

**Council Chambers, Municipal Building, Baraboo, Wisconsin  
Tuesday, July 12, 2022 – 7:00 p.m.**

Mayor Nelson called the regular meeting of Council to order.

Roll call was taken.

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

Others Present: Interim Chief Sinden, Clerk Zeman, Adm. Bradley, J. Ostrander, T. Pinion, Carey Kipp, Nanci Caflisch, Chantel Steinhorst, members of the press and others.

The Pledge of Allegiance was given.

Moved by Kolb, seconded by Kent and carried to approve the minutes of June 28, 2022.

Moved by Ellington, seconded by Petty and carried to approve the amended agenda, removing the Closed Session.

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

**PRESENTATIONS** – Nanci Caflisch and Chantel Steinhorst presented the 2021-2022 Activity Report for BEDC.

**PUBLIC HEARINGS** – None Scheduled.

**PUBLIC INVITED TO SPEAK**

Eric Korthals, 642 Parkside Ave, spoke against the Waldo & Parkside development. They knew the development behind their house was going to happen and while they are not opposed to the development; they would like it to be a wise development. There are 3 major concerns: traffic, privacy, and stormwater runoff. Access to South Blvd from Waldo will be a major issue with the number of proposed units. The current plans for the development show a public walk path along the boundaries of the development. While this may be something that is great for the community, it isn't so great if that runs along the back edge of your home. Public sidewalk in front of your home is expected but to have an additional public access in your backyard gives him, the homeowner, no privacy. Because his house is on a hill, a privacy fence is not going to do any good. He is also concerned that the current plans don't adequately address stormwater runoff. This property isn't isolated and is part of the down hill runoff.

Sue York, 1008 Parkside Ave, spoke against the Waldo & Parkside development. Traffic is a concern for them. Parkside Avenue is extremely busy with traffic and parking from the apartment complexes.

Courtney Haggard, 310 Spruce Ct, spoke against the Waldo & Parkside development because 1) they just found out about this last night and 2) their property butts up to the public walk which interferes with their privacy. It seems like this was not transparent and this will be a big change. She questioned when the zoning changed from agricultural to residential as no one received a letter regarding this change. She also feels that the stormwater runoff needs to be addressed.

Trina Schwartz, 910 Parkside Ave spoke against the Waldo & Parkside development. She has the same concerns as the residents that spoke before but would like to add one concern, the local elementary school, the Al Behrman Elementary School (ABE), is already over capacity as well as all the other elementary schools within the City. She also expressed her concern over never being notified of this. She feels this is already a done deal as she understands construction is scheduled to begin in November. She would like more information to better understand the process.

Jan Bance, 710 Parkside Ave spoke against the Waldo & Parkside development. While their property does not butt up against the new development, the traffic is her main concern. There are a lot of rental properties and single-family dwellings but down at Silver Drive and Parkside Drive there is not only Winquest Properties, there is also Park Ridge. They managed this traffic for many years but once Boysa properties came in, instead of accessing South Blvd. by going Silver Drive to Walnut to South Blvd, Parkside has now become the shortcut. With 2 access points to Waldo, and the additional 85 units, the

intersection of Waldo and South Blvd can't handle the traffic. She is requesting a traffic study before this goes through. She also noted that a past comprehensive plan included Mine Road being extended to the old Hwy 12; this could alleviate some of the traffic in this area. Or, on the north side of Oak Park place if they extended a one block road to Pate St. which could then access down to South Blvd. could alleviate some of the traffic.

Gordon Thomson, 616 Parkside Ave, explained that his main concern is traffic. What can they expect to see in 5 to 10 years? Roundabouts might alleviate a minor problem, but a solid road would get the job done. He agrees with the residents that spoke prior to him regarding the traffic concern. Around 3:30 school gets out, plus garbage trucks on certain days, it's already congested. He has a safe and quiet neighborhood and would appreciate having this same thing in the future.

