

AGENDA
CITY OF BARABOO COMMON COUNCIL
Council Chambers, 135 4th Street, Baraboo, Wisconsin
Tuesday, May 12, 2015, 7:00 P.M.

Regular meeting of the Common Council, Mayor Palm presiding.

Notices sent to Council members: Wedekind, Kolb, Plautz, Sloan, Petty, Ellington, Alt, Robkin, and Thurow

Notices sent to City Staff and Media: Atty. Reitz, Adm. Geick, Clerk Giese, City Engineer Pinion, Utility Super. Peterson, Street Super. Koss, Police Chief Schauf, Parks & Recreation Dir. Hardy, City Treasurer Laux, Fire Chief Kevin Stieve, Library Director Allen, CDA Director, the News Republic, WBDL, and WRPQ.

Notices sent to other interested parties: Town of Baraboo, Village of West Baraboo, Citizen Agenda Group, Media Agenda Group, *Mary Gretchen Roltgen*

CALL TO ORDER

ROLL CALL AND PLEDGE OF ALLEGIANCE

APPROVAL OF PREVIOUS MINUTES - (Voice Vote): April 21, 2015

APPROVAL OF AGENDA (Voice vote):

COMPLIANCE WITH OPEN MEETING LAW NOTED

PRESENTATIONS

The Mayor will present a Baraboo Gem Award to Allen Paschen.

PUBLIC INVITED TO SPEAK (Any citizen has the right to speak on any item of business that is on the agenda for Council action if recognized by the presiding officer.)

MAYOR'S COMMENTS –

- The Mayor will read the National Police Week Proclamation.
Recognition of Law Enforcement - Oath of Office to new Police Officer Brian Burkel.
Police Chief Mark Schauf will present citizen recognition awards.
- Congratulations to Library Assistant Gretchen Roltgen on her 10th anniversary with the City.

CONSENT AGENDA (roll call)

CA-1...Approve the accounts payable to be paid in the amount of \$_____

CA-2...Approve Mayoral appointment of Forrest Hartmann to the Library Board to fill the unexpired term of Marc Boucher until June 30, 2017.

NEW BUSINESS RESOLUTIONS

NBR-1...Approve resolution of support of adequate state funding for University of Wisconsin-Baraboo/Sauk County Campus.

NBR-2...Approve State/Municipal Agreement for a State-Let Highway project for resurfacing of the State Hwy 123 between South Blvd. and CTH DL.

NBR-3...Approve bids for street reconstruction, utility extension and park improvement projects for 2015.

NBR-4...Preliminary Resolution declaring intent to levy special assessments for new curb and gutter on Washington Avenue, from College to 2nd.

NBR-5...Approve a permanent easement for a future sanitary sewer and water main to be obtained from DEVCO I LLC.

NEW BUSINESS ORDINANCE

NBO-1...An Ordinance revising Section 12.05(3)(b) of the City of Baraboo Ordinances, regulating licensing of Special Events.

COMMITTEE OF THE WHOLE

Moved by ____, seconded by _____ to convene as a Committee of the Whole to discuss city hall security measures and hear reports from the City Administrator, staff, and MSA.

Motion to reconvene into regular session and present any action items as a result of the Committee of the Whole.

MAYOR, ADMINISTRATOR, AND COUNCIL COMMENTS

BDAS Report from Ald. Thurow.

REPORTS, PETITIONS, AND CORRESPONDENCE - The City acknowledges receipt and distribution of the following: **Monthly Reports for March & April 2015 from** – Police Dept., Treasurer, & Fire Dept.

Minutes from the Following Meetings –

Copies of these meeting minutes are included in your packet:

BID	4-15-15	Finance/Personnel Comt	4-14-15
Administrative Comt	4-6-15	Public Safety Comt	3-30-15

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

Dist Amb Service & Ad Hoc	3-25-15	Parks & Rec Comm	2-9-15, 3-9-15
Parks Sponsorship Sub-Comm	2-9-15, 2-16-15	CDA	4-7-15
Canvass Report	4-13-15	CDA Loan Review Comt	4-7-15
Friends of the Library	7-8-14, 9-25-14, 1-13-15, 2-10-15		
SCDC	2-16-15, 3-16-15	Library Board	3-17-15
Plan Commission	4-21-15	Emergency Management	4-23-15
PFC	3-16-15		

Petitions and Correspondence Being Referred

INFORMATION

Save the date – Board of Review, July 29

ADJOURNMENT (Voice Vote)

Cheryl Giese, City Clerk-Finance Director

For more information about the City of Baraboo, visit our website at www.cityofbaraboo.com.

MAY 2015

SUN	MON	TUE	WED	THU	FRI	SAT
10	11 Park & Recreation	12 Finance Council	13	14	15	16
17	18	19	20	21	22	23

City of Baraboo Common Council Agenda

	SCDC PFC Public Safety	Plan Library	BID	UW		
24	25 Memorial Day Offices CLOSED	26 Finance Council	27 Ambulance	28 Art Ad-Hoc Emergency Mgt	29	30
31						

JUNE 2015

SUN	MON	TUE	WED	THU	FRI	SAT
	1 Administrative	2 CDA	3	4 BEDC	5	6
7	8 Park & Recreation	9 Finance Council	10	11	12	13
14	15 PFC SCDC	16 Plan Library	17 BID	18 UW	19	20
21	22	23 Finance Council	24 Ambulance	25 Art Ad-Hoc Emergency Mgt	26	27
28	29 Public Safety	30				

PLEASE TAKE NOTICE - Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires the meeting or materials at the meeting to be in an accessible location or format, should contact the City Clerk at 135 4th St., or phone 355-2700 during regular business hours at least 48 hours before the meeting so 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.**

Agenda jointly prepared by D. Munz and C. Giese
Agenda posted by DMM on 05/08/2015

Mayor Palm called the regular meeting of Council to order.

Roll call was taken.

Council Members Present: Wedekind, Kolb, Sloan, Petty, Ellington, Alt, Robkin, Thurow

Council Members Absent: Plautz

Others Present: Atty. Reitz, Chief Schauf, Clerk Giese, Adm. Geick, members of the press and others.

The Pledge of Allegiance was given.

OATH OF OFFICE

Clerk Giese administered the oath of office to the Mayor and Alderpersons Kolb, Petty and Robkin.

Moved by Alt, seconded by Wedekind and carried to approve the minutes of April 14, 2015.

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

Compliance with the Open Meeting Law was noted.

PUBLIC INVITED TO SPEAK –No one spoke.

MAYOR’S COMMENTS

none

ELECTION OF COUNCIL PRESIDENT

Moved by Sloan, seconded by Ellington to nominate Joel Petty as Council President. No further nominations were received. Moved by Kolb, seconded by Sloan and carried unanimously to close nominations. Ald. Petty was declared the President of the Council upon unanimous vote.

ELECTION OF PLAN COMMISSION

Petty nominated Dennis Thurow and Wedekind nominated Tom Kolb to the Plan Commission. Having heard all nominations, it was moved by Ellington and seconded by Petty to close nominations. Upon unanimous vote Thurow and Kolb were elected to the Plan Commission.

MAYOR’S BUSINESS:

The Mayor made the following appointments to the Standing Committees, with the first person being the Chairperson.

Public Safety	Phil Wedekind	Michael Plautz	Thomas Kolb
Administrative	Eugene Robkin	John Ellington	John Alt
Finance	Joel Petty	Scott Sloan	Dennis Thurow

Moved by Ellington, seconded by Alt and carried to accept the Mayor’s appointments.

CONSENT AGENDA

Resolution No. 15-1

THAT the Baraboo National Bank qualifies as a public depository under Chapter 34 of the Wisconsin Statutes, and is hereby designated as a depository in which funds of this municipality may, from time to time, be deposited; that the following described accounts have been opened and maintained in the name of this municipality with the bank; that the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

<u>Name or Type of Account</u>	<u>Account #</u>	<u># of Required Signatures</u>	<u>Authorized Persons</u>
Payment Account	1064-029	1	Treasurer

City of Baraboo Council Minutes	April 21, 2015		Volume #40, Page 359
Earnings Account	101155506	1	Treasurer
Sewer Equipment Replacement NOW	4522-281	2	Clerk and Treasurer
Alma Waite Trust Fund NOW	4502-957	2	Clerk and Treasurer
HUD Fund	1000-934	2	Clerk and Treasurer
Library Segregated Fund	4551-192	2	Clerk and Treasurer
Park Dept. House	1001-035	2	Clerk and Treasurer
General NOW	10149830	2	Clerk and Treasurer
Parks & Recreation Board NOW	1000-888	2	Clerk and Treasurer
Sewer Debt Service NOW	4506-359	2	Mayor, Clerk and Treasurer
Sewer Utility NOW	4550-099	2	Mayor, Clerk and Treasurer
Friends of the Library	3035-891	2	Clerk and Treasurer
General Fund-Bond Issue	4557-859	2	Clerk and Treasurer
Water Utility NOW	1153201	2	Clerk and Treasurer
Stormwater Equipment Replacement	104565819	2	Clerk and Treasurer
CDA Block Grant Escrow	1000-950	1	Director or Commissioner
Low Rent Checking	1000-829	1	Director or Commissioner
Donahue Terrace Checking	1000-683	1	Director or Commissioner
CS Security Deposit Money Market	4523-946	1	Director or Commissioner
DT Security Deposit Money Market	4523-385	1	Director or Commissioner
DTA Premier Money Market	4547-551	1	Director or Commissioner
CDA Disbursement	101153805	1	Director or Commissioner
TIF Incentive Funds	101154747	1	Director or Commissioner
Capital Catalyst Fund	101155891	1	Director or Commissioner

BE IT FURTHER RESOLVED that the persons and the number thereof designated by title below be authorized for and on behalf of this municipality to sign drafts and order checks as provided in Section 66.0607 of the Wisconsin Statutes for payment or withdrawal of money from the following accounts:

<u>Name or Type of Account</u>	<u>Account #</u>	<u># of Required Signatures</u>	<u>Authorized Persons</u>
General Fund Account	1000-306	2	Mayor, Clerk and Treasurer
Utilities Account NOW	1000-292	2	Mayor, Clerk and Treasurer

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the Clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the Bank.

