

Common Council Meeting – November 20th 2012

A regular meeting of the Common Council of the City of Prairie du Chien was held on Tuesday November 20th 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** – Jean Titlbach and Kathleen Hein absent **Certification of the open meeting law agenda requirements and approval of the agenda** –ACTION: To certify and approve MOTION: Ames SECOND: Munson VOTE: 10-0 **Pledge of Allegiance** – Led by Linda Munson

I. PUBLIC HEARINGS AND PRESENTATIONS

A. UPDATE – Update on Campion Boat Landing and Washington Street Park updates

Staff provided an update on the bid schedule and reviewed the funding sources for both projects, which are scheduled for 2013. The projects will be bid out next week. No formal action taken.

II. CONSENT AGENDA

A. COUNCIL MINUTES – November 7th 2012; B. FINANCE COMMITTEE – November 5th 2012; C. FINANCE COMMITTEE – November 12th 2012; D. PUBLIC WORKS COMMITTEE – October 22nd 2012; E. NORTHERN ENGRAVING COMMITTEE – October 18th 2012; F. PLAN COMMISSION – September 17th 2012; G. PARK BOARD – September 12th 2012; H. PERSONNEL COMMITTEE – October 25th 2012; I. FIRE CHIEF’S REPORT – October 2012; J. OPERATORS LICENSES

Boylen asked that item E be pulled. ACTION: To approve the consent agenda minus item E MOTION: Solomon SECOND: Munson VOTE: 10-0

III. ITEMS REMOVED FROM CONSENT AGENDA

E. NORTHERN ENGRAVING COMMITTEE – October 18th 2012 – Boylen asked for an update on the committee’s work, and said she was opposed to doing anything at the site. ACTION: To approve the minutes MOTION: Munson SECOND: Kozelka VOTE: 10-0

IV. CITY ADMINISTRATOR’S REPORT - No formal action taken.

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

VI. COMMITTEE REPORTS AND ACTIONS

A. FINANCE – Claims

ACTION: To approve MOTION: Ames SECOND: Pintz MOTION: 10-0

B. PERSONNEL - Possible changes to the City’s insurance program

ACTION: To approve the Committee recommendation which was to add data compromise coverage (\$677) to the insurance policy, switch the provider for the property insurance from the State Property Insurance Fund to TriCor Insurance, and increase the umbrella coverage from \$4 million to \$5 million (an additional \$707) MOTION: Munson SECOND: Solomon VOTE: 10-0

C. FINANCE – Proposed 2013 Budget

The City Administrator reviewed the proposed 2013 budget, which called for a 0.3 increase in spending and a 0.9 increase in the tax levy. Earlier tonight, the Finance Committee voted on a proposal to allocate an additional \$9,246 which had become available since the proposed budget was printed. ACTION: To approve the Finance Committee’s recommendations to allocate the \$9,246 as follows - \$707 (increasing the insurance umbrella coverage from \$4 to \$5 million), \$2,000 (increase in the police department maintenance budget), \$3,000 (the purchase of one set of portable aluminum bleachers for Lochner Park), \$2,750 (one set of turnout gear and radios for the Fire Department), \$750

(additional funding for the Fort Crawford Museum), and the remainder to be placed in contingency (\$789); and to set the date for the public hearing on the proposed 2013 budget as Tuesday December 4th at 7:00 PM MOTION: Leys SECOND: Munson VOTE: 10-0

D. FINANCE - Construction of Shelter/Concession Stand at Cecil Smith Park

The Park Board, in September, and the Public Works Committee, in October, recommended moving forward with the construction of a new shelter/concession stand/storage facility, with handicap-accessible bathrooms, for the Park. The Finance Committee has approved allocating \$10,000 from 2012 contingency funds to purchase the raw materials for the project, while the Little League could possibly contribute up to \$10,000 more and would provide volunteer labor and other in-kind donations. Matt Martin (President, Prairie du Chien Little League) thanked the Council for their support.