Dirk Carlson, 1101 Spruce Drive, spoke against the Waldo & Parkside development. When they do start this construction, where would the trucks and equipment be coming out of? This will be a huge impact to the roads. He is also concerned about the stormwater; he would hate to see any of his neighbors get flooded out.

### **MAYOR'S BUSINESS**

- The Mayor read the Proclamation for the month of July as Parks and Recreation Month;
- The Baraboo Public Art Association will be considering options for the next major project on July 28. To offer an idea, contact the Mayor or email: [baraboopublicarts@gmail.com](mailto:baraboopublicarts@gmail.com)
- The first public input session for the Campbell Park Master Plan will take place Wednesday, July 13 at 5:30 p.m. in the Civic Center. Come share your vision!
- The Mayor congratulated the following staff on their anniversaries with the City:
  - Rob Sinden, Interim Police Chief – 30 years
  - Larry Vertein, Public Works – 15 years
  - Casey Anstett, Public Works – 10 years
  - Carey Kipp, Library – 10 years
  - Bonnie Meeker, Finance – 5 years

### **CONSENT AGENDA**

#### **Resolution No. 22-64**

THAT the Accounts Payable, in the amount of \$668,447.95 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

#### **Resolution No. 22-65**

**WHEREAS**, for the reasons stated below, the following **Delinquent Personal Property** balances are written off in the amount of **\$369.23**:

<b>Name</b>	<b>Year</b>	<b>Amount</b>	<b>Reason</b>
Total Design Salon	2019	\$101.28	Assessor error
Sage Louise Holdings	2019	\$197.46	Assessor error
Greenwoods Financials	2020	\$13.02	Assessor error
Ann's Barbershop	2020	\$27.11	Out of Business
Northern Leasing	2020	\$11.93	Unable to Locate
Milio's Sandwiches	2020	\$18.43	Bankrupt

**WHEREAS**, for the reasons stated below, the following **accounts receivable** balances are

written off in the amount of **\$3,367.97:**

<u>Name</u>	<u>Year</u>	<u>Amount</u>	<u>Reason</u>
Sarbacker Law Offices, LTD	2017	\$3.91	Discontinued attempts
Brandt, Colin	2016	\$286.65	SDC - Uncollectable
Farris, Tianna	2016	\$286.08	SDC - Uncollectable
Moliner-Wetzel, Ricardo	2016	\$287.22	SDC - Uncollectable
Newkirk, David	2016	\$272.88	SDC - Uncollectable
Nolen, Brenton	2016	\$318.59	SDC - Uncollectable
Paukstat, Sara	2017	\$1,222.88	SDC - Uncollectable
Starks, Nathan	2016	\$316.88	SDC - Uncollectable
Putz, Jacob	2016/21	\$372.88	SDC - Deceased

**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 **\$5,298.58:**

<u>Name</u>	<u>Year</u>	<u>Amount</u>	<u>Reason</u>
Kingsley, Casey	2016	\$ 5,298.58	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.

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

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

Moved by Ellington, seconded by Thurow and carried unanimously to approve the 2<sup>nd</sup> reading of **Ordinance No. 2595** amending the parking restriction on Ash Street from 4<sup>th</sup> Street to 5<sup>th</sup> Street.

Moved by Sloan, seconded by Wedekind and carried unanimously to approve the 2<sup>nd</sup> reading of **Ordinance No. 2596** to consider a General Development Plan/Specific Implementation Plan in accordance with Steps 3 and 4 of the Planned Development process for Devil's Lake Townhomes, LLC to develop a three-building, 29-unit townhouse project on the City-owned land a that portion of Lot 1 of Certified Survey Map No. 1698 on the west side of Lake Street between Well No. 7 and Lot 1 of Springbrook Hills subdivision and located in the Southeast Quarter of the Northwest Quarter of Section 12, Town 11 North, Range 6 East, City of Baraboo, Sauk County, Wisconsin.

### **NEW BUSINESS - RESOLUTIONS**

#### **Resolution No. 22-66**

**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 License to Emma's Mexican Market

Moved by Thurow, seconded by Petty and carried that **Resolution No. 22-66** be approved-9 ayes.

