

**Council Chambers, Municipal Building, Baraboo, Wisconsin
Tuesday, August 9, 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, Treasurer Laux, Adm. Bradley, J. Ostrander, T. Pinion, P. Cannon, members of the press and others.

The Pledge of Allegiance was given.

Moved by Ellington, seconded by Wedekind and carried to approve the minutes of July 26, 2022.

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

Compliance with the Open Meeting Law was noted.

PRESENTATIONS

Kristen Fish-Peterson with Redevelopment Resources presented the Strategic Plan.

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 City:
 - Joe Briggs, Civic Center Maintenance – 25 years
 - Donna Griggel, Administration – 15 years
- Special Council meeting on August 16, 2022 at 7:00pm
- August 9th, 2022 is Election Day and polls are open until 8:00pm. All City of Baraboo residents vote at the Civic Center.
- The Police and Fire Commission will conduct a public listening session regarding the hiring of a new Chief of Police at City Hall on Wednesday, August 17th, 2022 from 6:00pm to 7:30pm.

CONSENT AGENDA

Resolution No. 22-75

THAT the Accounts Payable, in the amount of \$1,579,732.96 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

Resolution No. 22-76

THAT the “Schedule for Successor of Agent” forms submitted by Kwik Trip, Inc. appointing Cody Sayles as the new agent for store #855 and Riley Kay Roberts as the new agent for store #657 be approved. The City Clerk is authorized to re-issue the liquor license for Kwik Trip #855 including Cody Sayles as the agent and Kwik Trip #657 including Riley Kay Roberts as the agent.

Resolution No. 22-77

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

- Baraboo Area Chamber of Commerce Oktoberfest, 9-24-2022

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

ORDINANCES ON 2ND READING

Moved by Ellington, seconded by Thurow and carried unanimously to approve the 2nd reading of **Ordinance No. 2599** amending §7.09(16) of the City's Municipal Code relating to Reserved Parking for Officials

NEW BUSINESS - RESOLUTIONS**Resolution No. 22-78**

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

That the City resolves to draw \$821,265.34 from the line of credit with the Baraboo State Bank on Wednesday August 10th, 2022.

Moved by Ellington, seconded by Wedekind and carried that **Resolution No. 22-78** be approved-9 ayes.

Resolution No. 22-79

**RESOLUTION AUTHORIZING THE PARTIAL REDEMPTION OF
CERTAIN OUTSTANDING GENERAL OBLIGATION BONDS**

WHEREAS, the City of Baraboo, Sauk County, Wisconsin (the "City") has outstanding the following bonds:

- General Obligation Refunding Bonds, Series 2012A, dated April 19, 2012 (the "2012A Bonds");
- Taxable General Obligation Refunding Bonds, Series 2013A, dated March 6, 2013 (the "2013A Bonds"); and
- General Obligation Refunding Bonds, Series 2014A, dated August 12, 2014 (the "2014A Bonds");

WHEREAS, the Common Council has determined that it is necessary and desirable to prepay the portions of the outstanding 2012A Bonds, 2013A Bonds and 2014A Bonds that are attributable to tax incremental districts ("TIDs") with increment from such TIDs; and

WHEREAS, the portions of the above referenced obligations attributable to the TIDs to be prepaid (collectively, the "Prepaid Bonds") are further described below as:

- with respect to the 2012A Bonds: \$180,000 of the 2023 maturity, \$95,000 of the 2024 maturity, \$95,000 of the 2025 maturity and \$95,000 of the 2026 maturity;
- with respect to the 2013A Bonds: \$150,000 of the 2023 maturity and the entirety of the 2024 through 2026 maturities; and
- with respect to the 2014A Bonds: \$130,000 of the 2023 maturity, \$135,000 of the 2024 maturity, \$35,000 of the 2025 maturity, \$40,000 of the 2026 maturity, \$50,000 of the 2027 maturity and \$60,000 of the 2028 maturity;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City that the Prepaid Bonds are called for prior payment on September 15, 2022 at the price of par plus accrued interest to the date of redemption.

The City hereby directs the City Clerk to cause timely notice of redemption, in substantially

the forms attached hereto as Exhibits A, B and C and incorporated herein by this reference (collectively, the "Notices"), to be provided at the times, to the parties and in the manner set forth on the Notices.

Adopted, approved and recorded August 9, 2022.

Moved by Thurow, seconded by Petty and carried that **Resolution No. 22-79** be approved-9 ayes.

Resolution No. 22-80

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 "B" Fermented Malt Beverage and a "Class C" Wine License for TB's Broadway Diner, LLC, 304 Broadway St.

Moved by Sloan, seconded by Petty and carried that **Resolution No.22-80** be approved-9 ayes.

