

**Council Chambers, Municipal Building, Baraboo, Wisconsin  
Tuesday, May 24, 2016 – 7:00 p.m.**

Mayor Palm called the regular meeting of Council to order.

Roll call was taken.

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

Council Members Absent:

Others Present: Chief Schauf, Clerk Giese, Adm. Geick, Attny. Kleczek-Bolin members of the press and others.

The Pledge of Allegiance was given.

Moved by Ellington, seconded by Wedekind and carried to approve the minutes of May 10, 2016.

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

**Compliance with the Open Meeting Law was noted.**

**PRESENTATION-** The Mayor read a proclamation for May 25, 2016 as World Multiple Sclerosis Awareness Day.

**PUBLIC INVITED TO SPEAK** – Steve Paaske, resident along Hwy 33, addressed the Council concerning the new Public Safety/City Administration building. He acknowledged the need for the building and does not want the Council to rush deciding the location. He was pleasantly surprised to see that the first location at the Civic Center was eliminated. He feels that the corner of Lynn and Broadway is a commercial lot and urges the Council to reconsider locating there. He says white water kayaking is becoming more popular in our area and businesses relying on the river might want to build there. The 100 place parking lot would produce water runoff into the Baraboo River. He suggests the building be located on the Fairgrounds, Jackson property or somewhere on the east side of the City where he predicts future growth will occur. He further suggests reaching an agreement concerning the Fair Grounds property and moving them further east, outside the City limits.

**MAYOR’S COMMENTS** – The Mayor congratulated Deb Vogel for 30 years of service to the CDA.

**CONSENT AGENDA**

**Resolution No. 16-34**

THAT the Accounts Payable, in the amount of \$321,452.85 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

**Resolution No. 16-35**

That the following 1<sup>st</sup> Quarter Budget Amendments are authorized for 2016:

**2016 BUDGET AMENDMENTS**  
1st Quarter,  
2016

Account	Account Name	Original Budget	Amount to Transfer	Added to Budget	Amended Budget
Encumbrances	Use funds from 2015 for purchases completed in 2016.				
100-20-52110-250	Encumber - Police garage door for old shop			700	700
100-20-52110-392	Encumber - Police crime mapping software	28,029		850	28,879
100-21.52200.346	Encumber - Fire uniforms with DNR grant	22,520		1,022	23,542
100-31-53300-364	Encumber - Public Works barricades and delineator posts	15,000		4,022	19,022
100-51-55110-340	Encumber - Library technology grant funds	6,000		328	6,328
100-51-55110-392	Encumber - Library technology grant funds	5,000		1,198	6,198

100-52-55410-260	Encumber - Zoo monkey fencing	7,500	4,900	12,400
100-52-56110-392	Encumber - Forestry desk	1,394	778	2,172
100-52-55200-250	Encumber - Parks pool mechanical maintenance	4,000	2,671	6,671
100-10-49300	Fund Balance Applied	508,788	16,469	525,257

Appropriate fund balance for open purchase orders for equipment and services at year end.

Police	Police Policy Manual software maintenance was more than anticipated				
	100-20.52130-00250	Police Records & Support-R & M- Services	14,000	3,876	17,876
	100-20.52110-00392	Police-Small Equipment	28,029	(3,876)	24,153

Transfer funds to cover the purchase

Civic Center	Purchase media center				
	100-52.55130-814	CC-Equipment Purchases	5,500	591	6,091
	100-52.55130-260	CC-Rep & Main - Buildings	14,500	(591)	13,909

Transfer funds to cover the purchase over budget

Public Works	Purchase Sprayer for #9 & #12				
	100-31.53350-392	Snow & Ice Small Equipment	0	5,457	5,457
	100-31.53240-392	Mach & Equip Small Equipment	10,000	(4,457)	5,543
	100-31.53270-392	CSC, Small Equipment	1,000	(1,000)	0

Transfer funds to cover the purchase

Pool	Purchase Bathhouse water heater				
	100-53.55420-861	Pool-Facilities Improvements	7,500	106	7,606
	100-53.55420-250	Pool-Repair-Equipment	4,000	(106)	3,895

Transfer funds to complete purchase amount over budget.

