

AGENDA FOR THE CITY OF BARABOO PUBLIC SAFETY COMMITTEE

Members noticed must notify Committee Chairman Wedekind at least 24 hours before the meeting if they will not be able to attend.

Date and Time: Monday, March 21, 2016 – 1:00 P.M.
Location: City Council Chambers – 135 4th Street, Baraboo, Wisconsin
Members Noticed: Phil Wedekind, Tom Kolb, Michael Plautz
Others Noticed: Administrator E. Geick, Mayor M. Palm, Police Chief M. Schauf, Fire Chief K. Stieve, T. Pinion, R. Koss, W. Peterson, E. Robkin, Media, and Library.

1. Call to Order

- a. Note compliance with the Open Meeting Law.
- b. Roll call.
- c. Approve agenda.
- d. Approve minutes of February 29, 2016 Public Safety Committee meeting.

2. New Business

- a. Review Bid Tabulation and Recommend Award of 2016 Water Street Watermain Replacement Project.
- b. Review reconstruction project plan for Martiny Court and consider installation of sidewalk on the south side of 12th Street between Martiny Court and Jefferson Street.
- c. Request for a Handicap Accessible Parking Stall on south side of 3rd Avenue, between Broadway and Birch Street near Cross, Jenks, Mercer & Maffei.
- d. Review and recommend accepting the conveyance of 264 feet of an existing shared private driveway, on the west end of the existing alley west of Oak Street between Oak and Birch Streets, as a public alley right-of-way.
- e. Review and Approval monthly Billing Adjustments/Credits for Sewer and Water Customers for March 2016.

3. Reports

- a. Utility Superintendent's Report
- b. Street Superintendent's Report
- c. Police Chief's Report
- d. Fire Chief's Report

4. Adjournment

Phil Wedekind, Chairperson

Agenda Prepared by Kris Jackson
Agenda Posted by Kris Jackson March 17, 2016

PLEASE TAKE NOTICE that any person who has a qualifying disability as defined by the Americans with Disabilities Act, that requires the meeting or materials at the meeting to be in an accessible location or format, should contact the Municipal Clerk (135 Fourth Street or phone 355-2700) during regular business hours at least 48 hours before the meeting so that reasonable arrangements can be made to accommodate each request.

It is possible that members of and possibly a quorum of members of other governmental bodies of the City of Baraboo, who are not members of the above Council, committee, commission, or board, may be in attendance at the above stated meeting to gather information. However, no formal action will be taken by any governmental body at the above stated meeting, **other than the Council, committee, commission, or board identified in the caption of this notice.**

FOR INFORMATION ONLY, NOT TO BE PUBLISHED

Minutes of the Public Safety Committee Meeting – February 29, 2016

Members Present: Phil Wedekind, Tom Kolb, and Mike Plautz. **Others Present:** Tom Pinion, Ed Geick, Wade Peterson, Kevin Stieve, Chief Schauf, Lacey Steffes, and Kris Jackson.

Call to Order - Committee Chairman Phil Wedekind called the meeting to order at 1:00 P.M. at the City Council Chambers, 135 4th Street, 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 25, 2016 meeting. By voice vote the motion carried.

