

Minutes of the Public Safety Committee Meeting – June 14, 2021

Members Present: Phil Wedekind, Tom Kolb and Mike Plautz. **Others Present:** Tom Pinion, Mark Schauf, Kevin Stieve, Wade Petersen, and Tony Gilman.

Chairman Kolb congratulated Phil Wedekind for stepping down as Chairman of the PSC after numerous years.

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 Plautz to approve the agenda as posted. Motion carried unanimously. It was moved by Wedekind, seconded by Plautz to approve the minutes of the March 29, 2021 meeting with the correction of Plautz being present. Motion carried unanimously.

Action Items

- a. Consider Alliant Energy's request for a 12-foot wide utility easement for natural gas on City-owned land on the south side of the City Service Center campus, between S Center Street and Briar Street – Pinion said that Alliant Energy is in the process of redoing a fair amount of their gas network through the City. It was moved by Wedekind, seconded by Plautz to recommend approving Alliant Energy's request for a 12-foot wide utility easement. Motion carried unanimously.
- b. Review and recommendation to add two new streetlights on the east side of the 1300 block of Lake Street, between its two intersections with Springbrook Drive – Pinion presented the background for this topic. As the area has grown, he has received calls regarding the darkness in this area. It was moved by Wedekind, seconded by Plautz to approve adding two new streetlights on the east side of the 1300 block of Lake Street as requested. Motion carried unanimously.
- c. Review and recommendation public access from STH 33 to proposed subdivision development on the City-Owned property (a/k/a the Jackson Farm) on the south side of STH 33, approximately ¼ miles east of CTH T – Pinion presented the background of this item to the Committee. Reportedly, in 1992, the DOT compensated the Jacksons for the little bit of right-of-way they acquired along the front of their property and the document suggests the Jacksons were also restricted to a single private access point, which is the existing driveway. He said the DOT contends they formally acquired access control and they are not required to approve any additional access to STH 33. Pinion questions whether or not the DOT's acquisition applies to the subsequent owners, successors, heirs and assigns. The City has an interest in seeing the Jackson Farm develop to meet the increasing needs for housing in Baraboo and that two public access points are necessary in the interest of public safety to avoid a situation like the Blackhawk Manor Mobile Home Park, which has approximately 400 mobile home lots with Moore Street being the one and only access point onto South Blvd. An awful lot has changed since 1992; the ownership has changed, the property was annexed to the City of Baraboo from the Town of Greenfield, the City limits now extend 1/4 mile east of the former Jackson property, and the City developed a Comprehensive Plan showing a clear intention to develop the property. Given the magnitude of the changes over the last 28 years, Pinion suggested the DOT should be more receptive to allowing a second access given and that the City should agree to work with the DOT to control the number of access points in that ¾ mile of STH 33 east of CTH T (that was outside of the City limits in 1992). Kolb asked how the City would control it and Pinion explained the City's authority to regulate all land divisions and subdivision. The DOT contends that Schwartz property already has two approved access points, one private drive and one field entrance. Pinion said that the City could exercise its eminent domain authority to acquire the field entrance immediately west of the Jackson property and convert it into a public access point; however the DOT explained they had no obligation to convert a field entrance to a public entrance. Pinion explained that the City has appealed to Representative Considine's and Senator Erpenbach's offices and they are trying to work with staff at the DOT. Pinion said that he has had two virtual meetings with DOT's development team. Pinion explained he is soliciting support for two public access points from the City and the County in the interest of public safety. **It was moved by Wedekind, seconded by Plautz to recommend approval of two public access connections onto STH 33, in the interest of public safety, to support the proposed development on the south side of STH 33 as presented. Motion carried unanimously.**
- d. Review and recommend approval of the Water Resource Recovery Facility's 2020 Compliance Maintenance Annual Report (CMAR) – Peterson said that this report is the Utilities yearly report card, the crew and staff have done an outstanding job again, all As and one B. It was moved by Plautz, seconded by Wedekind to recommend approval of the Water Resource Recovery Facility's 2020 Compliance Maintenance Annual Report as presented. Motion carried unanimously.
- e. Review and approve proposed revisions to Utilities Fees on City's Official Fee Schedule – Peterson said that the revisions would incorporate at the new rate structure for the Water Utility, things that were passed by the Public Service Commission. It was moved by Wedekind, seconded by Plautz to approve the proposed revisions to Utilities Fees as presented. Motion carried unanimously.

