

## Minutes of the Public Safety Committee Meeting – July 21, 2014

**Members Present:** Phil Wedekind, Tom Kolb, and Mike Plautz. **Others Present:** Administrator Geick, Mayor Palm, Engineer Pinion, Wade Peterson, Kris Jackson.

**Call to Order** - Committee Chairman Phil Wedekind called the meeting to order at 1:00 P.M. at the City Service Building, 450 Roundhouse Court, Baraboo, Wisconsin. Compliance with the Open Meeting Law was noted. It was moved by Kolb, seconded by Plautz to approve the agenda as posted and by voice vote, the motion carried. It was moved by Kolb, seconded by Plautz to approve the minutes of the June 23, 2014 meeting. By voice vote the motion carried.

### New Business

- a. Review and recommendation concerning revisions to the Official Traffic map to include existing stop signs at a variety of locations – Engineer Pinion stated that this is a housekeeping matter to identify stop signs shown on the Traffic Map. He said that there has been some location found that were not previously identified on the map, which tells that they were not previously approved by ordinance. It was moved by Kolb, seconded by Plautz to recommend the draft ordinance to Council. Motion carried unanimously.
- b. Request to install a brick sidewalk on the north side of 4<sup>th</sup> Avenue in front of the Al Ringling Theatre – Pinion said that the Friends of the Al Ringling Theatre have withdrawn this request. They said that it was too expensive for them to pursue.
- c. Review and discuss possible Simplified Rate Case to PSC for a 3% rate increase in Water Rates for 2015 – Peterson said that last month the Commission went through this and requested some additional information of how the City's rankings are with other communities and then also how that ranking would be after the proposed 3% increase. Peterson at this time the City ranks the 12<sup>th</sup> best and the ranking would not change with the increase. He said a water bill would go from \$48.79 to \$50.24. He then said for Sauk County, the City is second out of 15 and we would remain second with the increase. Peterson said that he received from the PSC all the other municipalities that had rate increases in 2014 and then what their percentage of rate increases was. Peterson suggested that the City try to do the 3% increase every year that the City qualifies. He said if recommended by the Committee it would go to Council next month and begins on January 1, this would give the Utility plenty of time to get information out to customers. Kolb moved, Plautz seconded to recommend a 3% rate increase in Water Rates for 2015. Motion carried unanimously.
- d. Review and recommendation concerning installation of new curb and gutter on STH 123 as part of the City/WDOT Jurisdiction Transfer Agreement's scheduled resurfacing project on STH 123 in 2016 – Pinion said that the jurisdictional transfer is where the City is going to accept Highway 123 in lieu of the DOT resurfacing that street segment from South Blvd out to the City limits. He said that right now the urban section, which includes concrete curb and gutter end at Silver Drive and the City limits extend to Mine Road and both sides and Gall Road on the West side. He said that if the City wants to extend the urban section further south than its current limits, the DOT is looking for the City to pay for the betterments, the extra widening and the concrete curb and gutter. He said that this is possible for the DOT's estimated costs of \$105,000, which would take curb and gutter on both sides of the road to Gall Road. He said that the DOT is not looking for the City to pay any money for the extra design. He went on to say that it would be \$105,000 expense; however, the City would have an opportunity to recoup 75% of that by assessing the curb and gutter to the adjoining property owners. Kolb moved to recommend the installation of new curb and gutter on STH 123 as part of the City/WDOT Jurisdiction Transfer Agreement scheduled resurfacing project in 2016. Plautz seconded the motion. Motion carried unanimously.
- e. Request by Jim Greenwood to repair alley between 7<sup>th</sup> and 8<sup>th</sup> Avenues, from Broadway to Oak Street. Pinion said that Greenwood owns the property on the south side of the alley directly opposite the Community First Bank. He said that alley was done a few years back and there is a birdbath that has developed over the last couple of years and Mr. Green would like that to be repairs. He said that this is a significant enough patch that it would require repaving about 60 feet of the alley; therefore, he felt it would be best to bring it to the Committee. Pinion said that there is a contract issued every year for paving, Gasser is the perspective contractor this year and if the Committee would like this done, Gasser will do it as part of their patches. Pinion said that there is money in the budget for alley repairs and then for general patching. Pinion was directed to get a cost associated with this patching and bring it back to the August meeting.
- f. Request by Mary Sauer for consideration of special payment arrangements for her refuse and recycling carts due to a financial hardship situation. Pinion said that of the course of putting the automated cart collection program in full swing, some people ordered them and paid for them and the rest were invoiced. He said during the midst of this Ms. Sauer has requested for consideration or relief for the cost of the carts. Because she didn't respond or order carts ahead of time, two carts were delivered to her residence and she was invoiced \$101.00 and she is indicating that she simply does not have the ability to pay. Pinion said that the City does not have anything hard and fast in terms of rules of how one qualifies and if they do qualify, what type of relief they can get. Wedekind said that this is something that has to be looked at very closely; however, he feels that there are some options that could be done. Sauer asked what she is suppose to do with the carts when she sells her home, because it is for sale. Wedekind said that the carts stay with the house; however, Pinion said that if she purchases the carts then she can take them with her wherever she goes. Wedekind felt that it could be written that they would be paid for when the house is sold and asked Geick if this would be logically. Geick said because the City doesn't have legal means other than billing it and placing it on the tax roll as a special charge. Sauer stated that she didn't want any more placed on her tax roll. Kolb feels that a policy needs to be made and cannot be made on an individual basis. Pinion said that out of the 3500 households that the City has for refuse and recycling collection, this is the first such request and there is approximately 800 property owners left to pay. Jackson said that there have been three other households that have sent in partial payments toward their invoices. It was decided that some type of policy would be worked on and brought back to the next meeting.

