

**Council Chambers, Municipal Building, Baraboo, Wisconsin
Tuesday, February 24, 2015 – 7:00 p.m.**

Mayor Palm called the regular meeting of Council to order.

Roll call was taken.

Council Members Present: Wedekind, Kolb, Plautz, Sloan, Petty, Alt, Robkin, Thurow

Council Members Absent: Ellington

Others Present: Atty. Reitz, Chief Schauf, Clerk Giese, Adm. Geick, members of the press and others.

The Pledge of Allegiance was given.

Moved by Kolb, seconded by Wedekind and carried to approve the minutes of February 10, 2015.

Moved by Alt, seconded by Wedekind and carried to approve the agenda.

Compliance with the Open Meeting Law was noted.

PRESENTATION

The Mayor presented a Baraboo Gem Award to Bob Dewel for his lifetime of activities promoting Baraboo and being involved in civic activities.

PUBLIC INVITED TO SPEAK –No one spoke.

MAYOR'S COMMENTS

The Mayor would like to congratulate the following employees on their anniversaries with the City:

- Maintenance Technician, Cale Good – 15 years
- Park & Recreation Facility Manager, Teri Fichter – 20 years

Announcement of a Special Committee of the Whole meeting on March 2, 2015 to discuss security and space needs at the City Hall.

CONSENT AGENDA

Resolution No. 14-120

THAT the Accounts Payable, in the amount of \$3,717,733.45 be allowed and ordered paid.

Moved by Petty, seconded by Sloan and carried on voice vote to approve the Consent agenda.

NEW BUSINESS

Resolutions:

Resolution No. 14-121

That the City of Baraboo purchase three 2015 Braun Dodge Grand Caravan Vision RE rear load minivan vehicles from A&J in the amount of \$92,970 with a local share of \$17,463 dollars.

Moved by Kolb, seconded by Thurow, and carried that **Resolution No. 14-121** be approved – 8 ayes.

Resolution No. 14-122

THAT the Mayor, on behalf of the City of Baraboo, be authorized to execute and enter into a Joint Powers Agreement with Sauk County for the 911 Emergency System as attached hereto and made a part hereof.

Moved by Wedekind, seconded by Kolb, and carried that **Resolution No. 14-122** be approved - 8 ayes.

ORDINANCES ON 2ND READING

Moved by Petty, seconded by Sloan and carried unanimously to approve the 2nd reading of Ordinance 2428 regulating the use and possession of tobacco products by minors.

MAYOR, ADMINISTRATOR, AND COUNCIL COMMENTS

Mayor attended lobby day in Madison and he met with our local representatives to discuss budget issues. The Mayor is planning quarterly meetings with legislators and other Sauk County elected officials.

Adm Geick explained that water mains have begun breaking because of the deep freezing temperatures and crews have been repairing them.

REPORTS and MINUTES

The City officially acknowledges receipt and distribution of the following:

Monthly Reports for January, 2015 from – Police Dept., and Treasurer**Administrative Committee****February 2, 2015**

Present: Ellington, Robkin

Absent: Alt

Also Present: Atty Reitz, Mayor Palm, Cheryl Giese, Chief Schauf

The meeting was called to order by Ald. Robkin at noon, noting compliance with the Open Meetings law.

Moved by Ellington, seconded by Robkin and carried to approve the minutes of October 13, 2014. Motion by Ellington, seconded by Robkin to approve the agenda and carried unanimously.

Airport Operations: Giese gave a report of airport activities for the last month, highlighting activities of tree removal and trimming, pavement project substantially completed in 2014 and property acquisition.

Nicotine Vapor Products and Minors – Attorney Reitz explained the need for ordinance revisions to prohibit minor's use of nicotine vapor products to coincide with State law—reclassifying this as a municipal ordinance. Moved by Ellington, seconded by Robkin and carried to recommend to Council for action.

ADA Status Report – Adm. Geick explained the listing of ADA issues found at the major city properties as found in the 1992 Transitional Plan. The listing still needs to be prioritized, which Adm Geick will focus on in the next few months. Building corrections and modifications will be addressed as the City budget allows.

Next meeting is to be held March 2, 2015 at 12 p.m.

Moved by Ellington, seconded by Robkin and carried to adjourn.

