

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 March 19th 2013 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 March 19th 2013 – 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

A. PUBLIC HEARING - Request from Thomas & Barbara Stram, 200 block of S. Main Street, to rezone from R-3 “High Density Residential” to B-1 “Central Business” Zoning District

The Plan Commission recommended approval of the request at its February 18th meeting.

B. ACTION on aforesaid agenda item

C. PUBLIC HEARING – Ordinance 2013-02 (REPEALING AND RE-CREATING CHAPTER 17, SECTION 6.17 (a) (SIGNS PERMITTED BY ZONING DISTRICTS - Residential Districts R-1 - Low Density Residential, R-2 Medium Density Residential, R-3 High Density Residential and R-4 Mobile Home Districts) OF THE MUNICIPAL CODE OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN)

Last September, the Plan Commission recommended adoption of Ordinance 2012-24, which would have regulated the placement of Electronic Variable Message Signs in the various residential districts. In October, the Common Council unanimously voted against the Ordinance, and, instead directed staff to draft an Ordinance banning electronic variable message signs in the aforementioned zoning districts. The Plan Commission, at its February 18th meeting, recommended adoption of this Ordinance.

D. ACTION on aforesaid agenda item

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 – March 5th 2013
- B. FINANCE COMMITTEE – March 5th 2013
- C. PUBLIC WORKS COMMITTEE – January 31st 2013
- D. PROTECTION AND HEALTH COMMITTEE – February 19th 2013
- E. PERSONNEL COMMITTEE – December 12th 2012
- F. ETHICS (PERSONNEL) COMMITTEE – March 13th 2012
- G. PLAN COMMISSION – February 18th 2013
- H. FIRE CHIEF’S MONTHLY REPORT – February 2013
- I. 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 – Awarding of Bid for Overview and Glenn Street project

Staff would recommend awarding the bid to Gerke Excavating (\$279,984)

C. FINANCE – 2011-2013 Capital Budget Update

A memo from the City Administrator outlining the final projects of the 2011-2013 Capital Budget is included in the packet.

D. FINANCE – Room Tax and the Tourism Council

The Committee has been discussing this item for the past several meetings. A memo from the City Administrator, outlining several options for the Committee to consider, was included in the packet. On March 5th, the Committee, on a 3-2 vote, approved the following motion: To change nothing at this time, but recommend the Tourism Council review the suggested changes discussed and reviewed by the Finance Committee

E. PROTECTION AND HEALTH – A letter, with assistance from Wyalusing Academy, requesting changes be made to the physical restraint laws and policies

At the March 12th meeting, the Committee approved directing staff to draft such a letter. The City Administrator met with Mary Beth Specht (Wyalusing Academy) on March 6th to prepare a joint letter.

F. PROTECTION AND HEALTH – Resolution 2013-06 (REQUESTING THAT A REVIEW AND REVISIONS BE MADE TO THE STATE LAWS AND ADMINISTRATIVE CODES REGULATING BEHAVIOR MANAGEMENT AND CONTROL)

At the March 12th meeting, the Committee recommended the Council approve the resolution, which will be sent to our state legislators if approved.

G. PROTECTION AND HEALTH - Ordinance 2013-08 (CREATING CHAPTER 3.12 (PUBLIC SAFETY AND FIRE EMERGENCY RESPONSE COST RECOVERY) OF THE MUNICIPAL CODE OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN)

At the March 12th meeting, the Committee recommended the Council approve the ordinance, which would impose a fee for excessive police and fire calls.

H. PROTECTION AND HEALTH – Ordinance 2013-07 (CREATING CHAPTER 1.38 (WYALUSING ACADEMY COMMUNITY ADVOCACY COMMITTEE) OF THE MUNICIPAL CODE OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN)

At its March 12th meeting, the Committee recommended the Council approve the ordinance creating this Committee to provide a forum for information and sharing of issues and concerns between the City, Wyalusing Academy and the surrounding neighborhood.

I. PROTECTION AND HEALTH - Proposed Municipal Court

The target date, if the Court is approved, for the first session would be July 11th. Staff would request the Council approve the following motions, either as one motion or separately:

1. Ordinance 2013-05 (CREATING CHAPTER 1.08 (MUNICIPAL COURT) OF THE MUNICIPAL CODE OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN)

This Ordinance would establish a Municipal Court in the City of Prairie du Chien.

2. Approval of request for applications for the position of Municipal Court judge

3. **Approval of the job description for the position of Municipal Court Clerk**
4. **Establishment of salaries for Municipal Court judge (\$600 per month) and Municipal Court Clerk (\$400 per month)**
5. **Appointment of Cassie Rickleff as Municipal Court Clerk**

J. PUBLIC WORKS – Request for Proposals (RFP) for City spraying services

The RFP is included in the packet. On March 12th, the Committee recommended issuing the RFP.

