

Common Council Meeting (December 17th 2013)

A regular meeting of the Common Council of the City of Prairie du Chien was held on Tuesday December 17th 2013 at 7:00 PM in the Council Chambers of City Hall. Mayor Dave Hemmer called the meeting to order.

Call to order/Roll Call – Ken Fleshner and Karen Solomon absent

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

– MOTION: Thein SECOND: Gilberts VOTE: 10-0

Pledge of Allegiance – Led by Todd Myers

I. PUBLIC HEARINGS AND PRESENTATIONS

A. PUBLIC HEARING – CDBG Grant Application

Hemmer opened the public hearing at 7:02 PM. Kurt Muchow (Vierbicher) reviewed the proposed application for Community Development Block Grant (CDBG) – Public Facilities funds for the proposed flood mitigation project upstream of Fillmore Street. No one from the public addressed the Council. Hemmer closed the public hearing at 7:16 PM.

B. DISCUSSION AND ACTION – Resolution 2013-43 (AUTHORIZING SUBMISSION OF A CDBG PUBLIC FACILITIES GRANT APPLICATION)

ACTION: To approve Resolution 2013-43 MOTION: Pintz SECOND: Leys VOTE: 10-0

C. PRESENTATION – Proposed Public Library Expansion/Renovation Plans

Linda Munson (Library Board President) provided an update to the Council on the proposed expansion and renovation plans. She said that two different studies show the Library needs to expand from the current 5,812 square foot building to a 12,000 square foot facility to meet current and future needs. The current estimated cost for the project is \$2.8 million. The expansion would keep the Library at its current site, Munson noted. City Administrator Kramer said the initial ideas for financing would be to raise at least ½ of the amount and begin construction in 2017 with the City borrowing to complete the financing. He said that staff would also like to send a proposal to the Public Works Committee in January to consider converting Wacouta Street into a one-way street (south-to-north) and create diagonal parking, which would create an additional projected 23 parking spots. No formal action was taken.

II. CONSENT AGENDA

A. COUNCIL MINUTES – December 3rd 2013; B. FINANCE COMMITTEE MINUTES – December 3rd 2013; C. PUBLIC WORKS COMMITTEE MINUTES – November 14th 2013; D. OPERATORS LICENSES (if any); E. FIRE CHIEF'S REPORT – November 2013; F. APPROVAL OF 2014-2015 ELECTION WORKERS ACTION: To approve the Consent Agenda MOTION: Pintz SECOND: Kozelka VOTE: 10-0

III. ITEMS REMOVED FROM CONSENT AGENDA - None

Without objection, the agenda was moved:

VI. COMMITTEE REPORTS AND ACTIONS

G. FINANCE/PUBLIC WORKS – Professional Services Agreement (PSA) with Vierbicher for the Godden Pit Reclamation Project

This PSA will cover design, bidding and permitting work to dredge Godden Pit in 2014. ACTION: To approve the Professional Services Agreement (PSA) with Vierbicher for the Godden Pit Reclamation Project MOTION: Pintz SECOND: Gilberts VOTE: 5-0

J. PUBLIC WORKS - Business Park Expansion & Broadway Lift Station - Soil Boring Recommendation/Archaeological

The packet contained a letter of recommendation and proposal from Chosen Valley Testing for the soil borings and geotechnical analysis for the Business Park Expansion and the Broadway Lift Station. Vierbicher is including the Lift Station as it makes sense to have this work done at the same time to save on mobilization costs. The Business Park is in the boundaries of a potential burial site based on the information in the Wisconsin Historic Preservation Database. Staff was also requesting permission to authorize the contract from the Mississippi Valley Archaeology Center (\$1,497.66), when it is forwarded to the City, for their time to observe the borings. ACTION: To recommend the Council approve the hiring of Chosen Valley Testing to do soil borings and geotechnical analysis for the Business Park Expansion and the Broadway Lift Station, and to contract with the Mississippi Valley Archaeology Center to observe the borings MOTION: Wagar SECOND: Pintz VOTE: 10-0

IV. CITY ADMINISTRATOR'S REPORT

Kramer said the spring election, as it stands now, will feature at least two open seats, currently held by Ron Leys and Kyle Kozelka, and the deadline to file nomination papers is Tuesday January 7th. No formal action taken.

