

**Council Chambers, Municipal Building, Baraboo, Wisconsin**

**Tuesday, October 13, 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, Ellington, Alt, Robkin, Thurow

Council Members Absent: none

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 September 22, 2015.

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

**Compliance with the Open Meeting Law was noted.**

**PUBLIC INVITED TO SPEAK** –No one spoke.

**MAYOR'S COMMENTS**

The Mayor invited everyone to attend the dedication on Saturday for the mural on the Century Link building.

**CONSENT AGENDA**

**Resolution No. 15-57**

THAT the Accounts Payable, in the amount of \$673,848.33 be allowed and ordered paid.

**Resolution No. 15-58**

THAT Elmer Ellis be appointed to the Pink Lady Rail Commission serving until October 31, 2017.

**Resolution No. 15-59**

That the Weights and Measures Assessments for 2015 are hereby approved and that the City Clerk shall notify affected businesses of their final assessment as provided in the City Code.

**Resolution No. 15-60**

THAT Evan Burchett be appointed to the Library Board serving until June 30, 2017.

**Resolution No. 15-61**

WHEREAS, the Sauk County Board levied a county library tax.

WHEREAS, Section 43.64(2)(b) of the Wisconsin Statutes provides that such units of government which levy a tax for public library service and appropriate and expend for a library fund as defined by S43.52(1) during the year for which the county tax levy is made a sum at least equal to the county tax rate in the prior year multiplied by the equalized valuation of property in the City for the current year, may apply for exemption from this tax; and

WHEREAS, the City of Baraboo does levy a library tax in excess of the amount calculated in accordance with 43.64(2)(b).

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

THAT the City of Baraboo be exempted from the payment of any county library tax as provided in Section 43.64(2)(b) inasmuch as it will expend for its own library fund for 2015 an amount in excess of that calculated in accordance with 43.64(2)(b). Exemption from the payment of said county library tax shall not preclude the City of Baraboo's participation in county library service in all other respects.

**Be it Further Resolved**, that confirmed copies of the Resolution be forwarded by the City Clerk to the Reedsburg Public Library and to the Sauk County Clerk by October 30, 2015.

Moved by Wedekind, seconded by Kolb and carried on voice vote to approve the Consent agenda.

**ORDINANCES ON 2<sup>ND</sup> READING**

Moved by Ellington, seconded by Sloan and carried unanimously to approve Ordinance No. 2436 regulating off-premise signs, is repealed and recreated to include a special exception for the Baraboo School District for sporting stadiums and outdoor athletic facilities for four off-premise advertising signs that are visible from Draper Street.

**NEW BUSINESS**

**Resolutions:**

**Resolution No. 15-62**

To accept the proposal from Tyler Technologies for a three year contract for assessor services.

Moved by Wedekind, seconded by Sloan, and carried that **Resolution No. 15-62** be approved – 9 ayes.

**Resolution No. 15-63**

**RESOLUTION APPROVING AMENDMENT #1 TO THE AGREEMENT WITH THE WISCONSIN DEPARTMENT OF TRANSPORTATION FOR THE REHABILITATION AND IMPROVEMENT OF THE MADALON INDUSTRIAL PARK RAIL SPUR IN THE CITY OF BARABOO**

**WHEREAS**, the reconstruction of the Madalon Industrial Park Rail Spur is scheduled for 2016; and

**WHEREAS**, the City of Baraboo applied for funding through the State of Wisconsin's Freight Rail Preservation Program, which was subsequently approved;

**WHEREAS**, the State of Wisconsin and the City of Baraboo will share the cost of this project on an 80/20 basis pursuant to the term and conditions of the attached Agreement;

**NOW THEREFORE BE IT RESOLVED**, that the City Council of the City of Baraboo approves the attached Amendment #1 to the Agreement for Railroad Rehabilitation and Improvement dated January 2014 – Project ID #0494-44-08;

**BE IT FURTHER RESOLVED**, that the City Council of the City of Baraboo authorizes the Mayor to execute the attached Agreement.

