

**Council Chambers, Municipal Building, Baraboo, Wisconsin
Tuesday, July 28, 2015 – 7:00 p.m.**

Mayor Palm called the regular meeting of Council to order.

Roll call was taken.

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

Council Members Absent: Plautz, 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 Wedekind, seconded by Kolb and carried to approve the minutes of July 14, 2015.

Moved by Thurow, seconded by Petty and carried to approve the agenda.

Compliance with the Open Meeting Law was noted.

PRESENTATION

The Mayor presented a Baraboo Gem Award to Jerry and Carol Stich for years of community service.

PUBLIC INVITED TO SPEAK –No one spoke.

MAYOR'S COMMENTS

The Mayor presented a proclamation for August as Children's Vision and Learning Month.

CONSENT AGENDA

Resolution No. 15-44

THAT the Accounts Payable, in the amount of \$631,372.04 be allowed and ordered paid.
Moved by Petty, seconded by Kolb and carried on voice vote to approve the Consent agenda.

NEW BUSINESS

Resolutions:

Resolution No. 15-45

A Resolution approving a Revocable Encroachment Agreement with Al Ringling Theatre Friends, Inc. for the existing sidewalk area on the south side of their building at 128/130/136 4th Avenue within the City's 4th Avenue public street right-of-way.

Whereas, The Al Ringling Theatre is celebrating 100 years on the Courthouse Square and is an integral landmark of the City of Baraboo

And whereas, The Al Ringling Theatre is listed on the State and National Register of Historic Properties;

And whereas, The Al Ringling Theatre Friends have steadfastly worked to preserve the Theatre over the last decade, are engaging in substantial historically accurate renovations, have sought and received grant money and private donations for the costs associated with this project;

And whereas, The Al Ringling Theatre Friends are desirous of publically recognizing their donors who have committed to the preservation of this historic property;

Now therefore be it hereby resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

The Common Council hereby approves the Revocable Encroachment Agreement with the Al Ringling Theatre Friends, Inc. for the existing sidewalk area on the south side of their building at 128/130/136 4th Avenue within the City's 4th Avenue public street right-of-way.

Moved by Wedekind, seconded by Sloan, and carried that **Resolution No. 15-45** be approved – 7 ayes.

Resolution No. 15-46

That the Council authorizes the submittal of a Revenue Obligation loan application to the Commissioners of Public Lands for the purpose of obtaining funding for the Donahue Terrace Exterior repair and repainting project. The loan amount request is for an amount not to exceed \$160,000.

Moved by Robkin, seconded by Alt, and carried that **Resolution No. 15-46** be approved - 7 ayes.

Resolution No. 15-47

That the Compliance Maintenance Annual Report for the Wastewater Plant for 2014 is hereby approved.

Moved by Wedekind, seconded by Sloan, and carried that **Resolution No. 15-47** be approved - 9 ayes.

COMMITTEE OF THE WHOLE

Moved by Wedekind, seconded by Kolb and carried to convene as a Committee of the Whole to discuss possible funding sources for the Public Safety/City Hall complex and capital plan and other projects in preparation for the 2016 budget.

Jim Mann of Ehlers and Associates presented a brief report on the City's existing debt burden, debt policies and proposed capital plan—in particular the city hall/police complex. He explained several options for the City to consider in issuing debt to fund the new complex:

1. Refinance existing debt to mortgage revenue and add new GO piece, \$750,000 annual payments
2. CDA Loan, \$750,000 lease payments over 20-25 year loan
3. Rural Development Loan, \$490,000 annual payments over 40 year loan
4. City Hall Utility – allowed by State Statutes, not cleared by bond counsel-not a good option
5. Revenue offsets – CDBG has grant offsets but normally for fire/ems
6. Legislative change as pertains to levy limits to allow CDA lease revenue bond to be treated as off-setting levy limit as traditional revenue bonds.
7. Ask voters to exceed debt limit by referendum.