#### **Resolution No. 22-67**

**RESOLUTION APPROVING AN AMENDMENT TO THE PROJECT PLAN AND BOUNDARIES OF TAX INCREMENTAL DISTRICT NO. 8, 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. 8 (the "District") was created by the City on June 27, 2006 as a district in need of rehabilitation; and

WHEREAS, the City now desires to amend the Project Plan and boundaries of the District (the "Amendment") in accordance with the provisions of Wisconsin Statutes Section 66.1105 (the "Tax Increment Law"); and

WHEREAS, such Amendment will:

- a. Add territory to the District as permitted under Wisconsin Statutes Section 66.1005(4)(h)2.
- b. Amend the categories, locations or costs of project costs to be made as permitted under Wisconsin Statutes Section 66.1005(4)(h)1.

WHEREAS, an amended 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 amendment of 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 Project 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 owners of all property in the proposed district, 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 June 21, 2022 held a public hearing concerning the proposed amendment to the Project Plan and boundaries 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 amended district, adopted the Project Plan, and recommended to the Common Council that it amend the Project Plan and boundaries for the District.

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

1. The boundaries of the District named "Tax Incremental District No. 8, City of Baraboo", are hereby amended as identified in Exhibit A of this Resolution.
2. The territory being added shall become part of the District effective as of January 1, 2022.
4. The Common Council finds and declares that:
  - (a) Not less than 50% by area of the real property within the District, as amended, is in need of rehabilitation or conservation work within the meaning of Wisconsin Statutes Section 66.1337(2m)(b),
  - (b) Based upon the finding stated in 3.a. above, the District was declared to be, and remains, a rehabilitation or conservation work 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 within the territory to be added to 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 added to 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) Project costs relate directly to promoting rehabilitation or conservation of the area consistent with the purpose for which the District was created.
4. The Project Plan for "Tax Incremental District No. 8, City of Baraboo" (see Exhibit B), as amended, is approved, and the City further finds the Project 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, 2022, 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 Petty and carried that **Resolution No. 22-67** be approved-9 ayes.

**Resolution No. 22-68**

**RESOLUTION APPROVING AN AMENDMENT TO THE PROJECT PLAN AND  
BOUNDARIES OF TAX INCREMENTAL DISTRICT NO. 11,  
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. 11 (the "District") was created by the City on September 22, 2020 as a mixed-use district; and

WHEREAS, the City now desires to amend the Project Plan and boundaries of the District (the "Amendment") in accordance with the provisions of Wisconsin Statutes Section 66.1105 (the "Tax Increment Law"); and

WHEREAS, such Amendment will:

- c. Add territory to the District as permitted under Wisconsin Statutes Section 66.1005(4)(h)2.
- d. Amend the categories, locations or costs of project costs to be made as permitted under Wisconsin Statutes Section 66.1005(4)(h)1.

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

- l. 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;
- m. An economic feasibility study;
- n. A detailed list of estimated project costs;
- o. 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;
- p. A map showing existing uses and conditions of real property in the District;
- q. A map showing proposed improvements and uses in the District;
- r. Proposed changes of zoning ordinances, master plan, map, building codes and City ordinances;
- s. A list of estimated non-project costs;
- t. A statement of the proposed plan for relocation of any persons to be displaced;
- u. A statement indicating how the amendment of the District promotes the orderly development of the City;
- v. An opinion of the City Attorney or of an attorney retained by the City advising that the Project 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 June 21, 2022 held a public hearing concerning the proposed amendment to the Project Plan and boundaries 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 amended district, adopted the Project Plan, and recommended to the Common Council that it amend the Project Plan and boundaries for the District.

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

1. The boundaries of the District named "Tax Incremental District No. 11, City of Baraboo", are hereby amended as identified in Exhibit A of this Resolution.
2. The territory being added shall become part of the District effective as of January 1, 2022.
3. The Common Council finds and declares that:
  - (a) Not less than 50% by area of the real property within the District, as amended, 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 was declared to be, and remains, 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 within the territory to be added to 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 added to 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.
1. Lands proposed for newly platted residential development comprise no more than 35% of the real property area within the District, as amended.

