

Minutes of the Public Safety Committee Meeting – Monday, October 31, 2016

Members Present: Phil Wedekind, Tom Kolb, and Mike Plautz. **Others Present:** Administrator Geick, Mayor Palm, Attorney Bolin, Chief Stieve, Engineer Pinion, Wade Peterson, Bob Koss, Chief M. Schauf, and Brad Kraemer.

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 September 26, 2016 minutes. By voice vote the motion carried.

New Business

- a. Consideration of placement of Stop Signs in Rolling Meadows Estates and Rolling Meadows North Subdivisions – Pinion said that included in the packet was a map that shows the layout of Rolling Meadows Estates, which is 19th and 20th Street, and Rolling Meadows North, which is 21st Street. He said that map shows the existing stop signs and proposed new stop signs. It was moved by Kolb, seconded by Plautz to recommend placement of stop signs in Rolling Meadows Estates and Rolling Meadows North Subdivisions as proposed. Motion carried unanimously.
- b. Review and recommendation on Towing Contract for the 2017 and 2018 Season – Schauf said that the towing contract is renewed on a bi-annual basis and he put out a request for proposal and received one bid from Bill's Towing and it is for zero cost of any City owned vehicle and zero cost for towing of vehicles billed to private party. It was moved by Kolb, seconded by Plautz to recommend accepting the towing contract for the 2017 and 2018 season. Motion carried unanimously.
- c. Review and prioritize prospective capital street reconstruction and sidewalk projects for the 2017 Budget – Pinion said included in the packet was a list of prospective reconstruction projects for 2017. He said that we have approximately \$260,000 that should be available for street reconstruction, because of the economy, we realized during this year's bidding process, just in terms of the ones talked about at last month's meeting and the result of the comments at the Council meeting last week he has an estimated cost based on those projects of about four times the available money, so it is a question of which ones the Committee would like to do first and basically prioritize them. He then summarized each street project. Wedekind said Lake Street is probably a priority but doesn't want to see it done piece-meal. Pinion said that this portion of Lake Street is really from Springbrook to Inverness and the cost would be \$700,000. Wedekind said it would cost \$345,000 to do the three sections of Broadway, Mill Race Drive, and Island Court in 2017. He said that his second choice would be to do the Broadway/Lynn Roundabout. Pinion said that he cautiously optimistic that there will be money in the budget for the Public Safety/Administration building, if that is tight the roundabout would probably need to get funded conventionally through the general fund. Pinion feels that due to the traffic in this area the roundabout should be one of the top priorities. He doesn't feel that Broadway is in that bad of shape, he said the worst part being near 8th Street where there is some wash boarding. He said Island Court is in very poor shape and feels as far as surface condition is in greater need than Mill Race. Pinion said that it sounds like the roundabout is the provisional number one, depending on the budget and the bids for the new municipal building, and then from what he is hearing for the Committee, Island Court would be number two, and possibly 7th to 8th on Broadway number three, and then Mill Race number 4.. Kolb questioned why the worst section of Lake Street couldn't be reconstructed. Pinion said that the entire stretch is in the about the same shape, and it is almost a flat roadway, with a small swale to it and he would like to do is raise the entire stretch and the pond is in the middle. Plautz said that he wished he would have had that information at the last meeting, because he has asked if the street could be done in stages and was told yes and then he asked if there was enough money with the \$380,000 and was told that there was and he had conversations with staff and it was determined that it was a priority. He then said that he called the ten people that had called him that are no longer using that road and informed them that the Mayor considered this street a priority, it is an industrial corridor, and that it would be done this