

Minutes of the Common Council – June 3rd 2014

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A meeting of the City of Prairie du Chien Common Council was held on Tuesday June 3rd 2014 at 7:00 PM in City Hall. Mayor Dave Hemmer called the meeting to order.

ITEMS TO BE ACTED UPON:

1. Call to order/Roll Call – Mike Jones, Frank Pintz, Sharon Boylen and Kyle Kozelka were absent.

2. Certification of the open meeting law agenda requirements and approval of the agenda – MOTION: Solomon SECOND: Wagar VOTE: 8-0

3. Pledge of Allegiance – Led by Jamie Wagar

4. PUBLIC HEARINGS - None

5. CONSENT AGENDA

A. COUNCIL – May 20th 2014; A. SPECIAL COUNCIL – May 27th 2014; C. FINANCE – May 20th 2014; D. PARK BOARD – March 19th 2014; E. PUBLIC WORKS – May 13th 2014; F. REDEVELOPMENT AUTHORITY – May 6th 2014; G. OPERATORS LICENSES (if any); ACTION: To approve the Consent Agenda MOTION: Solomon SECOND: Wagar VOTE: 8-0

6. ITEMS REMOVED FROM CONSENT AGENDA - None

7. CITIZENS' COMMENTS, RESOLUTIONS AND PRESENTATIONS (NOTE: Please limit citizens' comments to no more than three minutes)

A. FINANCE – Resolution 2014-24 (WRITING OFF UNCOLLECTIBLE ACCOUNTS RECEIVABLE)

ACTION: To approve Resolution 2014-24 MOTION: Solomon SECOND: Titlbach VOTE: 8-0

B. FINANCE – Financial Assistance Agreement (FAA) for Safe Drinking Water Loan

This agreement will confirm the City's Safe Drinking Water Loan (\$503,175). ACTION: To authorize the Mayor to sign the Financial Assistance Agreement (FAA) for Safe Drinking Water Loan MOTION: Leys SECOND: Wagar VOTE: 8-0

C. FINANCE – Resolution 2014-25 (RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF UP TO \$503,175 WATER SYSTEM REVENUE BONDS, SERIES 2014, AND PROVIDING FOR OTHER DETAILS AND COVENANTS WITH RESPECT THERETO)

ACTION: To approve Resolution 2014-25 MOTION: Solomon SECOND: Fleshner VOTE: 8-0

Without objection, the agenda was moved:

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

A. DISCUSSION AND ACTION – Awarding of Bids for North Gateway Business Park

Four (4) bids were received. The base bids ranged in price from \$551,249.25 to \$687,088.50. Badger Environmental & Earthworks, Inc. was the low bidder. A tabulation of all bids received is attached. The low bid with all alternates was \$876,061.54, \$73,913.69 over budget assuming a 3% construction contingency. Kurt Muchow (Vierbicher) was present to review the alternates. Staff recommended the Council approve the Notice of Award and include all of the alternates. ACTION: To award the bid to Badger Environmental & Earthworks, Inc., and include all of the alternates in the bid award MOTION: Titlbach SECOND: Solomon VOTE: 8-0

8. CITY ADMINISTRATOR'S REPORT

Discussion was held on a speed survey which was done recently by the Police Department on northbound traffic on South Ohio Street. The survey showed that there were no excessive speeding issues. Discussion was also held on new enforcement efforts aimed at the semi traffic in residential areas due to the Marquette Road project and other items related to the road project. No formal action taken.

