

# 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, October 26<sup>th</sup>, 2015 – **3:30 P.M.**  
**Location:** City Services Center - 450 Roundhouse Court, Baraboo, Wisconsin  
**Members Noticed:** Phil Wedekind, Tom Kolb, Michael Plautz  
**Others Noticed:** Administrator E. Geick, Mayor M. Palm, City Attorney M. Reitz, Police Chief M. Schauf, Fire Chief K. Stieve, T. Pinion, R. Koss, W. Peterson, E. Robkin, Bernadette Greenwood, 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 September 28, 2015 Public Safety Committee meeting.

## 2. New Business

- a. Discuss opportunities to help finance annual street improvements using a vehicle registration fee.
- b. Review Request from Jack Young Middle School's Science Club to promote a "clean watershed program".
- c. Review and recommendation on continuing use of Air Curtain Destructor to burn brush.
- d. Review and recommendation on Snow and Ice Removal Proposal.

## 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 October 22, 2015

**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**FOR INFORMATION ONLY, NOT TO BE PUBLISHED**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 – 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.

Respectfully submitted,

Phil Wedekind, Chairman

Date: October 22, 2015  
To: Public Safety Committee  
From: Tom Pinion  
Re: Background for Oct. 26<sup>th</sup> Meeting @ 3:30 pm

**New Business:**

**Item A.** Municipalities are constantly looking for ways to increase their annual revenues and avoid any adverse impacts to the annual levy limits. Accordingly, a “wheel tax” is becoming increasingly popular. Currently, the WDOT collects wheel taxes for 7 municipalities and 3 counties. According to the WDOT’s records, there are 16,583 registered vehicles in the City of Baraboo. As an example, a \$10 wheel tax would generate \$165,830 annually and the City would net 99% of that amount or \$164,171.

**Item B.** Melissa McDonald and Bernadette Greenwood are advisors for Jack Young Middle School (JYMS) Science Club. The science club offers opportunities for middle school students to learn about science via field trips, lectures, hands-on Science, Technology, Engineering and Mathematics (STEM) activities, and community service projects (such as invasive species and trash removal on the Ice Age Trail.)

They would like to extend their community service by working with the City of Baraboo. They understand that watershed protection is essential for the health of our environment and the JYMS Science Club would like to promote public awareness and education of the fate of stormwater run-off in our community. They propose to do this by raising funds for the purchase and installation of markers on Baraboo’s stormwater sewer drains and here is an example of the type of marker they are considering.



Their hope is to include the installation of these markers as a yearly event for their students. They believe there are approximately 1,000 stormwater sewer drains in the City of Baraboo. Accordingly, it would take many years to complete the project. They would like to begin the project in the spring of 2016, which will give them time to raise funds to purchase the stormwater drain markers.

**Item C.** Considering the perennial concerns associated with the operation of the Air Curtain Destructor, we have employed the use of a commercial grinder to grind the brush rather than burn it. The contractor not only grinds the brush, but takes all of the resulting mulch as we already generate a supply that exceeds our local demand. The estimated cost to have this contractor grind brush for us on a quarterly basis is \$16,000 per year, which we believe is reasonable. We are looking for some direction from the Committee regarding the long-term “processing” of our brush. If we want to discontinue burning operations and the corresponding nuisances associated with the smoke and ash, we should consider selling the air curtain destructor.

**Item D.** If residents fail to shovel snow within the first 24 hours following the conclusion of a snowfall event, the Police Department will notify them that we will hire a private contractor to shovel the walk and bill the property owner (similar to what we do for noxious weed and rank growth mowing). The PD solicited proposals for this on-demand service and only one Proposal was received. It is the Chief’s recommendation to award this Proposal to Sunrise Property Care, LLC. They have provided this service for the past several years and they have been very cooperative.

**Item E.** Beginning earlier this 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 month. This will be a standing agenda item for the Committee's consideration from now on.

Have a great weekend and I will see you on Monday!

**PROPOSAL**

**Item Description**

**Price per linear. ft.**

Clearing compacted Snow/Ice from Sidewalk to include the application of needed salt or sand.

\$ 1.15

Clearing of non-compacted snow

\$ .70

Application of Sand/Salt on ice w/o additional removal.

\$ .60

Min Charge \$35.00

The above Proposal shall include all labor, materials, transportation, overhead, profit, insurance, etc. to complete the specified work.

The Contractor understands that the City reserves the right to reject any or all Proposals and to waive any informalities in the process.

The Contractor agrees that this Proposal shall be valid and may not be withdrawn for a period of 30 calendar days after the scheduled closing time for receiving Proposals.

