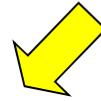




## AGENDA FOR THE REGULAR MEETING OF THE FINANCE / PERSONNEL COMMITTEE



**Date and Time:** Tuesday, October 8, 2019 **6:00 P.M.**  
**Location:** City Hall, Committee Room #205, 101 South Blvd. Baraboo  
**Members Noticed:** Joel Petty, Scott Sloan, Dennis Thurow  
**Others Noticed:** Department Heads (*agenda only*), E. Geick, B. Zeman, C. Haggard, M. Palm, P. Wedekind, John Alt, Post at Library, & Media, Fire Chief Kevin Stieve, Dana Sechler

1. Call Meeting to Order

- a. Roll Call of Membership
- b. Note compliance with Open Meeting Law.
- c. Approve September 24, 2019 minutes.
- d. Approve agenda.

**MEMBERS** not attending must notify the Chairperson at least 24 hours before the meeting.

2. Action Items

- a. **Accounts Payable** –Review and recommendation to Common Council on paying **\$523,839.73 \***
- b. Review and recommendation to Common Council to approve (Amended) contract for taxi services to Abby Vans effective January 1, 2020. \*
- c. Review and recommendation to Common Council to approve extending Landfill Monitoring Contract with MSA Professional Services, Inc. 2020 through 2022. \*
- d. Review and recommendation to Common Council to authorize the Mayor and City Clerk to award and execute a contract for the position of City Administrator. \*
- e. Review and recommendation to Common Council to approve gift of \$2,500,000 from an anonymous donor to the Baraboo Public Library, conditioned upon the name change of Library to the Carnegie-\_\_\_\_\_ Memorial Public Library. \*
- f. Discussion and possible recommendation to Common Council to amend §2.08, City Code, to increase Alderperson's monthly salary from \$300/mo. to \$400/mo.
- g. Discussion and possible recommendation to Common Council to review the 2020 Baraboo District Ambulance Service tax levy \$360,690.00.
- h. Discussion and possible recommendation to Common Council to authorize the Mayor and City Clerk to execute a Pre-Development Agreement with Three Amigos Property Management, LLC., for a proposed 64-unit luxury apartment complex at 325 Lynn Street. \*

3. Information Items

- a. City Attorney's report on insurance claims.
  - o Denial – Jennifer Stulo filed claim for \$500 for damage to her vehicle due to alleged improper grading of the bottom of her driveway.

4. Adjournment

Joel Petty, Chairperson

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\* Item on next regularly scheduled Common Council Meeting Agenda

Agenda prepared by D. Munz & posted on 10/04/2019

PLEASE TAKE NOTICE that any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format, should contact the Municipal Clerk, 101 South Blvd., Baraboo, WI or phone (608) 355-2700, during regular business hours at least 48 hours before the meeting so that reasonable arrangements can be made to accommodate each request.

FOR INFORMATION ONLY, AND NOT A NOTICE TO PUBLISH

**Members Present:** Petty, Thurow, Sloan

**Absent:**

**Others Present:** Mayor Palm, Adm. Geick, E. Truman, B. Zeman, C. Haggard, M. Hardy, Rob Nelson

**Call to Order** –Ald. Petty called the meeting to order at 6:15 p.m. noting compliance with the Open Meeting Law. Moved by Sloan, seconded by Thurow to approve the minutes of September 10, 2019 and carried unanimously. Moved by Sloan, seconded by Thurow to approve the agenda. Motion carried unanimously.

**Action Items**

- a) **Accounts Payable** – Moved by Sloan seconded by Thurow to recommend to Council for approval of the accounts payable for **\$381,670.54**. Motion carried unanimously.
- b) **Approve the 2019-2020 Pierce Park Pavilion Lease with South Central Cyclones Hockey Club and waiving rent payments.** M. Hardy noted that this is an annual request for a 6 month lease that runs from October 15<sup>th</sup>, 2019 to April 14, 2020. Atty. Truman revised the lease to include the High School Hockey Team using the rink under this lease as well; allows the Cyclones Hockey to recoup their costs from the Hockey Team. Moved by Sloan, seconded by Thurow to recommend to Council for action. Motion carried unanimously.
- c) **Approve 2020 Parks & Recreation Seasonal Wage Rates** M. Hardy presented the 2020 seasonal rates and noted that the only changes for 2020 are increases to the Office Assist, Civic Center weekend maintenance, and the parks maintenance. Moved by Sloan, seconded by Thurow to recommend to Council for action. Motion carried unanimously.
- d) **Approve acceptance of \$25,000 from the Don Pierce family in exchange for the naming of field #5 at Pierce Park “Don Pierce Field”.** M. Hardy explained that the Baraboo Thunder has been funding field #5; they were approached by the Pierce family with an offer of a \$25,000 donation for improvements to the field with the condition that the field is named the “Don Pierce Field”. This does meet the 1/3 donation policy requirement. Moved by Sloan, seconded by Thurow to recommend to Council for action. Motion carried unanimously.
- e) **Award a contract for Taxi Services to Abby Vans effective January 1, 2020.** C. Haggard explained that the shared ride taxi service will expire on December 31, 2019. Following the WI Dept. of Transportation guidelines, we did go out for RFP’s. Because the technical score was so close, C. Haggard did not that she requested best and final offers from both vendors. Based on both the technical score and pricing, she is recommending Abby Vans for the 5 year agreement; 2 base years and 3 – 1 year options. Moved by Sloan, seconded by Thurow to recommend Abby Vans to Council for action. Motion carried unanimously.

**Informational Items**

- City Attorney’s report on insurance claims – None.
- Review and discussion of rate of pay for the City’s elected officials. Ald. Petty noted that he has brought this before the committee before and would like to bring this up for discussion again. He would like the committee to consider an increase of \$100 per month for elected alderpersons and would like to recommend increasing the Mayor’s budget for attending events to \$3600. Ald. Petty feels this would allow the Mayor not use his own finances to attend public events on behalf of the City. The Mayor noted that the budget now includes a line item for this.

**Adjournment** – Moved by Sloan, seconded by Thurow and carried to adjourn at 6:34pm.  
Brenda Zeman, City Clerk



City of Baraboo, Wisconsin  
 Finance Department  
 101 South Boulevard  
 Baraboo, WI 53913

October 8th, 2019

The Council lists attached are check registers described in summary below:

Category	Total	Accounts Payable Run Date
General	\$119,966.66	October 4, 2019
General	\$1,200.00	September 27, 2019
Utility	\$ 54,979.14	September 27, 2019
ACH	\$ 786.27	September 30, 2019
Payroll Remittance Checks	\$ 346,907.66	September 1, 2019
Department Purchasing Cards	\$ -	
<b>Total expenditures</b>	<b>\$523,839.73</b>	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount
<b>188395</b>							
10/04/2019	188395	ALLIANT ENERGY	003123-0913	09/13/2019	PK-ELECTRIC	100-52-55200-222-000	824.45
10/04/2019	188395	ALLIANT ENERGY	003123-0913	09/13/2019	POOL-ELECTRIC	100-53-55420-222-000	1,431.49
10/04/2019	188395	ALLIANT ENERGY	003123-0913	09/13/2019	POOL-HEAT	100-53-55420-223-000	1,198.89
10/04/2019	188395	ALLIANT ENERGY	003123-0913	09/13/2019	PK-LANGER HEAT	100-52-55200-223-000	16.12
10/04/2019	188395	ALLIANT ENERGY	015803-0927	09/27/2019	PW-SEPT '19 TRAFFIC LIGHTS	100-31-53300-222-000	175.50
10/04/2019	188395	ALLIANT ENERGY	256545-0919	09/19/2019	PK-CITY VIEW PARK ELECTRIC	100-52-55200-222-000	53.25
10/04/2019	188395	ALLIANT ENERGY	281633-0927	09/27/2019	PW-SEPT '19 STREET LIGHTS	100-31-53420-222-000	8,912.01
10/04/2019	188395	ALLIANT ENERGY	294993-0916	09/16/2019	FD - ELECTRICITY	100-21-51610-222-000	2,292.01
10/04/2019	188395	ALLIANT ENERGY	294993-0916	09/16/2019	FD - HEAT	100-21-51610-223-000	191.45
10/04/2019	188395	ALLIANT ENERGY	908384-0927	09/27/2019	PW-SEPT 2019 POTTER ST SH	100-31-53270-222-000	19.99
10/04/2019	188395	ALLIANT ENERGY	908384-0927	09/27/2019	PW-SEPT 2019 POTTER ST SH	100-31-53270-223-000	76.70
Total 188395:							15,191.86
<b>188396</b>							
10/04/2019	188396	AMERIGAS - BARABOO	651685403	07/17/2019	PW-FILL VAPOR AND LIQUID CY	100-31-53300-348-000	270.66
Total 188396:							270.66
<b>188397</b>							
10/04/2019	188397	Animal House Pet Supplies	FC510W6R9	09/09/2019	ZOO-FEED	100-52-55410-342-000	35.08
Total 188397:							35.08
<b>188398</b>							
10/04/2019	188398	BARABOO SCHOOL DIST	2ND-2019	10/02/2019	TRE-2ND QTR MOBILE HOME	100-00-24610-000	11,031.39
Total 188398:							11,031.39
<b>188399</b>							
10/04/2019	188399	BATTERIES PLUS LLC	P19012497	09/22/2019	PW-(8) HIGH BAY 360 DEG SEN	100-31-53270-350-000	388.40
Total 188399:							388.40
<b>188400</b>							
10/04/2019	188400	BAYCOM, INC.	SRVCE0000	09/12/2019	PD- SQUAD 47 RADIO REPAIR	100-20-52110-250-000	380.00
Total 188400:							380.00
<b>188401</b>							
10/04/2019	188401	BISCH, MICHAEL	060108	09/16/2019	ZOO-HAY	100-52-55410-342-000	1,200.00
Total 188401:							1,200.00
<b>188402</b>							
10/04/2019	188402	CANNON, PATRICK	2019-9A	09/30/2019	CDA-CITY-SEPT 2019 MGMT SE	100-67-56710-290-000	3,030.00
Total 188402:							3,030.00
<b>188403</b>							
10/04/2019	188403	Cardiac Science Corporati	7370719	09/25/2019	PD- AED PADS FOR DEFIB	100-20-52110-340-000	742.40
Total 188403:							742.40

Check Issue Date	Check Number	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount
<b>188404</b>							
10/04/2019	188404	CENTURYLINK	1457575707	08/31/2019	AIR-AUG 2019 LONG DISTANCE	630-35-53510-220-000	.07
10/04/2019	188404	CENTURYLINK	1457575707	08/31/2019	PD-AUG 2019 LONG DISTANCE	100-20-52110-220-000	9.78
10/04/2019	188404	CENTURYLINK	1457575707	08/31/2019	FD-AUG 2019 LONG DISTANCE	100-21-52200-220-000	6.36
10/04/2019	188404	CENTURYLINK	1457575707	08/31/2019	BLDG INSP-AUG 2019 LONG DI	100-22-52400-220-000	1.96
10/04/2019	188404	CENTURYLINK	1457575707	08/31/2019	CC-AUG 2019 LONG DISTANCE	100-52-55130-220-000	1.36
10/04/2019	188404	CENTURYLINK	1457575707	08/31/2019	PS/CH BLDG-AUG 2019 LONG D	100-11-51640-220-000	1.04
10/04/2019	188404	CENTURYLINK	1457575707	08/31/2019	ENG-AUG 2019 LONG DISTANC	100-30-53100-220-000	3.42
10/04/2019	188404	CENTURYLINK	1457575707	08/31/2019	PK-AUG 2019 LONG DISTANCE	100-52-55200-220-000	1.24
10/04/2019	188404	CENTURYLINK	1457575707	08/31/2019	MAYOR-AUG 2019 LONG DISTA	100-10-51410-220-000	.98
10/04/2019	188404	CENTURYLINK	1457575707	08/31/2019	PW-AUG 2019 LONG DISTANCE	100-31-53230-220-000	3.42
10/04/2019	188404	CENTURYLINK	1457575707	08/31/2019	ZOO-AUG 2019 LONG DISTANC	100-52-55410-220-000	.28
10/04/2019	188404	CENTURYLINK	1457575707	08/31/2019	FIN-AUG 2019 LONG DISTANCE	100-11-51500-220-000	9.29
10/04/2019	188404	CENTURYLINK	1457575707	08/31/2019	REC-AUG 2019 LONG DISTANC	100-53-55300-220-000	1.24
10/04/2019	188404	CENTURYLINK	1457575707	08/31/2019	ASSESSOR-AUG 2019 LONG DI	100-11-51530-220-000	1.47
10/04/2019	188404	CENTURYLINK	1457575707	08/31/2019	POOL-AUG 2019 LONG DISTAN	100-53-55420-220-000	.28
10/04/2019	188404	CENTURYLINK	1457575707	08/31/2019	TREAS-AUG 2019 LONG DISTA	100-11-51520-220-000	5.38
10/04/2019	188404	CENTURYLINK	1457575707	08/31/2019	ATTY-AUG 2019 LONG DISTANC	100-13-51300-220-000	2.44
10/04/2019	188404	CENTURYLINK	1457575707	08/31/2019	ADMIN-AUG 2019 LONG DISTAN	100-14-51400-220-000	3.42
10/04/2019	188404	CENTURYLINK	1457575707	08/31/2019	UW-AUG 2019 LONG DISTANCE	800-80-55600-220-000	.15
10/04/2019	188404	CENTURYLINK	301217856-0	09/17/2019	PW-AUG 2019 PHONE	100-31-53230-220-000	60.43
10/04/2019	188404	CENTURYLINK	301217856-0	09/17/2019	PK-AUG 2019 PHONE	100-52-55200-220-000	45.33
10/04/2019	188404	CENTURYLINK	301217856-0	09/17/2019	MAYOR-AUG 2019 PHONE	100-10-51410-220-000	15.11
10/04/2019	188404	CENTURYLINK	301217856-0	09/17/2019	FIN-AUG 2019 PHONE	100-11-51500-220-000	37.77
10/04/2019	188404	CENTURYLINK	301217856-0	09/17/2019	PD-AUG 2019 PHONE	100-20-52110-220-000	294.61
10/04/2019	188404	CENTURYLINK	301217856-0	09/17/2019	FD-AUG 2019 PHONE	100-21-52200-220-000	45.32
10/04/2019	188404	CENTURYLINK	301217856-0	09/17/2019	BLDG INSP-AUG 2019 PHONE	100-22-52400-220-000	15.11
10/04/2019	188404	CENTURYLINK	301217856-0	09/17/2019	REC-AUG 2019 PHONE	100-53-55300-220-000	22.66
10/04/2019	188404	CENTURYLINK	301217856-0	09/17/2019	ATTY-AUG 2019 PHONE	100-13-51300-220-000	15.11
10/04/2019	188404	CENTURYLINK	301217856-0	09/17/2019	PS/ADMIN-AUG 2019 PHONE	100-11-51640-220-000	108.91
10/04/2019	188404	CENTURYLINK	301217856-0	09/17/2019	ENG-AUG 2019 PHONE	100-30-53100-220-000	37.77
10/04/2019	188404	CENTURYLINK	301217856-0	09/17/2019	ADMIN-AUG 2019 PHONE	100-14-51400-220-000	22.66
10/04/2019	188404	CENTURYLINK	301217856-0	09/17/2019	FD-AUG 2019 PHONE	100-21-51610-220-000	10.55
10/04/2019	188404	CENTURYLINK	301217856-0	09/17/2019	CDA-AUG 2019 PHONE	100-00-15980-000	37.77
10/04/2019	188404	CENTURYLINK	301217856-0	09/17/2019	UTILITIES-AUG 2019 PHONE	100-00-15640-000	52.88
10/04/2019	188404	CENTURYLINK	301217856-0	09/17/2019	ASSESSOR-AUG 2019 PHONE	100-11-51530-220-000	15.11
10/04/2019	188404	CENTURYLINK	301217856-0	09/17/2019	TREAS-AUG 2019 PHONE	100-11-51520-220-000	22.66
10/04/2019	188404	CENTURYLINK	301217859-9	09/17/2019	CC-PHONE	100-52-55130-220-000	82.36
10/04/2019	188404	CENTURYLINK	301217859-9	09/17/2019	ZOO-PHONE	100-52-55410-220-000	12.78
10/04/2019	188404	CENTURYLINK	301217859-9	09/17/2019	POOL-PHONE	100-53-55420-220-000	56.81
10/04/2019	188404	CENTURYLINK	301300963-0	09/17/2019	AIR-AUG 2019 PHONE	630-35-53510-220-000	61.00
Total 188404:							1,126.29
<b>188405</b>							
10/04/2019	188405	CINTAS CORPORATION #	4030447909	09/17/2019	CITY-MATS	100-11-51640-260-000	20.50
10/04/2019	188405	CINTAS CORPORATION #	4031004271	09/24/2019	CITY-MATS	100-11-51640-260-000	20.50
10/04/2019	188405	CINTAS CORPORATION #	4031004386	09/24/2019	PW-GRAY MATS; UNIFORMS	100-31-53270-340-000	46.79
10/04/2019	188405	CINTAS CORPORATION #	4031004553	09/25/2019	FD - RUGS	100-21-51610-260-000	44.18
10/04/2019	188405	CINTAS CORPORATION #	4031534325	10/02/2019	CITY-MATS	100-11-51640-260-000	20.50
10/04/2019	188405	CINTAS CORPORATION #	5014899705	09/24/2019	FD - FIRST AID KIT UPDATE	100-21-51610-260-000	23.10
Total 188405:							175.57
<b>188406</b>							
10/04/2019	188406	CITY TREASURER - WAT	510010 0930	09/30/2019	FD-3RD QTR 2019-WATER/SEW	100-21-51610-221-000	136.08