Moved by Wedekind, seconded by Petty, and carried that **Resolution No. 15-63** be approved - 9 ayes.

**Resolution No. 15-64**

That the low bid of Volkmann Railroad Builders, Inc in the amount of \$1,660,459.00 is hereby accepted and all other bids are rejected.

Moved by Ellington, seconded by Sloan, and carried that **Resolution No. 15-64** be approved subject to the contract with the State being executed - 9 ayes.

**Ordinances:**

Ordinance No. 2437 was introduced and read for the first time:

**Ordinance No. 2437**

THE COMMON COUNCIL OF THE CITY OF BARABOO, WISCONSIN, DOES ORDAIN

## AS FOLLOWS:

1. Section Chapter 17.08 (31) is hereby repealed and recreated to read as follows:

**17.08 DEFINITIONS**

(31) DWELLING. A detached residential building designed and constructed for human occupancy that satisfies the following minimum requirements: (1733 05/17/94)

- (a) Has a minimum of 864 square feet of habitable floor area.
- (b) Has a minimum width along any exterior side elevation of 24 feet for the principal building and a minimum internal height of 7.5 feet for more than 50 percent (50%) of the living area.
- (c) Is firmly fastened to a solid foundation constructed on the site in compliance with Ch. 14 of this Code and the current ~~ILHR~~ SPS One- and Two-Family Uniform Dwelling Code with the exterior covering material extending to the ground, except that when a solid concrete or masonry perimeter foundation is used, the exterior covering material need not extend below the top of the foundation.
- (d) Is connected to the City sewer and waterworks systems.
- (e) Is not housing classified as TYPE 1 Manufactured Homes located in a TYPE 1 Manufactured Home Park.
- (f) Is occupied by the same tenant(s) for a minimum of 30 consecutive days.  
Short-term tenancies at-will or by the week are prohibited.

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

Moved by Wedekind, seconded by Plautz, and carried that the Ordinance take its regular course. Ayes: 8, 1 nay: Robkin.

**MAYOR, ADMINISTRATOR, AND COUNCIL COMMENTS**

Ald. Thurow reported on the 2016 proposed BDAS budget. They are experiencing insurance companies asking for reduced rates. They are attempting to sell two ambulances.

Adm. Geick discussed the 2016 preliminary budget and that detailed budgets will be distributed before the next meeting.

October 1<sup>st</sup> is the beginning of alternate side parking.

Ald. Wedekind announced that the American Legion will be taking down flags from the cemetery.

**REPORTS and MINUTES**

The City officially acknowledges receipt and distribution of the following:

**Monthly Reports for August, & September 2015 from** – Treasurer, Police, Fire

**Minutes from the Following Meetings -****Baraboo Economic Development Commission****August 6, 2015****I. Call to Meeting to Order and Note Compliance with Open Meeting Law**

Chairperson Greg Wise called the meeting to order at 6:00 PM in Room 118 in the Rodems Room, University of Wisconsin-Baraboo/Sauk County, 1006 Connie Road, Baraboo, WI 53913. The meeting was properly noticed in compliance with Wisconsin State Statutes.

**II. Roll Call & Approve Agenda**

Present: Wise, Umhoefer, Alt, Bowers, Palm, Taylor

Absent: Ayar, Burgi, Huffaker, Stauffacher

Other: Ed Geick, Carolyn Wastlund, Kari Olson, Rhonda Siebecker, Tracy White, Patrick Cannon

**III. Approve Minutes**

Motion: To approve the minutes as presented for July 9, 2015

Alt (1); Bowers (2)

Aye: All via voice vote

Nay: None

**IV. Public Comment**

None

**V. Review and Discussion: Economic Development Partners**

**Dr. Tracy White, CEO/Dean University of Wisconsin Baraboo/Sauk County**

Dr. White gave a brief overview of the campus activities and highlighted the new science facility. The building is scheduled to be open in the early fall of 2015.