2. 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. 11, City of Baraboo" (see Exhibit B), as amended, is approved, and the City further finds the Project 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, 2022, 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 Petty, seconded by Kolb and carried that **Resolution No.22-68** be approved-9 ayes.

**Resolution No. 22-69**

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

THAT the City of Baraboo Bicycle Advisory Committee be authorized to submit a letter to the Wisconsin DOT requesting additional bike/pedestrian refuge islands at certain intersections along the new Highway 33 route through the City.

Moved by Petty, seconded by Kolb and carried that **Resolution No. 22-69** be approved-9 ayes.

**Resolution No. 22-70**

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

THAT the new park and conservancy lands in the former Jackson Farm (Greenfield Reserve Development) be named "Chief Naąga Keramaņi Park".

Moved by Thurow, seconded by Ellington and carried that **Resolution No. 22-70-** be approved-9 ayes.

**Resolution No. 22-71**

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

THAT the Safety Management Policy and the revised Title VI Plan are adopted.

Moved by Kolb, seconded by Wedekind and carried that **Resolution No. 22-71** be approved-9 ayes.

**Resolution No. 22-72**

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

The Common Council hereby authorizes the City Administrator and the City Clerk to execute the Development Agreement on behalf of the City with KMD, LLC, for the purposes of construction of the condominium development as proposed in the attached agreement. The City Engineer, City Parks Director and City Administer are authorized to begin development of plans to fulfill the city's obligations



of this agreement.

Moved by Sloan, seconded by Ellington and carried that Resolution No. 22-72 be approved-9 ayes.

**NEW BUSINESS – ORDINANCES**

Motion by Sloan, seconded by Ellington and carried unanimously to approve the 1<sup>st</sup> reading of **Ordinance No. 2597** revising the City of Baraboo Code of Ordinances §7.08 Speed Limits.

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

1. The City of Baraboo Code of Ordinances § 7.08 is revised as follows:

**7.08 SPEED LIMITS.** The Council hereby determines that the statutory speed limits on the following streets or portions thereof are unreasonable, unsafe and imprudent and modifies such speed limits as follows:

(1) **SPEED LIMITS INCREASED.** Speed limits are increased on the following designated streets or portions thereof:

(a)

(b) 35 Miles Per Hour.

1. On South Boulevard between Pate Street and State Hwy 136.

2. On South Boulevard between Commerce Parkway and the westerly on/off ramps of US Hwy 12.

3. On Taft Avenue (C.T.H. T) between 8<sup>th</sup> Street and a point 650 feet north of the centerline of City View Rd/Man Mound Rd.

(c) 30 Miles Per Hour.

1. On South Boulevard between Badger Drive and Pate Street.

2. On 8th Street between Washington Avenue and the easterly City limits.

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

Motion by Kolb, seconded by Petty and carried unanimously to approve the 1<sup>st</sup> reading of **Ordinance No. 2598** revising the City of Baraboo Code of Ordinances §7.02(2)(b)(2) Revision to the Official Traffic Map and §7.09(2)(k) Angle Parking on Jefferson Street.

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

3. Section 7.02(2)(b)2, the Official Traffic Map, is revised to provide that there shall be no parking on the west side of Jefferson Street from the north curb line of 12<sup>th</sup> Street ~~to a point 530' north thereof~~ **to the south curb line of 14<sup>th</sup> Street.**

4. The City of Baraboo Code of Ordinances § 7.09(2)(k) is revised as follows

**7.09 PARKING RESTRICTIONS.** The Council hereby determines that the statutory speed limits on the following streets or portions thereof are unreasonable, unsafe and imprudent and modifies such speed limits as follows:

