

**Council Chambers, Municipal Building, Baraboo, Wisconsin
Tuesday, February 23, 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 Alt, seconded by Ellington and carried to approve the minutes of February 9, 2016.

Moved by Kolb, seconded by Wedekind 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 congratulated Alice Schellenberger upon her retirement after 26 years of service with the City. The Friends of the Zoo recognized Alice Schellenberger for 26 years of service to the Parks and Recreation Department by presenting her with an engraved paver that will be installed as part of the Otter exhibit.

CONSENT AGENDA

Resolution No. 15-112

THAT the Accounts Payable, in the amount of \$3,810,990.01 be allowed and ordered paid.
Moved by Wedekind, seconded by Kolb and carried on voice vote to approve the Consent agenda.

ORDINANCES ON 2ND READING

Moved by Ellington, seconded by Petty and carried unanimously to approve the 2nd reading of Ordinance No. 2440 concerning changing the termination of a chicken permit from one to two years.

NEW BUSINESS

Resolutions:

Resolution No. 15-113

WHEREAS, the Finance/Personnel Committee approved the Intergovernmental Agreement for Development of Baraboo Riverway Plan-Phase I on February 9, 2016 authorizing the Mayor to execute the attached agreement.

NOW, THEREFORE, BE IT RESOLVED that the Mayor is hereby authorized to execute the attached Intergovernmental Agreement for Development of Baraboo Riverway Plan-Phase I.

Moved by Wedekind, seconded by Plautz, and carried that **Resolution No. 15-113** be approved – 8 ayes, 1 absent--Robkin.

Resolution No. 15-114

To adopt a policy on Public Memorial or Facility Naming and Acknowledgement.

Moved by Ellington, seconded by Alt, and carried that **Resolution No. 15-114** be approved - 9 ayes.

MAYOR, ADMINISTRATOR, AND COUNCIL COMMENTS

Adm. Geick announced that the WAM grant was received for 1208 Oak Street and the DNR is selecting a firm to complete the environmental study.

The County is holding an open house to meet the potential County Coordinator candidates and the Alderpersons are invited.

REPORTS and MINUTES

The City officially acknowledges receipt and distribution of the following: **Monthly Reports for January, 2016 from** – Fire Dept. & Treasurer

Minutes from the Following Meetings -**BUSINESS IMPROVEMENT DISTRICT (BID)****November 17, 2015**

Members Present: L. Steffes, D. Thurow, S. Kessenich

Members Absent: F. Kruse, N. Marklein Bacher

Call to Order: Sandy Kessenich presided over the meeting, called it to order at 12:00PM and noted compliance with the Open Meeting Law

Meeting Minutes:

Moved by Thurow, seconded by Kessenich, and unanimously carried to approve the minutes of September 15, 2014 and September 29, 2015.

Agenda: Moved by Kessenich, seconded by Thurow, and unanimously carried to approve the agenda as published

New Business:

1. Review topics for Business Development Quarterly 2016 workshops.
2. Developing a brand/marketing
3. Public Art
4. History of Downtown
5. Review of BID Logo Proposal – City logo with BID text

Correspondence

Adjournment: Moved by Kessenich, seconded by Thurow, and unanimously carried to adjourn at 1:15p.m.

Baraboo Public Arts Committee**January 28, 2016**

Baraboo City Hall, 135 4th St., Baraboo, WI

Location: Council Chambers, 135 4th Street,

Members Present: Morgan McArthur, Larry McCoy, Mike Palm, Rochelle Robkin, Megan Watson, Ed Geick

Call to Order 4:01 PM, Palm presiding in Stelling's absence

- Approve agenda – Geick moved, Robkin seconded
- Approve minutes of December 17, 2015 – Geick moved, Robkin seconded

1. Treasurer Report –Review current financial report

McCoy created a one-page summary of BPAA finances as at 28 Jan 16.

With donations from Walt Smith (\$500) and David/Peggy Matthews (\$3500), current balance stands at \$3012.16.

Business Improvement District (BID), carried BPAA 'overdraft' and has been paid in full. There may be a small expense from Baraboo Awning for construction of a frame for the dedication panel.

2. Old Business:

- Mural update, related expenses and wrap-up
There may be a small expense from Baraboo Awning for construction of a frame for the dedication panel. Bernie Poff has contacted BA to get this finished up.

3. New Business:

- Fundraising
No action taken on current AHHP grant cycle through UW Extension (deadline: 29 Jan 16). With outstanding debt (as of December 2015), a need to put a strategic plan in place, and a tight deadline, no application was filed. McArthur reports that there may be another call for applications due to low numbers of applications.
Geick provided copies of a Guide to Historic Baraboo (circa 1989?) as a document that could be reborn as a descriptive piece that offers advertising space. Advertising income would serve as a fundraising source. Palm suggested that perhaps a Good

Idea Grant (\$500) could support the generation of this document.