One of the new programs presented by Dr. White was the Bachelor of Applied Arts and Sciences (BAAS) degree. This is a bachelorette degree now being offered at the Baraboo/Sauk County campus. Students are required to not only complete their classroom instruction, but are also required to have an internship and service learning as part of the curriculum.

As part of the University's long term plan, they would like to open partnerships with local businesses to help place students and to provide a quality workforce.

**VI. Old Business**

**A. Update on Development Activities**

City Administrator Ed Geick gave an update on the following items:

The City has several inquiries going on at this time. Staff met earlier in the day to review the items and move the projects forward.

**B. Update on the Plan Commission and Council**

Mayor Palm indicated that Mr. W. R. Sauvey has invited BEDC to tour their facility. A tentative date of September 3, 2015 at 5:30 has been set. Confirmation of the date and time will follow.

The City is in the beginning stages of the 2016 budget. The timing of the Economic Development Plan being considered by BEDC is very timely.

**C. Updates from economic development partners and collaborators**

Ms. Wastlund indicated that the CDA is starting to work on its 2016 budget. In addition, the exterior work at Donahue Terrace and the work on the house on Second Ave. are being to take place.

Library Director Meg Allen indicated that they had an opportunity to use an Intern from the University this year. They were very pleased with the intern and the program.

Ms. Kari Olson representing SCDC gave an update how SCDC is looking to refocus their activities over the next few years. She also indicated that they are working on their Fall Leadership forum.

**VII. New Business**

**A. Update on Economic Development Plan:**

Chairperson Wise gave an update on the Economic Development Plan. He indicated that the draft is now ready to be presented to outside groups to solicit their input and thoughts. He indicated that the next steps will be to hold a series of public discussion meetings. The dates and times have not been established.

Once these meetings have been held, the Plan will also be presented to the CDA and Plan Commission for their feedback and then to the City Council for their consideration and approval. The plan will also be presented to the Village of West Baraboo.

As part of the plan, an outline on the implementation of the plan was also presented. The Chair indicated that the current City funding and staffing levels are not sufficient for the plan to be implemented successfully.

After discussion of several key items, the Commission indicated that they would like to move forward with the plan and hold the series of meetings. If there are no major concerns or changes to the plan, the Commission indicated it should be then sent to the CDA, the Plan Commission, City Council and Village of West Baraboo. It would not need to be presented again to BEDC.

Motion: To approve the draft plan and move forward with a series of public meetings to discuss the plan. Barring any major changes to the plan document, it is to then be presented to the CDA, the Plan Commission, the City Council and the Village of West Baraboo for their consideration.

Umhoefer (1); Alt (2)

Aye: All via voice vote

Nay: None

**B. Update on Partner Presentation Schedule**

As previously indicated, the September BEDC meeting will be held at the Flambeau Building. Mr. W. R. Sauey will be hosting and giving a tour of the facility. There will be no other business that evening due to the tour.

The Commission would also like to extend an invitation to the City Council, Village of West Baraboo and the CDA to attend the tour.

For October's meeting, Mr. Nick Dornaski will be the guest speaker. Dr. Ayar will serve as the BEDC contact person for this meeting.

**Commissioner and City Staff comments**

Mr. Bowers indicated that the park in West Baraboo is being completed. It will feature a handicapped access point for kayaks.

**VIII. Adjournment**

A motion was made to adjourn the meeting at 7:08 PM.

\_\_\_\_\_ (1); \_\_\_\_\_ (2)

Aye: All via voice vote

Nay: None

**Finance/Personnel Committee – Council Chambers**

**September 22, 2015**

**Members Present:** Petty, Sloan and Thurow

**Absent:** none

**Others Present:** C. Giese, E. Geick, M. Reitz, W. Petersen and others

**Call to Order** –Ald. Petty called the meeting to order at 6:30 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 September 8, 2015. Motion carried unanimously.

**Accounts Payable** – Moved by Sloan, seconded by Thurow to recommend Council approval of the accounts payable for \$275,667.97. Motion carried unanimously.

**Auditor Selection** – Giese explained the procedures used during the auditor proposal reviews and Baker Tilly was the top scoring proposal. Moved by Sloan, seconded by Thurow and carried unanimously to select Baker Tilly to perform the audit for 2015 through 2019.

**Assessor Selection** -- Giese explained the procedures used to score the assessor proposals. Interviews will be held on October 5. Action is anticipated at next meeting.

**Committee Comments:** None.

**Adjournment** – Moved by Thurow, seconded by Sloan and carried to adjourn. Motion carried, meeting adjourned at 6:39 p.m.

**Minutes of the Public Safety Committee Meeting –**

**September 28, 2015**

**Members Present:** Phil Wedekind, Tom Kolb, and Mike Plautz. **Others Present:** Mayor Palm, Chief Stieve, Engineer Pinion, Bob Koss, Wade Peterson, and Kris Jackson.

**Call to Order** - Committee Chairman Phil Wedekind called the meeting to order at 3:30 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 August 3, 2015 meeting. By voice vote the motion carried.

**New Business**

a. **Review and Discuss 2016 Public Works/Engineering Capital Budget Requests** – Engineer Pinion said that the preliminary budget presentation was held, but until we get the total operating and capital in he has no idea where things will lie. He said in looking at the remnants from the last five-year program that was put together, along with the PACER ratings on the street, there is a list of streets that would be prospective candidates for reconstruction, which is estimated to be \$1.15 million in terms of the total estimated costs. He said that these are in no particular order in the list, and he said that there is a chance that they could all be funded; however, if they don't he would like some direction from the Committee as what order the streets should be done in. He said that given the magnitude of the perspective street construction projects, he has no proposed stand-alone sidewalk projects included in the budget at this point; however, the Committee could direct him to do so. He said a couple other projects to note is STH 123, which is Parkway, part of the State Jurisdictional Transfer. The State agreed to mill the pavement and repave it. He said that he will give it about a 40% chance that it will get done in 2016. He said the State didn't get to borrow as much for transportation projects as they hoped, so now they are deciding which projects can be moved back and which ones need to come forward. He said that this project was originally set for 2016, the State bumped it to 2017 and last week they said that there is a chance that could let it in July, 2016, and possibly do it in