- (2) ANGLE PARKING. On streets or portions thereof, where angle parking is provided, vehicles shall be parked in accordance with the angles designated by painted lines and shall be subject to the restrictions concerning parking as hereinafter set forth. Angle parking is provided for on the following streets

- (k) The east side of Jefferson Street, ~~between 14<sup>th</sup> Street and a point 98 feet south of 14<sup>th</sup> Street and, between 11<sup>th</sup> Street and a point 150 feet north of 11<sup>th</sup> Street, and between 8<sup>th</sup> Street and a point 117 feet south of 8<sup>th</sup> Street.~~

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

### **ADMINISTRATOR AND COUNCIL COMMENTS**

Ald. Petty gave an update on the consolidation of the Fire and EMS. They are at the point of developing a draft Intergovernmental Agreement. Adm. Bradley noted that there will be a Special Council meeting on August 16<sup>th</sup> at 7:00pm. This meeting will include all municipalities included with this district.

Ald. Kent appreciates the residents that showed up to speak at tonight's meeting. A lot of good points were expressed.

Ald. Sloan reminded the residents that the Sauk County Fair is taking place this week.

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

The City officially acknowledges receipt and distribution of the following:

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

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

**June 14, 2022**

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

**Absent:**

**Others Present:** Mayor Nelson, Adm. Bradley, Clerk Zeman, J. Ostrander, K. Stieve, W. Peterson, T. Pinion

**Call to Order** –Ald. Sloan called the meeting to order at 6:00p.m. noting compliance with the Open Meeting Law.

Moved by Petty, seconded by Kent to approve the minutes of May 24, 2022. Motion carried unanimously. Moved by Kent, seconded by Petty to approve the agenda. Motion carried unanimously.

### **Action Items**

- a) **Accounts Payable** – Moved by Petty, seconded by Kent to recommend to Council approval of the accounts payable for **\$1,364,711.77**. Motion carried unanimously.
- b) **Street Improvement Bids** – T. Pinion explained that only one bid was received from Dean Blum Excavating for both proposals. These are very competitive prices and staff's recommendation is to approve it and award it to the only bidder. These numbers are slightly higher than budgeted because of the supply chain and fuel prices: however, still very reasonable. Motion by Petty, seconded by Kent to recommend to Council authorizing accepting the bids from Dean Blum Excavating in the amounts of \$489,371.23 for Proposal A and \$678,656.12 for Proposal B for Street Improvement Projects. Motion carried unanimously.
- c) **Line of Credit** – J. Ostrander noted that this is our third draw, second request from the line of credit for TID #12. Adm. Bradley explained that the goal is to not use the entire line of credit; however, we estimated high to allow for a cushion if needed. Motion by Kent, seconded by Petty to recommend to Council authorizing the City to draw \$952,406.66 from the line of credit with the Baraboo State Bank. Motion carried unanimously.
- d) **Budget Amendment** – J. Ostrander explained that this software, "miBudget", was presented to department heads. Department heads thought this was easier to use and they liked the way the software looked. This software will allow staff to remove some data entry from the budget process. Purchase of this software will require a budget amendment from Engineer and Public Works wages; funds that are available due to unfilled

positions. Motion by Petty, seconded by Kent to recommend to Council approving the budget transfer amendment and authorizing the purchase of “miBudget” software. Motion carried unanimously.