Resolution No. 15-2

THAT the Wells-Fargo Bank qualifies as a public depository under Chapter 34 of the Wisconsin Statutes, is hereby designated as a depository in which funds of this municipality may, from time to time, be deposited; that the following described accounts have been opened and maintained in the name of this municipality with the Bank; that the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

<u>Name or Type of Account</u>	<u>Account #</u>	<u># of Required Signatures</u>	<u>Authorized Persons</u>
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BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the Clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the Bank.

Resolution No. 15-3

THAT the Community First Bank qualifies as a public depository under Chapter 34 of the Wisconsin Statutes and is hereby designated as a depository in which funds of the City of Baraboo may from time to time be deposited; that the following described accounts have been opened and maintained in the name of this municipality with the bank; that the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

<u>Name or Type of Account</u>	<u>Account #</u>	<u># of Required Signatures</u>	<u>Authorized Persons</u>
General Fund Money Market	86190136	2	Clerk and Treasurer
General Fund Bond Issue MM	86197936	2	Clerk and Treasurer
CDBG Money Market	86142136	1	Director or Commissioner
79 Revolving	86186300	1	Director or Commissioner
ED Revolving	86185500	1	Director or Commissioner
LRPH Money Market	86147236	1	Director or Commissioner

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the Clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the Bank.

Resolution No. 15-4

THAT the Summit Credit Union qualifies as a public depository under Chapter 34 of the Wisconsin State Statutes and is hereby designated as a depository in which funds of the city of Baraboo may from time to time be deposited, that the following described accounts have been opened and maintained in the name of this municipality with the bank; that the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

<u>Name or Type of Account</u>	<u>Account #</u>	<u># of Required Signatures</u>	<u>Authorized Persons</u>
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None at the present time.

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the Clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the Summit Credit Union.

Resolution No. 15-5

THAT the Baraboo Employee Credit Union qualifies as a public depository under Chapter 34 of the Wisconsin Statutes, is hereby designated as a depository in which funds of this municipality may, from time to time, be deposited; that the following described account be opened and maintained in the name of this municipality with the Local Government Investment Pool; that the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

Name or Type of Account	Account #	# of Required Signatures	Authorized Persons
Fire Benefit Fund	99-2-00	2	Clerk and Treasurer

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written transfer order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the Credit Union.

Resolution No. 15-6

THAT the Local Government Investment Pool qualifies as a public depository under Chapter 34 of the Wisconsin Statutes, is hereby designated as a depository in which funds of this municipality may, from time to time, be deposited; that the following described account be opened and maintained in the name of this municipality with the Local Government Investment Pool; that the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

Name or Type of Account	Account #	# of Required Signatures	Authorized Persons
Local Government Investment Pool Depositor	856206	1	Treasurer
Local Government Investment Pool Depositor	875004	1	Executive Director

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written transfer order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be

affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the Pool.

Resolution No. 15-7

THAT the Bank of Prairie du Sac qualifies as a public depository under Chapter 34 of the Wisconsin Statutes and is hereby designated as a depository in which funds of the City of Baraboo may from time to time be deposited; that the following described accounts have been opened and maintained in the name of this municipality with the bank; that the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

<u>Name or Type of Account</u>	<u>Account #</u>	<u># of Required Signatures</u>	<u>Authorized Persons</u>
General Fund	471582	2	Clerk and Treasurer

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the Clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the Bank.

Resolution No. 15-8

THAT the Bank of Wisconsin Dells qualifies as a public depository under Chapter 34 of the Wisconsin Statutes and is hereby designated as a depository in which funds of the City of Baraboo may from time to time be deposited; that the following described accounts have been opened and maintained in the name of this municipality with the bank; that the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

<u>Name or Type of Account</u>	<u>Account #</u>	<u># of Required Signatures</u>	<u>Authorized Persons</u>
General Fund Money Market	163563	2	Clerk and Treasurer

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the Clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the Bank.

Resolution No. 15-9

THAT the First Business Bank – Milwaukee and the First Business Bank - Madison qualify as public depositories under Chapter 34 of the Wisconsin Statutes and are hereby designated as a depository in which funds of the City of Baraboo may from time to time be deposited; that the following described accounts have been opened and maintained in the name of this municipality with these banks; that the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

<u>Name or Type of Account</u>	<u>Account #</u>	<u># of Required Signatures</u>	<u>Authorized Persons</u>
General Fund Money Market	7481010	2	Clerk and Treasurer
General Fund Money Market	2027186	2	Clerk and Treasurer

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the Clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the Bank.

Resolution No. 15-10

THAT the US Treasury qualifies as a public depository under Chapter 34 of the Wisconsin Statutes and is hereby designated as a depository in which funds of the City of Baraboo may from time to time be deposited; that the following described accounts have been opened and maintained in the name of this municipality with the bank; that the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

<u>Name or Type of Account</u>	<u>Account #</u>	<u># of Required Signatures</u>	<u>Authorized Persons</u>
General Fund	City 57206	2	Clerk and Treasurer
Treasury Direct	CDA D834-383-410	1	Executive Director

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the Clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the Treasury.

Resolution No. 15-11

THAT the River Cities Bank qualifies as a public depository under Chapter 34 of the Wisconsin State Statutes and is hereby designated as a depository in which funds of the City of Baraboo may from time to time be deposited, that the following described accounts have been opened and maintained in the name of this municipality with the bank; that the persons and the

number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

<u>Name or Type of Account</u>	<u>Account #</u>	<u># of Required Signatures</u>	<u>Authorized Persons</u>
General Fund	10080968	2	Clerk and Treasurer

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the Clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the River Cities Bank.

Resolution No. 15-12

THAT the Citizens Community Federal Bank qualifies as a public depository under Chapter 34 of the Wisconsin State Statutes and is hereby designated as a depository in which funds of the City of Baraboo may from time to time be deposited, that the following described accounts have been opened and maintained in the name of this municipality with the bank; that the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

<u>Name or Type of Account</u>	<u>Account #</u>	<u># of Required Signatures</u>	<u>Authorized Persons</u>
General Fund	20032292	2	Clerk and Treasurer

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the Clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the Citizens Community Federal Bank.

Resolution No. 15-13

THAT the Investors Community Bank qualifies as a public depository under Chapter 34 of the Wisconsin State Statutes and is hereby designated as a depository in which funds of the City of Baraboo may from time to time be deposited, that the following described accounts have been opened and maintained in the name of this municipality with the bank; that the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

<u>Name or Type of Account</u>	<u>Account #</u>	<u># of Required Signatures</u>	<u>Authorized Persons</u>
General Fund	5031443	2	Clerk and Treasurer

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be

by written order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the Clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the Investors Community Bank.

Resolution No. 15-14

THAT the Clare Bank qualifies as a public depository under Chapter 34 of the Wisconsin State Statutes and is hereby designated as a depository in which funds of the City of Baraboo may from time to time be deposited, that the following described accounts have been opened and maintained in the name of this municipality with the bank; that the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

<u>Name or Type of Account</u>	<u>Account #</u>	<u># of Required Signatures</u>	<u>Authorized Persons</u>
General	525450	2	Clerk and Treasurer

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the Clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the Clare Bank.

Resolution No. 15-15

THAT the Westby Co-operative Credit Union qualifies as a public depository under Chapter 34 of the Wisconsin State Statutes and is hereby designated as a depository in which funds of the City of Baraboo may from time to time be deposited, that the following described accounts have been opened and maintained in the name of this municipality with the bank; that the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

<u>Name or Type of Account</u>	<u>Account #</u>	<u># of Required Signatures</u>	<u>Authorized Persons</u>
General Fund	54962-07	2	Clerk and Treasurer

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the Clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the Wesby Co-operative Credit Union.

Resolution No. 15-16

THAT the US Bank National Association qualifies as a public depository under Chapter 34 of the Wisconsin State Statutes and is hereby designated as a depository in which funds of the City of Baraboo may from time to time be deposited, that the following described accounts have been opened and maintained in the name of this municipality with the bank; that the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

<u>Name or Type of Account</u>	<u>Account #</u>	<u># of Required Signatures</u>	<u>Authorized Persons</u>
FICA Account	10479***1271	2	Clerk and Treasurer

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the Clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the Incredible Bank.

Resolution No. 15-17

THAT the Charles Schwab and Company, qualifies as a public depository under Chapter 34 of the Wisconsin State Statutes and is hereby designated as a depository in which funds of the City of Baraboo may from time to time be deposited, that the following described accounts have been opened and maintained in the name of this municipality with the bank; that the persons and the number thereof designated by title below be authorized for and on behalf of the municipality to sign drafts or order checks as provided by Section 66.0607 of the Wisconsin Statutes, for payment or withdrawal of money from said accounts:

<u>Name or Type of Account</u>	<u>Account #</u>	<u># of Required Signatures</u>	<u>Authorized Persons</u>
Schwab One Brokerage account Advisors	3694-7092	1	Clerk, Treasurer or Dana Investment

BE IT FURTHER RESOLVED that withdrawals from savings or time deposits shall be by written order pursuant to 66.0607(3) of the Wisconsin Statutes and each transfer order shall be signed by the Clerk and Treasurer, provided, however, in lieu of personal signatures of the Clerk and Treasurer, the facsimile signature adopted by the person and approved by this Council may be affixed to the transfer order; that pursuant to 66.0607(3m) the use of money transfer techniques, including electronic funds transfers and automatic clearinghouse methods, may be used and that the Treasurer shall keep a record of date, payee and amount of such transactions.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be delivered to the Incredible Bank.

Resolution No. 15-18

THAT the facsimile signatures of the Mayor, Clerk, and Treasurer are hereby approved.

Resolution No. 15-19

THAT the Baraboo News Republic be declared the official City newspaper.

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

APPOINTMENTS

Motion by Kolb, seconded by Alt and carried that the Mayor's appointments be voted on as a slate rather than individually, provided that the right to vote separately on any individual appointment is reserved if any Council member so requests. Moved by Petty, seconded by Kolb and carried to approve the following appointments.

