

**AGENDA**  
**CITY OF BARABOO COMMON COUNCIL**  
**Council Chambers, 135 4<sup>th</sup> Street, Baraboo, Wisconsin**  
**Tuesday, July 12, 2016, 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, Zolper, and Thurow

*Notices sent to City Staff and Media:* Atty. Bolin, 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

**CALL TO ORDER**

**ROLL CALL AND PLEDGE OF ALLEGIANCE**

**APPROVAL OF PREVIOUS MINUTES** - (Voice Vote): June 28, 2016

**APPROVAL OF AGENDA** (Voice vote):

**COMPLIANCE WITH OPEN MEETING LAW NOTED**

**PRESENTATIONS/PROCLAMATIONS**

- The Mayor will proclaim the 4<sup>th</sup> Annual Baraboo Big Top Parade & Circus Celebration Saturday, July 23<sup>rd</sup> and Sunday, July 24<sup>th</sup>, 2016.
- Representatives from Baker Tilly will present the audited 2015 financial statements.

**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** -

**CONSENT AGENDA** (roll call)

CA-1...Approve the accounts payable to be paid in the amount of \$1,430,627.50

**NEW BUSINESS ORDINANCES**

NBO-1...Authorize changes to Code 13.15 for water service to property outside the municipal border.

**NEW BUSINESS RESOLUTIONS**

NBR-1...Authorize Proposed Amendment to Agreement with US Cellular for the CTH A Water Tower Site.

NBR-2...Set Public Hearing to vacate unimproved alley west of Jefferson Street between 10<sup>th</sup> and 11<sup>th</sup> Street.

NBR-3...Accept the 2015 Baker Tilly audited financial statements.

**COMMITTEE OF THE WHOLE**

**Discussion of Public Safety/Administration Building.**

**MAYOR, ADMINISTRATOR, AND COUNCIL COMMENTS**

**REPORTS, PETITIONS, AND CORRESPONDENCE** - The City acknowledges receipt and distribution of the following: **Monthly Reports for from** –

**Minutes from the Following Meetings –**  
**Copies of these meeting minutes are included in your packet:**

Finance 6-28-16  
 Public Safety 6-27-16.

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

Friends of the Library 4-12-16 SCDC 4-18-16, 5-16-16  
 Plan Commission 6-21-16

**Petitions and Correspondence Being Referred**

**INFORMATION**

**ADJOURNMENT** (Voice Vote)

Cheryl Giese, City Clerk-Finance Director

*For more information about the City of Baraboo, visit our website at [www.cityofbaraboo.com](http://www.cityofbaraboo.com).*

***JULY 2016***

SUN	MON	TUE	WED	THU	FRI	SAT
10	11 Park & Rec Administrative	12 Finance Council	13	14	15	16
17	18 PFC SCDC	19 Library Plan	20 BID	21 UW Campus	22	23
24	25 Public Safety	26 Finance Council	27 Ambulance	28 Emergency Mgt Public Arts Assoc	29	30
31						

**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 K. Jackson and C. Giese  
 Agenda posted by K. Jackson on 07/08/2016

**Council Chambers, Municipal Building, Baraboo, Wisconsin  
Tuesday, June 28, 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, Alt, Zolper, Thurow

Council Members Absent: Ellington

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

The Pledge of Allegiance was given.

Moved by Wedekind, seconded by Kolb and carried to approve the minutes of May 24 and June 14, 2016.

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

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

**PRESENTATION-**

Mike Hardy, Director of Parks and Recreation, discussed the effects of the Emerald Ash Borer in the City. Workshops for homeowners will be available in the near future. The appearance of EAB, future treatment and life expectancy of trees without treatment were covered.

**PUBLIC INVITED TO SPEAK** – none.

**MAYOR’S COMMENTS** –The Mayor congratulated:

- City Clerk/Finance Director Cheryl Giese on 20 years
- Police Officer Jessica Pichler on 15 years
- Police Officer Jeffery Shimon on 10 years

**CONSENT AGENDA**

**Resolution No. 16-49**

THAT the Accounts Payable, in the amount of \$ 1,286,717.79 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

**Resolution No. 16-50**

THAT Laura Stanek be appointed to the Baraboo Business Improvement District (BID) serving until April 30, 2019.

THAT Stuart Koehler be appointed to the Community Development Authority (CDA) serving until November 14, 2018.

THAT Anthony Kujawa be appointed to the Library Board serving July 1, 2016 until June 30, 2019.

**Resolution No. 16-51**

That the following delinquent personal property accounts be written off in the amount of \$217.78:

Dura-bilt Die	2012	\$ 23.78	Out of Business
Everlasting Hardwood Floors	2010	\$104.24	Unable to Locate
PictureMe Portrait	2013	\$ 64.62	Out of Business
PictureMe Portrait	2014	\$25.14	Out of Business

That the following accounts receivable balances be written off in the amount of \$817.97:

Meisel, Ashley	2014	\$ 4.00	below SDC min
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bal

Senger, Brandi	2014/15	\$521.15	deceased
Cleveland, Albert	2014	\$152.40	deceased
Gentz, Silas	2014	140.42	deceased

**Resolution No. 16-52**

That the Street Superintendent is authorized to contract with Monroe Truck Equipment for the purpose of replacing the box on truck #8, a 1996 Ford 8000, in the amount of \$38,990, and That sufficient funds be appropriated from the Capital Equipment Fund to accomplish the purchase.

Moved by Petty, seconded by Sloan and carried that the Consent Agenda be approved-8 ayes.

**NEW BUSINESS**

**Resolutions:**

**Resolution No. 16-53**

That the Compliance Maintenance Annual Report for the Wastewater Plant for 2015 is hereby approved.

Moved by Wedekind, seconded by Kolb and carried that **Resolution No. 16-53** be approved-8 ayes.

**Resolution No. 16-54**

Awarding the sale of \$5,295,000 General Obligation Corporate Purpose Bonds, Series 2016A.

WHEREAS, on May 24, 2016, the Common Council of the City of Baraboo, Sauk County, Wisconsin (the "City") adopted initial resolutions authorizing the issuance of general obligation bonds in the following amounts for the following public purposes: \$1,530,000 for street improvement projects; \$130,000 for parks and public grounds projects (collectively, the "Project Initial Resolutions"); and \$3,820,000 to refund outstanding obligations of the City;

WHEREAS, pursuant to the provisions of Section 67.05, Wisconsin Statutes, within 15 days following the adoption of the Project Initial Resolutions, the City Clerk caused a notice to electors to be published in the Baraboo News Republic, stating the purpose and maximum principal amount of the bond issues authorized by the Project Initial Resolutions and describing the opportunity and procedure for submitting a petition requesting a referendum on the bond issues authorized by the Project Initial Resolutions;

WHEREAS, no petition for referendum was filed with the City Clerk, and the time to file such a petition has expired;

WHEREAS, on May 24, 2016, the Common Council of the City also adopted a resolution (the "Set Sale Resolution") providing that the general obligation bond issues authorized and described above be combined, issued and sold as a single issue of bonds designated as "General Obligation Corporate Purpose Bonds" (the "Bonds") for the purpose of paying the cost of the projects described in the Project Initial Resolutions (the "Project") and the refunding of certain obligations;

WHEREAS, the obligations to be current refunded are the General Obligation Refunding Bonds, dated June 28, 2007 (the "2007 Bonds") and the obligations to be advance refunded are

the 2018 through 2025 maturities of the General Obligation Corporate Purpose Bonds, dated December 27, 2010 (the "2010 Bonds") (collectively, the Refunded Obligations") (hereinafter the refunding of the Refunded Obligations shall be referred to as the "Refunding");

WHEREAS, the Common Council hereby finds and determines that the Project is within the City's power to undertake and therefore serves a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes;

WHEREAS, the Common Council deems it to be necessary, desirable and in the best interest of the City to refund the Refunded Obligations for the purpose of restructuring the City's general obligation debt and achieving debt service cost savings;

WHEREAS, pursuant to the Set Sale Resolution, the City directed Ehlers & Associates, Inc. ("Ehlers") to take the steps necessary to sell the Bonds;

WHEREAS, Ehlers, in consultation with the officials of the City, prepared a Notice of Sale (a copy of which is attached hereto as Exhibit A and incorporated herein by this reference) setting forth the details of and the bid requirements for the Bonds and indicating that the Bonds would be offered for public sale on June 28, 2016;

WHEREAS, the City Clerk (in consultation with Ehlers) caused a form of notice of the sale to be published and/or announced and caused the Notice of Sale to be distributed to potential bidders offering the Bonds for public sale on June 28, 2016;

WHEREAS, the City has duly received bids for the Bonds as described on the Bid Tabulation attached hereto as Exhibit B and incorporated herein by this reference (the "Bid Tabulation");

WHEREAS, it has been determined that the bid proposal (the "Proposal") submitted by the financial institution listed first on the Bid Tabulation fully complies with the bid requirements set forth in the Notice of Sale and is deemed to be the most advantageous to the City. Ehlers has recommended that the City accept the Proposal. A copy of said Proposal submitted by such institution (the "Purchaser") is attached hereto as Exhibit C and incorporated herein by this reference; and

WHEREAS, the Common Council now deems it to be necessary, desirable and in the best interest of the City that the Bonds be issued in the aggregate principal amount of \$5,295,000 for the following purposes and in the following principal amounts: \$1,510,000 for street improvement projects; \$130,000 for parks and public grounds projects; and \$3,655,000 to refund outstanding obligations of the City.