K. PUBLIC WORKS – Wireless Service in City Hall

A proposal from Dependable Solutions on installing wireless is included in the packet for discussion. On March 12th, the Committee recommended moving forward with the project.

L. PUBLIC WORKS – 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. A memo from Co-Public Works Manager Terry Meyer is included in the packet. On March 12th, the Committee recommended the Council approve the lease.

M. PUBLIC WORKS – 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. On March 12th, the Committee recommended the Council approve the Ordinance.

N. PUBLIC WORKS – 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. On March 12th, the Committee recommended the Council approve the Ordinance.

O. PUBLIC WORKS – 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. On March 12th, the Committee recommended the Council approve the Ordinance.

P. PERSONNEL – Approval of transfer of liquor licenses

This will approve the application of the Class B Liquor License and Class B Fermented Malt Beverage for Hallberg Enterprise, LLC d/b/a Bob's Bar. If approved, the previous owners of the license will surrender the existing license. The Committee acted on this item earlier this evening.

Q. PERSONNEL – Ordinance 2013-11 (REPEALING AND RE-CREATING CHAPTER 22.19 (5) (EMPLOYEE BENEFITS – HEALTH REIMBURSEMENT ACCOUNT) OF THE MUNICIPAL CODE OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN)

This Ordinance will make some changes to the current Health Reimbursement Account regulations to address hirings and employee status changes during a calendar year. The Committee acted on this item earlier in the evening.

VII. OLD BUSINESS

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

A. DISCUSSION AND ACTION - Review and action on professional services agreement between the City of Prairie du Chien and Community Development Alternatives to manage and implement the FEMA and WDNR grant-supported project to relocate the radio station off of St. Feriole Island

A copy of the PSA will be provided at the meeting.

B. DISCUSSION AND ACTION – Professional Services Agreement with Vierbicher Associates for a Stewardship Grant for a slough walkway on St. Feriole Island

The project includes preliminary engineering for the construction of a pedestrian trail and fishing pier on St. Feriole Island between Washington Street and Blackhawk Avenue. Project may include a trailhead parking lot and other amenities associated with the trail including benches, walk-outs, lighting and landscaping. The trail is anticipated to be a combination of concrete trail and boardwalk.

C. DISCUSSION AND ACTION - Contract amendment to extend the MSA-City contract to September 1, 2013

This extension is needed to complete all acquisition activities for the Marquette Road project: a) extending the project timeline, b) performing additional relocation work, and c) providing support for litigation if necessary. A copy of the contract can be found in the packet. A copy of the PSA will be provided at the meeting.

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

E. DISCUSSION AND ACTION – PSA with Vierbicher Associates

The PSA would involve the following projects, and is contingent on action in closed session:

1. Project No. 1: TID No. 5 - Lessard & 22nd Street Extension
 - Extending Lessard Street easterly to 22nd Street.
 - Extend 22nd Street from Lessard Street north to Wells Street.
 - Loop watermains on Campion Blvd. and Wells Street
 - Extend the sanitary sewer interceptor located in Brunson Street southerly to Lessard Street.
 - Construct a stormwater facility at the intersection of 22nd Street and Campion Boulevard.
 - Prepare a stormwater management plan for street extensions per WisDNR requirements.
2. Project No. 2: TID No. 5 - Residential Subdivision
 - Preliminary & Final Plat for 37 lot subdivision.
 - Extension of streets, sanitary sewer, water main and storm sewer to serve the subdivision.
 - Developing a proposed site grading plan for the lots in the subdivision.
 - Modify the Welter stormwater detention basin to provide a water quality basin and landscaping.
3. Godden Pit Stormwater Management Analysis
 - Prepare a stormwater management analysis of Godden Pit.
 - Prepare a concept plan for future recommended improvements

F. ADJOURN to CLOSED SESSION

1. Under Wisconsin State Statute 19.85 (1) (b) Considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such person, or considering the grant or denial of tenure for a university faculty member, and the taking of formal action on any such matter; provided that the faculty member or other public employee or person licensed is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. RE: Ethics Committee
2. 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

G. CONVENE into open session

H. ACTION from the closed session

IX. ADJOURN

Aaron Kramer, City Administrator

NOTE: The next regularly scheduled meeting of the Common Council will be Tuesday April 9th, instead of Tuesday April 2nd, due to the Spring Election. The meeting after that will be re-scheduled from Tuesday April 16th to Tuesday April 23rd, per Chapter 2.02 (2) of the Municipal Code.