

**Council Chambers, Municipal Building, Baraboo, Wisconsin
Tuesday, August 24, 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, Kierzek

Council Members Absent: Sloan, Thurow

Others Present: Chief Schauf, Clerk Zeman, Adm. Bradley, T. Pinion, K. Stieve, J. Ostrander, L. Laux, Jake Lenell, Mike Anderson, members of the press and others.

The Pledge of Allegiance was given.

Moved by Wedekind, seconded by Ellington and carried to approve the minutes of August 10, 2021.

Moved by Petty, seconded by Kent and carried to approve the agenda.

Compliance with the Open Meeting Law was noted.

PRESENTATIONS

- Jake Lenell from CliftonLarsonAllen, LLP presented the City's 2021 Audit Report.

PUBLIC HEARINGS – None Scheduled

PUBLIC INVITED TO SPEAK - No one spoke.

MAYOR'S BUSINESS

- 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/>
- Former City Administrator Ed Geick received the WCMA Lifetime Award on August 12, 2021. Congratulations Ed.
- Welcome to Julie Ostrander, the new Finance Director.

CONSENT AGENDA

Resolution No. 21-62

THAT the Accounts Payable, in the amount of \$1,138,359.46 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

Resolution No. 21-63

WHEREAS, the Sauk County Board levies a county library tax.

WHEREAS, Section 43.64(2)(b) of the Wisconsin Statutes provides that such units of government which levy a tax for public library service and appropriate and expend for a library fund as defined by s.43.52(1) during the year for which the county tax levy is made a sum at least equal to the county tax rate in the prior year multiplied by the equalized valuation of property in the City for the current year, may apply for exemption from this tax; and

WHEREAS, the City of Baraboo does levy a library tax in excess of the amount calculated in accordance with 43.64(2)(b).

Now Therefore be it Resolved, THAT the City of Baraboo be exempted from the payment of any county library tax as provided in Section 43.64(2)(b) inasmuch as it will expend for its own library fund for 2022 an amount in excess of that calculated in accordance with 43.64(2)(b). Exemption from the payment of said county library tax shall not preclude the City of Baraboo's participation in county

library service in all other respects; and

Be it Further Resolved, THAT confirmed copies of the Resolution be forwarded by the City Clerk to the Reedsburg Public Library and to the Sauk County Clerk no later than October 1, 2021.

Moved by Wedekind, seconded by Petty and carried that the Consent Agenda be approved-7 ayes.

ORDINANCES ON 2ND READING

Moved by Ellington, seconded by Kolb and carried to approve the 2nd reading of **Ordinance No. 2578** amending §2.07(1) of the Municipal Code of the City of Baraboo increasing the per-meeting expense allowance from \$15 to \$35 for each meeting attended by an alderperson or the Mayor who are regular members of any of the boards or commissions of the City enumerated in Subchapter II of Chapter 1 of the City Code. 6 ayes; 1 nay, Kierzek

NEW BUSINESS - RESOLUTIONS

Resolution No. 21-64

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

That a twenty (20)-foot wide permanent easement across Spirit Point from Mill Race Drive north across the Baraboo River, across Lot 1 of Sauk County Certified Survey Map No. 5546, 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.

Moved by Kolb, seconded by Petty and carried that **Resolution No. 21-64** be approved-7 ayes.

NEW BUSINESS – ORDINANCES – None.

COMMITTEE OF THE WHOLE

Moved by Ellington, seconded by Kolb to convene as a Committee of the Whole to discuss the 2022 Budget.

City Treasurer Laux presented highlights for the 2022 Budget to include the following: COLA of 2.5% or more based on CDI, no new positions, continue with police department administrative vacancy, and updating of the salary schedules. With the revaluation we are expecting our assessment ratio to return to 100%. Commercial property increased about 10%, residential increased about 25%. Net new construction will result in \$42,000 new tax levy dollars that will be offset by personal property aid which went up; a net growth in the levy allowed of \$21,000. Transportation aids are increasing by 2% and we are expecting an increase in Room Tax revenue.

Moved by Petty, seconded by Kent to reconvene into regular session.