Baraboo Public Arts Ad-Hoc Committee Meeting**February 3, 2015**

Members Attending: Sonja Stauffacher, Bekah Stelling, Rochelle Robkin, Kurt Cottier

Members Absent: Mark Tully, Brian Heller

Others Attending: Mayor Mike Palm, City Administrator Ed Geick, Joe Colossa, Larry McCoy

Call to Order: 8:00AM

Agenda: Moved by Stauffacher and seconded by Stelling to approve; approved unanimously by voice vote.

Minutes: From January 22, 2015

Discussion included the following:

- Mural Discussion
- Consider one or more panels, artists can propose options;
- Do a grid of the picture for the wall;
- Submit cost estimates for “on brick” or “on panel”

- West side of Alma Waite Building as an alternative;
- February 13, 2015 1PM as pre-bid conference;
- Agenda for February 13 discussed;
- Judging Committee
 1. Should be separate from other committee
 2. Ann Katz, Bob, Joe, Morgan were discussed as nominees

Next regular meeting will be held on Thursday, February 26, 2015, 8:00am

Adjourn: Palm moved, Stelling seconded at 8:45AM.

Insurance/Claims Committee - Open

February 5, 2015

Members Present: Geick, Pinion, Schauf

Others Present: Reitz, Giese

Citizens Present: representative for David Block

Geick called the meeting to order and noted compliance with the Open Meeting Law at 10:00 a.m.
Moved by Pinion, seconded by Schauf and carried to adopt the agenda.
The Committee met in open session.

Claimant Block was represented by his girlfriend who reported that a plow driver knocked on their door on January 4th to advise that he had struck their truck with a city snow plow. A city police officer, Mark Lee, was also present. Two estimates were presented from Metro Ford for \$3173.63 including a courtesy car and a second from Kayser Ford for \$3469.97 plus another \$153.99 for a car rental. They would be satisfied with the Metro Ford estimate being awarded. Claimant representative left the meeting. This is a 2010 Ford F150 with 131,748 miles in good condition. The Committee reviewed the police report and agreed that a city employee operating the plow truck caused the vehicle damage. Moved by Pinion, seconded by Schauf and carried unanimously to award the claim of Rick Block for \$3173.63.

Claimant Latham was not present and the Committee reviewed her claim for \$100 to her mailbox when it was allegedly hit by a city snowplow. Pinion stated that the mailbox was hit by a city snowplow but disputes the \$100 fee because of city code 8.04 which limits the City's liability for mailbox damage. Moved by Pinion, seconded by Schauf and carried unanimously to offer up to \$45 for a mailbox reimbursement.

Claimant Ardelt was not present and withdrew his claim since his mailbox has already been replaced to his satisfaction by the public works department.

Adjournment - Moved by Schauf, seconded by Pinion and unanimously carried to adjourn at 10:30 a.m.

Minutes of the Public Safety Committee Meeting –

February 9, 2015

Members Present: Phil Wedekind, Tom Kolb, and Mike Plautz. **Others Present:** Administrator Geick, Mayor Palm, Chief Schauf, Chief Stieve, Engineer Pinion, Bob Koss, and Wade Peterson, Rob Uphoff, Ben Bromley, and Kris Jackson.

Call to Order - Committee Chairman Phil Wedekind called the meeting to order at 1:00 P.M. at the City Service Building, 450 Roundhouse Court, Baraboo, Wisconsin. Compliance with the Open Meeting Law was noted. It was moved by Kolb, seconded by Plautz to approve the agenda as posted and by voice vote, the motion carried. It was moved by Kolb, seconded by Plautz to approve the minutes of the January 9, 2015. By voice vote the motion carried.

