

**Council Chambers, Municipal Building, Baraboo, Wisconsin
Tuesday, November 27, 2018 – 7:00 p.m.**

Mayor Palm called the regular meeting of Council to order.

Roll call was taken.

Council Members Present: Wedekind, Kolb, Plautz, Sloan, Petty, Ellington, Zolper, Thurow

Council Members Absent: Alt

Others Present: Chief Schauf, Adm. Geick, Attny. Truman, Clerk Zeman, M. Hardy, T. Pinion, W. Peterson, K. Stieve, members of the press and others.

The Pledge of Allegiance was given.

Moved by Wedekind, seconded by Sloan and carried to approve the minutes of November 13, 2018.

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

Compliance with the Open Meeting Law was noted.

PUBLIC HEARING – The Mayor announced that this is the published date and time to hear public comment concerning:

- Proposed assessments to be levied in the Baraboo Improvement District (BID)

No one spoke and the Mayor closed the Public Hearing.

- Proposed 2019 City Budget

Ed Geick presented the highlights for the 2019 City Budget.

Mayor Palm noted that the Alma Waite budget is to be used for very specific purposes. Over the years this money has been used as a contribution towards the restoration of the Al Ringling theatre, Concerts on the Square, the Tuscania Memorial, etc. The Boys & Girls club requested money this year for renovations to the Teen Center.

Karen DeSanto spoke on behalf of the Boys & Girls Club. She appreciates the opportunity to apply for, and receive, Alma Waite money for the purpose of their Teen renovation. The Boys & Girls Club is 19 years old and continues to assist youth's ages 7 through 18 years old as an enrichment program. They provide basic life needs such as hot nutritious meals, academic support, healthy caring adult relations, and a place where they belong. Their members participate in programs that focus on 3 pillars of success: Academics, Healthy Life Styles, and Good Character and Leadership. About 4 years ago they launched their "SASI" initiative, their Successful Academic Success Initiative, to prepare kids for 100% graduation rates and readiness for college or a tech school. Members also participate in community service learning projects; learning to give back to the community with their time and talent. On behalf of the Boys & Girls Club, she thanked the Council for their support and consideration of this funding.

No one else spoke and the Mayor closed the Public Hearing.

PUBLIC INVITED TO SPEAK – No one spoke.

MAYOR'S COMMENTS – None.

CONSENT AGENDA

Resolution No. 18-93

THAT the Accounts Payable, in the amount of \$ 1,108,681.18 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

Resolution No. 18-94

That the Weights and Measures Assessments for 2018 are hereby approved and that the City Clerk shall notify affected businesses of their final assessment as provided in the City Code.

Moved by Wedekind, seconded by Kolb and carried that the Consent Agenda be approved-8 ayes.

2ND READING ORDINANCES

Moved by Ellington, seconded by Sloan and carried unanimously to approve the 2nd reading of **Ordinance No. 2505** approving the request to rezone the 0.26-acre parcel on the Northwest Corner of the intersection of South Parkway and Quarry Street being part of the SW ¼ of the NE ¼ of Section 2, T11N, R6E, located at 404 South Parkway, from R-1A Single Family Residential to NRO Neighborhood Residential Office to allow the operation of a beauty shop.

Moved by Petty, seconded by Plautz and carried unanimously to approve the 2nd reading of **Ordinance No. 2506** amending the City's Zoning Code-Section 17.36C Conditional Use Overlay District of the City of Baraboo Code of Ordinances to add a list of Prohibited Uses.

Moved by Wedekind, seconded by Sloan and carried unanimously to approve the 2nd reading of **Ordinance No. 2507** amending §12.03(7)(a)2 of the Baraboo Municipal Code to eliminate the license bond requirement for secondhand article and jewelry dealers.

NEW BUSINESS**Resolutions:****Resolution No. 18-95**

That the proposed 2019 BID budget in the amount of \$47,900 and attached hereto is approved, and;

That the following is made a part of the Budget.

1. A reserve, to be known as the Reserve for Public Parking, Acquisition and Infrastructure Improvement Reserve, is established to be funded as follows:

The unspent balance, as determined by appropriate accounting methods, of the funds for each fiscal year as of December 31 of each year, shall be placed in a reserve to be used exclusively for acquisition of land for public parking purposes, lighting, marking, signing, and landscaping of municipal parking lots and sidewalks, acquisition and public placement of receptacles for trash and garbage collection. Funds may be expended for these purposes at any time upon the affirmative vote of any five Directors.