year. Therefore, he said that if the City doesn't do Lake Street there will be an issue with people coming to the Council. Mayor Palm agrees that the discussion did take place, but the City also has other priorities. Palm said that the roundabout really needs to be in place when that building opens. He said that it is being anticipated that the roundabout can be worked into the overall budget for the building project; however, if it doesn't then the City can't forgo the roundabout. He said that he would argue that South Boulevard at this location is more heavily used than Lake Street is. Wedekind agreed with Pinion that Lake Street should be done as one project. Pinion said that the \$300,000 estimate is the piece from Inverness to Springbrook. Plautz said that he would like some idea when Lake will be done so he can let his constituents know and asked if Lake Street would be done when the City is able to borrow money. Pinion said that even when money is borrowed it is forecasted every three years and borrow \$500,000, that is the purpose of the ten-year capital plan and with the all demands that the City has for the money and wanting to maintain taxes within a reasonable amount, ultimately the Council dictates what the City is comfortable with spending. Therefore, the capital plan maintains the City's 60% of the maximum spending. Palm said another thing to keep in mind is when the capital plan is being worked on there are projects to filter into it and there is the self-imposed 60% ceiling; therefore, it cannot be assumed that there will be \$750,000 or \$1,000,000 available to be able to bond based on the other items that are on the capital plan. Geick said that there is time before the budget is passed and even after to rearrange the priorities as far as which roads are going to get done first; however, he would suggest the Committee giving staff their lead priority now, he knows that they probably can't get it in the next year as easily as might of thought originally, but if it is priority for the following, let Pinion and him get back with Cheryl Giese and they will see what they can plan out in the schedule and rearrange things. Discussion then took place regarding the Lake Street storm sewer condition. It was stated that storm sewers will be done in conjunction with the road reconstruction. Pinion said that in the Capital side of the sidewalk, we are able to afford about \$65,000 that is funded through a special assessment fund and it gets replenished for brand new sidewalks. He then showed a map of all existing sidewalks and where the gaps are. He then presented where the gaps in sidewalks were and the proposed sidewalks were Jefferson, 4th toward 3rd (east side); Jefferson, 6th toward 7th (east side); 6th Street, Camp to Wheeler (south side); Camp Street, 5th toward 4th (west side); 10th Street, Ash toward Oak; Park Street, 2nd to 4th (east side); Park Street, between 5th and Zoo Lane (east side), and Park Street, 89th toward 9th (east side). Pinion said that he didn't pull off the ranking of each of these gaps off the sidewalk Plan; however, he could do so if the Committee desired. Pinion said that if it is bid concurrent with the street construction, whatever job is done next year, it won't be like Madison Avenue, where it is sidewalk only and the price goes up, it should be a much more competitive price, similar to this year with the sidewalks on 12th and Martiny. He then said that he didn't include Taft on this list, but it is \$250,000 project and then there would be other obstacles to overcome with the County. Tom said that as long as the Committee is comfortable with keeping in the budget as an expenditure, it is good enough for now. He said he would give the Committee the rankings on the sidewalks and it really doesn't have an effect on the budget, it doesn't matter where the \$65,000 is spent. Kolb felt that it was unanimously that the roundabout was top priority and because there isn't enough money to do Lake Street, it seems possible to do Island Court.
- d. Consider extending Landfill Monitoring Contract with MSA through 2019 – Pinion said that MSA has been involved in monitoring the landfill since the City originally closed it. He said that it was the presence of the landfill that prompted the City to install new water main out Highway A to Trapshoot

