

Common Council Meeting – May 15th 2012

A regular meeting of the Common Council of the City of Prairie du Chien was held on Tuesday May 15th 2012 at 7:00 PM in the Council Chambers of City Hall. Mayor Dave Hemmer called the meeting to order. **Call to order/Roll Call** – All present **Certification of the open meeting law agenda requirements and approval of the agenda** – ACTION: To certify and approve MOTION: Ames SECOND: Solomon VOTE: 12-0 **Pledge of Allegiance** – Led by Linda Munson

I. PUBLIC HEARINGS AND PRESENTATIONS

A. PUBLIC HEARING - Vacation of all that part of 23rd Street abutting Blocks 33 and 35 of Parish Addition, in the City of Prairie du Chien, Crawford County, Wisconsin

Hemmer opened the public hearing at 7:03 PM. City Zoning Administrator Julie Jackson provided an overview of the vacation. Hemmer closed the public hearing at 7:05 PM.

B. ACTION on aforesaid item – Resolution 2012-21 (VACATING ALL THAT PART OF 23RD STREET ABUTTING BLOCKS 33 AND 35 OF PARISH ADDITION, IN THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN)

ACTION: To approve Resolution 2012-21 MOTION: Ames SECOND: Munson VOTE: 12-0

II. CONSENT AGENDA

A. COUNCIL MINUTES – May 1st 2012, B. FINANCE COMMITTEE – May 1st 2012, C. PLAN COMMISSION – March 19th 2012, D. BOARD OF ZONING APPEALS – October 26th 2011, E. HOFFMAN HALL BUILDING COMMITTEE – April 4th 2012, F. HOFFMAN HALL CAPITAL CAMPAIGN COMMITTEE – March 14th 2012, G. QUARTERLY REPORT – Police Department, H. QUARTERLY REPORT – Fire Department, I. OPERATORS LICENSES

Riebe requested item I be pulled. Boylen requested item B be pulled. ACTION: To approve the consent agenda minus items B and I MOTION: Hein SECOND: Pintz VOTE: 12-0

III. ITEMS REMOVED FROM CONSENT AGENDA

B. FINANCE COMMITTEE – May 1st 2012 – ACTION: To approve item B MOTION: Boylen SECOND: Munson VOTE: 12-0

I. OPERATORS LICENSES – ACTION: To approve item I MOTION: Pintz SECOND: Hein VOTE: 11-0-1 (Riebe abstained)

IV. CITY ADMININSTRATOR’S REPORT

The City Administrator was asked about the Safe Routes to School proposal, which goes before the Public Works Committee May 16th. He also advised the Council that, on Thursday May 17th, USDA Deputy Undersecretary, Doug O’Brien will be in Prairie du Chien at Sharing Spaces Kitchen. He is interested in learning about our local foods movement and how we have all worked together to make Sharing Spaces Kitchen a reality. Kramer said Pam Ritchie, CEO of the Opportunity Center, has extended an invitation to the Council to attend. No formal action taken on the report.

V. CITIZENS’ COMMENTS, OBSERVATIONS, PETITIONS, AND PUBLIC INPUT - None

VI. COMMITTEE REPORTS AND ACTIONS

A. FINANCE – Claims

ACTION: To approve the Committee report and claims MOTION: Hein SECOND: Riebe VOTE: 12-0

B. FINANCE/PUBLIC WORKS - Approve memorial donations for the amenities (benches, etc) on the bypass

On April 25th, the Public Works Committee approved the concept of 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. The Committee also directed staff to forward a proposal to the Finance Committee with guidelines for expending the funds. The Finance Committee met earlier tonight to review a policy governing the allocation of the funds. ACTION: To approve the Committee reports, which were to approve the concept and have staff forward a proposal to the Finance Committee with guidelines for expending the funds MOTION: Hein SECOND: Munson VOTE: 12-0