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

Section 1A. Ratification of the Notice of Sale and Offering Materials. The Common Council of the City hereby ratifies and approves the details of the Bonds set forth in Exhibit A attached hereto as and for the details of the Bonds. The Notice of Sale and any other offering materials prepared and circulated by Ehlers are hereby ratified and approved in all respects. All actions taken by officers of the City and Ehlers in connection with the preparation and

distribution of the Notice of Sale, and any other offering materials are hereby ratified and approved in all respects.

Section 1B. Award of the Bonds. The Proposal of the Purchaser offering to purchase the Bonds for the sum set forth on the Proposal, plus accrued interest to the date of delivery, resulting in a true interest cost as set forth on the Proposal is hereby accepted. The Mayor and City Clerk or other appropriate officers of the City are authorized and directed to execute an acceptance of the Proposal on behalf of the City. The good faith deposit of the Purchaser shall be retained by the City Treasurer until the closing of the bond issue, and any good faith deposits submitted by unsuccessful bidders shall be promptly returned. The Bonds shall bear interest at the rates set forth on the Proposal.

Section 2. Terms of the Bonds. The Bonds shall be designated "General Obligation Corporate Purpose Bonds, Series 2016A"; shall be issued in the aggregate principal amount of \$5,295,000; shall be dated July 21, 2016; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on May 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference. Interest shall be payable semi-annually on May 1 and November 1 of each year commencing on May 1, 2017. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Bonds is set forth on the Debt Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

Section 2A. Designation of Maturities. For purposes of State law, the Bonds are designated as being issued to pay and discharge the debts incurred by the City through the issuance of the Refunded Obligations and the obligations refunded by the Refunded Obligations in the order in which those debts were incurred, so that the Bonds of the earliest maturities are considered to be issued to discharge the debts which were incurred first.

Section 3. Redemption Provisions. The Bonds maturing on May 1, 2025 and thereafter shall be subject to redemption prior to maturity, at the option of the City, on May 1, 2024 or on any date thereafter. Said Bonds shall be redeemable as a whole or in part, and if in part, from maturities selected by the City and within each maturity, by lot, at the principal amount thereof, plus accrued interest to the date of redemption. If the Proposal specifies that any of the Bonds are subject to mandatory redemption, the terms of such mandatory redemption are set forth on an attachment hereto as Exhibit MRP and incorporated herein by this reference. Upon the optional redemption of any of the Bonds subject to mandatory redemption, the principal amount of such Bonds so redeemed shall be credited against the mandatory redemption payments established in Exhibit MRP for such Bonds in such manner as the City shall direct.

Section 4. Form of the Bonds. The Bonds shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit E and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Bonds as the same becomes due, the full faith, credit and resources of the City are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the City a direct annual irrepealable tax in the years 2016 through 2034 for the payments due in the years 2017 through 2035 in the amounts set forth on the Schedule.

(B) Tax Collection. So long as any part of the principal of or interest on the Bonds remains unpaid, the City shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Bonds, said tax shall be, from year to year, carried onto the tax roll of the City and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the City for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Bonds when due, the requisite amounts shall be paid from other funds of the City then available, which sums shall be replaced upon the collection of the taxes herein levied.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There be and there hereby is established in the treasury of the City, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the City may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for General Obligation Corporate Purpose Bonds, Series 2016A, dated July 21, 2016" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Bonds is fully paid or otherwise extinguished. The City Treasurer shall deposit in the Debt Service Fund Account (i) all accrued interest received by the City at the time of delivery of and payment for the Bonds; (ii) any premium not used for the Refunding which may be received by the City above the par value of the Bonds and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Bonds when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Bonds when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Bonds until all such principal and interest has been paid in full and the Bonds canceled; provided (i) the funds to provide for each payment of principal of and interest on the Bonds prior to the scheduled receipt of taxes from the next succeeding tax collection may be

invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Bonds may be used to reduce the next succeeding tax levy, or may, at the option of the City, be invested by purchasing the Bonds as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

(C) Remaining Monies. When all of the Bonds have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the City, unless the Common Council directs otherwise.

Section 7. Proceeds of the Bonds; Segregated Borrowed Money Fund. The proceeds of the Bonds (the "Bond Proceeds") (other than any premium not used for the Refunding and accrued interest which must be paid at the time of the delivery of the Bonds into the Debt Service Fund Account created above) shall be deposited into a special fund separate and distinct from all other funds of the City and disbursed solely for the purposes for which borrowed. In order to accomplish the refunding of the 2010 Bonds, Bonds Proceeds shall be transferred to the Escrow Account, as provided in Section 20 hereof. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purposes for which the Bonds have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purposes shall be deposited in the Debt Service Fund Account.

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Bonds to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the City, charged with the responsibility for issuing the Bonds, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Bonds to the Purchaser which will permit the conclusion that the Bonds are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws. (a) The City represents and covenants that the projects financed by the Bonds and by the Refunded Obligations and the ownership, management and use of the projects will not cause the Bonds or the Refunded Obligations to be "private activity bonds" within the meaning of Section 141 of the Code. The City further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Bonds including, if applicable, the rebate requirements of Section 148(f) of the Code. The City further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Bonds) if taking, permitting or omitting to take such action would cause any of the Bonds to be an arbitrage

bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Bonds to be included in the gross income of the recipients thereof for federal income tax purposes. The City Clerk or other officer of the City charged with the responsibility of issuing the Bonds shall provide an appropriate certificate of the City certifying that the City can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The City also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Bonds provided that in meeting such requirements the City will do so only to the extent consistent with the proceedings authorizing the Bonds and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Designation as Qualified Tax-Exempt Obligations. The Bonds are hereby designated as "qualified tax-exempt obligations" for purposes of Section 265 of the Code, relating to the ability of financial institutions to deduct from income for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

Section 11. Execution of the Bonds; Closing; Professional Services. The Bonds shall be issued in printed form, executed on behalf of the City by the manual or facsimile signatures of the Mayor and City Clerk, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the City of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Bonds may be imprinted on the Bonds in lieu of the manual signature of the officer but, unless the City has contracted with a fiscal agent to authenticate the Bonds, at least one of the signatures appearing on each Bond shall be a manual signature. In the event that either of the officers whose signatures appear on the Bonds shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Bonds and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The City hereby authorizes the officers and agents of the City to enter into, on its behalf, agreements and contracts in conjunction with the Bonds, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Bonds is hereby ratified and approved in all respects.

Section 12. Payment of the Bonds; Fiscal Agent. The principal of and interest on the Bonds shall be paid by Bond Trust Services Corporation, Roseville, Minnesota, which is hereby appointed as the City's registrar and fiscal agent pursuant to the provisions of Section 67.10(2), Wisconsin Statutes (the "Fiscal Agent"). The Fiscal Agency Agreement between the City and the Fiscal Agent shall be substantially in the form attached hereto as Exhibit F and incorporated herein by this reference.

Section 13. Persons Treated as Owners; Transfer of Bonds. The City shall cause books for the registration and for the transfer of the Bonds to be kept by the Fiscal Agent. The person in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner

thereof for all purposes and payment of either principal or interest on any Bond shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

Any Bond may be transferred by the registered owner thereof by surrender of the Bond at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Mayor and City Clerk shall execute and deliver in the name of the transferee or transferees a new Bond or Bonds of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Bond surrendered for transfer.

The City shall cooperate in any such transfer, and the Mayor and City Clerk are authorized to execute any new Bond or Bonds necessary to effect any such transfer.

Section 14. Record Date. The fifteenth day of each calendar month next preceding each interest payment date shall be the record date for the Bonds (the "Record Date"). Payment of interest on the Bonds on any interest payment date shall be made to the registered owners of the Bonds as they appear on the registration book of the City at the close of business on the Record Date.

Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Bonds eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the City agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations previously executed on behalf of the City and on file in the City Clerk's office.