V. CITIZENS' COMMENTS, OBSERVATIONS, PETITIONS, AND PUBLIC INPUT - None

VI. COMMITTEE REPORTS AND ACTIONS

A. FINANCE – Claims

ACTION: To approve MOTION: Thein SECOND: Wagar VOTE: 10-0

B. FINANCE – Ordinance 2013-27 (RECREATING CHAPTER 1.08 (7) (STIPULATIONS AND DEPOSITS)

This proposed Ordinance provides a specific list of court costs and fees that can be imposed by the Municipal Court, and allows the City to charge the maximum amount allowed under state law. ACTION: To approve Ordinance 2013-27 MOTION: Wagar SECOND: Gilberts VOTE: 10-0

C. FINANCE – Citywide Revolving Loan Fund Committee

A memo outlining the proposed creation of a Citywide Revolving Loan Fund Committee, to oversee the Downtown Revolving Loan Fund and Citywide Revolving Loan Fund, from the City Administrator was reviewed. ACTION: To direct the City Administrator to draft an ordinance to create a Citywide Revolving Loan Fund MOTION: Thein SECOND: Pintz VOTE: 10-0

D. FINANCE - Audit Services for 2014-2018

Kramer said four requests for proposals had been submitted. After a review of the RFP's and the city's auditing needs, the recommendation was to agree to a 5-year contract with Johnson Block and Company, the current city auditors. The annual costs are as follows: 2014 - \$16,900, 2015 - \$17,250, 2016 - \$17,650, 2017 - \$18,000, 2018 - \$18,300, with single audits to cost \$2,000 and TIF Audits costing between \$300-500. ACTION: To approve a five-year contract with Johnson Block and Company (Mineral Point, WI) for city auditing services MOTION: Pintz SECOND: Thein VOTE: 10-0

E. PUBLIC WORKS – Easement from City

Blair and Brian Dillman are requesting an easement from the City on Outlot #1 (Parcel 2237-0050 of CSM 958) for the construction of a rail spur. Dillman told the Public Works Committee earlier tonight that the proposal would include the construction of a rail spur, slightly less

than a mile long, south of the Cliffwood Drive overpass. He said the spur could lead to the relocation of a business to Prairie du Chien, creating 12-14 new jobs. The easement is needed to build a part of the spur on City land. ACTION: To direct the City Attorney to draft the necessary paperwork for the spur easement MOTION: Gilberts SECOND: Wagar VOTE: 9-0-1 (Kozelka abstained)

F. PUBLIC WORKS – Downtown Planter/Flower Pots Proposal

A memo from the City Administrator with a proposal for the planters and pots being maintained in 2014 was reviewed. The proposal would cost \$1,688 (36 hanging baskets (@\$38 each) - \$1,368; 10 pots (@\$12 per pot and \$20 per pot for maintenance) - \$320). Staff said they would be seeking donations to offset the City's costs ACTION: To move forward with the City maintaining the downtown planters and pots for 2014, with funds to come from the Contingency Fund, and labor to be provided by the City and downtown volunteers MOTION: Kozelka SECOND: Wagar VOTE: 10-0

H. FINANCE/PUBLIC WORKS – Equipment Purchases

A list of the items that staff has purchased under the following programs was included in the packet and reviewed: 1) 2011-2013 Capital Budget and 2) 2012 General Fund Budget Surplus. No formal action was taken.

I. PUBLIC WORKS – Appointment of Lead Operator Position at the Wastewater Treatment Facility

A memo from Terry Meyer, which recommended that Glen Goodrich be appointed to the position, was included in the packet. ACTION: To appoint Glen Goodrich to the Lead Operator Position at the Wastewater Treatment Facility, effective January 1st 2014 MOTION: Kozelka SECOND: Boylen VOTE: 10-0

VII. OLD BUSINESS - None

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

A. DISCUSSION AND ACTION – Ordinance 2013-21 (REPEALING CHAPTER 1.38 (WYALUSING ACADEMY COMMUNITY ADVOCACY COMMITTEE) OF THE MUNICIPAL CODE OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN)

With the closure of Wyalusing Academy, the Ordinance is no longer needed. ACTION: To approve Ordinance 2013-21 MOTION: Pintz SECOND: Wagar VOTE: 10-0

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

Kramer provided an update on the recent Marquette Road informational meetings and said the detour routes were on the back wall of the Council chambers for review. Pintz said he would like an update on the efforts to clean up properties around the City.

C. ADJOURN into closed session (8:06 PM)

ACTION: To go 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: Block 43 litigation, and RE: Utility Ownership Issue before the Public Service Commission involving the City of Prairie du Chien and the Town of Bridgeport; 2) Under Wisconsin 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: Land acquisition
MOTION: Pintz SECOND: Kozelka VOTE: 10-0

D. CONVENE into open session (8:31 PM)

MOTION: Wagar SECOND: Pintz VOTE: 10-0

E. ACTION from closed session

No action was taken

IX. ADJOURN (8:32 PM)

MOTION: Thein SECOND: Wagar VOTE: 10-0

Dave Hemmer, Mayor

Submitted by City Administrator Aaron Kramer

ORDINANCES APPROVED

* Ordinance 2013-21 (REPEALING CHAPTER 1.38 (WYALUSING ACADEMY COMMUNITY ADVOCACY COMMITTEE) OF THE MUNICIPAL CODE OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN)

* Ordinance 2013-27 (RECREATING CHAPTER 1.08 (7) (STIPULATIONS AND DEPOSITS))

RESOLUTIONS ADOPTED

* Resolution 2013-43 (AUTHORIZING SUBMISSION OF A CDBG PUBLIC FACILITIES GRANT APPLICATION)