New Business

- a. Review and recommendation regarding Public Works Department staffing and filling a current vacancy – Engineer Pinion stated that in May of 2014 it was recommended that the department add a second mechanic. He said that it was a good idea for awhile; however, since then one mechanic left in early November and since that time the current mechanic has been doing more than holding his own, so we would like to get back to 14 crewmen and one mechanic, but felt it should be brought before the Committee. It was moved by Plautz, seconded by Kolb to approve the recommendation of staff to fill the vacancy for a Public Works Crewman. Motion carried unanimously.
- b. Discussion and recommendation regarding the proximity of the existing alley right-of-way behind the Baraboo Public Library and its impact on their expansion plans – Pinion said that he and Administrator Geick attended the Library Board and Building Committee's meeting and one of the items that came up that there are no windows on the north side of the library. He said that a couple of members of the committee think that the parking lot off the north side of the library that a secondary, maybe even turn it in to the primary entrance, which he felt didn't have a lot of support. He said that what the architect is saying is because that building is built right tight to the alley right-of-way the building code precludes them from putting any openings in; therefore, thinking out loud they asked what if they removed that as the property line and theoretically vacate the alley and then just grant an easement to continue the alley's use. Pinion felt that it was a unique enough inquiry to at least get some feedback from the Committee. Pinion felt looking at it he feels that the City should just preserve the alley as public right-of-way, the way it is intended. He felt that if it is an alley it should be a right-of-way as opposed to an easement. It was consensus of the Committee to not go with an easement.

- c. Review and recommendation to award contract for the Mine Street Water Tower Repainting project – Peterson said that six qualifying bids for the project were received. Peterson said that they were short on estimating; however, they do have enough funds in the OM fund to proceed with the project. He said that this is a total complete rehab of the water tower, both inside and out. He said that there are some safety features that will be added, it will be made so it has some availability if an outside cell service or somebody would like to co-locate on the tower. Peterson said that he received good references on LC United Painting. He said that the number two bidder, MK Painting did not receive good references; therefore, between the price and that he would like to use LC Painting. Peterson said that at this time it is designed to look like the other water towers, it may either be solid like the other ones or a two-toned. He said that once the bid is awarded he will have them and the Country Club get together because the Country Club has shown some interest in some other paint designs, but they are well aware that they would have the additional cost and that it would be brought back to the Committee for final approval. It was moved by Kolb, seconded by Plautz to award the contract for the Mine Street Water Tower repainting project to L.C. Painting Company in the amount of \$348,500. Motion carried unanimously.
- d. Review and recommendation to approve the Joint Powers Agreement for the 911 System – Chief Schauf stated that this is a housekeeping item; with the joint powers it gives us the authority to have Sauk County dispatch for us. It was moved by Kolb, seconded by Plautz to recommend the approval of the Joint Powers Agreement for the 911 System. Motion carried unanimously.
- e. Discuss the prospective implementation of Rescue Task Force procedures in Baraboo – Schauf said that he asked this to be placed on the agenda is to introduce the concept as the committee that both he and Chief Stieve report to for Public Safety matters. He said that this is the direction that they are moving in Sauk County, which includes all of Sauk County law enforcement well as Sauk County Fire and EMS. He then explained the Rescue Task Force concept to the Committee.
- f. Discuss the Police Department's concerns about building security at City Hall – Schauf said that building security has become an increasing concern for him. He said that there were three incidences in the last three months where people became physically aggressive and assaulted police officers in the small room. He someone came in to the lobby with a weapon on something of that nature and a confrontation took place, City Hall would have to be shut down as a crime scene and no one would come in or out, which could be for days. This is something that needs to be thought about as far as the safety of employees and citizens and come up with a plan.
- g. Review response times report for Baraboo Fire Department – Chief Stieve said that the report talks about single-family dwellings, 2-story with no basements. He said that he includes all structure fires in the report because he feels that it is important for the Committee to know how the department is responding, and how long it takes them to get there. He then explained the report in detail to the Committee. He said that the department goes to the Health Career class at the high school, he is going to try to bundle some of the information in the short time period that they have with them to try to show them the importance of knowing and practicing fire safety. He is going to try and do the same thing other places they go and he will also type something up for the Spring Newsletter. He has taught about trying an "Open House" to invite people to go through it, but he doesn't know how many people would come.

