

Minutes of the Public Works Committee – August 11th 2015

A meeting of the Public Works Committee of the City of Prairie du Chien was held on Tuesday August 11th 2015 at 6:30 PM in City Hall. Chairman Kyle Kozelka called the meeting to order.

GENERAL ITEMS TO BE ACTED UPON:

- 1. Call to order/Roll Call** – Kyle Kozelka (Chairperson), Todd Myers, Edward Hayes-Hall ABSENT – Mike Jones CITY STAFF ALSO PRESENT – Mayor Dave Hemmer, City Administrator Aaron Kramer, WWTP Manager Terry Meyer, Water Department Manager Larry Gates, Police Chief Chad Abram
- 2. Certification of the open meeting law agenda requirements and approval of the agenda** – MOTION: Kozelka SECOND: Hayes-Hall VOTE: 3-0
- 3. APPROVAL - Minutes of the June 30th 2015 and July 21st 2015 meetings** - There was no quorum for the July 21st meeting. ACTION: Kozelka SECOND: Hayes-Hall VOTE: 3-0

ACTION ITEMS

- 4. DISCUSSION AND ACTION – Request for Curb Cut** - The request, from Roy George, would be for a curb cut on Glenn Street for the purpose of constructing a driveway. ACTION: To approve the curb cut MOTION: Kozelka SECOND: Hayes-Hall VOTE: 3-0
- 5. DISCUSSION AND ACTION - Request from Curt Bender and Lonnie Kapinus to improve the platted alley and use it for access in the 800 block of North Main Street (Union Plat – Block 74)** - This item was postponed from the June 30th Public Works meeting. Staff reported that had met with the applicants and recommended a gravel surface be approved for the alley improvement. Rick Hamman spoke in opposition to the request. ACTION: To Request from Curt Bender and Lonnie Kapinus to improve the platted alley and use it for access in the 800 block of North Main Street (Union Plat – Block 74) MOTION: Kozelka SECOND: Myers VOTE: 3-0
- 6. DISCUSSION AND ACTION – Request for TIF Assistance (Hartig Drug)** - Hartig Drug is seeking \$7,500 to assist with the demolition and removal of two homes on their current site, with the work being part of a large project to upgrade and modernize their building at the current site. Staff would recommend the funds, if approved, come from Tax Increment District #4. ACTION: To recommend the Council approve the assistance, up to \$7,500, with the funds to be paid at the completion of the proposed expansion or upgrade of the current store building, but no later than December 31st 2016 MOTION: Hayes-Hall SECOND: Kozelka VOTE: 3-0
- 7. DISCUSSION AND ACTION – Cass and Illinois Street intersection options and Parking on South Michigan Street, in front of B.A. Kennedy School** - This item was postponed from the March 24th Public Works meeting. Considerable discussion was held on the possible options. ACTION: To direct staff to draft an ordinance to forward to the Council amending the current one-way traffic direction on South Illinois Street between Webster and Cass Streets to a two-way traffic direction MOTION: Kozelka SECOND: Myers VOTE: 3-0 ACTION: To direct the City Administrator and staff to meet with Prairie du Chien Area School District officials to request the district consider converting the green space at the corner of South Michigan and Webster Streets into a staff parking lot MOTION: Kozelka SECOND: Hayes-Hall VOTE: 3-0
- 8. DISCUSSION AND ACTION – Request from Crawford County Land Conservation Department for financial contribution to Clean Sweep** - The Land Conservation Department is requesting the City contribute \$1,500 to the Clean Sweep to be held October 30th at the County Highway Shop in Seneca. The Committee postponed a decision at its last meeting and asked for more information on the request. Dave Troester (Crawford County Land Conservationist) was present to explain the methodology behind the request. ACTION: To recommend the Council approve the \$1,500 request for the October 30th 2015 Clean Sweep event, and direct the City Administrator to include similar funds in the annual budget, commencing in 2016, but requiring the County to make a formal request for funds in future years MOTION: Hayes-Hall SECOND: Kozelka VOTE: 3-0