- f. Review and approve the School Resource Officer Memorandum of Understanding between the City of Baraboo and the Baraboo School District – Chief Schauf presented the background. He said that the current MOU was created in 2017 and expires this year, and they are now trying to update it to what they are actually doing at this time. He said that the biggest change is the adoption of State Statute of Act 143, which is the School Safety Act. He said as part of that there are statutory requirements for doing threat assessment that the school has to do which involves the police department. He said that the MOU would then set the School Resource Officer as the primary point of contact. He said that the MOA clearly delineates that a police officer’s job within the school and show that they are not school staff. Schauf said that one thing Officer Sabol created in the Middle School is a contract against bullying, the student signs the contract and if they are involved in an active bullying that is reported to the school resource officer, she pulls the student in and also their contract, shows them what they did, and then writes out something that the student has to take home to their parents. He said that the new School Administrator is on-board with what is being done. It was moved by Plautz, seconded by Wedekind to approve the School Resource Officer Memorandum of Understanding as presented. Motion carried unanimously.

- g. Review and approval of monthly Billing Adjustments/Credits for Sewer and Water Customers for March, April, and May 2021 – There was no adjustments/credits for May. It was moved by Wedekind, seconded by Plautz to approve the monthly Billing Adjustments/Credits for March and April. Motion carried unanimously.

Information Items

Reports

- a. Utility Superintendent’s Report
 - i. Staffing Updates – Nothing to reports
 - ii. Project Updates – Peterson said other than the new business items discussed earlier the crew has finished the 2021 sewer cleaning and root cutting. He said that the crew is making good progress on the maintenance program for hydrants and valve. He said that they would have a contractor this summer to paint another 70 fire hydrants. Peterson said that the first disconnection day was on May 18, and the number of customers and dollars in arrear was not too different from pre-Covid-19.

- b. Street Superintendent’s Report
 - i. Staffing Updates – Gilman said that staff has been continuing with split shift that we have used since COVID.
 - ii. Monthly Report on Public Works Department activities – Gilman stated that the brush chipping crew has been sent out, as a filler task when there is a couple crewmembers available. He said responding to requested brush pickups on an as requested basis, and addressing those piles when there is an accumulated list of 10-12 has been working. He said there were a few incidents where tree contractors did work for residents and placed on the curb for City to pick up. He said the brush pickup program clearly states that the City will not pickup contractor generated brush, hoping this issue is resolved via word of mouth; however, if not a policy or ordinance may need to be created for enforcement purposes. Leaf pickup for spring 2021 is complete, with the next scheduled pickup to begin October 18, 2021. He said that the yard waste disposal site has been managed and the users cooperative. He said that there were a couple incidents of brush/garbage being dumped at the yard waste site; but the PD was able to identify the individuals and had them pick up the un-allowed materials for proper disposal. Traffic striping has been ongoing since warm weather. The painting crew will be painting crosswalks, centerlines, parking lots and No Parking areas. He said that the City would be going away from painting driveway ends yellow, as we are not obligated to provide that service. Street sweeping is ongoing through the spring/summer/fall months with early morning sweeping downtown every other Friday or the day prior to special events. He said that currently all streets and alleys have been swept at least once.
 - iii. Project Updates – Gilman said that the crew has started on alleys with the 2/3 – West to Center being rough prepped for future paving. They have begun cutting the 6-7 Birch to West alley on June 1 and expect to have that rough prepped by the end of the week. He said that it is his plan to then move to the 8th Avenue/Summit Alley and prepare for pavement. Gilman said Engineering staff is evaluating the intersection of Ott Lane/Jefferson and Parkside/Spruce drive to determine the feasibility of asphalt and concrete repairs. Gilman said that they have the usual street maintenance items to be address throughout the 2021 road construction season. Crack filling, asphalt patching, and stormsewer maintenance will be performed again this year.
 - iv. Informational items – Gilman said that the department is assembly a list of areas in which No Parking to be designated. He said that some areas have been found troublesome when entering or exiting alleys with the refuse/recycling equipment and plow equipment.

- c. Police Chief's Report
 - i. Staffing Update – Schauf said that Officer Voltz has been promoted to Detective and Voltz's position has been filled. He said the department is getting ready for summer activities such as the fair and 4th of July. He said with the changes in COVID policy the department is getting questions answered as best as they can. He said that the gas prices increased about 20% more than expected.
 - ii. Case Response Update – Schauf answered questions from the Committee regarding case response reports included in the packet.

- d. Fire Chief's Report
 - i. Monthly Incident Report – Stieve said the monthly incident report would be in the Council packet.
 - ii. Building Remodel Update – Stieve said the EMS has been in the building for a few months. He said that one HVAC rooftop unit was replaced. He said that they have a system in place where someone comes across something they scan a QR code and fill out a form to fix it. He said that he does have a PO pending for a front entrance door to make it more energy efficient and become a punch key lock.
 - iii. Staffing updates – Stieve said that there were some retirements at the end of April. He said there is one person taking the test on Monday, and he is applying with Baraboo Ambulance. He said that some of the retirees were officers and he is the process of contacting the people that were not promoted. He said that there are four lieutenant positions open with five candidates. Stieve explained the promotion process.

AJOURNMENT – It was moved by Wedekind, seconded by Plautz to adjourn at 2:02 p.m. Motion carried.

Respectfully submitted,

Tom Kolb, Chairman