

**Council Chambers, Municipal Building, Baraboo, Wisconsin
Tuesday, January 12, 2016 – 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, Ellington, Alt, Robkin, Thurow

Council Members Absent: none

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

The Pledge of Allegiance was given.

Moved by Wedekind, seconded by Ellington and carried to approve the minutes of December 22, 2015.

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

Compliance with the Open Meeting Law was noted.

PUBLIC INVITED TO SPEAK –No one spoke.

MAYOR'S COMMENTS

CONSENT AGENDA

Resolution No. 15-100

THAT the Accounts Payable, in the amount of \$4,915,397.23 be allowed and ordered paid.
Moved by Kolb, seconded by Petty and carried on voice vote to approve the Consent agenda.

ORDINANCES ON 2ND READING

Moved by Wedekind, seconded by Sloan and carried unanimously to approve Ordinance No. 2438 amending Chapter 8-Economic Development of the City's Comprehensive Plan.

NEW BUSINESS

Ordinances:

Ordinance No. 2439 was introduced and read for the first time:

Ordinance No. 2439

1. Section §12.02(10)(t), Code of Ordinances, regulating assignment of vacant or surrendered alcohol licenses, is hereby created as follows:

“(t) Assignment of Vacant or Surrendered Alcohol Licenses. The City of Baraboo shall use the following criteria and priority for the assignment of alcohol licenses that become vacant, are surrendered, or unused:

1. In circumstances in which an alcohol license is surrendered, but where the premises are sold, leased, or will otherwise be used by a new business owner, the new business owner shall have first claim upon the surrendered license, regardless of whether there are other pending applications for an alcohol license.

2. In circumstances in which an alcohol license is vacant or surrendered, and the premises will not be used by a new business owner, the following criteria shall be applied:

a. If there are issued reserve licenses, the regular license shall be offered first to the owner of the oldest reserve license. If the license is not claimed, it shall then be offered to the next oldest reserve license, and so on, for as many reserve licenses as may be outstanding.

b. If the City holds only one remaining license (regular or reserve), such license shall only be assigned after review by the Administrative Committee and approval of the Council.”

2. This Ordinance shall take effect upon passage and publication as provided by law.

Moved by Ellington, seconded by Kolb that the Ordinance take its regular course.

Ald. Robkin expressed discord with (t)2a of the proposed ordinance, stating that the ability to trade a reserve license for a regular license would add value to businesses, which he feels is in opposition to the spirit of the State Statute. Others supported the language, feeling it is a fair policy to enact for staff to administer licenses. After considerable discussion, Ald. Kolb called for the question. Motion died for lack of a second. Roll Call on original motion: Ayes:8, Nays: 1 –Robkin. Motion carried.

COMMITTEE OF THE WHOLE

Moved by Wedekind, seconded by Kolb and carried unanimously to convene as a Committee of the Whole to discuss the City Attorney job description and recruitment options to fill the vacancy.

Administrator Geick recommended several changes including that the Pay Grade is 17, the residency requirement is eliminated, and that the position will be considered a regular city employee, not a contracted employee. The Committee discussed the pros and cons between a contracted employee and a hired employee and feared that a contracted employee could potentially cost more. Administrator Geick also discussed plans for advertising the position vacancy and hoped that the Council would be able to make their appointment by early April.

Moved by Ellington, seconded by Alt and carried unanimously to reconvene into regular session and take up any action as a result of the Committee of the Whole.

Moved by Kolb, seconded by Sloan and carried unanimously to proceed with the process of appointing a City Attorney as a staff position.

MAYOR, ADMINISTRATOR, AND COUNCIL COMMENTS

The Mayor reported that

- Senators Erpenbach and Marklein will hold a joint listening session in Baraboo and encouraged interested persons to attend.
- Promotional videos featuring Baraboo are on the City’s website.
- Recognized the crossing guards for their work.

Ald. Ellington announced that the drug task force is holding another meeting and is actively looking for a safe house for males.

REPORTS and MINUTES

The City officially acknowledges receipt and distribution of the following:

Baraboo Economic Development Commission, Listening Session Minutes August 17, 2015

I. Call to Meeting to Order and Note Compliance with Open Meeting Law
Chairperson Greg Wise called the listening session to order at 6:00 PM in Room 11 of the Civic Center 124 2nd St., Baraboo, WI. The meeting was noticed in conformance with Wisconsin State Statutes regarding open meetings. No quorum of the members of the Baraboo Economic Development Commission was present.