ADMINISTRATOR AND COUNCIL COMMENTS

REPORTS, PETITIONS, AND CORRESPONDENCE

The City officially acknowledges receipt and distribution of the following:

- **Reports:** July 2021, Fire Dept. & Treasurer
- **Minutes from the Following Meetings:**

Others Present: Mayor Nelson, Adm. Bradley, Clerk Zeman, K. Stieve, T. Pinion, L. Laux

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 July 27, 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 **\$590,214.59**. Motion carried unanimously.
- b) **COVID Policy** – Adm. Bradley explained that because we are now at a high transmission within the community, CDC recommends that everyone wear masks regardless of vaccination status. The policy presented tonight was drafted by attorney Steve Zach based on recommendation from department heads.

Ald. Sloan questioned who we are trying to protect with this policy and disagrees with the policy; it is the CDC's guidance that everyone wear masks, it is not mandatory.

Ald. Kent struggles with this policy as well as he is pro-choice when it comes to employee vaccination. If you are vaccinated, you will receive 80 hrs of paid leave and unvaccinated will be required to use leave time. Are we trying to keep employees safe or are we trying to push people to get vaccinated? The vaccine is only approved for emergency use. Because all employees are carriers, regardless of vaccine status, why don't we go back to the original policy?

Ald. Sloan states that if our goal is to get everyone vaccinated, why aren't we requiring this? Adm. Bradley explains that the discussion was focused on making sure employees are taken care of if they get quarantined. The goal is to keep everyone healthy. Both Ald. Kent & Ald. Sloan feel this policy is trying to incentivize the vaccine. Ald. Petty notes that the one variable that has changed the situation is the Delta variant. He could be a non-symptomatic carrier and give it to someone else. Ald. Kent agrees that we didn't have the Delta variant but also no vaccine was available; why not go back to the original policy? The new policy takes away the employees choice. If the solution is mask, why now are we looking at vaccination status?

Adm. Bradley noted that we would have legal counsel determine any exemption for medical or religious. He also noted that in the past, we have followed guidance from OSHA; they have now switched their recommendation to follow CDC guidelines.

Ald. Petty recommends we approve this policy as it was drafted and recommended by our legal counsel. Ald. Kent is for the original policy; he does not support this current policy. With the current vaccination rate in Wisconsin, it's obvious this is a very divided topic. He agrees with the CDC guidelines of masks but does not agree with subjecting unvaccinated employees to weekly testing and allowing leave time to vaccinated employees but "punishing" those who are not. Ald. Petty supports the policy as written.

Motion by Petty to approve and recommend to Council the City's Employee COVID-19 Policy. Motion dies for lack of second.

- c) **Fire Dept. Fee Schedule** – K. Stieve explained that this resolution will update the City's fee schedule for CPR training offered to the public. Moved by Petty, seconded by Kent to recommend to Council to approve CPR Training charges and raising the mileage fee to reflect the going rate. Motion carried unanimously.
- d) **2nd Qtr. 2021 Budget Amendments** – The Committee reviewed the 2nd Qtr. budget amendments. Moved by Petty, seconded by Kent to recommend to Council the approval of the 2nd Qtr. 2021 Budget Amendments. Motion carried unanimously.
- e) **Aldersperson Expense Allowance** – Adm. Bradley noted that any alderperson currently serving on another committee or board is receiving \$15 per meeting expense allowance. Citizens currently serving on the same committee or boards are receiving \$35 per meeting expense allowance. It was requested that the expense allowance for alderpersons be reviewed. Moved by Petty, seconded by Kent to recommend to Council to approve amending §2.07(1) of the Municipal Code of the City of Baraboo increasing the per-meeting expense allowance from \$15 to \$35 for each meeting attended by an alderperson or the mayor who are regular members of any of the boards of commission of the City enumerated in Subchapter II of Chapter 1 of the City Code. Motion carried unanimously.

Information Items –

- a. 2nd Qtr. 2021 City Financial Statements
- b. 2nd Qtr. 2021 Taxi Financial Statements

Adjournment – Moved by Petty, seconded by Kent and carried to adjourn at 6:40 pm.

Minutes of Plan Commission Meeting

July 20, 2021

Call to Order – Mike Palm called the meeting of the Commission to order at 5:15 PM.

Roll Call – Present were Mike Palm, Phil Wedekind, Roy Franzen, Jim O’Neill, Tom Kolb, Dee Marshall, and Matthew Boeggner.

