

Members Present: Sloan, Kent, Petty

Absent:

Others Present: Mayor Nelson, Clerk Zeman, J. Ostrander, R. Sinden

Call to Order –Ald. Sloan called the meeting to order at 5:30p.m. noting compliance with the Open Meeting Law. Moved by Kent, seconded by Petty to approve the minutes of September 27, 2022. Motion carried unanimously. Moved by Petty, seconded by Kent to approve the amended 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 **\$982,384.69**. Motion carried unanimously.
- b) **Apple iPads** – J. Ostrander explained that we received quotes for 20 ipads with keypads. This purchase ties directly to the future use of eScribe for agenda management. The transfer of funds to cover this purchase will be made from the excess funds available in the Engineer budget. While the goal is to go paperless, paper copies of the agendas will be provided upon request. Moved by Kent, seconded by Petty to recommend to Council the budget transfer amendment authorizing the purchase of 20 (twenty) 9th generation Apple iPads. Motion carried unanimously.
- c) **Intergovernmental Agreement & Bylaws** – Ald. Petty, as chair of the Consolidation Committee, explained that months ago, they got together with the municipalities involved with the Baraboo District Ambulance Service (BDAS) to look at joining EMS with fire. Over the course of time, the consolidation of the EMS and Fire was worked out by the committee. It then went between the consolidation committee to the BDAS Board, back and forth until a final agreement was approved by both. From here the agreement and bylaws were provided to each participating municipality for a vote. The goal is to have this combined district active January 1, 2023. Ald. Petty also noted that the agreement includes a change to the weighting of the voting structure for the municipalities and allows for municipalities to contract for service vs being a member of the district. There are two separate municipal calculations; EMS based on number of calls and population and Fire based on equalized value, number of calls, and population. This is a solid start to the agreement and bylaws which can later be amended with supermajority vote of municipalities. Moved by Petty, seconded by Kent to recommend to Council the approval of the Intergovernmental Agreement and Bylaws for the Creation of the Baraboo Area Joint Fire and Emergency Medical Services District. Motion carried unanimously.
- d) **Alma Waite Funds Request** – J. Ostrander explained that every year residents can apply for the Alma Waite Funds. There were 2 applications received for 2023, the Baraboo Children’s Museum and Concerts on the Square, each for \$10,000. We are estimating \$13,900 will be received in 2022 for interest; 25% of this going back to the original fund. After expensing the approved applications for 2022, we will have expendable funds of \$8,536.73 for 2023. Ald. Sloan confirmed that we distributed more funds in 2022 than were earned; we projected interest rates that were lower than actual. The committee discussed options for going forward and it was agreed that instead of estimating for a calendar year, the Finance Department would look at actual interest earned for October 1st through September 30th to be awarded the following year, in this case 2024. To avoid not giving any funds, it is the Committee’s recommendation to be conservative and award only a total of \$3,000 for 2023, split 50/50 between the two applicants. Motion by Kent, seconded by Petty to recommend to Common Council to spend \$3,000 from the Alma Waite Funds, splitting it 50/50 between the two applicants. Motion carried unanimously.
- e) **Acceptance of Police Grant** – R. Sinden explained that this is a grant that was announced back in March. The City of Baraboo Police Department was allocated \$32,178.58. He is looking for approval to accept this grant. With this grant the City must spend the money, and we are then reimbursed. The grant funds must be spent by June 30, 2023. Ald. Sloan requested that these purchases be approved by the Finance/Personnel Committee prior to the actual purchase. Moved by Petty, seconded by Kent to recommend to Common Council to authorize the Baraboo Police Department to accept \$32,178.58 Department of Administration (DOA) funds, or “ARPA Funds”, from the Coronavirus State Fiscal Recovery Fund with the requirement that the expenditures are included to the Finance/Personnel Committee for prior approval of purchase. Motion carried unanimously.

Discussion Items:

- a) Employee Personnel Policy and Handbook – Mayor Nelson explained that with the hire of new personnel in the Finance Department, City Adm. Bradley raised the question of why we do a drug test when marijuana is now legal in surrounding states. The Committee would like recommendation from legal counsel.
- b) Discuss Options for Broadcasting the City Council Meetings – No discussion took place; this will be placed on the next agenda.
- c) Purchasing Policy – No discussion took place; the Committee will continue to review this at future meetings.

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

Brenda Zeman, City Clerk