closed for budgeted projects										
(2)	CLOSE	CD	Water Utility	BMO	7758000602		11 mos	5/7/2020	1.00%	206,607.07	Reinvested
	Comments:										
(3)	CLOSE	CD	General	SUM	14890100-100		27 mos	5/25/2021	2.97%	150,000.00	Reinvested
	Comments:										
(4)	Reinvest	CD	Library Seg	WCCU	54962-105		12 mos	5/23/2021	1.00%	231,224.14	Reinvested
							12 mos	5/23/2022	1.00%	233,542.17	Reinvested
	Comments:										
(5)	Reinvest	CD	Sewer Equipment	WCCU	54962-109		12 mos	5/19/2021	1.00%	168,881.25	Reinvested
							12 mos	5/23/2022	0.40%	170,575.01	Reinvested
	Comments:										

**INVESTMENT ADVISOR TRANSACTIONS**

(1)	BUY	FH ARM	841148	104.3594	Not rated	US12M+1.628 next reset 12 months	9/1/1947	.65% / .88% 25% prepay	177,519.95	Monthly P&I 54 days
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Comments: Regular principal payments

\* Current coupon

Incident Responses	May 2021	Year to Date 2020	Totals 2020	Year to Date 2021	Percentage Increase/Decrease
Fire, Other	0	0	0	0	
Building Fire	0	6	13	5	17 Fire 11.26%
Fuel burner/boiler malfunction, fire confined	0	1	1	0	62 Rescue 41.06%
Fire in Mobile Home used as a Fixed Structure	0	0	0	0	9 Haz Mat 5.96%
Fire in Structures other than Building	0	0	0	1	17 Alarm 11.26%
Cooking Fire	1	2	5	2	39 Other 25.83%
Chimney Fire	0	0	0	0	7 Mutual Aid 4.64%
Vehicle Fire	0	3	7	2	
Wildland Fire	1	3	8	3	
Trash or Rubbish Fire Contained	0	0	2	2	
Outside Rubbish, Trash or Waste Fire	0	0	0	0	47 Fire 11.84%
Dumpster or other Trash Receptacle Fire	0	0	8	0	129 Rescue 32.49%
Outside Storage Fire	0	0	0	0	24 Haz Mat 6.05%
Outside Equipment Fire	1	2	2	2	60 Alarm 15.11%
Outside Gas or Vapor Combustion Explosion	0	0	0	0	111 Other 27.96%
Overpressure rupture of steam boiler	0	1	1	0	26 Mutual Aid 6.55%
Medical Assist	14	12	58	39	
Vehicle Crash	8	16	53	22	
Motor vehicle/pedestrian crash	0	1	2	0	
Search for Person on Land	0	0	3	0	
Extrication of Victim(s) from Building/Structure	0	1	1	0	
Extrication from Vehicles	1	0	2	1	
Trench/below-Grade Rescue	0	0	1	0	
Extrication, Other	0	0	0	0	
Elevator Rescue	0	1	1	0	
Water/Ice Rescue	0	0	5	0	
High Angle Rescue	0	0	3	0	
Hazardous Material	1	3	15	5	
Chemical hazard (no spill or leak)	0	2	0	1	
Carbon Monoxide Incident	0	2	9	3	
Aircraft Standby	0	0	0	1	
Arcing, shorted electrical equipment	0	1	15	5	
Vehicle Accident - General Cleanup	0	2	4	1	
Animal Rescue	0	0	1	0	
Smoke or Odor Removal	0	1	3	2	
Lock-out	0	0	0	0	
Assist Police	0	5	11	3	
Public Service	0	0	6	0	
Unauthorized Burning	0	8	10	6	
Authorized Burning	0	1	1	0	
Good Intent Call	0	0	0	0	
Dispatched/Cancelled	1	15	35	9	
HazMat release investigation w/no HazMat	0	5	8	8	
No Incident found on arrival at dispatch address	1	4	12	3	
Smoke Scare, Odor of Smoke	1	2	4	1	
Steam, Vapor, Fog or Dust thought to be Smoke	0	2	1	0	
Malicious Alarm	0	0	1	2	
Bomb Threat	0	0	0	0	
Alarm	3	18	41	11	
Carbon Monoxide Alarm	0	12	18	4	
Lightning Strike	0	0	0	0	
Severe Weather Standby	0	0	0	0	
Mutual Aid - City	0	3	6	1	
Mutual Aid - Rural	0	2	8	2	
Automatic Mutual Aid	0	1	6	4	
Mutual Aid Box Alarms System (MABAS)	0	4	6	0	
<b>Totals</b>	<b>33</b>	<b>142</b>	<b>397</b>	<b>151</b>	<b>6.34%</b>
			<b>0</b>		<b>Exposure Fires</b>
			<b>397</b>		<b>Total Incidents</b>

**Fire Department Membership**

Total Members	31
Military Leave	1
<b>Net Members</b>	<b>30</b>

Incident Responses by Municipality	Total Incidents	Percent		
City of Baraboo	20	60.61%	90	59.60%
Village of West Baraboo	1	3.03%	16	10.60%
Town of Baraboo	10	30.30%	25	16.56%
Town of Fairfield	1	3.03%	7	4.64%
Town of Greenfield	1	3.03%	5	3.31%
Town of Sumpster	0	0.00%	1	0.66%
Mutual Aid - City	0	0.00%	1	0.66%
Mutual Aid - Rural	0	0.00%	2	1.32%
Automatic Mutual Aid	0	0.00%	4	2.65%
Mutual Aid Box Alarms System (MABAS)	0	0.00%	0	0.00%
<b>Totals</b>	<b>33</b>	<b>100.00%</b>	<b>151</b>	<b>100.00%</b>

**Baraboo Fire Department  
Monthly Report - May 2021**

<b>Fire Inspections</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>August</b>	<b>Sept.</b>	<b>Oct.</b>	<b>Nov.</b>	<b>Dec</b>	
City of Baraboo	76	98	237	124	111								
Village of West Baraboo	93	30	5	0	0								
Town of Baraboo	1	0	0	19	21								
Town of Fairfield	0	0	1	1	5								
Town of Greenfield	0	0	0	0	6								
Town of Sumpter	0	0	0	0	0								
<b>Totals</b>	<b>170</b>	<b>128</b>	<b>243</b>	<b>144</b>	<b>143</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
								<b>Total Inspections Year to Date</b>					<b>828</b>

<b>Fire Prevention Education - Current Month</b>	<b>Number of Activities</b>	<b>Number of Adults</b>	<b>Number of Children</b>	<b>Total Participants</b>	
Fire Extinguisher and Fire Safety Training	0	0	0	0	
Fire Safety Presentations	0	0	0	0	
Fire Safety House Training	0	0	0	0	
Other (Open House)	0	0	0	0	
Public CPR Class	2	26	0	26	
<b>Grand Totals</b>	<b>2</b>	<b>26</b>	<b>0</b>	<b>26</b>	
			<b>Total Fire Safety Contacts Year to Date</b>		<b>56</b>

	<b>Number of Smoke Alarms</b>	<b>Number of CO Alarms</b>	<b>Total</b>
Install Smoke and Carbon Monoxide Alarms	0	0	0
			<b>4 Year to Date Total</b>



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

**Members Present:** Sloan, Kent, Petty

**Absent:**

**Others Present:** Mayor Nelson, Adm. Bradley, Clerk Zeman

**Call to Order** –Ald. Sloan called the meeting to order at 6:30p.m. noting compliance with the Open Meeting Law. Moved by Kent, seconded by Petty to approve the minutes of May 25, 2021. Motion carried unanimously. Moved by Petty, seconded by Kent to approve the agenda and carried unanimously.

**Action Items**

- a) **Accounts Payable** – Moved by Petty, seconded by Kent to recommend to Council for approval of the accounts payable for **\$144,400.63**. Motion carried unanimously.
  