9. COMMITTEE REPORTS AND ACTIONS

A. FINANCE – Claims

ACTION: To approve MOTION: Gilberts SECOND: Wagar VOTE: 8-0

B. DISCUSSION AND ACTION – 2013 Audit

City Administrator Kramer reviewed the 2013 audit, which showed the City had a budget surplus in 2013, and said there were no major discrepancies in the city's finances or financial procedures. ACTION: To approve the 2013 audit MOTION: Solomon SECOND: Wagar VOTE: 8-0

C. FINANCE – 2013 Budget Surplus

Kramer presented the proposal for expending the 2013 Budget surplus, which includes the proposed expansion to the Tourism Information Center (TIC). The City had excess funds of \$178,316 at the end of 2013 in its Reserve Account. \$71,326 will be placed in the Compensated Absences Reserve Account, leaving \$106,990 to be spent. Kramer recommended \$25,000 be applied to the TIC expansion. Bob Moses (Chamber Director) was present to discuss the need for the expansion, which will add meeting space and a bathroom to the facility. The budget is expected to be \$40-50,000 for the addition. Kramer said a proposal for the remaining surplus funds – \$81,990 – will be presented at the June 20th Council meeting. ACTION: To authorize staff to draft bid specifications for the expansion to the Tourism Information Center, with the funds to come from the 2013 budget surplus (50 percent of the project cost) and a loan to the Chamber of Commerce (50 percent of the project cost), the terms being the City will loan 50 percent of the project cost to the Chamber of Commerce, on a 4-year note at 0.5 percent annual interest, with payments to commence January 1st 2015, and to direct the City Attorney to draft a loan agreement between the City and the Chamber of Commerce MOTION: Leys SECOND: Wagar VOTE: 8-0

D. PUBLIC WORKS – Change Order on Woodridge Acres/22nd Street Project

The change order for both contracts (Contract A and B) will extend the contract completion date from June 15th to July 15th. The extended completion date will accommodate Iverson's paving schedule and will also allow for the excess material from Brunson St to be hauled to the lots in the subdivision prior to the paving being completed. ACTION: To approve the change order MOTION: Solomon SECOND: Wagar VOTE: 8-0

10. OLD BUSINESS

A. DISCUSSION AND ACTION - ORDINANCE 2014-15 (RECREATING CHAPTER 10 (PUBLIC NUISANCES) AND REPEALING CHAPTER 9.13 (OPEN CISTERNS, WELLS, BASEMENTS OR OTHER DANGEROUS EXCAVATIONS PROHIBITED), CHAPTER 9.14 (ABANDONED OR UNATTENDED ICEBOXES, ETC., PROHIBITED), CHAPTER 9.17 (ACCIDENTAL SPILLS OR HAZARDOUS OR DETRIMENTAL SUBSTANCES) AND CHAPTER 14.08 (UNSAFE BUILDINGS) OF THE MUNICIPAL CODE OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN)

The purpose of this Ordinance is to modify and improve the current Public Nuisances (Chapter 10) Chapter in the Municipal Code, as well as remove redundant and duplicate sections of other Chapters of the Municipal Code. Furthermore, this Ordinance is being created to provide a concise ordinance outlining expectations for public nuisances and property maintenance, establish a more efficient enforcement procedure, create an appeals process for those cited under the Ordinance, and to establish minimum levels of standards for property maintenance. ACTION: To approve Ordinance 2014-15 MOTION: Titlbach SECOND: Solomon VOTE: 8-0

B. DISCUSSION AND ACTION – Ordinance 2014-17 (RECREATING CHAPTER 7 (TRAFFIC CODE) OF THE MUNICIPAL CODE OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN)

The purpose of this Ordinance is to update and correct the current Traffic Code. After the first reading, at which the Council approved a speed limit change to Marquette Road, City Administrator Kramer contacted the Wisconsin DOT to see if there would be any issues with the proposed changes in the speed limits. According to the Wisconsin Statewide Speed Management Guidelines, "(a)ll speed limit changes shall be based on a traffic engineering study, including modifications allowed under State Statute. Local governments can implement speed limit changes on the local road system without WisDOT approval when proposals are within the constraints identified above." Kramer recommended the Council rescind its

previous motion. ACTION: To rescind the May 20th 2014 Council action to change the speed limit on Marquette Road from Frederick to Parrish to 30 miles per hour MOTION: Wagar SECOND: Solomon VOTE: 8-0 ACTION: To adopt Ordinance 2014-17 MOTION: Wagar SECOND: Titlbach VOTE: 8-0

