

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

A meeting of the Board of Public Works of the City of Prairie du Chien, Wisconsin was held on Wednesday May 16th 2012 at 7:00 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, Mike Jones
ALSO PRESENT – Mayor Dave Hemmer, City Administrator Aaron Kramer, Co-Public Works Manager Terry Meyer, Co-Public Works Manager Larry Gates, Bart Nies (Delta3 Engineering), Fire Chief Harry Remz (arrived at 7:20 PM)

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

MOTION: Titlbach SECOND: Solomon VOTE: 5-0

3. APPROVAL – Minutes of the April 25th 2012 meeting

ACTION: To approve MOTION: Solomon SECOND: Jones VOTE: 5-0

4. DISCUSSION AND ACTION – Safe Routes to School Phase Two Engineering

Delta 3 has completed the engineering plans for next round of the Safe Routes to School (SRTS) project. This route runs mainly along Wells Street from the high school, via Dousman, to 22nd Street, down to Campion, and then west on Campion. If the Committee approves the engineering plan, this will go to the Council for approval on May 22nd. A map of the proposed route was available for viewing. Nies reviewed the proposal, and the estimated cost (\$370,000). The City Administrator pointed out that the SRTS grant is for only \$225,000, meaning the City would have to cover the funding gap, reject the project outright, or scale the project back. He said staff had met with Nies last week, and offered an alternative of moving the north-south connection between Wells and Campion to 19th Street from 22nd. Discussion was held on the revision, which would need approval from the DOT. ACTION: To recommend to the Council for their May 22nd Special meeting that the Safe Routes to School project run from the high school parking lot south on Dousman Street (the east side) to Wells Street (the north side), then westerly to 19th Street (the east side), then southerly to Campion Boulevard (the south side), then westerly to 10th Street, and, if the project is approved by the Council and the DOT, have staff schedule a public informational meeting for the affected property owners and residents at-large MOTION: Solomon SECOND: Jones VOTE: 5-0

5. DISCUSSION AND ACTION – 2012-2013 Capital Projects - Overview Court

The original Capital Budget had the City repairing Overview from Rice to Glenn Streets, including sanitary sewer and storm water. Staff is recommending that the project be expanded to include milling and overlaying Glenn from Beaumont to 1st Streets as the intersection will be torn up. Funds would come from the original plan project of doing 14th Street from Brunson to Fowler. This would increase the funds available from \$50,000 to \$100,000. ACTION: To amend the Capital Budget to direct the funds originally earmarked for the work on 14th Street from Brunson to Fowler to the proposed work on Overview from Rice to Glenn Streets, including sanitary sewer and storm water, and expanding to include milling and overlaying Glenn from Beaumont to 1st Streets MOTION: Solomon SECOND: Riebe VOTE: 5-0

Without objection, the agenda was moved

9. DISCUSSION AND ACTION – Request to establish no-parking zone adjacent to Fire Station

Chief Remz is requesting the Committee approve a no-parking zone across the street from the Fire Station and Water Department buildings on Blackhawk Avenue. Discussion was held on the proposal.

ACTION: To direct staff to draft an ordinance prohibiting parking on the north side of Blackhawk Avenue from a westerly point being perpendicular to the eastern edge of the Fire Station to an easterly point perpendicular to western edge of the Water Department building MOTION: Riebe SECOND: Kozelka VOTE: 5-0

6. DISCUSSION AND ACTION – 2012 Sealcoating

Staff is seeking permission to bid out the work, which will consist of Beaumont Road, south from Iowa Street. \$40,000 has been earmarked for this project. ACTION: To direct staff to bid out the project MOTION: Riebe SECOND: Jones VOTE: 5-0

8. DISCUSSION AND ACTION – Replacing pavers in the downtown

Under the proposal, the City would replace the pavers at five (5) crosswalks adjacent to or on Blackhawk Avenue, that currently consist of four (4) feet of brick pavers and two (2) 1-foot wide concrete ribbons supporting the outer edge of the crosswalk. The crosswalks have settled and are becoming rough and chipped. Staff is proposing to remove the concrete ribbons and pavers and replace them with poured concrete walks, with each walk consisting of red-dyed concrete to delineate the crosswalk. ACTION: To approve the proposal, and replace the pavers and concrete ribbons with colored broom finish red-dyed concrete at an estimated cost of \$6,162, with the funds to come from the 2012 Street Department asphalt and concrete budget MOTION: Jones SECOND: Solomon VOTE: 5-0

7. DISCUSSION AND ACTION - Sidewalk Criteria

This is a continuation of the discussion from the last Committee meeting. Discussion was held on the current assessment policies of the city, which require residents to pay 75 percent of the cost of installing new sidewalks, and the interest rate charged on the assessments, which has historically been eight (8) percent. Discussion was also held on the proposed Wells Street project, which was sent back to the Committee for discussion. The City Administrator stated he did not feel the Committee agenda allowed for any action on the proposal, which the Chairman concurred with. Riebe did request that the Committee meet at a later date to determine the future of the sidewalk project, and to consider changing the no-parking on Fremont Street from Wells to Taylor from the east side of the street to the west side. ACTION: To direct staff to draft an ordinance to change the current assessment practice so that the cost of installing new sidewalks in established residential neighborhoods be changed from 75 percent (owner)-25 percent (City) to a 50-50 ratio, and to permit special assessment payments be made over a ten-year period, with an interest rate set at two percentage points above the Wall Street Journal Prime Rate at the time the special assessments are levied by the Council, and to recommend that the Council adopt Policy 2012-04 (Sidewalk Criteria) MOTION: Solomon SECOND: Kozelka VOTE: 5-0

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

Staff would like to have the Committee meet at the landing to discuss future plans for upgrading the landing. It was decided to try and schedule a meeting for Tuesday May 29th at 6:00 PM at City Hall, relative to the Wells Street sidewalk project and Riebe's no-parking proposal along Fremont Street, and then adjourn the meeting to the boat landing. The City Administrator asked for members to provide their schedules, and any potential conflicts, to him in the next few days so the meeting may be scheduled. No formal action was taken.

11. ADJOURNMENT (8:25 PM)

MOTION: Solomon SECOND: Jones VOTE: 5-0

Submitted by City Administrator Aaron Kramer