- b) **Creation of TID No. 12** – The committee reviewed the boundaries of the proposed TID No. 12. Adm. Bradley explained that the TID District includes a total of 445 acres, with 14% of this being residential, for a total assessed value of \$14.9M. For this project, including the land, we are looking at an estimate of \$47M in total new value created. Adm. Bradley briefly explained the different phases of the project, the expenses associated with each phase, future development assumptions, the future tax increment, and debt. Moved by Petty, seconded by Kent to recommend to Council for approval of Creating Tax Incremental District No. 12, approving its Project Plan and establishing its Boundaries. Motion carried unanimously.
  
- c) **Employee COVID-19 Policy** – Adm. Bradley noted that our previous recommendation was to extend this policy until July; however, based on new CDC and OSHA recommendations, our recommendation now is to repeal the existing policy, including paid COVID leave for employees. Moved by Petty, seconded by Kent to recommend to Council repealing the City’s Employee COVID-19 Policy effective June 8, 2021. Motion carried unanimously.

**Information Items** – None.

**Adjournment** – Moved by Kent, seconded by Petty and carried to adjourn at 6:53 pm.  
Brenda Zeman, City Clerk

**MINUTES**  
**BARABOO BUSINESS IMPROVEMENT DISTRICT**  
**BUSINESS DEVELOPMENT COMMITTEE**

Date and Time: Wednesday, April 28th, 2021 at 8:15 AM

Location: City Hall, Room 205, 101 S Blvd Baraboo

Members Present: T. Sloan, M. Yount, A. Adams, B. McDaniel

Members Absent: na

Chairperson Sloan called the meeting to order at 8:14 am

Adoption of Agenda: B. McDaniel/A. Adams

Old Business

None

New Business

1. Discuss Plan for 2021
  - Small survey
  - Broad survey
  - Web assistance
  - Seminar
2. Discuss funding for DBI Events Manager Position
  - Funds from Business Development budget are n/a
3. Discuss goals and values DBI Events Manager Position
  - Co-ordinate ideas
  - Attend BID meetings Quarterly

Next meeting: May 26<sup>th</sup>, 2021 8:15 am

Motion to adjourn at 9:13 a.m. by A. Adams/B. McDaniel

Minutes taken by T. Sloan

Baraboo BID Meeting Minutes  
5/19/2021

Present:

Members: S. Ramsey Bruncker, S. Fay, A. Adams, K. Thurow, T. Wickus, B. Stelling, T. Sloan, B. McDaniel, M. Yount

Additional: None

Absent:

Members: T. Wickus, T. Sloan

President Fay called the meeting to order at 5:44 PM

Approval of April 2020 minutes: Stelling/McDaniel, carried  
Adoption of Agenda: McDaniel/Yount, Carried

President:	None
Secretary:	None
Treasurer:	None
Appearances:	Planters hung; Invoices for services received too late to make the agenda this month
Business Development:	None
Finance:	None
Parking:	Weed control bid approved
Promotions:	None

Old Business:

- Garbage can overflow issue
  - Pictures taken of garbage to try to figure out who is filling the garbage cans
  - There may be identifiable perpetrators of the problem
  - S. Fay has spoken with City about uniform collection provided by BID
  - Joint letter out to all BID members with DBI
  - Possible new garbage cans to make it easier for other
- BID fees for the public
- Farmers Market update
  - Happened twice now, relatively good turnout
  - Fair on the Square was a good market too

New Business:

- Approval of Vouchers for March, April, May
  - B. Stelling, Bekah Kates
    - Hanging Baskets bought wholesale
    - \$961.50
  - Amy Schertz, BID Planters

- Design and arrangements
    - \$730.06
  - Capital Newspapers
    - \$1,000.00
    - \$525.00
  - Nancy Dillman, Wordfence license
    - \$99.00
  - Baraboo Arts Association
    - \$150.00
  - Total: \$3,465.56
    - Motion to approve: Yount/Ramsey Brunker
      - Carried
- Review and approve financial statement
  - Motion to approve: Yount/McDaniel
    - Carried
- Review MOU from DBI for Events Coordinator
  - Discuss: Requested amount is for \$15,000.00
    - Use the money from reserves
    - Review possible metrics for Coordinator’s quarterly report
  - Motion to approve MOU
    - C. Thurow/B. McDaniel
      - Carries
      - Adding: “new and” into ¶1.B) and amending ¶3 from “June” to “July”
  - Motion to transfer approved funds from reserves to Promotions budget to fund Events Coordinator
    - B. Stelling/McDaniel
      - Carries
- Elections of Officers for 2021-2022
  - President: S. Fay
  - Vice President: T. Wickus
  - Secretary: A. Adams
    - Motion to elect the above positions:
      - Yount/McDaniel
      - Carries
  - Treasurer: Vacant
    - To be voted on next meeting

Next Meeting:

- Member list needs to be corrected to remove S. Sloan
- Nominate and vote on new treasurer

Motion to adjourn at 6:37 PM by Stelling/McDaniel, carried.

Respectfully Submitted,  
Andrew Adams  
Secretary

Present: Alderpersons John Ellington, Heather Kierzek & Kathleen Thurow  
Absent: None  
Also Present: City Administrator, Casey Bradley; City Clerk, Brenda Zeman; Police Captain, Rob Sinden  
Citizen Present: James Astle & Rob Nelson

The meeting was called to order by Chairman John Ellington at 8:00AM, with roll call and noting compliance with the Open Meetings Law.

Motion by Thurow to approve the March 1, 2021 Minutes, seconded by Kierzek and unanimously carried.

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

Consider Application for Keeping Chickens – Julie Goelzer

Ald. Kierzek questioned the distance of the coop to the applicants house as listed on the submitted application as 322 feet. Motion by Thurow to add this item to the agenda for May, seconded by Ellington. Ald. Kierzek noted that she would rather approve the application pending verification and approval from a CSO. Thurow withdrew her motion, Ellington withdrew his second. Motion by Kierzek to approve the application pending verification to the City Clerk that the CSO have inspected property and is up to City Code, seconded by Ellington and unanimously carried.

Consider Request for Excessive Household Animals – Joanna Hydzik

Motion by Thurow to approve the request for excessive household animals for Joanna Hydzik, seconded by Kierzek and unanimously carried.

Consider Class “B” Beer & “Class C” Wine Liquor License Application for The Relish Tray Bistro, LLC

Captain Sinden noted that there is nothing to preclude this liquor license from being issued. Motion by Thurow to approve the Class “B” Beer & “Class C” Wine Liquor License for The Relish Tray Bistro, LLC, seconded by Kierzek and unanimously carried.

Member comments

The next meeting will be Monday, May 3, 2021 at 8:00AM.

Motion to adjourn by Ellington, seconded by Kierzek and unanimously carried. Meeting adjourned at 8:11AM.

Respectfully submitted,  
Brenda Zeman, City Clerk

Present: Alderpersons John Ellington, Heather Kierzek & Kathleen Thurow  
Absent: None  
Also Present: City Clerk, Brenda Zeman; Police Chief, Mark Schauf; Mayor Rob Nelson  
Citizen Present: None.

The meeting was called to order by Chairman John Ellington at 8:00AM, with roll call and noting compliance with the Open Meetings Law.

Motion by Thurow, seconded by Kierzek to approve the April 5, 2021 minutes. Motion carried unanimously.

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

**Consider the 2021, 6-month Class “B” Liquor License Application for the Baraboo Dugout Club**

Chief Schauf explained that this club supports Baraboo Baseball. Because of Covid, they did not apply for a license last year but prior to that, have held the license for several years. There have been no issues with this license. Motion by Thurow, second by Kierzek to approve the application. Motion carried unanimously.

**Consider the 2021/2022 Liquor License Applications**

Class “A” Fermented Malt Beverage for establishments doing business as: Casey’s General Store and Las Milpas

Motion by Kierzek, seconded by Thurow to approve and recommend to Council the Class “A” Fermented Malt Beverage. Motion carried unanimously.