### Reports

- a. Utility Superintendent's Report – Peterson said that he has started his 2015 budgets. He said that Hilltop apartments at the top of Martin Street has four building with two apartments in each, there is a two-inch service that feeds all four of the unit which blew out at the end of January. He said that the Utility was unable to get to the curb stop; therefore, they had to go up there, dig it up and fix the curb stop. The property owner has been sent several messages, bills and he has still not repaired it. He said that all eight units are currently fed off a fire hydrant. He said that about two weeks ago he sent the property owner a letter stating that this was the end of that and on August 4, if he has not got arrangement to have this fixed, the fire hydrant would be shut off. He said that this week he will also be sending letters to all the tenants informing them that he has not seen any action from the landlord and as of this date service will be disconnected from the fire hydrant. Pinion said that this is an interesting situation because they can't pinpoint exactly where the leak is, so the worst case is going to be a couple hundred feet of pavement with some curb so the property owner was told that the City wanted a \$5,000 bond and that is what caused him to step back. Peterson said that the owner did put a claim in with his insurance company and it was denied. Peterson said that the water had to run all winter long or the hydrant would have frozen. He said that they created a separate bill for it and he has been billed and has never paid a single one, but he never does all the regular bills for the apartments always go on the tax roll.
- b. Street Superintendent's Report – Pinion said that South Blvd. is going good and Amber Wilkinson, the intern hired is doing an excellent job communicating with the affected businesses. He said Warren Mohar, Construction Manager has volunteered every other Wednesday evening for an informational session for the businesses. Wedekind asked why the gravel is piled in the parking lot. Peterson said that is some of the base rock for Mine Road project.
- c. Police Chief's Report – Chief Schauf said the department is wrapping up the planning for the Circus Parade and will be ready for that next week. He said they are hoping for crowds 10,000 plus. Kolb asked if they are bussing people in for the event. Schauf said that there are three locations, the old Isenbergs, old Sears lot, and also the Circus World Museum parking lot. They are using the Bar Buddies bus to shuttle people in. Plautz asked if people were allowed to put out chairs and Schauf said that it is a public boulevard and couldn't promise that their chair would still be there.
- d. Fire Chief's Report – Chief Stieve said that the department lost another member June 1<sup>st</sup>; they just didn't have enough time. He said that he will be running a hiring process this week, the physical ability test on be Wednesday afternoon. He said that he started with 8 or 10 applications, but upon contacting them, they don't get back to him; therefore, he is down to five or six. He said the roster at this time is at 38. Kolb asked what the optimum number was and Stieve said that he is budgeted for 43. He said that there a couple applicants that are trained firefighters already, he said that he is taking a position description change, some language as far as their residency upon hire is the 15 mile rule. Wedekind asked how many firefighters were in training at this time. Stieve stated that that he started out with 11 and a couple of them were trained when they came and just finished probation. He said that he has five orange helmets, but they will be moving to a black helmet with an orange shield. He said that they are certified Firefighter 1 already, but there is an orientation program that is always a work in progress as far as what skills he wants them to do, and an evaluation sheet was just built where the firefighters are tested out on the skills in the book currently. Stieve then explained the significance of each colored helmet.

**ADJOURNMENT** – Kolb moved, Plautz seconded to adjourn the meeting at 1:43 pm. Motion carried.

Respectfully submitted,

Phil Wedekind, Chairman