<u>Incumbent</u>	<u>Position</u>	<u>New Appointee</u>	<u>New Term Ends</u>
<u>Administrative Review Appeals</u>			
Tom Kolb	Council	<u>Tom Kolb</u>	04/19/16
Jerome Mercer	Citizen	<u>Jerome Mercer</u>	04/17/18
<u>Al. Ringling Theatre Friends</u>			
John Ellington	Council	<u>John Ellington</u>	04/19/16
<u>Ambulance Commission</u>			
Joel Petty	Aldersperson	<u>Joel Petty</u>	04/18/17
Heather Godemann	Citizen	<u>Heather Godemann</u>	04/18/17
<u>BEDC</u>			
Scott Sloan	Aldersperson	<u>Mike Palm</u>	04/19/16
John Alt	Aldersperson	<u>John Alt</u>	04/19/16
<u>Business Improvement District</u>			
Dennis Thurow	Aldersperson	<u>Dennis Thurow</u>	04/19/16
Sarah Fay	Tenant Rep	<u>Sarah Fay</u>	04/30/18
Fred Kruse	Oowner-Occupant	<u>Fred Kruse</u>	04/30/18
Nicole Marklein Bacher	Business Owner	<u>Nicole Marklein Bacher</u>	04/17/18
<u>CDA Community Development Authority</u>			
Eugene Robkin	Aldersperson	<u>Eugene Robkin</u>	04/17/18
Joel Petty	Aldersperson	<u>Joel Petty</u>	04/17/18
<u>Emergency Management Commission</u>			
Wade Peterson	Utility Superintendent/citizen	<u>Peterson</u>	04/19/16
Dana Sechler	Ambulance Director	<u>Sechler</u>	04/19/16
Kevin Stieve	Fire Dept./Emer. Mgmt. Dir.	<u>Stieve</u>	04/19/16
Mark Schauf	Police Chief	<u>Schauf</u>	04/19/16
Kelly Lapp	Hospital/citizen	<u>Lapp</u>	04/19/16
Tom Pinion	Engineer	<u>Pinion</u>	04/19/16
<u>Ethics Board</u>			
Darlene Bach	Citizen	<u>Darlene Bach</u>	04/30/18

Park and Recreation Comm.

Michael Plautz Alderperson Michael Plautz 04/19/16

Plan Commission

James O’Neill Citizen James O’Neill 04/30/18

Sauk County Development Corp.

Gene Robkin Alderperson Michael Palm 04/19/16

Weed Commissioner

Gordon Ringelstetter Regular Ringelstetter 04/19/16

Allison Goetz Deputy Goetz 04/19/16

Zoning Board of Appeals

David Kehoe Citizen David Kehoe 04/30/18

Jeff Thelen Citizen Jeff Thelen 04/30/18

Board of Review

Phil Wedekind Alderperson Phil Wedekind 04/19/16

Tom Kolb Alderperson Tom Kolb 04/19/16

Dennis Thurow Alderperson Dennis Thurow 04/19/16

The other six members are appointed as alternates.

UW Campus Commission

Phil Wedekind Alderperson Phil Wedekind 04/19/16

Tom Kolb Alderperson Tom Kolb 04/19/16

Rudolph (Tom) Geimer County Citizen Rudolph (Tom) Geimer 04/19/16

MAYOR, ADMINISTRATOR, AND COUNCIL COMMENTS

The Mayor announced the cancellation of the April 28th Council and Finance Committee meetings. The Mayor stated that he feels luck to work with a dedicated Council.

ADJOURNMENT

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

Cheryl M. Giese, Clerk-Finance Director

RESOLUTION NO. 2015 -

Dated: May 12, 2015

The City of Baraboo, Wisconsin

<i>Background:</i>
Fiscal Note: (Check one) [] Not Required [] Budgeted Expenditure [] Not Budgeted <i>Comments</i>

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

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

Offered By: Consent

Approved by Mayor: _____

Motion:

Second:

Certified by City Clerk: _____

RESOLUTION NO. 2015-

Dated: May 12, 2015

The City of Baraboo, Wisconsin

<i>Background:</i>
<i>Fiscal Note: (check one) [x] Not Required [] Budgeted Expenditure [] Not Budgeted</i>
<i>Comments:</i>

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

THAT Forrest Hartmann be appointed to the Library Board serving until June 30, 2017.

Offered by: Mayor
Motion:
Second:

Approved: _____
Attest: _____

The City of Baraboo, Wisconsin

Background This is a resolution in support of adequate state funding for University of Wisconsin-Baraboo/Sauk County Campus.

Note: (✓one) [x] Not Required [] Budgeted Expenditure [] Not Budgeted
Comments: .

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

WHEREAS, the City of Baraboo and Sauk County have long enjoyed a relationship with the University of Wisconsin (UW) and the State of Wisconsin to provide post-secondary education at the UW-Baraboo/Sauk County Campus (UW-B/SC) in the City of Baraboo; and,

WHEREAS, that partnership has been consistent with the “Wisconsin Idea” in that the resources of the University are applied to solving problems of the region and conducting outreach activities so that more than traditional degree tracked college students are provided educational opportunity and access; and,

WHEREAS, the facilities of the UW-B/SC campus represent a cumulative investment worth millions by the City of Baraboo and Sauk County taxpayers and they currently have under construction a new \$6 million Science Building, with the understanding that the State of Wisconsin and the UW System would continue to adequately support its share of a comprehensive educational program at these facilities and through the partnership arrangement for which Sauk County and the City of Baraboo have unfailingly provided its share; and,

WHEREAS, Governor Walker has proposed a \$300 million decrease in funding to the UW System in his biennial budget and also frozen tuition, which will almost certainly force significant program cuts and positions at UW-B/SC and throughout the system; and,

WHEREAS, while it is yet unknown exactly how these reductions will be distributed by the UW Board of Regents among, individual campuses and County sites, the estimated funding loss of anywhere from \$640,000 to \$1.1 million of state support to UW-B/SC will have a significant impact upon UW-B/SC; and,

WHEREAS, as local government officials, we see the value of our partnership with UW-B/SC and the relationship of the Wisconsin Idea to growing our economy, providing employment and raising earning levels right here in the City of Baraboo and Sauk County has therefore not looked to these programs for budget cuts, even in challenging circumstances; and,

WHEREAS, as local government officials, we are not strangers to the need to control expenses and balance budgets. We have made hard choices in the past and will continue to make them in the future, in order to meet levy limit requirements and to provide a package of public services that is affordable; and,

WHEREAS, it is our belief that the proposed cuts to the UW budget, if distributed as expected, will potentially harm the delivery of educational services and could affect the economy in terms of job creation and wage growth in the City of Baraboo and Sauk County; and will diminish the return on local investment in educational services and facilities for which we partner with the State of Wisconsin and the UW System.

NOW, THEREFORE, BE IT RESOLVED, that the City of Baraboo and County of Sauk strongly encourage the State Legislature to eliminate the proposed funding cuts to the University of Wisconsin; and,

BE IT FURTHER RESOLVED, that the agreement between the State of Wisconsin, the UW Board of Regents, and the City and the County continue by ensuring that the system has adequate resources to distribute in order to maintain the effectiveness of our educational partnership in public service to our citizens.

For consideration by the Sauk County Board of Supervisors on May 19, 2015

Respectfully submitted:

UNIVERSITY OF WISCONSIN BARABOO-SAUK COUNTY CAMPUS COMMISSION

PHIL WEDEKIND, CHAIR

TOM KOLB, VICE CHAIR

TOM GEIMER

ANDREA LOMBARD

SCOTT VON ASTEN

KATHRYN SCHAUF

CHERYL GIESE

EXECUTIVE AND LEGISLATIVE COMMITTEE

MARTIN KRUEGER, Chairperson

JOAN FORDHAM

JOE FISH

DENNIS POLIVKA

WALLY CZUPRYNKO

MIS Note: No impact
Fiscal Note: No impact

Background:

As part of the negotiations with the Wisconsin Department of Transportation for funding to reconstruct South Blvd, the City agreed to a Jurisdictional Transfer of STH 123, converting it to a local street. Part of the Jurisdictional Transfer Agreement, which was approved on May 14, 2013, the DOT agreed to resurface the existing roadway, thereby extending it "life expectancy" 15 years.

As part of this project, there is an Agreement between the State of Wisconsin and the City of Baraboo regarding the cost sharing. A copy of the Agreement is attached to this Resolution and shows that the estimated total cost of the project is \$1,506,559 with City's contribution estimated to be \$78,950, which is the cost associated with adding approximately 2,000 feet of new curb and gutter south of Silver Drive and miscellaneous MH and Valve Box adjustments. The project is currently scheduled for construction in 2016.

Fiscal Note: (4 one) [] Not Required [X] Budgeted Expenditure [] Not Budgeted Comments

RESOLUTION APPROVING THE STATE/MUNICIPAL AGREEMENT FOR A STATE-LET HIGHWAY PROJECT FOR THE RESURFACING OF STATE HIGHWAY 123 BETWEEN SOUTH BLVD AND CTH DL

WHEREAS, the resurfacing of STH 123 between South Blvd and CTH DL is scheduled for 2016; and

WHEREAS, the State of Wisconsin and the City of Baraboo will share the cost of this project 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 State/Municipal Agreement for a State-Let Highway Project - ID # 5971-02-72.

BE IT FURTHER RESOLVED, that the City Council of the City of Baraboo authorizes the Mayor to execute said State / Municipal Agreement.

Offered by: Public Safety Committee

Approved: _____

Motion:

Second:

Attest: _____

The City of Baraboo, Wisconsin

Background: Bids were received on May 29, 2014 for this year’s scheduled Street Reconstruction, Utility Extension, and Park Improvement Projects. The following is a tabulation of the bids:

Proposal A: Washington Ave Reconstruction.

Dean Blum Excavating	<u>\$87,517.00</u>
DL Gasser Construction	<u>\$90,284.90</u>
Pember Companies, Inc	<u>\$105,846.50</u>
New Age Construction	<u>\$144,344.90</u>

Proposal B: UW-Baraboo/Sauk County Entrance Drive

DL Gasser Construction	<u>\$60,280.00</u>
Dean Blum Excavating	<u>\$73,712.00</u>
Pember Companies, Inc	<u>\$73,992.60</u>
New Age Construction	<u>\$87,988.60</u>

Proposal C: Commerce Court Utility Extensions

LASAR Construction	<u>\$55,043.00</u>
New Age Construction	<u>\$61,736.50</u>
A-1 Excavating Inc.	<u>\$64,931.00</u>
Pember Companies, Inc	<u>\$71,863.36</u>

Proposal D: City View Park – Asphalt Path & Basketball Court

DL Gasser Construction	<u>\$7,201.85</u>
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Proposal E: Briar Street Asphalt Path

DL Gasser Construction	<u>\$13,964.00</u>
------------------------	--------------------

Fiscal Note: (check one) [] Not Required [x] Budgeted Expenditure [] Not Budgeted
Comments

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

That the low bids of :

Dean Blum Excavating	<u>\$87,517.00</u>	–	Washington Ave - Proposal A
DL Gasser Construction	<u>\$60,280.00</u>	–	UW-B/SC Entrance Drive - Proposal B
LASAR Construction	<u>\$55,043.00</u>	–	Commerce Ct Utility Extensions - Proposal C
DL Gasser Construction	<u>\$7,201.85</u>	–	City View Park Asphalt Path & BB Court - Proposal D
DL Gasser Construction	<u>\$13,964.00</u>	–	Briar Street Asphalt Path - Proposal E

Are hereby accepted and all other bids are rejected.