September, 2016. Pinion said regardless, the City shares approximately \$79,000, which is something that is budgeted through the Jurisdictional Transfer Agreement that the City signed and committed to with the State. Kolb asked why the City didn't just postpone the project ourselves until 2017. Pinion said that it is a State project and the City doesn't really have the ability. Kolb said that the money that the City has to kick in comes out of this budget and he sees some City streets that need to be fixed first. Pinion said that whether it is this year or next, and if the Committee is emphatic about doing that, he will let the State know, and they would likely honor that. Kolb feels that STH 123 is good compared to the streets in the City. Mayor Palm said that in looking at the Capital Plan, we always have \$1,000,000 in for 2016 for 8<sup>th</sup> Street, there is a TIGER application in, which if funded is 80%, he said what Pinion is saying, we could take that \$1,000,000 that is available as debt for 2016 and instead of doing 8<sup>th</sup> Street fix, which would throw \$1,000,000 away in a couple years, do all these other streets instead. Kolb asked Pinion if that is what he was suggesting. Pinion said that he put together the budget for the estimate for these streets that are in the most need, and coincidentally, it is approximately the same amount of money. He said 8<sup>th</sup> Street is, according to the DOT, the first project on the list to be added to the 6-year program, the year 2016-2021. Discussion then took place in prioritizing the streets. Pinion said that Moore Street is a 500' stretch by the tower. Kolb felt that if anything was done on Moore Street, sidewalks should be included. Pinion said that there are no sidewalks from South Blvd. to the Water Tower, and the other unique feature of this 500' stretch that is in the worse shape is its Town of Baraboo on one side and City on the other. He said that he has reached out to the Town to talk about cost sharing these prospective projects and he has not heard anything from to date. Koss said that looking at sidewalks, that are all open ditch that runs down the hill, and there is no curb and gutter south of the hill. The Mayor asked Pinion what would happen if the City only did half of the road. It was stated that it would put pressure on the Town. Kolb said that he would like to see two lanes coming out on South Blvd. and one lane going in. Pinion said that it isn't marked that way, but it is wide enough to do that. Monroe Street was then discussed. Pinion said that the curb is tipped back; therefore the street could be milled and re-profiled and paved. He did say because Monroe is not a full reconstruction, he doesn't have sidewalks programmed. Have further discussion the priority list is as follows: 1. Barker Street – 8<sup>th</sup> to 10<sup>th</sup> Street; 2. 3<sup>rd</sup> Street – Washington to Jefferson; 3. 4<sup>th</sup> Street – Ash to East Street; 4. Martiny Court – 12<sup>th</sup> Street north (475'); 5. Moore Street – Water Tower south (500'); 6. Washington Avenue – 2<sup>nd</sup> to 3<sup>rd</sup> Street; 7. Washington Avenue – 3<sup>rd</sup> to 4<sup>th</sup> Street; 8. Monroe Street – East St. to Oak St.; 9. Tuttle Street – Intersection @ 15<sup>th</sup> Street; and 10. East Street – Water Street south to Alley. Lake Street was then discussed and Pinion said that this street didn't make the list because that project alone would be \$1,000,000. He said to do that street correctly; it should be done from Walnut all the way to the end. Pinion said that if the Committee felt that Lake Street needed to be done before the others he could put a cost estimate together. Mayor Palm said that if that were done, half the streets on the list would not be done. Pinion said the other perspective candidates for streets that are in less than fair shape are, Island Court, Mill Race Drive, Lake Street was talked about, Draper Street, from Madison to Bascom Hill, 3<sup>rd</sup> Avenue – West to Center, 4<sup>th</sup> Street from Washington to Jefferson; the list goes on and on. Pinion said that Madalon Industrial Park is the other capital component in the Public Works; this is a TIF project so it doesn't affect our capital. This project is through the Freight Rail Preservation Program, which is an 80/20 funding. He said that in the future there is the Moore Street bridge project, 8<sup>th</sup> Street, this Public Safety Building, and Koss has proposed to replace the two overhead doors in the main equipment bay. Pinion said the Operating cost is within our preliminary goals. Pinion asked the Committee if they really wanted him to ask the DOT to postpone Parkway until 2017 for convenience sake, and it was the consensus of the Committee to do so.

- b. Review and Discuss 2016 Utilities Capital Budget Requests – Peterson said that depending on what streets are funded he will look at what utility work would be done to go along with that, some are minor, some are major, so he will take the prioritized list and incorporate it into his budget. Pinion said that the water main contributions and sewer contributions for each of those roads included in the breakdown. Peterson said that the two projects that are not affiliated with the streets projects are Water Street water main, and Highway W. He said when the road is cut that road next year; the water and sewer will have to be moved from the north side of W to the south side. Pinion said that this would be extending it so service can be provided west of the bypass. It was said that the universal pipe that has been problems in Water Street is the same exact material on the 4<sup>th</sup> Street project; therefore there is a significant watermain contribution on 4<sup>th</sup> Street, because we are looking to replace the universal pipe before it starts having problems. Pinion said that the difference between Water Street and 4<sup>th</sup> Street is that the ground water fluctuates on Water Street, which helps speed up the corrosion. Wedekind asked about College. Pinion said that we don't have to budget for, the Utility pays for that, it is an operating cost. The cause of that was the water main break last winter, we will try to do that this year; however, worse cause will letting it settle over the winter again this year and pave it right away next year. Peterson said that this is part of their O&M because it was caused by the break so it is not considered a capital project. Pinion said that if it has to be done in 2015 there is money in Water Utility to do that. Peterson said that ideally for him, it would look better if he could do the repair in 2016.
- c. Discuss opportunities to help finance annual street improvements – Peterson said that this is an article that Administrator Geick found and wanted to run it by the Committee to get their thoughts. Mayor Palm said up until this year there were three communities that had it, and now there are several others looking at this, and the reason is the same as why the City is looking at it. He said that we no longer get funding from the State, so where are we going to get the money. He said that the wheel tax would not count against levy numbers, and that is why it is attractive for municipalities to look at. He said that it is kind of unfair because it falls to the people that own vehicles that are kept in the City. Kolb said that he knows the City needs additional revenue to maintain our streets; however, he doesn't like the wheel tax, and the reason is because he doesn't like the fact that 10% of it goes to State and he never trusts this legislature in terms of whether that formula will change over time. Pinion said that 1% goes to the State, not 10%. Pinion said that there are now ten communities in Wisconsin using it. The fee would be added to the registration fee of the vehicle. Pinion said that Janesville has been using this for years and they are doubling the fee, and for them it generates \$500,000 per year. Kolb asked if there was any idea of how much money this would generate. Pinion said that Baraboo is about ¼ of the size of Janesville, so he is optimistically