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

B. DISCUSSION AND ACTION - Request of AmericInn to construct a 10 foot by 16 foot gazebo on City-owned land presently leased to AmericInn

The gazebo would be placed approximately where the former entrance to the AmericInn parking lot was located prior to the Main Street improvements. The City of Prairie du Chien owns the parking lot and leases it to AmericInn. Staff would recommend approval. ACTION: To approve the request contingent on an amendment to the current lease between the City and AmericInn which will grant permission for the gazebo to be constructed, and to transfer possession of the gazebo to the City if the lease is cancelled or nullified MOTION: Leys SECOND: Solomon VOTE: 8-0

C. DISCUSSION AND ACTION – 2013 Consumer Confidence Report Data (Water Department)

ACTION: To approve the 2013 Consumer Confidence Report Data (Water Department) MOTION: Solomon SECOND: Gilberts VOTE: 8-0

D. DISCUSSION AND ACTION – First Impressions Program with Lake Mills

The purpose of the First Impressions (FI) Community Exchange is to help the two communities learn about their strengths and shortcomings through the first-time visitors. FI is a structured community assessment program that enables communities to learn about the first impression they convey to outsiders. It offers a fresh perspective on the appearance, services and infrastructure of each community. Volunteer teams will undertake unannounced, one-day visits, record their observations, and give constructive feedback to the exchange community. The knowledge gained through this program is intended to serve as a basis for community action. ACTION: To approve moving forward with the First Impressions Program with Lake Mills MOTION: Leys SECOND: Wagar VOTE: 8-0

E. DISCUSSION AND ACTION – Filling Council Vacancy

Alderwoman Wagar has submitted her resignation from the Council, effective June 6th. Her term, representing the Third Aldermanic District, runs through April 2015. The seat will be eliminated at that time by the previously-approved reduction in the Council size. ACTION: To accept written applications for the Council seat, with a deadline of June 20th at 4 PM for submission, and for the Council to select the new member at its July 1st meeting MOTION: Titlbach SECOND: Leys VOTE: 8-0

F. DISCUSSION – Items for future agenda consideration or Committee assignment

Gilberts said he like to staff to look into what improvements can be made to the beach on St. Feriole Island north of Lawler Park.

12. ADJOURN (8:10 PM)

MOTION: Wagar SECOND: Solomon VOTE: 8-0

Submitted by City Administrator Aaron Kramer

ORDINANCES APPROVED

* **Ordinance 2014-15 (RECREATING CHAPTER 10 (PUBLIC NUISANCES) AND REPEALING CHAPTER 9.13 (OPEN CISTERNS, WELLS, BASEMENTS OR OTHER DANGEROUS EXCAVATIONS PROHIBITED), CHAPTER 9.14 (ABANDONED OR UNATTENDED ICEBOXES, ETC., PROHIBITED), CHAPTER 9.17 (ACCIDENTAL SPILLS OR HAZARDOUS OR DETRIMENTAL SUBSTANCES) AND CHAPTER 14.08 (UNSAFE BUILDINGS) OF THE MUNICIPAL CODE OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN)**

* **Ordinance 2014-17 (RECREATING CHAPTER 7 (TRAFFIC CODE) OF THE MUNICIPAL CODE OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN)**

RESOLUTIONS APPROVED

* Resolution 2014-24 (WRITING OFF UNCOLLECTIBLE ACCOUNTS RECEIVABLE)

* Resolution 2014-25 (RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF UP TO \$503,175 WATER SYSTEM REVENUE BONDS, SERIES 2014, AND PROVIDING FOR OTHER DETAILS AND COVENANTS WITH RESPECT THERETO)