Check Issue Date	Check Number	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount
10/04/2019	188406	CITY TREASURER - WAT	510010 0930	09/30/2019	FD-3RD QTR 2019-ST-135 4TH	100-21-51610-226-000	211.73
10/04/2019	188406	CITY TREASURER - WAT	510010 0930	09/30/2019	FD-3RD QTR 2019-FIRE-WATER	100-21-52200-221-000	57.06
10/04/2019	188406	CITY TREASURER - WAT	610670-0930	09/30/2019	CC-2ND QTR 2019-124 2ND ST-	100-52-55130-221-000	428.81
10/04/2019	188406	CITY TREASURER - WAT	610670-0930	09/30/2019	CC-2ND QTR 2019-124 2ND ST-	100-52-55130-226-000	421.00
10/04/2019	188406	CITY TREASURER - WAT	610670-0930	09/30/2019	PK-2ND QTR 2019-PARKS LAND	100-52-55200-226-000	1,430.44
10/04/2019	188406	CITY TREASURER - WAT	610670-0930	09/30/2019	ZOO-2ND QTR 2019-OCHSNER	100-52-55410-221-000	998.45
10/04/2019	188406	CITY TREASURER - WAT	610670-0930	09/30/2019	ZOO-2ND QTR 2019-OCHSNER	100-52-55410-226-000	236.35
10/04/2019	188406	CITY TREASURER - WAT	610670-0930	09/30/2019	PK-2ND QTR 2019-903 PARK ST	100-52-55410-221-000	371.37
10/04/2019	188406	CITY TREASURER - WAT	640940-0930	09/30/2019	PW-3RD QTR 2019 PKING LOTS	100-31-53450-226-000	494.14
10/04/2019	188406	CITY TREASURER - WAT	640940-0930	09/30/2019	PW-3RD QTR 2019 450 ROUND	100-31-53270-221-000	770.85
10/04/2019	188406	CITY TREASURER - WAT	640940-0930	09/30/2019	PW-3RD QTR 2019 ST -450 ROU	100-31-53270-226-000	1,543.67
10/04/2019	188406	CITY TREASURER - WAT	640940-0930	09/30/2019	PW-3RD QTR 2019 WT/SW-BRIA	100-31-51630-221-000	17.63
10/04/2019	188406	CITY TREASURER - WAT	640940-0930	09/30/2019	PW-3RD QTR 2019-ST-BRIAR S	100-31-51630-226-000	2,145.64
10/04/2019	188406	CITY TREASURER - WAT	721310-0930	09/30/2019	PK-2ND QTR 2019-POOL-WATE	100-53-55420-221-000	1,121.04
10/04/2019	188406	CITY TREASURER - WAT	721310-0930	09/30/2019	PK-2ND QTR 2019-POOL-ST	100-53-55420-226-000	664.74
10/04/2019	188406	CITY TREASURER - WAT	721310-0930	09/30/2019	PK-2ND QTR 2019-731 RIDGE-W	100-52-55200-221-000	168.40
10/04/2019	188406	CITY TREASURER - WAT	721310-0930	09/30/2019	PK-2ND QTR 2019-MRE-WATER/	100-52-55200-221-000	317.43
10/04/2019	188406	CITY TREASURER - WAT	721310-0930	09/30/2019	PK-2ND QTR 2019-MRE-ST	100-52-55200-226-000	51.70
10/04/2019	188406	CITY TREASURER - WAT	721310-0930	09/30/2019	PK-2ND QTR 2019-217 1ST/ZAN	100-52-55200-221-000	157.76
10/04/2019	188406	CITY TREASURER - WAT	721310-0930	09/30/2019	PK-2ND QTR 2019-LANGER PK	100-52-55200-221-000	43.38
10/04/2019	188406	CITY TREASURER - WAT	721310-0930	09/30/2019	PK-2ND QTR 2019-MILL RACE S	100-52-55200-221-000	77.45
10/04/2019	188406	CITY TREASURER - WAT	721310-0930	09/30/2019	PK-2ND QTR 2019-MILL RACE S	100-52-55200-226-000	183.42
10/04/2019	188406	CITY TREASURER - WAT	920990-0930	09/30/2019	PK-3RD QTR 2019-STEINHORS	100-52-55200-221-000	378.48
10/04/2019	188406	CITY TREASURER - WAT	920990-0930	09/30/2019	PK-3RD QTR 2019-STEINHORS	100-52-55200-226-000	125.56
10/04/2019	188406	CITY TREASURER - WAT	920990-0930	09/30/2019	PK-3RD QTR 2019-STEINHORS	100-52-55200-221-000	151.45
10/04/2019	188406	CITY TREASURER - WAT	920990-0930	09/30/2019	PK-3RD QTR 2019-ATTRIDGE C	100-52-55200-221-000	33.38
10/04/2019	188406	CITY TREASURER - WAT	920990-0930	09/30/2019	PK-3RD QTR 2019-1100 WALNU	100-52-55200-221-000	343.63
10/04/2019	188406	CITY TREASURER - WAT	920990-0930	09/30/2019	PK-3RD QTR 2019-1100 WALNU	100-52-55200-226-000	777.99
10/04/2019	188406	CITY TREASURER - WAT	920990-0930	09/30/2019	PK-3RD QTR 2019-PIERCE FIEL	100-52-55200-221-000	243.71
10/04/2019	188406	CITY TREASURER - WAT	920990-0930	09/30/2019	PK-3RD QTR 2019-HOCKEY PAV	100-52-55200-221-000	231.57
10/04/2019	188406	CITY TREASURER - WAT	942125 0930	09/30/2019	CITY HALL-3RD QTR 2019-WAT	100-11-51640-221-000	390.84
10/04/2019	188406	CITY TREASURER - WAT	942125 0930	09/30/2019	CITY HALL-3RD QTR 2019-ST	100-11-51640-226-000	369.30
10/04/2019	188406	CITY TREASURER - WAT	942125 0930	09/30/2019	3RD QTR 2019-LAND-FOR SALE	460-10-56800-226-000	12.31
10/04/2019	188406	CITY TREASURER - WAT	942125 0930	09/30/2019	CITY HALL-3RD QTR 2019-TIF 8	380-10-56600-226-000	551.66
Total 188406:							15,658.42
<b>188407</b>							
10/04/2019	188407	CLANCY SYSTEMS	BW1908	09/20/2019	PD- CLANCY SUPPORT	100-20-52110-270-000	616.38
Total 188407:							616.38
<b>188408</b>							
10/04/2019	188408	COFFEE BEAN CONNEC	026090	09/20/2019	CITY-ADMIN RECRUIT INTERVI	100-14-51430-215-000	23.75
10/04/2019	188408	COFFEE BEAN CONNEC	026091	09/21/2019	ADMIN-COFFEE & CUPS FOR R	100-14-51430-215-000	17.70
Total 188408:							41.45
<b>188409</b>							
10/04/2019	188409	CONTRACTOR SUPPLY	16438	09/17/2019	ZOO-BEAVER EXHIBIT	100-52-55410-280-000	29.97
10/04/2019	188409	CONTRACTOR SUPPLY	16456	09/18/2019	ZOO-BEAVER EXHIBIT CONSTR	870-52-55410-861-000	29.25
Total 188409:							59.22
<b>188410</b>							
10/04/2019	188410	D.L. GASSER CONSTRU	5000021572	09/17/2019	PW-2.080 TON HOT MIX	100-31-53300-371-000	108.68

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10/04/2019	188410	D.L. GASSER CONSTRU	5000021584	09/18/2019	PW-5.93 TON HOT MIX	100-31-53300-371-000	309.84
Total 188410:							418.52
<b>188411</b>							
10/04/2019	188411	DEAN BLUM EXCAVATIN	7932	09/09/2019	PW-TOPSOIL	950-36-83600-377-000	456.00
Total 188411:							456.00
<b>188412</b>							
10/04/2019	188412	DELLS-MAID CLEANING	1396	09/24/2019	FD -SEPT CLEANING SERVIC	100-21-51610-260-000	350.00
Total 188412:							350.00
<b>188413</b>							
10/04/2019	188413	Deshayes, Remy	2019000001	09/09/2019	CLK-REFUND DESHAYES OPER	100-10-44120-000	87.00
Total 188413:							87.00
<b>188414</b>							
10/04/2019	188414	DOG WASTE DEPOT	300001	09/19/2019	PK-DOG WASTE BAGS	100-52-55200-340-000	279.01
Total 188414:							279.01
<b>188415</b>							
10/04/2019	188415	DON-RICK INSURANCE I	576840	07/08/2019	FD - ADD VEHICLE INSURANCE	100-21-52200-510-000	45.00
Total 188415:							45.00
<b>188416</b>							
10/04/2019	188416	GENERAL COMMUNICATI	274552	09/30/2019	FD - EQUIPMENT VEHICLE INST	420-21-52200-810-000	4,088.83
Total 188416:							4,088.83
<b>188417</b>							
10/04/2019	188417	GOLDEN NEEDLE EMBR	0030761	09/11/2019	REC-SOCCER SHIRTS	870-53-55300-300-000	1,054.90
10/04/2019	188417	GOLDEN NEEDLE EMBR	0030777	09/20/2019	REC-SOCCER SHIRTS	100-53-55300-346-080	68.50
10/04/2019	188417	GOLDEN NEEDLE EMBR	0030802	09/27/2019	REC-SOCCER SHIRT	100-53-55300-346-080	8.00
Total 188417:							1,131.40
<b>188418</b>							
10/04/2019	188418	GUNTA LAW OFFICES S.	10164	07/31/2019	ATTY-FISCHER-PRE-LIT SERVIC	100-13-51300-215-000	105.00
Total 188418:							105.00
<b>188419</b>							
10/04/2019	188419	HARDY, MICHAEL	100219	10/02/2019	PK-HARDY MILEAGE UW-EXTE	100-52-55200-320-000	59.74
10/04/2019	188419	HARDY, MICHAEL	100219-2	10/02/2019	PK-GRT SAUK TRAIL MTG MILE	100-52-55200-330-000	20.30
Total 188419:							80.04
<b>188420</b>							
10/04/2019	188420	HARTJE TIRE & SERVICE	40-67696	09/18/2019	PW-REPAIRED FRONT TIRE ON	950-36-81000-341-000	864.80

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Total 188420:							864.80
<b>188421</b>							
10/04/2019	188421	HOLIDAY WHOLESale	9154746	09/27/2019	PW-TOWELS; DISPENSER; SOA	100-31-53270-340-000	277.28
Total 188421:							277.28
<b>188422</b>							
10/04/2019	188422	HUB CHEMICAL CO INC	5307	09/19/2019	ZOO-DISINFECTANT	100-52-55410-340-000	80.00
Total 188422:							80.00
<b>188423</b>							
10/04/2019	188423	JEFFERSON FIRE & SAF	IN110269	09/24/2019	FD - TRUCK WASH	100-21-52200-340-000	75.00
Total 188423:							75.00
<b>188424</b>							
10/04/2019	188424	JOHN DEERE FINANCIAL	14808-09251	09/25/2019	AIR-SEPT 2019 FUEL	630-35-53510-348-000	257.23
Total 188424:							257.23
<b>188425</b>							
10/04/2019	188425	JVC BARABOO LLC	986	09/20/2019	CITY-ADMIN RECRUITMENT CA	100-14-51430-215-000	837.80
Total 188425:							837.80
<b>188426</b>							
10/04/2019	188426	KLEENMARK	184653	09/10/2019	CC-CLEANING SUPPLIES	100-52-55130-340-000	38.16
Total 188426:							38.16
<b>188427</b>							
10/04/2019	188427	LANDS END BUSINESS O	SIN7763616	09/16/2019	PD- RINGSTAD UNIFORM SHIR	100-20-52130-346-000	51.90
Total 188427:							51.90
<b>188428</b>							
10/04/2019	188428	LUND, NATE	REIMB22210	10/02/2019	PD- CAMPING WORLD GUN HO	100-20-52110-346-000	20.80
Total 188428:							20.80
<b>188429</b>							
10/04/2019	188429	MCFARLANES INC	31861	09/20/2019	FD - CHAINSAW REPAIR/PARTS	100-21-52200-250-000	164.28
10/04/2019	188429	MCFARLANES INC	IV31500	09/19/2019	PW-STIHL 420 CHOP SAW REPA	100-31-53240-350-000	270.92
Total 188429:							435.20
<b>188430</b>							
10/04/2019	188430	MINUTEMAN PRESS-BAR	41593	09/23/2019	PD- CARDS FOR DEFIEL	100-20-52130-310-000	38.88
Total 188430:							38.88
<b>188431</b>							
10/04/2019	188431	MSA PROFESSIONAL SE	350330-43	09/19/2019	ENG-LANDFILL MONITORING J	100-31-53630-215-000	4,994.94

Check Issue Date	Check Number	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount
10/04/2019	188431	MSA PROFESSIONAL SE	351120-4	09/27/2019	POOL-STUDY	430-53-55420-861-000	3,580.00
10/04/2019	188431	MSA PROFESSIONAL SE	351150-5	09/19/2019	ENG-2019 STREET IMP(WASHI	430-30-57330-215-000	2,759.12
10/04/2019	188431	MSA PROFESSIONAL SE	351150-5	09/19/2019	ENG-2019 STREET IMPROVE (L	430-30-57330-215-000	3,112.82
10/04/2019	188431	MSA PROFESSIONAL SE	351170-3	09/17/2019	ENG-BLDG INSP 8/4/19 - 8/31/19	100-22-52400-215-000	3,019.28
Total 188431:							17,466.16
<b>188432</b>							
10/04/2019	188432	NAPA AUTO PARTS	361151	09/11/2019	PK-OIL	100-52-55200-348-000	150.36
10/04/2019	188432	NAPA AUTO PARTS	361204	09/11/2019	PK-FUEL FILTER MOWER	100-52-55200-250-000	6.43
10/04/2019	188432	NAPA AUTO PARTS	361613	09/17/2019	PK-TRUCK FILTER	100-52-55200-240-000	7.76
10/04/2019	188432	NAPA AUTO PARTS	361891	09/19/2019	PW-#15; OIL FILTER; HOSE FITT	100-31-53240-350-000	40.08
10/04/2019	188432	NAPA AUTO PARTS	361905	09/19/2019	PW-AIR FILTERS (STOCK)	100-31-53240-350-000	96.40
10/04/2019	188432	NAPA AUTO PARTS	361906	09/19/2019	PW-GOLD FUEL FILTER (STOCK)	100-31-53240-350-000	11.12
10/04/2019	188432	NAPA AUTO PARTS	362000	09/20/2019	PW-#17 JUNCTION BOX	100-31-53240-350-000	33.98
10/04/2019	188432	NAPA AUTO PARTS	362136	09/23/2019	PW-#17; PLUGS	100-31-53240-350-000	12.96
10/04/2019	188432	NAPA AUTO PARTS	362146	09/23/2019	PW-PRI WIRE (SHOP)	100-31-53240-350-000	58.00
Total 188432:							417.09
<b>188433</b>							
10/04/2019	188433	NEATOS HOLDINGS LLC	0422-43	09/20/2019	ADMIN-DONUTS-ADMIN RECRU	100-14-51430-215-000	30.00
Total 188433:							30.00
<b>188434</b>							
10/04/2019	188434	ODONNELLS TRUCK & B	81286	09/16/2019	PW-TRIP TO WM CHECK AIR LE	100-31-53635-240-000	334.41
Total 188434:							334.41
<b>188435</b>							
10/04/2019	188435	OFFICE DEPOT INC	3747089940	09/10/2019	PD- SD MEMORY CARDS	100-20-52130-310-000	50.97
Total 188435:							50.97
<b>188436</b>							
10/04/2019	188436	PEI - PERSONNEL EVALU	32934	06/30/2019	PD- PEP TEST STATZ	100-20-52110-215-000	20.00
Total 188436:							20.00
<b>188437</b>							
10/04/2019	188437	QUILL CORPORATION	1325715	09/19/2019	PK-OFFICE SUPPLIES	100-52-55200-310-000	173.60
10/04/2019	188437	QUILL CORPORATION	1370018	09/23/2019	PK-OFFICE SUPPLY	100-52-55200-310-000	25.10
10/04/2019	188437	QUILL CORPORATION	1372931	09/23/2019	CC-CALCULATOR	100-53-55300-310-000	41.99
10/04/2019	188437	QUILL CORPORATION	1388608	09/23/2019	PK-OFFICE SUPPLIES	100-52-55200-310-000	15.58
10/04/2019	188437	QUILL CORPORATION	1439103	09/25/2019	REC-STOPWATCHES	100-53-55300-340-000	33.59
10/04/2019	188437	QUILL CORPORATION	1481631	09/26/2019	CC-BATTERY BACKUP	100-52-55130-340-000	84.99
10/04/2019	188437	QUILL CORPORATION	1496026	09/26/2019	PK-DESK STRIP	100-52-55200-340-000	22.99
Total 188437:							397.84
<b>188438</b>							
10/04/2019	188438	REEDSBURG UTILITY CO	26578-09201	09/20/2019	CITY-SEPT 2019 INTERNET	100-10-51450-250-000	289.95
Total 188438:							289.95

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10/04/2019	188439	REINDERS INC.	2272836-00	09/17/2019	PK-FERTILIZER	100-52-55200-345-000	844.00
Total 188439:							844.00
10/04/2019	188440	RELX INC. DBA LEXISNE	3092188570	08/31/2019	ATTY-AUG 2019 SUBSCRIPTION	100-13-51300-320-000	175.00
Total 188440:							175.00
10/04/2019	188441	RICOH USA INC	5057576487	09/13/2019	CITY-SEPT 2019 COPIES	100-11-51500-250-000	284.01
Total 188441:							284.01
10/04/2019	188442	SCHROFER, DAVID	070119	07/01/2019	FD-RETIREMENT 10 YRS, 6 MO	900-21-52200-300-000	3,960.42
Total 188442:							3,960.42
10/04/2019	188443	SHIMON, JEFFERY	REIMB23009	09/30/2019	PD- MEALS BACKGROUND CHE	100-20-52120-330-000	36.24
10/04/2019	188443	SHIMON, JEFFERY	REIMB23009	09/30/2019	PD- GALLS PANTS & HEMMING	100-20-52120-346-000	83.31
Total 188443:							119.55
10/04/2019	188444	SHRED-IT USA	812807962	09/22/2019	CITY-2 TOTES SHREDDING	100-11-51640-260-000	62.66
10/04/2019	188444	SHRED-IT USA	812807962	09/22/2019	PD-2 TOTES SHREDDING	100-20-52110-270-000	62.65
Total 188444:							125.31
10/04/2019	188445	SNAP-ON INDUSTRIAL	ARV/412779	09/18/2019	PW-3/8 DR 80T MULTI POS RAT	100-31-53240-340-000	79.28
10/04/2019	188445	SNAP-ON INDUSTRIAL	ARV/413225	09/21/2019	PW-OSH16B 6PT 1/2 IN STD CO	100-31-53240-340-000	18.75
Total 188445:							98.03
10/04/2019	188446	STAN'S INDUSTRIAL WO	29204	08/16/2019	ENG-HARDWOOD LATH; STAKE	100-30-53100-340-000	936.78
Total 188446:							936.78
10/04/2019	188447	STATZ, JOHN OR KATHY	REIMB24509	09/30/2019	PD- STATZ MEALS MADISON TR	100-20-52110-320-000	24.03
Total 188447:							24.03
10/04/2019	188448	STREICHERS	I1387130/CM	09/11/2019	PD- DUTY HELMETS-ERT	100-20-52110-392-400	4,040.00
10/04/2019	188448	STREICHERS	I1388490	09/18/2019	FD - UNIFORM PANTS KEVIN	100-21-52200-346-000	119.98
Total 188448:							4,159.98
10/04/2019	188449	TASC	IN1589906	09/17/2019	ADMINISTRATION FEES	100-00-15610-000	3.10