Section 16. Payment of Issuance Expenses. The City authorizes the Purchaser to forward the amount of the proceeds of the Bonds allocable to the payment of issuance expenses to the Escrow Agent or to KleinBank, Chaska, Minnesota at Closing for further distribution as directed by Ehlers.

Section 17. Official Statement. The Common Council hereby approves the Preliminary Official Statement with respect to the Bonds and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the City in connection with the preparation of such Preliminary Official Statement and any addenda to it are hereby ratified and approved. In connection with the Closing, the appropriate City official shall certify the Preliminary Official Statement and any addenda. The City Clerk shall cause copies of the Preliminary Official Statement and any addenda to be distributed to the Purchaser.

Section 18. Undertaking to Provide Continuing Disclosure. The City hereby covenants and agrees, for the benefit of the owners of the Bonds, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Bonds or

by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the City to comply with the provisions of the Undertaking shall not be an event of default with respect to the Bonds).

To the extent required under the Rule, the Mayor and City Clerk, or other officer of the City charged with the responsibility for issuing the Bonds, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the City's Undertaking.

Section 19. Redemption of the Refunded Obligations. The 2007 Bonds are hereby called for prior payment and redemption on August 4, 2016 at a price of par plus accrued interest to the date of redemption.

The City hereby directs the City Clerk to work with Ehlers to cause timely notice of redemption, in substantially the form attached hereto as Exhibit G and incorporated herein by this reference (the "2007 Notice"), to be provided at the times, to the parties and in the manner set forth on the 2007 Notice. All actions heretofore taken by the officers and agents of the City to effectuate the redemption of the 2007 Bonds are hereby ratified and approved.

Section 20. Escrow Agent; Escrow Agreement; Escrow Account. Zions Bank, a division of ZB, National Association, Chicago, Illinois, is hereby appointed escrow agent for the City, for the purpose of ensuring the payment of the principal of and interest on the 2010 Bonds (the "Escrow Agent").

The Mayor and City Clerk are hereby authorized and directed to execute an escrow agreement substantially in the form attached hereto as Exhibit H (the "Escrow Agreement") (such form may be modified by said officers prior to execution, the execution of such agreement by said officers to constitute full approval of the Common Council of any such modifications), with the Escrow Agent, for the purpose of effectuating the provisions of this Resolution.

The Bond Proceeds allocable to refunding the 2010 Bonds, other than any premium not used for the Refunding and accrued interest which shall be deposited in the Debt Service Fund Account created above, shall be deposited in a refunding escrow account which is hereby created with the Escrow Agent, pursuant to the Escrow Agreement, for the purpose of retaining the required amount of cash, if any, and acquiring the United States obligations provided for in the Escrow Agreement.

Upon transfer of the Bond Proceeds and any other necessary funds allocable to refunding the 2010 Bonds to the Escrow Account, the taxes heretofore levied to pay debt service on the 2010 Bonds shall be abated to the extent such transfer together with investment earnings thereon is sufficient to pay the principal of and interest on the 2010 Bonds, but such abatement shall not affect the City's pledge of its full faith, credit and resources to make such payments. The refunding escrow account created by the Escrow Agreement shall hereinafter serve as the debt service (or sinking) fund account for the 2010 Bonds. The Escrow Agent shall serve as custodian of said debt service (or sinking) funds.

Section 21. SLGS Subscriptions. The Escrow Agent and Ehlers are authorized to submit subscriptions for United States Treasury Securities - State and Local Government Series and to purchase other U.S. government securities on behalf of the City in such amount as is necessary in order to carry out the refunding of the 2010 Bonds.

Section 22. Redemption of the 2010 Bonds. The 2010 Bonds are hereby called for prior payment and redemption on December 1, 2017 at a price of par plus accrued interest to the date of redemption.

The City hereby directs the Escrow Agent appointed above to cause timely notice of redemption, in substantially the form attached to the Escrow Agreement (the "2010 Notice"), to be provided at the times, to the parties and in the manner set forth on the 2010 Notice.

Section 23. Record Book. The City Clerk shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Bonds in the Record Book.

Section 24. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Bonds, the officers of the City are authorized to take all actions necessary to obtain such municipal bond insurance. The Mayor and City Clerk are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the Mayor and City Clerk including provisions regarding restrictions on investment of Bond proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Bonds by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Bond provided herein.

Section 25. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the Common Council or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded June 28, 2016.

Moved by Wedekind, seconded by Alt and carried that **Resolution No. 16-54** be approved-8 ayes. James Mann from Ehlers & Associates reported on today's bond sale noting that pricing was much more favorable than anticipated reducing the bonds sold by \$185,000.

**Resolution No. 16-55**

That the Proposal for Asbestos Abatement at 212 14<sup>th</sup> Street from Airtite Environmental Services, LLC in the amount of \$7,240 is hereby accepted and all other bids are rejected.

Moved by Kolb, seconded by Sloan and carried that **Resolution No. 16-55** be approved-8 ayes.

**Resolution No. 16-56**

THAT the one-lot Certified Survey Map prepared by MSA Professional Services hereby approved and further,

THAT the dedication of land for the Lynn Street right-of-way as shown on this Certified Survey Map is hereby accepted.

Moved by Wedekind, seconded by Petty and carried that **Resolution No. 16-56** be approved- 8 ayes.

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

The Mayor requested Alderpersons to complete their survey on the City's future goals. Ald Petty appreciated the work of the management team concerning the City's bond rating.

### **REPORTS and MINUTES**

The City officially acknowledges receipt and distribution of the following:

the following: **Monthly Reports for May, 2016 from** – Treasurer, Fire Dept., & Police Dept.

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

#### **Minutes of the Public Safety Committee Meeting –**

**May 2, 2016**

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

**Call to Order** - Committee Chairman Phil Wedekind called the meeting to order at 1:30 P.M. at the City Council Chambers, 135 4<sup>th</sup> Street, Baraboo, Wisconsin. Compliance with the Open Meeting Law was noted. It was moved by Kolb, seconded by Plautz to approve the agenda as posted and by voice vote, the motion carried. It was moved by Plautz, seconded by Kolb to approve the minutes of the March 21, 2016 meeting. By voice vote the motion carried.

#### **New Business**

- a. **Review Bid Tabulation and Recommend award of 2016 Public Works Contracts** – Engineer Pinion presented to the Commission and recommended award of the respective contracts to the low bidders. It was moved by Kolb. It was moved by Kolb, seconded by Plautz to recommend award all bids to the low bidders. Motion carried unanimously.
- b. **Review Bid Tabulation and Recommend award of 2016 Public Works Proposals** – Pinion said that these proposal are for the Highway 12 Median Mowing, the Mowing of Noxious Weeds and Rank Growth, and Sidewalk Grinding. It was moved by Kolb, seconded by Plautz to recommend award the 2016 Public Works Proposals to the low bidders. Motion carried unanimously.
- c. **Review Bid Tabulation and Recommend award of 2016 Street Reconstruction projects** – Pinion said that the City has an aggressive year, looking at doing roughly \$1,000,000 in local streets and very competitive bids were received. It was moved by Kolb, seconded by Plautz to recommend award of Proposal A to Dean Blum Excavating and Proposals B, C, and D to A-1 Excavating. Motion carried unanimously.
- d. **Review and approve a joint sealcoat project with the Village of West Baraboo on Connie Road** – Pinion said that a proposal was included in the packet from Scott Construction, where they quoted the Village of West Baraboo for redoing all of Connie Road, from Highway 33 all the way up to Terrytown. He said that since the 60-acres of the Campus property is in the City of Baraboo, the City technically has the maintenance responsibilities to the centerline of the road. Therefore, the Village has asked the City if we would be willing to participate in a joint project with them. The price of a double sealcoat would be just under \$10,000. Kolb asked if West Baraboo took competitive bids on this project. Pinion said that he didn't know if they formally bid it; however, they did get prices from two different companies, Farhner, and Scott, with Scott being the lower of the two. It was moved by Kolb, seconded by Plautz to approve a joint sealcoat project with the Village of West Baraboo on Connie Road for the Campus frontage. Motion carried unanimously.
- e. **Baraboo Public Arts Association's proposal to "beautify" the fire hydrants and trash receptacles in the downtown area** – Mayor Palm said that Morgan McArthur of the Baraboo Arts Association came up with an idea that kind of do something that would be low cost and make the City special. It was felt that it would be a good idea to do something with the fire hydrants this year and expand it to some of the trash receptacles next year. This is no cost to the City, it would be artists that would come in and would like to do it the same day as the Art Fair On The Square. He said that there are nine hydrants in the downtown area that they would like to do art on. Palm then presented a sample that McArthur did to a hydrant on the

corner of 5<sup>th</sup> and Ash Street. Kolb asked if this would be the standard design or would they all be different. Mayor and Geick said that there would be nine or ten different artists; therefore, they would all be different. All artists have been told their parameters and McArthur will be in charge what would be allowed. Geick said that it will be worked out with Peterson and all will be given a list of rules. A question was raised about the time-limit of painting. Peterson said that hydrants are painted about every 20 years and the downtown hydrants were painted approximately three years ago. Pinion asked if the markings are only visible for the pedestrians or will it be all around the hydrant where the motors can see them also. Palm said that they will be more embellished from the sidewalk side. It was moved by Plautz, seconded by Kolb to approve the proposal from the Baraboo Public Arts Association. Motion carried unanimously.

