

## Minutes of the Public Safety Committee Meeting – August 3, 2015

**Members Present:** Phil Wedekind, Tom Kolb, and Mike Plautz. **Others Present:** Administrator Geick, Mayor Palm, Chief Schauf, Chief Stieve, Engineer Pinion, Bob Koss, Wade Peterson, John Drescher, and Jack Adams.

**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 29, 2015 meeting. By voice vote the motion carried.

### New Business

- a. Review and approval of revisions to the Construction Site Erosion Control Code – Subchapter II in Chapter 14 – Engineer said that this is more of a housekeeping issue. He said that in April, the DNR published new model ordinances for communities to follow; therefore, he compared it to the City's ordinance and it is a close cousin to what the City had in place. He said that one of the standards that were there was that an erosion control permit was necessary for land disturbance in excess of 4,000 square feet, this one removes that square footage and states that any land disturbance is subject to an erosion control permit. He said that it also talks about lot size and if any is disturbed a permit would be required and he one-acre requirement no longer exists. He said that he will have a brief update regarding the minor changes and what it means to citizens. He said that he had the Building Inspector as the exclusive authority for permitting and enforcement, and now he has added Building Inspector or City Engineer. It was moved by Kolb, seconded by Plautz to approve the revisions as presented. Motion carried unanimously.
- b. Review and approval of salt purchase for the 2015/2016 winter season – Pinion said that each year Koss gets quotes from salt suppliers. He said last year the salt supplier that the City had for the past two years increased their price by 60%, salt was \$111.00/ton; therefore, the City went back to Columbia County, where we had been for years prior to that. He said the downfall going to Columbia County is that we have to go get the salt, which is an hour trip, which drives up operational costs. He said that North American Salt Company was the company that the City used for a couple of years out of Milwaukee, they have changed their name to Compass Materials and their pricing is back in reason at \$79.75/ton. He said Columbia County has not set their final price, last year it was \$88.75 and they believe that it will be a couple of dollars more, so he is estimating \$90 and having to pick it up in Wyocena, it drives the price higher. Kolb moved, Plautz seconded to approve the salt purchase for the 2015/2016 from Compass Materials. Motion carried unanimously.
- c. Review and recommendation concerning Simplified Rate Case submittal to the PSC for a 3% increase in Water Rates for 2016 – Peterson said that this is the last year the Utility can apply for the 3%. He said that it would generate approximately \$50,000 in additional revenue and the goal is to do this and, hopefully, stretch out as long as we can before a full rate study would have to be done, which costs money and usually rates increases of 10-100% are looked at, depending on what it is at. He said that Wisconsin Dells just had a rate increase of about 28%, and Reedsburg had one in the 20<sup>th</sup> percentile also. He said that most residential customers, the increase would be \$1.00-\$1.50 per quarter; the larger users would be significantly more. He said that R.R. Donnelly would see an increase of approximately \$3,000 per quarter; however, they are 30-30% of the City's daily flow. I was moved by Plautz, seconded by Kolb to approve the Simplified Rate Case submittal to the PSC for a 3% increase in Water Rates for 2016. Motion carried unanimously.
- d. Review and approval of monthly Billing Adjustments/Credits for Sewer and Water Customers – Peterson presented the adjustment/credits to the Committee. It was moved by Kolb, seconded by Plautz to approve the monthly Billing Adjustments/Credits for Sewer and Water customers as presented. Motion carried unanimously.
- e. Review and approve updated position descriptions for Fire Department – Chief Stieve presented and explained the changes in the updated position descriptions to the Committee. He said the major changes are the minimum qualifications under all the positions. He said Emergency Service Instructor One would be required, which is a State Certification that is 40 hours long. The Fire Officer One for all positions and Fire Officer Two for Captains and Chiefs. He said that with the change it will take some time to do this, thus the reason that he is working on the shift idea because that would save some money so that he can have the training in Baraboo to alleviate travel time for the members. He said that they would start out with Emergency Services Instructor One and then they have to do 30 hours of Witness training by another instructor and then they get certified. He said the reason for the changes is because the department is young and he feels that is very necessary for the members to get exposure to outside instruction and to have the opportunity to network with other fire department people. Kolb asked what is different than what is required now. Stieve said that all the certifications are new. He said the ICS 300 and 400 classes are necessary for upper level management for the fire department. Plautz asked if a CDL was required to drive a fire truck and Stieve said that firefighters are exempt in the State of Wisconsin. Stieve then described the testing and certification process. He then explained the entry level process, there are no testing procedures. Wedekind asked how many companies in the Department and Stieve stated four, with a Captain and Lieutenant on each company. He said that there is a vacant Lieutenant position at this time and the vacant Assistant Chief in charge of training. He said that he did put three Lieutenants in charge of training, two of them have the Emergency Services Instructor One certification already and the is a law enforcement office and has equivalency through their instructor development training. Kolb asked if there is any fiscal impact and Stieve said that there will be and a lot of this is contingent on working some of the shift stuff, having a set number of members of shifts throughout the year, this would save money instead of having 20 people at a call when not needed. Kolb moved, Plautz seconded to approve the updated position descriptions as presented. Motion carried unanimously.