Check Issue Date	Check Number	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount
10/04/2019	188449	TASC	IN1589906	09/17/2019	ADMINISTRATION FEES	100-00-15640-000	11.06
10/04/2019	188449	TASC	IN1589906	09/17/2019	ADMINISTRATION FEE	100-11-51420-136-000	5.31
10/04/2019	188449	TASC	IN1589906	09/17/2019	ADMINISTRATION FEE	100-11-51500-136-000	5.31
10/04/2019	188449	TASC	IN1589906	09/17/2019	ADMINISTRATION FEE	100-14-51400-136-000	10.62
10/04/2019	188449	TASC	IN1589906	09/17/2019	ADMINISTRATION FEE	100-20-52110-136-000	31.86
10/04/2019	188449	TASC	IN1589906	09/17/2019	ADMINISTRATION FEE	100-31-53230-136-000	26.55
10/04/2019	188449	TASC	IN1589906	09/17/2019	ADMINISTRATION FEE	100-30-53100-136-000	5.31
10/04/2019	188449	TASC	IN1589906	09/17/2019	ADMINISTRATION FEE	100-52-55200-136-000	21.24
10/04/2019	188449	TASC	IN1589906	09/17/2019	ADMINISTRATION FEE	950-36-85000-136-000	1.77
10/04/2019	188449	TASC	IN1589906	09/17/2019	ADMINISTRATION FEES	100-51-55110-136-000	21.24
10/04/2019	188449	TASC	IN1589906	09/17/2019	ADMINISTRATION FEES	100-20-52130-136-000	5.31
Total 188449:							148.68
<b>188450</b>							
10/04/2019	188450	TERRYTOWN PLUMBING	149044	09/25/2019	ZOO-PLUMBING SUPPLY	100-52-55410-340-000	146.80
Total 188450:							146.80
<b>188451</b>							
10/04/2019	188451	THE SHOE BOX	74905	09/21/2019	PW - DAVID SMITH BOOTS	100-31-53230-319-000	150.00
Total 188451:							150.00
<b>188452</b>							
10/04/2019	188452	TOP PACK DEFENSE	2790	09/23/2019	PD- SHIMON CREDIT FOR BELT	100-20-52120-346-000	122.48-
10/04/2019	188452	TOP PACK DEFENSE	2797	09/20/2019	PD- VEST NICK DEFIEL	100-20-52110-392-610	875.00
10/04/2019	188452	TOP PACK DEFENSE	2797	09/20/2019	PD- DEFIEL FLASHLIGHT, UNIF	100-20-52110-346-000	322.46
10/04/2019	188452	TOP PACK DEFENSE	2820	07/31/2019	PD- CREIGHTON VEST	100-20-52110-392-610	875.00
10/04/2019	188452	TOP PACK DEFENSE	2821	07/02/2019	PD- CREIGHTON ERT SHIRTS	100-20-52110-346-000	148.47
10/04/2019	188452	TOP PACK DEFENSE	2822	07/02/2019	PD- WEPKING VEST	100-20-52110-392-610	875.00
10/04/2019	188452	TOP PACK DEFENSE	2823	07/02/2019	PD- CREIGHTON & WEPKING V	100-20-52110-346-000	400.00
Total 188452:							3,373.45
<b>188453</b>							
10/04/2019	188453	TRADITIONAL CONCRET	4539	09/10/2019	PW-WATER & ASH KNOCKDOW	100-31-53420-270-000	1,830.00
Total 188453:							1,830.00
<b>188454</b>							
10/04/2019	188454	US CELLULAR	0329747270	09/08/2019	MAYOR-AUG 2019 CELL PHONE	100-10-51410-220-000	42.50
10/04/2019	188454	US CELLULAR	0329747270	09/08/2019	CLK-AUG 2019 CELL PHONE	100-11-51640-220-000	26.50
10/04/2019	188454	US CELLULAR	0329747270	09/08/2019	WATER-WADE- AUG 2019 CELL	100-00-15640-000	37.80
10/04/2019	188454	US CELLULAR	0329747270	09/08/2019	FD-AUG 2019 CELL PHONE	100-21-52200-220-000	207.95
10/04/2019	188454	US CELLULAR	0329747270	09/08/2019	ENG-AUG 2019 CELL PHONE	100-30-53100-220-000	77.00
10/04/2019	188454	US CELLULAR	0329747270	09/08/2019	INSP-AUG 2019 CELL PHONE	100-22-52400-220-000	27.63
10/04/2019	188454	US CELLULAR	0329747270	09/08/2019	PD-AUG 2019 CELL PHONE	100-20-52110-220-000	235.20
10/04/2019	188454	US CELLULAR	0329747270	09/08/2019	CC-AUG 2019 CELL PHONE	100-52-55130-220-000	.91
10/04/2019	188454	US CELLULAR	0329747270	09/08/2019	LIB-AUG 2019 CELL PHONE	100-51-55110-220-000	38.50
10/04/2019	188454	US CELLULAR	0329747270	09/08/2019	CDA- AUG 2019 CELL PHONE	100-00-15980-000	38.00
10/04/2019	188454	US CELLULAR	0329747270	09/08/2019	FD-AUG 2019 DOORBELL	100-21-51610-220-000	54.38
10/04/2019	188454	US CELLULAR	0329747270	09/08/2019	ZOO-AUG 2019 CELL PHONE	100-52-55410-220-000	1.82
Total 188454:							788.19

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<b>188455</b>							
10/04/2019	188455	VERIZON WIRELESS	9838707028	09/23/2019	FORESTRY-TABLET WIFI	100-52-56110-250-000	40.01
10/04/2019	188455	VERIZON WIRELESS	9838734134	09/23/2019	PD- SQUAD MODEMS (12)	100-20-52110-270-000	440.11
10/04/2019	188455	VERIZON WIRELESS	9838734134	09/23/2019	PD- SQUAD PHONE SERVICE	100-20-52110-220-000	429.84
Total 188455:							909.96
<b>188456</b>							
10/04/2019	188456	WALDSCHMIDT AND SON	54562	09/27/2019	ZOO - ANIMAL FEED	100-52-55410-342-000	44.01
Total 188456:							44.01
<b>188457</b>							
10/04/2019	188457	WALMART	7287-092419	09/24/2019	ZOO-CLEANING SUPPLY	100-52-55410-340-000	42.29
Total 188457:							42.29
<b>188458</b>							
10/04/2019	188458	WEAVER AUTO PARTS-B	10IN052321	09/18/2019	PW-TOW LIGHT KIT #13	100-31-53240-350-000	41.00
Total 188458:							41.00
<b>188459</b>							
10/04/2019	188459	WEYHS WINDOW WASHI	10319	10/03/2019	CITY-WINDOW WASHING BUILD	100-11-51640-260-000	1,296.00
Total 188459:							1,296.00
<b>188460</b>							
10/04/2019	188460	WICHNER, MARK	REIMB21009	09/21/2019	PD- CENTER MASS- MAG POU	100-20-52110-346-000	56.98
10/04/2019	188460	WICHNER, MARK	REIMB21009	09/21/2019	PD-LA POLICE GEAR HANDCU	100-20-52110-346-000	45.01
Total 188460:							101.99
<b>188461</b>							
10/04/2019	188461	WIS DEPT OF REVENUE	56-206 2019	09/12/2019	CLK-MANUFACTURING ASSES	100-11-51530-215-000	2,387.94
Total 188461:							2,387.94
<b>188462</b>							
10/04/2019	188462	WRPQ RADIO	19090065	09/30/2019	CITY-SEPT 2019 CABLE CHANN	100-10-55370-215-000	2,111.10
Total 188462:							2,111.10
<b>188463</b>							
10/04/2019	188463	Yngsdal, Andrew	081219	08/12/2019	FD-RETIREMENT 10 YRS,8 MOS	900-21-52200-300-000	4,003.09
Total 188463:							4,003.09
<b>188464</b>							
10/04/2019	188464	ZARNOTH BRUSH WORK	0177029-IN	09/09/2019	PW-SWEEPER BROOMS	950-36-81000-340-000	1,115.35
Total 188464:							1,115.35
<b>7002071</b>							
10/04/2019	7002071	BUSINESS MANAGEMEN	2019 RENE	10/01/2019	CLK-PAYROLL LEGAL ALERT SU	100-11-51420-320-000	147.00

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Total 7002071:							147.00
<b>7002072</b>							
10/04/2019	7002072	CAPITAL NEWSPAPERS	1659076	09/06/2019	CLK-ORDINANCES 2557-2558	100-10-51100-210-000	11.44
10/04/2019	7002072	CAPITAL NEWSPAPERS	1659887	09/13/2019	COUNCIL-MINUTES 8/13/19	100-10-51100-210-000	30.00
10/04/2019	7002072	CAPITAL NEWSPAPERS	1660184	09/13/2019	ENG-PUB HRG-CONDITIONAL U	100-14-56300-210-000	28.42
10/04/2019	7002072	CAPITAL NEWSPAPERS	1661361	09/18/2019	COUNCIL-ORD 2529	100-10-51100-210-000	8.54
10/04/2019	7002072	CAPITAL NEWSPAPERS	1662078	09/24/2019	ENG-PUB HEARING-REINHARD	100-14-56300-210-000	43.64
10/04/2019	7002072	CAPITAL NEWSPAPERS	1662660	09/24/2019	CLK-8-27-2019 COUNCIL MINUT	100-10-51100-210-000	23.04
Total 7002072:							145.08
<b>7002073</b>							
10/04/2019	7002073	CROELL REDI-MIX INC	385954	09/19/2019	PW-3/4 AGGREGATE 7.50 C.Y; 4	100-31-53450-410-000	1,113.75
10/04/2019	7002073	CROELL REDI-MIX INC	386357	09/20/2019	PW-4TH ST PARKING LOT AGG	100-31-53450-410-000	782.50
10/04/2019	7002073	CROELL REDI-MIX INC	387418	09/24/2019	ZOO-BEAVER POND	870-52-55410-861-000	402.50
Total 7002073:							2,298.75
<b>7002074</b>							
10/04/2019	7002074	DINGES FIRE COMPANY	03590	09/27/2019	FD - REPAIR GAS METER	100-21-52200-250-000	95.00
10/04/2019	7002074	DINGES FIRE COMPANY	03643	10/01/2019	FD - CALIBRATE GAS DETECTO	100-21-52200-250-000	275.00
Total 7002074:							370.00
<b>7002075</b>							
10/04/2019	7002075	GLACIER VALLEY FORD I	95599	08/27/2019	PD- #47 OIL CHANGE & FILTER	100-20-52110-240-000	24.98
10/04/2019	7002075	GLACIER VALLEY FORD I	95764	09/05/2019	PD- BLK FUSION, OIL CHANGE	100-20-52110-240-000	158.97
10/04/2019	7002075	GLACIER VALLEY FORD I	95781	09/06/2019	PD- #44 OIL CHANGE, NEW BAT	100-20-52110-240-000	174.21
10/04/2019	7002075	GLACIER VALLEY FORD I	95811	09/09/2019	PD- SQUAD OIL CHANGE & TIR	100-20-52110-240-000	40.23
10/04/2019	7002075	GLACIER VALLEY FORD I	96020	09/19/2019	PD- # 43 OIL CHANGE, TIRES, N	100-20-52110-240-000	105.15
10/04/2019	7002075	GLACIER VALLEY FORD I	96125	09/25/2019	PD- #42 OIL CHANGE & TIRE R	100-20-52110-240-000	40.23
Total 7002075:							543.77
<b>7002076</b>							
10/04/2019	7002076	GORDON FLESCH	IN12716625	09/15/2019	FD-AUG 2019 COPIER SERVICE	100-21-52200-310-000	67.93
Total 7002076:							67.93
<b>7002077</b>							
10/04/2019	7002077	HILLS WIRING INC	74411	09/18/2019	PW-AUGUST LIGHT CHECK HW	100-31-53420-270-000	1,187.92
10/04/2019	7002077	HILLS WIRING INC	74412	09/18/2019	PW-SEPT LIGHT CHECK DOWN	100-31-53420-270-000	727.22
10/04/2019	7002077	HILLS WIRING INC	74442	09/20/2019	AIR-INSTL LIGHTING ON NEW R	630-35-53510-821-000	2,494.37
10/04/2019	7002077	HILLS WIRING INC	74468	09/25/2019	ZOO-OFFICE ELECTRIC REPAI	100-52-55410-260-000	105.00
Total 7002077:							4,514.51
<b>7002078</b>							
10/04/2019	7002078	MENARDS - BARABOO	20126-31900	09/09/2019	ZOO-BEAVER EXHIBIT POND	870-52-55410-861-000	90.68
10/04/2019	7002078	MENARDS - BARABOO	20339-31900	09/12/2019	PK - MOLE CONTROL	100-52-55200-340-000	44.85
10/04/2019	7002078	MENARDS - BARABOO	20339-31900	09/12/2019	PK - SOCCER GOAL REPAIR	100-52-55200-350-000	47.94
10/04/2019	7002078	MENARDS - BARABOO	20665-31900	09/16/2019	PK-PREMIX FUEL	100-52-55200-348-000	56.97
10/04/2019	7002078	MENARDS - BARABOO	20665-31900	09/16/2019	PK-PICNIC TABLE REPAIRS	100-52-55200-350-000	60.19
10/04/2019	7002078	MENARDS - BARABOO	20754-31900	09/17/2019	PW-SOLID THHN (NEW STORA	100-31-51630-822-000	149.97

Check Issue Date	Check Number	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount
10/04/2019	7002078	MENARDS - BARABOO	20764-31900	09/17/2019	ZOO-EXHIBIT REPAIRS	100-52-55410-280-000	244.26
10/04/2019	7002078	MENARDS - BARABOO	20930-31900	09/19/2019	PK-PICNIC TABLE REPAIRS	100-52-55200-350-000	29.33
10/04/2019	7002078	MENARDS - BARABOO	20976-31900	09/19/2019	ZOO-SUPPLIES	100-52-55410-340-000	27.04
10/04/2019	7002078	MENARDS - BARABOO	20976-31900	09/19/2019	ZOO-FEED	100-52-55410-342-000	136.60
10/04/2019	7002078	MENARDS - BARABOO	21030-31900	09/20/2019	PW-SWITCH FOR CORE DRILL	100-31-53300-364-000	4.99
10/04/2019	7002078	MENARDS - BARABOO	21294-31900	09/24/2019	PK-PICNIC TABLE REPAIR	100-52-55200-280-000	282.95
10/04/2019	7002078	MENARDS - BARABOO	21307-31900	09/24/2019	PW-LOCKING RECPTCLE; GRO	100-31-51630-822-000	69.77
10/04/2019	7002078	MENARDS - BARABOO	21398-31900	09/25/2019	PW-CHASE NIPPLE; METAL LB	100-31-51630-822-000	11.43
10/04/2019	7002078	MENARDS - BARABOO	21433-31900	09/25/2019	CC-MEETING ROOM CARPETIN	100-52-55130-260-000	2,067.12
10/04/2019	7002078	MENARDS - BARABOO	21433-31900	09/25/2019	CC-FLASHLIGHT	100-52-55130-340-000	14.99
10/04/2019	7002078	MENARDS - BARABOO	21474-31900	09/26/2019	PW-LOCKING RECPTCLE; TWIS	100-31-51630-822-000	199.14
10/04/2019	7002078	MENARDS - BARABOO	21475-31900	09/26/2019	PW-CONCRTE BLOCK; CUP WH	100-31-51630-350-000	62.74
10/04/2019	7002078	MENARDS - BARABOO	21506-31900	09/26/2019	ZOO-REBAR	100-52-55410-280-000	86.45
10/04/2019	7002078	MENARDS - BARABOO	21513-31900	09/26/2019	PW-DRYWALL HOLE FILLER	100-31-53270-350-000	3.86
Total 7002078:							3,691.27
Grand Totals:							119,966.66

FINANCE COMMITTEE APPROVAL:

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 (Chairman)

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 (Date)

Check Issue Date	Check Number	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount
<b>188394</b>							
09/27/2019	188394	COLUMBIA VEHICLE GR	1056593	09/23/2019	PD- BATTERIES FOR PAR CAR	100-20-52110-240-000	1,200.00
Total 188394:							1,200.00
Grand Totals:							1,200.00

FINANCE COMMITTEE APPROVAL:

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(Chairman)