Class “B” Fermented Malt Beverage for establishments doing business as: Driftless Glen Distillery and Sauk County Agricultural Society.

Motion by Kierzek, seconded by Thurow to approve and recommend to Council the Class “B” Fermented Malt Beverage. Motion carried unanimously.

Class “A” Off Premise Liquor Consumption/on Premise Wine Samples for establishment doing business as: Bekah Kate’s.

Motion by Kierzek, seconded by Thurow to approve and recommend to council the Class “A” Off Premise Liquor Consumption/on Premise Wine Samples. Motion carried unanimously.

“Class A” Combo Liquor and Fermented Malt Beverage for establishments doing business as: Barabrew Liquor, Pierce’s Express Market, Get N Go, Kwik Trip #657, Kwik Trip #855, Turner BP, United Cooperative and Wal-Mart.

Motion by Thurow, seconded by Kierzek to approve and recommend to council the “Class A” Combo Liquor and Fermented Malt Beverage. Motion carried unanimously.

“Class B” Fermented Malt Beverage and “Class C” Wine for establishments doing business as: Al Ringling Theatre, Broadway Diner, Ringling House Bed & Breakfast, Las Milpas (restaurant), The Relish Tray Bistro and the Log Cabin Restaurant and Bakery.

Motion by Thurow, seconded by Kierzek to approve and recommend to council the “Class B” Fermented Malt Beverage and “Class C” Wine. Motion carried unanimously.

“Class B” Combination Liquor and Fermented Malt Beverage for establishments doing business as: Baraboo Arts, Baraboo Elks Club #688, Baraboo Burger Company, Downtowner Bar & Grill, Bumps Bar, Fore Seasons Restaurant, Brothers on Oak, Jose’s Authentic Mexican Restaurant, Old Baraboo Inn, Peking Buffet, Poor Richards Bar, Quindt’s Towne Lounge Restaurant & Eating House, Gem City Saloon, Square Tavern, Thunderbird Lanes, Little Village Café and Zach’s Bar.

Motion by Kierzek, seconded by Thurow to approve and recommend to council the “Class B” Combination Liquor and Fermented Malt Beverage. Motion carried unanimously.

“Class B” Reserve Combination Liquor and Fermented Malt Beverage for establishments doing business as: Al Ringling Brewing Co., and Con Amici.

Motion by Thurow, seconded by Kierzek to approve and recommend to council the “Class B” Reserve Combination Liquor and Fermented Malt Beverage. Motion carried unanimously.

“Class B” Wine Only for establishment doing business as: Von Klaus Winery

Motion by Kierzek, seconded by Thurow to approve and recommend to council the “Class B” Wine Only. Motion carried unanimously.

“Class B” Wine Only and Class “B” Fermented Malt Beverage for establishment doing business as: Balanced Rock Winery.

Motion by Thurow, seconded by Kierzek to approve and recommend to council the “Class B” Wine Only and Class “B” Fermented Malt Beverage. Motion carried unanimously.

“Class C” Wine for establishment doing business as: Bekah Kate’s.

Motion by Thurow, seconded by Kierzek to approve and recommend to council the Class “C” Wine. Motion carried unanimously.

**Discussion Item: Adding pigeons to permitted foul**

Chief Schauf notes that this request is for a pet and therefore could not apply under a food source as in our Chicken ordinance. The committee unanimously agrees that they are not in favor of allowing pigeons.

**Member comments**

The next meeting will be Monday, June 7, 2021 at 8:00AM.

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

Respectfully submitted,  
Brenda Zeman, City Clerk



**Baraboo District Ambulance Service  
Commission Meeting**

Baraboo Fire & EMS Station  
135 4<sup>th</sup> Street, Baraboo, WI

No in person public access available

April 28<sup>th</sup>, 2021 7:00pm

**Commissioners Present:** Mike Arndt (virtual), Karl Berna, Ed Geick, Heather Kierzek, Dave Kitkowski (virtual), Robin Meier, Joel Petty, Randy Puttkamer, Scott Sloan, Tim Stone, Terry Turnquist

**Commissioners Absent:** None.

**Others Present:** Caleb Johnson, Betsy Larsen

- 1) **Call to Order:** Commission Vice President Terry Turnquist called the meeting to order at 7:00 p.m., noted compliance with the Open Meeting Laws, roll call was taken.
- 2) **Adoption of agenda:** Motion by Joel Petty, seconded by Scott Sloan to adopt agenda. Voice vote, motion carried unanimously.
- 3) **Approval of previous minutes:** Motion by Joel Petty, seconded by Heather Kierzek to approve previous minutes from March 24<sup>th</sup>, 2021. Motion carried unanimously.
- 4) **Public Comments:**

**Reports**

- Legal Counsel Report – None
- President’s Report – None
- Treasurer/Financial Report – Robin Meier reported that a new Quick Books Company file was created, citing that a number of items/processes are being cleaned up. Robin reported that the department is seeking to separate AMB deposits into a separate account, outsource all Blood Draw billing to AMB, and has implemented a new month-end close procedure. Robin reported that the Budget vs. Actual ambulance fees are only at 17%, where we would typically want to see them at 25%, citing that we do not have contractual write-downs and staff wages are down due to lower than normal staffing levels.
- HR Report – Betsy Larsen reported on current recruitment efforts, Wage & Benefit Survey response overview, citing that we will be tabulating the data and providing the report at a future Commission meeting.
- Chief’s Report – Caleb Johnson provided an overview of the reports included in the Commission packet. Caleb reported that BDAS is no longer hosting vaccination clinics, and staff will continue to assist Sauk County Public Health during their weekly clinics. Caleb Reported on the COVID-19 Pilot Grant Reimbursements & testing efforts. Caleb reported that the City of Baraboo Common Council approved the Lease Addendum, which includes the Fire/EMS study, during their April 13<sup>th</sup>, 2021 meeting.

**Baraboo District Ambulance Service  
Commission Meeting**

Baraboo Fire & EMS Station  
135 4<sup>th</sup> Street, Baraboo, WI

No in person public access available

April 28<sup>th</sup>, 2021 7:00pm

**Consent Agenda**

Recommendations from Finance-Personnel Committee:

1. Approve check details and online payments for March 14<sup>th</sup>, 2021 – April 15<sup>th</sup>, 2021 in the amount of \$234,099.77.
2. No patient account write-offs, per AMB recommendations.

**Motion by Joel Petty, seconded by Randy Puttkamer to approve consent agenda. Motion carried unanimously.**

**New Business:**

1. Discussion and possible action regarding the following items:
  - a. Transfer of funds in the amount of \$43,550.10 from LGIP-Employee Obligations to Wells Fargo-Checking account, for the payout of accrued benefits to J. Rago. Motion by Robin Meier, seconded by Joel Petty to approve. Motion carried unanimously.
  - b. Transfer of funds in the amount of \$460.00 from LGIP-FAP-Basic to Wells Fargo-Checking account, for payment to D. Worden for reimbursement of continuing education expenses. Motion by Scott Sloan, seconded by Joel Petty to approve. Motion carried unanimously.
  - c. DRAFT-Administrative Assistant Job Description. Motion by Joel Petty, seconded by Heather Kierzek to approve. Motion carried unanimously.
  - d. Resolution for Authorizing Alternative Claims Procedure. Motion by Scott Sloan, seconded by Joel Petty to approve. Motion carried unanimously.
  - e. Resolution Authorizing Depository Accounts. Motion by Scott Sloan, seconded by Karl Berna to approve. Motion carried unanimously.
  - f. Company credit card issued to J. Rago. No action taken.
  - g. Resolution Authorizing Issuance of Credit Card(s), Credit Limit(s). Motion by Joel Petty, seconded by Karl Berna to approve, with a change to item #11 on Exhibit A to read “You may receive notice of such cancellation”. Motion carried unanimously.
  - h. Resolution Authorizing Monthly Recurring Payments via Credit Card. Motion by Scott Sloan, seconded by Heather Kierzek to approve. Motion carried unanimously.
  - i. Billing Invoice Disputes. Motion by Karl Berna, seconded by Scott Sloan to present policy at the May meeting, authorizing the Chief/EMS Director to determine waiver of current disputed invoices. Motion carried unanimously.
  - j. Memorandum of Understanding RE: Sauk County Rapid Response Teams.
  - k. Business Associate Agreement RE: Sauk County Rapid Response Teams. Motion by Scott Sloan, seconded by Robin Meier to approve item j & k as a slate. Motion carried unanimously.
  - l. DRAFT-2021 Budget Amendment. No action taken.

