

Council Chambers, Municipal Building, Baraboo, Wisconsin

Tuesday, October 27, 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 Kolb, seconded by Wedekind and carried to approve the minutes of October 13, 2015.

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

Compliance with the Open Meeting Law was noted.

PUBLIC INVITED TO SPEAK –Diane Pillsbury, Executive Director of Baraboo Area Senior Citizens Organization addressed the Council concerning the proposed rent for 2016. They are a small non-profit organization and other senior centers are provided buildings that were given to them in some way. They charge about \$25 per year for membership dues and while the local Director is paid about \$11 per hour, others are paid \$23 per hour. They are among the smallest of the Senior Centers and are very grateful for what they have, but would like to see the rent waived. They are projected to show a net profit this year of \$2900. For next year the rent requested is \$50 per month which represents 1/3 of the reduced rent offered by the Park Commission (15% of full rent).

Doug Ament, resident on 2nd Avenue, discussed an ordinance concerning a short term lease in residential areas that appears on our agenda. He spoke against the ordinance because he rents his home on a temporary basis inviting guests to stay there because they are within walking distance of the downtown. His family relies on the money received in rental income and they are averaging \$500 per month. He is registered with Air B & B and he suggests that we don't need more laws that would prohibit growth in Baraboo.

MAYOR'S COMMENTS

The Mayor announced two service anniversaries for Anne Horjus and Zach Ott for 10 and 5 years of service at the Public Library.

CONSENT AGENDA

Resolution No. 15-65

THAT the Accounts Payable, in the amount of \$283,857.34 be allowed and ordered paid.

Resolution No. 15-66

THAT the Mayor be authorized to apply for the 2016 Urban Mass Transit Operating Assistance Grant and funding offered by the Federal and State governments for the City of Baraboo, and;

THAT the Mayor be authorized to apply for the 2016 Capital Assistance funding offered by the Federal and State governments for the City of Baraboo, and;

THAT the City of Baraboo adopts the Department of Transportation procurement policy, and;

THAT the City of Baraboo adopts the Department of Transportation disposal guidance for federally funded taxi vehicles.

BE IT FURTHER RESOLVED that the Mayor be authorized to execute appropriate contracts if the applications are approved.

Resolution No. 15-67

THAT Angela McMurray and Roy Franzen be appointed to the Park and Recreation Commission serving until July 31, 2018.

THAT John Ellington be appointed to the Library Board serving until June 30, 2018.

Resolution No. 15-68

That Trick or Treat hours be set on October 31, 2015 between the hours of 4 p.m. to 7 p.m. in the City of Baraboo.

ORDINANCES ON 2ND READING

Ordinance No. 2437 concerning repealing and recreating Section 17.08(31) of the Zoning Code to include regulation of short-term rental homes in single-family residential zoning districts was introduced. Eng Pinion provided a general overview of the ordinance which was proposed after an article in the League of Wisconsin Municipalities magazine. Ald. Robkin asked if a Conditional Use Permit option was reviewed and considered. The Plan Commission did not consider either a licensing method or CUP method. Moved by Wedekind, seconded by Ellington and carried to refer the Ordinance to the Plan Commission for review. Ayes: 8, Nays: 1 -- Thurow

NEW BUSINESS

Resolutions:

Resolution No. 15-69

TO: Authorize the contract with Sunrise Property Care LLC for contracted snow removal in the City of CY 2016/2017.

Moved by Kolb, seconded by Sloan, and carried that **Resolution No. 15-69** be approved – 9 ayes.

Resolution No. 15-70

THAT the Parks and Recreation Department be hereby authorized to set Civic Center 2016 long term lease rates at \$7.60 per square foot.

Moved by Kolb, seconded by Petty, and carried that **Resolution No. 15-70** be approved - 8 ayes, 1 nay – Robkin.

Resolution No. 15-71

THAT the Parks and Recreation Department be hereby authorized to enter a 2016 lease agreement at the Civic Center with the Boys and Girls Club of West Central Wisconsin for rooms 20, 26, 27, 29 and the auditorium with rent of \$645.81 per month.

Moved by Kolb, seconded by Wedekind, and carried that **Resolution No. 15-71** be approved - 9 ayes.

Resolution No. 15-72

THAT the Parks and Recreation Department be hereby authorized to enter a 2016 lease agreement at the Civic Center with the Baraboo Area Senior Citizen Organization for rooms 21 and 24 with rent of \$50.04 per month.

Moved by Petty, seconded by Wedekind, and carried that **Resolution No. 15-72** be approved - 9 ayes.

Resolution No. 15-73

That the proposal of Schumacher Elevator Company be accepted in an amount not to exceed \$82,253.41 for the contract period ending December 31, 2020, and;

That the proposal of Schindler Elevator Corporation be accepted in an amount not to exceed \$14,566.84 for the contract period ending December 31, 2020.

Moved by Petty, seconded by Sloan, and carried that **Resolution No. 15-73** be approved - 9 ayes.

COMMITTEE OF THE WHOLE

Moved by Robkin, seconded by Petty and carried unanimously to convene as a Committee of the Whole to discuss the 2016 proposed City budget. The budget indicates a proposed levy of 1.67% increase with total spending at \$21,334,417, proposed debt of \$1,871,267, and proposed street projects of \$2,114,706. A new economic development program is being proposed in cooperation with the Village of West Baraboo and the Chamber of Commerce.

