

**Administrative Committee**

**February 1, 2016**

Present: Robkin and Alt

Absent: Ellington

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

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

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

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

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

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

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

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

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

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

Cheryl M. Giese  
Clerk-Finance Director