Parks	Civic Center alarm testing				
	100-52-55130-250	Civic Center - Equipment	2,200	300	2,500
	100-52-55130-340	Civic Center - Operating	7,500	(300)	7,200

Transfer funds to cover additional service

Police	Body Worn Camera Purchase				
	100.20.52110.814	PD - Police Department, Equipment Purchases	36,500	5000	41,500
	100-20-48500	PD - Police Donations	50.00	5000	5,050

Appropriate donated funds for body worn cameras

Public Works	Garbage Truck Parts				
	100.31.53620.00350	Garbage, Repair Parts	4,000	2,000	6,000
	100.31.53240.00350	Machinery & Equip, Repair Parts	56,000	(2,000)	54,000

Transfer funds to cover the purchase of parts

Public Works	Traffic Paint				
	100.31.53300.00368	Streets, Traffic Paint	12,000	77	12,077
	100.31.53300.00270	Streets, Special Services	38,000	(77)	37,923

Transfer funds to cover traffic paint

Attorney	Purchase software and equipment for the new attorney. Use wage and benefits savings to pay for contracted services				
	100.13.51300.110	Attorney - Salaries	91,365	(10,000)	81,365
	100-13-51300-215	Attorney - Professional Services	500	6,500	7,000
	100-13-51300-392	Attorney - Small equipment	661	3,500	4,161
Transfer funds to cover purchases and services					

Parks	Sold skidsteer to Utility and traded theirs in for a new one. Trade value was lower than anticipated and we purchased a skidsteer of lower value. Reduce both the anticipated revenue and the expense.				
	100-52-55200-814	Parks - Equipment	51,750	-5,000	46,750
	100-10-48300	Sale of Assets	42,000	(5,000)	37,000
Unappropriate funds for the skidsteer trade.					

Economic Dev	Village of West Baraboo reduced their contribution to the program and Westside development program				
	100-15-47310	Intergovernment Charges	25,000	(21,250)	3,750
	100-15-56710-290	Econ Dev - Other Contracted Services	65,000	-20,000	45,000
	100-15-56710-392	Econ Dev - Small Equipment	3,500	-250	3,250
	100-15-56710-530	Econ Dev - Rents & Leases	3,000	-1,000	2,000
Unappropriate funds for the Village's contribution to the development / marketing program					
	<b>General Fund</b>	<b>Total Additional Appropriation</b>		<b>(4,781)</b>	<b>(4,781)</b>

**Resolution No. 16-36**

That the City Clerk Finance Director purchase DS200 voting tabulator unit from ES & S Election Supplies in the amount of \$6065, and

That sufficient funds be appropriated from Fund Balance to accomplish the purchase.

**Resolution No. 16-37**

THAT Andy Bingle be appointed to the Baraboo Economic Development Commission (BEDC) serving until February 28, 2018.

Moved by Kolb, seconded by Wedekind and carried that the Consent Agenda be approved-9 ayes.

**2<sup>ND</sup> READING ORDINANCES**

Moved by Sloan, seconded by Petty and carried unanimously to approve the 2<sup>nd</sup> Reading of **Ordinance No. 2442** amending Chapter 9.06(3) Loud and Unnecessary Noise Prohibited, granting a special exception for the Baraboo Country Club to operate mowing equipment at 5:30 a.m.

**NEW BUSINESS**

**Resolutions:**

**Resolution No. 16-38**

THAT the City of Baraboo is hereby authorized to enter into a 25 year renewable lease with the State Historical Society d/b/a Wisconsin Historical Society for the property identified as the Van Zelts Island Park a/k/a Spirit Point.

Moved by Wedekind, seconded by Zolper and carried that **Resolution No. 38** be approved-9 ayes.