**Baraboo District Ambulance Service  
Commission Meeting**

Baraboo Fire & EMS Station

135 4<sup>th</sup> Street, Baraboo, WI

No in person public access available

April 28<sup>th</sup>, 2021 7:00pm

**Commissioner Comments & Future Agenda Items**

None voiced.

**Adjournment**

Motion by Joel Petty, seconded by Tim Stone to adjourn. Motion carried unanimously.

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Respectfully submitted, Caleb Johnson Chief / EMS Director

Minutes  
**Baraboo District Ambulance Service**  
**Finance/Personnel Ad Hoc Committee**  
 Baraboo Fire & EMS Station  
 135 4<sup>th</sup> Street, Baraboo, WI  
 No in person public access available  
 Wednesday, April 28<sup>th</sup>, 2021 at 6:00 PM

**Members Present:** Robin Meier (Chair), Heather Kierzek, Joel Petty

**Others Present:** Caleb Johnson, Betsy Larsen

- 1) **Call to Order:** Finance/Personnel AD HOC Committee meeting was called to order by Robin Meier on April 28<sup>th</sup>, 2021 at 6:00 p.m., noting compliance with Open Meeting Laws, roll call was taken.
- 2) **Adoption of Agenda:** Motion by Joel Petty, seconded by Heather Kierzek to adopt agenda. Motion carried unanimously.
- 3) **Approval of previous minutes:** Motion by Joel Petty, seconded by Heather Kierzek to approve previous minutes from March 24<sup>th</sup>, 2021. Motion carried unanimously.
- 4) **Public Comment:** Robin Meier reported no public comments were received.

**New Business**

1. Approve check details and online payments for March 14<sup>th</sup>, 2021 – April 15<sup>th</sup>, 2021 in the amount of \$234,099.77. Motion by Heather Kierzek, seconded by Joel Petty to approve. Voice vote, motion carried unanimously.
2. No patient account write-offs, per AMB recommendations. No action taken.
3. Discussion and possible action regarding the transfer of funds in the amount of \$43,550.10 from LGIP-Employee Obligations to Wells Fargo-Checking account, for the payout of accrued benefits to J. Rago. Motion by Joel Petty, seconded by Heather Kierzek to forward to Commission, with a positive recommendation for approval. Voice vote, motion carried unanimously.
4. Discussion and possible action regarding the transfer of funds in the amount of \$460.00 from LGIP-FAP-Basic to Wells Fargo-Checking account, for payment to D. Worden for reimbursement of continuing education expenses. Motion by Heather Kierzek, seconded by Joel Petty to forward to Commission, with a positive recommendation for approval. Voice vote, motion carried unanimously.
5. Discussion and possible action regarding DRAFT-Administrative Assistant Job Description. Motion by Joel Petty, seconded by Heather Kierzek to forward to Commission, with a positive recommendation for approval. Voice vote, motion carried unanimously.
6. Discussion and possible action regarding Resolution for Authorizing Alternative Claims Procedure. Motion by Heather Kierzek, seconded by Joel Petty to forward to Commission, with a positive recommendation for approval. Voice vote, motion carried unanimously.
7. Discussion and possible action regarding Resolution Authorizing Depository Accounts. Motion by Joel Petty, seconded by Heather Kierzek to forward to Commission, with a positive recommendation for approval. Voice vote, motion carried unanimously.
8. Discussion and possible action regarding company credit card issued to J. Rago. No action taken.
9. Discussion and possible action regarding Resolution Authorizing Issuance of Credit Card(s), Credit Limit(s). Motion by Joel Petty, seconded by Heather Kierzek to forward to Commission, with a positive recommendation for approval, with a change to item #11 on Exhibit A to read “You may receive notice of such cancellation”. Voice vote, motion carried unanimously.

Minutes  
Baraboo District Ambulance Service  
Finance/Personnel Ad Hoc Committee  
Baraboo Fire & EMS Station  
135 4<sup>th</sup> Street, Baraboo, WI  
**No in person public access available**  
Wednesday, April 28<sup>th</sup>, 2021 at 6:00 PM

10. Discussion and possible action regarding Resolution Authorizing Monthly Recurring Payments via Credit Card. **Motion by Joel Petty, seconded by Heather Kierzek to forward to Commission, with a positive recommendation for approval. Voice vote, motion carried unanimously.**
11. Discussion and possible action regarding Billing Invoice Disputes. **Motion by Heather Kierzek, seconded by Joel Petty to have a policy presented at the May meeting.**
12. Discussion and possible action regarding DRAFT-2021 Budget Amendment. **No action taken.**

**Additional Comments & Future Agenda Items:** None voiced.

**Adjournment:** Motion by Joel Petty, seconded by Heather Kierzek to adjourn. Motion passed unanimously.

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Respectfully submitted, Caleb Johnson, Chief / EMS Director

UW-BARABOO / SAUK COUNTY CAMPUS COMMISSION MINUTES  
Baraboo City Hall, Council Chambers, 101 South Blvd, Baraboo, WI

Thursday, May 20, 2021

**Members present:** Wedekind, Giese, Hazard, Miller and Lohr

**Members Absent:** Bradley and Kolb

Chair Wedekind called the meeting to order at 8:00 a.m. and Compliance with the Open Meeting Law was verified.

MOTION (Hazard/Giese) to adopt the agenda. Motion carried unanimously.

MOTION (Hazard/Giese) to approve the minutes of the regular meeting on April 15, 2021. Motion carried unanimously.

**Public comment:** None.

**Communications:** None.

**Election of officers:**

Schara nominated Wedekind as Chair. Nominations closed. Motion passed unanimously.

Lohr nominated Hazard as Vice Chair. Nominations closed. Motion pass unanimously.

**Facilities planning and maintenance report:**

Schara gave the committee an update (*report and list of invoices on file*).

**Financial report and approval of vouchers:**

Haggard gave the committee an update (*report on file*).

MOTION (Miller/Lohr) to approve vouchers in the amount of \$47,992.54. Motion carried unanimously.

**Discussion and possible action on budget:**

Chair Wedekind gave the committee a budget overview. Discussion took place among the committee.

**Update from Student Housing Advisory Committee:**

Giese gave the committee an update.

**Deans' report:**

Compton gave the committee an update.

MOTION (Hazard/Miller) to adjourn until Thursday, June 17, 2021 at 8:00 a.m. Motion carried unanimously.

Respectfully Submitted,

Becky Evert  
Sauk County Clerk

## Minutes of the Public Safety Committee Meeting – March 29, 2021

**Members Present:** Phil Wedekind, Tom Kolb and Mike Plautz. **Others Present:** Tom Pinion, Rob Sinden, Tony Gilman, Wade Peterson, Kevin Stieve, Ann Burton, and Kris Jackson.

**Call to Order** - Committee Chairman Phil Wedekind 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 Kolb, seconded by Plautz to approve the agenda as posted. Motion carried unanimously. It was moved by Plautz, seconded by Kolb to approve the minutes of the February 22, 2021 meeting. Motion carried unanimously.

