

Minutes of the Board of Public Works (March 12th 2013)

A meeting of the Board of Public Works of the City of Prairie du Chien, Wisconsin was held on Tuesday March 12th 2013 at 6:00 PM in the Conference Room #2 of City Hall. Chairman Kyle Kozelka called the meeting to order.

1. Call to order/Roll Call

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

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

MOTION: Solomon SECOND: Titlbach VOTE: 5-0

3. APPROVAL - Minutes of the January 31st 2013 meeting

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

4. DISCUSSION AND ACTION – Request for Proposals (RFP) for City spraying services

The RFP was reviewed and discussed. ACTION: To recommend the Council approve issuing the RFP for spraying services MOTION: Solomon SECOND: Leys VOTE: 5-0

5. DISCUSSION AND ACTION – Wireless Service in City Hall

A proposal from Dependable Solutions on installing wireless is included in the packet for discussion. The City Administrator discussed the proposal and the security steps which will be taken. ACTION: To recommend the Common Council approve the installation of wireless service in City Hall MOTION: Leys SECOND: Solomon VOTE: 5-0

6. DISCUSSION AND ACTION – Use of city truck by Prairie du Chien Downtown Revitalization (PDRI)

The Public Works Department is replacing a 1992 Chevy pick-up (as approved by council) with a 2011 Dodge Ram purchased from Fastenal. PDRI is requesting that their organization be allowed to lease the 1992 Chevy truck to be used for watering the hanging flower baskets this summer and into the early fall. Co-Public Works Manager Terry Meyer reviewed the proposal, which called for a \$1 per month lease. ACTION: To recommend the Council approve the use of the city truck by PDRI for this summer and fall at \$1 per month MOTION: Kozelka SECOND: Solomon VOTE: 5-0

7. DISCUSSION AND ACTION – Ordinance 2013-06 (DISPOSITION OF SURPLUS MUNICIPAL PERSONAL PROPERTY)

This Ordinance would establish a procedure for the sale, and donation, of surplus municipal personal property. ACTION: To recommend the Council approve Ordinance 2013-06 MOTION: Solomon SECOND: Kozelka VOTE: 5-0

8. DISCUSSION AND ACTION – Ordinance 2013-09 (REPEALING AND RE-CREATING CHAPTER 1.47 (CITY BOUNDARIES AND ANNEXATIONS) AND CHAPTER 8.01 (OFFICIAL MAP) OF THE MUNICIPAL CODE OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN)

This Ordinance will establish the City's boundaries to reflect our most recent annexations. ACTION: To recommend the Council approve Ordinance 2013-09 MOTION: Titlbach SECOND: Solomon VOTE: 5-0

9. DISCUSSION AND ACTION – Ordinance 2013-10 (REPEALING AND RE-CREATING CHAPTER 8.07 (SNOW AND ICE REMOVAL) OF THE MUNICIPAL CODE OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN)

In the process of updating the Municipal Code, staff discovered that Ordinance 8.07 (Snow and Ice Removal) was incomplete, and did not define which area of the downtown is exempt from the prohibition of putting snow and ice in the streets. This Ordinance will define that area and grant that exemption, which is needed due to the lack of areas to place snow and ice otherwise. The original action on the issue was tabled on February 2nd 1993.

ACTION: To place the item on the table MOTION: Titlbach SECOND: Munson VOTE: 5-0

ACTION: To recommend the Council approve Ordinance 2013-10 MOTION: Kozelka SECOND: Solomon VOTE: 5-0

10. DISCUSSION AND ACTION – Condition of Streets on St. Feriole Island

Chairman Kozelka has requested a discussion on the condition of the streets on St. Feriole Island, including future plans for improvements or removal. Discussion was held on the condition of the streets on the Island, and what future plans they are to remove or improve them. ACTION: To direct the staff to report back to the Public Works Committee on the future maintenance of the streets on St. Feriole Island, including what streets, if any, could be removed MOTION: Kozelka ACTION: Titlbach VOTE: 5-0

11. ADJOURN to CLOSED SESSION (6:31 PM)

ACTION: To go 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 MOTION: Titlbach SECOND: Solomon VOTE: 5-0

12. CONVENE into open session (6:57 PM)

MOTION: Solomon SECOND: Titlbach VOTE: 5-0

13. ACTION from the closed session

No action was taken

14. ADJOURNMENT (6:58 PM)

MOTION: Solomon SECOND: Jones VOTE: 5-0

Submitted by City Administrator Aaron Kramer