New Business

- a. Review and recommendation to close 3rd Street, between Ash and Oak Streets, for a Special Event on May 21st sponsored by Spa Serenity, featuring a Farm to Pavement Dinner with proceeds benefiting the local Boys & Girls Club and their new Kids Café program – Lacey Steffes said that Spa Serenity will be celebrating their ten-year anniversary this spring and would like to organize an event that would somehow give back to the community and they chose the Boys and Girls Club's Food Program, since they have their new kitchen that they have been working on. They have planned a dinner event with a caterer from Madison, The Harvest Tavern. She said that 125 to 150 tickets will be sold, with a cocktail hour with beer and wine, the dinner, and then entertainment after dinner on 3rd Street, with everything ending by 10:00 p.m. She said that she has talked to all neighboring businesses on 3rd that would be open during those hours and be affected to let them know what they would be doing and invited them to participate with them and there were no objections. She said that the street would open back up at 11:00 p.m. for cleanup. Pinion said that Staff has met with Lacey a couple of times and they will be maintaining a portion of the street that won't be obstructed so that the Fire Department could get through. Staff has no objections. It was moved by Kolb, seconded by Plautz to approve the Special Event on May 21st as presented. Motion carried unanimously.
- b. Review and approve \$9,000 Contract with MSA Professional Services to complete a Biosolids Study at our WWTP in 2016 – Peterson said that he is looking at their equipment used to process biosolids, which is cost \$1,000,000 to \$1,500,000 to do so. The contract with MSA is to provide the engineering and bring everything together. He said that the reason this is being done now with the project not being done for two to three years is because we need to give our outlying communities advance notice of their portion of their bill will be. It was moved by Kolb, seconded by Plautz to approve the \$9,000 Contract with MSA Professional Services to complete a Biosolids Study at WWTP in 2016. Motion carried unanimously.
- c. Review and approve monthly Billing Adjustments/Credits for Sewer and Water Customers for January and February 2016 – It was moved by Kolb, seconded by Plautz to approve the monthly Billing Adjustments/Credits as presented. Motion carried unanimously.
- d. Discussion on Draft Uniform Crime Report (UCR) – Schauf said that this is a draft report and anytime that the Department take and investigate calls they are required to go onto the Federal website and document everything from number of cases, number of arrests, etc. Schauf then explained the reports to the Committee. Schauf then explained why the draft UCR showed that nobody was arrested for sale of drugs, which was incorrect. He said that the possession of drug paraphernalia has a higher rating in the UCR than the delivery of cocaine or delivery of marijuana, and therefore that is what is placed in the report. He said that he is having his Clerk try to clean up the numbers. He did say that one thing that he is proud of is that it shows that the Clearance rates are up.
- e. Review and Approve Quote for Body-Worn Cameras for the Police Department – Schauf said that he doesn't necessarily need approval on this quote, but he wanted to give the Committee an update. He said that the Department was not selected for the Grant and the reason why is because he had been too proactive and had purchased some small video cameras; therefore, they said since the Department already had a program they were going to go with someone else that didn't have one. He said that he provided the quote to the Committee so that they can see how much it is going to cost. He said that this is the way of the future, and these cameras will have to be purchased for all officers. He said that the cost will be approximately \$950.00 per camera, about \$1,000 in licensing fees, and approximately \$825/year in software fees.
- f. Review and Approve revision to the Fire Department Capital Equipment Replacement Plan – Chief Stieve stated that this item and g. go together and it was the consensus that they would be discussed together. Stieve said that it was in 2012 when the Capital Equipment Plan was originally approved. He believes it was 2014 that is was added to replace the van and Car #2, which is a Crown Victorian with one vehicle, being a pickup truck. He said that was scheduled for 2016 and the money was allocated in the Capital Equipment Fund because we do have money available in the Fire Department Equipment Fund, so it wasn't put in the budget for 2016. He said during budget deliberations it was decided to hold off on the plan because the Public Works has a vehicle to borrow the Department to haul hose, etc. He said after further consideration and looking at the current car #2 and some of the issues they have had with it, he would like the Committee to reconsider a change, which would be to keep the van, not only as a Fire Department vehicle, but also as a City Fleet Vehicle. He said that he would like to replace Car with an Interceptor, like the Police Department has because it has an all-wheel drive capability and it also has a little bit more storage space. He said that starting in March they will be rotating the officers through an on-call weekend, where they would actually take the vehicle home and respond to calls. He said that the \$50,000 is there, the cost of the vehicle is \$27,500 and with new warning equipment, radio counsel and other emergency equipment, he wouldn't expect the total cost to exceed \$40,000 for the vehicle. Kolb moved that the Committee approve the revision to the Capital Equipment Replacement and approve the purchase of the 2016 Ford Interceptor, complete with all equipment, not to exceed \$50,000. Plautz seconded the motion. Motion carried unanimously.
- g. Review and Approve purchase of 2016 Ford Interceptor to replace the Fire Department's Car #2 – Discussed with Item f.