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Check Issue Date	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount
<b>16340</b>						
09/30/2019	ALLIANT ENERGY	S608212SEP	09/13/2019	SEWER-MANCHESTER SLUDGE	960-36-82710-222-000	17.63
09/30/2019	ALLIANT ENERGY	S608212SEP	09/13/2019	SEWER-8TH ST GRINDER PUMP	960-36-83200-222-000	19.58
09/30/2019	ALLIANT ENERGY	S608212SEP	09/13/2019	SEWER-WEST GARAGE	960-36-82100-222-000	16.51
09/30/2019	ALLIANT ENERGY	S608212SEP	09/13/2019	SEWER-MANCHESTER CONTROL	960-36-82100-222-000	8,133.58
09/30/2019	ALLIANT ENERGY	S608212SEP	09/13/2019	SEWER-MANCHESTER CONTROL	960-36-82710-222-000	609.57
09/30/2019	ALLIANT ENERGY	S608212SEP	09/13/2019	SEWER-POTTER ST LIFTSTATION	960-36-83200-222-000	33.60
09/30/2019	ALLIANT ENERGY	S608212SEP	09/13/2019	SEWER-HEADWORKS BLDG	960-36-82200-222-000	17.01
09/30/2019	ALLIANT ENERGY	S608212SEP	09/13/2019	SEWER-ST RD 33 LIFTSTATION	960-36-83200-222-000	72.77
09/30/2019	ALLIANT ENERGY	W082330SE	09/12/2019	WATER-MINE RD TOWER	970-37-66500-222-000	94.30
09/30/2019	ALLIANT ENERGY	W082330SE	09/12/2019	WATER-WELL NO. 6-SAUK AVE	970-37-62300-222-000	2,515.33
09/30/2019	ALLIANT ENERGY	W082330SE	09/12/2019	WATER-WELL NO. 6-SAUK AVE	970-37-66500-223-000	16.59
09/30/2019	ALLIANT ENERGY	W082330SE	09/12/2019	WATER-EAST ST TOWER	970-37-66500-222-000	45.81
09/30/2019	ALLIANT ENERGY	W082330SE	09/12/2019	WA-BARNHART TOWER@COMM PKW	970-37-66500-222-000	29.81
09/30/2019	ALLIANT ENERGY	W082330SE	09/12/2019	WATER-WELL NO. 7-801 GALL RD	970-37-62300-222-000	3,482.71
09/30/2019	ALLIANT ENERGY	W082330SE	09/12/2019	WATER-WELL NO. 7-801 GALL RD	970-37-66500-223-000	16.12
09/30/2019	ALLIANT ENERGY	W082330SE	09/12/2019	WATER-WELL NO. 4-7TH ST	970-37-62300-222-000	2,175.76
09/30/2019	ALLIANT ENERGY	W082330SE	09/12/2019	WATER-WELL NO. 4-7TH ST	970-37-66500-223-000	19.26
09/30/2019	ALLIANT ENERGY	W082330SE	09/12/2019	WATER-WELL NO. 8-721 2ND AVE	970-37-62300-222-000	2,449.08
09/30/2019	ALLIANT ENERGY	W082330SE	09/12/2019	WATER-WELL NO. 8-721 2ND AVE	970-37-66500-223-000	16.12
09/30/2019	ALLIANT ENERGY	W082330SE	09/12/2019	WATER-MOORE ST TOWER	970-37-66500-222-000	38.87
09/30/2019	ALLIANT ENERGY	W082330SE	09/12/2019	WATER-OAK ST HI-LIFT STATION	970-37-62300-222-000	448.92
09/30/2019	ALLIANT ENERGY	W082330SE	09/12/2019	WATER-OAK ST HI-LIFT STATION	970-37-66500-223-000	19.57
09/30/2019	ALLIANT ENERGY	W082330SE	09/12/2019	WATER-BIRCH ST TOWER-RADIO BLD	970-37-66500-222-000	54.77
09/30/2019	ALLIANT ENERGY	W082330SE	09/12/2019	WATER-COMM AVE BOOSTER STATI	970-37-62300-222-000	184.75
09/30/2019	ALLIANT ENERGY	W082330SE	09/12/2019	WATER-COMM AVE BOOSTER STATI	970-37-66500-223-000	38.82
09/30/2019	ALLIANT ENERGY	W082330SE	09/12/2019	WATER-WELL NO. 2-722 HILL ST	970-37-62300-222-000	774.85
09/30/2019	ALLIANT ENERGY	W799954AU	08/27/2019	WATER-BIRCH ST TOWER-RADIO BLD	970-37-66500-222-000	40.28
Total 16340:						21,381.97
<b>16341</b>						
09/30/2019	BARABOO POWER EQUIPMENT	W68438	09/24/2019	WA-CAP/OIL: GAS WATER PUMP	970-37-93200-250-000	10.55
Total 16341:						10.55
<b>16342</b>						
09/30/2019	CARDMEMBER SERVICE	W09132019	09/13/2019	WATER-DNR SAMPLE MAILING	970-37-64300-343-000	92.10
Total 16342:						92.10
<b>16343</b>						
09/30/2019	CENTURYLINK	S301299619	09/17/2019	SE-PHONE/INTERNET #301299619	960-36-85100-220-000	41.61
09/30/2019	CENTURYLINK	S301299619	09/17/2019	SE-PHONE/INTERNET #301299619	960-36-85100-250-000	63.94
09/30/2019	CENTURYLINK	W301217861	09/17/2019	WATER-PHONE-ACCT 301217861	970-37-66500-220-000	6.93
09/30/2019	CENTURYLINK	W301217861	09/17/2019	WATER-PHONE-ACCT 301217861	970-37-92100-220-000	6.94
Total 16343:						119.42
<b>16344</b>						
09/30/2019	CINTAS CORPORATION #015K	S402931748	09/04/2019	SEWER-TOWELS-WASTE PLNT	960-36-85600-390-000	9.85
09/30/2019	CINTAS CORPORATION #015K	S403044790	09/17/2019	SEWER-TOWELS-WASTE PLNT	960-36-85600-390-000	9.85
09/30/2019	CINTAS CORPORATION #015K	W402931758	09/04/2019	WATER-TOWELS-WATER UTLY	970-37-66500-340-000	10.76
09/30/2019	CINTAS CORPORATION #015K	W403044792	09/17/2019	WATER-TOWELS-WATER UTLY	970-37-66500-340-000	10.76

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Total 16344:						41.22
<b>16345</b>						
09/30/2019	CITY OF BARABOO-STORMWA	STSEPT201	09/30/2019	STORMWATER-SEPT 2019 RECEIPTS	970-37-40419-001	.01
09/30/2019	CITY OF BARABOO-STORMWA	STSEPT201	09/30/2019	STORMWATER-SEPT 2019 RECEIPTS	999-00-10005-000	835.74
Total 16345:						835.75
<b>16346</b>						
09/30/2019	CORE & MAIN LP	U-L194247	09/16/2019	WATER-INVENTORY-ACCT 97801	970-96-10154-001	938.28
09/30/2019	CORE & MAIN LP	U-L194247	09/16/2019	STORM-INVENTORY-ACCT 97801	950-98-10154-001	380.00
09/30/2019	CORE & MAIN LP	W-L193866	09/16/2019	WATER-METER: IPERL 3/4" (1)	970-96-10346-101	135.00
09/30/2019	CORE & MAIN LP	W-L193866	09/16/2019	WATER-METER COUPLINGS	970-96-10346-101	121.49
09/30/2019	CORE & MAIN LP	W-L204820	09/19/2019	WATER-INVENTORY-ACCT 97801	970-96-10154-001	1,909.90
Total 16346:						3,484.67
<b>16347</b>						
09/30/2019	CROELL REDI-MIX INC	W384001	09/12/2019	WA-CURB/WALK:SERVICES@4TH ST	970-96-10345-001	1,071.00
Total 16347:						1,071.00
<b>16348</b>						
09/30/2019	CUMMINS SALES & SERVICE L	W-J5-33472	09/16/2019	WA-MANIFOLD EXHAUST-WELL 2 GE	970-37-63300-250-000	144.44
Total 16348:						144.44
<b>16349</b>						
09/30/2019	DONOHUE & ASSOCIATES INC	W13574-03	09/18/2019	WA-ENG: OAK ST HILIFT ELECTRICAL	970-96-10183-001	7,585.00
Total 16349:						7,585.00
<b>16350</b>						
09/30/2019	FIRST SUPPLY LLC MADISON	W11816442	08/30/2019	WA-CURBSTOP VALVE-WRONG PART	970-37-67500-238-000	362.87
09/30/2019	FIRST SUPPLY LLC MADISON	W11829772	08/29/2019	WA-CURBSTOP VALVE RETURNED	970-37-67500-238-000	338.92-
09/30/2019	FIRST SUPPLY LLC MADISON	W11829772	08/29/2019	WA-CURBSTOP VALVE RESTOCKING	970-37-67500-238-000	104.40
09/30/2019	FIRST SUPPLY LLC MADISON	W11847135	09/13/2019	WATER-INVENTORY-CUST 5004019	970-96-10154-001	184.00
09/30/2019	FIRST SUPPLY LLC MADISON	W11847135	09/13/2019	WATER-MAIN GASKETS	970-37-67300-236-000	112.00
Total 16350:						424.35
<b>16351</b>						
09/30/2019	KRAEMER COMPANY LLC	W159240	09/12/2019	WATER-STOCK: 3/4" CLEAN BASE	970-37-67500-238-000	190.23
09/30/2019	KRAEMER COMPANY LLC	W159240	09/12/2019	WATER-STOCK: 3/4" CLEAN BASE	970-37-67700-241-000	190.23
09/30/2019	KRAEMER COMPANY LLC	W159240	09/12/2019	WATER-STOCK: 3/4" CLEAN BASE	970-37-67300-236-000	380.45
Total 16351:						760.91
<b>16352</b>						
09/30/2019	MARTELLE WATER TREATMEN	W18890	09/16/2019	WA-AQUAMAG/CHLORINE/FLUORIDE	970-37-64100-345-000	2,727.20
Total 16352:						2,727.20
<b>16353</b>						
09/30/2019	MENARDS - BARABOO	S21240	09/23/2019	SEWER-PIPE/ELBOW-ACCT 31900288	960-36-83100-236-000	38.97

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09/30/2019	MENARDS - BARABOO	W20767	09/17/2019	WA-SERVICE PARTS-ACCT 31900285	970-37-67500-238-000	71.09
09/30/2019	MENARDS - BARABOO	W21223	09/23/2019	WATER-TRUCK CLEVIS PIN	970-37-66200-240-000	4.27
Total 16353:						114.33
<b>16354</b>						
09/30/2019	MSA PROFESSIONAL SERVICE	W35105#4	09/04/2019	WA-LEAD SERVICE ADMIN FY2018	261-37-53700-215-000	800.00
09/30/2019	MSA PROFESSIONAL SERVICE	W35105#4	09/04/2019	WA-LEAD SERVICE ADMIN FY2018	970-96-10145-001	800.00
09/30/2019	MSA PROFESSIONAL SERVICE	W35105#4	09/04/2019	WA-LEAD SERVICE ADMIN FY2018	261-00-25640-000	800.00
Total 16354:						800.00
<b>16355</b>						
09/30/2019	NAPA AUTO PARTS	W361619	09/17/2019	WA-EXHAUST WRAP: WELL 2 GENER	970-37-63300-250-000	57.83
09/30/2019	NAPA AUTO PARTS	W362488	09/26/2019	WA-NIPPLE/BOLT: WELL 2 GENERAT	970-37-63300-250-000	4.05
Total 16355:						61.88
<b>16356</b>						
09/30/2019	OMNI MATERIALS INC	S341145	08/25/2019	SEWER-KILNDUST-CUST BAR	960-36-82710-345-000	1,643.83
09/30/2019	OMNI MATERIALS INC	S341332	09/08/2019	SEWER-KILNDUST-CUST BAR	960-36-82710-345-000	1,564.27
Total 16356:						3,208.10
<b>16357</b>						
09/30/2019	PETERSON, WADE D	U09/2019MI	09/26/2019	UTIL-SEPT 2019 MILEAGE	970-37-93000-330-000	108.17
09/30/2019	PETERSON, WADE D	U09/2019MI	09/26/2019	UTIL-SEPT 2019 MILEAGE	960-36-85100-330-000	108.17
Total 16357:						216.34
<b>16358</b>						
09/30/2019	SEILER INSTRUMENT & MFG C	U-INV386909	08/30/2019	UTIL-GPS SOFTWARE MAINT-1 YR	950-36-83100-250-000	196.66
09/30/2019	SEILER INSTRUMENT & MFG C	U-INV386909	08/30/2019	UTIL-GPS SOFTWARE MAINT-1 YR	960-36-83100-250-000	196.67
09/30/2019	SEILER INSTRUMENT & MFG C	U-INV386909	08/30/2019	UTIL-GPS SOFTWARE MAINT-1 YR	970-37-93200-250-000	196.67
Total 16358:						590.00
<b>16359</b>						
09/30/2019	SPRECHER PLUMBING INC	W10998	09/18/2019	WA-REPLACE LEAD SERVICE@424 5T	261-37-53700-238-000	3,000.00
09/30/2019	SPRECHER PLUMBING INC	W10998	09/18/2019	WA-REPLACE LEAD SERVICE@424 5T	970-96-10145-001	3,000.00
09/30/2019	SPRECHER PLUMBING INC	W10998	09/18/2019	WA-REPLACE LEAD SERVICE@424 5T	261-00-25640-000	3,000.00
09/30/2019	SPRECHER PLUMBING INC	W11005	09/24/2019	WA-REPLACE LEAD SERVICE@309 4T	261-37-53700-238-000	3,000.00
09/30/2019	SPRECHER PLUMBING INC	W11005	09/24/2019	WA-REPLACE LEAD SERVICE@309 4T	970-96-10145-001	3,000.00
09/30/2019	SPRECHER PLUMBING INC	W11005	09/24/2019	WA-REPLACE LEAD SERVICE@309 4T	261-00-25640-000	3,000.00
Total 16359:						6,000.00
<b>16360</b>						
09/30/2019	THE EXPEDITERS INC.	U2422	09/16/2019	SEWER-TELEWISE MAINS (8"=439 LF)	960-36-83100-270-000	285.35
09/30/2019	THE EXPEDITERS INC.	U2422	09/16/2019	STORM-TELEWISE MAINS (12"-30"=56	950-36-83100-236-000	56.00
09/30/2019	THE EXPEDITERS INC.	U2422	09/16/2019	STORM-TELEWISE MAINS (48"=580 LF)	950-36-83100-236-000	725.00
09/30/2019	THE EXPEDITERS INC.	U2422	09/16/2019	STORM-TELEWISE MAINS (60"/48" BO	950-36-83100-236-000	793.50
Total 16360:						1,859.85

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<b>16361</b>						
09/30/2019	US CELLULAR	U033027449	09/10/2019	UTIL-SEP SCADA SERVICE@WELLS	970-37-63300-250-000	110.34
09/30/2019	US CELLULAR	U033027449	09/10/2019	UTIL-SEP SCADA SERVICE@TOWERS	970-37-67200-250-000	110.34
09/30/2019	US CELLULAR	U033027449	09/10/2019	UTIL-SEP SCADA SERVICE@BOOSTE	970-37-67800-250-000	55.18
Total 16361:						275.86
<b>16362</b>						
09/30/2019	US POSTAL SERVICE	UBQTR#3-20	09/30/2019	UTIL-BILLING-QTR #3-2019	970-37-90300-343-000	500.62
09/30/2019	US POSTAL SERVICE	UBQTR#3-20	09/30/2019	UTIL-BILLING-QTR #3-2019	960-36-85100-343-000	500.62
09/30/2019	US POSTAL SERVICE	UBQTR#3-20	09/30/2019	UTIL-BILLING-QTR #3-2019	950-36-84000-343-000	731.96
Total 16362:						1,733.20
<b>16363</b>						
09/30/2019	USA BLUEBOOK	S987435	08/21/2019	SEWER-MANHOLE COVER LIFTER	960-36-83100-340-000	48.60
Total 16363:						48.60
<b>16364</b>						
09/30/2019	WIESER CONCRETE PRODUCT	S-INV148014	09/13/2019	SEWER-INVENTORY-CUST X-0080	960-96-10154-001	1,112.40
09/30/2019	WIESER CONCRETE PRODUCT	S-INV148014	09/13/2019	SEWER-REACTION BLOCKS (4)	960-36-83100-236-000	280.00
Total 16364:						1,392.40
Grand Totals:						54,979.14

FINANCE COMMITTEE APPROVAL:

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<b>1242</b>							
09/30/2019	1242	PACE PAYMENT SYSTE	AUG2019	08/31/2019	REC-AUG ONLINE PAYMENT P	100-53-55300-270-000	120.55
Total 1242:							120.55
<b>1243</b>							
09/30/2019	1243	PAYMENT SERVICE NET	200204	09/03/2019	TRE-AUG ONLINE PAYMENTS	100-11-51520-290-000	118.45
09/30/2019	1243	PAYMENT SERVICE NET	200204	09/03/2019	TRE-AUG ONLINE PAYMENTS	970-37-40474-001	10.00
Total 1243:							128.45
<b>1244</b>							
09/30/2019	1244	WIS DEPT OF REVENUE	AUG 2019	09/20/2019	SALES & USE TAX - AUG 2019	100-00-24213-000	515.37
09/30/2019	1244	WIS DEPT OF REVENUE	AUG 2019	09/20/2019	SALES & USE TAX - AUG 2019	940-00-24213-000	21.90
Total 1244:							537.27
Grand Totals:							786.27

FINANCE COMMITTEE APPROVAL:

\_\_\_\_\_  
 (Chairman)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
 (Date)

## Check Register - Payroll Remittance Checks

September 2019

Check Date	Payee	Description	Amount
9/4/2019	32836	EFTPS	15,635.03
9/4/2019	32836	EFTPS	15,635.03
9/4/2019	32836	EFTPS	3,656.60
9/4/2019	32836	EFTPS	3,656.60
9/4/2019	32836	EFTPS	20,960.69
		<b>EFTPS Total</b>	<b>59,543.95</b>
9/18/2019	33416	EFTPS	15,819.81
9/18/2019	33416	EFTPS	15,819.81
9/18/2019	33416	EFTPS	3,699.83
9/18/2019	33416	EFTPS	3,699.83
9/18/2019	33416	EFTPS	21,658.44
		<b>EFTPS Total</b>	<b>60,697.72</b>
9/13/2019	33417	WI DEPT OF REVENUE	11,553.26
9/30/2019	33417	WI DEPT OF REVENUE	11,871.59
9/24/2019	33579	WI DEPT OF EMPLOYEE TRUST	134,045.74
9/30/2019	33578	WISCONSIN RETIREMENT	69,195.40

FINANCE COMMITTEE APPROVAL:

\_\_\_\_\_ (Chairman)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ (Date)

NBR-2

RESOLUTION NO. 2019-94 (Amended)

Dated: October 8, 2019

The City of Baraboo, Wisconsin

Background

The Shared Ride Taxi Service contract for the City of Baraboo will expire December 31, 2019. Following the Wisconsin Department of Transportation (WisDOT) guidelines, the City advertised for proposals requesting a 5-year term to begin January 1, 2020. Proposals were independently reviewed and scored by an Evaluation Committee made up of the following:

- Ed Geick, City Administrator
- Cynthia Haggard, City Finance Director
- Pat Cannon, Community Development Director
- Lori Laux, City Treasurer
- Jessie Atkinson, City Accountant/Assistant

The Evaluation Committee independently and collectively ranked the proposals agreeing that the preferred provider is Abby Vans, Inc. The Committee's work has been reviewed by the WisDOT who has since given the City permission to award the contract. The Technical Scores, Price Score, Total Score and Ranking are as follows:

Provider	Technical Score	Price Score	Total Score	Rank
Abby Vans, Inc.	326	30	356	1
Running, Inc.	327	24	351	2
F.D.S Enterprises, Inc.	241	18	259	3

Abby Vans, Inc. will be a new provider for the City, replacing Running, Inc. Abby Vans, Inc. plans to lease the City's taxi fleet. Abby Vans, Inc. currently has drivers who live in the area and will be utilizing other drivers in the area who are familiar with Baraboo.