- f. Review the Commissioner of Railroad's determination to change the crossing signals at the Vine Street RR Crossing – Pinion said that Wisconsin Southern Pacific petitioned to remove those since they weren't functioning very well, and there is such low volume; therefore, the City could get away without any formal signals whatsoever. Therefore, the markings are the standard cross bucks with a yield sign behind them.
- g. Consider adding a Communication Tower Application Fee to the City's Official Fee Schedule – Pinion said every couple of years the fees scheduled is looked at to see if any adjustments need to be made and with Atty. Kleczek Bolin's background with the County, where they have dealt with communications towers far more than the City, it was felt that an application fee would be appropriate. He said that this is a relatively time-consuming item for staff and then ultimately if it progresses to negotiate the leases, etc. He said that there are two categories, one for leasing city-owned facilities, such as the water towers and the other would be for a stand-alone tower, such as the Jackson property is. Attorney Kleczek Bolin handed out documents to the Commission explaining tower fees that talks about what the application fee is for a lease. She said that whenever someone wants to apply to have a lease to use City property for a tower, or for putting on some existing equipment the City would require them to have a fee, around \$1500 is reasonable. This fee would be for the time it takes to negotiate the lease and effort to figure out exactly what is wanted and where it is wanted. It was stated that there would be a \$2500 application fee for the tower and also the fee for the conditional use permit for the tower. It was stated that by State Statutes the \$2500 fee is the most that can be charged, and there are different levels. It was stated that the fee would have to be paid upfront and would be a non-refundable fee. It was moved by Kolb, seconded by Plautz to move forward with adding a Communication Tower Application Fee to the City's Official Fee Schedule. Motion carried unanimously.
- h. Review and Approve Revisions to the City's Official Fee Schedule for Utility Rates – Pinion stated that this is updating the fees to reflect what was approved through the PSC and what the Council has approved in terms of regular fee increases. It was moved by Kolb, seconded by Plautz to recommend approval of the revisions to the City's Official Fee Schedule for Utility Rates. Motion carried unanimously.
- i. Review and Approve monthly Billing Adjustments/Credits for Sewer and Water Customers for March and April 2016 – Peterson said that most of March's were for freezing during winter months and the two bigger adjustments for April were for the swimming pool, and a coding error for Teel Plastics. It was moved by Kolb, seconded by Plautz for approve the monthly billing adjustments/credits for Sewer and Water customers for March and April as presented. Motion carried unanimously.

### Reports

- a. Utility Superintendent's Report – Peterson showed two videos about pipe bursting and the project on Water Street. During the videos Peterson narrated the process, saying that it went very well. Peterson said that both crews are on ten hour days. This week they will be exercising valves and flushes more hydrants. The Wastewater crew is jetting sewers and as soon as the weather is better they have two more days of hauling bio-solids out.
- b. Street Superintendent's Report – Koss said that they have been through the city twice picking up brush and leaves, all stump holes are filled, strawed, and seeded. He said that they are starting some of the digs, a lot of which are for Utilities. He said once digs are done they department will begin crackfilling.
- c. Police Chief's Report – Chief Schauf that he has received an anonymous donation to the City in the amount of \$5,000 for the use toward the purchase of body-worn cameras. He said because of the donation he was able to mix around some money in his budget and there will be ten cameras as soon as they are available. He said that the department is getting into the busy season with all festivals and fairs that will be coming. He reported that at the PFC meeting they approved to move forward to fill a second school resource officer. He said the goal is to interview before the end of the school year and have the position ready for the start of next school year.
- d. Fire Chief's Report – Chief Stieve was not present.

ADJOURNMENT – Kolb moved, Plautz seconded to adjourn the meeting at 2:29 p.m. Motion carried.

**Minutes of the Public Safety and Administration Building Stakeholder Group Meeting**

**Date and Time:** Thursday, May 19, 2016 at 6:00p.m.

**Location:** Council Chambers, City Hall, 135 4<sup>th</sup> Street, Baraboo, WI

**Members in Attendance:** Bekah Stelling, Kevin Vodak, Dennis Thurow, Anthony Kujawa, Scott O'Donnell

**Members Absent:** Lacey Steffes, Gil Gerdman, Paul Kujak

**Others Present:** Ed Geick, Tom Pinion, Police Chief Schauf, Pat Cannon, Tim Damos

Ed Geick called the meeting to order at 6:00 PM and noted compliance with the Open Meeting Law.

Items to be discussed:

1. Review the preliminary site plan and building plans for the new Public Safety & Administration Building.

City Engineer Tom Pinion and City Administrator Geick presented the preliminary site plan for the new building for site B.

There was general discussion and questions about the site and plans. The design of the building accommodates the architects square footage recommendations for Police and Administration. The Police department would be on the lower level facing north and the City Hall would be on the upper level facing south. There would be space available for future expansion of both sections of the building for the future.

A motion was made by Kujawa and seconded by Stelling to recommend the site B plan to the City Council. By voice vote the motion was unanimously approved. .

Adjournment: Vodak moved and O'Donnell seconded a motion to adjourn at 7:34 PM. unanimously approved.

**Finance/Personnel Committee – Council Chambers**

**May 24, 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 6:15 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 May 10, 2016. Motion carried unanimously.

**Accounts Payable** – Moved by Thurow, seconded by Sloan to recommend Council approval of the accounts payable for \$321,452.85. Motion carried unanimously.

**Budget Amendments –**

The Committee reviewed the budget amendments for the first quarter, 2016. Moved by Sloan, seconded by Thurow and carried unanimously to approve the budget amendments.

**Fee Schedule –**

The Committee reviewed the fee schedule, noting attention to the new fee for Cell Tower Site review and increase in Utility fees. Moved by Sloan, seconded by Thurow and carried to recommend to Council.

**Bond Resolutions –**

Jim Mann of Ehlers and Associates reviewed the new debt issue and two refunding issues totaling \$5,480,000. The refunding of the 2007 issue of \$5060 and 2010 issue of \$1825 allow for a 4% savings or \$172,000. Several options for sizing were reviewed and the 2019 balloon for the unfunded pension liability was factored into the payment schedule. Jim reported on a recent sale in Fitchburg sold 20 yr debt for 2.07% He estimates the rate at sale time at 2.25% conservatively. The general consensus is to pursue option 3 which allows a smoothing of debt service, factoring in the 2019 Pension balloon payment. Moved by Sloan, seconded by Thurow and carried to recommend Option 3 for 19 year bonds, and all associated activities as recommended by Ehlers & Associates. The Committee's intention is to levy for the balloon payment in 2018.

**1208 Oak Street grant application – Former Ringling Hospital**

Ed advised that there are hazardous substances at 1208 Oak Street property and the City will proceed to phase 2 which includes the demolition of the building. Moved by Thurow, seconded by Sloan to authorize the city staff to proceed with grant funding application and acquiring the property at 1208 Oak Street. It was noted that a donation from TID 6 to TID 9 would be available to cover the city portion of the project.

**1208 Oak Street Wisconsin Ready for Reuse Grant – Former Ringling Hospital**

Ed advised that the grant is possible for the property at 1208 Oak Street. Moved by Sloan, seconded by Thurow and carried to authorize city staff to proceed with grant application and subsequent activities to secure the grant.

**Committee Comments:** None.

**Adjournment** – Moved by Sloan, seconded by Thurow and carried to adjourn. Motion carried, meeting adjourned at 6:45 p.m.

*Minutes of the Public Safety Committee Meeting – May 31, 2016*

**Members Present:** Phil Wedekind, Tom Kolb, and Mike Plautz. **Others Present:** Tom Pinion, Ed Geick, R Koss, Chief Schauf, and Atty. Alene Kleczek Bolin.

**Call to Order** - Committee Chairman Phil Wedekind called the meeting to order at 1:00 P.M. at the City Services Center, 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 Plautz, seconded by Kolb to approve the minutes of the May 2 meeting. By voice vote the motion carried.