Reports

- a. Utility Superintendent's Report – Utility Superintendent had nothing to report.
- b. Street Superintendent's Report – Pinion said that everything is going well. Public Works is just completing the inventory of trees that were slated for removal. The stump grinder has been scheduled for April 4th, which will take approximately two weeks to finish. He said that recent repairs to the City Services Center is going well and by the end of the week the front offices should be restored and back up and running. Next week Phase 2 will begin, which is Wade's and Bob's office and hopefully the Emergency Operations Center done for their meeting in March.

- c. Police Chief's Report – Schauf said last month Kolb asked for mental commitments evaluation to be made part of his monthly report. He said that he has added that category to the report, they are a query put it together; however, it isn't working correctly. He said that he was notified today that the Sheriff's Department is going to be recognized by the National Highway Traffic Safety Administration for work that we did (we being all police departments) in a traffic enforcement, both OWI, distractive driving, it includes the Bar Buddies Program that is here in Baraboo and in Sauk. He then he presented history on a former police officer, Bob Marquardt was hired as a police officer early 1942, he was then drafted into World War II two to three months later. He was subsequently killed in the line of duty in Nancy France in 1944. He said that he was a citizen police officer and would have been a police officer when coming out of the service so he is trying to get his name added to the Law Enforcement Memorial at the Courthouse. He said that his family has given back a picture of him in his police uniform, and the baton and whistle that he carried on duty in 1942. He went on to say that today, his daughter gave him his purple heart. He said that he is going to have a display case made up for Mr. Marquardt.
- d. Fire Chief's Report – Stieve gave the Committee an update on Department members, training, promotions, etc. He then that the article that Mr. Argo, the history teacher at the High School is doing on the Baraboo 21, three of people on that ship were eventually Baraboo Firefighters, Ken Stewart, Ed Coughlin; therefore, the Department will be three bricks to memorialize those men.

ADJOURNMENT – Kolb moved, Plautz seconded to adjourn the meeting at 1:44 p.m. Motion carried.

Pinion said that next month he would like to move the meeting up one week to March 21 due to the fact that there are some bids coming due on the Water Main Bursting Project on Water Street and he is hoping to take it to Council in the 22nd.

Respectfully submitted,

Phil Wedekind, Chairman

MEMORANDUM

City of Baraboo

Date: March 16, 2016

To: Public Safety Committee

From: Tom Pinion

Re: Background for March 21st Meeting @ 1:00 pm – Council Chambers

New Business:

Item A. We had a bid opening on March 17th. After we review the bids, we have determined that J&J Underground Construction, LLC from La Valle, WI is the apparent low bidder and we are recommending awarding a contract to them. Attached is the bid tabulation and a copy of the Resolution that we have for the Council's consideration at Tuesday's meeting.