9. DISCUSSION AND ACTION – Proposal to install "slow-no wake" buoys adjacent to the Campion Boat landing - Staff presented a proposed slow-no wake zone which would be from 400 feet north of the northernmost point of the boat landing to 400 feet south from the southernmost point of the boat landing, but said the recommended distance was for discussion purposes. The Committee asked staff to inquire of the Wisconsin DNR if they had a recommended distance for the slow-no wake zone. Jim Gallagher spoke in opposition to the proposed slow-no wake. ACTION: To direct staff to draft a slow-no wake ordinance for the Committee to hold a Public Hearing on at a future meeting MOTION: Kozelka SECOND: Hayes-Hall VOTE: 3-0

10. DISCUSSION AND ACTION – Godden Pit Project - The Godden Pit dredging project is completed, below budgeted amounts. Staff is requesting the Council waive the bidding process so that a perimeter fence may be constructed, which will also provide a safety benefit to Community Health Services facility nearby, which was included in the original project plan. The estimated cost of the fence, to be constructed on the north and east sides of the Pit, is \$17,900. ACTION: To recommend the Council approve the construction of the perimeter fence, six feet tall with a gate on the north end, on the north and east sides of Godden Pit, and waive the bidding process due to the uniqueness of the supplier – Century Fence Company MOTION: Myers SECOND: Kozelka VOTE: 3-0

11. DISCUSSION AND ACTION – 22nd Street Tree Project – Matt Muchow (Vierbicher) provided an updated project list for the proposed trees along and adjacent to 22nd Street. The Finance Committee last week approved a recommendation to allocate \$35,000 to the project from the 2014-2016 Capital Projects Fund. Discussion was held on whether \$35,000 would be enough for the project. A berm was also discussed, but not included due to the additional costs. ACTION: To recommend the Council move forward with the project, with a \$38,000 budget MOTION: Hayes-Hall SECOND: Kozelka VOTE: 3-0

12. DISCUSSION AND ACTION - North Prairie Street asphalt overlay - The asphalt surface of North Prairie Street from Cedar to Miller is deteriorated to the point of being unsafe for motorist, pedestrians and the Public Works staff to do winter maintenance (snow removal etc.) Staff recommended that as much of the old broken surface as possible be removed and then overlay the surface with new hot mix asphalt. The cost estimate for this repair is approximately \$9,000. ACTION: To recommend the Council approve the asphalt overlay of North Prairie Street from Cedar to Miller Streets with a \$9,000 budget MOTION: Kozelka SECOND: Myers VOTE: 3-0

13. DISCUSSION AND ACTION – Proposed Water Rate Increase - The City is considering a three (3) percent increase under a Simplified Rate Class Application. Gates explained the application process ACTION: To recommend the Council approve applying for the three (3) percent increase in water rates MOTION: Hayes-Hall SECOND: Kozelka VOTE: 3-0

14. UPDATE – Initial 2017 Marquette Road Budget – Muchow presented the first estimated budget for the 2017 Marquette Road project - \$402,300 (Water Main replacement), \$315,200 (Sanitary Sewer replacement), \$175,300 (Roadway and Storm sewer). The budget also includes \$246,600 in Community Sensitive Design (CSD) work, of which the entire amount would likely be used on street lighting to match the Marquette Road 2014 lighting system. Discussion was held on whether some of the CSD funds could be used on installing concrete on the east side of the highway between the road and the sidewalk and installing a tree line on the west side of the road. The Committee asked Muchow to develop a budget including those two items along with the street lighting for them to consider at a meeting later this year. No formal action was taken.

15. ADJOURNMENT (8:05 PM) - MOTION: Kozelka SECOND: Hayes-Hall VOTE: 3-0

Submitted by City Administrator Aaron Kramer