- e) **Property Purchase** – Adm. Bradley explained that per Council’s discussion in Closed Session in regards to the acquisition of property in TID #10, this is one of the properties that was identified. The City did make the offer as directed by Council at \$200,000; the offer was accepted. The tenants have been notified by the owner that the building will be completely vacant by August 1<sup>st</sup>. Motion by Kent, seconded by Petty to recommend to Council entering into a purchase agreement for 103 and 105 Walnut Street. Motion carried unanimously.
- f) **Vehicle Lease Agreement** – Adm. Bradley noted that at the last department head meeting, staff recommended moving forward with this lease agreement. Essentially, they maximize the value of the vehicles, selling them for us. Part of their fee would be maintenance on the vehicles. Overall, they are projecting that we would save \$1.1M on a fleet of 47 vehicles. The projected lease payment includes the fee as well as maintenance. W. Peterson stated that we will pay \$10 per vehicle per month and maintenance is all tracked by the lease company. All of our vehicles are currently at replacement. They are projecting a 35% improvement in our average mile per gallon over a four-year period given the age of the fleet and types of vehicles. Adm. Bradley explained that governmental lease is an ownership; we would own these vehicles. The last lease payment on these vehicles is transfer of title and ownership. In the first year, we will replace all the vehicles and add one vehicle; we would then determine if we continue with the program. Every vehicle will have a lease; once that has expired, we can decide what we want to do with the vehicle at that point. This will be recorded as a separate fund and the creation of this fund will be brought back to Finance at a later date. Motion by Petty, seconded by Kent to recommend to Council entering into a vehicles lease and maintenance agreement with Enterprise Fleet Management. Motion carried unanimously.
- g) **Lead Service Line Replacement** – W. Peterson explained that this year the program is different than what we’ve done in the past, we’ve requested more money. There are only so many services that the Utility can work with a plumber and there are roughly 15 services that we will go out for bids. When we go out for bids, because this is federal money, we need engineering help. We requested bids from three firms, the lowest bid received was from SEH, Inc. Motion by Kent, seconded by Petty to recommend to Council approving the Professional Services Agreement with SEH, Inc. for the Lead Service Line Replacement project, not to exceed \$9,800. Motion carried unanimously.
- h) **Hotel Development Agreement** – This is the TIF agreement with JDJE, LLC for the construction of a 97-room Fairfield Hotel. The only issue with this agreement is that they don’t like the fact that this all hinges on the fact that Finance appropriate every year to pay their TID bill. This is our statutory right and we will not give up this right. Essentially if Finance decides at some point that they don’t want to pay this Municipal Revenue Obligation (MRO), there is nothing they can do. The City would not be able to use this money for anything else, as it would essentially be a default of the development agreement if we appropriated it for any other purpose other than paying the MRO. Construction will be about \$18M and the assessor has reviewed it and they are estimating about \$9.7M. Essentially, they would receive 75% reimbursement of their tax revenue until 2039. This is 100% “pay go”. Motion by Petty, seconded by Kent to recommend to Council authorizing the City Administrator and City Clerk to execute the Hotel Development Agreement. Motion carried unanimously.

#### **Discussion Items:**

a. **Purchasing Policy**

No discussion took place. This will be included on the June 28, 2022 agenda.

**Adjournment** – Moved by Petty, seconded by Kent and carried to adjourn.

#### **Minutes of the Public Safety Committee Meeting**

**May 23, 2022**

**Members Present:** Phil Wedekind, Tom Kolb and John Ellington. **Others Present:** Interim Police Chief Rob Sinden, Fire Chief Kevin Stieve, Tom Pinion, Tony Gilman, Jan Bance, Kris Denzer, and Eric & Malarie Montie.

**Call to Order** - Committee Tom Kolb called the meeting to order at 1:00 P.M. at Baraboo City Service Center. Compliance with the Open Meeting Law was noted. It was moved by Wedekind, seconded by Ellington to approve the agenda as posted. Motion carried unanimously. It was moved by Ellington, seconded by Wedekind to approve the minutes of the April 25, meeting. Motion carried.