Reports

- a. Utility Superintendent's Report – Peterson said that Well #8 was pulled and they did find what the issues were and it is hoped that it will back in service by the end of the week. He said that last month the Finance Committee approved for the Utility Department to start taking some of the collections for utility bills, therefore, some internal procedures have been updated. He said that instead of the Committee only seeing credits that are over \$500, the Committee will actually see every credit that was given throughout that quarter.
- b. Street Superintendent's Report – Koss said that they are working on patching and tree removal. He said that they will be doing stump grinding in March and then the Parks will do their planting. Koss said that when all the trees are down, the total is 120 street trees and approximately 200 in the parks. Kolb asked if most of them were Ash trees. Koss said that the ones in the parks are mostly Ash; otherwise they street trees are a little bit of everything.
- c. Police Chief's Report – Schauf said that he is four bodies short in the Department at this time. He said that the Sheriff has hired two of his officers and to answer the question as to why, it is because we are a young agency and they realize that there isn't the ability to grow as the Sheriff's office does. He said that the Sheriff's office is looking that approximately 75% of their supervisors will retire in the next five years, so obviously if someone gets hired here they have a faster way up. He said that there is one officer in field training at this time and then he will get the hiring process going to get some more hired.
- d. Fire Chief's Report – Stieve said that he has had one resign, which brings the department down to 43 and he does has a promotion since Captain Thompson's passing, the Lieutenant on the Aerial Company has been promoted to Captain.

ADJOURNMENT – Kolb moved, Plautz seconded to adjourn the meeting at 1:56 pm. Motion carried.

Members Present: Petty, Sloan and Thurow

Absent: None.

Others Present: M. Palm, E. Geick, W. Petersen, M. Schauf, Jim Mann, M. Kligenmeyer, media and the public

Call to Order –Ald. Petty called the meeting to order at 6:00 p.m. noting compliance with the Open Meeting Law. Moved by Sloan seconded by Thurow to adopt the agenda and carried unanimously. Moved by Sloan, second by Thurow to approve the minutes of the January 27, 2015 meeting with the correction that he did not second the motion to adjourn the previous meeting because he was absent. Motion carried, unanimously.

Accounts Payable – Moved by Thurow, seconded by Sloan to recommend Council approval of the accounts payable for \$338,257.24. Thurow expressed concern that page totals were not on the A/P reports. Kligenmeyer explained the software had been experiencing some difficulties. Motion carried unanimously.

Alma Waite Building – Chief Schauf presented information and pictures as to how the Police Department utilizes a portion of the Alma Waite Building for storage. Some changes had to be made to the area during the department's accreditation process, including the construction of a wall. At the suggestion of Cale Good, a loft was also constructed for evidence that must be retained permanently. No action was taken on a recommendation of the sale of the building.

Mine Street Water Tower – Wade Peterson presented information on the Bid Tabulation for repainting the Mine Street Water Tower. The bids were over-budget due to the decision to use full containment during the process. That decision was made because of the proximity to parking at the golf course. The utility has enough funds in O&M to cover the project and Alternate 2 of the proposal including a mixer in the tower to aid in winter freezing and disinfectant by-product accumulation. Tim Mikonowicz, Project Manager for MSA, recommends the low responsive bidder, L.C. United Painting Co., Inc of Sterling Heights, MI be accepted and the award made. Moved by Sloan, second by Thurow to recommend Council approval. Motion carried unanimously.

Pleasant View Subdivision –No action taken. Letter from Dan Gillette did not arrive.

Bond Sale – Jim Mann, Ehlers Financial Advisor, presented information for the issuance of debt associated with the UW Science Building. The City is rated Aa3, and bonds of this rating are highly sought after by investors.

- Moved by Sloan, second by Thurow to recommend Council approval of the Initial Authorization of Bonds not to exceed \$3,075,000 for the UW Campus Science Building Project. Motion carried, unanimously.
- Moved by Thurow, second by Sloan to recommend Council approval Directing Publication of Notice to Electors Relating to UW Campus Science Building Project. Motion carried, unanimously.
- Moved by Sloan, second by Thurow to recommend Council approval of the Sale of approximately \$3,075,000 for the UW Campus Science Building Project. Motion carried, unanimously.

Committee Comments: None.

Adjournment – Moved by Sloan second by Thurow to adjourn. Motion carried, meeting adjourned at 6:30 p.m.

Copies of these meeting minutes are on file in the Clerk's office:

Library Board	1-20-15	Library Building & Grounds Comt10-20-14
Pink Lady Rail Comm.	8-5-14, 12-2-14	Parks & Recreation Comm.
1-12-15		
District Ambulance Comm	11-19-14, 12-17-14	

ADJOURNMENT

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