

**Council Chambers, Municipal Building, Baraboo, Wisconsin
Tuesday, April 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, Sloan, Petty, Ellington, Alt, Thurow

Council Members Absent: Plautz, Robkin (excused)

Others Present: Chief Schauf, Clerk Giese, Adm. Geick, Attny. Kleczek-Bolin, 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 March 22, 2016.

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

Compliance with the Open Meeting Law was noted.

PUBLIC INVITED TO SPEAK – none

MAYOR'S COMMENTS –The Mayor read a proclamation for April 29, 2016 as Arbor Day and presented the proclamation to Park and Recreation Director Mike Hardy.

The Mayor presented a proclamation for April 10 through 16 as National Library Week and presented the proclamation to Library Director Meg Allen.

The Mayor announced that the Reorganizational Meeting will be held April 19 at 6:30 p.m.

The Mayor announced that Ald. Robkin has surrendered his resignation as Alderperson of the 8th District. April 29 is the deadline for applying.

CONSENT AGENDA

Resolution No. 15-121

THAT the Accounts Payable, in the amount of \$1,219,015.38 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

Moved by Wedekind, seconded by Sloan and carried unanimously to approve the consent agenda.

2nd READING OF ORDINANCES

Moved by Sloan, seconded by Petty and carried unanimously to approve the 2nd reading of Ordinance 2441 concerning expanding a 10 unit multi-family residential complex to a 12 unit multi-family unit at 500 7th Street.

NEW BUSINESS

Resolutions:

Resolution No. 15-122

WHEREAS, Menard Inc. filed a Claim for Excessive Assessment pursuant to Wis. Stat. § 74.37 for the 2015 tax year.

NOW THEREFORE BE IT RESOLVED, that the City of Baraboo Council Members, met in regular session, that the Claim for Excessive Assessment as described herein is hereby disallowed.

Moved by Kolb, seconded by Wedekind and carried that **Resolution No. 15-122** be approved-7 ayes.

Resolution No. 15-123

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

1. The Common Council hereby declares its intention to exercise its police power under Section 66.0703, Wis. Stats., to levy special assessments upon property in the assessment districts hereafter described for benefits conferred upon such property by reason of the following public work and improvements: 2016 Street Reconstruction Project.
2. The property to be assessed lies within the following described assessment district:

ASSESSMENT DISTRICTS

New Sidewalk – That property on:

- Martiny Court, from 12th Street north approximately 280 feet.
 - 12th Street, from Martiny Court to Jefferson Street
3. The total amount assessed against the properties in the described assessment district shall not exceed the total cost of the improvements.
 4. The City Council determines that the improvements constitute an exercise of the police power for the health, safety and general welfare of the municipality and its inhabitants.
 5. The City Engineer shall prepare a report which shall consist of:
 - (A) Final plans and specifications for the improvements.
 - (B) An estimate of the entire cost of the proposed improvements.
 - (C) A schedule of proposed assessments.
 6. When the report is completed, the City Engineer shall file a copy of the report with the City Clerk for public inspection.
 7. Upon receiving the report of the City Engineer, the Clerk or her designee shall cause notice to be given stating the nature of the proposed improvements, the general boundary lines of the proposed Assessment District, the time and place at which the report may be inspected, and the time and place of the public hearing on the matters contained in the preliminary resolution and the report. This notice shall be published as Class 1 notice under ch. 985, Wis. Stats, and a copy shall be mailed, at least 10 days before the hearing, to every interested party whose address is known or can be ascertained with the reasonable diligence.
 8. The hearing shall be held in the Council Chambers of the City Hall at 135 Fourth Street, Baraboo, WI 53913 on May 10th, 2016 at 7:00 p.m. in accordance with Section 66.0703 (7)(a), Wis. Stats.
 9. The assessment against any parcel may be paid in cash or in annual installments in accordance with the City of Baraboo Sidewalk Policy and Special Assessment Procedure.

Moved by Wedekind, seconded by Ellington and carried that **Resolution No. 123** be approved-7 ayes.

Resolution No. 15-124

To authorize the City Administrator to proceed with the acquisition of the property at 212 14th St., parcels #206-0056-1 & #206-0056-2, and for the Mayor, City Administrator and City Clerk

to sign documents to carry out this acquisition.

Moved by Petty, seconded by Sloan and carried that **Resolution No. 124** be approved-7 ayes.

MAYOR, ADMINISTRATOR, AND COUNCIL COMMENTS

The Mayor announced that the Friends of the Zoo are trying to raise money for the Otter Exhibit, and discussed Around the Corner with John McGivern episode, which presented Baraboo in a very positive light.

Ald. Petty expressed best wishes for Gene Robkin for his years of service to the Council.

Ald. Ellington announced the Drug Task Force meeting schedule.

REPORTS and MINUTES

The City officially acknowledges receipt and distribution of the following:

Minutes of the Public Safety Committee Meeting –

March 21, 2016

Members Present: Phil Wedekind, Tom Kolb, and Mike Plautz. **Others Present:** Tom Pinion, Ed Geick, Wade Peterson, Chief Schauf, Mike Palm, and Kris Jackson.

Call to Order - Committee Chairman Phil Wedekind called the meeting to order at 1:00 P.M. at the City Council Chambers, 135 4th Street, 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 February 29, 2016 meeting. By voice vote the motion carried.

New Business

- a. **Review Bid Tabulation and Recommend Award of 2016 Water Street Watermain Replacement Project** – Peterson said that this projects went out for bids and six bids were received, all being fairly close in price. Peterson then gave the Committee a detailed presentation of what the base bid and alternate bids entailed. He said that doing the Alternative Bid along with this project would make a lot of sense. He said that the work is slated to be done before May 20th, which is the opening of Circus World Museum. It was moved by Kolb, seconded by Plautz to award the 20165 Water Street Watermain Replacement Project to J & J Underground LLC for both the Base Bid and the Alternate Bid. Motion carried unanimously.

- b. **Review reconstruction project plan for Martiny Court and consider installation of sidewalk on the south side of 12th Street between Martiny Court and Jefferson Street** – Pinion said that this is a continuation of the discussion from last month's Committee meeting. He said that it was the wishes of the Committee to install sidewalks on both sides of Martiny Court. He said that Martiny Court will be reconstructed this year and sidewalks will be installed from the parking lot to 12th Street. He said that proposal would be to put sidewalks on one side of 12th Street, but which side is unknown. He would suggest that sidewalks would go on the south side down to Jefferson. Wedekind asked if the City would jeopardize the policy that if sidewalks were installed they would go on both sides of the street and asked Pinion if the City can justify only putting them on one side. Pinion said that this is not street reconstruction and when sidewalks were installed on Madison Avenue, it was a stand-alone project and they were only installed on one side. He said that they are going in on both sides of Martiny, which is being reconstructed. He said that no maintenance or street reconstruction is being done on 12th, we are trying to fill a gap and provide a connection to the network; therefore, he doesn't think this would violate the policy, but it is the Committee's call. Geick said that employees of the nursing home park on both sides of the street. Wedekind asked if there is money to do sidewalks this year. Pinion said that there is money to do sidewalks on one side; however, both sides would be pushing it. Kolb said that since it is a cul-de-sac and sidewalks are being installed for safety purposes, is it necessary to do both sides of Martiny Court. Pinion said that this was debated at length at previous Public Safety meetings; it is low on the totem pole in terms of priority, it is a cul-de-sac, which is usually very low use typically; however, because of the two apartment complexes the Police Chief cited a concern about the number of kids in the neighborhood and playing in the street, so it was decided to install sidewalk on both sides of the street on Martiny; however, it is totally up to the Committee. Plautz said that he knocked on doors in Martiny Court and he said that most tenants welcomed the idea. Plautz said that he would rather see the sidewalk on the north side of 12th Street. Wedekind asked if it would be possible to put sidewalks on one side this year and the other side next year. Pinion said that he felt the concern about parking would force people to cross at the parked full intersection, which would make them less visible than they would be mid-block at Martiny and 12th. Plautz said that when vehicles are coming down the hill by the hospital there are no cars parked on the right side; therefore, drivers would have a lot of visibility if they were going to turn onto 12th. Plautz also said that he drove Jefferson, going to the hospital and he said that as a driver that intersection can be easily seen. Kolb said that he did the same experiment as Plautz and had no visual obstructions. Schauf said that another thought was that the crossing guard was on the east side of the road and not the west; therefore, we would want people on the east side of the road going down. Pinion said that the crossing guard could get people from the west on 8th. Schauf agreed; however, the crossing guard would have to them to the east side of the intersection of Jefferson and 8th to get them across. Pinion said that the crossing guard to pick them up by Jose's and take them across Jefferson and then across 8th safely, and he felt that this would be better than having

people cross by themselves at 12th Street. Wedekind asked Schauf for his opinion. Schauf stated that as long as there was a clearly marked crosswalk his department will enforce it. Wedekind asked what the cost to the City will be. Pinion said other than any curb ramps and a small approach, otherwise it will all be assessable to the property owners. It was stated that it would be substantially cheaper if the sidewalks were installed on 12th Street along with the reconstruction of Martiny Court. Pinion said that if the Committee would like sidewalks on both sides of 12th Street, it can be forwarded to Council to see. Kolb moved to install sidewalks on both sides of Martiny Court to the driveways, and both sides of 12th Street, from Martiny Court to Jefferson Street. Plautz seconded. Motion carried unanimously.