Other than for the foregoing purposes, funds shall be expended from the reserve only on the affirmative vote of three quarters of all of the Directors of the BID.

2. In order to be paid, all bills must be signed by a BID Director or employee prior to being submitted to the Finance Committee.
3. All bills to be paid must be in the hands of the Treasurer no later than noon on the Friday immediately prior to the regular monthly meeting of the BID Board of Directors.
4. All Directors are to be compensated out of the General Administrative Account for the following expenses necessarily incurred: Postage, photocopies at \$.15 per page, mileage at IRS approved rates when authorized in advance by the BID Board of Directors.

5. All BID funds are to be turned in to either the BID Treasurer or the City Treasurer within 72 hours or receipt of the same. If turned in to the City Treasurer, the receipt for same shall be turned in to the BID Treasurer within 72 hours of receiving same.
6. No purchase or an obligation of the BID shall be paid in cash. All such purchases and obligations shall be paid by check issued by the City Treasurer.
7. Any non-budgeted items of income received during a fiscal year shall be placed in the contingency fund for the same year.

Moved by Petty, seconded by Sloan and carried that **Resolution No. 18-95** be approved-8 ayes.

Resolution No. 18-96

WHEREAS, the Common Council of the City of Baraboo held a public hearing in the Council Chambers at 7:00 p.m. on the 27th day of November, 2018 for the purpose of hearing all interested persons concerning the preliminary resolution and the report on the proposed assessments to be levied upon property within the District, and the estimated costs of the operating plan for the Business Improvement District, and heard all interested persons who desired to speak at the hearing;

NOW, THEREFORE BE IT RESOLVED by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

The report pertaining to the proposed assessments and plans, specifications and estimated costs for the Baraboo Business Improvement District is adopted and approved. Payment of the assessments shall be made by assessing the properties benefited as indicated in the Report and that the assessments shown on the report, representing an exercise of police power, have been determined on a reasonable basis and are hereby confirmed. The assessments are due and payable interest free on or before March 1, 2019 and assessments not paid by September 1, 2019 shall become a delinquent tax against the property as provided by Section 66.60 (15), Wis. Stats.

The City Clerk shall publish the resolution as a Class 1 notice under Chapter 985, Wis. Stats., in the assessment district and a copy of this resolution and a statement of the final assessment against the benefited property shall be mailed to every property owner whose name appears on the assessment roll, whose post office address is known or can with reasonable diligence be ascertained.

Moved by Petty, seconded by Sloan and carried that **Resolution No. 18-96** be approved-8 ayes.

Resolution No. 18-97

THAT the Parks and Recreation Department be authorized to purchase a treadmill from Summit Commercial Fitness in the amount of \$3,545 for the Civic Center fitness room using auction proceeds from the previous sale of surplus equipment.

Moved by Sloan, seconded by Wedekind and carried that **Resolution No. 18-97** be approved-8 ayes.

Resolution No. 18-98

Alma Waite Budget - 2019

	2018				2019
	Original Budget	Amended Budget	YTD	Projected Ending	Budget
Revenue:					
Interest on Special Assessments	\$ 275	\$ 275	\$ 275	\$ 275	\$ 135
Interest on Investments, net of fees	14,551	14,551	12,917	17,845	24,375
Fund Balance Applied	1,880	3,380	-	-	3,687
Total Interest and FB Revenue	16,706	18,206	13,191	18,120	28,197
Special Assessments (non-spendable fund balance)	3,271	3,271	3,770	3,770	2,270
Total Revenues	\$ 19,977	\$ 21,477	\$ 16,962	\$ 21,890	\$ 30,467

	2018				2019
	Original Budget	Amended Budget	YTD	Projected Ending	Budget
Expenditures:					
Required:					
25% Annual Interest Earnings	\$ 3,706	\$ 3,706	\$ 3,298	\$ 4,530	\$ 6,128
Special assessments returned to restricted fund balance	3,271	3,271	3,770	3,770	2,270
New:					
Concerts on the Square	9,000	9,000	9,000	9,000	10,000
Tuscania Memorial (pd when they reach 90% funding, expires 12/31/18)	-	1,500	-	1,500	-
Sauk County Art Tour	500	500	-	500	-
Al Ringling Theatre Friends Event Fee Sponsorship (1/15/18)	3,500	3,500	3,500	3,500	-
Ochsner Park Zoo Sidewalk	-	-	-	-	8,500
Teen Center Renovation-Civic Center	-	-	-	-	3,569
Total expenditures	\$ 19,977	\$ 21,477	\$ 19,568	\$ 22,800	\$ 30,467

	2018	2019
Anticipated Expendable Fund Balance:	Projected	Budget
Expendable fund balance, beginning of year	\$ 4,597	\$ 3,687
Change in expendable fund balance	(910)	(3,687)
Expendable fund balance, ending of year	\$ 3,687	\$ (0)

	Projected	Budget
Anticipated Non-Expendable Fund Balance:		
Non-expendable fund balance, beginning of year	\$ 1,171,954	\$ 1,176,484
Change in non-expendable fund balance	4,530	6,128
Non-expendable fund balance, ending of year	\$ 1,176,484	\$ 1,182,612

Moved by Ellington, seconded by Sloan and carried that **Resolution No. 18-98** be approved-8 ayes.

Resolution No. 18-99

THAT, the proposed 2019 Sanitary Sewer Budget for the City of Baraboo in the amount of **\$1,719,387** is hereby adopted; and,

BE IT FURTHER RESOLVED, that adoption of said budget establishes the following sewer rates effective beginning the first quarter billing of 2019:

City of Baraboo:	Sewer Use Fee	.3597
	Debt Service Fee	<u>.0664</u>
TOTAL:	* 100 Gallons Usage	.4261
Outlying Area:	* 100 Gallons Usage	.2735
Surcharge for:	BOD	0.64/lb
	S.S.	0.70/lb
	Phosphorus	2.98/lb
Septage		\$116.72/1000 gallons

Holding Tank		\$ 10.85/1000 gallons
Administration Fee		\$ 15.00/load
Bio Solids	Class A	
	We haul	\$ 22.50/load
	Customer hauls	\$ 0.75/yd.
	Less than 0.454 cy	FREE
	Class B	FREE
Digester Solids Treatment		\$ 50.00/100 lbs. of dry solids
BOD Testing		\$ 18.00/sample
S.S. Testing		\$ 12.00/sample
pH Testing		\$ 7.00/sample
Phosphorus Testing		\$ 23.00/sample

Moved by Wedekind, seconded by Plautz and carried that **Resolution No. 18-99** be approved-8 ayes.

Resolution No. 18-100

That the Water Utility Budget for 2019 in the amount of \$1,924,833 is hereby approved.

Moved by Sloan, seconded by Petty and carried that **Resolution No. 18-100** be approved-8 ayes.

Resolution No. 18-101

That the Stormwater Utility Budget for 2019 in the amount of \$1,102,912 is hereby approved.

Moved by Wedekind, seconded by Ellington an carried that **Resolution No. 18-101** be approved-8 ayes.

Resolution No. 18-102

WHEREAS, the proposed 2019 Budget Document appropriates out of the receipts of the City of Baraboo for the year 2019, including monies received from the general property tax levy, to the various Funds shown below, the following amounts:

General Fund (Fund 100):	\$12,458,215
Debt Service Fund (Fund 300):	\$ 3,068,078
Capital Funds (Fund 430 & 432):	\$ 2,450,049
Total of Funds with Levy	<u>\$17,976,342</u>

BE IT FURHER RESOLVED THAT THE Common council of the City of Baraboo hereby approves and accepts the 2019 Budget in the amount of \$17,976,342 dollars, and;

BE IT FURHER RESOLVED that there is hereby levied a tax of \$8,503,461 on all taxable property within the City of Baraboo as returned by the assessor in the 2018 assessment roll for the uses and purposes set forth in the 2019 budget. A detail of the levy by fund follows:

General Fund (Fund 100):	\$ 6,915,186
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Debt Service Fund (Fund 300):	\$ 1,438,225
Capital Fund (Fund 430):	<u>\$ 150,050</u>
Total Levy	<u>\$ 8,503.461</u>

Moved by Petty, seconded by Sloan and carried that **Resolution No. 18-102** be approved-8 ayes.

Resolution No. 18-103

That the following TIF Funds’ budgets for 2019 be hereby approved:

TIF #6 (Fund 360):	\$ 677,184
TIF #7 (Fund 370)	\$ 395,067
TIF #8 (Fund 380):	\$ 287,654
TIF #9 (Fund 309):	\$ 700

Moved by Wedekind, seconded by Ellington and carried that **Resolution No. 18-103** be approved-8 ayes.

Resolution No. 18-104

That the following Funds’ budgets for 2019 be hereby approved:

Taxi (Fund 230):	\$ 564,030
Park Impact/Development (Fund 250):	\$ 54,300
Public Safety Impact Fees (Fund 252):	\$ 51,726
Lead LSL Funds (Fund 261):	\$ 101,125
Fire Equipment Replacement (Fund 420):	\$ 50,000
Emergency Management Equipment Fund (Fund 421):	\$ 0
Land Development (Fund 460)	: \$ 50
Capital Equipment Fund (Fund 490):	\$ 110,700
Liability Insurance (Fund 720)	\$ 109,243
Unfunded Pension Liability (Fund 740):	\$ 56,961
Kuenzi Estate (Fund 830):	\$ 11,700
Library Building Fund (Fund 851):	\$ 663,380
Park Segregated (Fund 870):	\$ 104,200
Oschner Park House (Fund 890):	\$ 7,500
Firefighters Retirement Fund (Fund 900):	\$ 16,000

Moved by Sloan, seconded by Plautz and carried that **Resolution No. 18-104** be approved-8 ayes.

Ordinances:

Moved by Sloan, seconded by Petty and carried unanimously to approve suspending the requirement for a second reading of **Ordinance No. 2508**.

Moved by Sloan, seconded by Petty and carried unanimously to approve the 1st reading of **Ordinance No. 2508:**

An Ordinance repealing and recreating Ordinance 2491 and thereby and therein amending Sections 1.49(3) and 8.01(4) of the City of Baraboo Municipal Code thereby detaching the Property described below from the City of Baraboo, Sauk County, Wisconsin.

THE COMMON COUNCIL OF THE CITY OF BARABOO, WISCONSIN, DO ORDAIN

AS FOLLOWS:

WHEREAS, a petition for the detachment of the Property from the City of Baraboo (the "City") has been presented by the owner of the Property, the Village of West Baraboo (the "Village"), to the City Clerk and Common Council, and

WHEREAS, the Village has verified that the Property is owned in its entirety by the Village and contains approximately 29.52 acres, more or less, with a current population of zero person; and

WHEREAS, the Village has caused a Notice of Intent to Circulate a Petition to Detach Land to be published in the official paper of the City as a Class One Notice, and

WHEREAS, the Plan Commission reviewed the proposed detachment at the time the Offer to Purchase the property was presented to the City, and

WHEREAS, the Common Council accepts the petition for detachment as sufficient and hereby determines that the detachment proceedings herein have met the requirements of the Wisconsin Statutes, and

WHEREAS, it is in the best interest of the City that the Property be detached from the City and the Common Council by an affirmative vote of at least three-fourths of the governing body has approved the detachment petition at a meeting of the City Council duly called and held.

NOW, THEREFORE, THE COMMON COUNCIL OF THE CITY OF BARABOO, SAUK COUNTY, WISCONSIN DO ORDAIN AS FOLLOWS:

1. Sections 1.49(3) and 8.01(4) of the Municipal Code of the City of Baraboo are hereby amended to include this Ordinance, which detaches the following Property from the City of Baraboo:

PARCEL 1 DESCRIPTION

A PARCEL OF LAND LOCATED IN THE SOUTHEAST ONE QUARTER OF THE SOUTHWEST ONE QUARTER OF SECTION 27, TOWN 12 NORTH, RANGE 6 EAST, CITY OF BARABOO, SAUK COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTH ONE-QUARTER CORNER OF SAID SECTION 27 WHICH IS THE POINT OF BEGINNING: THENCE ALONG THE SOUTH LINE OF THE SOUTHWEST ONE-QUARTER OF SAID SECTION 27 S89°55'08"W, 432.81 FEET TO A POINT ON THE EASTERLY RIGHT-OF-WAY LINE OF COUNTY HIGHWAY "BD" (FORMERLY U.S. HIGHWAY "12"); THENCE ALONG SAID RIGHT-OF-WAY LINE N24°29'23"W, 425.49 FEET; THENCE CONTINUING ALONG SAID RIGHT-OF-WAY LINE N32°44'29"W, 501.39 FEET; THENCE CONTINUING ALONG SAID RIGHT-OF-WAY LINE N26°17'34"W, 450.29 FEET; THENCE CONTINUING ALONG SAID RIGHT-OF-WAY LINE N51°08'54"E, 73.81 FEET; THENCE CONTINUING ALONG SAID RIGHT-OF-WAY LINE N78°28'56"E, 60.91 FEET TO A POINT ON THE SOUTH RIGHT-OF-WAY LINE OF TERRYTOWN ROAD; THENCE N00°24'03"W, 37.91 FEET TO A POINT ON THE NORTH LINE OF THE SE1/4 OF THE SW1/4 OF SAID SECTION 27; THENCE ALONG SAID NORTH LINE N89°53'16"E, 756.01 FEET; THENCE S00°29'04"W, 458.19 FEET; THENCE N89°50'19"E, 218.00 FEET TO A POINT ON THE EAST LINE OF THE SOUTHEAST ONE QUARTER OF THE SOUTHWEST ONE-QUARTER; THENCE ALONG SAID EAST LINE S00°29'04"W, 852.36 FEET TO THE POINT