Offered by: Public Safety Committee

Approved: _____

Motion:

Second:

Attest: _____

The City of Baraboo, Wisconsin

Background: The City has budgeted for the reconstruction of a portion of Washington Avenue, from College Avenue to 2nd Street, including the installation of new curb and gutter where none previously existed.

The City’s policies dictate that the cost of new curb and gutter be assessed against abutting properties.

The following Resolution is the first step in the Statutory process to assess the cost of these new improvements against the affected properties.

Fiscal Note: (check one) [] Not Required [x] Budgeted Expenditure [] Not Budgeted
Comments

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 district hereafter described for benefits conferred upon such property by reason of the following public work and improvements: 2015 Street Reconstruction Project.
2. The property to be assessed lies within the following described assessment district:

ASSESSMENT DISTRICT

New Curb and Gutter – That property on:

- Washington Avenue, from College Avenue to 2nd 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 June 9th, 2015 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.

Offered by: Public Safety Committee **Approved:** _____

Motion:

Second:

Attest: _____

RESOLUTION NO. 2015-

Dated: May 12, 2015

The City of Baraboo, Wisconsin

Background: The City of Baraboo has been coordinating future sewer and water utility extensions to serve the west side of the new US Hwy 12 Bypass with the Wisconsin Department of Transportation. In order to provide such service, any such project necessitates the acquisition of a utility easement from DEVCO I LLC, along the southerly right-of-way of CTH W (South Blvd). The topography of that land, the location of other existing utility lines, and the proximity of the US Hwy 12 overpass structure on CTH W makes the installation of sewer and watermain in the existing CTH W right-of-way prohibitive.

A price of \$5,000 has been negotiated for the 25' x 430' (+/-) easement and DEVCO 1 LLC has agreed to that price.

At their meeting on May 12, the Finance Committee unanimously recommended approval of this arrangement with DEVCO I LLC.

Fiscal Note: (check one) [] Not Required [X] Budgeted Expenditure [] Not Budgeted
Comments

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

That a 25-foot wide x 430-foot (+/-) permanent easement for a future sanitary sewer and water main be obtained from DEVCO I LLC in accordance with the attached Sanitary Sewer and Water Utility Easement and the Mayor and City Clerk are hereby authorized to execute the corresponding documents.

Offered by: Public Safety Committee
Motion:
Second:

Approved: _____

Attest: _____

NBO - 1

The City of Baraboo, Wisconsin

Background: The City Finance Committee hears requests for fee waivers on a regular basis and the common thread is that most requesters are tax exempt organizations holding fund raising events. The Finance Committee requested that the Administrative Committee review their request and propose an ordinance change that would automatically grant exceptions for paying the fee for qualifying applicants.

The following is an excerpt from the 4-6-15 Administrative Committee minutes:

Exempting Non-Profit Organizations from Special Event Fees: The Committee discussed the quantity of fee waivers granted by the Finance Committee to non-profit organizations. The Finance Committee has requested a change in the code so that tax exempt organizations can automatically be waived from paying the fee. Moved by Ellington, seconded by Alt and carried unanimously to authorize changes in the code to grant fee exemptions for non-profit organizations. Mayor Palm and others suggested monitoring qualifications by asking for the tax exempt number of each applicant.

Fiscal Note: (check one) Not Required Budgeted Expenditure Not Budgeted
Comments:

An Ordinance Revising §12.05 of the City of Baraboo Ordinances, regulating licensing of Special Events;

THE COMMON COUNCIL OF THE CITY OF BARABOO, WISCONSIN, DO ORDAIN AS FOLLOWS:

- 1. Section §12.05(3)(b)(8) of the Code of Ordinances, regulating the licensing of special events within the City is hereby created as follows:

12.05 SPECIAL EVENT LICENSE.

- (3) Fees.
(b) Exceptions.
8. Events sponsored by a tax exempt organization.

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

Mayor's Approval: _____

Clerk's Certification: _____

I hereby certify that the foregoing Ordinance was duly passed by the Common Council of the City of Baraboo on the ___th day of May, 2015, and is recorded on page ___ of volume 40.

City Clerk: _____

City Administrator's Report



To: Mayor and City Council
From: Ed Geick
Subject: City Administrator's Report
Date: May 8, 2015
CC: Department Heads, Lori Mueller, Crystal Ritzenthaler, Al Szymanski, Kathy Schauf

City Hall Security Issues and Report from MSA

MSA has completed their initial review of City Hall space and discussed with staff several options for changes. The City Staff suggested to MSA to consider for more in-depth review the most effective and least costly option. There are a couple of things that came forward very quickly:

- A. City Hall is a hodgepodge of changes over 50 years and making do with what we had.
- B. The layout of the three buildings combined during this 50 year period makes it very difficult to align departments for security purposes or efficiency in operations.
- C. Everyone is hoping that City Council will consider this a short term solution until we can get a new building completed because this is not an ideal plan but it works for the funds we have available. The plan for creating better security in the building is:
 1. The City Attorney, City Administrator and Mayors' offices would be moved downstairs into the area occupied by the Police management staff.
 2. The Police management staff would move upstairs to the former Administration office area.
 3. The Police Dept. records department would be moved upstairs to the Council Chambers area.
 4. The Detectives would be moved into the former Police Records area.
 5. The City Council Chambers would be moved to rooms 12/14 at the Civic Center.
- D. The estimated cost for making changes to the building is \$275,000.
- E. There are handicap accessibility issues that will have to be addressed, particularly with the first floor bathrooms, no matter what else is considered. That cost will be \$100,000.
- F. The question of the cost effectiveness of making big changes to this building, except for the bathrooms, is one we have discussed at length among Staff. The City needs to occupy this building for at least 4 years in order to complete a new facility and even after that I would anticipate the Fire Dept. would be in this building several more years.
- G. Part of the discussion of options for City Hall included moving the Council Chambers to room 14 at the Civic Center. That's the large room we have used for several meetings with the Council. Our existing table configuration, sound equipment and transmission of the meetings on the cable system and internet service could be done from that room. The cost for adding the audio visual equipment was about \$7,000.
- H. Funding
 1. The City has \$359,691 available now for additional study, planning on buildings or land purchases.
 2. The City has a \$219,319 balance in Public Safety Impact fees that can be used on this project. If 50% of this is available for Police = \$109,659.
 3. Total funds available are: \$469,350.
 4. The City has \$10 million in bond capacity planned in our Capital Plan over the next 4 years, \$2.5 million for 2016, 2017, 2018 and 2019, to work on building needs.
- I. Current and Recommended space for Police, Fire and City Hall is:
 1. The Police Dept. currently occupies about 10,571 SF at City Hall and the Alma Waite Building and the future planned space is 23,650 SF for office and 9,000 SF garage space, a total of 32,650 SF.

2. The Fire Dept occupies about 10,850 SF of space at City Hall and the future planned space is 25,300 SF for office and 12,000 SF garage space
 3. The general government offices at City Hall for City Clerk, City Administrator, City Attorney, Engineering, Building Inspector, Assessor, and City Council Chambers occupy approximately 7,000 SF. and the future planned space is 13,000 with storage.¹
 4. To do a Police facility along with City Hall would require about 45,650 SF.
- J. Al Szymanski of MSA will present a report on their findings during the Committee of the Whole on May 12th.
- K. **Staff Recommendation:** The cost for this project is still more expensive than City Staff had hoped. While there are sufficient funds to do these projects the Staff feel there are some changes that could be made to the plan to reduce the cost. The primary work on this will have to be bid out. Assuming the City Council would still want to move ahead with this project I would ask Council to refer this back to staff for further refinement before we establish a bid specification. We can then consider the bid results before moving ahead with the final project.

BDAS – Proposal for Service to Adams County

BDAS is considering a response to a request for service bids from Adams County (ACES) area. The bid deadline is May 22nd. The regular BDAS Commission meeting would be scheduled for May 27th. Alderman Dennis Thurow has asked that we consider changing some meeting dates to accommodate the consideration of this bid request. For that purpose Dennis is considering rescheduling the Commission meeting to May 20th. The City would have some preliminary discussion of the matter on our Finance Committee for May 12th. And depending on how the discussions go in both of those meetings a special City Council meeting could be scheduled for May 21st if it were necessary.

Bluffstone Student Housing at UW-BSC

I would imagine most of the Council members have read the news article about contractors on the Bluffstone Student Housing project at UW-BSC not being paid for their work. The article gave a fair summary of the facts in the situation but there isn't too much the Campus Commission, City or County can do about the situation. The liens some contractors have filed against the City and County do not have much standing. The Campus Commission contracted with Bluffstone to build the housing and that work was completed and students are living there. The problem appears to be with one or more companies that Bluffstone contracted with for various parts of this project. The Campus Commission legal counsel is County Attorney Todd Liebman and he has been handling all legal responses to contractor inquiries.

Fee Waiver ordinance

The Finance Committee made a recommendation for review of our ordinance and policy regarding fee waivers for special event permits. Almost all fee waiver requests for tax exempt organizations receive approval and many happen after the event because of the timing of the fee waiver being applied for and the scheduling of a meeting where it can be discussed. The Administrative Committee reviewed the ordinance and agreed that a change would save time and be more efficient for everyone. The ordinance is on the May 12th agenda. The ordinance will allow for automatic fee waivers for tax exempts that are doing local fund raising. If there is a questionable application then staff would still bring that to the Finance Committee for review. The Finance Committee also asked for a regular report on fee waivers that were granted.

111 Water St. Demolition

The old Quonset building at this address was demolished by the owner this past week. The appearance of the area is much improved with building removed. There are no plans for the site at this time. The owner is hopeful that demolishing the building will improve the opportunity to sell the property.