Respectfully submitted,

Sunrise Property Care LLC  
(Contractor)

(SEAL) - if Proposal is by a corporation

By: Daniel Greenwood 9/11/2015  
(Name, Title)

E 13180 Cord W  
(Business Address)

Baraboo WI 53913  
(City, State, Zip Code)

608 393 0473  
(Telephone)

## Baraboo Police Department Monthly Activity Report September 2015

Calls for Service	Current Month	Current Year to Date	Prior Year to Date	Change	Percentage Change
Burglaries	8	42	28	14	50.00%
Thefts	52	376	332	44	13.25%
Criminal Damage	8	61	64	-3	-4.69%
Assist other agencies	72	630	649	-19	-2.93%
Assists - West Baraboo	5	45	37	8	21.62%
Animal Complaints	33	252	220	32	14.55%
Total of all Calls	819	7,177	7,761	-584	-7.52%

### Traffic Crashes

Total Traffic Crashes	23	223	220	3	1.36%
Persons Killed	0	0	0	0	0.00%
Persons Injured	1	41	39	2	5.13%
Pedestrians Injured	0	0	0	0	0.00%

### Enforcement Activity

Adult Notices of Appearance	83	734	824	-90	-10.92%
Drug Charges	8	93	167	-74	-44.31%
Traffic Citations	268	3373	5,674	-2301	-40.55%
OWI Arrests	1	45	119	-74	-62.18%
Seatbelt Violations	21	329	537	-208	-38.73%
Traffic Warnings	91	1426	2,493	-1067	-42.80%
Juvenile Offenses	21	316	295	21	7.12%
Curfew Violations	0	17	27	-10	-37.04%
Underage Alcohol Citations	2	65	67	-2	-2.99%
Parking Citations	129	1,924	896	1028	114.73%

### Fines and Fees

Court Fines	\$4,347.32	\$43,241.06	\$41,066.42	\$2,174.64	5.30%
Parking Fines	\$1,537.70	\$33,379.60	\$20,074.06	\$13,305.54	66.28%
Police Department Fees	\$66.09	\$1,739.35	\$536.24	\$1,203.11	224.36%



# POLICE LINE

The Baraboo Police Department Newsletter

October 2015

## From the Chief

October 4<sup>th</sup>, we had a crime that we don't see too often in Baraboo or the area. The homicide that took place on the City's south side taxed our resources and presented challenges to the officers as they investigated. The investigation was tense, dynamic and rapidly evolving.

In the days after, we are still working on this case. As we do, we also look back at what we did well and the areas we need to get better at. The things that went well are a direct cause of the preparation of the officers and the department. The investigation has been done with the assistance of the local resources. This is thanks to a program of Mutual Aid developed by the Sauk County Police Chief's Association called SMART.

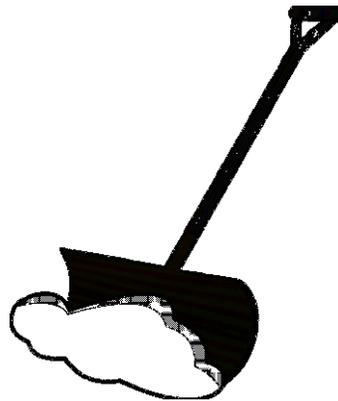
This program is a way for an agency experiencing an emergency to get police resources in a timely coordinated manner. There are levels of response and preplanned response locations for officers to be able to be assigned tasks of the event. In short, we have worked together as a County to develop response protocols to quickly and effectively enhance our police response to on-going emergencies. This type of preparation is a way for us to be ready for the challenges that face our community.

## Anniversaries

In October, we celebrate the anniversaries of Sgt. Ryan Werner, 10 years.

## Snow

October is the magical month of transition. We go from warm to cool, sometimes cold. It is not uncommon to see our first trace snow fall in the year. As we prepare for winter, we need to clean up the falling leaves and be ready for snow.



As we prepare for the cold season, remember that we will have snow this year. All residents are required to clear snow and ice from sidewalks within 24 hours of the completion of any snow fall. This is a safety issue to ensure the safety of the walking public to help prevent slips on the ice.

## Equipment Profile

This month we are featuring our light bar, though sometimes people don't want to see it activated behind them. We use the Whelen Liberty light bar. It has LED technology and is able to produce exceptional light output with little power draw.



The new bars also have an arrow stick in the bar itself, so we do not need to block other viewing areas to get full function. These bars, along with the siren and controllers are about \$3,000 per unit.

## Follow Us on FB and Twitter

A reminder that we are on FaceBook and Twitter! We provide safety information and real time information in time of emergency.