### Reports

- a. Utility Superintendent's Report – Peterson said that over the next couple of weeks, approximately 80 fire hydrants will be painted. He said that the Mine Street Water Tower is back in operation, there are a couple of significant punchless items that need to be taken care of and he is waiting to hear from the company as to when they can be scheduled to be done. He said that nothing has been paid yet; therefore, there is some leverage to make sure they return and taken care of this. He said that this morning the filter press had an electrical motor that burnt out, he is scrambling to get a motor for that and get the equipment back up and running. Lasting, he said that unfortunately, the Water Foreman, Dennis Steinke has chosen to retire on October 2<sup>nd</sup>. Advertising has begun to fill that position. Plautz asked if he is looking to hire from within, and Peterson said that they will have as much opportunity to apply as anyone else. He said that if there were any internal personnel that applied, and received an interview, he would ask someone from outside the City to sit in as far as the interview process.
- b. Street Superintendent's Report – Koss said that the department is on alleys and storm sewers at this time and will be doing that the rest of this month. He said that crack filling will be starting in September. Pinion said that although we are in somewhat of a dry stretch now, we did have two intense storms,

one 2-1/2 inches and the other as much as four inches of rain in a very short period of time. He said that when that occurs it is a lot of water that accumulates and there are certain areas of the City that are susceptible to localized flooding. He said that South Blvd., by Casey's Store, and in the vicinity of the round-a-bout, we have experienced this in a couple of occasions. He said during the heaviest rainfall, both Farm and Fleet and on 5<sup>th</sup> Street and Washington some concerns were expressed. Jack Adams of Farm Fleet stated that on June 25 there was 2½ feet of water in their back lot, where there is 60' long ramp and the water came up approximately 22 feet into the store, but did not get to the sales floor level. He said that his concern is that if rain continues over an hour period at that rate there is will issues that were experienced in 1993. He said over the last eight years, about every other year they have experienced flooding to the same degree. He said in 2008, 22' came up the ramp; April, 2010 – 12', and in October, 2013, 16'. He said that other than these recordings, back in 2000 there were two rainfalls within about a one month period that came up to 36 and 38 feet, which is almost to the top. Wedekind asked if there were catch basins there. Adams said that there are two catch basins in the back lot. Wedekind asked if the water backs up to the basins or if it comes off the hill. Adams said that most of it is runoff. He said that on the west end of the lot there are two pipes in the storage area, one larger one in customer parking and on June 25<sup>th</sup> that drain was not taking any water. Wedekind asked where that runs into and Pinion said that it takes it north on Industrial Court and discharges in the Baraboo River behind Russell Will's property. Adams asked if there is anything that can be done with the runoff to retain that water, because most of it is coming from the west, north of Lange, west of Sauk coming across the road. Pinion told Adams that he would take a look at this to see if there is something that can be done to better contain the water and reduce the likelihood of coming across the road. Kolb asked if the pipe could be enlarged. Pinion said that there could be problems with that saying that stormwater management tends to be as much, if not more of an art than it is a science, it is all based on equalized storm events. He said that if a storm sewer system was design that was capable of swallowing and transporting that much water, then every storm between then and now would have deposited silt because it functions on a full-flowing, self scouring capacity. John Drescher said that he lives at the corner of 5<sup>th</sup> and Washington and he was told that he is in the low spot for this road and it is possible that the water was coming from 6<sup>th</sup> Street and then