C. FINANCE/PERSONNEL - Policy 2012-02 (Travel and Expense Policy)

This policy would make several changes to the existing policy, which has not been amended since 2004. These changes include raising the per diem for meal expenses from \$29 to \$40, and ending the reimbursement for alcoholic beverages and gratuities. A new reporting form is also part of the policy. ACTION: To approve Policy 2012-02 MOTION: Solomon SECOND: Ames. After further discussion, Solomon and Ames withdrew their motions. Discussion was held on the gratuity portion of the policy. ACTION: To send the Policy back to the Personnel Committee MOTION: Munson. Munson withdrew her motion before a second was made. Further discussion was held. ACTION: To approve Policy 2012-02, with a change in the gratuity policy to allow the city to reimburse employees for gratuities as part of the overall per diem MOTION: Munson SECOND: Hein VOTE: 12-0

D. PERSONNEL - Policy 2012-01 (Criteria for Issuance of Liquor Licenses)

This policy would establish non-binding criteria for the issuance of new liquor licenses. Existing license holders would not be affected. It would also establish a process for the issuance of new liquor licenses. Discussion was held on the reasons for the policy. Munson stated that the criteria is being proposed to give the Personnel Committee some additional tools for determining whether a license should be issued, and whom it should be issued to. ACTION: To approve Policy 2012-01 MOTION: Munson SECOND: Solomon VOTE: 10-1-1 (Pintz opposed, Riebe abstained)

VII. OLD BUSINESS

A. DISCUSSION AND ACTION – Wells Street Sidewalk

On May 1st, the Council, on a 7-4 vote, failed to pass Resolution 2012-15, which set the public hearing date for the special assessments for the Wells Street Sidewalk project. The City Administrator asked for the Council to allow staff some time to review the impact of the vote, and has drafted a memo to address the situation. That memo, with five possible options, was discussed.

ACTION: To direct staff to re-draft a resolution, establishing a date for a hearing on special assessments on either June 6th or 19th MOTION: Pintz SECOND: Fleshner. After further discussion, Pintz and Fleshner withdrew their motions. More discussion was held.

ACTION: To direct the item back to the Public Works Committee for further discussion as part of their May 16th meeting MOTION: Hein SECOND: Ames VOTE: 12-0

VIII. NEW BUSINESS (Including items for future agenda consideration or Committee assignment)

A. MAYORAL APPOINTMENT – Jerry Reed, as City Forester, replacing John Rybarczyk, for an indefinite term

ACTION: To approve Jerry Reed as City Forester MOTION: Solomon SECOND: Jones VOTE: 12-0

B. DISCUSSION AND ACTION – Resolution 2012-20 (ADOPTING THE 2011 WASTEWATER TREATMENT FACILITY COMPLIANCE MAINTENANCE REPORT)

Co-Public Works Manager Terry Meyer provided a summary of the report. ACTION: To approve Resolution 2012-20 MOTION: Munson SECOND: Ames VOTE: 12-0

C. DISCUSSION AND ACTION – Creation of Northern Engraving Redevelopment Committee

Staff is requesting the Council approve this ad-hoc committee, consisting of five members (one being from the Council) appointed by the Mayor, with the following charge: To develop, no later than September 1st 2012, a redevelopment and implementation plan for the former Northern Engraving site on St. Feriole Island, embracing the following components - an outdoor performance area, green space preservation and enhancement, acknowledgment of the historical significance of the property, and integration with the neighboring properties. ACTION: To approve the creation of the committee MOTION: Riebe SECOND: Kozelka VOTE: 12-0

D. DISCUSSION – Items for future agenda consideration or Committee assignment - None

E. ADJOURN to CLOSED SESSION (8:04 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, and 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: Municipal investment in proposed Industrial Park spec building (TIF funding) MOTION: Pintz SECOND: Hein VOTE: 12-0

F. CONVENE into OPEN SESSION (8:10 PM)

ACTION: To convene into open session MOTION: Hein SECOND: Munson VOTE: 12-0

G. ACTION from CLOSED SESSION - None

IX. ADJOURN (8:11 PM)

MOTION: Hein SECOND: Solomon VOTE: 12-0

Submitted by City Administrator Aaron Kramer

RESOLUTIONS APPROVED

* Resolution 2012-20 (ADOPTING THE 2011 WASTEWATER TREATMENT FACILITY COMPLIANCE MAINTENANCE REPORT)

* Resolution 2012-21 (VACATING ALL THAT PART OF 23RD STREET ABUTTING BLOCKS 33 AND 35 OF PARISH ADDITION, IN THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN)