

**Council Chambers, Municipal Building, Baraboo, Wisconsin
Tuesday, July 13, 2021 – 7:00 p.m.**

Mayor Nelson called the regular meeting of Council to order.

Roll call was taken.

Council Members Present: Wedekind, Plautz, Kent, Petty, Ellington, Sloan, Kierzek, Thurow

Council Members Absent: Kolb

Others Present: Chief Schauf, Clerk Zeman, Adm. Bradley, P. Cannon, K. Stieve, T. Pinion, members of the press and others.

The Pledge of Allegiance was given.

Moved by Ellington, seconded by Thurow and carried to approve the minutes of June 17, 2021 and June 22, 2021.

Moved by Wedekind, seconded by Plautz and carried to approve the agenda.

Compliance with the Open Meeting Law was noted.

PRESENTATIONS - None.

PUBLIC HEARINGS – None.

PUBLIC INVITED TO SPEAK – No one spoke.

MAYOR'S BUSINESS

- The Mayor congratulated Elissa Kelly on her 5th anniversary with the Carnegie-Schadde Memorial Public Library and also, Mike Smith and Scott Kaufman on their 5th anniversaries with the Public Works Department. Congratulation Elissa, Mike, & Scott!
- The Opera residency in town, La Musica Lirica, will be performing through July 22nd at the Al Ringling Theatre
- The City will be hosting a virtual “Solar Power Hour” on Monday, July 26th from 4-5pm via Zoom. Residents can find the link on the City’s website, www.cityofbaraboo.com.
- 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. 21-44

THAT the Accounts Payable, in the amount of \$ 640,760.88 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

Resolution No. 21-45

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

- Downtown Baraboo, Inc., Summer Wine Walk, July 23, 2021
- Baraboo Young Professionals, Baraboo Night Market, September 17, 2021

Resolution No. 21-46

THAT the “Schedule for Successor of Agent” submitted by Al Ringling Brewing Company, Inc., appointing Joe Colossa as the new agent be approved. The City Clerk is authorized to re-issue the liquor license for Al Ringling Brewing Company, Inc. including Joe Colossa as the agent.

Moved by Petty, seconded by Wedekind and carried that the Consent Agenda be approved-8 ayes.

ORDINANCES ON 2ND READING

Moved by Wedekind, seconded by Petty and carried unanimously to approve the 2nd reading of **Ordinance No. 2575** amending §17.55, Code of Ordinances adopting an amendment to the *City of Baraboo Comprehensive Plan* pursuant to Wis. Statutes 66.1001.

NEW BUSINESS - RESOLUTIONS**Resolution No. 21-47**

WHEREAS, the City of Baraboo is the owner of Tax Parcels 206-1394-00000, 206-1395-00000, 206-1396-00000, and 206-1397-00000, a 1.094-acre site located at 222 and 230 4th Avenue, 622 Birch Street, and 227 5th Avenue; and,

WHEREAS, the construction of an addition to the Carnegie-Schadde Memorial Public Library (previously known as Baraboo Public Library) and the remodeling of the existing Library building has been authorized on said property by the City Council and the Community Development Authority; and

WHEREAS, the CDA will finance this project with a 40-year low interest loan from the US Department of Agriculture; and

WHEREAS, the USDA requires that the loan applicant own the building as well as the underlying land, at least until the loan is repaid in full.

NOW THEREFORE, BE IT HEREBY RESOLVED by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

That upon USDA's approval of the CDA's pending loan application to finance the City's portion of this project, the property owned by the City of Baraboo at 222 4th Avenue, 230 4th Avenue, 622 Birch Street, and 227 5th Avenue, being approximately 1.094 acres, more particularly described by the following, be sold to the Community Development Authority of the City of Baraboo for the cost of \$1.00:

Land that is Lots 6, 7, 8 and 9 and parts of Lots 4, 5 and 10 in Block 21 of the Original Plat of the City of Baraboo (formerly Adams), located in the NW¹/₄ - SE¹/₄ and the SW¹/₄ - SE¹/₄ of Section 35, T12N, R6E in the City of Baraboo, Sauk County, Wisconsin described as follows:

Lots 1 and 2, Sauk County Certified Survey Map No. 7000, containing a total area of 1.094 acres.

Moved by Ellington, seconded by Thurow and carried that **Resolution No. 21-47** be approved-
8 ayes.

Resolution No. 21-48

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

WHEREAS, The City of Baraboo entered into a lease agreement in 2014 with The Villas at Baraboo, LLC for the purposes of providing student housing,

WHEREAS, The Common Council consents to the lease assignment to Prevail Bank,

NOW, THEREFORE BE IT RESOLVED, the Baraboo City Council does hereby approve the attached Consent of Landlord to Assignment of Lease document as presented,

BE IT FURTHER RESOLVED that the Mayor is hereby authorized to sign the document

on behalf of the City.

Moved by Wedekind, seconded by Petty and carried that **Resolution No. 21-48** be approved-8 ayes.