COMMITTEE OF THE WHOLE

Moved by Ellington, seconded by Sloan, to enter Committee of the Whole to establish 2023 budget guidelines.

Adm. Bradley noted that for the start of the 2023 budget, the departments made their recommended cuts. Each department met or exceeded their recommended cuts. Wisconsin Retirement has increased for 2023, we will see a cost increase of .3% for General Employees and 1.2% for Protected Employees. As for wages and COLA, as of now, the Social Security Cost of Living Allowance which is being projected at 10.5%; we are going to try focusing on a COLA even if it removes step increases and merits. The numbers have not yet been provided for health insurance; we are estimating an increase of 4%. As for revenues, we did nearly double our net new construction. This year we are expecting a little over \$72,000.

Council reviewed the proposed budget timeline.

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

ADMINISTRATOR AND COUNCIL COMMENTS

There was discussion on moving the next Finance/Personnel Committee meeting to Tuesday, August 16th. Staff will follow up with this.

REPORTS, PETITIONS, AND CORRESPONDENCE

The City officially acknowledges receipt and distribution of the following:

- **Reports:** July, 2022 – Fire Department
- **Minutes from the Following Meetings:**

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

July 12, 2022

Members Present: Sloan, Kent, Petty

Absent:

Others Present: Mayor Nelson, Adm. Bradley, Clerk Zeman, J. Ostrander, Seth Meise

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

Moved by Kent, seconded by Petty to approve the minutes of June 28, 2022. Motion carried unanimously. Moved by

Petty, seconded by Kent 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 **\$668,447.95**. Motion carried unanimously.
- b) **Expansion of TID #8** – The Committee reviewed the map showing the expansion of TID #8. This expansion, and amended project plan, will allow for TID funds to be used for the Bowden (Southside) Development, reimbursement up to \$2M. By using TID #6 revenue to pay off TID #8, plus the little bit collected from TID #8 over the remainder of its life, that will accumulate to a little over \$2M and that will be what is used for reimbursement for the Bowden Development. The last expenses for this TID #8 must be incurred prior to 2027; the TID is scheduled to close 2040. Because this TID is amended prior to September 30th, it goes back to January 1st, 2022. Moved by Kent, seconded by Petty to recommend to Common Council to approve the “Resolution Approving an Amendment to the Project Plan and Boundaries of Tax Incremental District #8”. Motion carried unanimously.
- c) **Expansion of TID #11** – The Committee reviewed the map showing the expansion of TID #11. It was noted that TID #11 was an exact overlay of TID #7. Adm. Bradley explained that we have received a request to amend this TID for various projects. He is anticipating \$75M worth of projects in this TID. Moved by Petty, seconded by Kent to recommend to Common Council to approve the “Resolution Approving an Amendment to the Project Plan and Boundaries of Tax Incremental District #11”. Motion carried unanimously.
- d) **Development Agreement** – Adm. Bradley presented the Development Agreement with KMD, LLC. They are not asking for incentives; the only request of the City is to upgrade Waldo. All roads internally will be owned and maintained by the developer as part of the condo association. They are asking that we take ownership of the water and sewer; they will provide the easements and stormwater facility. This will also include a park, walking path, and clubhouse as part of the condo association; these will be for use by the condo association only. Moved by Petty, seconded by Kent to approve the amended Development Agreement with KMD, LLC. Amendments are as follows:

2.1 Improvements

(c) Developer shall promptly pay for all City impact fees. As additional consideration to developer for this Agreement and as long as no Default exists under the Agreement, the City agrees to defer the due date for the payment of impact fees to on or before thirty (30) calendar days after the earlier of Developer receiving: (i) a certificate of occupancy for each of the duplex buildings, or (ii) a certificate of substantial completion from Developer’s architect for the Project related to each three-unit condominium buildings on the Property.

Exhibit B

a. Streets

Developer shall grade and surface streets within the Property for the Project, street design shall be reviewed by the City Engineer. **All streets will be private.**
Motion carried unanimously.

Discussion Items:

- Purchasing Policy - No discussion took place. This will be placed on the July 26, 2022 Finance/Personnel Committee agenda.

Adjournment – Moved by Kent, seconded by Petty and carried to adjourn at 6:46pm.

Administrative Committee

July 05, 2022

Present: Alderpersons Kathleen Thurow, Heather Kierzek, Bryant Hazard

Absent: None.

Also Present: City Clerk Brenda Zeman, Finance Director Julie Ostrander, Interim Police Chief Rob Sinden

Citizen Present: None

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

Motion by Hazard second by Kierzek to approve the June 20, 2022, minutes.