Also in attendance were Tom Pinion, Eugene Unger and his sister June.

Call to Order

- a. Note compliance with the Open Meeting Law. Mayor Designee Palm noted compliance with the Open Meeting Law.
- b. Agenda Approval: It was moved by Kolb, seconded by Wedekind to approve the agenda as posted. Motion carried unanimously.
- c. Minutes Approval: It was moved by Wedekind, seconded by Kolb to approve the minutes of June 15, 2021 meeting.

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

Public Hearing

- a. Public Hearing to consider the request of Philip S. Unger (Owner) and Eugene Unger (Applicant) for a Conditional Use Permit to convert the existing two-unit residential dwelling on Lot 11 of Westfork Subdivision to two side-by-side single-family residential dwellings at 1217/1219 Carpenter Street, City of Baraboo, Sauk County, Wisconsin – There being no speakers, the hearing was declared closed.

New Business

- a. Consider the request of Philips S. Unger (Owner) and Eugene Unger (Applicant) for a Conditional Use Permit to convert the existing two-unit residential dwelling on Lot 11 of Westfork subdivision to two side-by-side single-family attached residential dwellings at 1217/1219 Carpenter Street, City of Baraboo, Sauk County, Wisconsin, Sauk County, Wisconsin – Pinion presented the background to the Commission. Kolb moved O’Neill seconded to approve the request for a Conditional Use Permit to convert the existing duplex to two side-by-side single-family residential dwellings. On roll call vote for the motion, Aye – Franzen, O’Neill, Kolb, Marshall, Boeggner, Palm, and Wedekind. Nay – 0, motion carried 7-0.
- b. Review and approve a 2-Lot Certified Survey Map for Eugene Unger to create two Side-By-Side Single-Family Attached Dwellings in an R-1A Single-Family Residential zoning district at 1217/1219 Carpenter Street and located in the NW1/4 of the NE1/4 of Section 3, T11N, R6E in the City of Baraboo, Sauk County, Wisconsin – It was moved by Kolb, seconded by Marshall to approve the CSM as presented. On roll call vote for the motion, Aye – O’Neill, Kolb, Marshall, Boeggner, Palm, Wedekind, and Franzen. Nay – 0, motion carried 7-0.
- c. Review and approve a 1-Lot Certified Survey Map for Kari Edwards in an R-1A Single-Family Residential zoning district immediately east of Rolling Meadows North subdivision and being a part of Lot 1 of Sauk County CSM No. 6937, located in the NE1/4 of the SW1/4 of Section 30, T12N, R7E in the City of Baraboo, Sauk County. – Pinion presented the background. Pinion said that this complies with the City’s ordinance, has frontage off Man Mound Road, as well as the stub end of 21st Street, utilities are available, and the CSM complies with all subdivision and platting ordinances. Kolb moved, seconded by Franzen to approve the CSM as presented. On roll call vote for the motion, Ayes – Kolb, Marshall, Palm, Wedekind, Franzen, and O’Neill. Nay – 0. Boeggner abstained. Motion carried 6-0.
- d. Review and recommendation concerning an extension of a Special Exception to the Sign Code pertaining to off-premise advertising at the Baraboo School District’s outdoor athletic facilities. – Pinion provided the background when first discussed in 2015. At the time, the School District was requesting forgiveness rather than permission because the signs already existed. The original was a 5-year deal for the four off-premise sponsors. The Flambeau Field, which is the name of the field and not off-premise advertising was given a 15-year exception. Pinion said that the five years actually expired last year. He said that the same four sponsors are looking to continue and have agreed to continue the same level of sponsorship for the next five years to benefit the athletic programs and the Baraboo High School. Pinion said

that this would be a recommendation to Council to amend the ordinance to extend the expiration date of this one special exception. Kolb said in the School District’s initial letter, they indicated that they would be responsible for maintaining and upgrading the when needed, and he suggested that this be part of the motion if the Commission chooses to extend the request. Pinion said that Mr. Langkamp did indicate that the Flambeau Field main bleacher wrap was starting to show signs of its age, so they intend to replace it half way through its 15 year life, so probably not this year, but next year. Kolb moved to recommend extending the special exception to the sign code for the Baraboo School District with the condition that they keep the signs maintained properly. Wedekind seconded the motion. Franzen said that when this came before the Commission five year ago he made the comment that it looked like a billboard to him, and it still looks like a billboard to him. He said he is opposed to billboards in the City’s public areas. O’Neill agreed with Franzen and in general, he does not like to see commercialization of education, advertising, and naming rights. He said he is not in favor of this. On roll call vote for the motion, Ayes – Marshall, Boeggner, Palm, Wedekind, and Kolb. Nay – Franzen and O’Neill. Motion carried 5-2.