Ald. Wedekind stated he was not in favor or going above our self-imposed 60% limit. Ald. Petty concurred, recalling review by the Finance Committee of higher limits which were rejected. He preferred considering the USDA loan of 40 years. The Mayor discussed refinancing the debt with revenue streams which frees up about 10% for GO debt. Ald. Kolb questioned if this were problematic down the line and was reassured that it was not. Adm. Geick asked if the Council would grant authority for staff to further study the USDA option and possible refinancing of some debt to keep the debt burden below the 60% limit. Ald. Petty urged moving forward on discussions with Ehlers on reallocation of debt to revenue debt and study USDA loan, and move forward with an RFP for architectural design. All were in agreement.

The Council then discussed the capital plan, reviewing projects for 2016 through 2021 and offered no changes. Sloan commented that he desired more money for street reconstruction, but noted the Council is living within budgetary means. No action taken.

Moved by Petty, seconded by Kolb and carried unanimously to reconvene into regular session.

MAYOR, ADMINISTRATOR, AND COUNCIL COMMENTS

Ald. Robkin called for a public campaign for people to keep leaves out of the streets and storm drains.

The Mayor congratulated everyone and thanked departments for their work on the parade.

REPORTS and MINUTES

The City officially acknowledges receipt and distribution of the following:

Minutes of the Public Safety Committee Meeting –**June 29, 2015**

Members Present: Phil Wedekind, Tom Kolb, and Mike Plautz. **Others Present:** Administrator Geick, Mayor Palm, Chief Schauf, Chief Stieve, Engineer Pinion, Bob Koss, Wade Peterson, Ben Bromely, Nancy Phelan, Deb Bauer, Stephanie Lamb, Mike Hardy, Greg Slayton, Grant Slayton, Todd Wickus, 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 May 26, 2015 meeting. By voice vote the motion carried.