BEDC

The Economic Development Commission received an update on the effort to write an update to the City's Comprehensive Plan Chapter 8, Economic Development, last night. Greg Wise, chair, presented a summary of the report and efforts to "Build Baraboo" for the future. The Comprehensive Plan was written in 2005 and this particular part of the plan was out of date. Because BEDC has been developing new goals and objectives and had new business data developed through recent studies, this material served as a good base on which to update Chapter 8. BEDC hopes to present a full report to the City Council later this summer.

¹ From 2-21-08 report to Council and preliminary plan from April 2012.



May 8, 2015

Ed Geick, City Administrator
City of Baraboo
135 4th Street
Baraboo, WI 53913

Re: Baraboo City Hall Security Upgrades
Conceptual Planning

Dear Ed:

There are security and space issues at City Hall.

1. Security within the building is poor, and almost non-existent.
2. The general public has access to many areas of the building that they should not have access to.
3. Police Department business crosses over into public spaces which is unsafe.
4. The Police Department is severely short of space to operate on a daily basis.
5. The existing building layout is very poor for the current functions.
6. The flow of people traffic is poor.

These are unsafe conditions for the public and staff.

Security improvements are necessary to control public access inside the building.

A short term solution has been developed. The solution does not solve all of the problems. Due to the current layout of the existing building there are a number of current problems that cannot be solved because unsafe exiting (egress) routes would be created that are not allowed by the State Building Code. There is also not adequate space in the building to be able to solve the issues.

MSA developed three options to solve, as best as possible, the security issues. The most economical option was selected and further developed. Conceptual drawings have been prepared to identify the proposed renovations.

Summary of the Changes:

1. Council Chambers to be moved out of City Hall to the Civic Center. This will free up space for use by the Police Department.

Offices in Illinois, Iowa, Minnesota, and Wisconsin

1230 SOUTH BOULEVARD • BARABOO, WI 53913
(608) 356-2771 • (800) 362-4505 • FAX: (608) 356-2770
www.msa-ps.com

Baraboo City Hall Security Upgrades
May 8, 2015

2. Police Department reception and Police Administration Staff to be relocated to second floor Council Chambers.
3. City Administrator, Mayor, and Attorney offices to switch locations with the first floor Police Chief, Lieutenant and Sargent offices.
4. Police Detectives will be relocated to the first floor Police Reception and Police Administration Staff office space.

Accessible Toilet Rooms: The Federal law of the Americans with Disabilities Act (ADA) of 1990 required all government owned and operated facilities to be accessible to the disabled by 1992. The City Hall does not have toilet rooms that meet the requirements of this law. With renovations to be made in the building the State of Wisconsin Building Code also requires the main features of the building to be accessible. Again, there are no toilet rooms in the building that meet the accessibility requirements. Therefore included in this project is a renovation of the existing main floor men's and women's toilet rooms so they will comply with State Building Code and ADA.

State of Wisconsin Plan Approval is required: Making changes in the building triggers a requirement to submit the renovation drawings to the State of Wisconsin for a plan review.

Existing Property Line: There is an existing recorded north-south property line that exists which passes through the building. The State of Wisconsin Building Code does not allow for a building to cross over a property line. The City needs to combine the two parcels so the property line between the parcels no longer exists.

Estimated Project Cost:

MSA has prepared a preliminary estimate of cost for this project.

The estimated cost is \$275,000.

1. The cost is based on:
 - a. 2015 construction costs.
 - b. Work being performed Monday through Friday during normal business hours while working around City Hall staff and the public. This means the work will have to be phased to allow for the ongoing operations of City Hall.
 - c. The cost includes architectural and engineer services, State Approval Fees, and a contingency.
2. Not included is the cost of asbestos inspection, sampling, testing and abatement. It will be important to have an inspection performed soon to know if there is going to be abatement of existing asbestos. This would certainly add cost to the project.

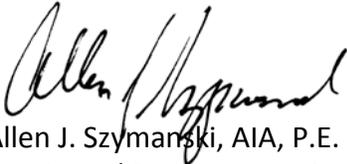
Baraboo City Hall Security Upgrades
May 8, 2015

3. Not included in the cost:
 - a. Movable office cubical divider walls.
 - b. Furniture.
 - c. Moving costs.
 - d. Computer and phone cabling.
 - e. Renovations at the Civic Center to accommodate the Council Chambers.

Please note that estimating the cost of the work is difficult with the preliminary development and limited information available at this time. The drawings are conceptual at this point and there are many unknowns at this time. Design development level drawings will be required to be able to better define the cost of the work since at that level the scope of the electrical, HVAC, plumbing, structural and architectural construction work will be much better defined.

This concept renovation plan is only a short term limited correction to only a few of the problems that exist. Emphasis needs to be given to a long term solution that solves all of the problems.

Sincerely
MSA Professional Services, Inc.

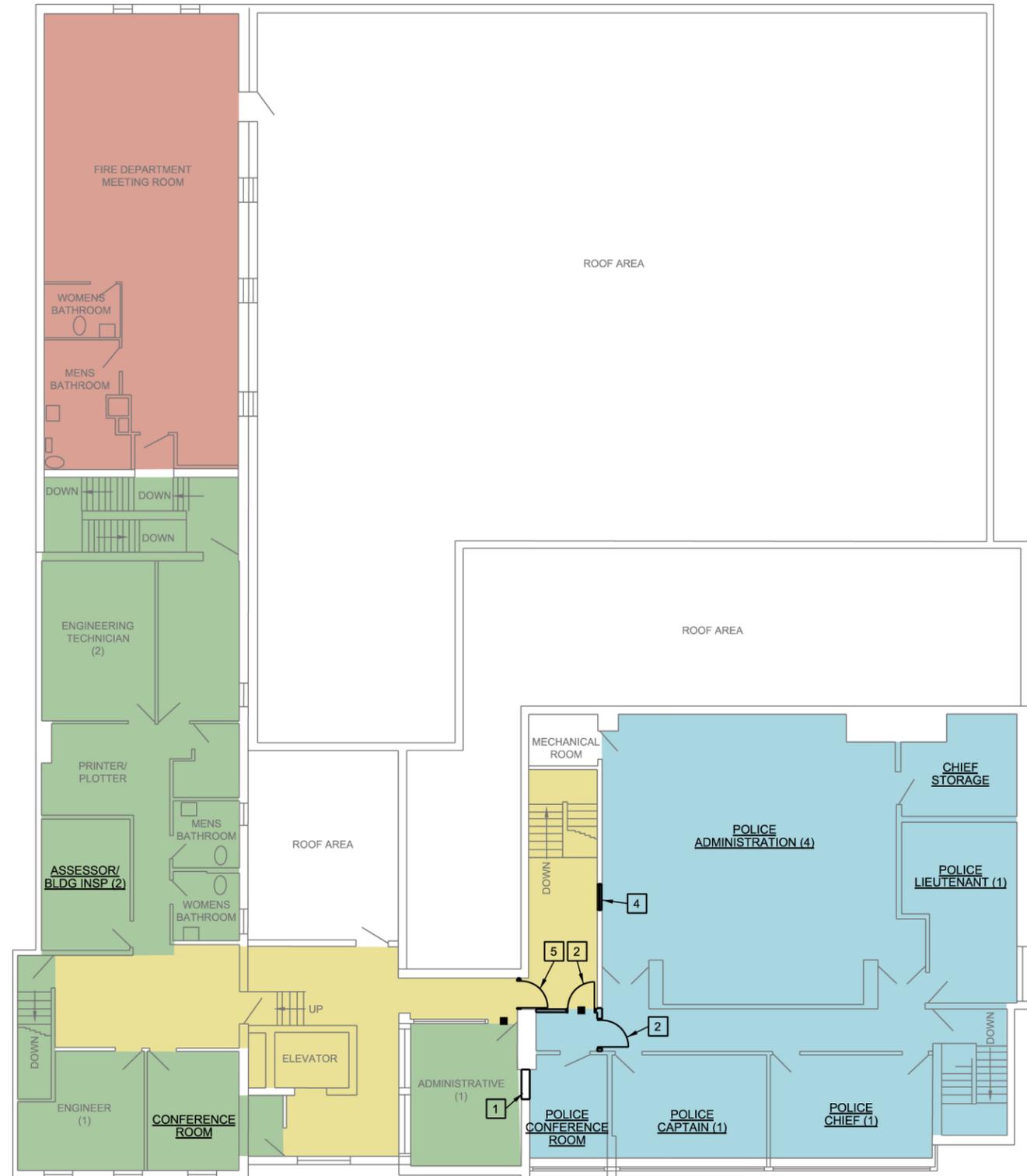


Allen J. Szymanski, AIA, P.E.
Architect / Structural Engineer

AJS:dp

BOX NOTES:

- 1 INFILL DOOR OPENING
- 2 NEW DOOR
- 3 NEW WALL
- 4 NEW BULLET RESISTANT SERVICE WINDOW
- 5 NEW DOOR w/ CLOSER AND NO LOCK. LOCK IS NOT ALLOWED BY CODE. ADD SIGNAGE ON BOTH SIDES OF DOOR STATING "NO ACCESS ALLOWED". THIS IS A REQUIRED EXIT. ADD AN ILLUMINATED EXIT SIGN.