II. Mr. Wise gave a brief overview of the proposed changes to Chapter 8 of the City’s Comprehensive Plan. The public members were then encouraged to voice their opinion and comments regarding the changes. The following is a summary of the comments:

Enhancing our Workforce

- Difficult to recruit
- Shortage of employees
- Need full time persons

Committing to Existing Businesses

- Ex-officio school position on BEDC
- Continue SCDC
- No private dollars for SCDC
- Downtown parking

Developing New Businesses

- Plan “pillars” not “implementation”

Marketing Baraboo

- Need a better web site
- Work with Sauk County

Enhancing Tourism Development

Improving Amenities

- Historic district signage
- Downtown parking
- Bike & Ped Plan, parking structure, enhance entrances, parking structure
- Library
- IT infrastructure
- Better signage
- Downtown parking is a problem

Creating South Blvd Redevelopment Plan

Creating East Entrance Redevelopment Plan

- Don't mess up east side entry

Creating West Entrance Redevelopment Plan

MINUTES of the BARABOO BUSINESS IMPROVEMENT DISTRICT (BID)

December 16, 2015

Members Present: Lacey Steffes, Fred . Kruse, Bekah . Stelling, Todd. Wickus, Dennis. Thurow

Members Absent: N. Bacher, S. Kessenich, S. Fay

Also Attending: Ed Geick

Call to Order: Lacey Steffes presided over the meeting, called it to order at 5:54PM and noted compliance with the Open Meeting Law

Meeting Minutes:

Moved by Thurow, seconded by Stelling, and unanimously carried to approve the minutes of November 18, 2015.

Agenda: Moved by Kruse, seconded by Wickus, and unanimously carried to approve the agenda as published

Reports:

Business Development:

- Finished marketing round table. January, 2016 meeting

Promotions:

- Mobile tile on home page of website completed.

New Business:

1.	Vouchers	Gatehouse Gardens	\$2,384.00
			\$ 875.00
		Capital Newspapers	\$ 61.69
		Steph Shanks	\$ 600.00
		Ad-Lit	<u>\$3,000.00</u>
		TOTAL	\$6,920.69

Moved by Wickus, seconded by Stelling and unanimously carried to approve the vouchers

Lacey will speak with D. Cowan for recommendation of candidate for the open board seat. This will be discussed at January 2016 meeting.

E. Geick explained the City's proposed purchase of 227 5th Avenue for additional parking downtown. This will be discussed by City Council on Dec 22, 2015.

Next Meeting: Wednesday, January 20, 2016 at 5:45pm, Room 11, Civic Center

Adjournment: Moved by Wickus, seconded by Stelling, and unanimously carried to adjourn at 6:07pm

Baraboo Public Arts Committee Baraboo**December 17, 2015**

Location: Council Chambers, 135 4th Street, Baraboo

Members present: Bekah Stelling; Morgan McArthur, Larry McCoy, Mike Palm, Rochelle Robkin, Megan Watson, Ed Geick

Others attending: David Armstrong

Call to Order @ 4:07PM

- Note compliance with Open Meeting Law.
- Approve agenda – Robkin moved, McCoy seconded
- Approve minutes of October 29, 2015

Treasurer McCoy asked for clarification on debt from previous minutes. Since last report, Circus World Museum donated \$2000 (noted by Geick on 4 November 15), reducing outstanding debt to Business Improvement District (BID) to \$3395.10. With these corrections noted, McCoy moved for approval. Palm seconded.

1. Treasurer Report – Review current financial report

Per above, indebtedness to BID is \$3395.10. Circus World had pledged \$3500 and a foundation member wrote a check to BPAA for \$2000, leaving their outstanding pledge balance at \$1500. Palm is uncertain on whether we'll see that amount.

McCoy has assembled all BPAA financial records since 31 March 14, when the account was opened at Community First Bank. Current holdings: \$910.99 business checking, \$101.16 business savings. Judy Spring donated \$250 and the board agreed to shift her \$250 gift to BID account, reducing the balance owed to \$3145.10.

McCoy suggested that we organize a database for past giftings. Mary Hultman may have a list of emails of those who donated or participated on the paintings of the murals.

2. Old Business:

- Mural update, related expenses and wrap-up

Dedicatory plaque is not yet affixed to the mural site. Stelling to follow up with Bernie Poff on status.

3. New Business:

- Fundraising

Stelling noted that a push will be made on Facebook for end-of-year giving to BPAA.

Palm suggested that a link to BPAA appear on DBI and Chamber of Commerce websites.

McCoy inquired whether a letter to the editor has been written as followup thanks to the community and the sponsors for the mural. Noted for inclusion: named and anonymous sponsors, the army of in-kind community painters, Jerry Stitch and his musical team, Burgess for the porta-potty, Baraboo Awning and CenturyLink.