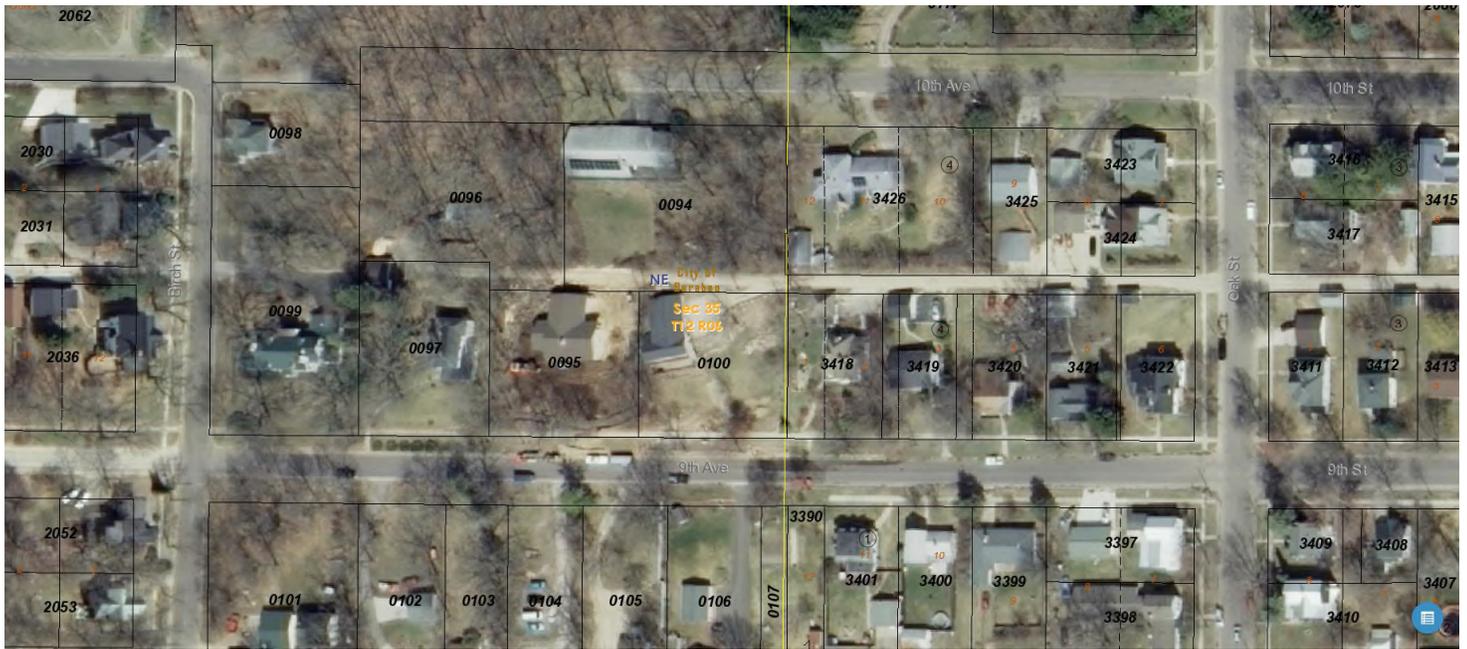
Item B. The Committee reviewed the proposed sidewalks that would be installed in conjunction with this year's street reconstruction projects. The Committee agreed that sidewalks should be installed on Martiny Court but the Committee was concerned about the lack any connection to the existing sidewalk network. Although such a connection could be made next year as a stand-alone sidewalk project, the Committee recognized the added cost if it were not done in conjunction with this year's Martiny Ct project. The Committee expressed a desire to consider including sidewalk on one side of 12th Street as part of this year's projects and the Committee agreed it made more sense to add sidewalk on 12th Street from Martiny Ct to Jefferson since it provides a connection to the existing sidewalk network whereas adding sidewalk from Martiny to Tuttle did not provide such a connection. Since the width of 12th St at Martiny Ct is significantly less than the width at the Jefferson Street intersection, it seems to make more sense to put a crosswalk on 12th St at Martiny Ct and install new sidewalk on the south side of 12th Street rather than the north side but I am looking for some clear direction from the Committee for this prospective sidewalk project.

Item C. Cross, Jenks, Mercer & Maffei have requested a handicap accessible parking stall near their business at 221 3rd Avenue. They are suggesting that the stall nearest the west end of their building (occupied by the red car in the photo) be restricted as an accessible stall. Such a stall, together with its access aisle would need to be 16 feet wide so it would effectively need to replace both of the occupied spaces in the picture.



There is a handicap accessible parking stall on the west side of the municipal parking lot at 227 3rd avenue, just off the right edge of the photo. That stall is approximately 150 feet from the accessible ramp at 221 3rd Avenue.

Item D. There is an apparent alley between 9th and 10th Avenue that extends west from Oak Street approximately 630 feet when in fact the existing right-of-way only extends 366 feet. The westerly 264 feet is technically a shared driveway easement for the three single-family homes at 134, 200, and 216 9th Avenue. Despite the lack of right-of-way, the entire "alley" has been plowed and maintained by the City and used for regular refuse and recycling collection. The owner of the underlying property has tentatively agreed to Quit Claim a 16.5-foot wide alley right-of-way to the City, provided the City is willing to accept it, of course. The entire alley is in poor shape and would have been scheduled for reconstruction in the last couple of years had it not been for the lack of official right-of-way. The Committee has reviewed this sort of situation in the past and has been reluctant to spend public tax dollars on what amounts to a private driveway, given the lack of right-of-way. If the City agrees to accept the alley right-of-way, it could be included in this year's alley reconstruction projects.



(The existing alley right-of-way ends at the vertical yellow line on the photo above.)

