

Minutes of the Meeting of the Board of Public Works – October 22nd 2012

A meeting of the Board of Public Works of the City of Prairie du Chien, Wisconsin was held on Monday October 22nd 2012 at 7:00 PM in the Council Chambers of City Hall. Chairman Kyle Kozelka called the meeting to order.

1. Call to order/Roll Call

PRESENT – Kyle Kozelka (Chairman), Karen Solomon, Jean Titlbach, Ron Leys ABSENT – Mike Jones ALSO PRESENT – City Administrator Aaron Kramer, Co-Public Works Manager Terry Meyer, Co-Public Works Manager Larry Gates

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

MOTION: Titlbach SECOND: Solomon VOTE: 4-0

3. APPROVAL – Minutes of the September 4th 2012 meeting

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

Without objection, the agenda was moved:

7. DISCUSSION AND ACTION – Construction of Shelter/Concession Stand at Cecil Smith Park

At its September 12th meeting, the Park Board recommended moving forward with the construction of a new shelter/concession stand/storage facility for the Park in the spring of 2013. Matt Martin and Brad Smock (Prairie du Chien Little League) were present and addressed the Council on the proposal. The City Administrator said he has discussed the project with an individual who would consider donating his time to building the facility, and he would be asking the Finance Committee to approve expending up to \$10,000 from 2012 contingency funds to purchase the raw materials for the project, while Martin said the Little League could possibly contribute up to \$10,000 more and would provide volunteer labor and other in-kind donations. Staff said they had staked out the proposed site at the Park earlier today, and had met with Martin at the site to review the location. ACTION: To support the proposal and recommend to the Finance Committee that city funds be contributed MOTION: Titlbach SECOND: Leys VOTE: 4-0 ACTION: To permit the Little League, in 2013, to construct a minimum of two bullpens at the park, with approval for the location and construction being required of the Park and Rec Director, City Administrator and Co-Public Works Managers before construction begins MOTION: Titlbach SECOND: Kozelka MOTION: 4-0

4. DISCUSSION AND ACTION – Variance for Curb Cut

This request, for the Adamany Spec Building on Vena Court, would allow for the construction of a 60-foot curb cut opening to service the building. The additional footage is needed for larger truck traffic. ACTION: To approve the waiver from the curb cut requirement MOTION: Leys SECOND: Kozelka VOTE: 4-0

5. DISCUSSION AND ACTION – Community Sensitive Design (CSD) proposals for the Marquette Road Project

This is the final presentation and discussion of the amenities, landscaping and other related visual items related to the project, including what the look of the roundabouts is being proposed. Patrick Cleary (Vierbicher Associates) presented the amended proposals, which now included several new lighting options. Considerable discussion was held on the proposals. All of the options exceeded the DOT budget for the project (\$273,690). Meyer said the staff was looking at signage options which would replace those in the proposals. Leys said he did not want to see trees removed from the proposals to spend more funds on lighting. ACTION: To recommend that the Council, at its November 7th meeting, approve Option #1, which does not include any additional funds being spent on decorative lighting, and remove the \$34,200 to be spent on trees outside the roundabout areas and

\$3,600 for information direction signage, but, to bid out the Option with both of those items included so that the funds could be restored if the budget allowed MOTION: Solomon SECOND: Kozelka VOTE: 4-0

NOTE: Titlbach left the meeting at 7:56 PM.

6. DISCUSSION AND ACTION – Stop Signs at intersection of Blackhawk and Main Street

This item was first discussed by the Committee in August. A recommendation from the Police and Public Works Departments are included in the packet, which recommend that stop signs not be installed. ACTION: To reject the proposal to install stop signs at the intersection of Blackhawk and Main MOTION: Solomon SECOND: Leys VOTE: 3-0

8. DISCUSSION AND ACTION – Winter Maintenance of the Multi-Use Path on the Highway 18 Bypass

There was some discussion last winter on the winter maintenance of the bypass multi-use path. Staff is seeking input on whether or not the path should be plowed this winter. The Committee was informed that the City will no longer be plowing the multi-use path in the town of Bridgeport running out to Wal-Mart, so this could free up some staff time to do the multi-use path. ACTION: To maintain the multi-use path on the Highway 18 bypass for a trial period of the 2012-2013 winter, and have the Public Works Managers determine the time and frequency of such maintenance as staffing and funds allow MOTION: Leys SECOND: Solomon VOTE: 3-0

9. DISCUSSION AND ACTION – Snow Removal Procedures

Limited discussion was held of the city's snow removal procedures. No formal action was taken.

10. ADJOURNMENT (8:14 PM)

MOTION: Leys SECOND: Kozelka VOTE: 3-0

Submitted by City Administrator Aaron Kramer