McArthur asked about whether we have stationery that bears a BPAA logo. Geick produced some cards with a Tully-designed motif. Perhaps this needs an update (MM).

- Review of current by-laws

Alterations to the Members Noticed and Others Noticed sections for BPAA meetings:

Delete Jennifer Fox and Joe Colossa from Members section; shift new board member Letha Kelsey from Others to Members.

Delete Mona Marks, Bernie & Susan Poff, Arlene Began and Letha Kelsey from Others Noticed.

Status of Geick and Palm clarified: Per by-laws the sitting mayor will have a seat on the board. Geick is there as a personal member, not necessarily because of his role as City Administrator.

4. Public Comments

David Armstrong noted that he'll soon be leaving his position in Boo-U administration. He cited the importance of keeping the campus informed about BPAA activities. He suggested that we work with the campus and student body to fundraise and gave examples of sporting teams integrating fundraising with their games (eg, soccer team recently raised \$200 for the Baraboo Food Pantry). This discussion raised other possibilities with community businesses: Pizza Ranch has a 'tip night,' Culvers has a 10% night, Domino's Pizza was mentioned as a prospect.

Armstrong noted that there is much art adorning the walls at Boo-U with space for more. An opportunity for raising art awareness is to have an Art Walk at Boo-U. Per our public painting experience at the Al. Ringling mansion, there is a good synergy between BPAA and the Boo-U Summerset Arts Festival. McCoy noted that the campus is an underappreciated resource.

5. Board Member Comments

Palm suggested that the board have a strategic retreat in the first quarter of 2016. The board has had considerable turnover since the formation of the BPAA and this is a prime opportunity to set direction. Suggested topics: what can we do in 201? What can we do better? Why are we here? Are we on track? McCoy noted the importance of finishing the catalog project and to establish a public arts plan. He also noted that the reason he's attracted to participate on the board is Palm's statement to put 'world class public art' in Baraboo. McArthur visited Wittenberg, WI on a recent trip to NE Wisconsin and that tiny town has created a lovely art park in addition to its many murals around town. A white paper will be distributed to board members in advance of the meeting.

6. Next Meeting – 21 January 16

7. Adjournment 4:58 PM

Finance/Personnel Committee – Council Chambers**December 22, 2015****Members Present:** Petty, Sloan and Thurow**Absent:** none**Others Present:** Mayor Palm, C. Giese, E. Geick and others

Call to Order –Ald. Petty called the meeting to order at 6:15 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

Accounts Payable – Moved by Sloan, seconded by Thurow to recommend Council approval of the accounts payable for \$784,589.29. Motion carried unanimously.

227 5th Avenue – The Committee reviewed an offer to purchase a property on 5th Avenue for \$120,000. The Mayor reported that the owner of the Al. Ringling Mansion is in favor of a written agreement for the City to maintain a portion of their parking lot together with the adjacent city parking lot. Moving the house to another location is being considered. Moved by Sloan, seconded by Thurow and carried to recommend to Council for action.

D & W Shaw Farms Lease – Giese reported that excess airport property is leased for farming purposes. The current tenant has offered to renew the lease and the rental rate was determined after consulting with the UW Extension office for current land rental prices. Crop restrictions include low level crops and maintaining distances from airport infrastructure. Moved by Thurow, seconded by Sloan and carried to recommend to Council for action.

Public Safety Building – Eng. Pinion reported that a team of staff and alderpersons scored architectural proposals for designing a public safety building. The top three firms were interviewed and the team recommends that the MSA Professional Services and Zimmerman Architectural Studios be selected. Moved by Sloan, seconded by Thurow and carried unanimously to recommend to Council for action.

Police Labor Contract - Adm Geick reviewed the contract terms as tentatively agreed to by the union representatives. The union still needs to ratify the contract. Moved by Sloan, seconded by Thurow and carried to recommend to Council for action.

Committee Comments: None.

Adjournment – Moved by Thurow, seconded by Sloan and carried to adjourn. Motion carried, meeting adjourned at 6:28 p.m.

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

BDAS Finance Ad Hoc	10-28-15	Police & Fire Comm.	11-16-15, 12-16-15
Police & Fire Comm.	11-16-15, 12-16-15	Library Board	11-17-15
Friends of the Library	9-22-15, 11-10-15	Emergency Management	12-17-15
UW Campus Comm.	11-19-15	BDAS	10-28-15

ADJOURNMENT

Moved by Petty, seconded by Sloan, and carried on voice vote, that the meeting adjourn at 7:38 p.m..

Cheryl M. Giese, Clerk-Finance Director