**Resolution No. 16-39**

That the low bids of :

Dean Blum Excavating      \$286,821.00 – Washington Ave & 3<sup>rd</sup> Street - Proposal A  
A-1 Excavating Inc.      \$253,218.60 – Barker Street & Martiny Court - Proposal B  
A-1 Excavating Inc.      \$160,911.50 – Monroe, Moore, East, & Tuttle Streets - Proposal C  
A-1 Excavating Inc.      \$143,794.00 – 4<sup>th</sup> Street - Proposal D

Are hereby accepted and all other bids are rejected.

Moved by Ellington, seconded by Sloan and carried that **Resolution No. 39** be approved-9 ayes.

**Resolution No. 16-40**

The City hereby officially extends the alley as described on the attached Deed and hereby accepts the Quit Claim Deed from Kenneth Conway to the City.

Moved by Kolb, seconded by Wedekind and carried that **Resolution No. 40** be approved-8 ayes, 1 abstained: Thurow.

**Resolution No. 16-41**

THAT the City of Baraboo hereby approves the revised Fee Schedule with additions of cell tower lease application and siting fees.

Moved by Wedekind, seconded by Sloan and carried that **Resolution No. 41** be approved-9 ayes.

**Resolution No. 16-42**

BE IT RESOLVED by the Common Council of the City of Baraboo, Sauk County, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$1,530,000 for the public purpose of financing street improvement projects.

Moved by Sloan, seconded by Thurow and carried that **Resolution No. 42** be approved-9 ayes.

**Resolution No. 16-43**

BE IT RESOLVED by the Common Council of the City of Baraboo, Sauk County, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$130,000 for the public purpose of financing parks and public grounds projects.

Moved by Sloan, seconded by Petty and carried that **Resolution No. 43** be approved-9 ayes.

**Resolution No. 16-44**

BE IT RESOLVED by the Common Council of the City of Baraboo, Sauk County, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$3,820,000 for the public purpose of refunding obligations of the City, including interest on them.

Moved by Kolb, seconded by Ellington and carried that **Resolution No. 44** be approved-9 ayes.

**Resolution No. 16-45**

WHEREAS initial resolutions authorizing general obligation bonds have been adopted by the Common Council of the City of Baraboo, Sauk County, Wisconsin (the "City") and it is now necessary that certain of said initial resolutions be published to afford notice to the residents of the City of their adoption;

NOW, THEREFORE, BE IT RESOLVED that the City Clerk shall, within 15 days, publish a notice to the electors in substantially the form attached hereto in the official City newspaper as a class 1 notice under ch. 985, Wis. Stats.

Moved by Sloan, seconded by Alt and carried that **Resolution No. 45** be approved-9 ayes.

**Resolution No. 16-46**

WHEREAS, the City of Baraboo, Sauk County, Wisconsin (the "City") has adopted initial resolutions (the "Initial Resolutions") authorizing the issuance of general obligation bonds for the following public purposes and in the following amounts:

- \$1,530,000 for street improvement projects;
- \$130,000 for parks and public grounds projects; and
- \$3,820,000 to refund outstanding obligations of the City.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City that:

Section 1. Combination of Issues. The issues referred to above are hereby combined into one issue of bonds designated "General Obligation Corporate Purpose Bonds" (the "Bonds") and the City shall issue Bonds in an amount not to exceed \$5,480,000 for the purposes above specified.

Section 2. Sale of the Bonds. The Common Council hereby authorizes and directs that the Bonds be offered for public sale. At a subsequent meeting, the Common Council shall consider such bids for the Bonds as may have been received and take action thereon.

Section 3. Notice of Sale. The City Clerk (in consultation with the City's financial advisor, Ehlers & Associates, Inc. ("Ehlers")) is hereby authorized and directed to cause the sale of the Bonds to be publicized at such times and in such manner as the City Clerk may determine and to cause copies of a complete, official Notice of Sale and other pertinent data to be forwarded to interested bidders as the City Clerk may determine.