**New Business**

- e. **Review City's Special Assessment procedure for new sidewalks and consider an alternative procedure utilizing a special charge** – Pinion said that this has come up more by accident than by design. Atty Bolin joined the City and sat through the sidewalk assessment procedure this year and informed him what seems to be a much simpler procedure, at least statutory wise, instead of a special assessment, it is called a special charge; however, it follows the general same course. Under the special charge system, the Council would say what they wanted done, the order is issued and it is done, it eliminates the public hearing component. He said the special assessment charge maintains the public hearing component. He said that if the Commission feels that the special charge may be a bit simpler it doesn't mean that a public hearing has to be held; however, it doesn't mean that one can't be held, one could be held at the committee level or at Council. Attorney Bolin said that under the Special Assessment procedure there is a Preliminary Resolution, then the public hearing, and then the final resolution; however, under the Special Charge there is either resolution or ordinance, and the City can provide as much notice as wanted. Wedekind feels that the Special Assessment process gives residents too many chances at it and gets too repetitious. Pinion said from his perspective it has been a positive thing that the Council has been consistent, if they start to waiver from policy that is what will create more controversy. Plautz said that he likes the way it is done; he likes to hear what the citizens have to say before the City assesses them. Attorney Bolin said that the citizens would have a chance to speak before the resolution or ordinance was done. Discussion then took place regarding where the citizens should speak if going with the special charge procedure, at the Commission level or Council. Atty Bolin said that the City would still have to use the same procedure that is currently being used now for everything other than sidewalks. Geick feels that for sidewalks it would be a good idea and simplifies the matter. Pinion said that the payment options would remain the same under either procedure. Kolb moved to utilize the special charge procedure as long as all affected citizens are notified prior to the work being done. The motion was seconded by Plautz. Motion carried unanimously.
- f. **Consider imposing a parking restriction on Waldo Street between South Blvd. and Quarry Street** – Pinion said that he has received a handful of complaints, especially since South Blvd. as been finished. He said that this is an offset intersection with Hitchcock, but with vehicles parking along Pointon Communications, it is more difficult to see traffic that is cued up there, it effectively narrows the street which makes traffic turning movement more difficult to achieve. Therefore, a suggestion has been made to eliminate parking. He said that it is already posted as no parking on the east side of the road, and now it is being requested to restrict parking on the west side also. I was moved by Kolb, seconded by Plautz to restrict parking on the west side of Waldo Street between South Blvd. and Quarry Street. Motion carried unanimously.
- g. **Consider imposing a parking restriction on the west side of Broadway north of 7<sup>th</sup> Avenue** – Pinion said that he has several complaints from the same individual, he has lived there for seven years and doesn't like the vehicles parked along Gateway Gardens. He said that there is a truck and trailer that is parked there routinely, and the individual feels that it impairs his ability to see oncoming traffic. He said that he has not received any other complaints and he and Chief Schauf have reviewed this and they don't see this as being problematic. Schauf said that it is a pickup truck and trailer parked there, but it isn't in violation of ordinance and does not create any specific sight or roadway obstruction that has caused him any concern. It was moved by Wedekind, seconded by Kolb not to impose a parking restrict on the west side of Broadway north of 7<sup>th</sup> Avenue. Motion carried unanimously.
- h. **Consider request for a Handicap Accessible Parking Stall on west side of Oak Street, between 2<sup>nd</sup> and 3<sup>rd</sup> Avenues, near Yarns Art Café at 401 Oak Street** – Pinion said that he has had several requests from the proprietor of the Yarn Arts Café, which use to be located next to the Coffee Bean on 5<sup>th</sup> Avenue and Oak Street and is now located at the old Alliant Energy Building on 2<sup>nd</sup> and Oak. He said that the owner has said that she has some elderly customers that come in to crochet and knit and she would like an accessible parking stall so they would have a place to park. He then gave the Committee a summary of parking stalls, there are 10 different on-site accessible stalls in the downtown area, an additional 15 in

municipal parking lots in the immediate downtown area. He said that when stalls are posted for accessible parking, it is exclusively for the people that are eligible and taking away one for the general public. He said that he asked Lacey Steffes, President of DBI as to whether they would be willing to offer some recommendations on these, whether we should move one or add one when these requests come in and she said that DBI would more than willing to provide the City with that level of feedback. He said that he doesn't know if the Committee has to act on it now, DBI's next meeting isn't until June 21, but in this particular case where Yarns Art Café is on the northwest quadrant of that section, and kitty-corner across the intersection is the upper parking lot of the Civic Center parking lot and there are three stalls in that lot marked as accessible. Kolb asked Schauf if those stalls were routinely filled and he said no. Pinion said that another difficulty with a on-street parking stall, in this case these are parallel stalls, there is no accessible isle, the ramp would have to fold down on top of the curb to give good wheelchair access from the vehicle to the sidewalk, if that isn't the situation, people still have to navigate that six-inch high curb or roll their wheelchair down to the corner where there is a ramp. Plautz moved, Kolb seconded to deny the request for a handicap accessible parking stall on the west side of Oak Street, between 2<sup>nd</sup> and rd Avenues, near Yarns Art Café at 401 Oak Street. Motion carried unanimously.

- j. Consider request by Gary Zellmer, owner of the property at S4159 CTH A in the Town of Baraboo, to connect to the City's watermain on CTH A – Attorney Bolin said that the City can decide the boundaries of where to provide utilities and water; therefore, it is a legal thing that can occur. She said that she was approached by Engineer Pinion to look at doing a pre-annexation agreement which would require the owner to agree to annex the property once that it became contiguous to the City; however, legally we can't do that, therefore, there is really nothing that the City can do to insure that the owner would annex the property at a later date. She said that one thing that would be helpful, that the City hasn't been able to accomplish is a boundary agreement with the Town of Baraboo. Pinion said that once the property owners have sewer and/or water, it takes away their incentive to annex because they have the services that would really afford them; however, the Water Utility could always use the addition revenue. Pinion said at this time the ordinance restricts access outside the City to the 13 designated properties, if the Committee wants to expand that, the ordinance would need to be changed; however, there couldn't be any string attached to it that would be associated with annexation at any point in the future. Pinion said that Zellmer just purchased this property and the property condition report suggests the well needs new casings, so he can spend dollars on another temporary well, or he could put the money towards a permanent connection to the City's water main. Kolb moved, Plautz seconded to deny the request of Gary Zellmer, owner of the property at S4159 CTH A in the Town of Baraboo to connect to the City's watermain on CTA A. Motion carried u unanimously.
- k. Review and Approval monthly Billing Adjustments/Credits for Sewer and Water Customers for May 2016 – It was moved by Kolb, seconded by Plautz to approve the monthly billing adjustments/credits for Sewer and Water Customers for May. Motion carried unanimously.

### Reports

- e. Utility Superintendent's Report – Peterson was not present, due to an emergency dig, where a vehicle hit a fire hydrant on Ash Street. Pinion said that Trenchless Technology project on Water Street went very well, and it was finished one week ahead of the Circus World Museum's summer opening. The Department is now on its valve exercising and flushing program at this time. He said that the department has started their 10-hour days earlier in the month, which is going very well. The department has a summer intern that will be sharing time between the water utility and sewer utility doing some of the small tasks; he graduated from high school last week and will be majoring in natural resources at UW-Stevens Point. He said that the department is working toward the 4<sup>th</sup> Street Water Main Project that was awarded to A-1 Construction at the last Council meeting and that won't begin until the end of July, following the Circus Parade. Wedekind asked start times for other street projects. Pinion said that A-1 is moving in to start those projects on June 13<sup>th</sup>, starting on Barker. Koss went to retrieve schedule. Pinion said that a little bit of grinding is being done and a company is doing some sidewalk raising, and the sidewalk maintenance program is also starting. He said that the Washington and 3<sup>rd</sup> Street project will begin immediately following the fair. He said that this is week number four on the railroad project in the Industrial Park and is going well.
- f. Street Superintendent's Report – Koss said that the last truck that needs major improvements is Truck 8, 1996 Ford 8000. He said the chassis is in excellent shape, the box that is being looked at is the same type that was on it, which was 16 years old and is the one that discharges salt in front of the rear wheels. He said that he would like to keep one truck that is setup this way, which is called an all-purpose box. He said that the only difference with this box is instead of an auger it is just a belt. He said that he received two quotes, one from Universal and one from Monroe. The Universal quote was \$56,000, and Monroe was \$38,000, the difference in price being the Monroe box the City can utilize all the same hydraulics, which is the old cable type that functions very well. The Universal had the electrical hydraulic, the newer type, but more problems. Koss suggested going with Monroe, saying he talked to the people that are currently operating this type of box and they love it, it is stainless steel and should definitely last the lifetime of the truck. He said that the money will be coming out of the Capital Equipment Fund. He went to say that they will be starting basins on 8<sup>th</sup>; it will be milled probably in August. Wedekind asked when the project on 8<sup>th</sup> is going to be done, Pinion said that he has to finish up the bid in the next couple weeks and in talking with the asphalt contractors it would fit their schedules best in August.
- g. Police Chief's Report – Schauf said the department is getting into the busy season with parades, festivals, and the fair. He said that the Community Dinner that was held two weekends ago without a hitch, problem, or concern. He went on to say that the department is gearing up for the homicide trial, four different suspects that will be going to trial at some point

and they have a lot of work to do on that. He then said that the department is trying to get rid of property, they donated 15 bikes to St. Vincent de Paul, 15 to People Helping People, and 15 to Habitat For Humanity.

h. Fire Chief's Report – Chief Stieve was not present.

