

# CITY OF PRAIRIE DU CHIEN

214 East Blackhawk Avenue - PO Box 324 - Prairie du Chien, WI 53821

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Notice is hereby given according to State Statutes that the **COMMON COUNCIL** of the City of Prairie du Chien will meet on **Tuesday December 18th 2012 at 7:00 P.M.** in the Council Chambers of City Hall

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**PROOF OF POSTING AFFIDAVIT:** This agenda was posted more than 24 hours prior to the start of this meeting as follows: City Hall, 214 E. Blackhawk Avenue (kiosk) - Library, 125 S. Wacouta Avenue - U.S. Post Office, 120 S. Beaumont Rd. - Mailed & emailed to Members - News media as requested

## MEETING NOTICE – COMMON COUNCIL

Tuesday December 18<sup>th</sup> 2012 – 7:00 P.M. – Council Chambers – City Hall

### ITEMS TO BE DISCUSSED AND ACTED UPON:

- \* Call to order/Roll Call.
- \* Certification of the open meeting law agenda requirements and approval of the agenda
- \* Pledge of Allegiance

### I. PUBLIC HEARINGS AND PRESENTATIONS

### II. CONSENT AGENDA

(The following items may be approved on a single motion and vote due to their routine nature or previous discussion. Please indicate to the Mayor/Council President if you would prefer separate discussion and action.)

- A. COUNCIL MINUTES – December 4<sup>th</sup> 2012
- B. FINANCE COMMITTEE – December 4<sup>th</sup> 2012
- C. PERSONNEL COMMITTEE – November 20<sup>th</sup> 2012
- D. PUBLIC WORKS COMMITTEE – November 13<sup>th</sup> 2012
- E. PLAN COMMISSION – November 19<sup>th</sup> 2012
- F. DOWNTOWN REVOLVING LOAN FUND COMMITTEE – December 11<sup>th</sup> 2011
- G. OPERATORS LICENSES (if any)

### III. ITEMS REMOVED FROM CONSENT AGENDA

### IV. CITY ADMININSTRATOR’S REPORT

### V. CITIZENS’ COMMENTS, OBSERVATIONS, PETITIONS, AND PUBLIC INPUT

(Please limit comments to no more than three minutes)

### VI. COMMITTEE REPORTS AND ACTIONS

- A. FINANCE – Claims
- B. FINANCE – Ordinance 2012-28 (ESTABLISHING SALARIES AND COMPENSATION FOR CERTAIN CITY OFFICERS AND EMPLOYEES OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN)
- C. FINANCE – Ordinance 2012-29 (APPROPRIATING THE NECESSARY FUNDS FOR THE OPERATION OF THE GOVERNMENT AND ADMINISTRATION OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN)

D. FINANCE - Contract with Verbicher (NOTE: Before January 1st 2013, the City Clerk must certify to the Secretary of State and record with the County Register of Deeds a legal description of the total boundaries of the City as of December 1 in the year the annexation occurs. In the City's case, the annexation in question is the one north of Cabela's. In doing the City's previous update of the boundaries in 2004, the City just had Verbicher complete the boundary description. City Planner Frable is recommending the City have Verbicher revise the boundary description to include the north annexation so that it can be certified and recorded.)

E. FINANCE - Proposed agreement between City and St. Feriole Island Ballpark (NOTE: Under the terms of the agreement, the City would pay off the \$10,500 letter of credit the Ballpark has with Peoples' State Bank with a 10-year loan to the Ballpark from the City.)

F. PLAN COMMISSION/PUBLIC WORKS – Request of Pattison Sand to install permanent lighting at their loading site adjacent to the Highway 18 bypass

G. PUBLIC WORKS – Request to issue bid for ½-ton 2-wheel drive pick-up truck (NOTE: Funds for this project have been included in the 2013 budget.)

H. PUBLIC WORKS – Disposing of the old aerial fire truck (NOTE: The Fire Chief will be present to review the options. The truck needs to be disposed of due to the impending move from the Prairie Street Fire Station.)

I. FINANCE/PUBLIC WORKS - Awarding of bid for Water Department Building (NOTE: Construction is scheduled for the spring of 2013.)

J. PERSONNEL – Ordinance 2012-31 (REPEALING AND RE-CREATING SECTION 22.06 (2) (COMPENSATORY TIME AND OVERTIME – ADMINISTRATIVE POSITIONS)) (NOTE: This Ordinance makes some minor changes to the compensatory time rules and was approved at the December 12<sup>th</sup> meeting.)

## **VII. OLD BUSINESS**

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

A. DISCUSSION AND ACTION – Ordinance 2012-30 (REPEALING AND RE-CREATING SECTION 2.02 (2) (COUNCIL MEETINGS – REGULAR MEETINGS)) (NOTE: This Ordinance reflects the discussion held at the December 4<sup>th</sup> Council meeting.)

B. DISCUSSION AND ACTION – RFP for Assessor's Services (NOTE: After awarding the assessor's services to Accurate Appraisals earlier this month, the City Administrator was notified that they had misread the Request for Proposals in an email he received, which read, in part – "I (Jim Danielson, Accurate Appraisals) have to be honest in advance to hopefully resolve this issue prior to signing the contract. We had noticed while bidding the job that your current assessor is holding office hours 8 hours per month which is also the way we bid. I just noticed that the RFP actually had it down for 8 hours per week." The Council may elect to rescind its previous motion and re-bid the RFP, accept the RFP from the other applicant (Tyler Technologies), or accept a compromise from Accurate, which would be 16 hours in officer per month for the first year and 8 hours thereafter.)

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

D. ADJOURN to CLOSED SESSION

1. Under Wisconsin Statute 19.85 (1) (g) (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. RE: Block 43 development

2. Under Wisconsin State Statute 19.85(1) (c). Considering employment, promotion, compensation or performance data of any public employee over whom the governmental body has jurisdiction or exercises responsibility. RE: Performance Review of the City Administrator and Employee Evaluation Reviews
3. Under Wisconsin Statute 19.85 (1) (g) (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. RE: Possible litigation
4. Under Wisconsin Statute 19.85 (1) (g) (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved RE: Proposed closing of the Haydn Street Crossing

E. CONVENE into open session

F. ACTION from the closed session

**IX. ADJOURN**

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Aaron Kramer, City Administrator