

**Council Chambers, Municipal Building, Baraboo, Wisconsin
Tuesday, August 11, 2020 – 7:00 p.m.**

Mayor Palm called the regular meeting of Council to order.

Roll call was taken.

Council Members Present: Wedekind, Kolb, Plautz, Kent, Petty, Ellington, Sloan, Kierzek, Thurow
Council Members Absent:

Others Present: Chief Schauf, Adm. Geick, Atty. Truman, T. Pinion, M. Hardy, C. Haggard, Tim Lawther, Andrea Jansen (Baker Tilly), members of the press and others.

The Pledge of Allegiance was given.

Moved by Wedekind, seconded by Kolb and carried unanimously to approve the minutes of July 28, 2020.

Moved by Ellington, seconded by Petty and carried to approve the agenda.

Compliance with the Open Meeting Law was noted.

PRESENTATIONS

- Update from Sauk County Health Department.
- Andrea Jansen from Baker Tilly Virchow Krause, LLP presented the City’s 2019 Audit Report

PUBLIC HEARINGS – None.

PUBLIC INVITED TO SPEAK – None.

MAYOR’S BUSINESS

- The Mayor congratulated the following City employees on their anniversaries:
 - Gretchen Roltgen, Circulation Assistant, Library 15 years
 - Tom Pinion, City Engineer/Director of Public Works, 10 years
 - Mark Wichner, Patrol Sergeant, 10 years
- The Mayor requests that any Councilmember who makes a motion, seconds a motion, and/or comments on an item first identify themselves.

CONSENT AGENDA

Resolution No. 20-68

THAT the Accounts Payable, in the amount of \$681,009.41 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

Resolution No. 20-69

THAT, Matthew Boegner appointed to the Plan Commission to fill the unexpired term of Ed Geick serving until April 18, 2023.

Moved by Sloan, seconded by Kolb and carried that the Consent Agenda be approved-9 ayes.

NEW BUSINESS - RESOLUTIONS

Resolution No. 20-70

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

THAT the April and May 2020 Civic Center rent for Stage III Theater for Youth in the amount of \$720.66 be waived due to building closures during the COVID-19 stay at home order period.

Moved by Ellington, seconded by Sloan and carried that **Resolution No. 20-70** be approved-8 ayes, 1 nay (Kolb)

Moved by Kolb to amend the motion to approve pending application of the City's Small Business Loan Program. Motion fails due to lack of second.

Resolution No. 20-71

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

That the "Children (ages 3-12)" fare rate for the Baraboo Shared Ride Transit Service be eliminated and replaced by a "Youth/Student (youth ages 3-12 and students of any age with a valid student ID)" fare rate, to be set at \$3.00.

Moved by Kolb, seconded by Petty and carried that **Resolution No. 20-71** be approved-9 ayes.

Resolution No. 20-72

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

THAT the City Clerk be authorized to issue the following Liquor Licenses:

CLASS "B" FERMENTED MALT BEVERAGE AND "CLASS C" WINE

Las Milpas, LLC, 603A 8th Avenue

Moved by Sloan, seconded by Plautz and carried that **Resolution No. 20-72** be approved-9 ayes.

Resolution No. 20-73

RESOLVED by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

The Common Council grants a special exemption to Tom & Teri Dorner allowing them to keep three dogs in their residence until one of the three dogs passes, after which time they will be allowed to keep no more than two dogs in their residence. The exemption also requires Tom & Teri Dorner to remain in compliance with §12.12(12) of the Baraboo Municipal Code for the duration of the time the three dogs are kept in the residence.

Moved by Thurow, seconded by Ellington and carried that **Resolution No. 20-73** be approved-9 ayes.

Resolution No. 20-74

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

That the City Administrator or his designee is directed to enter into final negotiations with Driftless Glen Distillery for the sale of a 2.1 acre vacant lot located on Lake Street ("Property") from the City to Driftless Glen Distillery for a sale price of \$10,500; and

That the City Attorney is directed to draft and have executed all necessary legal documents for the sale of the Property to Driftless Glen Distillery contingent upon the City Attorney receiving

direction from the City Administrator to do so.

Moved by Kolb, seconded by Ellington and carried that **Resolution No. 20-73** be approved-9 ayes.

COMMITTEE OF THE WHOLE

Moved by Kolb, seconded by Wedekind and carried unanimously to enter Committee of the Whole to discuss:

- Item 1: An update to the 2021 Goals for the City
- Item 2: An update to the Resolution/Ordinance for wearing masks within the City as directed at the July 28, 2020 Council mtg. (*Note: City Atty will suggest postponing discussion given Gov.'s Emergency Order #1*)

Adm. Geick explained that they have calculated the 2021 goals. Some common areas for Council members and Department Heads include Budget, Road Repairs, Staffing needs, Fire/EMS Bldg, Library, Economic Development, and Technology. Mayor Palm recommended that everyone review the list of goals.