- c. Request for a Handicap Accessible Parking Stall on south side of 3rd Avenue, between Broadway and Birch Street near Cross, Jenks, Mercer & Maffei – Pinion stated that there is a handicap stall in the municipal parking lot 150 away; however, they are requesting a handicap stall on the street and because it is already close to the curb ramp they would like to make it the same stall. Pinion said that in order to do so there has to be an eight-foot aisle next to it and that would be well into the driveway opening; therefore, it would be taking away two stalls away from a street that is parked quite heavily. Kolb asked if the parking stall in the lot could be eliminated. Pinion said it couldn't be because it is a stand-alone off-street parking facility and we are required to have a minimum of one handicap stall regardless. Geick asked if the lot to the west of their building was their lot and Pinion answered no and said that they do not have any off-street parking. He said that there is no on-street handicap stalls because it is mitigated by the one in the lot. He said that the other blocks downtown that have on-street handicap stalls there is nothing off-street. Kolb asked if the handicap stall could be taken from where it exists and moving it to the other side of the lot. It was moved by Kolb, seconded by Plautz to move the handicap stall to the NE side of the municipal parking lot and the regular stall to NW side of the lot. Motion carried unanimously.
- d. Review and recommend accepting the conveyance of 264 feet of an existing shared private driveway, on the west end of the existing alley west of Oak Street between Oak and Birch Streets, as a public alley right-of-way – Pinion the public right-of-way extends to the first three lots and the westerly 264 feet is technically a shared driveway easement for the three single-family homes at 134, 200, and 216 9th Avenue. The City has been asked to fix the alley; however, he said that public dollars can't be spent on private property. He said that he was asked if it could be done if the owners would convey the right-of-way so it would become a public alley. He said that for all intensive purposes it has been used as a public alley for many years, the garbage truck goes up and the City plows all the way up. Pinion said that Mr. Conway is willing to rewrite his deed and provide a Quit Claim Deed for a 16.5-foot wide alley right-of-way to the City. It was moved by Kolb, seconded by Plautz to accept the alley right-of-way. Motion carried unanimously.
- e. Review and Approval monthly Billing Adjustments/Credits for Sewer and Water Customers for March 2016 – Pinion said that this is a standing item; however, because the meeting is a week early so there are not billing adjustments/credits to discuss.

Reports

- a. Utility Superintendent's Report – Utility Superintendent had nothing to report.
- b. Street Superintendent's Report – Kolb asked when sweeping is going to begin. Koss said that one sweeper has been out already.
- c. Police Chief's Report – Schauf said that he has the reports; however, didn't bring copies because they members would get them as part of their Council packets, which will include the mental commitment information that was requested. He said that not only has the City been dealing with heroin, but now meth is also back. He said what is being heard on the street is that enough people are dying of heroin, so they are trying meth, which is picking a handgun for a revolver. Kolb asked what happened to the flag waving idea at crosswalks. Schauf said that the bins are still there, but the flags were never replaced when they disappeared and they were not budgeted. He went on to say that there will be a crossing light placed on 8th and Wood, so when someone pushes the button, yellow lights will start flashing. He said that there is one opening in the Department that he is working on filling and when that is done there will be a second school resource officer.
- d. Fire Chief's Report – Chief Stieve was not present

ADJOURNMENT – Kolb moved, Plautz seconded to adjourn the meeting at 1:44 p.m. Motion carried.

Pinion said that next month's meeting will be back to the City Service Building, it seemed to be the consensus of the Committee that they liked the meetings in the Council Chambers.

Finance/Personnel Committee – Council Chambers

March 22, 2016

Members Present: Petty, Sloan and Thurow

Absent: none

Others Present: Mayor Palm, M.Klingnmeier, E. Geick, A. Kleczek-Bolin, 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 Sloan, seconded by Thurow to adopt the agenda and carried unanimously. Moved by Thurow, seconded by Sloan to approve the minutes of March 8, 2016. Motion carried unanimously.

Accounts Payable – Moved by Sloan, seconded by Thurow to recommend Council approval of the accounts payable for \$517,313.07. Motion carried unanimously.

Budget Amendments-Baraboo Utilities

Wade Peterson explained the 4th quarter amendments wrap up payroll, etc for the year. Tom Pinion noted the amendments come to Council now, like they did for the Utility Commission in the past, and the same way General Fund amendments are presented. Moved by Sloan, second by Thurow and carried unanimously to recommend to Council for action.

Water Main Replacement –

Peterson addressed the Committee to report the low bid for the Water Street water main replacement project is \$165,345 from J&J Underground, LLC. There have been numerous breaks in this main, which serves Circus World Museum. The Alternate Bid, adding Rosaline to East Street, was able to be added because of available funds and the bid amounts. The project is slated for completion by May 20, 2016, to accommodate the opening of the Circus’ season. Peterson and Pinion reminded the Committee this is a pipe “burst” project, a first for the Baraboo Utilities.

Committee Comments: None.

Adjournment – Moved by Thurow, seconded by Sloan and carried to adjourn. Motion carried, meeting adjourned at 6:43 p.m.

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

District Ambulance	1-27-16	Ad Hoc District Ambulance	1-27-16
Police & Fire Comm.	2-15-16	Outdoor Rec Plan Comm.	3-7-16
Airport Owners	3-23-16	BID	3-16-16
UW Campus Comm	2-18-16	Public Arts Comt.	2-24-16
Park & Rec Comm.	3-14-16		

PETITIONS, AND CORRESPONDENCE

Petitions and Correspondence Being Referred -none

INFORMATIONAL ITEMS

Friday, April 29th at 10:30AM is the Dedication of the City of Baraboo Arboretum at Maxwell-Potter Conservancy.

ADJOURNMENT

Moved by Petty, seconded by Sloan, and carried on voice vote, that the meeting adjourn.

Cheryl M. Giese, Clerk-Finance Director