and then east on Trapshoot to provide good source of water where some of the private wells were contaminated, allegedly from the original landfill. He said that anytime that a landfill is closed there is ongoing monitoring that has to take place as a mandate from the DNR, the City doesn't have in-house expertise or resources to do so; therefore, the City contract that to a firm who has. He said that historically the firm has been MSA on a three-year contract basis. Brad Kraemer, MSA said that the good news is that the City is only doing annual monitoring on the groundwater, which is a result of a previous plan modification that was done. Kraemer then gave the background of the wells monitoring and next steps that will be taken. Wedekind asked if there was indication of the wells clearing up and Kraemer answered that overall there is reduction. Kraemer then explained the Groundwater Code and what the DNR looks at. It was moved by Plautz, seconded by Kolb to recommend extending the Landfill Monitoring Contract with MSA through 2019. Motion carried unanimously.

- e. Discuss filling the impending vacancy of the Street Superintendent's position following the current Superintendent's upcoming retirement – Pinion said that Koss will be retiring in 14 days. He said in terms of the organizational structure of the department he does anticipate any changes and staff will do their best to find an adequate replacement for Koss. He said there are advertisements in newspaper publications as well as on the internet through a couple of trade affiliations. He said that applications are due November 17th. He said that the best case scenario if interview begin Thanksgiving week and the week after, 30 days notice from their current employer, hire date would be January or February 1. He said that in the interim he will be picking up some of the slack and he is looking at appointing two interim foremen from the 15-person crew to help fill the gap. Wade Peterson will be another source.
- f. Recommendation on Fire Protection Service Agreement with towns of Baraboo, Fairfield, Greenfield, and Sumpter, and the Village of West Baraboo – Chief Stieve said that the agreement in the packet is a combination of a new agreement for the Towns and also West Baraboo. He said the Towns agreements expires at the end of this year and the Village had a non-expiring agreement, but the department has been working under one agreement all along after the Towns signed their agreement in 2006; therefore, based on their input and meeting with them ahead of time, the Village agreed to roll it all into one agreement. He said that there are very minor changes, with the agreement being for another ten years. He said that one thing added was the Fire Inspector Addendum that was added last year, where the Fire Inspector costs are actually broken down between actual inspection hours and other duties. He said that the agreement has been approved by the Towns and Village budget committee last week. It was moved by Kolb, seconded by Plautz to recommend approval of the Fire Protection Service Agreement with town of Baraboo, Fairfield, Greenfield, and Sumpter, and the Village of West Baraboo. Motion carried unanimously.
- g. Review and approval of monthly Billing Adjustments/Credits for Sewer and Water Customers for the month of September, 2016 – It was moved by Kolb, seconded by Plautz to approve monthly Billing Adjustments/Credits for Sewer and Water Customers for the month of September as presented. Motion carried unanimously.

Reports

- a. Utility Superintendent's Report – Peterson said that in 2018 he is looking at improving or replacing the bio-solids handling equipment for \$2.5 million. He said that they are doing a pilot study at this time with another piece of equipment that will be finished up tomorrow. He said that he needs to get with the outlying areas so that they will have time to budget, that meeting is scheduled for December.
- b. Street Superintendent's Report – Koss said that the department is picking up leaves. He said that equipment is all ready to go for the winter season. Koss told the Committee that it has been pleasure working with everyone. Kolb thank Koss for everything that he has done for the City.
- c. Police Chief's Report - Schauf explained the situation with the Canine, Whelan finding a missing person that had cut his tracking bracelet off. He said that Whelan picked up the scent from the bracelet that was at least 5 hours old. He said that a couple of weeks ago the Department had their visit for their accreditation review by the Wisconsin Law Enforcement Accreditation group. Three assessors came in and looked through the Department's files for more than 200 proof that had to be put together, and they will be making a formal recommendation to the WLE board between now and December and every indication that he has it that the Department should maintain our certification, as a matter of fact the Department did better than last time.
- e. Fire Chief's Report – Stieve said that he is working on the Engine 3 replacement specification for the new engine that is slated for next year. He said that a new Fire Officer One class began last Wednesday evening, which is based on the succession planning. The class has ten of the Baraboo Fire Department plus two others. He went on to say that the department will be doing their own Driver/Operator training; they are taking the State curriculum for entry level Driver/Operator and adjusting it to the Department's needs. He said that the department does have to complete a hiring process, they do have a few applications on file and two members were lost, one in August and one in October, time constraints being the biggest reason. He said that in January, Dr. David Griffin, a national speaker is being brought in and will be held at Boo-U. Griffin was the Driver/Operator of the engine at the Super Sofa fire down in Charleston in 2007. Wedekind asked how thorough the fire inspection at Boo-U is. Stieve then explained what the procedure was and everything that needed to be inspected.

ADJOURNMENT – Kolb moved, Plautz seconded to adjourn the meeting at 2:10 p.m. Motion carried.

Respectfully submitted,

Phil Wedekind, Chairman