The taxi program is funded by Federal & State grants along with local fares.

**Note:** ( one)      [ Not Required]      [ Budgeted Expenditure]      [ Not Budgeted]

**Comments:**

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

That the City of Baraboo award the Shared Ride Taxi Service contract, once received and approved to form by the City Attorney, to Abby Vans, Inc. The hourly service rates are as follows:

- Year 2020: ~~\$29.44~~29.30 (Base Period 1 of 2)
- Year 2021: ~~\$29.44~~29.30 (Base Period 2 of 2)
- Year 2022: ~~\$29.73~~29.59 (Option Year 1)
- Year 2023: ~~\$30.03~~29.89 (Option Year 2)
- Year 2024: ~~\$30.33~~30.19 (Option Year 3)

That the taxi vehicles owned by the City of Baraboo be leased to Abby Vans, Inc. for the term of the contract.

**Offered by:** Finance Committee  
**Motion:**  
**Second:**

**Approved:** \_\_\_\_\_  
**Attest:** \_\_\_\_\_

**The City of Baraboo, Wisconsin**

**Background:** In 1952, the City purchased and then ran a landfill located on the northwest quadrant of the intersection of Crawford Street and CTH A. IN 1976, the City started to haul refuse to the Sauk County Landfill and the City’s landfill was used sporadically in emergency situations. In 1983, the landfill operation license was not renewed and the long process of closing the landfill was commenced. Also in 1983, the first set of monitoring wells and gas probes were installed. The attached contract with MSA Professional Services is for the continued annual monitoring required by a consent order the City signed with the Wisconsin DNR. The contract is based on the consent order and consists of two parts; one for monitoring of the groundwater wells and a second for monitoring gas probes. Billing to the City is done on a per unit basis. The frequency and level of testing has been reduced to the minimum level and is not expected to decrease any further in the future. Monitoring of the wells and probes will continue indefinitely. MSA has been providing the monitoring services since 1977 and the attached contract will extend their services through 2022.

This matter was reviewed by the Public Safety Committee at their September 30<sup>th</sup> meeting and was unanimously recommended for approval.

**Fiscal Note:** ( one) [ Not Required] [ Budgeted Expenditure] [ Not Budgeted]  
**Comments:**

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

THAT the Mayor and City Clerk are hereby authorized to execute a time and expense Agreement with MSA Professional Services, Inc. for annual monitoring at the former City Landfill in the amount of \$16,230 per year for the next three years, 2020 through 2022.

**Offered by:** Public Safety  
**Motion:**  
**Second:**

**Approved:** \_\_\_\_\_  
**Attest:** \_\_\_\_\_

The City of Baraboo, Wisconsin

**Background** The recruitment process for the next City Administrator, conducted on behalf of the City by GovHR, resulted in the Common Council conducting individual interviews of the top five candidates on Saturday, September 21, 2019. After the interviews, the Common Council requested the Mayor work in conjunction with GovHR to extend an offer of employment, to include the terms of employment, to Kennie Downing.

Ms. Downing has accepted these terms, which are enumerated in the attached Employment Agreement. The terms include, but are not limited to:

- Start date of December 2, 2019, unless earlier agreed to by Ms. Downing and the City,
- Annual Salary of \$110,000 plus standard City employee benefits,
- Reimbursement of moving expenses, to a maximum amount of \$10,000.

In order to finalize the Agreement, the Common Council must authorize the Mayor and City Clerk to execute the Agreement on behalf of the City.

**Fiscal Note:** ( one) [ Not Required] [ Budgeted Expenditure] [ Not Budgeted] **Comments:**

**NOW, THEREFORE, BE IT RESOLVED** that the Common Council hereby authorizes the Mayor and City Clerk to execute the attached City Administrator Position – Employment Agreement between the City of Baraboo and Kennie Downing upon the passage of this Resolution.

**Offered by:** Finance/Personnel Committee **Approved:** \_\_\_\_\_

**Motion:**

**Second:**

**Attest:** \_\_\_\_\_

**CITY ADMINISTRATOR POSITION - EMPLOYMENT AGREEMENT**

**between  
THE CITY OF BARABOO  
and  
KENNIE DOWNING**

**THIS EMPLOYMENT AGREEMENT** (“AGREEMENT”) is made and entered into by and between the City of Baraboo (“CITY”) a Wisconsin municipal corporation, and Kennie Downing (“EMPLOYEE”), an individual who has the education, training and experience in local government management and who, as a member of the International City/County Management Association (“ICMA”), is subject to the ICMA Code of Ethics, both of whom agree as follows:

**Section I: Term**

1.01 This Agreement shall become effective on the date of full execution by both the City and the Employee (“EFFECTIVE DATE”). The Employee’s period of employment shall commence on December 2, 2019 (“COMMENCEMENT DATE”) unless sooner agreed to by mutual written agreement, and shall remain in full force and effect until terminated by the City or Employee as provided for in Section 9, 10 or 11 of this Agreement.

**Section II: Duties and Authority**

- 2.01 The City agrees to employ the Employee as City Administrator, to serve at the pleasure of the City of Baraboo Common Council (“COUNCIL”) as an “at-will” employee, and to perform the functions and duties specified in the City of Baraboo Municipal Code of Ordinances (“CITY CODE”) and the City Administrator Position Description, as may be amended from time to time by the Council, and to perform other legally permissible and proper duties and functions without interference.
- 2.02 The Employee shall faithfully perform the duties of City Administrator and shall comply with all lawful Council directives, state and federal law, City policies, rules and ordinances as they exist or may hereafter be enacted or amended, including the City of Baraboo Employee Personnel Policy and Procedure Handbook (“EMPLOYEE HANDBOOK”), as may be amended from time to time by the Council,, and the Employee hereby acknowledges receiving a copy of the Employee Handbook.
- 2.03 The Employee shall perform the duties of City Administrator with reasonable care, diligence, skill and expertise.
- 2.04 All duties assigned to the Employee by the Council shall be appropriate to and consistent with the professional role and responsibility of the Employee.
- 2.05 The Employee cannot be reassigned from the position of City Administrator to another position without the Employee’s express written consent.
- 2.06 The Employee or designee shall attend, and shall be permitted to attend, all meetings of the Council, both public and closed, with the exception of those closed meetings devoted to the subject of this Agreement, or any amendment thereto, or the Employee’s evaluation or otherwise consistent with state law.

- 2.07 The Council, individually and collectively, shall refer in a timely manner all substantive criticisms, complaints and suggestions called to their attention to the Employee for study and/or appropriate action.

### **Section III: Compensation**

- 3.01 The City agrees to pay Employee an annual base salary of \$110,000 starting on the Commencement Date and payable in installments at the same time that the other management employees of the City are paid.
- 3.02 This Agreement shall be automatically amended to reflect any salary adjustments that are provided or required by the City's compensation policies to include all salary adjustments on the same basis as applied to the executive classification of employees.
- 3.03 The City agrees to increase the compensation of the Employee dependent upon the results of the performance evaluation conducted under the provisions of Section 11 of this Agreement, in addition to providing a fixed annual increase in the Employee's salary which shall correspond, at minimum, to the same increased compensation received by all other full-time management employees of the City.
- 3.04 At any time during the term of the Agreement, the City may, in its discretion, review and adjust the salary of the Employee, but in no event shall the Employee be paid less than the salary set forth in Section 3.01 of the Agreement except by mutual written agreement between Employee and the City. Such adjustments, if any, shall be made pursuant to a lawful Council action. In such event, the City and the Employee agree to provide their best efforts and reasonable cooperation to execute a new agreement incorporating the adjusted salary.
- 3.05 The Employee shall not be entitled to overtime or compensatory pay.

### **Section IV: Health, Disability and Life Insurance Benefits**

- 4.01 The Employee shall be entitled to the health, life insurance, accidental death coverage and long-term/short-term disability benefits under the same terms as provided to all other full-time management employees of the City.

### **Section V: Vacation, Sick, Funeral, Military and Holiday Time**

- 5.01 On the Commencement Date, the Employee shall be credited with 40 accrued sick leave hours and 160 accrued vacation leave hours. In addition, beginning on the Commencement Date, the Employee shall accrue sick leave and vacation leave on an annual basis, at the highest rate provided or available to any other full-time management employees of the City, under the same rules and provisions applicable to said employees.
- 5.02 The Employee is entitled to accrue all unused sick and vacation leave, without limit, and in the event the Employee's employment is terminated, either voluntarily or involuntarily, the Employee shall be compensated for all accrued sick and vacation leave pursuant to the same terms as provided to full-time management employees of the City.
- 5.03 The Employee shall be entitled to the same paid Holiday days, funeral leave and military leave as all other full-time management employees of the City, including paid floating Holiday days, as may be applicable.

### **Section VI: Automobile**

- 6.01 Because the Employee's duties occasionally require the use of an automobile, the City will either make a car available to the Employee to use for City business or the City agrees to reimburse the Employee when she uses her personal vehicle for City business.
- 6.02 The City shall reimburse the Employee at the IRS standard mileage rate for any business use of her personal vehicle.

### **Section VII: Retirement**

- 7.01 The City agrees to enroll the Employee into the applicable retirement system for full-time management employees of the City and to make all the legally required contributions on the Employee's behalf.
- 7.02 In addition to the City's payment to the retirement system referenced above, the City agrees to execute and keep in force all necessary agreements provided by ICMA Retirement Corporation or any other Section 457 deferred compensation plan for Employee's participation in said supplementary retirement plan.

### **Section VIII: General Business Expenses**

- 8.01 The City agrees to budget and pay for professional dues to the ICMA and the Wisconsin City/County Management Association, and subscriptions necessary for continuation and full participation in national, regional, state, and local associations, and organizations necessary and desirable for the Employee's continued professional participation, growth, advancement and for the good of the City.
- 8.02 The City agrees to budget and pay for travel and subsistence expenses of Employee for professional and official travel, meetings, and occasions to adequately continue the professional development of Employee and to pursue necessary official functions for the City, including but not limited to the ICMA Annual Conference, the Wisconsin League of Municipalities, and such other national, regional, state, and local governmental groups and committees in which Employee serves as a member, subject to reasonable accommodation in the City's budget.
- 8.03 The City agrees to budget and pay for travel and subsistence expenses of Employee for short courses, institutes, and seminars that are necessary for the Employee's professional development and for the good of the City, subject to reasonable accommodation in the City's budget.
- 8.04 The City recognizes that certain expenses of a non-personal but job related nature are incurred by Employee, and agrees to reimburse or to pay said general expenses pursuant to the Employee Handbook.
- 8.05 The City acknowledges the value of having the Employee participate and be directly involved in local civic clubs or organizations. Accordingly, the City shall pay for the reasonable membership fees and/or dues to enable the Employee to become an active member in one local civic club or organization, subject to the approval of the Council.
- 8.06 Recognizing the importance of constant communication and maximum productivity, the City shall provide the Employee for business use a laptop computer, software, mobile phone and/or tablet computer required for the Employee to perform her duties and to maintain communication with City staff and officials as well as other individuals who are doing business with the City. Upon termination of Employee's

employment, all equipment provided by the City to the employee must be returned to the City. All use of City owned devices shall be governed by the Employee Handbook and any other applicable policies and procedures adopted by the City.

### **Section IX: Termination**

- 9.01 The Employee's employment with the City may be terminated at any time and for any reason or no reason, with or without cause, and at the will or pleasure of the Employee or the Council. For the purpose of this Agreement, termination shall occur when:
- 9.01.1 A 2/3 vote of the Council will be required to terminate the Employee, with or without cause, in accordance with a properly posted and duly authorized public meeting.
  - 9.01.2 If the City or State legislature acts to amend any provisions of the City ordinance pertaining to the role, powers, duties, authority, responsibilities of the Employee's position that substantially changes the form of government, the Employee shall have the right to declare that such amendments constitute termination.
  - 9.01.3 If the City reduces the base salary, compensation or any other financial benefit of the Employee, unless it is applied in no greater percentage than the average reduction of all department heads, such action shall constitute a breach of this Agreement and will be regarded as a termination.
  - 9.01.4 If the Employee resigns following an offer to accept resignation, whether formal or informal, by a representative of the majority of the Council, then the Employee may declare a termination as of the date of the suggestion.
- 9.02 In the event that the Employee voluntarily resigns her position with the City, the Employee shall provide a minimum of 60 calendar days' notice to the City unless the City and Employee agree otherwise.

### **Section X: Severance**

- 10.01 Severance shall be paid to the Employee if the Employee is terminated by the City without cause, in which case the Employee is entitled to one month of severance pay times the numbers of full years of service to the City of Baraboo, with an amount not to exceed six months of severance. The amount of pay shall be equal to the Employee's salary at her then current rate of pay. This severance shall be paid in a lump sum.
- 10.02 Severance shall not be paid if the Employee is terminated by the City for cause, including, but not limited to, malfeasance, misappropriation of pay, insubordination, breach of contract, code of ethics violation, etc.

### **Section XI: Performance Evaluation**

- 11.01 The Council shall annually review the performance of the Employee in December, subject to a process, form, criteria, and format for the evaluation which shall be mutually agreed upon by the City and the Employee.
- 11.02 The annual evaluation process, at a minimum, shall include the opportunity for both parties to:
- 11.02.1 Conduct a formulary session where the Council and the Employee meet first to discuss goals and objectives of both the past twelve (12) month performance period as well as the upcoming twelve (12) month performance period,

- 11.02.2 Following that formulary discussion, prepare a written evaluation of goals and objectives for the past and upcoming year,
- 11.02.3 Discuss the written evaluation of these goals and objectives, and
- 11.02.4 Present a written summary of the evaluation results to the Employee, with said summary to be provided no later than 30 calendar days after the evaluation date.
- 11.03 Unless the Employee expressly requests otherwise in writing, the evaluation of the Employee shall at all times be conducted in closed session of the Council and shall be considered confidential to the extent permitted by law. Nothing herein shall prohibit the City or Employee from sharing the content of the Employee's evaluation with their respective legal counsel.
- 11.04 In the event the City deems the evaluation instrument, format and/or procedure is to be modified by the City and such modifications would require new or different performance expectations, then the Employee shall be provided a reasonable period to demonstrate such expected performance before being evaluated.

**Section XII: Hours of Work**

- 12.01 In addition to keeping normal City Hall business hours, the Employee is expected to spend additional time to accomplish the duties of the position. To this end, the Employee will be allowed reasonable flexibility to establish her own work schedule that may periodically make-up for evening hours; however, a regular presence at City Hall is expected.

**Section XIII: Ethical Commitments**

- 13.01 The Employee will at all times uphold the tenets of the ICMA Code of Ethics, the City's Code of Ethics, and all relevant and applicable State codes of ethics. This shall include, but not be limited to, a prohibition of the Employee endorsing candidates, making financial contributions, signing or circulating petitions, or participating in fund raising activities for individuals seeking or holding elected office, nor seeking or accepting any personal enrichment or profit derived from confidential information or misuse of public time.
- 13.02 The City shall support Employee in adhering to all applicable code of ethics by refraining from any order, direction or request that would require Employee to violate the applicable code. Specifically, neither the Council nor any individual member thereof shall request Employee to endorse any candidate, make any financial contribution, sign or circulate any petition, or participate in any fundraising activity for individuals seeking or holding elected office, nor to handle any matter of personnel on a basis other than fairness, impartiality and merit.

**Section XIV: Outside Activities**

- 14.01 The Employee agrees to devote her time, energy and attention of the business of the City. She shall hold no other employment, either directly or indirectly, or invest with any firm, corporation or legal entity in violation of any applicable code of ethics.

**Section XV: Moving and Relocation Expenses**

- 15.01 The City acknowledges the Employee’s need to relocate from her residence in MacClenny, Florida to Baraboo, WI. In the ideal, the Council prefers the Employee to purchase a home within the corporate limits of the City, but acknowledges residency is not required. With preference for residency in mind, the City offers the following options, with the Employee being entitled to no more than one:
- 15.01.1 The City agrees to reimburse the Employee up to \$10,000 for reasonable relocation expenses from her home in Florida to a home purchased within the corporate limits of the City of Baraboo within two years from the Commencement Date. Reimbursement requests from the Employee under this provision will be covered within the first two years of employment.
- 15.01.2 The City agrees to reimburse the Employee up to \$6,000 for reasonable relocation expenses from her home in Florida to a rental home or apartment located within the corporate limits of the City of Baraboo. Reimbursement requests from the Employee under this provision will be covered within the first year of employment.
- 15.01.3 The City agrees to reimburse the Employee up to \$5,000 for relocation expenses from her home in Florida to a purchased or rented home or apartment located outside the corporate limits of the City of Baraboo. This is a one-time relocation payment within the first year of employment.
- 15.02 If the Employee chooses to live outside of the City of Baraboo, it must be within a 15-mile radius of the corporate limits of the City.
- 15.03 Copies of moving expenses will be required for reimbursement, except in the instance of Section 15.01.3.
- 15.04 Moving expenses include packing, moving-crew labor and van-line transportation.
- 15.05 In addition to the moving expense options outlined above, the City agrees to reimburse the Employee the cost of one (1) coach round-trip airline ticket and three (3) reasonably-priced overnight accommodations for the purposes of securing housing within the first 60 calendar days of executing this Agreement.
- 15.06 If the Employee resigns or is terminated for cause within the first two years of her employment, she will be responsible to reimburse the City 50% of the moving expenses paid by the City.

**Section XVI: Indemnification**

- 16.01 Beyond that required under Federal, State or Local Law, the City shall defend, hold harmless and indemnify the Employee against any obligation to pay money or perform or not perform action, including without limitation, any and all losses, damages, judgments, interests, settlements, penalties, fines, court costs and other reasonable costs and expenses of legal proceedings including reasonable attorney’s fees, and any other liabilities arising from, related to, or connected with any tort, professional liability claim or demand or any other threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative, arbitrate or investigation, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of Employee’s duties as City Administrator or resulting from the exercise of judgment or discretion in connection with the performance of program duties or responsibilities, unless the act or omission involved willful or wanton conduct. The Employee may request and the City shall not unreasonably refuse to provide independent legal representation at the City’s expense and the City may not unreasonably withhold approval. Legal representation, provided

by the City for Employee, shall extend until a final determination of the legal action including any appeals brought by either party.