New Business

- a. **Review and recommendation to award contract for Engineering Design Services for the Rehabilitation of the Moore Street Bridge** – Engineer Pinion said that this bridge is in rough shape and the bridges in town are subject to annual inspections and bi-annual reports and they are rated on a distress score. He said that the distress score is low enough that it qualifies for eligibility for 80% funding in the local bridge program which he applied for and they agreed to fund it. He said that this is a five-year project window and will probably be constructed in 2017; therefore we will have to hire a consultant which is 100% the City's cost, and there is \$35,000 in the budget this year to do that. He sent the request for proposals to four different consulting firms, only two of them chose to respond. He said that companies are familiar with the bridge, MSA Professional Services designed it in 1983 and Jewel does all types of these projects. He said the scope of service is very comparable and it is odd that the tasks that each identified were identical. He said the total number of hours was 577 to 380, for some reason MSA forecasted a lot of extra involvement in coordinating with the railroad, the local consultant manager, and the DOT themselves. He said that he felt it is difficult to justify the additional \$20,000 in cost; therefore, he is recommending approval of a contract for Jewel Associates Engineers for the Moore Street Rehabilitation Design. Kolb moved, Plautz seconded to award the contract for Engineering Design Services for the Rehabilitation of the Moore Street Bridge to Jewel Associates Engineers. Motion carried unanimously.
- b. **Review and recommendation to close Oak Street, between 1st and 2nd Streets, for a Special Event sponsored by Brothers on Oak (as a fund raiser for the Baraboo Fire Fighters Association)** – Greg Slayton explained the application and event proposal that was submitted. He said that a number of meetings between himself and son, Grant Slayton, the Chamber, Downtown Baraboo, Fire Department, and Police Department have been held and have had all positive responses to holding this event. Chief Schauf said that the first hurdle jumped was that this property is already in a use permit by accommodation of the Chamber and DBI for the Big Top Parade Event; therefore, Slayton was sent to speak with them and it seems that they have worked out issues that there were. He said that he has committed to Slayton that he would have at least one uniformed officer that would be at the event for entirety based on the event is based outside and they have talked about the need for different fencing and things of that nature at the event and he appears to be complying with everything. He said that one concern is that his application does request up until midnight, and he feels that this is in direct contrast with the sidewalk ordinance for outside vending of alcohol, which is 10 p.m., so he feels that this is something that the Committee needs to consider. Kolb said that that was his first concern because everything else is 10 at the latest and there are residences that live above the businesses. Slayton said that there will be an additional gates in place which is not shown on the map and also Grant will be have between five and ten security people in black shirts checking IDs and letting people in and out of the gates. Kolb asked what kind of amplification there would be. Slayton said the basic outdoor band, similar to what is on the square. Slayton said that wrist bands would be used and no one under the age of 21 will be allowed in the gates. He went on to say that this benefit is something that they would like to do on a yearly basis and it will be benefit the Fire Department. The Fire Department will be selling brats, get the beer license and the Slaytons' will be getting the banners, DJ, tent, and all other work necessary. Slayton said that he feels that they can raise approximately \$14,000 for the fire department with this event. The only objection of the Committee is the midnight instead of the 10:00 p.m. Slayton asked if the Committee was objecting to people still being in the street at 12:00 a.m., or the sale of beer after 10:00 p.m. The Committee stated that they objected to everything. Slayton then clarified that the Committee is saying that everything would have to be shut down by 10:00 p.m. and then dispersed at 10:00. Chief Schauf said that this is a working dynamic situation being the first one and Slayton and others have been very open to suggestions from the City and the Police Department. Todd Wickus, DBI said that they are supporting the event. Sandy Deb Bauer of the Chamber sad that they have the permit for both Saturday and Sunday, so actually the dumpsters and portable toilets that are being rented by them for the entire weekend will remain there. She said that the only stipulations to the Slaytons' that her board had was to limit the beer advertising signs because this event is a family, friendly event and make sure it is deemed separate from the Chamber events. It was moved by Kolb, seconded by Plautz to approve the street closure as requested, and all activities are dispersed by 10:00 p.m. Motion carried unanimously.
- c. **Review and recommendation concerning signage to restrict truck traffic on Maxwell Street** – Nancy Phelan said that she lives on Maxwell Street and said that five to six semis go up and down Maxwell Street during a week's time. She said that last year she was laid off and noticed it; however, she attributed it to the work being done on South Blvd. and maybe the trucks were taking a shortcut across Hwy. 123. After following a couple of trucks and speaking with the police department she was told that the drivers are following their GPS's which takes them from Parkway, up Elm Street, Grove to Maxwell. She said occasionally trucks make a left to Mulberry, which is signed on both ends as being not a truck route. She went on to say that she would like to see "No Truck Route" signs on Maxwell Street; however, she fears that the problem would shift to South and Blake Streets. She is suggesting that signs be placed on Maxwell, Blake, South, and Elms Streets and this would possibly keep them where they should be. Pinion said that there are signs that prohibit truck traffic on Mulberry Street. He called and left messages for the managing folks at each of the companies; however, he doesn't know if this has

helped deter the traffic. He said that if the Committee chooses to do something, the most that could be done is put up similar signage to what is on Mulberry and indicate no trucks and then it could be enforceable. Chief Schauf said that he feels that the truck drivers do not get the message because there are so many independent truckers. He said that the reality is the signage is the best way to get the trucks to know and with the signage then the department can work on enforcement; however, enforcement is based on staffing. Kolb moved, Plautz seconded to install no truck signage on one end of Elm and the other at the end of Maxwell. Phelan felt that the signage should also be placed on Blake and South at the Lake Street intersections. Kolb agreed and amended his motion and Plautz seconded. Motion carried unanimously.

