

## 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.

Respectfully submitted,

Phil Wedekind, Chairman