

Minutes of the Meeting of the Board of Public Works – April 25th 2012

A meeting of the Board of Public Works of the City of Prairie du Chien, Wisconsin was held on Wednesday April 25th 2012 at 5:30 PM in Conference Room #2 of City Hall. Chairman Jaaren Riebe called the meeting to order.

1. Call to order/Roll Call

PRESENT – Jaaren Riebe (Chairman), Kyle Kozelka, Karen Solomon, Jean Titlbach ABSENT – Mike Jones ALSO PRESENT – Mayor Dave Hemmer, City Administrator Aaron Kramer, Co-Public Works Manager Terry Meyer, Co-Public Works Manager Larry Gates, Eric Frydenlund (Community Development Alternatives), Bob McDonald

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

MOTION: Kozelka SECOND: Solomon VOTE: 4-0

3. APPROVAL – Minutes of the March 21st 2012 meeting

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

4. DISCUSSION AND ACTION - Safe Routes to School

Frydenlund presented the proposed priority list for the next round of Safe Routes to School (SRTS) funding applications. He said the city's 2010 application was rejected, in part, because of the Prairie du Chien School District's busing policy, the failure of the plan to address access over Marquette Road, and the lack of a SRTS plan for the City. Discussion was also held on the lack of a SRTS plan to address the area north of Bluffview School, as well as the situation along Fremont Street between Taylor and Wells (which was not part of any SRTS programming) and if that should be part of the proposed plan or the next round of grant applications. Bob McDonald (1004 South 15th) spoke in support of addressing the Fremont Street situation.

ACTION: To direct staff to work on addressing the issues of parking and no-parking and bicycle/pedestrian safety along Fremont Street from Taylor to Wells MOTION: Riebe SECOND: Solomon VOTE: 4-0

Further discussion was held on the current proposal. Discussion was also held on a proposal to add a crosswalk on Wells Street to connect the SRTS route with the new sidewalks scheduled to be placed later this year. It was felt there was not enough time to include it in this round of funding, but it could be considered for future funding, or as a City project. ACTION: To recommend the Council that a grant application for Safe Routes to School funding be made, with the following projects, in order of priority, being part of the application – Dousman Street (Wells to Crawford to Marquette), Mooney Street (Mooney to Wacouta to Wells to Bypass), 22nd Street (Campion to Lessard)

5. DISCUSSION AND ACTION - Sidewalk Criteria

Staff reviewed a memo which outlined three possible areas of discussion – a rating system for installing sidewalks, the City's assessment policy, and the procedure for Committee and Council action on determining where new sidewalks would be installed. The Committee felt the criteria should include distance from major attractions (hospital, Aquatic Pool, Hoffman Hall, etc.), the city assessment policy should be changed from the current 75 (property owner) – 25 (City) split to a 50-50 formula, the interest rate on assessments should be set at two points above the prime interest rate, and that language be developed to insure that sidewalks would be replaced during major street reconstruction projects. A petition for the public to use to request sidewalks was also reviewed. Bob McDonald (1004 South 15th) had several questions about the proposal. The Committee took no formal action, but asked staff to draft a formal policy on sidewalks for the Committee to consider

6. DISCUSSION AND ACTION - Stop Sign Criteria

Staff reviewed a memo which outlined a process for installing stop signs, both initiated by residents and by the Council and/or Committee. The proposal also included a petition for the public to use to request sidewalks. ACTION: To direct staff to draft a formal policy based on the memo discussed, and forward to the Council for approval MOTION: Solomon SECOND: Kozelka VOTE: 4-0

7. DISCUSSION AND ACTION - Next phase of underground electrical utilities on St Feriole Island

Discussion was held on a proposal to bury utilities in several locations on the island. ACTION: To direct staff to develop a budget for installing veneer on five electrical vaults on the Island, using donated materials from Blair Dillman and possible donated labor MOTION: Riebe SECOND: Kozelka VOTE: 4-0 ACTION: To forward the Finance Committee a recommendation to remove the existing power poles in the Marina parking lot, including the setting of vaults and transformers and installation of services MOTION: Solomon SECOND: Kozelka VOTE: 4-0

8. DISCUSSION AND ACTION - Approve memorial donations for the amenities (benches, etc) on the bypass

The Committee reviewed a memo outlining a possible plan for accepting donations for the amenities on the bypass, with a memorial plaque to be installed on each amenity sold. The proposal would place the funds in an endowment fund for future projects, such as the Old Rock School or supporting community programs, such as the Ft. Crawford Museum or fine arts. ACTION: To approve the concept and have staff forward a proposal to the Finance Committee with guidelines for expending the funds MOTION: Solomon SECOND: Kozelka VOTE: 4-0

9. DISCUSSION AND ACTION - 2011 Consumer Confidence Report (CCR)

Gates reviewed the report with the Committee, and said there were no major issues with the City's Water System. There was some discussion on the Cross Connection program, which continues to need work. ACTION: To send to the Council for approval of the CCR MOTION: Kozelka SECOND: Titlbach VOTE: 4-0

10. DISCUSSION AND ACTION – Closing off alley to west of City Hall

There has been several vandalism and related issues in the past year. Staff is recommending two locked gates be installed at the ends of the alley as a prevention measure, with the work being done by city staff. ACTION: To approve the installation of two locked gates at the ends of the alley running west of City Hall MOTION: Titlbach SECOND: Solomon VOTE: 4-0

11. DISCUSSION AND ACTION - Stormwater Management Planning

Riebe had a concern from a resident who had a neighbor's stormwater being drained onto their property. Staff said they would explore the City Ordinances and state law to determine what recourse the resident had. No formal action was taken.

12. DISCUSSION AND ACTION – Scheduling of Committee meeting at Villa Louis Boat Landing in May or June

Staff was directed to provide some possible dates for the meeting. No formal action was taken.

13. ADJOURN to CLOSED SESSION (7:21 PM)

ACTION: To adjourn 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: Solomon SECOND: Riebe VOTE: 4-0

ACTION: To convene into open session at 7:34 PM MOTION: Solomon SECOND: Titlbach VOTE: 4-0

ACTION: To recommend to the Finance Committee and Common Council that the offer of John Cummuta to sell his airport hangar to the City be rejected MOTION: Solomon SECOND: Titlbach VOTE: 4-0

14. ADJOURNMENT (7:35 PM)

MOTION: Solomon SECOND: Riebe VOTE: 4-0

Submitted by City Administrator Aaron Kramer