- 16.02 The City shall indemnify Employee against any and all losses, damages, judgments, interest, settlements, penalties, fines, court costs and other reasonable costs and expenses of legal proceedings including reasonable attorneys fees, and any other liabilities incurred by, imposed upon, or suffered by such Employee in connection with or resulting from any claim, action, suit, or proceeding, actual or threatened, arising out of or in connection with the performance of his or her duties. Any settlement of any claim must be made with prior approval of the City in order for indemnification, as provided in this Section, to be available. Employee recognizes that the City shall have the right to compromise and unless the Employee is a party to the suit which Employee shall have a veto authority over the settlement, settle any claim or suit; unless, said compromise or settlement is of a personal nature to Employee. Further, the City agrees to pay all reasonable litigation expenses of Employee throughout the pendency of any litigation to which the City is a party, witness or advisor to the City. Such expense payments shall continue beyond Employee's service to the City as long as litigation is pending. Further, the City agrees to pay Employee reasonable consulting fees and travel expenses when Employee serves as a witness, advisor or consultant to the City regarding pending litigation.

**Section XVII: Bonding**

- 17.01 The City shall bear the full cost of any fidelity or other bonds required of the Employee under any law or ordinance.

**Section XIII: Other Terms and Conditions of Employment**

- 18.01 The City, upon agreement with the Employee, shall fix any such other terms and conditions of employment as it may determine from time to time relating to the performance of the Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, City Code, or any other law.

**Section XIX: Notices**

- 19.01 Notice pursuant to this Agreement shall be given by personal service or by depositing in the custody of the USPS postage prepaid, and addressed as follows:

If to the City:	Mayor, City of Baraboo 101 South Blvd. Baraboo, WI 53913
With Copies to:	City Attorney, City of Baraboo 101 South Blvd. Baraboo, WI 53913
If to the Employee:	Kennie Downing 6179 Daylilly Road Maclenny, FL 32063

19.02 Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the course of transmission in the USPS.

**Section XX: General Provisions**

- 20.01 Integration. This Agreement sets forth and establishes the entire understanding between the City and the Employee relating to the employment of the Employee by the City. Any prior discussions or representations by or between the City and Employee are merged into and rendered null and void by this Agreement.
- 20.02 Amendments. The City and Employee by mutual written agreement may amend any provision of this Agreement during the life of the Agreement. Such amendments shall be incorporated and made a part of this Agreement.
- 20.03 Binding Effect. This Agreement shall be binding on the City and the Employee as well as their heirs, assigns, executors, personal representatives and successors in interest.
- 20.04 Severability. The invalidity or partial invalidity of any portion of this Agreement will not affect the validity of any other provision. In the event that any provision of this Agreement is held to be invalid, the remaining provisions shall be deemed to be in full force and effect as if both have executed by both the City and the Employee subsequent to the expungement or judicial modification of the invalid provision.
- 20.05 Precedence. In the event of any conflict between the terms, conditions and provisions of this Agreement and the provisions of the Council’s policies or resolutions, or City Code or rules and regulations, or any permissive state or federal law, then, unless otherwise prohibited by law, the terms of this Agreement shall take precedence over contrary provisions of Council’s policies or resolutions, or City Code, or City rules and regulations or any such permissive law during the term of this Agreement.

**IN WITNESS WHEREOF**, the Parties, intending to be legally bound, have caused the execution of this Agreement as so indicated below.

**City of Baraboo, Employer**

\_\_\_\_\_  
Mike Palm, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Brenda Zeman, City Clerk

\_\_\_\_\_  
Date

**Kennie Downing, Employee**

  
\_\_\_\_\_  
Kennie Downing

\_\_\_\_\_10/1/2019\_\_\_\_\_  
Date

**The City of Baraboo, Wisconsin**

**Background** Library Director Jessica Bergin was informed several weeks ago by Library Board member Forrest Hartmann that he, Mr. Hartmann, had been made aware of a donor who would like to donate to the Baraboo Public Library a gift in the amount of two million five hundred thousand dollars (\$2,500,000). Per Mr. Hartmann, the only conditions of the donation are:

1. That the Library Board and the Common Council both agree to the terms of the donation, and
2. That the name of the Baraboo Public Library be changed to “Carnegie-\_\_\_\_\_ Memorial Public Library,” with the name that will be filled-in to be anonymous until condition one is met.

The proposal was presented at the September 17, 2019, Library Board of Trustee’s regular Board meeting for potential action. At the meeting, Mr. Hartmann stated that the name that will fill-in the blank will be in memoriam of an individual with family ties to the City of Baraboo dating back over 100 years. After discussion, including Mr. Hartmann providing clarification that the above two conditions were the only conditions required by the donor, and that the donor would withdraw his/her donation if additional terms or conditions were placed on the acceptance of the donation, the Library Board voted 7-2 in favor of accepting the donation.

Because Mr. Hartmann has asserted that the donor has conditioned the donation to the Library upon the Common Council also approving the conditions associated with the gift, this Resolution is now before Council.

**Legal Authority and Discussion**

1. Authority to Accept Terms for Donation. The Library Board has adopted a Gift Policy, which includes how the Board is authorized to accept and use a donation. This Policy states, in part, that:
  - To the greatest extent possible, the Library shall follow the intentions of a donor regarding the use of donated funds and grants.
  - The Library welcomes monetary gifts for purchases of materials to honor, memorialize, recognize, or commemorate an individual or organization. Donors may designate their gift for a particular subject area.
  - Unconditional gifts to the Library may be accepted by the Library Director or her/his designee on behalf of the Library Board. Donors may designate their gift for an area of interest or an existing fund. Gifts made with other restrictions shall be accepted only with the approval of the Library Board.

Because the Gift Policy includes the requirement that gifts with conditions receive Board approval, since the Board has granted its approval in this case, the proposed renaming of the Library to the “Carnegie-\_\_\_\_\_ Memorial Public Library” is, on its face, lawful.

While it is common that gifts of such a large amount be accompanied by a formalized agreement between the donor and donee, Mr. Hartmann has represented that the donor opposes such an agreement. In this case, terms such as when the Library renaming would occur, whether the renaming would be in perpetuity, the steps the Library will need to take to ensure the visibility of the renaming, etc., would be standard. While not having an agreement poses a slight risk to the Library and the City, an agreement is not required in this instance. Although the City's Donation Policy requires that donations valued at over \$50,000 made to the City be accompanied by a written agreement, it includes an exception which states:

13.8 Library Donations. All donations to the library are governed by its Gift Policy adopted November 19, 2013, and as amended.

Because the donation will be made to the Library and not the City, the Library's Gift Policy takes precedent. The Library Board will be required to use the donation in accordance with its Policy and State law. See §43.58(7), Wis. Stat.

2. Authority to Rename Library. There are no laws or policies that govern how or what the Baraboo Public Library is to be named. The City's Public Memorial or Facility Naming and Advertising Policy is not applicable here as it only applies when donations are made to the City – in this case, the donation will be made to the Library. Additionally, although the building and lands on which the Library sit are owned by the City, the administration of the Library is under the sole purview of the Library Board. §43.54(1)(a), Wis. Stat. This arguably includes the right of the Library Board to rename the Library as it deems appropriate.
3. Council Action. The Council may agree to the terms of the donation, which per Mr. Hartmann will result in the donation being made to the Library prior to the end of this year, or decline to accept the terms of the donation which, per Mr. Hartmann, will result in no donation being made.

*Fiscal Note: (√one) [ x ] Not Required [ ] Budgeted Expenditure [ ] Not Budgeted Comments:*

**WHEREAS**, the City has been informed of the desire of an anonymous donor to donate two million five hundred thousand dollars (\$2,500,000) to the Baraboo Public Library conditioned upon the following:

1. That the donor be kept anonymous until the Library Board and the City Council both agree to the terms of the donation, and
2. That the name of the Baraboo Public Library be changed to the “Carnegie-\_\_\_\_\_ Memorial Public Library;” and

**WHEREAS**, the Library Board of Trustees agreed to the terms of the donation at the September 17, 2019, regular Library Board meeting; and

**WHEREAS**, because the donation will be a gift to the Library, the Common Council does not require a formalized agreement between the City and the donor for the Library to accept the gift; and

**WHEREAS**, the Common Council gratefully and with appreciation gives its approval, acknowledging the limited legal implications associated therewith, of the Library's acceptance of the donation with the conditions so stated.

**NOW, THEREFORE, BE IT RESOLVED** that the Common Council hereby joins the Library Board of Trustees in agreeing to the terms associated with the Library's acceptance of a two million five hundred thousand dollar (\$2,500,000) donation that has been offered to the Library.

**Offered by:** Finance Committee  
**Motion:**  
**Second:**

**Approved:** \_\_\_\_\_  
**Attest:** \_\_\_\_\_

# Office of the City Attorney

## Memorandum

To: Finance Committee Members  
From: Emily Truman, City Attorney  
RE: Proposed Amendments to Section 2.08 of the Baraboo Municipal Code – Alderperson Salary  
Date: October 2, 2019

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At the September 24, 2019 Finance Committee, the committee members directed staff to prepare a revised version of the City Code to allow for an overall increase in Alderperson salary, from a current \$300/month to a proposed amount of \$400/mo.

Currently, Alderperson salary is provided as follows, per Section 2.08 of the City Code:

- Base Monthly Salary \$100/Month
- Expense Allowance (for attending Special or Standing Committee Meetings of \$150/Month
- General Expense Allowance \$600/Year (or \$50/Month)

In addition to the above salary and expense allowance amounts, found in Section 2.08 of the City Code,, note that Section 2.07 of the City Code also provides for an “expense allowance” for Alderperson’s attending Special and Standing Committee meetings in the amount of \$15.00 (for attendance by an Alderperson at a meeting they are regular members of) and \$30.00 (for Board of Review), with a maximum daily amount of \$30.00 regardless of the number of meetings attended that day.

Taking into consideration all of the above, below please find two suggestions for rewording of current code for the salary of Alderpersons. Option A represents an increase in Alderperson’s base salary from \$100/month to \$200/month. Option B provides for the eliminating the expense allowances altogether in Section 2.08 of the Code (the per meeting expense allowance found in Section 2.07 of the Code would remain the same) and instead pay Alderpersons a base monthly salary of \$400.

### **Option A** **Increase in Base Monthly Salary**

#### **2.08 SALARY FOR MAYOR AND ALDERPERSONS.**

- (2) ALDERPERSON'S SALARY. Each Alderperson shall receive a base salary of \$200per month, plus an expense allowance of \$150 per month for attending meetings of any Standing or Special Committee of the Council, regardless of the number of meetings or hours involved. In addition, where an Alderperson is a regular member of any of the Boards or Commissions enumerated in Subchapter II of Chapter 1 of this Code and attends a meeting of such Board or Commission, the Alderperson shall be paid the expense allowance provided in §2.07(1) of this Code. Each Alderperson shall further receive \$600 per year as a general expense allowance, plus such additional expenses or per diem allowances as are specifically authorized by this Code or by resolution of the Common Council. (1686 04/21/93, 1598 04/09/91, 1597 04/09/91, 1527 12/13/88, 1788 03/14/95, 2212 10/25/2005)

**Option B**  
**Increase in Base monthly Salary and Elimination of Expense Allowance**

**2.08 SALARY FOR MAYOR AND ALDERPERSONS.**

- (2) ALDERPERSON'S SALARY. Each Alderperson shall receive a salary of \$400 per month for attendance at meetings and any related expenses. The City will budget for attendance at the League of Municipalities conference and other similar training sessions., . (1686 04/21/93, 1598 04/09/91, 1597 04/09/91, 1527 12/13/88, 1788 03/14/95, 2212 10/25/2005)



**Baraboo District Ambulance Service**

121 5<sup>th</sup> Street • P.O. Box 195

Baraboo, WI 53913

Phone (608) 356-3455 • Fax (608) 356-3446

September 30, 2019

City of Baraboo Clerk  
101 South Boulevard  
Baraboo, WI 53913

To Whom It May Concern:

The Baraboo District Ambulance Service Commission discussed the proposed 2020 Budget at their monthly meeting in September. After reviewing the various line items, and discussing the income and expenses, they voted to recommend the final numbers be forwarded to the annual Member's meeting--to be voted on / approved at that point in time.

Your representative to the Baraboo District Ambulance Service Commission has a copy of the recommended 2020 Budget, which is also included with this packet. The summary of the proposed per capita / tax levy for the City of Baraboo is based on the preliminary population estimate released by the Department of Administration (DOA). The final estimates are scheduled to be released on October 10, 2019.

$\$30.00 \text{ per capita} \times 12,023 \text{ population} = \$360,690.00 \text{ tax levy}$

Should you have any questions, please feel to contact your representative to the Baraboo EMS Commission, and you may also contact me at the office at (608) 356-3455, or on my cell phone at (608) 963-2380, or via email at: [dsechler@barabooems.com](mailto:dsechler@barabooems.com)

Respectfully,

Dana Sechler, NREMT-P, CCEMT-P  
Chief / EMS Director

	2016 Budget Actual	2017 Budget Actual	2018 Budget Actual	2019 Budget Approved	2019 Budget Projected	2020 Budget Proposed	
<b>Income</b>							
Ambulance Fees	5,485,386	5,969,749	5,098,706	6,331,825	5,587,343	6,323,220	
Contracted Coverage & Standby's	19,041	15,168	16,651	15,500	15,300	15,300	
Blood Draws	20,300	22,350	23,000	21,875	19,000	19,000	
Fund Balance Transfer - Vehicle Replacement	0	0	378,723	212,500	0	0	
Fund balance Transfer - Capital Improvement	0	0	0	40,000	0	0	
Funding Assistance Program (FAP) grant	6,818	6,951	6,621	0	0	0	See note 1
Assistance to Firefighter's Grant (AFG)	0	0	0	219,048	219,048	0	
Training Center	59,350	79,375	34,290	60,000	40,000	40,000	
Billing Services	19,850	10,845	14,580	15,000	32,500	50,000	
Interest Income	250	250	4,253	250	2,000	0	
Line of Credit Transfer	0	0	0	0	0	75,000	
Other Income	37,672	14,695	6,032	5,000	7,500	3,500	
Sale of Equipment (Loss/gain)	2,314	795	3,074	7,500	5,000	5,000	
Recovered Written Off Accounts	177,011	111,875	179,934	145,000	120,000	125,000	
<b>Sub-Total Income / Revenue</b>	<b>5,827,991</b>	<b>6,232,053</b>	<b>5,765,864</b>	<b>7,073,498</b>	<b>6,047,691</b>	<b>6,656,020</b>	
<b>Write-offs &amp; Contractual Allowances</b>	<b>2,804,153</b>	<b>3,263,319</b>	<b>2,888,417</b>	<b>3,355,867</b>	<b>2,961,292</b>	<b>3,477,771</b>	
<b>Total Income / Revenue</b>	<b>3,023,838</b>	<b>2,968,734</b>	<b>2,877,447</b>	<b>3,717,631</b>	<b>3,086,399</b>	<b>3,178,249</b>	
<b>Expenses</b>							
Administrative Wages	166,028	167,172	173,153	175,403	177,000	170,589	
Coordinators & Captains wages	376,279	401,202	476,685	430,302	475,000	455,202	
Staff Wages	1,150,168	1,155,380	1,083,853	1,483,788	1,244,504	1,336,104	
Payroll Taxes (SS & FICA)	123,751	126,034	132,047	159,846	141,918	154,381	
Wisconsin State Retirement	141,130	168,680	173,071	214,179	182,984	223,773	
Employee Insurance Benefits	356,483	354,383	345,356	407,597	343,059	487,523	
<b>Sub-Total Wages and Benefits</b>	<b>2,313,839</b>	<b>2,372,851</b>	<b>2,384,165</b>	<b>2,871,115</b>	<b>2,564,465</b>	<b>2,827,573</b>	
Commission Fees	3,500	3,430	3,080	3,500	3,500	3,500	
Training - Staff Continuing Education	15,058	18,397	14,163	35,000	15,000	15,000	
Training Center	16,064	21,399	13,221	35,000	14,700	14,700	
Public Relations & Marketing	6,252	5,046	2,995	12,000	5,250	5,250	
Technical Rescue	6,194	6,073	7,104	18,000	12,500	6,150	
Repair & Maintenance - Vehicles	58,594	71,423	53,107	60,000	50,000	50,000	
Purchase & Refurbish - Vehicles	0	6,733	359,762	437,500	236,000	6,000	
Operating Supplies	74,585	74,258	89,517	82,500	72,250	82,000	
Employee Hire, Health, & Well-being	389	3,417	3,451	3,750	2,500	2,750	
Uniforms	8,759	11,240	3,897	12,000	10,000	10,000	
Fuel	46,221	57,431	71,038	70,000	73,000	75,000	
Building Rents & Leases	59,011	59,579	58,368	109,532	67,299	65,309	
Utilities	22,319	22,429	19,930	29,000	18,250	19,000	
Postage	2,761	2,817	2,283	3,000	1,700	1,800	
Insurance	81,312	89,261	82,548	98,400	89,400	90,700	
Professional Services	55,126	64,215	80,818	58,300	52,200	55,500	
Service Contracts	1,686	3,202	1,732	3,250	3,000	3,000	
Line of Credit	0	0	0	0	0	75,000	
Interest Expense - Line of Credit	0	0	0	0	0	2,000	
Office Supplies	5,422	5,597	5,259	6,000	4,700	5,000	
Other Expenses	19,878	16,882	26,102	26,000	20,500	20,500	
Information Technology	35,624	24,600	27,261	30,000	28,000	27,250	
Phones & Office Equipment	25,393	24,181	25,739	27,000	26,700	34,500	
Small Equipment	32,319	64,169	38,481	100,000	55,000	72,000	
Repair & Maintenance - Small Equipment	12,993	22,464	19,662	18,000	17,125	17,775	
Grant: FAP (LGIP)	26,791	10,675	20,940	0	0	0	See note 1
<b>Sub-Total Expenses</b>	<b>\$616,251</b>	<b>\$688,918</b>	<b>\$1,030,468</b>	<b>\$1,277,732</b>	<b>\$878,574</b>	<b>\$759,684</b>	
<b>Notes:</b>							
*1 - According to the parameters of the FAP Grant, these funds can now only be used for "unbudgeted items".							
	2016 Budget Actual	2017 Budget Actual	2018 Budget Actual	2019 Budget Approved	2019 Budget Projected	2020 Budget Proposed	
<b>Capital</b>							
Fund balance - Equipment replacement - LGIP	0	0	0	0	0	0	
Fund balance - Employee obligations - LGIP	0	0	0	0	0	0	
Fund balance - Vehicle replacement - LGIP	0	0	0	0	0	0	
Fund balance - Operational reserves	0	0	0	0	0	133,150	
Fund balance - Capital improvements - PU	0	0	0	0	0	0	
Fund balance - Undesignated reserves - PU	0	0	0	0	0	0	
<b>Sub-Total Capital Funds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$133,150</b>	
<b>Total Wages, Expenses, &amp; Funds</b>	<b>\$2,930,090</b>	<b>\$3,061,769</b>	<b>\$3,414,623</b>	<b>\$4,148,847</b>	<b>\$3,443,039</b>	<b>\$3,720,407</b>	
<b>Total Revenue / Income</b>	<b>\$3,023,838</b>	<b>\$2,968,734</b>	<b>\$2,877,447</b>	<b>\$3,717,631</b>	<b>\$3,086,399</b>	<b>\$3,178,249</b>	
<b>Net Revenue / Loss</b>	<b>\$93,748</b>	<b>-\$93,035</b>	<b>-\$537,175</b>	<b>-\$431,216</b>	<b>-\$356,640</b>	<b>-\$542,159</b>	
<b>Tax Levy</b>	<b>\$ 373,793</b>	<b>\$ 392,196</b>	<b>\$ 410,395</b>	<b>\$ 431,216</b>	<b>\$ 431,216</b>	<b>\$ 542,160</b>	
<b>Over / Under</b>	<b>\$467,541</b>	<b>\$299,161</b>	<b>(\$126,780)</b>	<b>\$1</b>	<b>\$74,576</b>	<b>\$1</b>	