DOOR KEY

- ESCORTED SUSPECT ENTRY
- CONTROLLED ENTRY
- ▲ AFTER HOURS CONTROLLED ENTRY



SECOND FLOOR PLAN

0 4 8 16 1/8" = 1'-0" (22x34)
1/16" = 1'-0" (11x17)

MSA
 PROFESSIONAL SERVICES
 TRANSPORTATION • MUNICIPAL DEVELOPMENT • ENVIRONMENTAL
 1230 South Boulevard Baraboo, WI 53913
 608-356-2771 1-800-361-4505 Fax: 608-356-2770
 Web Address: www.msa-ps.com
 O WISCONSIN PROFESSIONAL SERVICES

REVISION	DATE	BY

PROJECT No. 00035079	SCALE AS SHOWN	No.	DATE
PLOT DATE 05/07/2015	DRAWN BY: ABL		
PROJECT DATE 05/07/15	CHECKED BY: AJS		

SECOND FLOOR PLAN
 CITY OF BARABOO
 CITY HALL SECURITY RENOVATIONS
 BARABOO WI

File No. _____
 SHEET A-2
 32

**Baraboo Police Department
Monthly Activity Report
March 2015**

	Current Month	Current Year to Date	Prior Year to Date	Change	Percentage Change
Calls for Service					
Burglaries	3	12	6	6	100.00%
Thefts	48	126	91	35	38.46%
Criminal Damage	5	17	10	7	70.00%
Assist other agencies	57	176	193	-17	-8.81%
Assists - West Baraboo	5	14	9	5	55.56%
Animal Complaints	20	53	52	1	1.92%
Total of all Calls	772	2,126	2,268	-142	-6.26%

Traffic Crashes

Total Traffic Crashes	16	64	74	-10	-13.51%
Persons Killed	0	0	0	0	0.00%
Persons Injured	2	13	7	6	85.71%
Pedestrians Injured	0	0	0	0	0.00%

Enforcement Activity

Adult Notices of Appearance	77	260	243	17	7.00%
Drug Charges	8	28	51	-23	-45.10%
Traffic Citations	334	1055	1,901	-846	-44.50%
OWI Arrests	7	20	54	-34	-62.96%
Seatbelt Violations	39	78	183	-105	-57.38%
Traffic Warnings	163	553	864	-311	-36.00%
Juvenile Offenses	38	128	105	23	21.90%
Curfew Violations	0	0	3	-3	-100.00%
Underage Alcohol Citations	8	14	18	-4	-22.22%
Parking Citations	425	1,189	440	749	170.23%

Fines and Fees

Court Fines	\$7,291.79	\$19,566.48	\$21,166.49	-\$1,600.01	-7.56%
Parking Fines	\$6,260.01	\$17,947.03	\$10,035.00	\$7,912.03	78.84%
Police Department Fees	\$175.31	\$551.10	\$226.80	\$324.30	142.99%

TREASURER'S INVESTMENT REPORT for March 2015

Average Rate of Return on Current Deposits:

Benchmarks:

Total Receipts:	886,518.74	General Funds:	Avg Term	10.4 M	0.47%	LGIP	0.12%
Total Disbursements:	2,043,932.24	Utility Funds:	15.9 M	0.57%	90-day T-bill:	0.04%	
		Segregated Funds:	35.8 M	0.92%	6M CD:	0.23%	
		All Funds:	16.2 M	0.57%	12M CD:	0.47%	
		Liquid:	60%		18M CD:	0.60%	
Policy Objectives:	Bank ratings have changed	Term:	40%				
Safety:	<ul style="list-style-type: none"> \$3,000,000 has been invested in marketable securities with Dana Investments, these are not guaranteed. Baraboo National has improved it's rating status to 3 stars. 						
Liquidity:	<ul style="list-style-type: none"> Investing in CD's when good rates are available. 						
Yield:	<ul style="list-style-type: none"> Yields are on a slight uptick. 						

TRANSACTIONS

#	Action	Type	Identification	Bank	Acct #	Note	Term	Maturity Date	Rate	Amount	Interest
(1)	SELL	CD	Fire Benefit	BNB	7069090		9 mos	8/19/2015	0.50%	30,000.00	Reinvested
	PURCHASE	CD	Library Impact Fees								

Comments: The fund was in need of cash for two unexpected retirement payouts at the beginning of this year, so this CD was sold to Library Impact Fees for the remainder of the term.

(2)	Renew	CD	Fire Equipment	ICB	6197361		30 months	3/13/2015	1.00%	125,000.00	Reinvested
	New	CD			6267335		18 mos	9/13/2016	0.90%	128,144.82	Reinvested

Comments:

(3)	NEW	CD	Fire Equipment	WCCU	24618		36 mos	3/16/2017	1.20%	125,000.00	Reinvested
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Comments:

(4)	Renew	CD	General	ICB	6197574		18 mos	3/20/2015	1.05%	100,000.00	Pd to MM
							18 mos	9/20/2016	0.90%	150,000.00	Pd to MM

Comments:

(5)	NEW	CD	General	WCCU	24619		30 mos	9/16/2017	1.00%	150,000.00	Pd to MM
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Comments:

(6)	Renew	CD	Library Seg	BNB	7063743		36 mos	3/23/2015	1.19%	225,420.36	Reinvested
							36 mos	3/23/2018	1.19%	233,600.85	Reinvested

Comments:

INVESTMENT ADVISOR TRANSACTIONS

#	Action	Type	Identification	Price	Rating	Note	Term/WAL	Maturity Dat	Yield to Worst Yield - Maturity	Amount	Interest
(1)	CALLED	FNMA	3136G1NY1	99.7250	AA+/Aaa		4.66	6/27/2018	1.20% / 1.80%	200,000.00	Semi-annual

Comments: Annualized yield for 17 month holding period was 1.20%.

Dana Investment Advisors, Inc.

PORTFOLIO HOLDINGS



Report as of: 03/31/2015

Portfolio: 2493 - City of Baraboo Reserve Funds

Shares/ PAR	Identifier	Description	Unit Cost	Current Cost	Price	Market Value	Pct. Assets	Income Accrued	Cur. Yield
Cash									
Short Term Investments									
Cash Equivalents									
	000009	Cash - Money Fund		259,903.12		259,903.12	8.65	.00	.01
		Total Cash Equivalents		259,903.12		259,903.12	8.65	.00	.01
		Total Short Term Investments		259,903.12		259,903.12	8.65	.00	.01
Bonds									
Agency Bonds									
Fixed Rate Agency									
FHLB Fixed Rate Agency									
150,000	3130A2CG9	FEDERAL HOME LOAN BANK 1.125% Due 09/19/2017	99.97	149,950.00	99.97	149,961.38	4.99	56.25	1.13
150,000.00		Total FHLB Fixed Rate Agency		149,950.00		149,961.38	4.99	56.25	1.13
FHLMC Fixed Rate Agency									
200,000	3134G5HV0	FREDDIE MAC 1.25% Due 09/29/2017	100.01	200,025.00	100.00	200,000.00	6.65	13.89	1.25
200,000	3134G6BP7	FREDDIE MAC 1.15% Due 02/26/2018	100.01	200,025.00	100.00	200,000.00	6.65	223.61	1.15
150,000	3137EADP1	FREDDIE MAC 0.875% Due 03/07/2018	98.30	147,449.50	99.83	149,743.35	4.98	87.50	.88
550,000.00		Total FHLMC Fixed Rate Agency		547,499.50		549,743.35	18.29	325.00	1.11
		Total Fixed Rate Agency		697,449.50		699,704.73	23.28	381.25	1.11
Step Coupon Agency									
FHLB Step Coupon Agency									
150,000	3130A3FZ2	FEDERAL HOME LOAN BANK 1% Due 11/26/2019	99.97	149,950.00	100.07	150,108.30	4.99	520.83	1.00
150,000.00		Total FHLB Step Coupon Agency		149,950.00		150,108.30	4.99	520.83	1.00
		Total Step Coupon Agency		149,950.00		150,108.30	4.99	520.83	1.00
		Total Agency Bonds		847,399.50		849,813.03	28.28	902.08	1.09
Mortgage Bonds									
Adjustable Rate Mortgages									
FNMA - Adjustable Rate Mortgages									
153,490.58	3138XMRB8	FN AV9481 1.988% Due 07/01/2043	103.56	158,958.69	103.80	159,319.23	5.30	254.28	1.92
153,490.58		Total FNMA - Adjustable Rate Mortgages		158,958.69		159,319.23	5.30	254.28	1.92
GNMA - Adjustable Rate Mortgages									
176,988.95	36225CX92	G2 80703 1.625% Due 06/20/2033	103.13	182,519.86	103.59	183,344.62	6.10	239.67	1.57
175,274.00	36225C4B9	G2 80817 1.625% Due 01/20/2034	103.34	181,134.73	103.24	180,947.97	6.02	237.35	1.57
179,428.10	36225EN40	G2 82210 1.625% Due 11/20/2038	102.75	184,362.38	103.13	185,042.05	6.16	242.98	1.58
154,959.01	36225EQ47	G2 82274 1.625% Due 01/20/2039	102.62	159,026.66	102.91	159,462.58	5.31	209.84	1.58
156,199.61	36225EUG5	G2 82382 1.625% Due 09/20/2039	102.69	160,397.47	103.57	161,774.53	5.38	211.52	1.57
140,497.38	36225EVG4	G2 82414 2% Due 10/20/2039	103.81	145,853.85	100.05	140,569.88	4.68	234.16	2.00
983,347.05		Total GNMA - Adjustable Rate Mortgages		1,013,294.95		1,011,141.63	33.64	1,375.52	1.63
		Total Adjustable Rate Mortgages		1,172,253.64		1,170,460.86	38.94	1,629.80	1.67
		Total Mortgage Bonds		1,172,253.64		1,170,460.86	38.94	1,629.80	1.67
Small Business Administration Bonds									
Adjustable Rate - SBAs									
Prime Rate									
36,779.65	83164KRQ8	SBA508595 2.575% Due 04/25/2018	101.75	37,423.31	101.12	37,193.02	1.24	169.11	2.55
163,969.03	83164KNU3	SBA508503 2.575% Due 12/25/2024	105.69	173,294.77	104.98	172,134.69	5.73	714.13	2.45
188,863.60	83164JF50	SBA507388 1.75% Due 10/25/2030	104.13	196,654.24	104.35	197,087.67	6.56	553.43	1.68
195,164.89	83164LSA0	SBA509513 1.75% Due 06/25/2039	106.00	206,874.80	105.58	206,046.12	6.86	570.81	1.66
584,777.18		Total Prime Rate		614,247.12		612,461.50	20.38	2,007.48	1.94
		Total Adjustable Rate - SBAs		614,247.12		612,461.50	20.38	2,007.48	1.94

Dana Investment Advisors, Inc.
PORTFOLIO HOLDINGS



Report as of: 03/31/2015

Portfolio: 2493 - City of Baraboo Reserve Funds

Shares/ PAR	Identifier	Description	Unit Cost	Current Cost	Price	Market Value	Pct. Assets	Income Accrued	Cur. Yield
Total Small Business Administration Bonds				614,247.12		612,461.50	20.38	2,007.48	1.94
Treasury Bonds									
Treasury Inflation Protected Security									
100,000	912828MY3	TSY INFL IX N/B 0.5% Due 04/15/2015	110.15	110,147.12	109.20	109,202.85	3.63	249.94	.46
Total Treasury Inflation Protected Security				110,147.12		109,202.85	3.63	249.94	.46
Total Treasury Bonds				110,147.12		109,202.85	3.63	249.94	.46
Total Bonds				2,744,047.38		2,741,938.24	91.23	4,789.30	1.50
Total Portfolio				3,003,950.50		3,001,841.36			
Paydown Receivable					3,649.13	3,649.13			
Interest Accrued					4,789.30	4,789.30			
Dividends Accrued					0.00	0.00			
Total Portfolio with Accruals & Receivables				3,012,388.93		3,010,279.79			

The market prices shown on these pages represent the last reported sale on the stated report date as to listed securities or the bid price in the case of over-the-counter quotations. Prices on bonds and some other investments are based on round lot price quotations and are for evaluation purposes only and may not represent actual market values. Bonds sold on an odd lot basis (less than \$1 million) may have a dollar price lower than the round lot quote. Where no regular market exists, prices shown are estimates by sources considered reliable by Dana Investment Advisors. While the prices are obtained from sources we consider reliable, we cannot guarantee them. Dana Investment Advisors is not a custodian. Clients should be receiving detailed statements from their custodian at least quarterly. While Dana Investment Advisors regularly reconciles to custodian information, we encourage clients to review their custodian statement(s).

**Baraboo Fire Department
Monthly Report - April 2015**

Incident Responses	April 2015	Year to Date 2014	Totals 2014	Year to Date 2015	Percentage Increase/Decrease
Fire, Other	0	2	4	2	
Building Fire	3	3	9	8	
Fire in Mobile Home used as a Fixed Structure	0	0	0	0	
Fire in Structures other than Building	0	0	0	0	
Cooking Fire	0	1	5	2	
Chimney Fire	0	1	2	0	
Vehicle Fire	3	6	10	6	
Wildland Fire	5	3	6	6	
Trash or Rubbish Fire Contained	0	0	0	0	
Outside Rubbish, Trash or Waste Fire	0	0	0	0	
Dumpster or other Trash Receptacle Fire	1	1	3	1	
Outside Storage Fire	0	0	0	0	
Outside Gas or Vapor Combustion Explosion	0	0	0	0	
Medical Assist	0	5	18	1	
Vehicle Crash	3	10	55	18	
Motor vehicle/pedestrian crash	1	0	0	1	
Search for Person on Land	0	1	3	0	
Extrication of Victim(s) from Building/Structure	1	0	0	1	
Extrication from Vehicles	0	1	3	0	
Extrication, Other	0	0	3	0	
Elevator Rescue	0	0	1	0	
Water/Ice Rescue	0	0	1	0	
High Angle Rescue	0	0	4	0	
Hazardous Material	0	5	18	0	
Carbon Monoxide Incident	0	3	4	0	
Hazardous Call, Other	3	8	26	7	
Vehicle Accident - General Cleanup	1	2	4	2	
Animal Rescue	0	0	0	0	
Water Problem, Other	0	0	0	0	
Smoke or Odor Removal	0	0	0	1	
Sevice Call, Other	0	0	0	0	
Lock-out	0	0	0	0	
Assist Police	0	1	3	0	
Public Service	0	0	16	0	
Unauthorized Burning	1	3	5	2	
Authorized Burning	1	0	1	1	
Good Intent Call	3	13	37	20	
Dispatched/Cancelled	0	3	22	2	
Wrong Location	0	0	0	0	
Smoke Scare, Odor of Smoke	0	0	0	2	
Steam, Vapor, Fog or Dust thought to be Smoke	0	0	0	0	
Malicious Alarm	1	1	5	2	
Bomb Threat	0	0	0	0	
Alarm	2	8	39	15	
Carbon Monoxide Alarm	2	8	21	5	
Lightning Strike	0	0	0	0	
Severe Weather Standby	0	0	0	0	
Mutual Aid - City	1	4	10	3	
Mutual Aid - Rural	4	1	3	4	
Totals	36	94	341	112	
		-1	-1	-4	
		93	340	108	
					13.89%
					Exposure Fires
					Total Incidents
Incident Responses by Municipality	Total Incidents	Percent			
City of Baraboo	15	41.67%	61	54.46%	
Village of West Baraboo	2	5.56%	11	9.82%	
Town of Baraboo	12	33.33%	20	17.86%	
Town of Fairfield	1	2.78%	9	8.04%	
Town of Greenfield	1	2.78%	4	3.57%	
Town of Sumpter	0	0.00%	0	0.00%	
Mutual Aid - City	1	2.78%	3	2.68%	
Mutual Aid - Rural	4	11.11%	4	3.57%	
Totals	36	100.00%	112	100.00%	
			-4		
			108		
					Exposure Fires
					Total Incidents

**Baraboo Fire Department
Monthly Report - April 2015**

Fire Inspections	January	February	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec
City of Baraboo	28	54	163	182								
Village of West Baraboo	107	24	7	5								
Town of Baraboo	3	0	0	2								
Town of Fairfield	0	0	0	0								
Town of Greenfield	0	0	0	0								
Town of Sumpter	0	0	0	0								
Totals	138	78	170	189	0	0	0	0	0	0	0	0
								Total Inspections Year to Date				575

Fire Prevention Education - Current Month	Number of Activities	Number of Adults	Number of Children	Total Participants	
Fire Extinguisher and Fire Safety Training	4	62	0	62	
Fire Safety Presentations	3	14	83	97	
Fire Safety House Training	0	0	0	0	
Other (Open House)	0	0	0	0	
Grand Totals	7	76	83	159	
			Total Fire Safety Contacts Year to Date		374

	Number of Smoke Alarms	Number of CO Alarms	Total
Install Smoke and Carbon Monoxide Alarms	1	2	3

3 Year to Date Total

**BARABOO BUSINESS IMPROVEMENT DISTRICT (BID)
BOARD OF DIRECTOR'S MEETING**

April 15, 2015

Members Present: S. Kessenich, D. Thurow, B. Stelling, T. Wickus, L. Steffes, S. Fay, Cowan, Kruse

Member Absent: N. Bacher

Others Absent: E. Geick

Call to Order: Sandy Kessenich presided over the meeting, called it to order at 5:47P.M., and noted compliance with the Open Meeting Law.

Meeting Minutes:

A revision was made to the minutes from the March 18, 2015 meeting: Nicole Bacher was absent from the meeting.

Moved by Cowan, seconded by Thurow, and unanimously carried to approve the minutes with the revision.

Agenda: Moved by Fay, seconded by Cowan, and unanimously carried to approve the agenda as published.

Reports:

President – Elections will take place in May. Kruse, Fay, and Bacher are all up for re-appointment for another term on the board. All have accepted.

Appearance – Baskets will be up around the time of Faire on the Square. We saw samples of the Farmer's Market Banners and individually voted on the one we liked best. They will be ordered soon. The actual Mandalas from Nanny Park will be auctioned off during the Wine Walk.

Parking – Cowan will be getting quotes for weed removal in the parking lots.

New Business:

1. Vouchers – Lorraine Ortner-Blake \$140.25

Moved by Steffes, seconded by Stelling and unanimously carried to approve the voucher.

2. Mural – Stelling showed us the different proposals for the mural. The Arts Committee voted on the mural by Bernie Poff from Polliwog Studios. The BID will consider a donation to the project at the next meeting.

Next Meeting: Wednesday, May 20, 2015 at 5:45 p.m., **Room 11**, Civic Center.

Adjournment: Moved by Cowan, seconded by Fay, and unanimously carried to adjourn at 6:15 PM.

Respectfully submitted,
Sandy Kessenich

Members Present: Petty, Sloan and Thurow

Absent: None

Others Present: M. Palm, E. Geick, M. Hardy, media and the public

Call to Order –Ald. Petty called the meeting to order at 6:15 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, second by Thurow to approve the minutes of March 24, 2015. Motion carried unanimously.

Accounts Payable – Moved by Sloan, seconded by Thurow to recommend Council approval of the accounts payable for \$1,923,071.45. Motion carried unanimously.

Civic Center Bond Funds – M. Hardy reported that there is remaining bond money to be spent and desires ADA accessible entry, greenhouse replacement, phone system replacement and ADA signage. When questions arose about the longevity of the phone equipment and desire to wait until relocation of the municipal building, he suggested substituting additional ADA entrance signage. Questions about usage of the greenhouse arose and Hardy advised it would be a sun room and an extension of the weight room which is adjacent. Discussion returned on whether to use bond proceeds for a phone system. Hardy suggested substituting the project for more ADA signage or beginning work in the gymnasium bathrooms, or additional storage areas. Hardy stated problems with the existing phone equipment have been minimal. Petty suggested reallocating the funding for the phone system in favor of waiting for information about a new building when the phone systems can be combined. Moved by Sloan, seconded by Thurow to use the remaining money for greenhouse improvements, ADA entrance signage and additional exterior signage. Motion carried.

Nanny Park fee Waiver – Bekah Stelling requested a fee waiver for a Special event permit for use of Nanny Park during the wine walk. Moved by Sloan, seconded by Petty and carried unanimously to waive the fee.

Concerts on the Square Fee Waiver – The Committee noted that this should not have been a fee waiver request, but rather should have been a request for use of Alma Waite Funds. This item will appear on the next agenda since proper notice was not given according to the Open Meetings law.

Committee Comments: None.

Adjournment – Moved by Sloan second by Thurow to adjourn. Motion carried, meeting adjourned at 6:38 p.m.

Cheryl Giese, City Clerk-Finance Director

Administrative Committee

April 6, 2015

Present: Ellington, Robkin, Alt

Absent: none

Also Present: Mayor Palm, Cheryl Giese, Jim Brown

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

Moved by Ellington, seconded by Alt and carried to approve the minutes of March 2, 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, highlighting activities of tree removal and trimming, noting that the Trager tree has been removed using condemnation proceedings.

No work has occurred on the runway project since we are waiting for a funding answer on the project. Robkin and others emphasized the importance of communicating the project to airport patrons, FBO's and others who may be affected by the closing of the airport for the time of reconstruction.

Jim Brown Lease – Jim Brown presented information that his leased area was impacted by the recent drainage ditch that was installed with the last project. The grading of the ditch has impaired his ability to use the property on the west side of his lot. He asks that the lot size be reduced by 3'. Moved by Ellington, seconded by Alt and carried unanimously to grant the lease description change with the stipulation that there remains at least 10' of setback on the west wide of the lot.

Exempting Non-Profit Organizations from Special Event Fees: The Committee discussed the quantity of fee waivers granted by the Finance Committee to non-profit organizations. The Finance Committee has requested a change in the code so that tax exempt organizations can automatically be waived from paying the fee. Moved by Ellington, seconded by Alt and carried unanimously to authorize changes in the code to grant fee exemptions for non-profit organizations. Mayor Palm and others suggested monitoring qualifications by asking for the tax exempt number of each applicant.

