

# 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 November 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 November 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 - City of Prairie du Chien's application to the Wisconsin Department of Transportation for a grant in the amount of \$311,310 under the Supplemental Transportation Rural Assistance Program (STRAP)**

The funds would be used to continue the fixed-route commuter bus service, with three routes - each route running multiple times per day operating five days per week. The program serves commuters, elderly/disabled residents, and the general population with service to the Cities of Prairie du Chien, Viroqua, and La Crosse and all municipalities along the major highway routes.

#### **B. 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 – November 5th 2013
- B. FINANCE COMMITTEE – November 5th 2013
- C. BOARD OF ZONING APPEALS – July 31st 2013
- D. PUBLIC WORKS COMMITTEE – October 15<sup>th</sup> 2013
- E. PERSONNEL COMMITTEE – August 13<sup>th</sup> 2013
- F. DESIGN AND PRESERVATION COMMISSION – October 30<sup>th</sup> 2013
- G. PLAN COMMISSION – October 21<sup>st</sup> 2013
- H. FIRE CHIEF'S REPORT – October 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 – Proposed 2014 Budget**

Staff would request that the Council approve setting the date for the public hearing on the proposed 2014 budget – December 3<sup>rd</sup> at 7:00 PM.

**C. FINANCE – Request to bid out auditing services**

Staff is requesting authorization to bid out the auditing services for a 5-year period (2014-2018).

**D. FINANCE/PUBLIC WORKS – Awarding of Bid for ¾-ton, 2-wheel drive utility truck (WWTP)**

Staff would recommend awarding the bid to Sleepy Hollow (Viroqua, WI) for \$26,772. The budgeted amount was \$35,000.

**E. FINANCE/PUBLIC WORKS – Awarding of Bid for ¾-ton, 2-wheel drive utility truck (Water Department)**

Staff would recommend awarding the bid to Sleepy Hollow (Viroqua, WI) for \$25,427. The budgeted amount was \$35,000.

**F. FINANCE/PUBLIC WORKS – 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.

**G. FINANCE – 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 15<sup>th</sup> Street. The project came in \$19,521 under budget. Staff is requesting the remaining funds be used to complete the construction of a storage building at the Street Department, and approximately \$2,700 in equipment purchases and minor building repairs.

**H. FINANCE – Closeout of 2011-2013 Capital Budget**

Staff will present an update on the last remaining projects and request approval to move ahead with purchasing.

**I. PUBLIC WORKS – 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.

**J. PUBLIC WORKS/PERSONNEL – Lead Operator Position at the Wastewater Treatment Facility**

A job description is included in the packet.

**K. PUBLIC WORKS - 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. Staff would recommend a first reading (tonight) and second reading (December 3<sup>rd</sup>) on this ordinance.

**L. PUBLIC WORKS – Update on the Vineyard Coulee Project with Town of Bridgeport**

The Bridgeport Town Board met with the Public Works Committee last week to discuss the Vineyard Coulee project. The Town of Bridgeport is asking the City to contribute \$179,333 toward the reconstruction of Vineyard Coulee Road in 2014.

**M. PERSONNEL – Policy 2011-05 (RELATING TO THE USE OF CITY FACILITIES)**

Staff is requesting a minor change to the current policy governing employee usage of city facilities.

**N. PLAN COMMISSION - Certified Survey Map being a part of Blocks 80 and 81 and the adjacent vacated streets of the Plat of Lower Prairie du Chien, located in Farm Lots 37, 38 and 39 of the Private Land Claims at Prairie du Chien, City of Prairie du Chien, Crawford County, Wisconsin, – brought by the City of Prairie du Chien**

**O. PLAN COMMISSION - Certified Survey Map located in Farm Lots 17 and 18 of the Private Land Claims at Prairie du Chien, City of Prairie du Chien, Crawford County, Wisconsin, – brought by Brian Dillman**

## **VII. OLD BUSINESS**

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

**A. DISCUSSION AND ACTION – Ordinance 2013-25 (RECREATING CHAPTER 2.03 (ORDER OF BUSINESS) AND CHAPTER 2.05 (COUNCIL RULES OF PROCEDURE) OF THE MUNICIPAL CODE OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN)**

**B. DISCUSSION AND ACTION – Ordinance 2013-26 (RECREATING CHAPTER 22.19 (5) (HEALTH REIMBURSEMENT ACCOUNT) OF THE MUNICIPAL CODE OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN)**

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

#### **D. ADJOURN into closed session**

1) Under Wisconsin Statute 19.85 (1) (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: Notice of Circumstances Given Rise to Claim against the City of Prairie du Chien

RE: Block 43 litigation

RE: Utility Ownership Issue before the Public Service Commission involving the City of Prairie du Chien and the Town of Bridgeport

**E. CONVENE into open session**

**F. ACTION from closed session**

## **IX. ADJOURN**

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Aaron Kramer, City Administrator