OF BEGINNING.

SAID PARCEL CONTAINS 916913 SQUARE FEET OR 21.05 ACRES TOTAL OR 889,702 SQUARE FEET OR 20.42 ACRES LESS TERRYTOWN ROAD RIGHT-OF-WAY, MORE OR LESS AND IS SUBJECT TO ALL EASEMENTS AND RIGHTS-OF-WAY OF RECORD AND OR USAGE.

PARCEL 2 DESCRIPTION

A PARCEL OF LAND LOCATED IN THE SOUTHEAST ONE QUARTER OF THE SOUTHWEST ONE QUARTER OF SECTION 27, TOWN 12 NORTH, RANGE 6 EAST, CITY OF BARABOO, SAUK COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTH ONE-QUARTER CORNER OF SAID SECTION 27; THENCE ALONG THE SOUTH LINE OF THE SOUTHWEST ONE-QUARTER OF SAID SECTION 27 S89°55'08"W, 644.22 FEET TO A POINT ON THE WESTERLY RIGHT-OF-WAY LINE OF COUNTY HIGHWAY "BD" (FORMERLY U.S. HIGHWAY "12") AND THE POINT OF BEGINNING; THENCE CONTINUING ALONG SAID ONE-QUARTER LINE S89°55'08"W, 661.12 FEET TO THE SOUTHWEST CORNER OF THE SOUTHEAST ONE QUARTER OF THE SOUTHWEST ONE-QUARTER OF SAID SECTION 27; THENCE ALONG THE WEST LINE OF SAID SOUTHEAST ONE QUARTER OF THE SOUTHWEST ONE-QUARTER OF SAID SECTION 27 N00°25'15"E, 1125.87 FEET TO A POINT ON THE SOUTHERLY RIGHT-OF-WAY LINE OF TERRYTOWN ROAD; THENCE ALONG SAID RIGHT-OF-WAY LINE N60°43'34"E, 40.10 FEET TO A POINT ON THE WESTERLY RIGHT-OF-WAY LINE OF COUNTY HIGHWAY "BD" (FORMERLY U.S. HIGHWAY "12"); THENCE ALONG SAID RIGHT-OF-WAY LINE S32°45'12"E, 226.74 FEET; THENCE CONTINUING ALONG SAID RIGHT-OF-WAY LINE S25°02'22"E, 451.37 FEET; THENCE CONTINUING ALONG SAID RIGH-OF-WAY LINE S36°08'23"E, 75.11 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 396,528 SQUARE FEET OR 9.10 ACRES, MORE OR LESS AND IS SUBJECT TO ALL EASEMENTS AND RIGHTS-OF-WAY OF RECORD.

COUNTY TRUNK HIGHWAY BD DESCRIPTION

A PARCEL OF LAND LOCATED IN THE SOUTHEAST ONE-QUARTER OF THE SOUTHWEST ONE QUARTER OF SECTION 27, TOWN 12 NORTH, RANGE 6 EAST, CITY OF BARABOO, SAUK COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTH ONE-QUARTER CORNER OF SAID SECTION 27; THENCE ALONG THE SOUTH LINE OF THE SOUTHWEST ONE-QUARTER OF SAID SECTION 27 S89°55'08"W, 432.81 FEET TO A POINT ON THE EASTERLY RIGHT-OF-WAY LINE OF COUNTY HIGHWAY "BD" (FORMERLY U.S. HIGHWAY "12") AND THE POINT OF BEGINNING; THENCE ALONG SAID RIGHT-OF-WAY LINE N24°29'23"W, 425.49 FEET; THENCE CONTINUING ALONG SAID RIGHT-OF-WAY LINE N32°44'29"W, 501.39 FEET; THENCE CONTINUING ALONG SAID RIGHT-OF-WAY LINE N26°17'34"W, 450.29 FEET; THENCE CONTINUING ALONG SAID RIGHT-OF-WAY LINE N51°08'54"E, 73.81 FEET; THENCE CONTINUING ALONG SAID RIGHT-OF-WAY LINE N78°28'56"E, 60.91 FEET TO A POINT ON THE SOUTH RIGHT-OF-WAY LINE OF TERRYTOWN ROAD; THENCE N00°24'03"W, 37.91 FEET TO A POINT ON THE NORTH LINE OF THE SOUTHEAST ONE-QUARTER OF THE SOUTHWEST ONE-QUARTER OF SAID SECTION 27; THENCE ALONG