Item E. Beginning last year, the Water Utility staff began processing utility payments that customers send via the US Mail. Since this was a minor departure from existing operations, the City Clerk’s Office worked with the Utility Office to develop a set of internal accounting controls to keep the respective auditors “happy”. Part of those controls is to have the Committee also review and acknowledge the monthly billing adjustments/credits that are less than \$500, which were previously approved by the Utility Superintendent. Accordingly, we have included a report showing the adjustments/credits for the past three months. This will be a standing agenda item for the Committee’s consideration from now on.

Have a great weekend. See you at City Hall on Monday!

BID TALLY

WATER STREET WATER MAIN REPLACEMENT
 CITY OF BARABOO
 BID DATE: MARCH 17, 2016
 PROJECT #00035086



PROFESSIONAL SERVICES
 More ideas. Better solutions.

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CONTRACTOR	BASE BID Items #1-#22	ALTERNATE BID Items #A1-#A26	BID BOND
A-1 Excavating Inc.	127,035	77,830	✓
✓ Allen Steele Co Inc.	105,266	72,409 25	✓
Dane County Contracting, LLC	118,830	69,235	✓
Gerke Excavating Inc.			
* J & J Underground LLC	97,579	67,766	✓
M & E Construction LLC	103,032	71,968	✓
Mid City Plumbing and Heating, Inc.			
New Age Construction LLC			
✓ Speedway Sand & Gravel Inc.	112,049	98,606 10	✓
Woleske Construction			

AWW, Tom. WATTS KOB.

The City of Baraboo, Wisconsin

Background: On March 17th, the Water Utility solicited bids for a watermain replacement project on Water Street (in front of the Circus World Museum). The project consists of replacing approx. 600 feet of existing 6” diameter Universal Pipe that is more than 100 years old with an 8” HDPE pipe utilizing a pipe-bursting, trenchless technology. We included the replacement of an additional 380 feet as an Alternate Bid in the event the base bid price was lower than our budgeted project cost.

Our consulting engineering firm, MSA, together with our staff, has reviewed the bids and is recommending award of the bid to the apparent low bidder – J&J Underground, LLC. Their Base Bid was \$97,579 and their Alternate Bid was \$67,566 for a total amount of \$165,145.

Both the Public Safety Committee and Finance Committee have reviewed this matter and recommended the Council’s approval.

Fiscal Note: (one) [Not Required] [Budgeted Expenditure] [Not Budgeted]

Comments:

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

To approve the Base Bid and Alternate Bid for the Water Street Watermain Replacement Project in the amount of \$165,145 and award the contract to the low bidder, J & J Underground, LLC from La Valle, Wisconsin.

Offered by: Public Safety Committee **Approved:** _____

Motion:

Second:

Attest: _____



Stairway to Heroin

Tuesday, April 12, 2016

6:00 - 6:30 PM Resource Fair

6:30 - 8:30 PM Program

Sauk Prairie School District

River Arts Center

105 9th Street

Prairie Du Sac, WI 53578

Children increasingly are coming into contact with illegal drugs. According to the American Academy of Child and Adolescent Psychiatry, the average age of first time marijuana use is 14. The average age of first time alcohol use is 11 for boys and 13 for girls. By the time they graduate from high school 40% of all teens have used marijuana. We cannot assume that all children who smoke marijuana will become heroin addicts. However, the danger does exist, and research supports the progression of use.

Parents are still the most powerful influence in their children's lives. Children who learn about the risks of drugs and alcohol from their parents are 50% less likely to use than those who don't. Please join us to learn how you can be part of the solution to this ever-growing concern in our community.

Please register for this free event at
<https://saukprairie2016stairwaytoheroin.eventbrite.com>

For questions about this event, please contact Susan Baumann-Duren at (608) 643-5965, susan.baumann@saukprairieschools.org or Jody Bruni at (608) 355-3290, jbruni@co.sauk.wi.us

PROGRAM

- Emcee - Dannika Lewis, News Reporter at WISC-TV
- Brad Schimel, WI Attorney General (invited)
- Melanie C., Parent Testimony
- Dr. John McAuliffe, Medical Director of Sauk Prairie Healthcare
- Chris Gleason, MA, CAADC, MAATP, Director Rosecrance McHenry County
- Your Choice—A Family's Journey to Recovery

This is a free event available to the entire Community ages 12 and older.

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