### Action Items

- a. Consider adding signage and possible traffic control measures for the Hill Street railroad underpass – Ann Burton addressed the Committee on behalf of the owners of the Hill Street Condos about their concerns regarding safety primarily for pedestrians. Burton’s full report with attachments has been a part of the minutes. The Condo Association asked the Committee to consider speed humps, signage to slow traffic for pedestrians, possibility of closing road to vehicle traffic, and possibility of crosswalks across Manchester at Effinger, Manchester at Mill Race, and Mill Race at Hill Street. Pinion said that the cost of constructing a separate pedestrian underpass, or overpass would be very expensive. Pinion said that he consulted with the City’s insurance provider and discussed the situation and the potential changes to the existing signage. Their response was “the signage that has been proposed adequately addresses the concerns that have been brought to the City’s attention by the residents in the area”. Pinion would be an advocate to discourage pedestrian traffic. Kolb likes the yellow and black signs and feels the City should cautioning about pedestrians. Timed flashing lights were discussed as a possible solution, the cost is \$20,000. Kolb feels that timed flashing lights is not a reasonable cost in a place that has had no pedestrian or vehicle accidents; however, he feels that something more needs to be done. Kolb likes the black and yellow sign stating Pedestrian Traffic, Slow Down, 15 MPH, and he would like it placed as close to the viaduct as possible on both sides. Plautz agrees. Kolb asked Gilman his thought on speed humps. Gilman said he is not a fan the way the road is he does not feel it is a good idea, he feels speed humps should be kept on a level surface. Kolb would also like to have the suggested crosswalks painted. After a lengthy discussion, Kolb moved to adopt the black and yellow Pedestrian Traffic/Slow Down/15 MPH sign. Pinion asked if the Committee still wanted to convey Yield To Oncoming Traffic. It was the consensus of the Committee to have a sign conveying that message also. It was stated that both sign could be placed on the same signpost and installed closer to the underpass. Kolb amended his motion to include Yield To Oncoming Traffic cautionary sign. Plautz asked if his motion included the crosswalks. Pinion said that the crosswalks were not on the agenda, but they would be taken care of. Plautz seconded the motion. Motion carried unanimously.
  
- b. Consideration of Proposals for Engineering Services for CTH A Water Tower Coating Rehabilitation – Peterson said that proposals were sent to five firms, two of which chose not to participate. He said that three responding are all reputable firms, all having good packets. MSA Professional Services was low bidder at \$26,400. It was moved by Kolb, seconded by Plautz to award the Engineering Services for the CTH A Water Tower Coating Rehabilitation to MSA Professional Service for \$26,400. Motion carried unanimously.
  
- c. Review and recommendation of 2021 Alley Reconstruction projects – Pinion said that there is money in the 2021 budget allocated for alley reconstruction. Kolb said that he would like to have #5 alley moved to #3. Plautz moved, Kolb seconded to reconstruct the following alleys:
  1. Between Lynn St. & Baraboo River, Lynn to Walnut (325 Lynn Street Project)
  2. Between 2<sup>nd</sup> and 3<sup>rd</sup> Avenues, West to Center.
  3. Between 6<sup>th</sup> Avenue and 7<sup>th</sup> Avenue, Birth to West.
  4. Between Summit and Wood, 9<sup>th</sup> to Summit (North/South Section)
  5. Between 11<sup>th</sup> and 12<sup>th</sup> Streets, East to Ash.
 Motion carried unanimously.
  
- d. Review and approval of monthly Billing Adjustments/Credits for Sewer and Water Customers for February 2021– It was moved by Kolb, seconded by Plautz to approve the monthly Billing Adjustments/Credits for Sewer and Water Customers for February 2021. Motion carried unanimously.

### Information Items

- a. Update on status of Water Rate Adjustment application – Peterson said that he received the final packet with an overall rate increase of 49.27%. He said that the increase would affect everyone differently. Peterson explained the increase and reasons

for increase. Peterson clarified that this rate increase is only the water portion of the bill. Peterson said after September 10, 2021 there would no longer be an agreement with West Baraboo. Peterson said that the Utility is losing approximately \$80,000 per quarter with the rates at this time. Peterson said with the rate increase the Utility moves from being the lowest in the County to third or fourth, and with all of the Class A & B's they would move from being the fourth lowest to not even the middle of the pack. Peterson said that the new rates would take effect July 1, 2021; residents will see it on October 1, 2021. Peterson said that the Utility was paid from LSC

## Reports

- a. Utility Superintendent's Report
  - i. Staffing Updates – No report
  - ii. Project Updates – Peterson said that all WRRF Fiber project equipment is here, L.W. Allen and County MIS are working on the programming of the new switch. He said that he hopes to see this completed in the next few weeks. He said that new auditing firm would be here next week. Peterson said the DNR informed him to get all of the paperwork read for another principal forgiven loan; the official notice should come in early April. He said \$99,000 was requested to complete approximately 30 private services.
  
- b. Street Superintendent's Report
  - i. Staffing Updates – Pinion said that the department is still splitting shifts.
  - ii. Equipment Updates – Gilman said that the new 2020-plow truck came in and is in the parking lot for the Committee to view after the meeting.
  - iii. Monthly Report on Public Works Department – Gilman said that the Department was significantly under the salt/sand use, due to the winter. He said that the mild spring has given the opportunity to begin street sweeping. Brush site closure has been going well, citizens are calling in daily and when 10 or 12 are on the list a crew will be sent out to pick up. Gilman said since the first of the year there have been six offenders, and none of them are illegal dumping, they are brush; therefore, it is more of an education that the City will pick up curbside. He said the department performed a couple unscheduled stormsewer repairs and have been patching streets on an as needed basis as weather permits. He said that the department has been assisting Parks/Forestry with re removal and stump grinding will begin next week. He said that leaf pickup begins on April 12.
  
- c. Police Chief's Report
  - i. Staffing Update – Sinden said that there is one detective's position that is vacant and they anticipate filling that from within the ranks in July. He said that the department was very fortunate in their last application go around to have some very good quality candidates. He said that the individual who will be hired because of that promotion has been contacted. Sinden said that the Department's biggest challenge would be maintaining staff. Sinden that that the Department has trained 19 police officers, 2 CSO's, and 2 administrative assistants since 2012. Sinden said that resident contact stops due to COVID, but the events did not stop. Sinden said as it relates to staffing in the future, he knows that is will be a challenge and that they have to continuously reinforce to the public here in Baraboo that the department is transparent and wants to be open and honest with the public.
  - ii. Case Response Update – Sinden said that the report in the packet would get better as the program progresses. He said he would like to work toward reporting trends instead of just numbers. Sinden said that the department is working to get back to some type of normalcy as it pertains to COVID. He said that they are trying to slowly increase their contact with citizens
  
- d. Fire Chief's Report
  - i. Monthly Incident Report – Stieve said that the Incident Report would be in the Council packet next Monday.
  - ii. Building Remodel Update – Stieve said the building remodel is complete and the process of EMS Operations moving in is nearing. He said that he would like the Committee to come up sometime to see what is going on, possibly the next meeting could be held there.
  - iii. Staffing updates – Stieve said that they have a fluid staffing process as well. He said they did add one person in March and a couple will be leaving in the near future.

**AJOURNMENT** – It was moved by Plautz, seconded by Kolb to adjourn at 2:17 p.m. Motion carried.

Respectfully submitted,

Phil Wedekind, Chairman



## Safety Concerns in the Hill Street Area

March 29, 2021

My name is Ann Burton and I'm speaking on behalf of the owners of the Hill Street Condos about our concerns regarding safety primarily for pedestrians as they pass on Hill Street between the sidewalk that ends at our common driveway and starts again sidewalk at the Dog Park, especially in the area the railroad bridge underpass.

The City has done much to improve the area by establishing a wide variety of recreational options. These improvements are wonderful and are greatly appreciated.

As a natural result of these improvements, however, traffic volume has increased and pedestrian traffic has greatly increased. Residents in our area have witnessed many close calls in cases where vehicles are traveling too fast for conditions when pedestrians are present.

We realize that this area has not had a history of vehicular accidents reported and attribute that to drivers yielding to other cars. There are drivers, however, who, not seeing another vehicle approach, speed through the underpass causing danger for anyone that might be passing through on foot or bike.

