

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

**Absent:**

**Others Present:** Mayor Palm, E. Geick, E. Truman, Fire Chief Stieve, B. Zeman, C. Haggard, J. Bergin, T. Pinion

**Call Meeting to Order** – Ald. Petty called the meeting to order at 6:00 p.m. noting compliance with the Open Meeting Law. Moved by Sloan, seconded by Thurow to approve the minutes of September 25, 2018. Motion 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 approval of the accounts payable for **\$694,021.78**. Motion carried unanimously.

b) **Review and Discussion of Other 2019 Budget Matters**

1. 2019 Budget Summary – Adm. Geick noted that this summary includes 2 new positions, a Library Page and a training position for the Fire Department.

Fire Chief K. Stieve explained that with this new position, the Fire Chief, Fire Inspector, Building Inspector, and the Training Officer would answer any minor call during the day. This new position will be full time and will provide a level of consistency as it will allow for more flexibility for training. For example, this training officer would be able to offer training during the workday for any fire personnel working different shifts.

J. Bergin explained that the primary responsibility of the Library Page position would be to unpack, scan, and sort all returns. In the past, these tasks have been divided amongst other staff, interns, and individuals from various agencies across town.

2. Alma Wait Budget & Other Outside Budget Requests – C. Haggard explained that in order to break even with the budget we need to reduce the requested amounts by \$6,431. Moved by Sloan, seconded by Thurow to recommend to Council reducing the Sauk County Tavern League contribution from \$5,000 to \$0 and the Teen Center Renovation from \$5,000 to \$3,569. Motion carried unanimously.
3. Airport Budget – Adm. Geick noted that the Airport Commission met yesterday and did approve the budget. There are no major projects for next year except planning for the replacement of the fuel pumps and tanks. Depending on the funding, this could be a project for 2020 or 2021. Moved by Sloan to recommend the Airport Budget to Council for approval, seconded by Thurow and carried unanimously.
4. Baraboo District Ambulance Budget – Ald. Petty advised the Committee of the following significant changes to the Ambulance budget: Hiring someone or billing, hiring a HR person, and adding a full crew for transfers during peak hours. Adm. Geick suggests that there might be an opportunity for us to partner with them and for the City Attorney to do HR and attorney work for them. Ald. Petty agrees that while it makes sense to join the entities for cost savings, he does not know whether or not there is commitment from the other end. Atty. Truman confirms that at this time, she is comfortable with the work and has no concerns regarding the time required to do this. Atty. Truman would track the hours she spends working for the ambulance to recover the cost of wages and benefits. Adm. Geick will contact Dana Sechler to get his thoughts on this. Ald. Sloan questioned the increase in building rents and leases. It is assumed that this expense is figuring in rental of the entire Alma Waite building; however, Ed will follow up on this as well.

**Informational Items**

- a) City Attorney's report on insurance claims
  - o Nothing to report at this time
- b) Disclosure from Finance Director Cynthia Haggard
  - o C. Haggard noted that her husband is in the business of automatic doors and could be doing work for the City of Baraboo, Presented as informational only.

**Adjournment** – Moved by Sloan, seconded by Thurow and carried to adjourn at 6:39pm.  
Brenda Zeman, City Clerk