Resolution No. 21-49

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

THAT until a new Finance Director is hired, the City Clerk and City Treasurer will continue to maintain the additional responsibilities and job duties created by this vacancy. Retroactive to the May 21, 2021 resignation of the Finance Director, additional compensation is approved as follows until a new Finance Director begins employment:

City Clerk, 10% per hour
City Treasurer, 10% per hour

Moved by Sloan, seconded by Ellington and carried that **Resolution No. 21-49** be approved-8 ayes.

Resolution No. 21-50

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

WHEREAS, effective upon passage of this Resolution by the Common Council, the Common Council hereby extends the due date of both Emergency Assistance Funds, the Small Business Loan Program and the Non-Profit Organization Loan Program, for one year (7/15/2022). Both loans will continue at an interest rate of 2% and will require a minimum monthly payment, 1/12, plus interest.

Moved by Petty, seconded by Sloan and carried that **Resolution No. 21-50** be approved-8 ayes.

NEW BUSINESS - ORDINANCES

Moved by Thurow, seconded by Sloan to amend Ordinance No. 2576 to include "Platteville" as follows: "UW-Platteville/Baraboo/Sauk County Campus Commission".

Moved by Sloan, seconded by Kent and carried unanimously to approve the 1st reading of **Ordinance No. 2576** amending §1.31(1), UW-PLATTEVILLE/BARABOO/SAUK COUNTY CAMPUS COMMISSION as follows:

- (1) MEMBERSHIP. The Commission shall consist of seven members. One member shall be the City Clerk or City Administrator (at the discretion of the Common Council); one member shall be the County Clerk or County Administrator (at the discretion of the County Board); two members shall be Alderpersons appointed by the Mayor for one-year terms; two members shall be County Supervisors appointed by the County Board Chairperson; and one member shall be appointed jointly by the Mayor and County Board Chairman, subject to the residency requirements of the Commission's bylaws. The Mayor and the County Board Chairperson shall be non-voting *ex officio* members, but may vote if an Alderperson or Supervisor, respectively, is absent.

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

ADMINISTRATOR AND COUNCIL COMMENTS

Ald. Thurow noted that there will be a memorial service for her late husband, former Alderperson

Dennis Thurow on July 24, 2021 at 11:00am at the First Presbyterian Church. A luncheon to follow at Glacier Rock.

REPORTS, PETITIONS, AND CORRESPONDENCE

The City officially acknowledges receipt and distribution of the following:

- **Reports:** June, 2021 – Building Inspection, Fire Dept.

- **Minutes from the Following Meetings:**

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

June 22, 2021

Members Present: Sloan, Kent, Petty

Absent:

Others Present: Mayor Nelson, Adm. Bradley, Clerk Zeman, W. Peterson, T. Pinion

Call to Order –Ald. Sloan called the meeting to order at 6:15p.m. noting compliance with the Open Meeting Law. Moved by Petty, seconded by Kent to approve the minutes of June 8, 2021. Motion carried unanimously. Moved by Kent, seconded by Petty 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 **\$580,210.73**. Motion carried unanimously.

- b) **Sanitary Sewer Fee Changes** – W. Peterson explained that the “Reserve Capacity Assessment” is a fee charged for new properties connecting to the sewer. Because this rate has not changed since 1991, he is proposing an increase from the current fee of \$450 per residential equivalent unit to \$650 per residential equivalent unit. This is currently what is being charged to the Sanitary District when they connect a property. Moved by Petty, seconded by Kent to recommend to Council to approve changes in the Sanitary Sewer Utilities Fees on the City’s Official Fee Schedule. Motion carried unanimously.

- c) **Utilities Fee Changes** – W. Peterson explained that we have received our rate structure from the Public Service Commission (PSC) and they are significant. The rate increases are due to the loss of revenue from the recent closure of LSC Communications (formerly RR Donnelley). Ald. Kent confirmed that there was a public hearing for this and W. Peterson stated that other than City, no one was present. W. Peterson noted that he ranked the City in the County and the top 80 municipalities in Wisconsin; As far as the water rates, we are still lower than 50% of the larger municipalities in the State. The Public Service Commission takes into consideration the Utilities revenues and expenses when determining the new rates. Based on review of past numbers for LSC Communications, the Utilities is estimating a savings of \$36,000 in expenses; however, they lost \$400,000 in revenue. The last time the City did a full rate study was back in 2012 due to the meter replacement program. Back in 2012, the City was able to negotiate with the PSC a rate of return as low as 2%; at that time, we could have been 6.5%. This time the rate of return is 4.9% but because of the cost and steps required to have the structure done, PSC would not allow us to lower our rate of return. W. Peterson reviewed with the Committee other rate changes required by PSC. Moved by Petty, seconded by Kent to recommend to Council to approve changes in the Utilities Fees on the City’s Official Fee Schedule. Motion carried unanimously.

- d) **State/Municipal Agreement** – T. Pinion explained that we are paid certain Highway Aids to maintain STH 33. In addition to maintaining the road, with the 2024 reconstruction, we are required to pay a portion of the design cost. To this project we have added some utility replacement work, which is not cost eligible, and street lighting. The Committee reviewed the updated Summary of Costs for the reconstruction of STH 33. Any additional funds needed will be reviewed at budget time. Moved by Kent, seconded by Petty to recommend to Common Council approving the revised State-Municipal Financial Agreement for a State-Let highway project on Hwy 33 between Lincoln Avenue and the westerly City limits.