McArthur intends to reach out to contacts in communities with (apparent) fewer intrinsic resources that have robust public art programs to benchmark their funding strategies and timeframes. Prospects are: Ashland, Beaver Dam, Ladysmith, Wittenberg in Wisconsin and Virginia, Minnesota.

- Review of current by-laws – Palm moved to postpone discussion at a later date. McCoy seconded.
- Long Term Planning Discussion

All are in agreement that a strategic planning meeting has to happen. Schedule challenges for board members preclude a weekend retreat. Two special meetings were organized for Wednesday 17 February and 24 February from 1:30-4:30 PM at City Hall. McArthur and McCoy each generated a document around general strategic concepts for discussion.

4. Public Comments: None

5. Board Member Comments

- Palm is meeting with a Wisconsin DOT representative this week to discuss the Broadway/S. Blvd. railroad trestle. It has been noted that as a gateway to Downtown Baraboo this is a prime location for some form of welcome-related public art. McArthur suggested Bill Johnsen's tagline: 'You gotta love Baraboo!' Palm noted that WR Sauey intimated he could provide monetary support for an aesthetic upgrade of the structure if Palm could gain approval. Walt Smith said same to McArthur some time ago, offering \$1K if something could be done.
- As part of long term planning, a list of possible public art projects could be generated that would be taken around the service club circuit. McCoy noted that while Baraboo is considered the Circus Town that there is scope to expand that description to an Art Town, as well.
- There was discussion of how the self-funding 'People are the Fabric of Our Community' public portrait project could be announced. Palm advocates starting with a low number of portraits so as not to overextend. A possibility was to unveil the project plan at the Annual Meeting. No date for such meeting had been established but Palm moved to postpone the Annual Meeting to a date to be determined, seconded by McCoy. McArthur will contact Butternut muralist/portrait specialist Kelly Meredith about her availability for such an event.

6. Next Meeting – two special strategic planning meetings are scheduled for February 17 and 24, 1:30-4:30 PM.

7. Adjournment 5:09 PM moved by Mike Palm, acting Chairperson, seconded by Rochelle Robkin.

Administrative Committee

February 1, 2016

Present: Robkin and Alt

Absent: Ellington

Also Present: Mayor Palm, Clerk Giese, Adm. Geick, Chief Schauf, Clint Hutchinson, Ron Cowan and media

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

Moved by Alt and seconded by Robkin and carried to approve the minutes of January 4, 2016. Motion by Alt, seconded by Robkin to approve the agenda and carried unanimously.

Airport Operations: No report since the only activity since last month has been to send the annual rent invoices.

Baraboo Country Club special exception for noise: The Committee reviewed a request from Baraboo Country Club for a special exception to Section 9.06 for Loud and Unnecessary Noise. They reported that they begin their mowing time at sunrise for the safety of the golfers and mowing personnel. Last summer they received noise complaints from a neighbor about 1000 yards away. They stated that their mufflers are in good repair and they have altered their mowing patterns in an attempt to alleviate the concern. However, only one complaint has been received and the Committee questioned the definition used in the code of "unreasonable noise" and "unreasonably disturbing a person of ordinary sensibilities". The code goes on to prohibit noise generated by among other things, lawn mowers between 10 p.m. and 6:30 a.m. Chief Schauf explained that in enforcing the code, officers abide by the hours restriction since that is more clearly defined than deciding what unreasonable means. Robkin suggested that the Country Club consider better mufflers, changing workflow, redirecting noise or any other reasonable accommodations and report back at the next meeting.

Public Memorial or Facility Naming Policy – Adm. Geick reported that this item has been reviewed by the Park Board who has made several recommendations which have already been included in the draft being reviewed by the Committee. This policy covers city structures and other agencies are required to follow city ordinances for signage. Moved by Alt, seconded by Robkin and carried unanimously to recommend the policy for approval to the Council.

Chicken Licenses – Chief Schauf recommended on changing the chicken license to expire every other year. The current ordinance states that licenses expire annually and that the coops be inspected annually. His department has not received complaints about the coop conditions or keeping of chickens so he feels that every other year is a better use of staff time. Moved by Alt, seconded by Robkin and carried unanimously to recommend changing the code for chicken licenses to expire every other year.

Lumsden Airport Lease – William Lumsden has requested that his Airport Lot Lease for Lot 6, 206 2nd Street, be assigned to William J. Lumsden and Jacquelyn J. Lumsden Living Trust. Moved by Alt, seconded by Robkin and carried unanimously.

Next meeting is to be held March 7, 2016 at 12 p.m.

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

Finance/Personnel Committee – Council Chambers**February 9, 2016****Members Present:** Petty and Thurow**Absent:** Sloan**Others Present:** Mayor Palm, C. Giese, E. Geick 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 Petty to adopt the agenda and carried unanimously. Moved by Thurow, seconded by Petty to approve the minutes of January 26, 2016. Motion carried unanimously.