Adjournment - It was moved by Kolb, seconded by Wedekind to adjourn at 5:28 p.m. The motion carried unanimously.

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

Baraboo BID Meeting Minutes

7/21/2021

Present:

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

Additional: None

Absent:

Members: T. Sloan, M. Yount

President Fay called the meeting to order at 5:47 PM

Roll Call

Approval of June 2021 minutes: Thurow/McDaniel, Carried

Adoption of Agenda: Stelling/McDaniel, Carried

President: None

Secretary: None

Treasurer: None

Appearances: Flower baskets are working out well; Willy Deppe has not submitted watering bills yet; Would like to meet in committee about working with county for picnic tables for courthouse lawn, possible donations from "Bigboy"

Business Development: Need to meet again

Finance: None

Parking: None

Promotions: None

Old Business:

- BID Board person of interest
 - Not present

New Business:

- Approval of Financials
 - Motion to approve: Stelling/McDaniel
 - Carried
- Committee members review
 - Attendance requirements for members
 - Missing meetings causes
 - Need to remove Scott Sloan from old chart
 - Need to add Thurow to chart
 - Add Adams as Secretary and Treasurer
 - Change phone number to 608-665-9187
 - Change email to andrew@letendregroup.com
- Nominate/Vote on New Treasurer
 - Nomination: Andrew Adams
 - Motion: Stelling/Ramsey Bruner
 - Carried
- Approval of Vouchers
 - Williams Lawncare
 - \$750.00
 - Total: \$750.00
 - Motion to approve: Stelling/McDaniel
 - Carried

Next Meeting:

- Results of garbage bin overflow issues
- Discussion of new garbage bins
- Parking issue with city for long parking times
- Thurow not attending next meeting
- Group photo discussion

Motion to adjourn at 6:24 PM by Stelling/McDaniel, carried.

Baraboo Economic Development Commission Meeting MinutesJuly 8, 2021**I. Call Meeting to Order and Note Compliance with Open Meeting Law**

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

II. Roll Call of Membership

Present: Cafilisch, Steinhorst, Briggs, Johnson, Kent, Nelson, Persche, Vera, White

Absent: Kathbauer, Koenig, Walczak, Wastlund

Other: Casey Bradley, Patrick Cannon

III. Approve Minutes

Motion to approve the minutes for June 9, 2021

Johnson (1); Nelson (2)

Aye: All via voice vote

Nay: None

IV. Approve Agenda

Motion to approve the agenda as presented
Johnson (1); Steinhorst (2)
Aye: All via voice vote
Nay: None

V. Presentation

None scheduled

VI. Action Items

None scheduled

VII. Information/Discussion Items

- a. **Consideration and discussion of creating future goals and responsibilities for BEDC, including the grant from Economic Development Authority.**
 - i. **Work session facilitated by Jenny Erickson**

Ms. Erickson presented to the Commission the steps needed to complete a Strategic Plan. A copy of the process is attached to the minutes.

The Commission felt that the next logical step would be to work on a SWOT analysis. With this in mind, Ms. Erickson will provide the Commission members with a summary of the demographic information that was previously compiled.

At the conclusion of the discussion, the Commission indicated that they will work on the SWOT analysis at the next meeting.

VIII. Adjournment

Motion to adjourn the meeting was made at 7:07pm.
Johnson (1); Briggs (2)
Aye: All via voice vote
Nay: None

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

| | |
|---------------------------------|----------------------------------|
| Park & Recreation.....7-12-2021 | Library.....6-14-2021, 7-13-2021 |
| PFC.....7-19-2021 | Emergency Management...6-24-2021 |

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

ADJOURNMENT

Moved by Ellington, seconded by Wedekind, and carried on voice vote, that the meeting adjourn at 7:29pm.