Section 4. Official Statement. The City Clerk (in consultation with Ehlers) shall also cause an Official Statement to be prepared and distributed. The appropriate City officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Statement, such certification to constitute full authorization of such Statement under this resolution.

Moved by Petty, seconded by Sloan and carried that **Resolution No. 46** be approved-9 ayes.

**Resolution No. 16-47**

WHEREAS, the City of Baraboo is interested in acquiring the property at 1208 Oak Street for the purpose of razing the abandoned building and cleaning up the site;

**NOW THEREFORE BE IT RESOLVED**, that the City Administrator and staff are directed to proceed with grant and loan applications for asbestos testing and abatement, building demolition, and site investigation through WEDC's Site Assessment Grant program and WDNR's Ready for Reuse loan and grant program for the property at 1208 Oak Street and proceed with the work if the City receives funding.

**BE IT FURTHER RESOLVED**, that the City Administrator and staff are authorized to take such steps as are necessary with the State of Wisconsin and Sauk County to complete the acquisition of the property at 1208 Oak Street. It is understood by City staff that if funding or qualifications to

complete these initial tasks are unsuccessful, the property at 1208 Oak Street will not be acquired.

Moved by Wedekind, seconded by Ellington and carried that **Resolution No. 47** be approved-9 ayes.

**Resolution No. 16-48**

**WHEREAS**, the City of Baraboo recognizes that the remediation and redevelopment of brownfields is an important part of protecting Wisconsin's resources; and

**WHEREAS**, in this action the City of Baraboo City Council has declared its intent to complete the Ready for Reuse Grant activities described in the application if awarded funds; and

**WHEREAS**, the City of Baraboo will maintain records documenting all expenditures made during the Ready for Reuse Grant period; and

**WHEREAS**, the City of Baraboo will allow employees from the Department of Natural Resources access to inspect the grant site or facility and grant records; and

**WHEREAS**, the City of Baraboo will submit a final report to the Department which will accompany the final payment request.

**NOW THEREFORE, BE IT HEREBY RESOLVED THAT:**

The City of Baraboo City Council requests funds and assistance available from the Wisconsin Department of Natural Resources under the Ready for Reuse Program and will comply with state rules for the program; and

HEREBY AUTHORIZES the Mayor, City Administrator and City Clerk to act on the behalf of the City of Baraboo to: submit an application to the State of Wisconsin for financial aid for Ready for Reuse Grant purposes, sign documents, and take necessary action to undertake, direct, and complete approved grant activities.

Moved by Wedekind, seconded by Kolb and carried that **Resolution No. 48** be approved-9 ayes.

**COMMITTEE OF THE WHOLE**

Moved by Kolb, seconded by Plautz and carried unanimously to convene as a Committee of the Whole to receive reports and updates from the Building Committee and Stakeholders group concerning the Public Safety/Administration Building plan concept.

The future site of the public safety and administration building was reviewed at the intersection of South Boulevard and Lynn Avenue. Adm Geick and Eng Pinion reviewed plans for the new building. The Stakeholders group has reviewed the plans and recommends the site to the Council. Ald. Petty supports the site, because of the close proximity to downtown, providing additional parking, and the aesthetic quality of the building. He feels it is a good fit and leaves room for commercial and residential development along the river. Ald. Kolb feels it is critical to have the park area along the river to provide public access. Ald. Kolb also feels that the City could do a better job explaining why we are no longer looking at the Fair Grounds or Jackson property sites for the new building to the public. Ald. Petty explained that the first location for the City Hall was actually behind the current location, along 5<sup>th</sup> Street, so the potential site has already been reconsidered several times.

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

Moved by Wedekind, seconded by Petty and carried unanimously to construct the Public Safety/Administration Building on the south side of the river at the intersection of South Boulevard

### **MAYOR, ADMINISTRATOR, AND COUNCIL COMMENTS**

The Mayor requested to cancel the June 14, 2016 meeting to allow for a Council session for setting goals and long term planning. Moved by Alt, seconded by Kolb and carried unanimously to cancel the June 14<sup>th</sup> Council meeting as the Mayor requested.