I've talked with Tom Pinion three or four times about this, and others in our association have written letters and expressed concerns to Tom, the mayor and our council person over the last few years. Signs were put up a few years ago advising a speed of 15 mph and of the road narrowing. These are helpful but have not had a sufficient enough impact.

In February and March committee memoranda and emails to others, Tom Pinion had suggested that "No Pedestrians" signs be posted. Our condo group is adamant in our opposition to this idea for a number of reasons including providing access to the recreational area by South Side residents, placing liability on pedestrians rather than unsafe drivers, and all having full knowledge that pedestrians will continue to use the route.

Minutes from the February's Public Safety Committee Meeting indicate the committee discussed this issue and moved to add "yield to oncoming traffic" signage. Residents of our condos, however, feel that additional signage should instead advise drivers to slow down and watch for pedestrians. Some possible signs of this type are shown on the attached page.

In addition to this type of signage we would ask the committee to consider further options to improve safety for pedestrians. In conversations with Tom Pinion he has mentioned flashing lights to warn drivers of oncoming traffic, but

said they are expensive. Again, we feel these would be aimed at improving vehicular rather than pedestrian safety. Rumble strips were also mentioned as a possible way of slowing traffic, but these can be noisy and wear down over time.

Speed humps on either side of the tunnel could be very effective in slowing traffic thus improving safety for both pedestrians and vehicles. Since Hill Street is not a "straightaway" the effectiveness of speed humps here would differ from the one on Manchester.

And finally, there is the possibility of closing the street to vehicular traffic. Others have suggested this, and our association would certainly not be opposed to it.

I spoke with Roy Franzen, Chair of the Parks Commission, on March 15 about our concerns. Roy stated the Commission has talked about access and safety issues as well, but the matter now being discussed is not his Commission's issue to be solved. He did say that he feels speed humps would be helpful.

The website of the US Department of Transportation Federal Highway Administration has a section on Safety. In it there is information under "Traffic Calming" about speed humps (see attached). These are typically 3" high and 12' in length along the vehicle travel path axis. As you will read in the copy I've attached, under "Effects and Issues" is stated:

*"Speed effects of a single or series of speed humps are greater than for any other traffic calming measure with the exception of route diversions that eliminate a particular traffic movement."*

In conclusion, our emphasis is to create safer conditions for pedestrians passing through this area, rather than mitigating auto collisions. We ask the Public Safety Committee to improve safety for pedestrians in the area by taking further action, both through signage and other methods, that will more effectively slow traffic in the underpass area.

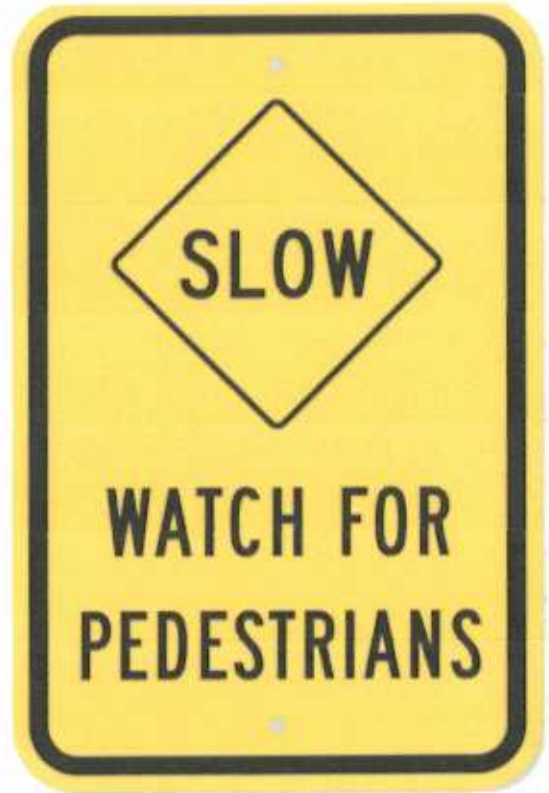
Thank you.

*In addition to the above mentioned concerns, the Hill Street Condo Association is requesting that, also for pedestrian safety, crosswalk lines be painted on the pavement at three locations in the area:*

- across Manchester at Effinger*
- across Manchester at Mill Race*
- across Mill Race at Hill*

*(See attached air photo.)*

Signs that warn drivers to slow for pedestrians



U.S. Department of Transportation

## Federal Highway Administration

1200 New Jersey Avenue, SE  
Washington, DC 20590  
202-366-4000

### Safety

## Traffic Calming ePrimer – Module 3

### 3.9 Roundabout

#### *DESCRIPTION AND GENERAL PURPOSE*

A roundabout is an intersection design that contrasts with designs that require traffic signal control or stop control. A roundabout is often used as a replacement for a signalized intersection. A small modern roundabout and mini-roundabout are similar (presented as a separate traffic calming measure in section 3.8 of this ePrimer [provide link]).

A full roundabout is typically appropriate only at the intersection of two arterial streets or of an arterial street with a collector street. The full roundabout does not generally fit within the footprint of lower classification street intersections.

A roundabout is sized to accommodate all large vehicles circulating the center island and the center island is non-traversable.

A roundabout provides a horizontal deflection with an island at the entry point and requires every vehicle to follow a circuitous path no matter which departure leg of the intersection is the destination (as illustrated in Figure 3.9.1). As a result, traffic speeds are moderated (note: even though overall delay per vehicle may be reduced in comparison to a signalized or stop-controlled intersection).

The roundabout is included as a traffic calming measure in this ePrimer because it can be used to change the operating character of a roadway as it transitions from a higher-speed operation to a lower-speed operation within a higher-density community with more pedestrian presence.

The reader is referred to *NCUAP Report 672, Roundabouts: An Informational Guide* for a thorough description of roundabout characteristics, applicability, effectiveness, and design issues.



A complete description and design considerations for a roundabout is presented in *NCHRP Report 672*, *Roundabouts: An Informational Guide*. 61 of 73

The MUTCD has sample striping layouts for single, multi-lane, and hybrid roundabouts.

### 3.10 Speed Hump

#### *DESCRIPTION AND GENERAL PURPOSE*

ITE has developed a recommended practice entitled *Guidelines for the Design and Application of Speed Humps*. Further guidance and clarification can be found in that publication.

A speed hump is an elongated mound in the roadway pavement surface extending across the travel way at a right angle to the traffic flow (see Figure 3.10.1). A speed hump is typically 3 inches in height (with applications as high as 4 inches) and 12 feet in length along the vehicle travel path axis (note: a *speed hump* that is 20 feet in length and flat in the middle is considered a *speed table* in this ePrimer).

At typical travel speeds along a residential street or in a small commercial business district, a speed hump produces sufficient discomfort to a motorist driving above the speed hump design speed to discourage speeding. It encourages the motorist to travel at a slow speed both upstream and downstream of as well as over the speed hump.

*[A speed hump is also referred to as a road hump or undulation.]*

*[What's the difference between a speed hump and a speed bump? A speed hump is typically 12 feet in length (in the direction of travel), between 3 and 4 inches in height, and is intended for use on a public roadway. A speed bump is much shorter, between 1 and 2 feet in length (in the direction of travel). A speed bump can be as much as 6 inches in height. A speed bump is typically found in a parking lot or commercial driveway, but not on a public roadway.]*

The initial speed hump applications were similar to the 12-foot speed hump, characterized in this section of the ePrimer. Variations in length and shape were applied and were initially considered speed hump variations. As the 20-foot measure became a standardized size and shape, it became known as a speed table. The reader is cautioned that when reviewing literature, design standards, and effectiveness analyses for speed hump, what is included within the umbrella of "speed humps" has varied over time.

