

## **Minutes of the Board of Public Works (November 14th 2013)**

A meeting of the Board of Public Works of the City of Prairie du Chien, Wisconsin was held on Thursday November 14<sup>th</sup> 2013 at 7:04 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), Todd Myers, Frank Pintz, Mike Jones ABSENT – Mark Thein CITY STAFF ALSO PRESENT – Mayor Dave Hemmer, City Administrator Aaron Kramer, Co-Public Works Manager Terry Meyer

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

MOTION: Pintz SECOND: Kozelka VOTE: 4-0

### **3. APPROVAL - Minutes of the October 15th 2013 meeting**

MOTION: Pintz SECOND: Myers VOTE: 4-0

### **4. DISCUSSION AND ACTION – Appointment of temporary Operator-In-Charge at the wastewater treatment plant**

With the impending absence of Terry Meyer due to medical reasons, he is requesting that Glen Goodrich be appointed temporary “Operator in Charge” at the wastewater plant. ACTION: To recommend the Council appoint Glen Goodrich as temporary Operator-In-Charge in the absence of Terry Meyer, with an increase of pay of \$1.50 per hour during the time of the appointment  
MOTION: Pintz SECOND: Jones VOTE: 5-0

NOTE: Thein joined the meeting at 7:10 PM.

### **5. DISCUSSION AND ACTION – Approval of three-year contract for root removal service in sanitary sewer system**

Staff is recommending approval of a 3-year contract with Dukes Root Control (2014-2016), at \$10,000 per year, to remove roots from the sanitary sewer collection system. Funds would come from the 2014-2016 Capital Budget. ACTION: To recommend the Council approve the 3-year contract with Dukes Root Control (2014-2016), at \$10,000 per year, to remove roots from the sanitary sewer collection system  
MOTION: Kozelka SECOND: Jones VOTE: 5-0

### **6. DISCUSSION AND ACTION – Awarding of Bid for ¾-ton, 2-wheel drive utility truck (WWTP)**

ACTION: To recommend the Council approve the bid of Sleepy Hollow (Viroqua, WI) for \$26,772  
MOTION: Pintz SECOND: Kozelka VOTE: 5-0

### **7. DISCUSSION AND ACTION – Awarding of Bid for ¾-ton, 2-wheel drive utility truck (Water Department)**

ACTION: To recommend the Council approve the bid of Sleepy Hollow (Viroqua, WI) for \$25,427  
MOTION: Pintz SECOND: Kozelka VOTE: 5-0

Without objection, the agenda was moved:

### **9. DISCUSSION AND ACTION – 2012 Budget Surplus**

The Council earlier this year approved spending \$106,986, from the 2012 budget surplus to mill and pave a portion of South 15th Street. The project came in \$19,521 under budget. Pintz questioned why some funds were not being diverted to Fire Department purchases, and the City Administrator stated that additional equipment purchases for the Fire Department are being proposed in the closeout of the 2011-2013 Capital Budget and the proposed 2014 budget.

ACTION: To recommend the Council approve the following expenditures: 1) \$12,000.00 of the remaining funds be used to place the "Car Quest" building on a foundation and footings at the Street Department for an additional storage garage; 2) approximately \$1,500.00 for purchase of 1 new chainsaw, 1 new pole saw and 2 new weed trimmers to be used in the streets and parks departments to replace this aging equipment; 3) approximately \$1,200 to repair and/or replace an entrance door, front shop overhead door and 2 door openers at the Street Dept. garage; and 4) direct the City Administrator and Co-Public Works Managers to spend the remaining \$2,404.14 on equipment replacement for the Street Department and report back to the Committee and/or Council on the expenditures MOTION: Kozelka SECOND: Thein VOTE: 5-0

#### **8. DISCUSSION AND ACTION – Vineyard Coulee Project with Town of Bridgeport**

The Bridgeport Town Board had requested a meeting with the Public Works Committee to discuss the Vineyard Coulee project. The Town is asking the City to contribute \$179,333 toward the reconstruction of the road in 2014. The following people represented the Township: Dennis Pellock (Crawford County Highway Commissioner), John Karnopp (Town Chairman), Rodney Fishler (Board member), Mike Steiner (Board member) and Travis Kramer (Project Engineer). Pellock told the Committee that the Town intended to keep the \$100,000 contribution from the hospital, and was still requesting the City pay \$179,333 toward the project. Committee members questioned why the Town would not share the hospital funds, and Pellock stated that the Town might consider the City Administrator's request to share 32 percent of the funds, but then the Town planned to reduce the amount of the state grant it shared with the City. This would reduce the City's share to \$176,476. Committee members and Mayor Hemmer asked Pellock and the Town why they did not approach any other adjacent businesses or consider assessments for everyone. Pellock stated that the Town did not choose to do that. City Administrator Kramer discussed a memo from City Planner Garth Frable which disputed the actual amount of road surface the City should be assessed for, and stated the City's share should be \$88,855 (without any additional funds from the Hospital). He recommended a smaller group from both sides meet to resolve these disputes. Steiner stated that their engineer had measured the road and confirmed the Town's calculations. Kramer stated that the City was not disputing the actual linear footage of the project, only the amount that was actually assessable to the City. ACTION: To recommend a meeting between the Town's Engineer (Travis Kramer) and City Planner Frable to review the assessment calculations MOTION: Kozelka SECOND: Pintz VOTE: 5-0 The Bridgeport representatives left the meeting. The Committee continued its discussions on the issue. ACTION: To request a clarification from the Prairie du Chien Memorial Hospital as to what was their intent on how their \$100,000 contribution was to be used for the project MOTION: Kozelka SECOND: Pintz VOTE: 4-0-1 (Myers abstained)

#### **10. DISCUSSION AND ACTION - Ordinance 2013-24 (CREATING CHAPTER 9.35 (DEPOSIT OF REFUSE) OF THE MUNICIPAL CODE OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN)**

This Ordinance would prohibit the depositing of any refuse in or upon any public property, public beach, public alley, street, or highway, sidewalk, park or other public place in the City, as well as specifically address the illegal disposal of fish waste. The Ordinance also includes the first "reward" clause for individuals who report violators of the ordinance. ACTION: To recommend the Council adopt Ordinance 2013-24, and have two readings (November 19<sup>th</sup> and December 3<sup>rd</sup>) for the ordinance MOTION: Pintz SECOND: Thein VOTE: 5-0

#### **11. ADJOURNMENT (8:20 PM)**

MOTION: Thein SECOND: Myers VOTE: 5-0

Submitted by City Administrator Aaron Kramer