SAID NORTH LINE S89°53'16"W, 332.80 FEET TO THE NORTHWEST CORNER OF SAID SOUTHEAST ONE-QUARTER OF THE SOUTHWEST ONE-QUARTER OF SAID SECTION 27; THENCE ALONG THE WEST LINE OF SAID SOUTHEAST ONE-QUARTER OF THE SOUTHWEST ONE-QUARTER S00°25'15"W, 183.77 FEET TO A POINT ON THE SOUTHERLY RIGHT-OF-WAY LINE OF TERRYTOWN ROAD; THENCE ALONG SAID RIGHT-OF-WAY LINE N60°43'34"E, 40.10 FEET TO A POINT ON THE WESTERLY RIGHT-OF-WAY LINE OF COUNTY HIGHWAY "BD" (FORMERLY U.S. HIGHWAY "12"); THENCE CONTINUING ALONG SAID RIGHT-OF-WAY LINE S32°45'12"E, 226.74 FEET; THENCE CONTINUING ALONG SAID RIGHT-OF-WAY LINE S25°02'22"E, 451.37 FEET; THENCE CONTINUING ALONG SAID RIGHT-OF-WAY LINE S28°13'12"E, 549.53 FEET; THENCE CONTINUING ALONG SAID RIGHT-OF-WAY LINE S36°08'23"E, 75.11 FEET; THENCE N89°55'08"E, 211.41 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 297,587 SQUARE FEET OR 6.83 ACRES, MORE OR LESS.

Tax Roll Parcel No: 206-0036-43000 and the portion of CTH BD Right-of-Way that bisects said parcel.

2. The City Clerk is directed to provide a copy of this Ordinance to the Village Clerk so that the Village may act upon an ordinance to accept the Property within 60 days of the effective date of this Ordinance, as required by §66.0227, Wis. Stat.

3. The City Clerk is further directed to make the mailings pursuant to §66.0217(9)(a), Wis. Stat.,

4. The City Engineer is directed to change the City's Official Map and Zoning District map to reflect the terms of this Ordinance.

5. The terms and provisions of this Ordinance shall be void if the Village does not approve an Ordinance attaching the Property within 60 days the effective date of this Ordinance.

This Ordinance shall take effect upon passage and publication as provided by law.

OTHER ACTIONABLE ITEMS:

The December 25, 2018 Council meeting is cancelled. In the event that a meeting is required, the City will schedule a meeting at that time.

MAYOR, ADMINISTRATOR, AND COUNCIL COMMENTS

Adm. Geick noted the Community Forum this Thursday night at 6:00pm.

Ald. Ellington stated that Alzheimer's is the 6th leading cause of death in the United States. He also noted that he is doing well, appreciates everyone's thoughts, and glad to be back.

REPORTS and MINUTES

The City officially acknowledges receipt and distribution of the following:

Monthly Reports from October 2018 from: Fire Department, Treasurer

Minutes from the Following Meetings:

Finance/Personnel Committee – Dennis Thurow Committee Rm #205

November 13, 2018

Members Present: Petty, Sloan, Thurow

Absent:

Others Present: Mayor Palm, E. Geick, E. Truman, B. Zeman, C. Haggard, J. Bergin, M. Hardy, W. Peterson, K. Stieve, 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 October 23, 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 **\$1,207,451.28**. Motion carried unanimously.
- b) **Bike Wisconsin to Rent Civic Center** – Mike Hardy explained that Bike Wisconsin has requested to return to the Civic Center for a second overnight stay. The Parks Commission has recommended that we cover our expenses of \$580, which includes a staff person being there overnight and rental of both the gym and the 1st floor meeting room during the hours the Civic Center would normally be open. The rental will be waived for the hours of 11pm to 7am. Moved by Sloan, seconded by Thurow and carried unanimously to recommend to Council for approval.
- c) **2019 BID Budget Operating Plan** – Adm. Geick noted that BID has not changed their budget from last year. Moved by Sloan, seconded by Thurow and carried unanimously to recommend to Council for approval.
- d) **Addendum to the City of Baraboo and Baraboo District Ambulance Lease for the Alma Waite Bldg** – Adm. Geick explained that this is the addendum to allow BDAS to use the portions of the building that were vacated by the Police. Atty. Truman has reviewed this and has no concerns. Moved by Sloan, seconded by Thurow and carried unanimously to recommend to Council for approval.
- e) **Lease city-owned parking lot to I AM Dairy** – T. Pinion stated that this property was formerly owned by Alliant and acquired by the City. Because of the new Municipal Bldg., the new road and the connection to the Riverwalk it is inappropriate for them to park at the end of Vine Street. Leasing this parking lot to them is an alternative. Moved by Sloan, seconded by Thurow and carried unanimously to recommend to Council for approval.
- f) **2019 Budget Summary, Utility Budgets for Storm, Water and Sanitary Sewer** – T. Pinion explained that stormwater has no increase in fees, includes routine maintenance of street sweeping, and their share of the reconstruction of Lake Street as well as the reconstruction of Washington Street. W. Peterson explained that there is no rate increase for Water or Sewer. They are currently working with Baker Tilly on changing the structure for the Sewer rates. The Committee reviewed the 2019 City Budget. Moved by Sloan, seconded by Thurow and carried unanimously to recommend to Council for approval.

Informational Items

- a) City Attorney's report on insurance claims
 - o Settlement of two claims received from Fred Burger for a sewer backup in the amount of \$560.00.
- b) Review of the Fire Dept. Report, Village and Towns Budget
 - o Fire Chief Stieve noted that this meeting is required and the information is for review purposes only. The meeting included talk about the future endeavors of the Fire Department that are included in the proposed 2019 Budget.

Adjournment – Moved by Sloan, seconded by Thurow and carried to adjourn at 6:14pm.

Administrative Committee

November 5, 2018

Present: Alderpersons John Alt and John Ellington
 Absent: Alderperson Michael Zolper
 Also Present: Mayor, Mike Palm; City Administrator, Edward Geick; Police Chief, Mark Schauf and Finance Director, Cynthia Haggard

The meeting was called to order by Chairman John Alt at 12:00PM CST., with roll call and noting compliance with the Open Meetings Law.

Moved by Ellington to approve the minutes of September 3, 2018, seconded by Alt and unanimously carried.

Motion by Ellington to approve agenda, seconded by Alt and unanimously carried.

Review and recommendation to amend §12.03(7)(a)2 of the Baraboo Municipal Code to eliminate the license bond requirement for secondhand article and jewelry dealers.

Chief Schauf began with mentioning the recent change in the Code for Leads Online. Businesses began applying for licenses. We soon realized there was some confusion with our Code. Part of the confusion was requiring a surety bond for a second-hand dealer. A surety bond by State Statute is only required for pawn shops. The surety bond ensures the City is compensated for things if rules are not followed. We currently have something in place in lieu of the surety bond. We will be able to go after any business in the form of a citation. Our current Code also allows for punishment by issuing code violations and by taking away licenses.

Therefore, the recommendation is to take the surety bond language out of our Code for second-hand dealers and leave it in for pawn shops.

Motion to recommend to the Council to change the City Code by Ellington, seconded by Alt and unanimously carried.

Review and recommendation to allow the City Administrator to submit the Notification of General Schedules Adoption form to the Historical Society and, upon approval by the Historical Society, allow the City Attorney to submit to the Common Council an amendment to §1.60 of the Baraboo Municipal Code stating that the City has adopted the Schedule.

City Administrator Geick stated that this request stems back to earlier work Cheryl Giese and Emily Truman started in getting the City records sorted requiring some filings to be made with the Historical Society. There has been a change in the law for records.

The recommendation today will take into consideration all the changes and allow the City Administrator to work with the City Clerk and City Attorney to submit records.

Motion by Ellington to recommend to the Council to change the City Code, seconded by Alt and unanimously carried.

Member comments

The next meeting will be December 10, 2018 at 12:00PM CST. Meeting location will be 101 South Boulevard. Moved by Ellington to adjourn, seconded by Ellington and unanimously carried. Meeting adjourned at 12:09PM CST.