back flowing to 5<sup>th</sup>. He said that he looked and there is nothing coming out of the basin on 6th; therefore, it couldn't be flowing back towards his house. He said that the water comes over the curb, past the sidewalk about 3 feet. He said that his concern is that it doesn't go into his basement, which it hasn't at this point. He said that he has checked into flood insurance and found it is impractical to purchase for the damage that would be done. He then said that he has consulted legal person and was told to be absolutely certain that he brought it to the City's attention that it could be a potential problem; therefore, that is why he is in attendance and he wanted it documented in the minutes that states that he came and pointed out a problem and that if the water got in his basement now something could be done about it, if he chose to take some action later. He said that this is the fourth year he has lived there and it has flooded every year. He said that the City installed some sink basins near 9<sup>th</sup> and he assumed that it was to get rid of a water problem there; however, he feels that it moves the water from 9<sup>th</sup> to 5<sup>th</sup>. Pinion said that it was actually 10<sup>th</sup>. Koss said that some of those were new; however, it was actually a detention basin that was installed by the church. Drescher inquired about the construction on Washington and the size of pipe. Pinion said that it is a 60" pipe from 5<sup>th</sup> Street all the down to the Baraboo River. He said at the deepest point between 2<sup>nd</sup> and College where they are doing construction is about 40' deep. He said the Washington basin is a pretty good sized basin and has been the source of previous studies and ultimately there are some improvements that can be made. In 2012 when Washington was improved was the first step into some of the potential improvements to improve flow throughout that entire watershed. He said that the pipe at the upper end is too small, the pipe on the lower end is big enough, and the one in between they should all be up-sized or a second pipe added. He said as the City continues to make improvements on Washington, as the budget affords, the Stormwater Utility would be positioned to be able to make minor improvements to the stormwater collection system. Drescher said that if Washington is truly a low spot where he is and the City is redoing the road, he recommended that the low spot be removed. Drescher also felt that a sink basin should be installed at the corner of Jefferson and 4<sup>th</sup>, or Jefferson and 5<sup>th</sup> would be better so that the water could be routed down to 6<sup>th</sup> Street. Wedekind said that the City is aware of the problem in this area and it is beyond the budget at this time.

- c. Police Chief's Report – Chief Schauf said that the fair was busy; however, went well. The parade went quite well, a lot of hours and a lot of staff went in to this. He said that changes in the hunting ordinance will be coming in front of the Administration Committee and Council. He said that Act 71 from the DNR changed the fact that we regulate bow hunting and changes the way we do that so the City has to make changes in the ordinance. He said that he has hired two new police officers and he has one more to fill the last vacancy. He said that there have been a lot of car entries lately. Kolb asked how the after party at Brothers On Oak went. Schauf said that there were no problems, it wasn't overly-well attended, it picked up about 8:30, and it was shut down minutes before 10:00. Pinion said that at 6:30 a.m. Sunday everything was off the street.
- d. Fire Chief's Report – Stieve said that there are five people going through interviews, he does one last interview with them to make sure that they understand the commitment for being a paid per call firefighter. He said that he is looking at doing some acting lieutenant appointments, which is 6-month role that people can act in the position to see if they like it or not for future appointment. He then said that next Monday night at their officer's meeting they will be lighting the training prop up for the first time.

ADJOURNMENT – Kolb moved, Plautz seconded to adjourn the meeting at 1:55 p.m. Motion carried.

Respectfully submitted,

Phil Wedekind, Chairman