

Minutes of the Public Works Committee (December 17th 2013)

A meeting of the City of Prairie du Chien Public Works Committee was held on Tuesday December 17th 2013 at 6:20 PM in Conference Room #2 of City Hall. Chairman Kozelka called the meeting to order.

1. Call to order/Roll Call

PRESENT – Kyle Kozelka (Chairman), Todd Myers, Frank Pintz, Mike Jones, 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: Thein SECOND: Jones VOTE: 5-0

3. APPROVAL - Minutes of the November 14th 2013 meeting

ACTION: To approve MOTION: Pintz SECOND: Thein VOTE: 5-0

4. APPROVAL – Minutes of the November 14th 2013 joint meeting with the Personnel Committee

ACTION: To approve MOTION: Thein SECOND: Kozelka VOTE: 5-0

5. DISCUSSION AND ACTION - 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: Pintz SECOND: Thein VOTE: 5-0

6. DISCUSSION AND ACTION – Easement from City

Kozelka turned the Chairmanship over to Thein for this item only. 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. Blair Dillman was present to discuss the proposal, which 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 recommend the Council approve moving forward with the spur easement MOTION: Thein SECOND: Jones VOTE: 4-0-1 (Kozelka abstained)

7. DISCUSSION AND ACTION – 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 recommend the Council 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: Thein SECOND: Kozelka VOTE: 5-0

8. DISCUSSION AND ACTION – 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 recommend the Council approve the Professional Services Agreement (PSA) with Vierbicher for the Godden Pit Reclamation Project MOTION: Pintz SECOND: Kozelka VOTE: 5-0

9. UPDATE – 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.

10. DISCUSSION AND ACTION – 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 recommend the Council appoint Glen Goodrich to the Lead Operator Position at the Wastewater Treatment Facility, effective January 1st 2014 MOTION: Pintz SECOND: Kozelka VOTE: 5-0

11. ADJOURNMENT (6:50 PM)

MOTION: Thein SECOND: Kozelka VOTE: 5-0

Submitted by City Administrator Aaron Kramer