**ADJOURNMENT** – Kolb moved, Plautz seconded to adjourn the meeting at 1:50 p.m. Motion carried.

**Administrative Committee** **June 6, 2016**

Present: Thurow, Ellington, Alt

Absent: none

Also Present: Mayor Palm, Clerk Giese, Adm. Geick, Chief Schauf, Atty Kleczek Bolin 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 Alt and carried to approve the minutes of May 2, 2016. Motion by Alt, seconded by Ellington to approve the agenda and carried unanimously.

Airport Operations: Giese reviewed monthly airport activities of conducting annual hanger inspections. MSA Professional Services are in the process of completing the video explaining the runway reconstruction project which should be released in the next few weeks. The video will explain reconstruction of the existing footprint and options for widening the runway as either a federal/state or local project. Giese reported that the approach operations has finally been accomplished and lessons learned have been to stay ahead of the flight checks and monitor our own airspace actively looking for obstructions that may impact the approaches. The Bureau of Aeronautics is in the process of preparing specifications for taking bids for demolition and clearing of the Coolidge property. Plans are to clear that property later this summer.

Discussion of definitions of warehouses, self-storage rental sheds, minim storage facilities and mini warehouses – Alene explained that definitions in the code are inconsistent and different terms are used throughout the ordinance. Uses are also listed as prohibited and/or conditional which conflicts in several areas.

The Committee reviewed a draft ordinance setting definitions and setting conditional uses. Self-storage rental facility and warehouses will become standard terms throughout the ordinance with allowable conditional uses in zoning districts I-3 and I-4. Currently, self-storage facilities are allowed by conditional use in District B-3, but that will be removed with the proposed ordinance change. The changes will be reviewed also by the Plan Commission before moving along to the Council. Moved by Ellington, seconded by Alt and carried unanimously to recommend the proposed ordinance to Council for approval.

Next meeting is to be held July 1, 2016 at 12 p.m. Moved by Ellington, seconded by Alt to meet at noon for future meetings and carried unanimously.

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

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

BID	5-18-16, 6-15-16	Emergency Mgmt.	5-26-16
District Ambulance	4-27-16	CDA Loan Review Comt.	6-7-16
CDA Board	6-7-16	BEDC	6-2-16
Emergency Management	5-26-16	Board of Review	5-23-16
Library Board	5-17-16	Plan Commission	5-17-16
Parks & Rec Comm.	5-9-16	Outdoor Recreation Plan	4-7-16
Recreation Bicycle Route	4-11-16	Police & Fire Comm	4-18-16, 5-16-16, 6-8-16

**ADJOURNMENT**

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

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Cheryl M. Giese, Clerk-Finance Director

RESOLUTION NO. 2016 -

Dated: July 12, 2016

The City of Baraboo, Wisconsin

<i>Background:</i>
<b>Fiscal Note: (Check one) [ ] Not Required [ ] Budgeted Expenditure [ ] Not Budgeted</b> <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  
**Motion:**  
**Second:**

**Approved by Mayor:** \_\_\_\_\_  
**Certified by City Clerk:** \_\_\_\_\_

NBO-1

The City of Baraboo, Wisconsin

**Background:** This is an ordinance amending Section 13.15 of the City of Baraboo Code of Ordinances entitled **OUTSIDE SERVICE LIMITED** in order to add one additional property to the thirteen (13) existing properties in unincorporated areas that receive water service from the City of Baraboo. The potential property owner is requesting water service due to several unique factors of the property.

This revised Ordinance was reviewed by the Public Safety Committee at their June 27<sup>th</sup>, 2016 meeting with a unanimous recommendation for approval.

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

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

1. **13.15 OUTSIDE SERVICE LIMITED.**

A parcel of land located in Section 24, Town 12 North, Range 6 East, more particularly described as follows:

The North one-half of the South one-half of the Southwest Quarter of the Northwest Quarter (SW ¼, NW ¼), Section Twenty-Four (24), Township Twelve (12) North, Range Six (6) East, except lands conveyed to Sauk County for highway purposes.

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 12th day of July, 2016, and is recorded on page \_\_\_ of volume \_\_\_.

City Clerk: \_\_\_\_\_



The City of Baraboo, Wisconsin

**Background:** US Cellular has a license agreement with the City in order to place equipment on our Hwy A water tower (2323 East Street). US Cellular has requested an amendment to the agreement in order to place three additional remote radio units (“RRUs”) and one Raycap at their current location. They would also increase the license fee by \$2,400.00 per year. A few other minor changes were made to the amendment.

The amendment was considered by the Public Safety Committee on June 27, 2016 and received unanimous support.

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

A Resolution authorizing the Mayor and City Clerk to enter into the Second Amendment to the License Agreement with US Cellular.

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

The Mayor and City Clerk are authorized to enter into the attached Second Amendment to the License Agreement as shown upon the attached form.

Offered by:  
Motion:  
Second:

Approved: \_\_\_\_\_  
Attest: \_\_\_\_\_

## SECOND AMENDMENT LICENSE AGREEMENT

THIS SECOND AMENDMENT TO LICENSE AGREEMENT (the “Second Amendment”), made the \_\_\_\_ day of \_\_\_\_\_, 2016, modifies that certain License Agreement dated the 15<sup>th</sup> of December, 2001, as amended by the First Amendment to License Agreement dated the 25<sup>th</sup> of March, 2015 (collectively, the “Agreement”) by and between the City of Baraboo (“City”) and United States Cellular Operating Company LLC, a Delaware limited liability company, Attention: Real Estate Lease Administration, 8410 West Bryn Mawr Avenue, Chicago, Illinois 60631 (“Company”).

WHEREAS, City and Company entered into the Agreement to allow Company to locate telecommunications equipment on the water tower owned by City and located at 4329 County Hwy A in the City of Baraboo, and;

WHEREAS, City and Company hereby agree to amend the Agreement to add equipment onto the Property.

NOW THEREFORE, the parties agree that the Agreement is hereby modified as follows:

- I. Section 2b, License, is hereby modified only to allow the addition of three (3) Remote Radio Units (“RRUs”) and one (1) Raycap to the already agreed upon twelve (12) antennas already located on the Property.

Effective the first day of the month following installation of Company’s equipment contemplated under this Amendment, the annual License Fee will increase by two thousand four hundred and 00/100 dollars (\$2,400.00) a year and pro-rated for any partial year. The same annual escalator shall apply and in no case shall the amount due under the Agreement be reduced.

- II. Section 6(f), Installation and Maintenance of Communication Facilities, is hereby modified only to the extent that the maintenance inspection will only occur five (5) years.

- III. Section 22, Security for Removal, is hereby deleted and replaced as follows:

“Company shall provide to City a performance bond in the amount of ten thousand (\$10,000.00) dollars to ensure that the Communications Facilities will be removed and the Premises restored at termination or expiration of this Agreement. The City will be named as the obligee in the bond.

- IV. Agreement Exhibit B is hereby amended as shown on the attached Amendment Exhibit B-1.

- V. The structural analysis contained in Agreement Exhibit C is hereby superseded and replaced with the structural analysis contained in Amendment Exhibit C-1.
- VI. Company shall assist City in complying with requests made under the Wisconsin Open Records Law.
- VII. In all other respects the Agreement is hereby ratified and affirmed without change.

IN WITNESS WHEREOF, the parties hereto bind themselves to this Amendment as of the date of full execution.

City of Baraboo

United States Cellular Operating Company  
LLC

By: \_\_\_\_\_

By: \_\_\_\_\_

Printed: \_\_\_\_\_

Printed: \_\_\_\_\_

Title: \_\_\_\_\_

Title: Vice President

Date: \_\_\_\_\_

Date: \_\_\_\_\_

[NOTARY PAGE TO FOLLOW]

STATE OF \_\_\_\_\_ )  
 )  
COUNTY OF \_\_\_\_\_ )

I, the undersigned, a notary public in and for the State and County aforesaid, do hereby certify that \_\_\_\_\_, known to me to be the same person whose name is subscribed to the foregoing Second Amendment to License Agreement, appeared before me this day in person and acknowledged that he signed the said Amendment as his free and voluntary act for the uses and purposes therein stated.