### **REPORTS and MINUTES**

The City officially acknowledges receipt and distribution of the following:

**Monthly Reports for April, 2016 from** – Treasurer, Fire Dept. & Police Dept.

### **Minutes from the Following Meetings –**

#### **Baraboo Public Arts Committee**

**Thursday, April 28, 2016**

Location: Council Chambers, 135 4th Street, Baraboo

Members present: Morgan McArthur, Mike Palm, Ed Geick, Bekah Stelling, Letha Kelsey (by phone), Megan Watson

Call to Order @ 4:05 PM by Stelling

- Note compliance with Open Meeting Law.
- Approve agenda – Palm moved, Watson seconded
- Approve minutes of March meeting – postponed because they weren't attached to agenda. Move to postpone: Palm.  
Seconded by McArthur
- Treasurer's report – Interim treasurer McArthur has submitted signed paperwork to Community First Bank. Present balances: \$2808.40 checking; \$101.17 savings.
- Old Business
  - Bridge Project update: WI DOT liked the preliminary proposal put forward by Brent Hesselberg of The Sign Shop. Brent will create workplan on construction. His proposal is to use a suspended vinyl banner to span the trestle to cover the unsightly piping and rusty structure and a faux rock printed on di-bond sign panels for the concrete understructure. There was some discussion about the challenge of applying the faux rock to the concrete structure that supports the trestle.  
  
Mayor Palm took the concept photos to WR Sauey, local businessman who expressed his interest in supporting a visual upgrade of the structure. Sauey was impressed and gave a soft commitment to monetary support of the project (ie, amount wasn't specified.) Hesselberg hasn't yet come forward with a cost estimate.
  - Fabric of the Community project update: Kelly Meredith submitted a contract for the first three portraits (WW Deppe, John Kelley, Chappie Fox). Her costings for time, materials and delivery of finished panels to Baraboo was \$1150. The original discussion was for her to comp the artist fee of \$250 each on two of these portraits. In a spirited discussion with McArthur, Kelly indicated that the original conversation had been about displaying examples of Everyman as initial portraits and these three men were prominent businesspeople backed by considerable resources. Philosophically she felt it sent the wrong signal to be doing complimentary portraits of folks who could afford it. McArthur countered by relating how the choice of these three men was important to secure Deppe's wallspace and to give some brand recognition to the initial paintings. A truce was reached. BPAA agreed to go forward with the contract as-is: Geick moved to approve, seconded by Stelling.  
  
Palm and McArthur will meet with Dave Deppe to ensure clarity on his commitment to pay for the initial portraits, and to get clarity on the intent of the project. The Fabric portraits will represent nominated people from the community, meaning that grandmothers and high school janitors may be portrayed next to captains of industry and community leaders. Palm has suggested that Mr. Deppe be questioned whether he would prefer to vet the people portrayed on his wall or to allow the BPAA to choose. Meeting will happen on Friday, 13 May. McArthur and Palm listed several alternative wall sites to expand the project, if need be.  
Once clarity with Deppe is secured, McArthur will submit signed contract to Kelly Meredith. McArthur will generate draft document for nominating people for portraits based on other communities who have done similar projects with Kelly Meredith.  
Tentative roll-out date for initial portraits and community presentation will be during the Brew Ha-Ha event in downtown Baraboo on Friday, 24 June. Stelling noted that there will be a non-alcoholic rehydration station at Nanny Park at the corner of Oak St and 5<sup>th</sup> Street and that could be a good spot to have the event.
  - BPAA Survey Discussion. Megan Watson created an online survey to assess the community's input on public art. She registered eleven responses. Palm noted that the majority of those could have come from the board. Watson said that the most outstanding response was that ghost walls in the downtown area should be restored.

Stelling noted that we should consider spending money so that we can boost our Facebook and social media presence/feeds.