Motion by Kierzek seconded by Hazard to approve the agenda. Motion carried unanimously

Action Items:

- a) Review and recommendation to the Common Council the updated Title VI Policy.

Finance Director Ostrander highlighted the items Mayor Nelson identified for correction. Pages 2 and 7 were missing commas in the text. Page 2 needed changes to responsibilities for developing the plan as Cheryl Giese and 2017 as updated by Brenda Zeman. Page 4 was missing the word “the”. Appendix 7 the Council’s demographic table was eliminated because they are elected. The section relates to non-elected citizens remains and encourages minority participation for non-elected boards.

Motion by Kierzek, seconded by Hazard for recommendation to the Common Council the updated Title VI Policy.

Motion carried unanimously

Informational Items

- a) Date and time for next meeting: Tuesday, August 2, 2022, at 8:00AM

Motion to adjourn by Hazard, seconded by Kierzek at 8:04AM and unanimously carried.

Minutes of the Public Safety Committee Meeting **June 27, 2022**

Members Present: Phil Wedekind, Tom Kolb and John Ellington. **Others Present:** Lt. Ryan Labroschian, Tom Pinion, Tony Gilman, Wade Peterson, Heather Kierzek, Jeff Spencer, and Kris Denzer.

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 May 23, 2022 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 recommend approval of the WRRF’s 2021 Compliance Maintenance Annual Report – The Utility again did a fantastic job, with a great Annual Report. It was moved by Ellington, seconded by Wedekind to approve the WRRF’s 2021 Compliance Maintenance Annual Report as presented. Motion carried unanimously.
- b. Review and recommend approval of a draft Well Head Protection Ordinance – Peterson presented the background. He said that the DNR has signed off on it. He said that it is adding some language to our Ordinance. He said that it protects the area around each well. It was moved by Wedekind, seconded by Ellington to recommend approval of the Well Head Protection Ordinance as presented. Motion carried unanimously.
- c. Review and recommend reducing the speed limit on CTH T (Taft Avenue) from Man Mound Road to 12th Street from 45 mph to 35 mph – Pinion presented the background to the Committee. He said Alderperson Kierzek has received a number of requests to reduce the speed limit, and Interim Police Chief Sinden would support reducing the speed limit 100%. It was moved by Ellington, seconded by Wedekind to recommend reducing the speed limit on CTH T (Taft Avenue) from Man Mound Road to 12th Street from 45 mph to 35 mph. Motion carried unanimously.
- d. Revise and recommend a parking restriction on the west side of Jefferson Street, south of 14th Street – Pinion said staff received a complaint about parking on the west side of Jefferson Street, along Dental Associates office Building, citing concerns about the lack of visibility of northbound traffic on Jefferson from eastbound traffic on 14th Street. He then said that he stumbled across a provision in the Ordinance that allows angle parking on the east side of Jefferson Street, 98’ south of 14th Street. Pinion felt the few vehicles that would be inconvenienced with eliminating the parking would be able to park in the parking lot across 14th Street. Kolb said that there is also the issue of angle parking on the east side of Jefferson Street, 14th to point 98’ south. He also said that between 11th

Street and a point 150' feet north of 11th Street should be kept; however, the stalls need to be striped. Kolb then said that angle parking is allowed between 8th Street and a point 117 feet south of 8th Street, he feels this should be eliminated. The Committee agreed. It was moved by Wedekind, seconded by Ellington to recommend to eliminate parking on the west side of Jefferson Street, south of 14th Street to 12th Street, east side of Jefferson Street between 14th Street and a point 98 feet south of 14th Street, and on Jefferson Street between 8th Street and a point 117 feet south of 8th Street. Motion carried unanimously.

- e. Review and recommend removing the angle parking provision from Section 7.09(2)(k) for the east side of Jefferson Street, south of 14th Street – Motion was made along with Item B.
- f. Review and approval of monthly Billing Adjustments/Credits for Sewer and Water Customers for April – It was moved by Ellington, seconded by Wedekind to approve monthly adjustments as presented. Motion carried unanimously.