Ald. Petty commented that the 1.67% levy increase target was achieved and he is overall very pleased with how it turned out, being well thought out and planned. He stated that it is important to provide employees with raises and we want to retain our employees. Petty feels that we have an exceptional management team. Kolb and others likes to see the investment in infrastructure in this budget.

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

MAYOR, ADMINISTRATOR, AND COUNCIL COMMENTS

Ald. Thurow explained that a number of larger insurance companies are taking longer to pay the ambulance service fees. They are considering contacting legislators attempting to speed up the paying process.

Ald. Petty passed along accolades to the Police Department for their work on a recent case.

REPORTS and MINUTES

The City officially acknowledges receipt and distribution of the following:

Monthly Reports for September, 2015 from – Police Department, Treasurer

Minutes from the Following Meetings -**Administrative Committee****October 5, 2015**

Present: Ellington, Robkin, Alt

Absent: none

Also Present: Mayor Palm, Cheryl Giese, Adm. Geick, Chief Schauf

The meeting was called to order by Ald. Robkin at noon, noting compliance with the Open Meetings law.

Moved by Alt, seconded by Ellington and carried to approve the minutes of August 31, 2015. Motion by Alt, seconded by Ellington to approve the agenda and carried unanimously.

Airport Operations: Giese gave a report of airport activities for the last month, noting that MSA has officially been contracted by the Bureau of Aeronautics for design services of the runway project; the Coolidge property acquisition has been delayed because of injuries received by Mr. Coolidge; hanger inspections were recently completed to identify property conditions.

Bidwell Lease Assignment: Mike Bidwell desires to sell his hanger to William Stoeckmann Living Trust. The hanger will be used to store aircraft owned by Mr. Stoeckmann. Moved by Alt, seconded by Ellington and carried unanimously to approve the lease assignment as requested.

Open Liquor Licenses: Attorney Reitz reviewed the proposed policy for issuing liquor licenses. The Committee agreed that the current practice of allowing a new business owner to have the first claim on a surrendered license for the same establishment will be continued.

They also discussed what the policy should be concerning issuing liquor licenses if a regular license becomes available and will not be used by a new business owner at the same premise. The proposed policy is that the available license would be offered to the holder of the oldest active reserve license, and if that person declines, then it would be offered to the holder of the second oldest active reserve license, and so on. Robkin disagreed, preferring that decisions be based upon the size of the business, giving preference to small business owners. In the end, it was decided to advance the policy language proposed.

The Committee also discussed what the policy should be concerning issuing liquor licenses when there is only one remaining reserve license available. The Committee noted that the City will gain another reserve license when the population grows by approximately 350 people. The committee rationalized that an available license is a necessary tool when trying to encourage business growth in TIDs and other growth corridors. In the end, the Committee decided that applications for the last remaining license would be reviewed by the Administrative Committee and may require Council action for issuance.

Mark Reitz was asked to prepare expanded policy language for consideration at the next meeting.

Closed Session

Moved by Ellington, seconded by Alt to convene into closed session per SS 19.81)1)(f) concerning financial, medical social or personal histories of specific persons which if discussed in public, would be likely to have a substantial adverse effect upon the reputation of persons referred to in the histories, problems or investigations.

The committee discussed a licensing matter. No action was taken.

Open Session

Moved by Ellington, seconded by Alt and carried unanimously to reconvene into regular session. No action was taken.

Next meeting is to be held November 2, 2015 at 12 p.m.

Moved by Ellington, seconded by Alt and carried to adjourn.

Finance/Personnel Committee – Council Chambers

October 13, 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 6:00 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 September 22, 2015. Motion carried unanimously.

Accounts Payable – Moved by Sloan, seconded by Thurow to recommend Council approval of the accounts payable for \$673,848.38. Motion carried unanimously.

2016 Budget – The Mayor explained that the 2016 budget has been prepared and preliminarily has a levy increase of less than 2%. New debt for capital projects is projected at \$2.5M, which is \$1M less than shown in the capital project plan from last year. The Mayor explained budget highlights including a new Economic Development program, 12 street reconstruction projects, 3 park bathroom projects, along with the usual equipment replacements. Ed explained wage adjustments were included for 1%, savings in health insurance costs, general budgets were allowed to increase 1%, 2% growth in equalized value, and public safety building design estimates. The Mayor suggested that questions be directed toward him in the next week so that the staff can prepare changes to be presented to the Council at the next meeting. No action taken.

Madalon Rail Spur -- Tom Pinion reported on the reconstruction of the rail spur which is currently being used by four manufacturers in Baraboo. Bids came in at \$1.66M, date of completion will be 12/31/16, funding from State is split 80/20, with TID 6 paying the local 20% contribution. Moved by Thurow, seconded by Sloan and carried to recommend to Council for action.

Volkman Railroad Builders – Tom Pinion reported on the low bid received for the Madalon Industrial Park rail spur reconstruction in the amount of \$1.66M. Moved by Sloan, seconded by Thurow and carried to recommend to Council for approval.

Assessor Selection – Ed Geick explained that the assessor services were bid for a three year term and three proposals were received. Tyler Technology was the highest rated responder and is recommended by the panel. Moved by Thurow, seconded by Sloan and carried to recommend contracting with Tyler Technologies.

Weights and Measures – Moved by Sloan, seconded by Thurow and carried to recommend to Council for approval.

Committee Comments: None.

Adjournment – Moved by Thurow, seconded by Sloan and carried to adjourn. Motion carried, meeting adjourned at 6:35 p.m.

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

Parks & Recreation Comm. 9-14-15

Library Board

9-15-15

ADJOURNMENT

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