*[Five field studies of 51 speed humps measured crash reductions between 33 and 48 percent (Source: FHWA, Engineering Speed Management Countermeasures: A Desktop Reference of Potential Effectiveness in Reducing Crashes, July 2014)*

[http://www.safety.fhwa.dot.gov/speedmgt/ref\\_mats/eng\\_count/2014/reducing\\_crashes.cfm](http://www.safety.fhwa.dot.gov/speedmgt/ref_mats/eng_count/2014/reducing_crashes.cfm)]

*[Seven field studies of 199 speed humps measured reductions between 6 and 13 mph for 85<sup>th</sup> percentile speeds (Source: FHWA, Engineering Speed Management Countermeasures: A Desktop Reference of Potential Effectiveness in Reducing Speed, July 2014)*

[http://www.safety.fhwa.dot.gov/speedmgt/ref\\_mats/eng\\_count/2014/reducing\\_speed.cfm](http://www.safety.fhwa.dot.gov/speedmgt/ref_mats/eng_count/2014/reducing_speed.cfm)]



**Figure 3.10.1. Speed Hump with Bicycle Lane and On-Street Parking**  
(Source: Scott Batson)

#### APPROPRIATE APPLICATION

<b>Appropriate Application – Speed Hump</b>	
<b>Type of Street</b>	<p>Appropriate for a residential local street or any street where the primary function is to provide access to abutting residential property (see Figure 3.10.2)</p> <p>Appropriate for a street that provides access to a school, park, or community center</p> <p>Also appropriate for neighborhood or residential collectors</p>
<b>Intersection or Roadway Segment</b>	<p>Placed at a midblock location, and not near an intersection; as an example, Pennsylvania recommends a distance of 150 feet from an unsignalized intersection and 250 feet from a signalized intersection</p> <p>Should not be placed on a sharp curve; ITE <i>Guidelines for the Design and Application of Speed Humps</i> recommends a minimum horizontal curve radius of 300 feet (see Figure 3.10.3)</p>

<b>Roadway Cross-Section</b>	<p>Can be used on a single-lane one-way street or two-lane two-way street; should stretch across only one travel lane in each direction</p> <p>Typically installed on a roadway with an urban cross-section (i.e., curb and gutter)<sup>11</sup></p> <p>Typically placed one foot from a curb for drainage or six inches from the edge of a non-curbed roadway</p> <p>A speed hump can be applied on a cross-section both with and without sidewalks or bicycle facilities</p>
<b>Speed Limit</b>	<p>Appropriate if posted speed limit is 30 mph or less (per ITE <i>Guidelines for the Design and Application of Speed Humps</i>); many jurisdictions adhere to ITE maximum (e.g., South Carolina, Pennsylvania); some use a 25 mph ceiling (e.g., Delaware)</p> <p>Generally not appropriate when the pre-implementation 85th percentile speed is 45 mph or more</p>
<b>Vehicle Traffic Volume</b>	<p>Appropriate if daily traffic volume is relatively low; as examples, Pennsylvania sets a maximum daily volume of 3,500; South Carolina uses a maximum of 4,000; Pasadena, CA (41) uses a daily volume maximum of 4,000, with at least 1,000 vehicles in each direction</p> <p>ITE <i>Guidelines for the Design and Application of Speed Humps</i> recommends consideration only if no more than five percent of the overall traffic flow consists of long-wheelbase vehicles</p>
<b>Emergency Route</b>	<p>Generally not appropriate for a primary emergency vehicle route or a street that provides access to a hospital or emergency medical services; speed cushion and speed table are similar vertical measures that could be appropriate</p> <p>An emergency vehicle can cross a properly designed speed hump but at a slow speed</p>
<b>Transit Route</b>	<p>Generally not appropriate for a bus transit route but examples of speed humps on bus routes do exist; a speed table and speed cushion are similar vertical measures that could be appropriate</p>
<b>Access Route</b>	<p>Not appropriate along the primary access to a commercial or industrial site</p>
<b>Grade</b>	<p>Can be installed on, or beyond, a crest vertical curve only if there is adequate stopping sight distance or warning signs are provided</p> <p>ITE <i>Guidelines for the Design and Application of Speed Humps</i> recommends consideration only on a street with a grade of 8 percent or less (see Figure 3.10.4); many jurisdictions adhere to that maximum (e.g. Pennsylvania, South Carolina) but others follow a lower value: Delaware – 6 percent; Minnesota and Pasadena, CA -5 percent</p>

<sup>11</sup> If the street does not have curbing, an obstruction such as signing, flexible delineator posts, or bollards may be necessary to discourage a motorist from driving around the hump. Potentially hazardous objects (e.g., rocks, boulders) should not be used.



**Figure 3.10.2. Speed Hump on Residential Neighborhood Street**  
(Source: Lucy Gibson)





**Figure 3.10.3. Speed Hump Along Horizontal Curve**  
(Source: Scott Wainwright)



**Figure 3.10.4. Speed Hump on a Grade**  
(Source: Scott Wainwright)

### ***EFFECTS AND ISSUES***

<b>Effects and Issues – Speed Hump</b>	
<b>Vehicle Speed</b>	<p>Single speed hump reduces vehicle speeds to the range of 15 to 20 mph when crossing the hump; speed reduction effects decline at the rate of approximately 0.5 to 1 mph every 100 feet beyond the 200 foot approach and exit of a speed hump; in order to retain slower vehicle speeds over longer distance, series of speed humps is needed (see Figure 3.10.5)</p> <p>ITE <i>Guidelines for the Design and Application of Speed Humps</i> recommends spacing of 260' to 500' to keep 85th percentile operating speed between 25 and 30 mph; some jurisdictions have refined guidelines:</p> <ul style="list-style-type: none"> <li>• Pennsylvania – spacing between 250 and 600 feet</li> <li>• South Carolina – spacing of no less than 350 feet</li> <li>• Virginia – spacing of approximately 500 feet, clear visibility of 200 feet, and placement no closer than 200 feet from an intersection</li> <li>• Pasadena – speed hump series only on street segment that is at least 1,200 feet in length and traffic signals or Stop signs are at least 1,200 feet apart</li> </ul> <p>Proper placement of initial speed hump in a series is significant; ITE <i>Guidelines for the Design</i></p>

	<p><i>and Application of Speed Humps</i> recommends that the first speed hump in a series be normally located in a position where it cannot be approached at high speed from either direction; to achieve this objective, it is typically installed within 200 feet or less of a small-radius curve or Stop sign or, if installed on a street with a significant downgrade, at the top of a hill</p> <p>Refer to Module 4 for additional data</p>
<b>Vehicle Volume</b>	<p>As single installation, there is little traffic diversion from the street; as part of a series, typical volume reductions of 20 percent observed</p> <p>Refer to Module 4 for additional data</p>
<b>Pedestrian Safety and Mobility</b>	<p>Not a preferred location for a crosswalk Refer to Module 6 for additional discussion</p>
<b>Bicyclist Safety and Mobility</b>	<p>Bicyclist safety should not be affected; some jurisdictions use maximum street grade of 5 percent on a street with a speed hump if designated as a bicycle route</p> <p>Bicyclist can negotiate speed hump with little delay or discomfort; it is also possible for a bicyclist to bypass a speed hump by passing through the gap between the hump and the curb and gutter</p> <p>Refer to Module 6 for additional discussion</p>
<b>Motorist Safety and Mobility</b>	<p>Speed effects of a single or series of speed humps are greater than for any other traffic calming measure with the exception of route diversions that eliminate a particular traffic movement</p> <p>Produces sufficient discomfort to a motorist driving above the speed hump design speed to discourage speeding</p>
<b>Emergency Vehicle Safety and Mobility</b>	<p>Typical delay for a fire truck is in the 3 to 5 second range; for an ambulance with a patient, delay can be as much as 10 seconds</p> <p>Refer to Module 5 for additional discussion</p>
<b>Large Vehicle Safety and Mobility</b>	<p>Typical delay for a large commercial vehicle is in the 3 to 7 second range</p> <p>Refer to Module 5 for additional discussion</p>
<b>Accessibility of Adjacent Property</b>	<p>Does not typically require removal of any on-street parking or affect accessibility of adjacent property (see Figure 3.10.6)</p>
<b>Environment</b>	<p>Potential for increased noise due to vehicle braking and accelerating and to the vibration of loose items in truck beds or trailers</p>
<b>Design Issues</b>	<p>Placement factors include vertical and horizontal alignment of the street, proximity to the nearest intersection, location of driveways and on-street parking, presence or absence of street lighting, location of designated pedestrian crossings, drainage, and utility access points (drains, valves, etc.)</p> <p>Should not require relocation of above- and below-ground utilities</p> <p>May not be appropriate on a roadway where drainage gutter or flow of water is in the center of the roadway; drainage and hydraulic impacts need careful evaluation</p>



