

**Council Chambers, Municipal Building, Baraboo, Wisconsin
Tuesday, October 23, 2018 – 7:00 p.m.**

Mayor Palm called the regular meeting of Council to order.

Roll call was taken.

Council Members Present: Wedekind, Kolb, Sloan, Petty, Alt, Zolper, Thurow

Council Members Absent: Plautz, Ellington

Others Present: Adm. Geick, Atty. Truman, Chief Schauf, Clerk Zeman, C. Haggard, J. Bergin, Kandie Beckwith, members of the press and others.

The Pledge of Allegiance was given.

Moved by Alt, seconded by Wedekind and carried to approve the minutes of October 9, 2018.

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

Compliance with the Open Meeting Law was noted.

PRESENTATION- The Mayor presented the Baraboo GEM Award to Kandie Beckwith.

PUBLIC INVITED TO SPEAK – No one spoke.

MAYOR’S COMMENTS – The Mayor noted that Absentee Voting is now taking place here at the Municipal Building, room C214. Also, the League of Municipalities is having their annual conference tomorrow and we are expecting about 90 visitors to Baraboo to take a look at both the Al Ringling Theatre and the Municipal Building.

CONSENT AGENDA

Resolution No. 18-83

THAT the Accounts Payable, in the amount of \$903,093.43 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

Resolution No. 18-84

That the following budget amendments are authorized:

- 3rd Quarter, 2018 City-Wide Amendments, and
- 3rd Quarter, 2018 Water & Sewer Utilities’ Amendments

City of Baraboo

3rd Quarter Budget Amendments

Supplemental Budget

General Fund

Department	Account Number	Account Name	Original Budget	Change	Amended Budget
General Government	100-10-48400-000	Insurance Recoveries	(4,629)	(21,675)	(26,304)
Recycling	100-31-53635-240-000	Repair & Maint Service-Vehicle	20,926	21,675	42,601

To appropriate insurance proceeds for recycle truck repair

BID

BID	390-69-49300-000	Fund Balance Applied	(22,583)	(3,000)	(25,583)
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Community Development	390-69-56700-300-972	Promotions	20,500	3,000	23,500
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To create budget to apply fund balance for House United Insurance Claim

General Fund

Library	100-51-43720-000	Sauk County Library Aid	(261,436)	(2,222)	(263,658)
Library	100-51-55110-270-000	Special Services	53,763	1,084	54,847
Library	100-51-55110-530-000	Rents and Leases	4,350	700	5,050
Library	100-51-55110-250-000	Repair & Maint Serv-Equipment	1,000	438	1,438

To create budget for Technology grant funds

Recreation	100-53-46750-231	Swimming Pool - Water Aerobics	(2,500)	(200)	(2,700)
Pool	100-53-55420-215-231	Prof Services - Water Aerobics	1,200	200	1,400

To create budget revenue to cover additional program costs

Parks	100-52-49287-000	Transfer from Park Segregated	(41,288)	(225)	(41,513)
Civic Center	100-52-55130-822-000	Building Improvements	16,188	225	16,413

To create budget revenue for Civic Center A/C

Park Segregated

Parks	870-52-49300-000	Fund Balance Applied	(15,380)	(1,900)	(17,280)
Parks	870-52-55200-861-000	Facilities Improvements	6,000	1,900	7,900

To create budget to apply fund balance for Oshner Park ADA

Capital Equipment Fund

General Government	490-10-49300-000	Fund Balance Applied	(258,950)	(29,500)	(288,450)
Police	490-20-52110-810-000	Vehicle Purchase	-	29,500	29,500

To create budget to apply fund balance for Vehicle Purchase

**City of Baraboo
3rd Quarter Budget Amendments
Budgetary Transfers**

General Fund

Recreation	100-53-55300-120-080	Wages-Soccer	2,330	(1,220)	1,110
Recreation	100-53-55300-215-080	Prof Services - Soccer	-	1,220	1,220

To transfer budget for Soccer Program

Parks	100-52-55200-810-000	Vehicle Purchase	25,000	(2,600)	22,400
Forestry	100-52-56110-250-000	Repair & Maint Serv-Equipment	1,816	2,600	4,416

