

Minutes of the Meeting of the Board of Public Works – January 16th 2012

A meeting of the Board of Public Works of the City of Prairie du Chien, Wisconsin was held on Monday January 16th 2012 at 8:00 PM in Conference Room #2 of City Hall. In the absence of Chairman Jaaren Riebe, City Administrator Aaron Kramer called the meeting to order.

1. Call to order

PRESENT - Kyle Kozelka, Mike Jones, Jean Titlbach

ABSENT – Jaaren Riebe (Chairman), Karen Solomon

ALSO PRESENT – Co-Public Works Manager Larry Gates, Co-Public Works Manager Terry Meyer, City Administrator Aaron Kramer, Mayor Dave Hemmer, Michael Douglas (Villa Louis)

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

MOTION: Titlbach SECOND: Kozelka VOTE: 3-0

3. APPROVAL – Minutes of the December 15th 2011 meeting

ACTION: To approve MOTION: Titlbach SECOND: Kozelka VOTE: 3-0

4. DISCUSSION AND ACTION – Donation of land to the State of Wisconsin/Proposed land trade (Villa Louis)

On September 26th, Michael Douglas, Site Director for the Villa Louis, sent a letter to the City Administrator requesting a donation of land, consisting of two parcels, from the City on St. Feriole Island. A public hearing to determine if the land is of no future value to the city must be held on October 27th, but a vote to table any formal action on the land donation request was approved until Douglass and the City Administrator investigated a possible land swap between the city and the state. A letter from the State is included in the packet. Staff stated the letter led them to believe that a land swap was not feasible.

ACTION: To place the item back on the table for consideration and re-open the public hearing

MOTION: Titlbach SECOND: Jones VOTE: 3-0

5. PUBLIC HEARING – Donation of land to the State of Wisconsin (Villa Louis)

The public hearing was opened at 7:04 PM by the City Administrator. Considerable discussion was held, with members expressing some hesitation in “giving” the land away. Staff said they had no expectations of the land being used by the city in the near future. Douglas explained that the land was to have been included in a series of land swaps between the City and the State in the 1980’s, but there is no record as to why these two parcels were not included. The City Administrator closed the Public Hearing at 7:25 PM.

6. DISCUSSION AND ACTION – Donation of land to the State of Wisconsin

ACTION: To recommend to the Council that the two parcels on St. Feriole Island be given to the Villa Louis in exchange for an agreement of understanding between the City and the Villa Louis, which would allow the City to retain the right to park vehicles and utilize Villa Louis property during special events, as long as that usage does not interfere with the operations of the Villa Louis MOTION: Titlbach SECOND: Jones VOTE: 3-0

7. DISCUSSION AND ACTION – Water System Inspection Report

Gates reviewed the recent report, as well as the city’s responses to the issues raised by the DNR.

ACTION: To approve the Water Inspection System Report MOTION: Jones SECOND: Kozelka VOTE: 3-0

8. DISCUSSION AND ACTION - Authorization to bid out the Well #2 improvements for 2012

\$15,000 has been allocated in the 2011-2013 capital budget. ACTION: To approve the authorization to bid MOTION: Titlbach SECOND: Jones VOTE: 3-0

9. DISCUSSION AND ACTION – Ordinance 2012-01

This ordinance will bring our Municipal Code into compliance with the Wisconsin State Statutes and Administrative Code, and satisfies one of the issues raised by the DNR in item #7 above ACTION: To approve Ordinance 2012-01 MOTION: Titlbach SECOND: Jones VOTE: 3-0

10. DISCUSSION AND ACTION – Wells Street Sidewalks

Meyer requested that the Committee hold off on scheduling a public hearing for assessment purposes, and have staff try to seek waivers of special assessments from the affected property owners. ACTION: To direct staff to seek waivers of special assessments from the affected property owners MOTION: Kozelka SECOND: Titlbach VOTE: 3-0

11. DISCUSSION AND ACTION – Sidewalk Point System

No formal action was taken, as the Committee agreed to address the issue at a future meeting.

12. DISCUSSION AND ACTION – 2012 Spraying Program

A letter from Countrywide Sprayers with the proposed 2012 spraying schedule and a memo from the staff were discussed. ACTION: To approve the 2012 spraying program MOTION: Jones SECOND: Kozelka VOTE: 3-0

13. DISCUSSION AND ACTION – Alternative Sewer Metering in Town of Prairie du Chien

Meyer provided an update on recent discussions between the City, the Town of Prairie du Chien and Blair Dillman, which included the creation of an agreement between the City, the Township and owners of developments in the township who use city water ACTION: To direct staff to complete the development-meter agreement MOTION: Titlbach SECOND: Jones VOTE: 3-0

14. CLOSED SESSION (8:56 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: Jones SECOND: Titlbach VOTE: 3-0

15. RECONVENE into open session (9:01 PM)

ACTION: To reconvene into open session MOTION: Jones SECOND: Titlbach VOTE: 3-0

16. ACTION from closed session

No action was taken

17. ADJOURNMENT (9:02 PM)

MOTION: Titlbach SECOND: Kozelka VOTE: 3-0

Submitted by City Administrator Aaron Kramer