Income	Description	2019 Budget,	2019 Budget,	2020 Budget,
		Approved	Projected	Proposed

Ambulance Fees	\$ 6,331,825.00	\$5,587,342.50	\$6,323,219.50
Contracted Coverage & Standby's	\$ 15,500.00	\$ 15,300.00	\$ 15,300.00
Blood Draws	\$ 21,875.00	\$ 19,000.00	\$ 19,000.00
Fund Balance Transfer - Vehicle Replacement	\$ 212,500.00	\$ -	\$ -
Fund Balance Transfer - Capital Improvement	\$ 40,000.00	\$ -	\$ -
Funding Assistance Program (FAP) grant	\$ -	\$ -	\$ -
Assistance to Firefighter's Grant (AFG)	\$ 219,048.00	\$ 219,048.00	\$ -
Training Center	\$ 60,000.00	\$ 40,000.00	\$ 40,000.00
Billin. Services	\$ 15,000.00	\$ 32,500.00	\$ 50,000.00
Interest Income	\$ 250.00	\$ 2,000.00	\$ -
Line of Credit Transfer	\$ -	\$ -	\$ 75,000.00
Other Income	\$ 5,000.00	\$ 7,500.00	\$ 3,500.00
Sale of Equipment (Loss/gain)	\$ 7,500.00	\$ 5,000.00	\$ 5,000.00
Recovered Written Off Accounts	\$ 145,000.00	\$ 120,000.00	\$ 125,000.00
<b>Total</b>	<b>7,073,498.00</b>	<b>6,047,690.50</b>	<b>6,656,019.50</b>

\*According to the parameters of the FAP Grant, these funds can now only be used for "unbudgeted items"

**Write-offs & Contractual Allowances**

Description	2019 Budget, Approved	2019 Budget, Projected	2020 Budget, Proposed
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Ambulance Fees	\$ 3,355,867.25	\$ 2,961,291.53	\$ 3,477,770.73
<b>Total</b>	<b>3,355,867.25</b>	<b>2,961,291.53</b>	<b>3,477,770.73</b>

Description	Resident or Non-Resident	Number of calls	Current Rates	Billed Amount	Proposed Rates	New Billed Amount
ALS1 Non-Emergent	Resident	245	\$900.00	\$220,500.00	\$1,100.00	\$269,500.00
ALS1 Non-Emergent	Non-Resident	935	\$1,000.00	\$935,000.00	\$1,200.00	\$1,122,000.00
ALS1 Emergent	Resident	436	\$1,000.00	\$436,000.00	\$1,300.00	\$566,800.00
ALS1 Emergent	Non-Resident	108	\$1,100.00	\$118,800.00	\$1,400.00	\$151,200.00
BLS Non-Emergent	Resident	170	\$750.00	\$127,500.00	\$900.00	\$153,000.00
BLS Non-Emergent	Non-Resident	219	\$850.00	\$186,150.00	\$1,000.00	\$219,000.00
BLS Emergent	Resident	777	\$850.00	\$660,450.00	\$900.00	\$699,300.00
BLS Emergent	Non-Resident	149	\$950.00	\$141,550.00	\$1,000.00	\$149,000.00
ALS2	Resident	54	\$1,250.00	\$67,500.00	\$1,400.00	\$75,600.00
ALS2	Non-Resident	100	\$1,600.00	\$160,000.00	\$1,800.00	\$180,000.00
SCT	Resident	117	\$1,750.00	\$204,750.00	\$1,900.00	\$222,300.00
SCT	Non-Resident	400	\$2,300.00	\$920,000.00	\$2,500.00	\$1,000,000.00
Mileage	Resident	30,731	\$15.00	\$345,723.75	\$16.00	\$368,772.00
Mileage	Non-Resident	74,070	\$17.50	\$972,168.75	\$19.00	\$1,055,497.50
Blood Draws, contracted		200	\$75.00	\$15,000.00	\$75.00	\$15,000.00
Blood Draws, non-contracted		40	\$100.00	\$4,000.00	\$100.00	\$4,000.00
Billable standby's / refusals		365	\$250.00	\$91,250.00	\$250.00	\$91,250.00
Non-billable standby's / refusals		145	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total</b>		<b>4460</b>	<b>\$5,073,250</b>	<b>\$5,073,250</b>	<b>Total:</b>	<b>\$6,342,219.50</b>

- Devil's Lake Rope Rescue Contract \$5,000.00
- Sauk County Fairgrounds Standbys \$4,000.00
- Dances with Dirt Standby \$3,300.00
- Pardeeville Contracted Coverage \$0.00
- Other Standbys \$3,000.00
- Total** \$15,300.00

Tax Levy				
Member Municipality	Rate	Population	2019	2020
City of Baraboo	\$30.00	12,023	\$ 288,408.00	\$ 360,690.00
Town of Baraboo	\$30.00	1,702	\$ 40,776.00	\$ 51,060.00
Town of Excelsior (part)	\$30.00	396	\$ 9,216.00	\$ 11,880.00
Town of Fairfield	\$30.00	1,105	\$ 25,992.00	\$ 33,150.00
Town of Greenfield	\$30.00	940	\$ 22,464.00	\$ 28,200.00
Town of Sumpter (part)	\$30.00	105	\$ 2,496.00	\$ 3,150.00
Village of West Baraboo	\$30.00	1,647	\$ 37,944.00	\$ 49,410.00
	sub-total	<b>17,918</b>	<b>\$ 427,296.00</b>	<b>\$ 537,540.00</b>
Contracted Municipality	Rate	Population	2018	2019
Town of Freedom (part)	\$33.00	140	\$ 3,640.00	\$ 4,620.00
	sub-total	<b>140</b>	<b>\$3,640.00</b>	<b>\$4,620.00</b>
	Total	<b>18,058</b>	<b>\$ 430,936.00</b>	<b>\$ 542,160.00</b>

## Public Relations & Marketing

Description	2019 Budget,	2019 Budget,	2020 Budget,
	Approved	Projected	Proposed
Advertising / Special events / Standbys	\$2,500.00	\$750.00	\$750.00
EMS Week - Community blood drive	\$500.00	\$500.00	\$500.00
Website design / maintenance	\$1,000.00	\$750.00	\$750.00
Appreciation - Stars of Life, pictures, etc	\$3,000.00	\$750.00	\$750.00
Government Relations, AAA, PAAW, PSOW, EMS Day on the Hill	\$5,000.00	\$2,500.00	\$2,500.00
<b>Total</b>	<b>12,000.00</b>	<b>5,250.00</b>	<b>5,250.00</b>

## Training - Staff Continuing Education

Description	2019 Budget,	2019 Budget,	2020 Budget,
Continuing Education, Conferences & Seminars, and travel expenses	\$10,000.00	\$7,500.00	\$7,500.00
AV equipment	\$500.00	\$500.00	\$500.00
Training equipment	\$10,000.00	\$2,500.00	\$2,500.00
Management training	\$1,500.00	\$1,500.00	\$1,500.00
College reimbursement	\$5,000.00	\$0.00	\$0.00
Accreditation fees	\$3,000.00	\$0.00	\$0.00
Initial training: CAC, Paramedic, Critical Care Medic & Community Paramedic	\$5,000.00	\$3,000.00	\$3,000.00
<b>Total</b>	<b>35,000.00</b>	<b>15,000.00</b>	<b>15,000.00</b>

## Training Center

Description	2019 Budget,	2019 Budget,	2020 Budget,
Books	\$2,000.00	\$500.00	\$500.00
Class supplies & equipment	\$23,700.00	\$7,500.00	\$7,500.00
FISDAP	\$1,600.00	\$1,500.00	\$1,500.00
Insurance	\$5,300.00	\$3,100.00	\$3,100.00
Examiner Testing fees	\$2,400.00	\$2,100.00	\$2,100.00
<b>Total</b>	<b>35,000.00</b>	<b>14,700.00</b>	<b>14,700.00</b>

## Payroll

Description	2019 Budget,	2019 Budget,	2020 Budget,
Administrative Wages	175,403	177,000	170,589
Coordinators, Captains, & Lt's wages	430,302	475,000	455,202
Staff Wages	1,483,788	1,244,504	1,336,104
Payroll Taxes (SS & FICA)	159,846	141,918	154,381
Wisconsin State Retirement	214,179	182,984	223,773
Employee Insurance Benefits	407,597	343,059	487,523
<b>Total</b>	<b>2,871,115.00</b>	<b>2,564,465.00</b>	<b>2,827,573</b>

## Technical Rescue

Description	2019 Budget, Approved	2019 Budget, Projected	2020 Budget, Proposed
Equipment	\$1,000.00	\$3,700.00	\$3,000.00
Supplies	\$1,000.00	\$150.00	\$500.00
Rope rescue tech I & II classes	\$8,000.00	\$7,250.00	\$650.00
Rescue Task Force (RTF) equipment	\$3,000.00	\$1,200.00	\$1,500.00
Ice rescue class & equipment	\$5,000.00	\$200.00	\$500.00
<b>Total</b>	<b>18,000.00</b>	<b>12,500.00</b>	<b>6,150.00</b>

## Repair & Maintenance - Vehicles

Description	2019 Budget, Approved	2019 Budget, Projected	2020 Budget, Proposed
Ambulances, Durangos, Jeep, Pickup, ATV & Trailers	\$60,000.00	\$50,000.00	\$50,000.00
<b>Total</b>	<b>60,000.00</b>	<b>50,000.00</b>	<b>50,000.00</b>

## Purchase & Refurbish - Vehicles

Description	2019 Budget, Approved	2019 Budget, Projected	2020 Budget, Proposed
Purchase / replace ambulance	\$195,000.00	\$0.00	\$0.00
AFG grant & matching funds purchase for Bariatric rig	\$230,000.00	\$230,000.00	\$0.00
Purchase / replace Durango / Jeep	\$0.00	\$0.00	\$0.00
Body repairs, paint & stripe vehicles and equipment	\$12,500.00	\$6,000.00	\$6,000.00
<b>Total</b>	<b>437,500.00</b>	<b>236,000.00</b>	<b>6,000.00</b>

## Operating Supplies

Description	2019 Budget, Approved	2019 Budget, Projected	2020 Budget, Proposed
Disposables	\$ 80,000.00	\$ 70,000.00	\$ 80,000.00
Standby supplies	\$ 1,500.00	\$ 1,250.00	\$ 1,000.00
TEMS / Bike Medic	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
<b>Total</b>	<b>82,500.00</b>	<b>72,250.00</b>	<b>82,000.00</b>

## Employee Hire, Health, & Well-being

Description	2019 Budget, Approved	2019 Budget, Projected	2020 Budget, Proposed
Health & Wellness reimbursements	\$0.00	\$0.00	\$0.00
Mattresses	\$3,000.00	\$2,000.00	\$2,000.00
Hiring process	\$750.00	\$500.00	\$750.00
<b>Total</b>	<b>3,750.00</b>	<b>2,500.00</b>	<b>2,750.00</b>

## Uniforms

Description	2019 Budget, Approved	2019 Budget, Projected	2020 Budget, Proposed
Class A uniforms	\$3,000.00	\$2,000.00	\$2,500.00
Duty uniforms	\$3,000.00	\$2,500.00	\$2,500.00
Boots	\$1,750.00	\$1,500.00	\$1,750.00
Jackets	\$1,000.00	\$1,000.00	\$750.00
Turnout gear	\$2,000.00	\$1,750.00	\$1,250.00
Badges and name tags	\$750.00	\$750.00	\$750.00
Other	\$500.00	\$500.00	\$500.00
<b>Total</b>	<b>12,000.00</b>	<b>10,000.00</b>	<b>10,000.00</b>

		2019 Budget, Approved	2019 Budget, Projected	2020 Budget, Proposed
<b>Fuel</b>				
Description				
Diesel & gasoline		\$70,000.00	\$73,000.00	\$75,000.00
<b>Total</b>		<b>70,000.00</b>	<b>73,000.00</b>	<b>75,000.00</b>

### Building Rents & Leases

Description				
Alma Waite building		\$42,932.00	\$42,932.00	\$43,709.00
Sprinklers		\$40,000.00	\$0.00	\$0.00
Beckwith garage		\$5,000.00	\$2,767.00	\$0.00
Richland Center		\$21,600.00	\$21,600.00	\$21,600.00
<b>Total</b>		<b>109,532.00</b>	<b>67,299.00</b>	<b>65,309.00</b>

### Utilities

Description				
Admin offices		\$5,500.00	\$5,250.00	\$5,500.00
Alma Waite building		\$14,000.00	\$7,750.00	\$8,000.00
Alma Waite building, additional space		\$5,000.00	\$1,000.00	\$1,000.00
Richland Center		\$4,500.00	\$4,250.00	\$4,500.00
<b>Total</b>		<b>29,000.00</b>	<b>18,250.00</b>	<b>19,000.00</b>

### Postage

Description				
Postage		\$3,000.00	\$1,700.00	\$1,800.00
<b>Total</b>		<b>3,000.00</b>	<b>1,700.00</b>	<b>1,800.00</b>

### Insurance

Description				
Umbrella		\$40,000.00	\$36,900.00	\$36,900.00
Worker's Comp		\$56,000.00	\$51,000.00	\$52,000.00
Medical Director Insurance Coverage		\$2,400.00	\$1,500.00	\$1,800.00
<b>Total</b>		<b>98,400.00</b>	<b>89,400.00</b>	<b>90,700.00</b>

Professional Services	Description	2019 Budget, Approved	2019 Budget, Projected	2020 Budget, Proposed
	Legal - General	\$7,500.00	\$6,000.00	\$7,000.00
	Legal - HR	\$7,500.00	\$2,000.00	\$3,000.00
	Payroll	\$5,300.00	\$6,000.00	\$6,000.00
	Accounting	\$15,000.00	\$16,000.00	\$16,000.00
	Audit	\$19,000.00	\$19,000.00	\$20,000.00
	Compliance services	\$0.00	\$0.00	\$0.00
	AAA, PAAW, WEMSA, NAEMSE, NAEMT, NAEMSP, and other dues	\$4,000.00	\$3,200.00	\$3,500.00
	<b>Total</b>	<b>58,300.00</b>	<b>52,200.00</b>	<b>55,500.00</b>

Service Contracts	Description	2019 Budget, Approved	2019 Budget, Projected	2020 Budget, Proposed
	Monitor maintenance contract	\$1,500.00	\$1,250.00	\$1,250.00
	Pest Control	\$1,000.00	\$1,000.00	\$1,000.00
	Medical Waste Pickup	\$750.00	\$750.00	\$750.00
	<b>Total</b>	<b>3,250.00</b>	<b>3,000.00</b>	<b>3,000.00</b>

Office Supplies	Description	2019 Budget, Approved	2019 Budget, Projected	2020 Budget, Proposed
	Supplies	\$6,000.00	\$4,700.00	\$5,000.00
	<b>Total</b>	<b>6,000.00</b>	<b>4,700.00</b>	<b>5,000.00</b>

Other Expenses	Description	2019 Budget, Approved	2019 Budget, Projected	2020 Budget, Proposed
	Cleaning equipment	\$1,000.00	\$500.00	\$500.00
	Building repairs & maintenance	\$10,000.00	\$8,000.00	\$8,000.00
	Miscellaneous	\$15,000.00	\$12,000.00	\$12,000.00
	<b>Total</b>	<b>26,000.00</b>	<b>20,500.00</b>	<b>20,500.00</b>

Line of Credit	Description	2019 Budget, Approved	2019 Budget, Projected	2020 Budget, Proposed
	Line of Credit - use	\$0.00	\$0.00	\$75,000.00
	<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>75,000.00</b>

Interest Expense - Line of Credit	Description	2019 Budget, Approved	2019 Budget, Projected	2020 Budget, Proposed
	Interest Expense - Line of Credit	\$0.00	\$0.00	\$2,000.00
	<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>2,000.00</b>

## Information Technology

2019 Budget, 2019 Budget, 2020 Budget,  
Approved Projected Proposed

Description	2019 Budget, Approved	2019 Budget, Projected	2020 Budget, Proposed
Laptops, desktops, & tablets	\$10,000.00	\$9,500.00	\$9,000.00
Software fees	\$6,000.00	\$5,500.00	\$5,500.00
Scheduling & time clock software	\$3,000.00	\$2,500.00	\$2,500.00
Training & education software	\$1,000.00	\$1,000.00	\$750.00
Compliance items	\$0.00	\$0.00	\$0.00
Reporting & billing software; data interchange	\$10,000.00	\$9,500.00	\$9,500.00
<b>Total</b>	<b>30,000.00</b>	<b>28,000.00</b>	<b>27,250.00</b>

## Phones & Office Equipment

Description	2019 Budget, Approved	2019 Budget, Projected	2020 Budget, Proposed
Telephone, internet, & cable	\$11,000.00	\$11,000.00	\$11,000.00
Replace phone system	\$0.00	\$0.00	\$7,500.00
Cell phones	\$9,000.00	\$8,700.00	\$9,000.00
Copier & other items	\$7,000.00	\$7,000.00	\$7,000.00
<b>Total</b>	<b>27,000.00</b>	<b>26,700.00</b>	<b>34,500.00</b>

## Small Equipment

Description	2019 Budget, Approved	2019 Budget, Projected	2020 Budget, Proposed
Radios & pagers	\$5,000.00	\$5,000.00	\$4,000.00
Other equipment items - cot extensions; portable suction, etc.	\$5,000.00	\$5,000.00	\$4,000.00
Medical equipment - transport ventilators	\$15,000.00	\$7,500.00	\$7,000.00
Medical equipment - IV pumps	\$15,000.00	\$7,500.00	\$7,000.00
Medical equipment - 12-lead monitors	\$60,000.00	\$30,000.00	\$50,000.00
<b>Total</b>	<b>100,000.00</b>	<b>55,000.00</b>	<b>72,000.00</b>

## Repair & Maintenance - Small Equipment

Description	2019 Budget, Approved	2019 Budget, Projected	2020 Budget, Proposed
IV pump calibration	\$1,000.00	\$1,000.00	\$1,000.00
Monitor calibrations	\$1,000.00	\$1,000.00	\$1,000.00
Battery replacement	\$2,500.00	\$2,150.00	\$2,500.00
Cot maintenance	\$2,125.00	\$2,000.00	\$2,000.00
Cot rebuilds	\$10,500.00	\$10,300.00	\$10,500.00
Repairs	\$875.00	\$675.00	\$775.00
<b>Total</b>	<b>18,000.00</b>	<b>17,125.00</b>	<b>17,775.00</b>

		2019 Budget, Approved	2019 Budget, Projected	2020 Budget, Proposed
<b>Equipment Replacement</b>				
Description				
Equipment fund		\$0.00	\$0.00	\$0.00
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Employee Obligations Fund</b>				
Description				
Employee fund		\$0.00	\$0.00	\$0.00
<b>Total</b>		<b>0</b>	<b>0.00</b>	<b>0</b>

<b>Vehicles Fund</b>				
Description				
Vehicle replacement fund		\$0.00	\$0.00	\$0.00
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Capital Improvements Fund</b>				
Description				
Remodel building		\$0.00	\$0.00	\$0.00
<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>

<b>Undesignated Reserves</b>				
Description				
Undesignated reserves		\$0.00	\$0.00	\$0.00
<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>

<b>Operational Reserves</b>				
Description				
Undesignated reserves		\$0.00	\$0.00	\$133,150.00
<b>Total</b>		<b>0</b>	<b>0</b>	<b>133,150</b>

The City of Baraboo, Wisconsin

**Background** A Wisconsin developer, Three Amigos Property Management, LLC (“Three Amigos”), recently contacted the City to express interest in developing a 64-unit luxury apartment building, with at least a \$5 million dollar assessed value, to be located at 325 Lynn Street. This is land currently owned by the City. A developer who had previously expressed a similar interest in developing the land for an apartment complex has since withdrawn his interest.

Given the financial investment involved for Three Amigos for their predevelopment activities, they have requested the City agree to a Pre-Development Agreement (“Agreement”). This Agreement will guarantee both the City and Three Amigos certain rights during the predevelopment process, and includes a limitation on the ability of the City to enter into a contract with any other third party regarding the sale of any portion of 325 Lynn Street for the duration of the Agreement.

The Agreement has been vetted by City Staff, and is now before Council for Council approval and to authorize the Mayor and City Clerk to execute the Agreement on behalf of the City.

**Fiscal Note:** ( one) [ Not Required] [ Budgeted Expenditure] [ Not Budgeted]  
**Comments:**

**BE IT RESOLVED** that the Common Council hereby authorizes the Mayor and City Clerk to execute the attached City of Baraboo and Three Amigos Property Management, LLC, Pre-Development Agreement upon the passage of this Resolution.

Offered by: Finance/Personnel Committee    **Approved:** \_\_\_\_\_

**Motion:**

**Second:**

**Attest:** \_\_\_\_\_

**City of Baraboo and Three Amigos Property Management, LLC  
PRE-DEVELOPMENT AGREEMENT**

**THIS PRE-DEVELOPMENT AGREEMENT** (“Agreement”) is entered into by the City of Baraboo, a Wisconsin municipal corporation with a mailing address of 101 South Blvd., Baraboo, WI 53913 (“City”), and Three Amigos Property Management, LLC, a Wisconsin limited liability corporation with a mailing address of 1310 W. Wisconsin Street, Sparta, WI 54656 (“Developer”). The City and the Developer may be jointly referred to herein as the “Parties” or singularly as a “Party.”

**RECITALS**

**WHEREAS**, in a June 21, 2019, non-binding letter of intent from the Developer to the City, see Attachment A, the Developer expressed a desire to acquire City owned property located at 325 Lynn St., Baraboo, WI 53913 (“Property”) for the purpose of constructing a 64-unit luxury apartment development with at least a \$5 million dollar assessed value (“Project”); and

**WHEREAS**, the Parties are continuing to negotiate the terms of the sale of the Property for the purpose of the Project; and

**WHEREAS**, the Parties would each like to secure certain rights at this time, with said terms contained in this Agreement, prior to investing additional time and money in exploring the sale of the Property and the development of the Project; and

**WHEREAS**, the City finds that allowing the Developer to secure certain rights to the Property at this time and contingent to the terms contained in this Agreement will be beneficial to the City for many reasons, including the possibility of the Project bringing additional housing to the City of Baraboo.

**NOW, THEREFORE**, for the mutual consideration contained herein, the City and the Developer agree as follows:

**TERMS**

1. Recitals. The above recitals are hereby incorporated into and made a part of this Agreement.
2. Term. This Agreement shall be valid on the date of full execution by the Parties and shall remain in full force and effect until April 1, 2020, unless earlier terminated as provided for herein.
3. City Responsibilities. During the term of this Agreement, the City agrees to perform as follows:
  - a. The City shall not enter into any contracts with a third party for the sale of any portion of the Property without the prior written approval of the Developer.
  - b. The City shall take all reasonable steps to ensure the Property is free of contamination and provide proof of adequate water and soil testing to the Developer; however, in the event the City ascertains that this is not feasible for any reason, the City shall immediately notify the Developer and the Developer shall have the option of terminating this Agreement pursuant to Paragraph 6(a), below.
  - c. The City shall take all reasonable steps to complete all necessary excavation of the Property to make the Property “build ready” (graded within +/- 1 foot of subgrade elevation, which developer shall

provide to the City by October 15, 2019 or as early as possible by Developer (any fill brought in by the City must be sand fill or fill approved by Developer's engineer); however, in the event the City ascertains that this is not feasible for any reason, the City shall immediately notify the Developer and the Developer shall have the option of terminating this Agreement pursuant to Paragraph 6(a), below.

- d. The City shall allow the Developer and the Developer's employees, agents and contractors to enter onto the Property for the purpose of conducting engineering and site testing so long as the Developer provided at least 24-hour advance notice to City Engineer Tom Pinion (email: tpinion@cityofbaraboo.com). The City reserves the absolute right to deny entry onto the Property if there is a conflict (e.g., the City will be conducting excavating work during that time the Developer desires to enter onto the Property) or reasonable safety concern as solely determined by the City, in which case the City will make all reasonable efforts to inform the Developer as soon as possible when entry will be denied.
  - e. The City shall take all reasonable steps to complete all other items listed in Exhibit A, Pages 1 and 2, including the alley expense and all reasonable steps to accommodate the 20% City participation in the TID.
  - f. The City will allow a "Phased" construction approach and will work with Developer to gain occupancy as quickly as possible while still abiding by fire codes and other safety concerns.
  - g. The City acknowledges the Developer will change the LLC name and will provide proof of insurance after the Property is purchased and the final development agreement is ready.
4. Developer Responsibilities. During the term of this Agreement, the Developer agrees to perform as follows, in addition to any other responsibilities contained herein:
- a. The Developer agrees to immediately terminate this Agreement pursuant to Paragraph 6(b), below, in the event the Developer decides, for any reason, to no longer pursue the Project.
  - b. For the duration of the Agreement, the Developer shall have and maintain insurance in the amounts provided for on Attachment B.
5. Mutual Responsibilities. During the term of this Agreement, the Parties agree to work together on the overall concept design and regulations associated with the Project; however, nothing contained herein shall be construed to mean, imply or guarantee that the Project or any part thereof including, but not limited to, architectural designs or plans, has been or will be approved by the City Council.
6. Termination.
- a. This Agreement shall automatically terminate upon Parties execution of a Development Agreement for the Property and Project.
  - b. This Agreement may be terminated by either Party with seven (7) calendar days' advance notice to the non-terminating party should the non-terminating party materially breach any of the terms contained herein.
  - c. The City may terminate this Agreement at any time and without notice if:

- i. The Developer has made or is found to have made any statement that was proven to have been false in any material respect to this Agreement, and/or
  - ii. The Developer: (1) becomes insolvent or generally not pay, or be unable to pay, or admit in writing its inability to pay, its debts as they mature, (2) makes a general assignment for the benefit of creditors or to an agent authorized to liquidate any substantial amount of its assets, (3) becomes the subject of an “order for relief” within the meaning of the United States Bankruptcy Code, or files a petition in bankruptcy, for reorganization or to effect a plan, or other arrangement with creditors, (4) files a petition or application in bankruptcy or any similar proceeding, or has such a proceeding commenced against the Developer, and such petition, application or proceeding remains undismissed for a period of ninety (90) days or more, or Developer files an answer to such a petition or application, admitting the material allegations thereof, or (5) applies to a court for the appointment of a receiver or custodian for any of Developer’s assets or properties, or has a receiver or custodian appointed for any of its assets or properties, with or without consent, and such receiver is not be discharged within ninety (90) days after his/her appointment, and/or (6) adopts a plan of complete liquidation of its assets.
- 7. Indemnification. Developer agrees at all times during the term of this Agreement to indemnify, hold harmless and defend the City, its boards, committees, officers, employees, authorized representatives and volunteers against any and all liabilities, losses, damages costs or expenses (including, without limitation, actual attorney’s and consultant’s fees) which the City, its boards, committees, officers, employees and representatives may sustain, incur or be required to pay by reason of or in any way related to bodily injury, personal injury or property damage of whatsoever nature or in connection with or in any way related to the performance of the work by Developer, its employees, agents and anyone employed directly or indirectly by any of them or by anyone for whose acts any of them may be liable, provided, however, that the provisions of this section shall not apply to liabilities, losses, charges, costs or expenses caused solely by or resulting from the gross negligent acts of the City. Developer’s indemnity obligations shall not be limited by any worker’s compensation statute, disability benefit or other employee benefit or similar law or by any other insurance maintained by or required of Developer.
- 8. Miscellaneous.
  - a. Nothing contained in this Agreement shall be deemed or construed as creating a partnership or joint venture between the City and Developer or cause the City to be responsible in any way for the debts or obligations of Developer or any other person.
  - b. Except as otherwise specifically set forth herein, the respective rights and liabilities of Parties under this Agreement are not assignable or delegable, in whole or in part, without the prior written consent of the other Party.
  - c. All communications or notices required or permitted by this Agreement shall be in writing and shall be deemed to have been given (i) upon delivery to an officer of the person entitled to such notice, if hand delivered, or (ii) three business days following deposit in the United States mail, postage prepaid, or with a nationally recognized overnight commercial carrier that will certify as to the date and time of delivery, air bill prepaid, and each such communication or notice shall be addressed as follows, unless and until either Party notifies the other in accordance with this Paragraph of a change of address:

If to City: City Administrator  
City of Baraboo  
101 South Blvd.  
Baraboo, WI 53913-2184

If to Developer: Three Amigos Property Management, LLC  
1310 W. Wisconsin Street  
Sparta, WI 54656

- d. No waiver, amendment, or variation in the terms of this Agreement shall be valid unless in writing and signed by the Parties and then only to the extent specifically set forth in writing.
- e. This Agreement contains the entire understanding of the Parties with respect to the subject matter hereof.
- f. Any provision of this Agreement which is prohibited or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions of this Agreement in such jurisdiction or affecting the validity or enforceability of any provision in any other jurisdiction.
- g. The Developer shall pay all reasonable fees, costs and expenses incurred by the City, including attorney's fees, in connection with the enforcement of this Agreement including, without limitation, the enforcement of such rights in any bankruptcy, reorganization or insolvency proceeding involving Developer or any successor or assign.
- h. Upon mutual consent of the parties, which consent either party can withhold in its sole discretion, the parties can agree to submit disputes arising under this Agreement to alternative dispute resolution. The Parties hereby waive trial by jury in any action, proceeding, claim or counterclaim, whether in contract or tort, at law or equity, arising out of or in any way related to this Agreement. Venue for any court proceedings shall be Sauk County, Wisconsin.
- i. This Agreement may be executed in several counterparts, each of which shall be deemed original, but such counterparts shall together constitute but one and the same agreement. Facsimile signatures shall be deemed original signatures for all purposes of this Agreement.

**IN WITNESS WHEREOF**, this Agreement is entered into as of the date fully executed by the Parties, as indicated below.

**(SIGNATURE PAGE TO FOLLOW)**

**THREE AMIGOS PROPERTY DEVELOPMENT, LLC (of Affiliated LLC**

\_\_\_\_\_  
Jacob Buswell, Member

Date: \_\_\_\_\_

\_\_\_\_\_  
Brian Buswell, Member

Date: \_\_\_\_\_

**CITY OF BARABOO**

\_\_\_\_\_  
Ed Geick, City Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Brenda Zeman, City Clerk

\_\_\_\_\_  
Date

S:\Administration\Attorney\Agreements and Contracts\Pre Development Agreement 325 Lynn.docx

## INSTRUCTIONS FOR EXECUTING LEGAL DOCUMENT

### CORPORATION INSTRUCTIONS

If the party signing the legal document is a **CORPORATION**, the signatories on the document must be parties authorized to sign by the corporation (typically the manager, agent or secretary) and the following certificate should be executed and returned to the City of Baraboo:

I, \_\_\_\_\_ (*print name*), certify that I am the \_\_\_\_\_  
(*title*) of \_\_\_\_\_ (*business name*), a corporation in good standing in the State of  
\_\_\_\_\_, and that I have duly signed the foregoing document for and on behalf of the business  
by authority of its governing body, within the scope of its corporate powers.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

(*Corporate Seal*)

If the document is not signed by the secretary, manager or agent authorized to sign on behalf of the corporation, the certificate should be executed by some other officer of the corporation under the corporate seal. Alternatively, in lieu of the foregoing certificate, there must be attached to the legal document copies of so much of the records of the corporation as will show the official character and authority of the officer signing, duly certified by the secretary or assistant secretary under the corporate seal to be true copies.

### PARTNERSHIP INSTRUCTIONS

If the party signing the legal document is operating as a **PARTNERSHIP**, each partner must sign the document.

EXCEPTION: If each partner does not sign the document, attached to the document must be a duly authenticated power of attorney evidencing the signer's (signers') authority to sign such document for and on behalf of the partnership.

### INDIVIDUAL INSTRUCTIONS

If the party signing the legal document is an **INDIVIDUAL** or **INDIVIDUALS**, the trade name, if applicable, must be indicated in the document and such individual(s) must each sign the document.

EXCEPTION: If signed by someone other than the individual(s) entering into the agreement, there must be attached to the document a duly authenticated power of attorney evidencing the signers' authority on behalf of the individual(s).

**ATTACHMENT B**  
**City of Baraboo Insurance Requirements**

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It is hereby agreed and understood that the insurance required by the City of Baraboo is primary coverage and that any insurance or self-insurance maintained by the City of Baraboo, its officers, council members, agents, employees or authorized volunteers will not contribute to a loss. All insurance shall be in full force for the duration of the Agreement unless otherwise specified.

1. INSURANCE REQUIREMENTS — MINIMUM REQUIRED LIABILITY LIMITS.
  - a. Commercial General Liability:
    - i. Each Occurrence: \$1,000,000
    - ii. Personal Injury: \$1,000,000
    - iii. General Aggregate: \$2,000,000
    - iv. Medical Expense: \$5,000/any one person
    - v. Products–Completed Operations (to remain in full force and effect for two years after the completion of the work or the termination/expiration of the contract, whichever is later): IF APPLICABLE, aggregate of \$2,000,000
    - vi. Fire Damage: IF APPLICABLE, \$50,000/any one fire
  - b. Automobile Liability: Must have coverage at least as broad as Insurance Services Office Business Automobile Form, with minimum limits of \$1,000,000 combined single limit per accident for Bodily Injury and Property Damage, provided on a Symbol #1– “Any Auto” basis.
  - c. Workers’ Compensation and Employers Liability Insurance: As required by the State of Wisconsin, must have sufficient limits to meet underlying Umbrella Liability insurance requirements. IF APPLICABLE for the work, coverage must include Maritime (Jones Act) or Longshoremen’s and Harbor Workers Act coverage.
  - d. Umbrella Liability: Coverage at least as broad as the underlying Commercial General Liability, Automobile Liability and Employers Liability, with a minimum limit of \$2,000,000 each occurrence and \$2,000,000 aggregate, and a maximum self-insured retention of \$10,000.
  - e. Aircraft/Watercraft Liability: IF APPLICABLE, Aircraft and Watercraft Liability insurance must be in force with a limit of \$3,000,000 per occurrence for Bodily Injury and Property Damage including Passenger liability and including liability for any slung cargo.
  - f. Builder’s Risk/Installation Floater/Contractor’s Equipment or Property: The City of Baraboo will not assume responsibility for loss, including loss of use, for damage to property, materials, tools, equipment, and items of a similar nature which are being either used in the work being performed by the contractor or its subcontractors or are to be built, installed, or erected by the contractor or its subcontractors.
2. INSURANCE REQUIREMENTS FOR SUBCONTRACTORS. All subcontractors shall be required to obtain Commercial General Liability, Automobile Liability, Workers’ Compensation and Employers Liability as broad and with the same limits as those required per Contractor requirements, excluding Umbrella Liability, contained in Section 1 above.
3. MISCELLANEOUS
  - a. All insurance must be primary and non-contributory to any insurance or self-insurance carried by City of Baraboo.
  - b. Insurers must have an A.M. Best rating of no less than A- and a Financial Size Category of no less than Class VI, and be authorized as an admitted insurance company in the state of Wisconsin.
  - c. The City of Baraboo and its officers, council members, agents, employees and volunteers must be named as additional insured.
  - d. Certificates of Insurance acceptable to the City of Baraboo must be submitted concurrently with the execution of the contract. These certificates must contain a provision that coverage afforded under the policies will not be canceled or non-renewed until at least thirty (30) calendar days’ prior written notice has been given to the City of Baraboo.