To transfer budget for Bandit Clipper Repair

Machinery & Equipment	100-31-53240-250-000	Repair & Maint Serv-Equipment	15,000	(6,800)	8,200
Recycling	100-31-53635-240-000	Repair & Maint Service-Vehicle	35,801	6,800	42,601

To transfer budget for Packer Shoe Replacement Mack Truck

PS/Admin Building	100-11-51640-260-000	Repair & Maint Serv-Buildings	9,503	(1,000)	8,503
PS/Admin Building	100-11-51640-392-000	Small Equipment Purchase	-	1,000	1,000

To transfer budget for lockout/tagout, first aid

Municipal Building	100-11-51610-222-000	Electricity	19,000	(600)	18,400
Municipal Building	100-11-51610-260-000	Repair & Maint Serv-Buildings	9,589	600	10,189

To transfer budget for for FD garage door repair

Parks	100-52-55200-260-000	Repair & Maint Serv-Buildings	21,696	(3,000)	18,696
Parks	100-52-55200-280-000	Repair & Maint Serv-Facilities	16,073	3,000	19,073

To transfer budget for Oshner Park ADA

Storage Buildings	100-31-51630-260-000	Repair & Maint Serv-Buildings	3,000	(1,733)	1,267
Storage Buildings	100-31-51630-822-000	Building Improvements	60,000	1,733	61,733

To transfer budget for new cold storage facility

PW Operations	100-31-53230-910-000	Insurance Allocation	26,035	(2,050)	23,985
Police Department	100-20-52110-910-000	Insurance Allocation	73,825	900	74,725
Fire Protection	100-21-52200-910-000	Insurance Allocation	17,721	600	18,321
Mapping & Engineering Support	100-30-53100-910-000	Insurance Allocation	4,150	450	4,600
Storage Buildings	100-31-51630-910-000	Insurance Allocation	1,505	100	1,605

Reallocate insurance to actual

Parks	100-52-55200-260-000	Repair & Maint Serv-Buildings	19,196	(500)	18,696
Parks	100-52-55200-530-000	Rents and Leases	557	500	1,057

To transfer budget for port-a-potty rental

Recreation	100-53-55300-320-000	Publications. Training. Dues	759	(50)	709
Parks	100-52-55200-330-000	Travel	100	50	150

To transfer budget for travel mileage reimbursement

Recreation	100-53-55300-340-150	Operating - Adventure Camp	558	(160)	398
Recreation	100-53-55300-340-160	Operating - Visual Arts	150	160	310

To transfer budget for for theater camp supplies

Machinery & Equipment	100-31-53240-350-000	Repair & Maint Materials	64,500	(8,126)	56,374
Recycling	100-31-53635-240-000	Repair & Maint Service-Vehicle	34,475	8,126	42,601

To transfer budget for recycle truck repair

Machinery & Equipment	100-31-53240-240-000	Repair & Maint Service-Vehicle	26,000	(5,100)	20,900
Garbage & Refuse	100-31-53620-240-000	Repair & Maint Service-Vehicle	11,500	5,100	16,600

To transfer budget for emergency repair to garbage truck

Pool	100-53-55420-280-000	Repair & Maint Serv-Facilities	9,000	(236)	8,764
Pool	100-53-55420-340-000	Operating Supplies	2,300	236	2,536

To transfer budget for under budgeted expenses

Recreation	100-53-55300-340-150	Operating - Adventure Camp	440	(42)	398
Recreation	100-53-55300-340-075	Operating - Mini Camp	120	42	162

To transfer budget for under budgeted expenses

Recreation	100-53-55300-346-010	Uniforms - Teeball	1,000	(250)	750
Recreation	100-53-55300-346-080	Uniforms - Soccer	750	250	1,000

To transfer budget to cover Soccer Shirts

Park Segregated

Parks	870-52-55200-822-000	Building Improvements	3,800	(225)	3,575
Transfer to General Fund	870-10-59210-900-000	Cost Reallocation	-	225	225