Next meeting is to be held May 4, 2015 at 12 p.m.

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

Cheryl Giese,
Clerk-Finance Director

Minutes of the Public Safety Committee Meeting – March 30, 2015

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

Call to Order - Committee Chairman Phil Wedekind called the meeting to order at 1:00 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 February 9, 2015. By voice vote the motion carried.

New Business

- a. Review and Approve renewal of contract with MSA for Building Inspection Services – Pinion said that the City currently contract with MSA for Building Inspection services and it is time to renew the contract. The new contract would go through 2017. The maximum increase is 3% per year. It was moved by Kolb, seconded by Plautz to approve the renewal of the contract with MSA for Building Inspection Services. Motion carried unanimously.
- b. Review and Recommendation for one-way traffic in Alley between 1st & 2nd, from Oak Street to Broadway – Pinion said that Don-Rick Insurance say that this is a constant source of concern with several near-miss accidents. He said that every alley in town is a two-way alley with a couple of minor exceptions, such as the post office alley. He said that this alley is allowable for two-way traffic; however, it is a busy alley, mainly due to the bank drive-through. He said that he has reached out to the bank to see if they had any preferences; however, they have not gotten back to him. He said traffic exiting to the west of Broadway; if they want to go southbound that is less than an ideal situation with the mid-block arrangement and that close to the intersection. He said that if it did go one-way it would make sense to mirror the post office alley and have it go away from Broadway. He said that him and Chief Schauf have talked about and don't have any real objections; it certainly would improve traffic movements on Broadway. He feels before anything is done the City should wait for feedback from the bank. It was the consensus of the Committee to bring this item back to the Committee in April.
- c. Review Bid Tabulation and Recommend award of 2015 Public Works Contracts – Pinion said that these are the annual bids taken for Public Works Contracts. Pinion went through all the proposals, and the following were the results. Proposal 1, Asphaltic Paving – Gasser \$68,785. Proposal 2, Asphaltic pavement Material – Gasser \$39,200. Proposal 3, Asphalt pavement Patching – Scott Construction \$32,500. Proposal 4, Misc. C&G, Sidewalk Replacement – Fairfield Concrete \$27,375. Proposal 5, Crushed Aggregate Base Course – Kraemer Co. \$5,450. Proposal 6, Concrete & Asphalt Crushing – Kramer \$39,900. It was moved by Kolb, seconded by Plautz to accept the low bidders on all proposals as stated. Motion carried unanimously.
- d. Review proposal Tabulations and Recommend award of 2015 Hwy. 12 Median Mowing and Noxious Weed & Rank Growth Mowing – Pinion stated that three bidders were received for the median mowing, Top 2 Bottom, Sunrise Property Care, and Breakthrough Services. He said that all three have successfully bid in the past and this year the bidder was Breakthrough Services at \$48.50 and it is recommended to award the bid to them. He then said that the Rank Growth Mowing, which is when people fail to mow their yards, one bid was received from Sunrise Property Care and it is recommended to award the bid to them. It was moved by Plautz, seconded by Kolb to award the bids to the low bidders in each category.
- e. Review and Recommendation of the West School Emergency (Off-Campus) Evacuation Agreement between the Baraboo School District, the City of Baraboo, and the Baraboo Public Library – Chief Stieve said that the School District has requested to use the Public Library as a shelter location if they would have to evacuate West School for whatever reason. He said that the Library Director has requested them to calculate the square footage for occupancy load of the basement area. He said that there is enough space to accommodate the 130-140 people, which includes children and staff. He said that staff has no problem with it and the Library Board has also approved it. He said that the next step is to do some sort of drill with the students. It was moved by Kolb, seconded by Plautz to recommend the West School Emergency Evacuation Agreement. Motion carried unanimously.
- f. Review and Approve Contract with KLM engineering for Inspection Services for the Mine Street Water Tower Repainting Project – Peterson said that it was agreement to spend \$400,000 to rehab the tower we need to have a professional services company come in and be our on-site inspector during the project. He said that two bids were received and KLM Engineering was the low bid. Peterson recommended that the low bid be accepted. It was moved by Kolb, seconded by Plautz to approve the contract with KLM engineering for Inspection Services for the Mine Street Water Tower Project. Motion carried unanimously.
- g. Review and Approval of contract with MSA to Update our Sanitary Sewer Service Area Plan – Peterson said that every five years the City is required to update the area wide plan, which includes some of the Township, West Baraboo, and the Sanitary District. He said that the last one was done in 2010, which was a very substantial one, so this year it will be more of just a couple of meetings and some tweaking. He felt that since MSA did the last one and instead of recreating the wheel, it was by easier to contract with MSA to update the plan and then submit it to the DNR. It was moved by Kolb, seconded by Plautz to approve the contract, not to exceed \$5,000. Motion carried unanimously.
- h. Review and Approval of sewer credit to Blackhawk Manor for an undetected leak in their private water main – Peterson said that one mobile home with a vacant landlord/tenant borders a field had a break underneath the trailer which drained to the field and no one saw it. It said that the City has four large meters within Blackhawk and then they have their own billing system within that and they requested a credit. Peterson said that he told Blackhawk that the only way that they would be issued a credit is if they, in writing, verify that they are giving the same credit to that tenant. He said that the credit is for sewer. He said that the actual amount is \$1,195.26. It was moved by Kolb, seconded by Plautz to approve the credit. Motion carried unanimously.

- i. Review and Approval of monthly billing Adjustments/Credits for Sewer and Water Customers – Peterson said that the Committee will be seeing monthly adjustments, which will include anything smaller than \$500, and there are only two from last month. He then explained the two credits. It was moved by Kolb, seconded by Plautz to approve the credits as submitted. Motion carried unanimously.

Reports

- a. Utility Superintendent's Report – Peterson said that the auditors will be here next week. He said that Well #8 rehab has been completed and has been up and running for a month and during very well, pumping has increased. The water tower painting will start around the end of June. He said that this week there is a piece of equipment at the Treatment Plant for sludge processing. He said that they are trying to see if they can find something that dewater betters so we get a better percentage of solids and cut down on the lime, but also how it handles phosphorus and water and electric consumption.
- b. Street Superintendent's Report – Koss said that all three sweepers are out. Stump grinding will be starting April 6th. Leaf pickup will begin on April 13 and along with the leaves all stump grindings will be removed. Pinion said that street construction bids will be here on 23rd and will be at the meeting on the 27th. He then clarified a project from 2009, when the special assessments were levied on Manchester Street, the resolution said that those assessments would be due upon development of the property because the existing residents all had existing sewer and water and the treasurer sends out reminders to the property owners, not as a bill, but as a reminder of the deferred assessment. He said that it is only benefited if the property is subdivided or developed. Pat Liston asked if the three properties to the east of him annexed to the City would they be responsible for the assessment. Pinion asked if it extended up to them and Liston said that extended to the end of his property, which is the last property in the City. Pinion said that if they annexed, they would have to pay to have it extend it across their frontage, but not responsible for any costs that has been installed so far.
- c. Police Chief's Report – Schauf said that the department is down four officers at this time and they are working to get them replaced. He last two officers to the Sheriff's Department and one was let go during the training process. He said that they have a current list that they are working off of and they also have an interview process that they are starting for new applicants and will be testing on April 11. Schauf that explained protocol for tasers.
- d. Fire Chief's Report – Stieve said that Tim Stieve, Assistant Chief, in charge of safety and training retired after 36 years of service, thus leaving that position open. He said that after looking at that and the rest of the leadership in the department, the succession planning hasn't been done well. He said that he sent out a short questionnaire to fire department members to see where they are at, as far as what they want to do in the future. He said that he is in the process of updating the position descriptions. He said that he has heard things regarding wanting to change to requiring more education as far as instructor type training because the officers are the training officers for the department. He said that he tried to budget for Emergency Service Instructor One, which is a 40 hours course, but the money wasn't there. He said that there the CIVIC grant program, half of the course fee could be recuperated if approved through the program. He said another part of his position description requires him to become Fire Officer II certified and he is enrolled in the class through MATC-Reedsburg. He asked the Committee what direction that they want the department to go. He said that he feels that the City has a very professional department; however, he feels that it could be better. He said that training provides preparedness, professionalism, recruiting, and retention. He feels that there are a couple of options to go, one would being going to a full-time department. He said that they are looking at building a live fire training prop, which involves shipping containers. He said that this would have to managed and researched. He said that they use a training center out of Indianapolis called Fire Department Training Network, it is on-line and they have one person going to Truck Company Operations, one going to Engine Accompany Operations, and one going to Designing Training props in April. He said as part of the full-time position there is a grant called Safer Grant, it is staffing for adequate fire and emergency response grants; however, unfortunately the deadline was March 6. Also, as part of the full-time possibility it is a succession planning for the Fire Chief's position. He said there would also be the option of part-time. The last option would be to keep the department the way it is. He said that if it stays the way it is. He said one thing is through the position description review they have to adjust the requirements based on what is in the department if it is kept the way it is. If it is kept the way it is Stieve said that he would do his best to provide the guidance and assistance as needed; however, he would like to delegate the training, which would mean more time commitment and increase in salary. Stieve said that he spoke to the Mayor after the Council approved the EMS Study and stated that he would welcome a study in the Fire Department. He said the UW-Oshkosh Public Administration Program has students, as part of their studies, they offer this service free, where a study can be done on any particular topic that is wanted. He said that he requested a study through the professor in charge and received a study of the Waterford Water Department that was based on staffing. After the lengthy discussion, Stieve asked which direction does the Committee want the Fire Department o go, what does Fire Department training provide, and what direction does the Committee want to explore further. Stieve then showed a video of the March inside air management drill that was held in the Civic Center. Stieve said he is open to any conversation regarding anything discussed today and the Committee is welcome to any of the training, which are held the 1st, 4th, and 5th Mondays of the month. Compensation for officers and call pay was then discussed.

Kolb said that when the sidewalk issued was looked at last year, one of the complaints was that the City should stretch things out so everyone knows what sidewalks will be done. He would like to have some type of plan done when it is looked at again. Pinion said that he will have some options regarding sidewalks at the April meeting.

ADJOURNMENT – Kolb moved, Plautz seconded to adjourn the meeting at 2:24 pm. Motion carried.

Respectfully submitted,

Phil Wedekind, Chairman