Given under my hand and seal this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_

Notary Public

My commission expires \_\_\_\_\_

STATE OF ILLINOIS )  
 )  
COUNTY OF COOK )

I, the undersigned, a notary public in and for the State and County aforesaid, do hereby certify that \_\_\_\_\_, Vice President, known to me to be the same person whose name is subscribed to the foregoing Second Amendment to License Agreement, appeared before me this day in person and acknowledged that, pursuant to his authority, he signed the said Amendment as his free and voluntary act on behalf of the named Company, for the uses and purposes therein stated.

Given under my hand and seal this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_

Notary Public

My commission expires \_\_\_\_\_

The City of Baraboo, Wisconsin

**Background:** The City received a petition to vacate and unimproved alley right-of-way from all of the property owners abutting the unimproved alley right-of-way located west of Jefferson Street between 10<sup>th</sup> and 11<sup>th</sup> Streets, which was originally platted as part of the Plat of Hyer's Addition to the City of Baraboo in 1953.

Pursuant to Wis. Stat. §66.1003(4), the vacation process begins with a resolution from the Common Council stating the intention to pursue the vacation of the alley. There must be a hearing not sooner than 40 days after the initial resolution. Notice must be provided to adjacent property owners. Notice must also be provided to the Secretary of Transportation, as the portion of the alley is located within one-quarter mile of a connecting highway (STH 33).

The Plan Commission reviewed the possible vacation at its April 19, 2016, meeting, and unanimously recommended the vacation of this unimproved alley.

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

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

That the Common Council of the City of Baraboo, Wisconsin, intends to pursue the vacation of an unimproved alley right-of-way lies west of Jefferson Street between 10<sup>th</sup> and 11<sup>th</sup> Street, pursuant to the procedures set forth in Wis. Stat. §66.1003(4).

Further, that the Common Council of the City of Baraboo, Wisconsin, shall hold a public hearing in the Council Chambers of the Municipal Building located at 135 Fourth Street, Baraboo, Wisconsin, on the 23<sup>rd</sup> day of August, 2016, at 7:00 o'clock p.m. for the purpose of giving an opportunity to any interested persons to be heard relative to the vacation of that portion of said alley.

BE IT FURTHER RESOLVED that the City Clerk shall provide Notice of the hearing to the owners of all the lots abutting the unpaved alley.

BE IT FURTHER RESOLVED that the City Clerk shall publish a Class III Notice of this Resolution to commence vacation proceedings as provided by law.

**Offered by:** Plan Commission

**Approved:** \_\_\_\_\_

**Motion:**

**Second:**

**Attest:** \_\_\_\_\_

RESOLUTION NO. 2016-

Dated: July 12, 2016

The City of Baraboo, Wisconsin

**Background:**

The Audited 2015 financial statements will be explained by the City’s auditors during the Council meeting. The report was previously distributed to the Council.

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

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

That the audited financial statements for 2015 as prepared by Baker Tilly Virchow Krause LLP are hereby accepted.

**Offered by: Finance/Personnel**

**Motion:**

**Second:**

**Approved:** \_\_\_\_\_

**Attest:** \_\_\_\_\_

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

**Absent:** none

**Others Present:** Mayor Palm, C. Giese, E. Geick, A. Kleczek Bolin, Jim Mann of Ehlers & Associates, and others

**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, seconded by Thurow to approve the minutes of May 24, 2016. Motion carried unanimously.

**Accounts Payable** – Moved by Sloan, seconded by Thurow to recommend Council approval of the accounts payable for **\$1,286,717.79**. Motion carried unanimously.

**Uncollectible Accounts –**

The Committee reviewed the list of uncollectible accounts indicating \$217.78 of personal property accounts and \$817.97 for accounts receivable. Moved by Sloan, seconded by Thurow and carried unanimously to write off the uncollectible accounts.

**Bond Resolution –**

Jim Mann of Ehlers and Associates presented the sale of bonds today resulting in \$217,000 savings from the estimate and the bond sale is \$5,295,000. The refunding portion is around \$300,000 of savings. Moody's affirmed the Aa3 rating noting 3 positive items in their review: solid financial statements, solid management, fund balances. They did observe the higher than average debt burden and Ehlers encouraged maintaining the reserves at a very healthy level. Moved by Sloan, seconded by Thurow and carried unanimously to recommend selling \$5,295,000 of General Obligation Bonds.

**Budget Calendar –**

Ed reviewed the proposed budget calendar for 2017. The next Council meetings will include discussion of the goals for the next budget year.

**Committee Comments:** None.

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

Cheryl Giese, Clerk-Finance Director

## Minutes of the Public Safety Committee Meeting – June 27, 2016

**Members Present:** Phil Wedekind, Tom Kolb, and Mike Plautz. **Others Present:** Tom Pinion, Wade Peterson, Chief Stieve, Mike Palm, Ed Geick, Chief Schauf, Attorney Alene Kleczek Bolin, Kris Jackson, Craig Hoppe, Eugene Doro, and Tom Fitzwilliams.

**Call to Order** - Committee Chairman Phil Wedekind called the meeting to order at 1:00 P.M. at the City Services Center, 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. Plautz indicated that the minutes of the May 31, 2016 needed to be corrected regarding the Special Assessment procedure for new sidewalks and consider an alternative procedure utilizing a special charge. It should state that Kolb moved to utilize the special charge procedure as long as all affected citizens are notified prior to the work being done and a public hearing being held. It was moved by Plautz, seconded by Kolb to approve the minutes of the May 31, 2016 minutes as corrected. By voice vote the motion carried.