saying about \$100,000, which equates to about one block of road. Kolb felt that this should be placed into the Newscape with the pros and cons and get citizen input.

- d. Review and Approval monthly Billing Adjustments/Credits for Sewer and Water Customers – Kolb moved, Plautz seconded to approve monthly billing adjustment/credits as presented. By voice vote the motion carried.

**Reports**

a. Utility Superintendent’s Report –Peterson said he was finishing up the budget that will be presented this upcoming Friday. He said he received notice for the PSC that the 3% rate increase for the water was approved, so that will take effect January 1<sup>st</sup> and people will see it on their bill the 1<sup>st</sup> of April. He said that on the sanitary sewer side now that the street numbers can be plugged in, he is looking at about a 2% increase in the sanitary sewer rates, there was no increase for 2015. They will be starting to haul bio-solids out next week. He said that Dennis Steinke, Water Foreman retires next week, and the new foreman was hired internally; therefore, an operator’s position has been posted.

b. Street Superintendent’s Report – Koss said that three alleys are set and ready to go, they will be paved on Wednesday, and so after that all the alleys will be done, except for some backfilling around the asphalt. He said that it was a good year for catch basin and manholes. He said that they have some items to do Parks; the walking trail around Northeast Park, once that is finished leaf pickup will begin and then winter.

c. Police Chief’s Report – Not present

d. Fire Chief’s Report – He said that five firefighters have been hired, one being a cadet for the department last year and is now in Firefighter I at Lodi, three are in entry level in Baraboo and the other is a cadet and came through with the schooling already and just has to finish his Firefighter I exam. He said one probationary firefighter quit, so the roster is at 42, with the cadet. He said that two acting lieutenants were appointment last week. He said as far as budget, he did do a wage increase for officer, added some wages for training and maintenance items. The Assistant Chief’s training position will hopefully be filled by the end of the year. He said that also in the budget, there is a little money in there for some of the training that is required for the new position descriptions. He said that the capital budget is about \$240,000 every year that is asked for apparatus replacement and SCBA replacement.

**ADJOURNMENT** – Kolb moved, Plautz seconded to adjourn the meeting at 4:38 p.m. Motion carried.

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

Police & Fire Comm.	8-17-15	Pink Lady Rail Comm.	8-4-15
Emergency Management	9-17-15	UW Campus Comm.	8-20-15
CDA	6-10-15	Plan	9-15-15
BID Appearance Comt	9-10-15	BID Promotions Comt	9-4-15
BID	9-16-15, 9-29-15		

**PETITIONS, AND CORRESPONDENCE**

· **Petitions and Correspondence Being Referred - none**

**INFORMATIONAL ITEMS**

**ADJOURNMENT**

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

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Cheryl M. Giese, Clerk-Finance Director