**Figure 3.10.5. Series of Speed Humps**  
(Source: City of Stockton, California)



**Figure 3.10.6 Adjacent to Speed Hump**  
(Source: Lewis Grimm)

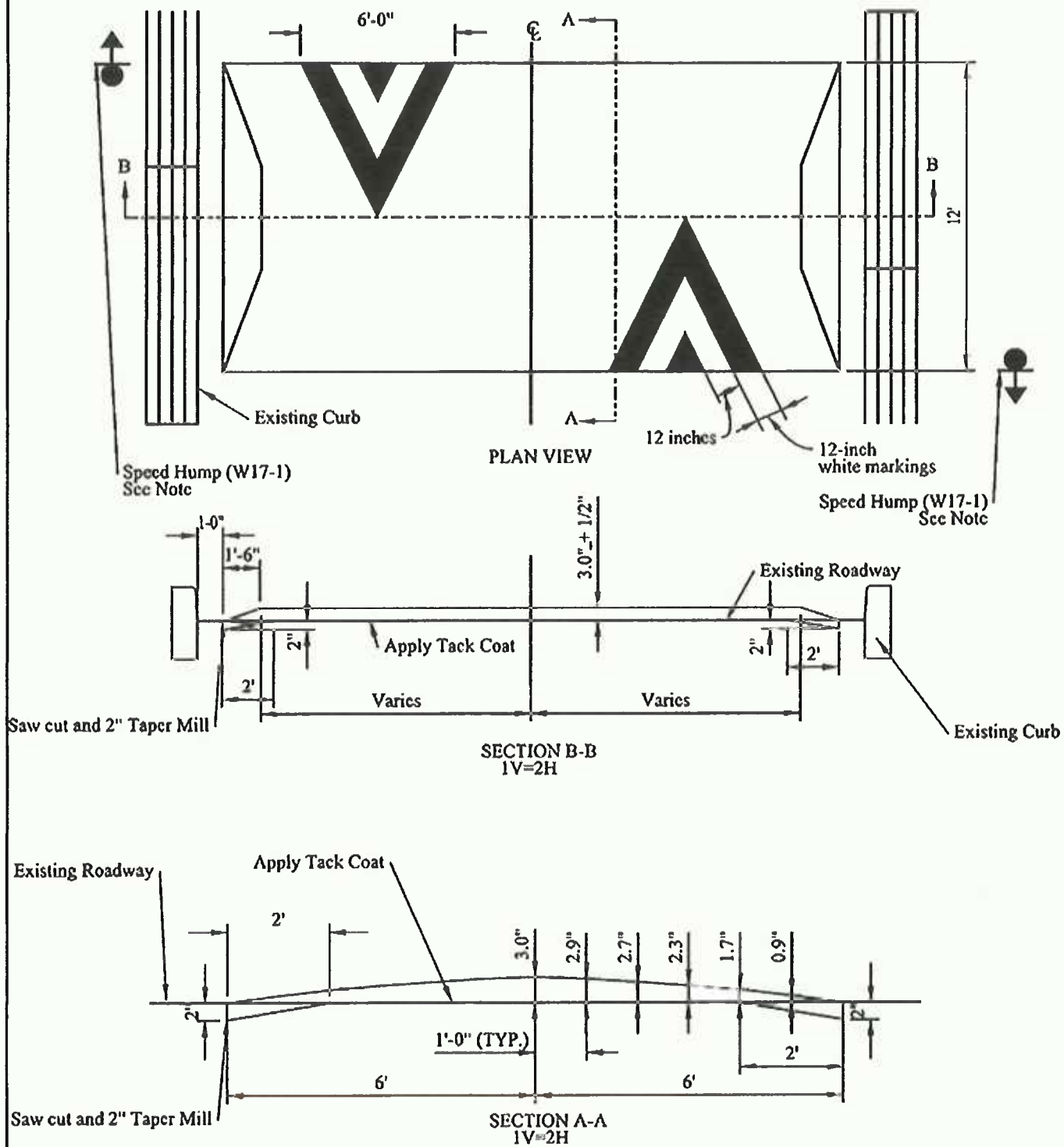
### ***ADDITIONAL DESIGN CONSIDERATIONS***

ITE provides specific design and application guidance for speed humps; refer to *Guidelines for the Design and Application of Speed Humps*.

ITE guidelines specify a speed hump that is 12 feet long (in the direction of travel) and 3 inches in height.

A sample design for a speed hump is presented in Figure 3.10.7.

DELAWARE DEPARTMENT OF TRANSPORTATION  
TYPICAL SPEED HUMP



NOTE:  
1. ALL SIGNING AND STRIPING SHALL CONFORM TO THE LATEST EDITION OF THE DE MUTCD.

Figure 3.10.7. Sample Design for Speed Hump  
(Source: Delaware Department of Transportation)

MILL RACE

EFFINGER

HILL



In addition to concerns about safety in the area of the Hill Street underpass, the Hill Street Condo Association members are requesting that crosswalk lines be painted in at 3 or 4 locations

- - across Manchester at Effinger
- - across Manchester at Mill Race
- - across Mill Race at Hill
- - perhaps across Hill at Arboretum parking area

Meeting Minutes

May 6, 2021

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

Vice-Chairperson Johnson called the meeting to order at 5:30 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: Johnson, Wastlund, Ayar, Kent, Nelson, Persche, Walczak, White

Absent: Cafilisch, Kathbauer, Mueller

Other: Patrick Cannon

**III. Approve Minutes**

Motion to approve the minutes for April 8, 2020

Ayar (1); Walczak (2)

Aye: All via voice vote

Nay: None

**IV. Approve Agenda**

Motion to approve the amended agenda as presented

Nelson (1); Kent (2)

Aye: All via voice vote

Nay: None

**V. Presentation**

**VI. Action Items**

None

**VII. Information/Discussion Items**

**a. Consideration and discussion of creating future goals and responsibilities for BEDC, including the grant from Economic Development Authority.**

Staff updated the Board on the grant. The City will be required to complete an RFP for the consulting services.

The group had a lengthy discussion on what each members felt the about the role of BEDC. The consensus was that a recommendation of a long term Strategic Plan for the city is warranted. The group asked that the June meeting be dedicated to working on this plan.

No action was taken.

**b. Consideration and discussion of changing the meeting times for BEDC.** Staff updated the BEDC members asked that the start time for BEDC meeting be changed to begin at 5:45 on the first Thursday of each month.

Motion: To change the meeting times for the monthly BEDC meeting to be at 5:45 pm on the first Thursday of each month.

Wastlund (1); Ayar (2)

Aye: All via voice vote

Nay: None



Motion: To Change the June 2021 meeting from June 3, 2021 to June 10, 2021

Nelson (1); Kent (2)

Aye: All via voice vote

Nay: None

**c. Updates on Development Activities**

- No updates were provided

**d. Commissioners and their representative entities**

- No updates were provided

**VIII. Adjournment**

Motion to adjourn the meeting was made at 6:45pm.

Kent (1); Persche (2)

Aye: All via voice vote

Nay: None

Dave Johnson  
Vice-Chairperson

Patrick Cannon  
Recorder