

## **Minutes of the Meeting of the Board of Public Works – December 15th 2011**

A meeting of the Board of Public Works of the City of Prairie du Chien, Wisconsin was held on Thursday December 15<sup>th</sup> 2011 at 6:00 PM in Conference Room #2 of City Hall. Chairman Jaaren Riebe called the meeting to order.

### **1. Call to order**

PRESENT – Jaaren Riebe (Chairman), Kyle Kozelka, Mike Jones, Jean Titlbach

ABSENT – Karen Solomon

ALSO PRESENT – Co-Public Works Manager Larry Gates, Co-Public Works Manager Terry Meyer, City Administrator Aaron Kramer, Jim Gallagher

### **2. Certification of the open meeting law agenda requirements and approval of agenda**

MOTION: Titlbach SECOND: Kozelka VOTE: 4-0

### **3. APPROVAL – Minutes of the November 3rd 2011 meeting**

ACTION: To approve MOTION: Titlbach SECOND: Kozelka VOTE: 4-0

### **4. DISCUSSION AND ACTION – Relocation of homes on Marquette Road**

Dale Klemme, from Community Development Alternatives, discussed the proposal to relocate six homes along Marquette Road to various city lots along and near Beaumont Road. Issues involving raising the lots above the floodplain, the cost of foundations, relocation costs and the eventual price of the lots were discussed. Klemme outlined a number of funding sources, mainly federal and state grants.

ACTION: To direct staff and CDA to begin the grant application and budgetary estimates for relocating the homes MOTION: Titlbach SECOND: Jones VOTE: 4-0

### **5. DISCUSSION AND ACTION – Campion Boat Landing Improvements**

Kozelka raised concerns about the proposed location of a third launch south of the two existing launches, and the impact it would have on the number of current parking stalls. There was also discussion on the issue of the trash bins at the landing being filled with non-permitted garbage. Gallagher suggested the bins be emptied three times a week by Town and Country and pay for the additional service with Boat Launch fees, which staff said they would consider as an option for 2012.

ACTION: To re-align the proposed improvements as follows from north to south along the shoreline: green space, new boat launch, existing boat launches, open space, improved storm water ditch, canoe and kayak launch area, new handicap-accessible fishing pier MOTION: Kozelka SECOND: Jones VOTE: 4-0

### **6. DISCUSSION AND ACTION – Wells Street sidewalk improvements**

Staff presented a cost estimate for installing the sidewalks, based on the 2011 concrete bid results. Discussion was held on the proposal. The City Administrator informed the Committee the 2012 budget included \$10,000 for sidewalks, with 50 percent earmarked for the Trip Hazard program. MOTION: To direct staff to finalize the plans for repairing the damaged sidewalk on Wells between 9<sup>th</sup> and 10<sup>th</sup> Streets first, then installing sidewalks on Wells Street from 20<sup>th</sup> moving west, with the existing budgeted amount for 2012 being the limits of the project ACTION: Riebe SECOND: Kozelka VOTE: 4-0

### **7. DISCUSSION AND ACTION - Wayfinding sign determinations**

Discussion was held on the proposed signs along the Highway 18 bypass. Meyer told the Committee the DOT will not fund the signs, and no funds were included in the 2012 budget. ACTION: To direct

staff begin the process of identifying the location of the signage, and what each sign would say, and come back to the Committee with a cost estimate MOTION: Riebe SECOND: Titlbach VOTE: 4-0

**8. DISCUSSION AND ACTION - Streetlights/energy reduction plans**

Staff has had discussions with Alliant Energy on the number of lights in the city and possible energy saving options. A memo showing the fixed costs and energy-related costs of the roughly 480 street lights was discussed. ACTION: To direct staff to begin developing an energy conservation program, including, but not limited to, the switch to LED lighting and the removal of some street lights MOTION: Titlbach SECOND: Jones VOTE: 4-0

**9. DISCUSSION AND ACTION - Authorize the Wastewater Department staff to develop and distribute a Request For Proposal (RFP) to sandblast and coat the aeration basin**

Funds are in the 2011-2013 Capital Improvement Plan. ACTION: To authorize moving forward with the RFP MOTION: Titlbach SECOND: Kozelka VOTE: 4-0

**10. DISCUSSION AND ACTION – Authorization to bid out the 2012 asphalt and concrete contracts**

The 2012 budget has \$10,000 for concrete and \$10,000 for asphalt. ACTION: To authorize the bidding out MOTION: Jones SECOND: Riebe VOTE: 4-0

**11. DISCUSSION AND ACTION – 2012 goals for Crackfill, Trip Hazard and Expansion Joint Work**

ACTION: To approve the proposed 2012 goals MOTION: Riebe SECOND: Jones VOTE: 4-0

**12. CLOSED SESSION (7:50 PM)**

ACTION: To go into closed session under Wisconsin State Statute 19.85 (1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. RE: Acquisition of property MOTION: Titlbach SECOND: Riebe VOTE: 4-0

**13. RECONVENE into open session (8:05 PM)**

MOTION: Riebe SECOND: Titlbach VOTE: 4-0

**14. ACTION from closed session**

ACTION: To end the investigation into a possible land swap between the city and the state, involving the city-owned land on St. Feriole Island, requested by the State Historical Society and Villa Louis, and other land in the city owned by the state, and re-consider the request, at a future meeting and tabled at the October 27<sup>th</sup> Public Works meeting, to donate the land to the State Historical Society MOTION: Riebe SECOND: Titlbach VOTE: 4-0

**15. ADJOURN (8:06 PM)**

MOTION: Titlbach SECOND: Kozelka VOTE: 4-0

Submitted by City Administrator Aaron Kramer