Accounts Payable – Moved by Thurow, seconded by Petty to recommend Council approval of the accounts payable for **\$1,138,393.19**. Motion carried unanimously.

City Services Building – Eng. Pinion explained that the foundation is moving on the City Services Center and the consultant's recommendation is to repair the foundation by installing helical piles and structural beams, grout and backfill to bring the foundation back to proper grade. Foundation Supportworks cost estimate is \$63,550 for making the repairs and work can be completed within a few weeks. The guarantee covers workmanship and materials. The Public Safety Committee recommends proceeding. Moved by Thurow, seconded by Petty and carried unanimously to recommend to Council for action.

1208 Oak Street – Eng. Pinion reported that WAM (Wisconsin Assessment Monies) is a funding program which can help pay for testing services and environmental assessment of the former hospital. A thorough site assessment will be conducted looking for soil contamination. If some is found, then the project may qualify for additional grant monies for remediation and demolition. Moved by Petty, seconded by Thurow and carried to recommend to Council for action.

Sloan arrived at 6:15 p.m..

Capital Improvement Plan -- The updated Capital Improvement Plan covering 2016 through 2022 was reviewed by the committee, particularly the financial indicators, trending revenues and expenditures per capita, rate of growth, debt capacity and depreciation expense. The plan, created by department heads, identifies \$53 million of projected capital projects/expenditures proposed for the next 7 years. No action taken.

Menard Claim for Excessive Assessment

Adm. Geick provided a status report on a claim filed by Menards for excessive property assessment resulting in excessive property taxes being charged of approximately \$39,000 dollars. The City has 90 days to respond to the claim. No action taken.

River Recreation Planning Agreement

Park & Recreation Director Hardy reported on a collaborative planning project with neighboring communities concerning the Baraboo River. The idea is to present the river as a regional attraction and coordinate recreational purposes. The planning proposal is \$23,000 with the City share projected to be \$6000. The plan will be mutually beneficial to all communities along the river. The cost will be paid from segregated monies. Moved by Petty, seconded by Thurow and carried unanimously.

Committee Comments: None.

Adjournment – Moved by Thurow, seconded by Sloan and carried to adjourn. Motion carried, meeting adjourned at 6:37 p.m.

BARABOO BUSINESS IMPROVEMENT DISTRICT (BID)**February 9, 2016****Members Present:** L. Steffes, D. Thurow, S. Kessenich, N. Marklein Bacher**Members Absent:**

Also Attending: Guest – Paul Wolter (Sauk County Historical Society)

Call to Order: Lacey Steffes presided over the meeting, called it to order at 12:10PM and noted compliance with the Open Meeting Law

Meeting Minutes:

Moved by Bacher, seconded by Kessenich, and unanimously carried to approve the minutes with the exception of under Call to Order, Lacey Steffes presided over the meeting not Sandy Kessenich for November 17, 2015.

Agenda: Moved by Thurow, seconded by Kessenich, and unanimously carried to approve the agenda as published

New Business:

1. Discuss Promotion of Historical Designation and option for promote publicly
Update/consolidate historical information per building to create print and digital walking tour of the BID District.

2. Plan a "Get to know Your Downtown" Week
3. Proclamation at Concert on the Square
4. Daily Guided Walking Tours
5. Period Retail events

Correspondence

Next Meeting: Tuesday, March 15, 2016 at NOON, at Green Vine

Adjournment: Moved by Bacher, seconded by Kessenich, and unanimously carried to adjourn at 1:05pm

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

Library Finance Comt.	9-10-15	Library Building & Grounds Cmt.	11-9-15
Library Nominating Cmt.	6-11-15	UW Campus Comm.	1-21-16
Library Board	1-19-16	Park & Rec. Comm.	1-18-16
District Ambulance Comm.	12-16-15		

CLOSED SESSION

Moved by Wedekind, seconded by Kolb and carried unanimously to convene into closed session per SS 19.85(1)(c) to consider employment, promotion, compensation or performance valuation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Present: Mayor Palm, Aids: Wedekind, Kolb, Plautz, Sloan, Petty, Ellington, Alt, Robkin, Thurow
Absent: none

Others Present: Chief Schauf, Clerk Giese, Adm. Geick

The Council heard a report concerning hiring a City Attorney and met with the final candidate for the position.

OPEN SESSION

Moved by Wedekind, seconded by Kolb and carried on a unanimous roll call vote to return to Open Session as per WI Stats 19.85(2) to address any business that may be the result of deliberations made in Closed Session.

Moved by Petty, seconded by Wedekind, and carried unanimously to authorize the City Administrator to offer the City Attorney position to Alene Bolin with a salary of \$85,000 per year and other benefits as are negotiated.

ADJOURNMENT

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

Cheryl M. Giese, Clerk-Finance Director