

## 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 Montie 614 Ash Street asked what their 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. Malarie 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 annual sewer main cleaning project. Crew still has 50% of spring bio solids to haul out. Ellington asked status on vehicle leasing.

Gilman said that they met again with Enterprises and they included some other costs that were involved in the program, but not previously discussed, it increased approximately \$47.00/month per vehicle. He said Peterson sent some information to Casey and it will be reviewed again.

b. Street Superintendent's Report

- i. Staffing Updates – Staff levels remain the same at 14. Gilman said the department is still operating with 7:00 a.m. start 5-days per weeks as our “normal” schedule. He said they elected to utilize a 4-10 workweek at the tail end of stump grinder rental.
- ii. Activity Report – Gilman said tree removals are complete. He said that 275 out of 365 stumps were ground inside the scheduled rental period; he has reserved another stump grinder for the last week of June, hoping to complete the remaining stumps. Gilman said leaf collection would continue as scheduled through the week of May 16. The 2022 budgeted leaf vac was scheduled to arrive the first week of April but has been delayed several times and is now expected to arrive the week of 5/23. DPW has been helping the Utilities with the replacement of concrete related to water breaks from the past winter. He said all patches should be prepped and repaved by 5/27.
- iii. Project Updates – Gilman said there is nothing new to report regarding the equipment/vehicle/materials tracking capabilities. He said that he and Travis Steinke would be meeting with a Precice representative again to determine a cost more specific to our needs.
- iv. Informational – Gilman said in an effort to reduce cost without a loss of services, staff have been discussing methods to improve efficiency. He said several tasks are being evaluated including brush collection methods/disposal practices, refuse/recycling collection, and snow plowing/removal.

c. Police Chief's Report

- i. Staffing Updates – Sinden said Chief Schauf has retired on May 6. He said they would not be rehiring for the replacement officer position. He said one of the cuts he had to made in the 2023 budget was two eliminate two sworn officer positions, and an administrative assistant's position in conjunction with trying to find \$150,000 from the schools
- ii. Case/Response Update – Sinden said all reports were included in the packet. He said that all the reports that the Committee asked for are still present, he modified one to show trends, showing percentage of change in each category. He said that the City is substantially up in vehicle thefts, but what is disturbing because the vehicles being taken had keys in them. He said that in the future there might be a possibility to discussion an ordinance, making leaving keys in a car a code violation. He said that sexual assaults are decreasing.

d. Fire Chief's Report

- i. Monthly Incident Report – Report was included in Council packet. Calls are up 16%.
- ii. Fire & EMS Facility Design Update – Stieve said this is still being worked on.
- iii. Staffing updates – Stieve said they could always use more people; one will be moving out of the area June 1. He said a Firefighter 1 class is scheduled in Baraboo next fall.

**AJOURNMENT** – It was moved by Wedekind, seconded by Ellington to adjourn at 2:00 p.m. Motion carried.

Respectfully submitted,

Tom Kolb, Chairman