ACTION: To approve the allocation of \$10,000 from the 2012 budget toward the construction of the building, and to approve Resolution 2012-51 (ASSIGNING A PORTION OF THE 2012 FUND BALANCE) MOTION: Pintz SECOND: Kozelka VOTE: 10-0

E. FINANCE - Assessment Services for 2013-2017

The City received two RFP's for assessment services. Staff is recommending the contract be awarded to Accurate Appraisals (Menasha, WI). ACTION: To award the City's assessment services for 2013-2017 to Accurate Appraisals, contingent on a 90-day opt out clause being added to the contract MOTION: Munson SECOND: Ames VOTE: 10-0

F. PUBLIC WORKS - Request from Pattison Sand to pave a portion of Rice Street

Pattison Sand is requesting permission to pave a portion of Rice Street west of the Highway 18 bypass for their sand unloading operation. The Council on November 7th approved the paving of a portion of Taylor Street for the same purpose, with the stipulations that the city is not responsible for the maintenance; Pattison would remove the pavement if the operations cease, and that an access easement between all of the parties (City, Pattison, WSOR Railroad) be executed. Both streets are platted, but not constructed. Mayor Hemmer asked the City Attorney if the city could deny the use of the streets, and was informed there was little the City could do under the railroad's pre-emption powers. The issue of charging Pattison or WSOR was raised and discussed. Kyle Pattison was present and addressed the Council. Hemmer asked Pattison if the operations would be moved if the request for paving was denied, and Pattison said no. ACTION: To approve the request of Pattison Sand to pave a portion of Rice Street, with the stipulations that the city is not responsible for the maintenance, Pattison would remove the pavement if the operations cease, and that an access easement between all of the parties (City, Pattison, WSOR Railroad) be executed; and to direct staff to enter into discussions with Pattison and WSOR on a rental agreement for using Rice and Taylor Streets MOTION: Leys SECOND: Ames VOTE: 6-4 (Thein, Fleshner, Boylen and Jones opposed)

G. PUBLIC WORKS - 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. Staff explained that the Public Works Committee motion did not include funding for landscaping on the Blackhawk Avenue roundabout, and the recommendation was to reduce the tree budget from an initial proposal of 57 trees to 25 to cover the shortfall. ACTION: To approve the Community Sensitive Design proposal for the Marquette Road project, with funds being added for the Blackhawk roundabout landscaping and the reduction in funds for trees MOTION: Kozelka SECOND: Solomon VOTE: 8-2 (Pintz and Boylen opposed)

H. PUBLIC WORKS - Marquette Road Water and Sewer Preliminary Plans

Cost estimates and a description of the project were presented. ACTION: To approve the Marquette Road water, sewer and storm water plans MOTION: Kozelka SECOND: Jones VOTE: 10-0

I. PUBLIC WORKS - Marquette Road Detour Plans

A detour route plan for the Marquette Road project was presented and reviewed. Pintz said he would like to see an additional traffic signal placed at the intersection of Washington and Marquette.

ACTION: To approve the detour routes, which are as follows: That during Phase One of the project, traffic coming north on Highway 35 (Blackhawk Avenue) will be re-routed to the Highway 18 (Main Street) bypass at LaPointe Street north to Iowa Street and traffic coming south on Highway 35 (Blackhawk Avenue) be re-routed to the Highway 18 (Main Street) bypass at Wisconsin Street and south to LaPointe Street intersection; and,

During Phase Two of the project, traffic coming north on Highway 35 (Marquette Road) will be re-routed to the Highway 18 (Main Street) bypass at LaPointe Street north to Cliffwood Drive and traffic coming south on Highway 35 (Blackhawk Avenue) be re-routed to the Highway 18 (Main Street) bypass at Cliffwood Drive and south to LaPointe Street intersection, and traffic on Highway 27 (Blackhawk Avenue), with the intent of going south on Marquette, will be re-routed at the intersection of Marquette Road and Highway 27 (Blackhawk Avenue) to drive north to Cliffwood Drive, then west to the Highway 18 (Main Street) bypass, then south to Highway 35 (Marquette Road) at the LaPointe Street intersection; and,

During Phase Three of the project traffic coming north on Highway 35 (Marquette Road) will be re-routed to the Highway 18 (Main Street) bypass at LaPointe Street north to Cliffwood Drive and traffic coming south on Highway 35 (Marquette Road) be re-routed to the Highway 18 (Main Street) bypass at Cliffwood Drive and south to LaPointe Street intersection, and traffic on Highway 27 (Blackhawk Avenue), with the intent of going north on Marquette Road, will be re-routed at the intersection of Ohio Street and Highway 27 (Blackhawk Avenue) to drive north to Washington Street then west to Highway 35 (Marquette Road), and traffic on Highway 27 (Blackhawk Avenue), with the intent of going south on Marquette Road, will be re-routed at the intersection of Dousman Street and Highway 27 (Blackhawk Avenue) to drive south to Wisconsin Street then west to Highway 35 (Marquette Road); and,

During Phase Four of the project traffic coming north on Highway 35 (Marquette Road) will be re-routed to the Highway 18 (Main Street) bypass at LaPointe Street north to Cliffwood Drive and traffic coming south on Highway 35 (Marquette Road) be re-routed to the Highway 18 (Main Street) bypass at Cliffwood Drive and south to LaPointe Street intersection, and traffic on Highway 27 (Blackhawk Avenue), with the intent of going north on Marquette, will be re-routed at the intersection of Marquette Road and Highway 27 (Blackhawk Avenue) to drive south to LaPointe Street, then west to the Highway 18 (Main Street) bypass, then north to Cliffwood Drive, then east to Highway 35 (Marquette Road); and,

That during Phases Two, Three and Four of the Project, parking be restricted on Main Street to one side only between Washington Street and Frederich Street, and prohibited entirely on Main Street between Washington Street and Blackhawk Avenue; and that the Department of Transportation is encouraged to install temporary signal lights at the following intersections: Main Street and Iowa Street, Main Street and Wisconsin Street, Main Street and Blackhawk Avenue; and that three parking spaces be temporarily eliminated on Blackhawk Avenue at the intersection with Main Street, one being located on the north side of Blackhawk Avenue closest to the intersection and two on the south side of Blackhawk Avenue closest to the intersection; and that a temporary stop sign be placed at the intersection of Washington Street and Main Street; and,

During Phase Three of the project, Ohio Street between Blackhawk Avenue (Highway 27) and Washington Street be a one-way street in a northerly direction, and Dousman Street between Blackhawk Avenue (Highway 27) and Wisconsin Street have parking prohibited on both sides of the

street, and a temporary signal light be placed at the intersection of Washington Street and Blackhawk Avenue MOTION: Kozelka SECOND: Solomon VOTE: 10-0

VII. OLD BUSINESS - None

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

A. DISCUSSION AND ACTION - Dry Cleaner Environmental Response Fund Program

A memo outlining the City's future role in the cleanup of the Blackhawk Drycleaners site was reviewed. ACTION: To have the City continue to play a lead role in the cleanup of the Blackhawk Drycleaners site MOTION: Pintz SECOND: Munson VOTE: 10-0

B. DISCUSSION AND ACTION - Review and action on contract with Ayres Associates to perform Phase 1 Environmental Site Assessments on parcels 1399, 1400, 1401, 1402, 1407-0002, 1407-0004, 1407-0006

These parcels constitute the Block 43 development on Marquette Road. ACTION: To approve the contract with Ayres Associates to perform Phase 1 Environmental Site Assessments on parcels 1399, 1400, 1401, 1402, 1407-0002, 1407-0004, 1407-0006 with funds for the contract to come from the TID District MOTION: Ames SECOND: Solomon VOTE: 10-0

C. DISCUSSION – Items for future agenda consideration or Committee assignment

Pintz said he would like to see the Public Works Committee consider changes to the parking on North Michigan Street. Solomon said she would like an update on the Hoffman Hall fundraising efforts on the December 4th Council agenda.

IX. ADJOURN (8:36 PM)

MOTION: Jones SECOND: Solomon VOTE: 10-0

Submitted by City Administrator Aaron Kramer

RESOLUTIONS APPROVED

* **Resolution 2012-51 (ASSIGNING A PORTION OF THE 2012 FUND BALANCE)**