- d. Review and recommendation concerning request to install brick pavers in lieu of concrete sidewalk in front of the Al Ringling Theatre – Stephanie Miller Lamb, Executive Director of the Al Ringling Theatre then addressed the Committee. Deb Rosen was also present. Lamb explained that they would like to move forward with engraved pavers. She said that underneath the marquee area is where they would start, and if the program is successfully, as they hope it will be, they would then expand within their property line. She said that the recommendation is that they start under the marquee with the first three feet closest to the building and then building out the last five feet later, and then spreading out to the sides further if needed. She then showed the Committee three different sizes of pavers and stated that they have not chosen a vendor yet at this time. Kolb said that policy is that the City maintains all City sidewalks; however, the pavers are very labor intensive and would not want the City to be responsible to maintain these. Lamb said that they would be responsible for all the maintenance. Wedekind said that he would be in favor of the bigger size pavers. Lamb said that it is a difference of price point, depending on what a person wanted to spend for a paver. Plautz asked if all the pavers would be the same color and Lamb answered that the color has not been decided and asked the Committee if they had any preferences. Wickus asked if there would be a concern in the wintertime regarding damaging the pavers. Koss said that they could get scraped. Koss asked if they wait until all are sold before installing. Lamb said that they will not be installed until they are engraved and ready to be set. She said that she feels that they will do the first three first and then wait until the next five feet are sold before installing them. Pinion said that the City's standard specifications for sidewalks are concrete; therefore, they would have to come up with some type of agreement between the City and the Theatre whereby this would be allowed and any maintenance would be theirs. Kolb moved, Plautz seconded to approve the request of Al Ringling Theatre to install brick pavers in lieu of concrete sidewalk in front of the theatre. Motion carried unanimously.
- e. Review and recommendation regarding final paving for Briar Street Asphalt Path – Pinion said that this was a project that was scheduled in the budget for this year, bids were solicited and the price is known. This project has been talked about at this Committee and it was thought to be a good idea, it went to Parks and was thought to be a little steep when it came back to this Committee last month. He said that the Parks Commission didn't have any issues with it saying it would be closed in the wintertime, gates, signs, railing; therefore, it is now back in front of this Committee. Kolb asked how Parks and Rec got involved in this. Hardy said that they were given the opportunity when the water line was installed that they could put the trail on top of it. He said that they probably wouldn't have considered it if this would not have been the case; it isn't part of the Riverwalk, but just a way to get residents from that area of the downtown to the Dog Park and conservancy. Kolb said that this was looked at rather positively by the Committee at first; however, when it came up again he had already walked the area and realized how steep the slope was and it is not aesthetically pleasing. He doesn't feel that residents on the South side would use it. Hardy said that members of the Parks Commission have also walked it and didn't feel that it was ideal; however, they are looking for any other options, other than going underneath the railroad bridge, which they have gotten a lot of complaints about regarding speed. Kolb feels that if the people from the south side wanted some connectivity there they could drive down to Spirit Point and he asked Koss that in the years to come if they would look at the possibility of widening the mill race out and putting an asphalt path. Hardy said that Parks and Kiwanis both have the trail along Mill Race as part of the Riverwalk in the budget and plans. He said that this isn't part of the riverwalk, it is a way to get from one point to another point. He said that his concern is that people can drive down to Spirit Point; however, a lot of people don't drive, a lot of kids ride their bikes or walk down Potter or underneath the railroad bridge, where there are sight and speed problems. Wedekind feels that the money should be saved for that rather than the Briar Street path. Kolb feels that people will still travel Potter or under the railroad bridge. Hardy said that this doesn't address the people asking how to get their kids safely from one point to another, so possibly lowering the speed limit on Hill Street should be discussed. Mayor said that the issue is the railroad bridge, the pavement narrows and vehicles don't slow down. He said that there are signs in both directions stating that the roadway narrows and Hardy suggested the possibility of a 15 mph posted through that section. He said that this wouldn't solve the problem, but at least it gives the opportunity for people to understand the need to slow down. Plautz suggested if the path did go in that it be terraced. Pinion said that steps would have to be installed. Wedekind and Kolb were not in favor of the Briar Street path. Schauf felt it would be better to use the yellow speed advisory signs instead of a true 15 mph drop, and the problem would be difficult to enforce. It was moved by Plautz, seconded by Kolb to not pave the Briar Street path. Motion carried unanimously.
- f. Review and Approval monthly Billing Adjustments/Credits for Sewer and Water Customers – Peterson explained the credits. It was moved by Kolb, seconded by Plautz to approve the credits as presented. Motion carried unanimously.