- New Business
  - Long-term Strategic Planning – moved to postpone until July, awaiting more survey responses. A plea for input will be made to DBI by Stelling. Palm suggested that everyone come to this meeting with one topic. Each member should write a white paper on the topic that they are passionate about. The document should include a description of the project/topic, its contribution, execution and funding structure. The board will pick three topics for discussion at the planning meeting. An example topic of ‘how do we grow BPAA?’ was suggested.
  - Board member candidate recommendations – There will be two positions to be filled. At the time of the meeting Rochelle Robkin was in hospice and Larry McCoy has resigned. It was suggested by Palm that the board generate five names for consideration. Suggestions at this meeting were: Judy Spring, a Chamber of Commerce representative, Denise Statz from Baraboo Parks & Recreation, Peter Shrake, CWM historian/curator, Anna Horjus, puppeteer and Beth Persche.
  - Stelling offered to be part of a special subcommittee to support McArthur’s fire hydrant pinstriping event on 18 June. McArthur will sort out categories that need support and take Bekah up on her offer.

5:24PM Moved to adjourn: Palm. Watson seconded  
Next meeting, 26 May 4PM

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**Administrative Committee** **May 2, 2016**

Present: Thurow, Ellington

Absent: Alt

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

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

Moved by Ellington and seconded by Thurow and carried to approve the minutes of February 1, 2016. Motion by Ellington, seconded by Thurow to approve the agenda and carried unanimously.

**Airport Operations:** Giese explained aspects of the proposed runway project currently under design. A local decision concerning widening to 100’ subject to local funding is needed from the owners by late summer. The engineer is currently creating a video that explains the project and several options including reconstructing existing footprint, reconstructing and widening to 100’ with design of CII aircraft, or reconstructing and widening to 100’ with design of BII aircraft.

**Baraboo Country Club special exception for noise:** The Committee reviewed the proposed ordinance granting an exception to allow mowing equipment operations prior to 5:30 a.m. Moved by Ellington, seconded by Thurow and carried to grant the exception as requested.

**Discussion of Public Nuisance Enforcement** – Atty Kleczek Bolin explained that focus of public nuisances will be on properties with junk stored in the yard. Abatement orders and injunctions will be considered for identified public nuisances and she will work together with the police department.

Next meeting is to be held June 6, 2016 at 12 p.m.

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

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**Finance/Personnel Committee – Council Chambers** **May 10, 2016**

**Members Present:** Petty, Sloan and Thurow

**Absent:** none

**Others Present:** Mayor Palm, C. Giese, E. Geick, A. Kleczek Bolin, and others

**Call to Order** –Ald. Petty called the meeting to order at 6:30 p.m. noting compliance with the Open Meeting Law. Moved by Sloan, seconded by Thurow to adopt the amended agenda and carried unanimously. Moved by Sloan, seconded by Thurow to approve the minutes of April 26, 2016. Motion carried unanimously.

**Accounts Payable** – Moved by Sloan, seconded by Thurow to recommend Council approval of the accounts payable for \$997,197.48. Motion carried unanimously.

**Election Equipment** – Giese explained the need for an additional vote tabulating machine to reduce lines on election day. The equipment can be purchased at the same price that the County purchased equipment last year. This is an unbudgeted purchase and the recommendation is to pay from fund balance. Moved by Sloan, seconded by Thurow and carried to recommend purchasing one vote tally machine from fund balance for \$6065. Motion carried unanimously.

Committee Comments: None.

Adjournment – Moved by Sloan, seconded by Thurow and carried to adjourn. Motion carried, meeting adjourned at 6:30 p.m.

**Copies of these meeting minutes are included in your packet:**

SCDC	2-15-16, 2-24-16, 3/21/16	Park & Rec Comm	4-11-16
Public Safety Stakeholders	3/31/16	Library Policy Comt.	4-28-16
Library Board	4/19/16	CDA Board	4-27-16

**PETITIONS, AND CORRESPONDENCE**

**Petitions and Correspondence Being Referred - none**

**INFORMATIONAL ITEMS**

none

**ADJOURNMENT**

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

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Cheryl M. Giese, Clerk-Finance Director