To transfer budget to General Fund for Civic Center A/C

General Fund

City Clerk	100-11-51420-320-000	Publications, Training, Dues	2,252	(230)	2,022
City Clerk	100-11-51420-330-000	Travel	100	(70)	30
Finance	100-11-51500-330-000	Travel	-	300	300

To transfer budget to Finance Department for CVMIC Conferences

Machinery & Equipment	100-31-53240-240-000	Repair & Maint Service-Vehicle	22,900	(2,000)	20,900
Recycling	100-31-53635-240-000	Repair & Maint Service-Vehicle	40,601	2,000	42,601

To transfer budget to cover truck emergency repair

Parks	100-52-55200-240-000	Repair & Maint Service-Vehicle	4,500	(1,500)	3,000
Parks	100-52-55200-260-000	Repair & Maint Serv-Buildings	17,196	1,500	18,696

To transfer budget to cover maintenance on shed

Parks	100-52-55200-340-000	Operating Supplies	8,877	(785)	8,092
Parks	100-52-55200-345-000	Chemicals	3,500	785	4,285

To transfer budget to cover additional chemicals

Recreation	100-53-55300-320-000	Publications, Training, Dues	959	(250)	709
Recreation	100-53-55300-270-000	Special Services	1,250	250	1,500

To transfer budget for increased online payments

Recreation	100-53-55300-320-000	Publications, Training, Dues	1,109	(400)	709
Pool	100-53-55420-320-000	Publications, Training, Dues	750	400	1,150

To transfer budget to cover pool training

Utilities

3rd Quarter Budget Amendments

Budgetary Transfers

Sewer Utility

Sewer Sludge Operating Expense	960-36-82710-345-000	Chemicals	71,250.00	(300.00)	70,950.00
Sewer Mains Maintenance	960-36-83100-250-000	Repair & Maint Serv-Equipment	5,000.00	(3,500.00)	1,500.00
Sewer Mains Maintenance	960-36-83100-270-000	Special Services	5,000.00	(5,000.00)	-
Sewer Sludge Conditioning Chem	960-36-82500-345-000	Chemicals	20,800.00	300.00	21,100.00
Sewer Mains Maintenance	960-36-83100-236-000	Repair & Maint Serv -Mains	45,000.00	6,500.00	51,500.00
Sewer Plant Maint	960-36-83400-250-000	Repair & Maint Serv-Equipment	7,700.00	2,000.00	9,700.00

Transfer funds to cover budget overages

Water Utility

Water Trans & Dist Expenses	970-37-66200-510-000	Insurance	684.00	(50.00)	634.00
Water Property Insurance	970-37-92400-510-000	Insurance	6,650.00	50.00	6,700.00

Transfer funds to cover budget overages

Resolution No. 18-85

THAT, Stuart Koehler be re-appointed to the CDA (Community Development Authority) for a term beginning November 15, 2018 thru November 14, 2021.

THAT, Dick Whitehurst be re-appointed to the Pink Lady Rail Commission for a term beginning November 1, 2018 thru October 31, 2020.

Moved by Petty, seconded by Sloan and carried that the Consent Agenda be approved 7-ayes.

2ND READING ORDINANCES

Moved by Wedekind, seconded by Kolb and carried unanimously to approve the 2nd reading of **Ordinance No. 2504** amending §9.06 of the Baraboo Municipal Code, Loud and Unnecessary Noise Prohibited, to allow for an exception to the ordinance.

OTHER ACTIONABLE ITEMS – None.

MAYOR, ADMINISTRATOR, AND COUNCIL COMMENTS – None.

REPORTS and MINUTES

The City officially acknowledges receipt and distribution of the following:

Monthly Reports for September, 2018 – Treasurer, Fire Department

Minutes from the Following Meetings –

Finance/Personnel Committee – Dennis Thurow Committee Rm #205

October 9, 2018

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.

Minutes of Zoning Ad-Hoc Committee Meeting

September 26, 2018

Call to Order - Gil Gerdman called the meeting of the Commission to order at 6:00 PM.