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

#### **Action Items**

- a. Review and recommendation regarding Public Fire Protection fees for the 2023 Budget – Pinion presented the background in Peterson’s absence. He stated that the meter charge would double and could represent a 14% increase on the waterside. Wedekind said that renters pay that property tax; he feels if it is switched over, property owners would get a free ride because they would not pass it on their renters. He said the only good thing would be the non-taxable properties would be paying. Kolb said in January 2000 the City added the wheel tax and streetlight tax, in 2021 there was 40% increase on water rate and now this 14%, three to five hundred thousand if we have to the sewer line under the trussel. He feels that the City would be hitting the citizens with too much stuff, too fast. Ellington agrees. Bance said because the increase is based on meter size, the businesses would be hit hard. She said that she could think of one that would be \$10,000 more a year. It was moved by Ellington, seconded by Wedekind to forward to the Council, with a recommendation to keep it as it is. Motion carried unanimously.
- b. Review and recommendation regarding parking restrictions on the 600 block of Ash Street – Eric Montie614 Ash Street asked what they recommendation is. Gilman said that it is to restrict parking from 2:00 AM to 6:00 AM to fit with the downtown snow removal. He said that the home has been in the family. He said they have a small family, three children and another on the way. He feels by restricting the parking in front of his house, the City is asking them to park across the street in the municipal parking lot, which would force him to walk his family across Ash Street, which is a busy street. He is asking for a compromise, leaving the 4-hour parking signs there and when the Fire/EMS move take them down and revert back to what it was, and in the meantime they would abide by the 4-hour parking. Mallarie Montie said that the biggest issue is that they have three vehicles; they have a garage with a project vehicle in, a concrete pad off the alley that they use as well. She said that if the parking were removed in front of their house they would be forced to parking in the lot, which is fine, except when there is training or special events, the lot is full. Montie asked if his family goes on vacation, he would have to park around the block. Sinden said that no vehicle could park on any street in the City for more than 24 hours. Kolb said that another issue for Montie was a safety issue parking in a public lot. Sinden checked through reports specific to Ash Street going back to 2018, there was one issue where kids threw a rock at a vehicle in the 600 block of Ash, but no thefts, criminal damage, or other problems. Gilman’s recommendation would be no parking from 2 AM to 6 AM. Ellington moved to restrict parking in the 600 block of Ash Street from 2 AM to 6 PM year round and to forward to Council as such. Motion carried unanimously.
- c. Review and recommend approval of an Agreement for Professional Services Agreement with SEH, Inc. to manage the lead service line replacement program for 2022 – Pinion presented the background. It was moved by Ellington, seconded by Wedekind to award the contract to SEH for time and material, not to exceed \$9,000 and forward to Council if necessary. Motion carried unanimously.
- d. Review and approval of monthly Billing Adjustments/Credits for Sewer and Water Customers for April – Bance presented the background to the Committee. It was moved by Wedekind, seconded by Ellington to approve the monthly Billing Adjustments/Credits as presented.

**Information Items** – None

**Reports**

- a. Utility Superintendent’s Report
- i. Staffing Updates – No report.
  - ii. Old Business Update – Pinion said that West Baraboo had a question for the DNR regarding principle forgiveness, DNR replies to them last week. We will need to add a little language into the agreement to satisfy the DNR. Peterson has a meeting scheduled with the City attorney.
  - iii. Reports – The cleaning/inspection of the Birch Reservoir and Commerce Tower were inspected and cleaned. Pinion said that there some small, manageable, and affordable items that need to be addressed soon. He said both structures would need more repairs that are significant in the next five year, which will be worked into the capital projects. He said US Cellular is presently removing their equipment off the Hwy A water tower, hopefully they will be done by 5/31. He said the Oak Street booster station will be running continuously during the project, and a portable pressure tank at the hospital has been set up. Pinion said crews started on May 16 televising sanitary sewer lines. Pinion said that no progress getting the R/R & DOT to postpone the R/R Bridge (Trussell at 1055 Lake Street). Pinion said that Peterson stated a RFP for engineering services; however, though to finalize without a construction timeline. He said the DNR approved the proposed plan for Wellhead Protection Plan. He said Wisconsin Rural Water Association would attend the June PSC meeting to go over the plan and the draft changes to our ordinance; and then forwarded to Council. Pinion said that about 1,000 feet of sanitary sewer mains would be slip lined. Jackson Farm is going very well. He said they plan to be complete with water, sanitary sewer, and storm sewer by June 3. Water and sanitary sewer lines have passed inspection. He said water crew is in full swing with hydrant and valve maintenance. Sewer crew is 75% complete with the