Information Items – None

Reports

- a. Utility Superintendent's Report
- i. Staffing Updates – No report.
 - ii. Project Updates – Peterson said that the language has been agreed on for West Baraboo Agreement and should be finalized soon. He said that four of the 15 lead services are complete. Peterson said that the last of biosolids has been spread, one farmer wanted to wait until he cut his first crop hay. Crew has completed 95% of this year's sewer cleaning. He said that they have run into some issues with broken pipes. He said the contractor for sewer main lining has completed what was scheduled for this year. Two lines on 11th Street were addressed. Peterson said that the contractor has completed about 60% of the television and several mains were discovered that need urgent attention. He said most of the mains will be able to be addressed with our own crews, but time has not allowed. He said the old 36" concrete line on Barker needs a full replacement, Allen Steele is scheduled to complete it in mid-July. Utility crew has completed 70% of the hydrant and valve maintenance. County A tower has started, hopefully early August it will be back on-line. He said that he has been receiving a higher-than-normal number complaints about black water. The manganese level from Well #6 is high so the well was taken out of service.
- b. Street Superintendent's Report
- i. Staffing Updates – Staffing levels remain at 14, operating with 7:00 start 5-days per week.
 - ii. Activity Report – Gilman said alley reconstruction has begun with the 2/3 Alley – Birch to West and the 2/3 alley Center to Summit. Paving is tentatively scheduled for Mid-July. Crew will move to the 5/6 Wheeler to Camp alley. Gilman said that Department will have a stronger involvement with the Big Top Parade. He said the Department is assisting with the remaining few utility dig restorations as needed. Brush collection was then discussed. He said that the Refuse/Recycle RFP is being worked on.
 - iii. Project Updates – No report.
- c. Interim Police Chief's Report
- i. Staffing Updates – No change, still down two officers and one administrative assistant position.
 - ii. Case/Response Update – Labrosian said all reports were included in the packet. He said that the year-to-date, it may appear that they are down 3.5% which seems good; however, the types of cases and severity of cases being investigated are up. Labrosian said that the Circus Parade went great, the DPW was complimented.
- d. Fire Chief's Report
- i. Monthly Incident Report – No Report

AJOURNMENT – It was moved by Ellington, seconded by Wedekind to adjourn at 1:38 p.m. Motion carried.

Baraboo BID Meeting Minutes

6/22/2022

Present:

Members: S. Fay, B. Mcdaniel, A Killgallon, K. Thurow, D Marshall, T Sefkar, T. Wickus

Absent:

Members: B. Stelling, M Miller

Other:

President Fay called the meeting to order at 6:03pm
In Compliance of Open Meeting Laws
Approval of March 2022 minutes: Marshall/McDaniel, Carried
Adoption of Agenda: Thurow/McDaniel, Carried

Officer/Committee

Reports

President: Fay

- Note of Jewelers Edge is open. While there is a wait for supplies for a full restoration, normal operation is in affect

Secretary: Killgallon

None

Treasurer: Stelling

None

Appearances: Wickus

None

Business Development: Marshall

None

Finance: Stelling

None

Parking: Fay

- Lower Lot has been sprayed and are positively dead. Further removal should be completed prior to parade.
- Memorial idea is in progress of research of ideas as to what to put in there. We would need to be responsible for upkeep.
- Parking Committee meeting is TBD
- Promotions Committee meeting will be communicated in the near future concerning unspent funds.

Promotions: Wickus

Old Business: None

New Business:

- Approval of Financials
 - Killgallon/McDaniel, Carried

1. Vouchers
 - a. Kate Pettit – Farmers Market Manager - \$500
 - b. Clifton Larson Allen - \$1,700
 - c. Landscape Techniques, LLC - \$1,860.00
 - d. Madison Media Partners - \$2,115.50 - **Was Paid in Full March 26 2022/April 15th 2022 Will be followed up by T. Wickus
 - e. \$4,060 Total
 - f. Motion to Approve Sefkar/Marshall, Carried
2. Motion to approve bylaw change of meeting time from 5:45pm to 6:00pm
 - a. Marshall/Thorow, Carried
3. Next Agenda Items
 - a. July 20th 6pm at City Hall Chambers
 - b.

Motion to Adjourn at 6:24pm by Thorow, McDaniel, carried.

- **Copies of these meeting minutes are on file in the Clerk’s office:**
Public Arts.....6-23-2022 Library.....6-21-2022, 7-19-2022

CDA.....6-23-2022
Plan Comm.....6-21-2022

Ambulance.....6-22-2022, 6-28-2022

- **Petitions & Correspondence Being Referred:** Citizen Correspondence regarding ATV Route System.

CLOSED SESSION

Moved by Thurow, seconded by Ellington, to go into Closed Session. The Mayor announced 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. (Potential Mixed-Use Development)

Council Members Present: Wedekind, Kolb, Hazard, Kent, Petty, Ellington, Sloan, Kierzek, Thurow
Council Members Absent:
Others Present: Mayor Nelson, Treasurer Laux, Adm. Bradley, J. Ostrander, T. Pinion, P. Cannon

OPEN SESSION

Moved by Hazard, seconded by Ellington, to return to Open Session. The Mayor announced 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.

ADJOURNMENT

Moved by Petty, seconded by Kent, and carried on voice vote, that the meeting adjourn.

Brenda Zeman, City Clerk