Roll Call – Present were Gil Gerdman, Nanci Caflisch, Tom Kolb, Michael Zolper, Kelsey McDermott, Melanie Platt-Gibson
Absent – Mike Carbonara
Also in attendance were Tom Pinion, Mark Schauf, Attorney Emily Truman.

1. **Call to Order**
 - a. Roll Call of Membership.
 - b. Note compliance with the Open Meeting Law. Palm noted compliance with the Open Meeting Law.
 - c. Agenda Approval: It was moved by Kolb, seconded by Platt-Gibson to approve the agenda as posted. Motion carried unanimously.
 - d. Minutes Approval: It was moved by Zolper, seconded by Kolb to approve the minutes of August 22, 2018. Motion carried unanimously.
2. **Appearances/Presentations**
Comments from Zoning Administrator, Police Chief and City Attorney. The recent legislative change to the conditional use law is the focus of this committee. For multi-dwellings parking is a commodity downtown, which need to be taken into consideration. Other potential problems could be safety and good neighbor issues, noise complaints, garbage containers, refuse collection. Atty. Truman added that we need to follow State Statute, code needs to be compliant with State Statute.
3. No Public Appeared.
4. **Action Items**
 - a. Discussion on Permit – is by right, permit issued same day. Conditional Use needs to go through review and approval by Plan Commission. Discussion in detail about Accessory Uses.
 - b. Red-lined items in Chapter 17 are only suggestions to the committee to strike or keep in. Items that are removed would make more work for the applicant to obtain what they want. Discussion on home occupation of what is regulated and not regulated. Our community is complaint driven. Discussed retail sales definition.
 - c. Discussion on two family dwelling conversions. Kolb wants it removed. Caflisch explained 2008 situation. Hard to regulate ordinances. Truman added legality and deed restriction. Time allowance for ad hoc committee issues including having review sooner rather than later.
 - d. Future date for meeting is Wednesday, October 10th at 6PM.
 - e. Goal is to get through rest of marked up document, a group review and other zoning codes too.
5. **Information Items**

Next Meeting – Wednesday, October 10, 2018 at 6:00PM

Adjournment - It was moved by Gerdman, seconded by Caflisch to adjourn at 7:42 p.m. The motion carried unanimously.

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

Public Arts	09-27-18	Parks & Recreation	09-10-18
CDA Exec.	08-22-18, 09-04-18	PFC	09-17-18
CDA Board	09-04-18	UW Campus Comm.	09-20-18
Ambulance Finance	08-22-18	Ambulance Comm.	08-22-18

PETITIONS, AND CORRESPONDENCE**Petitions and Correspondence Being Referred -****CLOSED SESSION**

Moved by Wedekind, seconded by Alt and carried on a unanimous roll call to go into Closed Session according to:

- (a) §19.85(1)(e), Wis. Stat., whenever competitive or bargaining reasons require a closed session (City Administrator to provide information on the ongoing union contract negotiations with WPPA).

Council Members Present: Wedekind, Kolb, Sloan, Petty, Alt, Zolper, Thurow

Council Members Absent: Plautz, Ellington

Others Present: Mayor Palm, Adm. Geick, Atty. Truman, Chief Schauf, Clerk Zeman, C. Haggard

OPEN SESSION

Moved by Sloan, seconded by Petty and carried on a unanimous roll call vote to return to Open Session as per WI Stats 19.85(2) to address any business that may be the result of deliberations made in Closed Session.

Moved by Wedekind, seconded by Kolb that the 2019 contract language with WPPA be approved, 7-ayes

INFORMATIONAL ITEMS

Mayor Palm noted that last Thursday evening Sauk County Development Corporation rolled out their housing study. Approximately 25 people attended. No surprise, there are shortages all around Baraboo including multiple family as well as starter homes, workforce homes, and high-end homes. They gave a slew of potential recommendations on what we can do. Obviously, the 70-units that are under construction will help but as of now, there are not a lot of available parcels for sale in the City of Baraboo.

ADJOURNMENT

Moved by Petty, seconded by Wedekind, and carried on voice vote, that the meeting adjourn at 7:22pm.

Brenda Zeman, City Clerk