### New Business

- a. Review and recommendation to close Oak Street, between 2<sup>nd</sup> and 3<sup>rd</sup> Streets, for a Special Event – “Foo Fest”, on September 10<sup>th</sup> from Noon to Midnight, sponsored by Brothers on Oak (as a fundraiser for the Baraboo Fire Fighters’ Association) – Pinion said that Brothers on Oak were not notified of the meeting. Chief Stieve said that he has appointed another person to attend the Fire Fighters’ Association meetings and the only thing he has reported on was the date of the event and the band Madison County would be playing. He said that Madison County has a big following and it would be a good money-maker for the Department; however, the Committee sets the rules. Plautz asked if having the evening at the fairgrounds has been discussed, Stieve thought that would be a great idea, and will discuss it when meeting with Brothers on Oak. Kolb said that they are also expanding the site from last year, and asked Chief Schauf for his thoughts. Schauf said that he would be supportive of the 10:00 p.m. time limit, but as far as the expansion, as long as they could contain it he would not be opposed. He feels that any residents living in the area should have a voice in it because it would restrict any access; however, the street is where they get, not the sidewalk. Wedekind said he hopes that issues get resolved before coming back the next meeting.
- b. Consider request by Craig Hoppe to allow a connection to the City’s watermain for his 10-acre parcel located on the east side of CTH A approximately 350 feet north of Trap Shoot Road in the Town of Fairfield – Pinion said the key to this request is the proximity to the former landfill. Hoppe has an accepted off on a 10-acre parcel of land. He said this land being as far out as it is has a restriction that a private well cannot be drilled within 1200 feet of landfill, and most of this property is encumbered by the 1200 foot restriction. He then said that according to the County, a well cannot be drilled on any of this property. He said this property is well beyond the limits of the City’s 20-year Sanitary Sewer Service Area Plan. Hoppe said that he will be building a residence and a shop. He said that it would be much safer for him to tap into the City’s water supply and put his own septic in. Peterson said from the Utility standpoint that is a tremendously long run and now there are only 4 customers hooked up, the more customers that are hook up, the fresher the water is provided; therefore, he would recommend allowing this. Attorney Bolin said that if the Committee would allow this, they do not have to allow it in other places; therefore, it would not be setting precedence. Pinion said that Sauk County would issue Hoppe a permit to extend the lateral get from Point A to Point B and the Hoppe would incur the total cost. Pinion said in reviewing the Ordinance it seems that it would have to be revised to add this property to the list of outside customers. It was moved by Kolb to allow Craig Hoppe to allow a connection to the City’s watermain for his 10-acre parcel located on the east side of CTH A approximately 350 feet north of Trap Shoot Road in the Town of Fairfield. Plautz seconded, and the motion carried unanimously.
- c. Review Proposal summary and recommend awarding a contract for an Asbestos Abatement Project as 212 14<sup>th</sup> Street – Pinion said that the Council acquired this property through back taxes and asked the City if there was any interest in the property. Staff looked at it and felt that it could be appropriate to relocate the house from 227 5<sup>th</sup> Avenue to this site and put it back on the tax roll and vacant lot in the City. Bids were solicited for asbestos removal, four companies responded and it is recommended to award the Asbestos Abatement Contract to Airtite Environmental Services in the amount of \$7,240.00. Attorney Bolin explained how the City acquired the property and did not cost the City any money. It was moved by Plautz, seconded by Kolb to recommend awarding the Asbestos Abatement Contract to Airtite Environmental Services in the amount of \$7,240.00. Motion carried unanimously.
- d. Consider Proposed Amendment to Agreement with US Cellular for the CTH A Water Tower Site – Attorney Bolin said that this is an amendment to the license agreement that the City currently has with US Cellular which is a very beneficial license agreement to the City. The amendment allows them to add three RRUs and one Raycap and will be paying \$2400/year more. It was moved by Kolb, seconded by Plautz to approve the amendment to Agreement with US Cellular for the CTH A Water Tower. Motion carried unanimously.
- e. Review and recommend approval of the WWTP’s 2015 Compliance Maintenance Annual Report – This is the annual report card rating the WWTP, which all areas received A grades. It was moved by Kolb, seconded by Plautz to approval of the WWTP’s 2015 Compliance Maintenance Annual Report. Motion carried unanimously.
- f. Review Biosolids Process Upgrade Study for our WWTP with Tom Fitzwilliams of MSA Professional Services – Fitzwilliams said that they did a study where they focused on one aspect of the WWTP, the biosolids process. He explained the biosolids process to the Committee. He said the process requires two pieces of equipment, the dewatering piece of equipment to reduce the volume, and alkaline stabilization process to treat the sludge further. He said that the current equipment is approximately 22-years old and is reaching the end of its life and are at the point of the next equipment replacement. There is a new technology to replace the dewatering equipment called a centrifuge, which is a big drum that spins fast removing the water. He said that Eugene Doro piloted three different manufacturers of this equipment, one emerged as a good fit, one for cost and its function, and it is also made in Wisconsin, the company is called Centrisys. He said that the next equipment evaluation was the Upland Stabilization Process, where two different options were looked at, one to stay with the same type of equipment that the WWTP has now, and then an alternative process which is called Bioset, a little different being more enclosed and a little cleaner process, and produces a higher quality sludge. He said that there are only two types of sludge that can be produced, Class A and Class B, the City is allowed to produce either or. Class B sludge has more strings attached when applying it, wider setbacks from homes, wells, and streets, and Class A sludge can be put in backyard and gardens. He said that the Bioset process makes Class A sludge only, the CemenTech, called the N-Viro makes A or B. He said with the Bioset system cost, it was about \$600,000 more than the CemenTech equipment. Therefore, for the purpose of this study they locked into the current standard that is being used. He said that cost estimate for everything came to approximately \$2.3 million, they looked at the cost sharing agreements that exist between West Baraboo, Sanitary District, and Devil’s Lake, and they would all have a portion of this project to pay for, which would be approximately \$300,000 combined; \$265,000 – West Baraboo, \$38,000 –

Sanitary District, and about \$18,000 – Devil’s Lake. He said that the City would be looking at approximately a 12% increase to the Sewer Utility Budget, which could translate to a 12% sewer rate increase. Peterson said the Utility is looking at a 2018 timeframe and the reason that it is in front of the Committee so far in advance is because of the outlying communities so they can plan and have the money in 2018 when needed. The difference between Class A and Class B sludge was then discussed and the difference in cost. Fitzwilliams said that he wouldn’t rule out the Bioset process, it costs more money; however, the regulations with wastewater treatment never become more relaxed, they only get stricter; therefore, it could be a possibility that only Class A may be used, even if it is not on the books at this time. He feels that the Bioset is more efficient at producing Class A sludge and less lime could be used. He went on to say that the capital cost upfront on the Bioset will cost more; however, if the City was to produce Class A sludge entirely on both systems, he feels in the long run the Bioset would become more effective over 20 years. Kolb felt that when the times come that it should be taken into consideration that it could cost \$500,000 more. He said that they will lean on the Bioset people a little more to see if the City could get better pricing. Peterson felt that maybe the City would be better off presenting the higher numbers to the outlying communities so their percentage is there. Fitzwilliams said that he will redo the estimates. Kolb moved to recommend using the Bioset cost for Biosolids Process Upgrade. Plautz seconded the motion, and motion carried unanimously.

### Reports

- a. Utility Superintendent’s Report – Peterson said that they are in construction season. The annual jetting and cleaning of the sewers has just finished. The Department is still hauling out spring biosolids due to a few farmers lagging behind, and in about a month they will start hauling out fall biosolids on the winter wheat fields. He said the Wastewater has always contracted out to get manhole rehabilitation projects done; however, the sewer guys have stepped up and have been doing some of it in-house. On the Water side they have been keeping ahead of the street projects as far as replacing some fire hydrants and valves. He said they will have their significant Water Project on 4<sup>th</sup> Street that will be done after the Circus Parade.
- b. Street Superintendent’s Report – Koss said that interviews will be on Friday for new personnel. He said that at this time there are two openings; but he doesn’t know how many they will be filling at this time. He said that Truck 17 is back and looks like brand new. He said that Truck #18 had a portion of the floor that actually broke through so they have to more work on that; therefore, only two tri-axles will be done this year, and the third one will be done next year.
- c. Police Chief’s Report – Chief Schauf said that he promoted Mike Pichler to the second school resource officer, he will be assigned to the high school; however, will not start the position until the vacant officer position is filled. He said the department is getting for the parade and the fair.
- d. Fire Chief’s Report – Chief Stieve said that Jeff Beckwith was promoted to an Assistant Chief in January. Jim Carter was promoted from Lt. to Captain on one of the Engine Companies, and then there was an Assistant Chief’s vacancy in March which has gone unfilled and probably will be. Mark Steward and Tyler Greenwood were promoted to Lieutenants, one to the aerial and the other to the Phoenix Company, which is an engine company. Logan LaMasney was a high school student that has been with the department from September until his graduation, and through his time with the department he was able to go through Entry Level Firefighter and also Firefighter 1, so he was hired as a probationary firefighters on June 17. He said personnel roster is at 40 people. He said that the shipping container are in place, and he thanked the Engineering Department, they got them all set and leveled out and then PW Department came when an end-loader was needed to tip them over or move them around. He said Bill’s Towing came in to raise the container on the very top and he has not charged the City for his work. He said that the Department receives money and will placing a sign in this area identifying the grounds and recognize those people that have donated. He said that succession planning has been extensively talked about at the officer’s level; the first step is to get a driver/operator program started, where they train in-house, and how that works is that they can do that themselves. He said if the department wanted to go through MATC-Madison and bring up a driver/operator course that they teach, which would be a generic course, at least 10 people are needed, which they tried to do that last spring and they didn’t have enough people. He said that he checked with their State Training Coordinator, they have all the training resources on-line so those difference sections have been assigned out to different officers and they are going through them. Wedekind asked if they had to have CDLs, Stieve said that they have to follow all CDL laws, but do not have to hold the license. He said the majority of the officers have just finished the Emergency Service Instructor I class in April, so this will help them gain the necessary hours of witness training. He said that he is a certified instructor already and one or two others that can witness them, and then once they get 30 hours it is turned into the State and the become certified, and then they have to do so many instructor hours over a period of five years. He said Car 2 is now in service and it came in under what was allocated. Engine 3 Committee, they have a replacement engine on the schedule for 2017, and they are in the process of doing the specifications. He said that \$500,000 is estimate; however, he feels it will probably be more than that just to be up front with the Committee and to remind everyone that the truck will be around for 25 years, so they want it built to help the department over that period of time. He attended the State Chiefs Conference and received very good training and information. He said he will strongly encourage through the budget process in the Fire Department that the City do the Fire Department Study.

Pinion said the street projects are going along well; Barker Street should be paved later this week, which means we have rebuilt Barker Street in less than three weeks. Martiny Court is scheduled for paving, but the property owner is redoing the parking lots, so he isn’t sure if Gasser will pave before he does his lots. He said Monroe Street was pulverized this morning, so that will be regarded and back open to residents in a gravel state later today, so concrete will be poured and get that paved in the next couple of weeks. He said the 8<sup>th</sup> Street should be done in August, it will be milled one day and if not paved the same day, it would be the next, Ash to Lincoln Street.

ADJOURNMENT – Kolb moved, Plautz seconded to adjourn the meeting at 2:01 p.m. Motion carried.

Respectfully submitted,

Phil Wedekind, Chairman