Atty. Truman has provided a draft resolution and ordinance. Because of the Governor's Emergency Order, her suggestion is to postpone any action on these. Ald. Ellington questioned no requirement for a mask while standing in line for voting? Atty. Truman noted that the Wisconsin Elections Commission (WEC) has provided guidance and in their opinion, requiring a mask is quite possibly unconstitutional and illegal. Because of this, it was included as a possible exception to the City's draft resolution and ordinance. The ordinance also includes language putting us back into an Emergency State.

Moved by Petty, seconded by Kolb and carried unanimously, to rise and report from Committee of the Whole and return to regular session.

ADMINISTRATOR AND COUNCIL COMMENTS – None.

REPORTS, PETITIONS, AND CORRESPONDENCE

The City officially acknowledges receipt and distribution of the following:

- **Reports:** Airport – July 2020
- **Minutes from the Following Meetings:**

Finance/Personnel Committee–Dennis Thurow Committee Room, #205

July 14, 2020

Members Present: Petty, Kent

Absent: Sloan

Others Present: Mayor Palm, Adm. Geick, Atty. Truman, B. Zeman, C. Haggard, P. Cannon, T. Pinion

Call to Order –Ald. Petty called the meeting to order at 6:15p.m. noting compliance with the Open Meeting Law. Moved by Kent, seconded by Petty to approve the minutes of June 23, 2020 and carried unanimously. Moved by Kent, seconded by Petty to approve the agenda and carried unanimously.

Action Items

- a) **Accounts Payable** – Moved by Kent, seconded by Petty to recommend to Council for approval of the accounts payable for **\$787,567.53**. Motion carried unanimously.

- b) **Uncollectible Write offs** – The Committee reviewed the list of uncollectible indicating \$93.14 of delinquent personal property, \$1,241.44 of accounts receivable, and \$20,139.68 of CDA accounts receivable. Moved by Kent, seconded by Petty and carried unanimously to write off the uncollectible accounts.
- c) **City Administrator Recruitment** – Mayor Palm advised that after negotiations with GovHR, they are willing to re-conduct the search for a new City Administrator at a cost to not exceed \$2,500, for advertising only. Ald. Petty confirmed that the \$2,500 will come out of Fund Balance as an unexpected expenditure. Moved by Petty, seconded by Kent and carried unanimously to recommend to Council for action.
- d) **Carnegie-Schadde Public Library** – P. Cannon explained that USDA requires that we have the following lease documents approved before the loan: A) The prelease agreement between the CDA and The City basically says we are going to do a lease agreement and here are the terms. B) The proposed Lease Agreement between the CDA and the City is the final lease that is enacted once we close on the property and do the final financing. C) The proposed Sublease Agreement between the City and Carnegie-Schadde Memorial Public Library, under (B) allows the City to do a sublease to the Library Board for use of the facility. Per State Statutes, Chapter 43, gives the Library Board certain powers, including control of the facility once it has been given to them. This was approved by the CDA and will be presented to the Library Board on July 21st. Moved by Kent, seconded by Petty and carried unanimously to recommend to Council for action.
- e) **TIF 7 & 8** – P. Cannon noted that TIF law allows to incur costs for 27 years. They have changed these laws to allow for an automatic standard extension for 3 years and also allows for an additional technical college 3 year extension. In summary, both of these TIDs can be extended for an additional 6 years. The projection is showing that TID 7, the Teel area, will not have ample increment to payoff existing debt. The extensions will allow the debt to be paid off, pay off the developer, and recover the City’s costs of approx. \$265,000. TID 8, the downtown area, is being held afloat by TID 6, which will no longer be able to donate to any TIDs as it will have to be closed in a few years. Moved by Kent, seconded by Petty and carried unanimously to recommend all three documents to Council for action.
- f) **CARES Act** – A) Wisconsin Election Commission (WEC) CARES Act Subgrant Agreement - Clerk Zeman explained that the WEC has awarded \$4.1M in subgrant funds that will assist in offsetting COVID related elections costs. This money can be used towards the additional costs for ballots, postage for absentees, and OT wages. In order to be eligible for the money, we are required to sign the WEC CARES Act Subgrant Agreement. B) Federal Coronavirus Aid, relief, and Economic Security (CARES) Act Funding purchasing – C. Haggard is requesting that the purchasing policy requirement that unbudgeted items be approved by Finance and Council be waived for COVID related purchases. These purchases will still require approval from the City Administrator. Moved by Petty, seconded by Kent and carried unanimously to recommend both items to Council for action.

Information Items

- a) Baraboo Transit service 1st & 2nd Qtr. Financial Statements
- b) Airport Financial Statement

Adjournment – Moved by Kent, seconded by Petty and carried to adjourn at 6:45pm.

- **Copies of these meeting minutes are on file in the Clerk’s office:**
PFC.....06-15-2020
- **Petitions & Correspondence Being Referred:** None.

ADJOURNMENT

Moved by Petty, seconded by Kent, and carried on voice vote, that the meeting adjourn.

Brenda Zeman, City Clerk