Minutes of Zoning Ad-Hoc Committee Meeting

October 24, 2018 at 7:00PM

Call to Order - Gil Gerdman called the meeting of the Commission to order at 7:00 PM.

Roll Call – Present were Gil Gerdman, Tom Kolb, Michael Zolper, Mike Carbonara, Kelsey McDermott, Melanie Platt-Gibson (arrived at 7:10 pm)

Absent – Nanci Cafilisch

Also in attendance was City Attorney Emily Truman

1. **Call to Order**

- a. **Roll Call of Membership.**
- b. **Note compliance with the Open Meeting Law.** Gerdman noted compliance with the Open Meeting Law.
- c. **Agenda Approval.** It was moved by Kolb, seconded by Zolper to approve the agenda as posted, with action items a) and b) being taken in reverse order. Motion carried unanimously.
- d. **Minutes Approval.** It was moved by Kolb, seconded by Zolper to approve the minutes of October 10, 2018. Motion carried unanimously.

2. **Appearances/Presentations** – None

3. **Action Items**

- a. **Review and possible recommendation to the Plan Commission for edits to the Baraboo Municipal Code, Sections 17.20–17.65.** Gerdman suggests striking “Sauk building products” and “soldering” under Section 17.32A. Suggestion is supported by other members, along with other redlined suggestions previously made by Zoning Admin. Tom Pinion. Kolb suggests changing wording for “sanitarium” under Section 17.33 and instead use a term such as “in patient mental health center.” Carbonara says mental health centers are a positive. Truman asks for clarification from members about whether to strike sanitarium or change the term to something else. Members say they want to strike sanitarium from conditional uses. Discussion of fairgrounds and the best location for fairgrounds. Platt-Gibson says there is opportunity for fairgrounds in other parts of the City. Additional discussion of accepting proposed changes previously made in redline by Pinion. Kolb moves, second by Zolper to recommend to the Plan Commission the changes to the Conditional Uses discussed at this meeting and the last meeting. Motion carried unanimously.
- b. **Discussion and possible recommendation to the Plan Commission for the definition of Short-Term Rental Dwelling, Section 17.08(89L), Baraboo Municipal Code.** Gerdman asks Truman to explain short term rental dwelling. Truman explains it is becoming a more popular practice, where homeowners rent out rooms and entire houses on a short term basis, with one example being AirBNBs. Truman states the law recently changed at the State level, making it so a municipality has to allow short term rentals of between 7 to 29 days, but municipalities can still regulate some aspects of short term rentals. Gerdman discussed what Cafilisch had shared with him regarding short term rentals and the length of stays. Kolb does not like the idea of short term rentals because of our housing shortage. Zolper says short term rentals are the best use of large houses downtown. Platt-Gibson discusses concerns of millennials not wanting to buy large houses because of the upkeep, not wanting to maintain them. Truman discusses alternative ways to regulate short term rentals, such as a separate ordinance. Platt-Gibson says strike short term rentals as a conditional use and to instead make it an ordinance for better accountability and ability to track room tax. Kolb mentions having

an annual fee for short term rentals. Members discuss liking Ashwaubenon’s ordinance and would like to have something similar to it. Kolb mentions having a draft/model ordinance brought to the Committee to review, drafted by Truman, Pinion and Schauf. Kolb says he is not in favor of the 180 day rule that Ashwaubenon’s ordinance has, and wants to know if we could regulate the number of parking spots each short term rental would need to have. Kolb motions to remove short term rentals as a conditional use in the Code when the Committee’s suggestions go to Plan Commission, so they can take more time as a Committee to look into a separate ordinance. Second by Platt-Gibson. Motion carried unanimously.

4. **Information Items**

a. Next Meeting – Wednesday, November 14, 2018 at 6:00PM

5. **Adjournment** - It was moved by Kolb, seconded by Zolper to adjourn at 8:09 p.m. The motion carried unanimously.

Copies of these meeting minutes are on file in the Clerk's office:

Police & Fire Comm.	10-15-18	CDA	10-15-18
Park & Recreation	10-08-18	CDA Loan Comm.	10-02-18
CDA Finance Comm.	10-02-18	Friends of Library	11-06-18
Emergency Mgmt.	08-23-18	Ambulance	12-06-17, 09-26-18

INFORMATIONAL ITEMS

ADJOURNMENT

Moved by Kolb, seconded by Petty, and carried on voice vote, that the meeting adjourn at 7:34pm.

Brenda Zeman, City Clerk