

Minutes of the Finance Committee – March 20th 2012

A meeting of the Finance Committee of the City of Prairie du Chien was held on Tuesday March 20th 2012 at 5:45 PM in Conference Room #2 of City Hall. Chairperson Kathleen Hein called the meeting to order.

1. Call to order/Roll Call

PRESENT – Kathleen Hein (Chairperson), Linda Munson, Frank Pintz ABSENT – Jaaren Riebe, Judeen Ames ALSO PRESENT – City Administrator Aaron Kramer, Mayor Dave Hemmer, Co-Public Works Manager Terry Meyer, City Planner Garth Frable, Dr. John Kurt (Southwest Veterinary Service)

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

MOTION: Munson SECOND: Pintz VOTE: 3-0

3. APPROVAL – Minutes of the March 6th 2012 meeting

ACTION: To approve MOTION: Munson SECOND: Pintz VOTE: 3-0

NOTE: Riebe arrived at 5:51 PM.

Without the objection, the agenda was moved:

8. DISCUSSION AND ACTION – Contract between City and Southwest Veterinary Services

Southwest Veterinary Services has proposed a new 3-year contract, which includes several fee increases. Dr. Kurt was present to discuss the proposed fee increases. Discussion was held on whether a better system could be implemented to publicize lost pets. ACTION: To approve the 3-year contract, with Southwest exploring options, including the Internet, for publicizing the animals brought in, and have Southwest meet with Police Chief Abram to improve the information and itemizing of the bills MOTION: Hein SECOND: Munson VOTE: 4-0

5. DISCUSSION AND ACTION – City Tax Increment District Plan

Staff has compiled the latest financial data on the city's TID district, as well as identifying several projects to be undertaken utilizing TID revenue. Considerable discussion was held on the current finances and proposed plans. No formal action was taken.

NOTE: Hein left the meeting at 6:29 PM.

6. DISCUSSION AND ACTION - East LaPointe to East Lessard Street loop

This construction project would complete a transportation loop for TID 5 and serve Universal Forest Products, Moore Transport and potential commercial or industrial ventures. This project would include sanitary sewer, storm sewer and water main installation, asphalt street and concrete curb and gutter. It would serve 100% industrial/commercial development. The total length of the loop is approximately 900 feet; road width would be about 33 feet. The sewer component would be about the same length. The estimated cost is \$250,000 (plus engineering). ACTION: To recommend the project move forward MOTION: Pintz SECOND: Riebe VOTE: 3-0

7. DISCUSSION AND ACTION - East Lessard Street to the city corporate limits

This street currently dead ends at the 22nd Street Right-Of-Way. Development of this street would serve potential industrial or commercial ventures within the City of Prairie du Chien This project would include sanitary sewer, storm sewer and water main installation, asphalt street and concrete curb and gutter. It would serve 100% industrial and commercial development. Total road length is about

1550 feet x 33 feet wide. 22nd Street could be considered for development along with this work. The estimated cost is \$300,000 (plus engineering). ACTION: To recommend the project move forward MOTION: Munson SECOND: Pintz VOTE: 3-0

9. DISCUSSION AND ACTION - Airport Six-Year Improvement Plan

The Bureau of Aeronautics requires the City to approve the 6-year plan by resolution. The Board of Airport Commissioners met on March 13th to discuss the proposed projects, and their recommendations were forwarded to the Committee.

A. RESOLUTION 2012-06 (APPROVING THE PROPOSED SIX-YEAR IMPROVEMENT PLAN AND STATEMENT OF INTENTIONS FOR THE PRAIRIE DU CHIEN AIRPORT)

ACTION: To approve the proposed Airport 6-year Improvement Plan and Resolution 2012-06 MOTION: Munson SECOND: Pintz VOTE: 3-0

10. DISCUSSION AND ACTION – City Cell Phone Contract

A memo was included in the packet on this topic. Considerable discussion was held on the proposals from U.S. Cellular and Verizon. ACTION: To direct staff to switch the city’s cell phone service from U.S. Cellular to Verizon MOTION: Pintz SECOND: Munson. Both the first and second withdrew their motions. More discussion was held ACTION: To table the item and have staff explore additional options for the April 17th Finance Committee meeting MOTION: Pintz SECOND: Munson VOTE: 3-0

4. DISCUSSION AND ACTION – Claims

ACTION: To approve MOTION: Pintz SECOND: Munson VOTE: 3-0

11. ADJOURNMENT (6:50 PM)

MOTION: Pintz SECOND: Riebe VOTE: 3-0

Submitted by City Administrator Aaron Kramer