- e) **Delinquent Accounts** – The Committee reviewed the list of uncollectible amounts of \$2,209.27 of accounts receivable and \$4,977.79 of Utility accounts receivable. Moved by Petty, seconded by Kent to recommend to Common Council to approve writing off uncollectible accounts. Motion carried unanimously.

- f) **Solar Sauk County** – Mayor Nelson explained that he was approached by the organizers of the Grow Solar Sauk County Program asking if we would act as a host for a “Power Hour”. As a host, we would promote the program on our website, social media, and by displaying printed materials. There is no cost to the City. Moved by Petty, seconded by Kent to recommend to Common Council to approve the City of Baraboo as host for a Solar Sauk County virtual “Power Hour”. Motion carried unanimously.

Information Items – None.

Adjournment – Moved by Kent, seconded by Petty and carried to adjourn at 6:51 pm.

BARABOO BUSINESS IMPROVEMENT DISTRICT BUSINESS DEVELOPMENT COMMITTEE

Date and Time: Tuesday, June 15th, 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 8:15 am

Approved of Minutes from April 18th, 2021 meeting: A. Adams/B. McDaniel

Adoption of Agenda: A. Adams/B. McDaniel

Old Business

2021 Plan

New Business

1. Small survey findings
Reviewed draft and making changes
Beginning stages of BID District flyer
2. Broad survey findings
RPS' sent to 3, too expensive
Check with Chamber, may already have this info
3. Web assistance findings
RPS's sent to 3 and all 3 came back as not interested
Looking for smaller companies to send RPS's to
4. Seminar findings
RFP's sent to 3, one not interested and 2 no replies
Will not be pursuing at this time

Next meeting: TBD

Motion to adjourn at 9:04 a.m. by A. Adams/B. McDaniel

Administrative Committee

June 7, 2021

Present: Alderpersons John Ellington & Kathleen Thurow

Absent: Alderperson Heather Kierzek

Also Present: City Clerk, Brenda Zeman; Police Chief, Mark Schauf; Mayor, Rob Nelson; City Administrator, Casey Bradley

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 Ellington to approve the May 24, 2021 minutes. Motion carried unanimously.

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

Consider the 2021/2022 Liquor License Applications

Class "B" Fermented Malt Beverage for establishments doing business as: Jose's Mexican Bakery
Motion by Thurow, seconded by Ellington to approve and recommend to Council the Class "B" Fermented Malt Beverage. Motion carried unanimously.

"Class B" Fermented Malt Beverage and "Class C" Wine for establishments doing business as: Four Star Family Restaurant

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

Informational Items

The next meeting will be Tuesday, July 6, 2021 at 8:00AM.

Motion to adjourn by Thurow, seconded by Ellington and unanimously carried. Meeting adjourned at 8:03AM.

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

PFC.....5-17-2021	Emergency Mgmt.4-29-2021
Park & Recreation.....6-7-2021, 6-14-2021	Ambulance.....5-26-2021
Plan Commission.....5-18-2021	

- **Petitions & Correspondence Being Referred:** Correspondence regarding ATV Route in City of Baraboo.

CLOSED SESSION

Moved by Wedekind, seconded by Kent to go into Closed Session. The Mayor will announce that the Council will go into Closed Session pursuant to §19.85(1)(e), Wis. Stat., to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (Update on various Economic Development Incentive negotiations)

Council Members Present: Wedekind, Plautz, Kent, Petty, Ellington, Sloan, Kierzek, Thurow

Council Members Absent: Kolb

Others Present: Mayor Nelson, Chief Schauf, Clerk Zeman, Adm. Bradley, P. Cannon, K. Stieve, T. Pinion

OPEN SESSION

Moved by Sloan, seconded by Ellington, to return to Open Session. The Mayor announces that the Council will return to Open Session as per §19.85(2), Wis. Stats., to address any business that may be the result of discussions conducted in Closed Session.

CLOSED SESSION

Moved by Ellington, seconded by Wedekind to go into Closed Session. The Mayor will announce that the Council will go into Closed Session pursuant to §19.85(1)(c), Wis. Stat., to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Council to consider 6-month performance evaluation of City Administrator Casey Bradley)

OPEN SESSION

Moved by Kent, seconded by Sloan, to return to Open Session. The Mayor announces that the Council will return to Open Session as per §19.85(2), Wis. Stats., to address any business that may be the result of discussions conducted in Closed Session.

Motion by Petty, seconded by Wedekind, that because the City Administrator has met expectations favorably in regards to his performance, he be allotted the wage increase as stipulated in his agreement. Ald. Petty and Mayor Nelson will meet with the City Administrator to review the information and findings from Closed Session. Motion carried unanimously.

ADJOURNMENT

Moved by Ellington, seconded by Thurow, and carried on voice vote, that the meeting adjourn at 9:31pm.