Reports

- a. Utility Superintendent's Report – Peterson said that Well #4 is repaired and is back on line. The Mine Street Water Tower exterior painting will be finished today and the logo should be painted tomorrow. He said later in the week, with the help of the Fire Department the inside bowl will be rinsed, and then it will be chlorinated and back in operation next week. The Sanitary Sewer Area Plan is something that has to be done every five years is being discussed. He said that the Commerce Court water and sewer main should be starting this week. He said that the 2016 budget is already starting to be looked at and some increases in water and sewer.
- b. Street Superintendent's Report – Koss said that concrete patches on 8th Street have been done. Cleanup is going on this week from last week's storm.

- c. Police Chief's Report – Schauf said that the department will be beginning the fair and festival season. He said the Big Top Parade is coming up on July 25th and plans are being finalized. He said that the department is still down four officers; however, he has two offers out at the time.
- d. Fire Chief's Report – Stieve said that they are in the process of hiring personnel, they have six applicants, of which two have to be reviewed by one person per their policy and hopefully that will be started next week with testing and interviews. He said that the two shipping containers have arrived. He said it was a great cooperative effort between City departments.

ADJOURNMENT – Kolb moved, Plautz seconded to adjourn the meeting at 1:53 p.m. Motion carried.

Finance/Personnel Committee – Council Chambers **July 14, 2015**

Members Present: Petty, Sloan and Thurow

Absent: none

Others Present: M. Palm, C. Giese, Carla Gogin, 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 Thurow, seconded by Sloan to adopt the agenda and carried unanimously. Moved by Sloan, seconded by Thurow to approve the minutes of June 23, 2015. Motion carried unanimously.

Accounts Payable – Moved by Thurow, seconded by Sloan to recommend Council approval of the accounts payable for \$534,632.04. Motion carried unanimously.

Ehlers Report – Financial plans for Public Safety Building were submitted by Ehlers for the Committee’s review. Several items will change before the report is issued in final form, but the language offers several options for funding a public safety building. The Committee reviewed a listing of other Wisconsin communities with Aa3 bond rating debt burden. The report will be vetted at a Committee of the Whole discussion at a future Council meeting. Funding options include creating a city hall utility, seeking a legislative change in mortgage lease revenues, a rural development loan, in additional to traditional financing. No action was taken.

Uncollectible Accounts –Clerk Giese reviewed the listing of uncollectible and doubtful accounts. Moved by Sloan, seconded by Thurow and carried unanimously to recommend writing off the uncollectible accounts.

2014 Financial Statements – Carla presented the 2014 audited financial statements and provided an explanation of fund balances, 2014 budget performance and debt highlights. She noted that the City had strong performance and provided a communication about accounting and GASB information. Moved by Sloan, seconded by Thurow and carried unanimously to accept the report.

WEDC Grant – The Mayor announced the grant award of up to \$259,455 for restoration of the Al. Ringling Theatre. It will be a grant that passes through the City to the eventual recipient. Moved by Sloan, seconded by Thurow and carried unanimously to accept the grant.

FY 2016 Budget Calendar – Ed provided the budget timeline for the 2016 budget.

Committee Comments: None.

Adjournment – Moved by Sloan seconded by Thurow and carried to adjourn. Motion carried, meeting adjourned at 6:45 p.m.

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

Friends of the Library	4-14-15	Park & Rec Comm.	6-8-15
UW Campus Comm.	6-11-15	BDAS Finance Ad Hoc	5-20-15
BDAS Ambulance Comm.	5-20-15	Police & Fire Comm.	5-18-15
Emergency Management	6-25-15	UW Campus Comm.	6-11-15
Library Board	6-16-15		

ADJOURNMENT

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