

MINUTES OF THE COMMON COUNCIL – SEPTEMBER 6th 2016

A regular meeting of the City of Prairie du Chien Common Council was held on Tuesday September 6th 2016 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** – All members present **2. Certification of the open meeting law agenda requirements and approval of the agenda** – MOTION: Solomon SECOND: Gilberts VOTE: 8-0 **3. Pledge of Allegiance** – Led by Todd Crotty

4. PUBLIC HEARINGS - None

5. CONSENT AGENDA - A. COUNCIL – August 16th 2016; B. SPECIAL COUNCIL – August 30th 2016; C. FINANCE COMMITTEE – August 16th 2016; D. PERSONNEL COMMITTEE – March 3rd 2016; E. PUBLIC WORKS COMMITTEE – July 26th 2016; F. PARK BOARD – July 15th 2016; G. PLAN COMMISSION – August 15th 2016; H. POLICE AND FIRE COMMISSION – March 30th 2016; I. FIRE CHIEF'S REPORT – July and August 2016; J. OPERATORS LICENSES. ACTION: To approve the Consent Agenda MOTION: Gilberts SECOND: Hayes-Hall VOTE: 8-0

6. ITEMS REMOVED FROM CONSENT AGENDA - None

7. CITIZENS' COMMENTS, RESOLUTIONS AND PRESENTATIONS

A. PUBLIC COMMENT – Proposed Relocation of Country on the River to St. Feriole Island (2017) – Kramer read and entered into the record emails and letters from the following individuals: Dean Achenbach, Louanne Davis (The Pickett Fence), Chris Mara (PDC Main Street), Marlene Dyer (Radio Shack), Carolyn Sand. Tom Nelson and Chris Meyer (AmericInn) addressed the Council. Kramer reminded the Council the vote on whether to allow the relocation of the event will take place on September 20th.

8. CITY ADMINISTRATOR'S REPORT – Kramer reminded the Council about the upcoming Carriage Classic and Oktoberfest.

9. COMMITTEE REPORTS AND ACTIONS

A. FINANCE – Claims – ACTION: To approve MOTION: Gilberts SECOND: Myers VOTE: 8-0

B. FINANCE/PUBLIC WORKS - 2016-18 Capital Projects List and Other City Projects - A memo which contains all of the proposed and scheduled public works and capital projects, recently updated between now and 2018 is included in the packet, as well as funding sources for each of these projects, was reviewed by the City Administrator. ACTION: To approve the following project list – Airport Terminal (\$61,933) to be paid for with surplus funds from the 2015 Budget; Blackhawk Avenue west of Main Stormwater (\$4,000), Washington and N. Dousman Stormwater (\$5,000), New Skid Steer (\$40,000), New Radios for the Public Works Department (\$5,061.20), Variable Frequency Drive Unit, Controller, Solenoid and Installation for Hoffman Hall (\$16,500) to be paid for with the proceeds from TIF District #2; Flood Mitigation Project (\$325,000), one (1) new dump truck (\$110,000), Replace roof on City Hall (\$55,000), Variable Frequency Drive Unit for Wacouta Aquatic Center (\$11,000), Non-Slip Epoxy for Wacouta Aquatic Center floor (\$14,2000), Joint and Limestone Repairs – Hoffman Hall (\$30,000), Wacouta Aquatic Park Shelter Roof/Lochner Park Small Shelter (\$4,000), 3 Lifeguard Chairs – Wacouta Aquatic Pool (\$4,500), Three sets of turnout gear (\$7,500) and three sets of air packs (\$22,500) in 2017 and 2018 for the Fire Department, to be paid for with a borrowing MOTION: Titlbach SECOND: Solomon VOTE: 8-0

C. FINANCE – Resolution 2016-19 (RESOLUTION PROVIDING FOR THE SALE OF APPROXIMATELY \$1,830,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2016) - This issuance will fund several of the projects discussed about, as well as refinance two other old debt issues to reduce interest costs. ACTION: To approve Resolution 2016-19 MOTION: Gilberts SECOND: Solomon VOTE: 8-0

D. PERSONNEL – Compensation/Classification Proposal (Carlson Dettman Consulting, LLC) - The proposal, estimated to cost \$7,500 plus traveling expenses, would initiate the City's first compensation/job classification review in recent years. Staff would recommend approval. ACTION: To approve the contract MOTION: Gilberts SECOND: Solomon VOTE: 8-0

E. PERSONNEL – City Clerk/Treasurer - With the impending retirement of City Clerk-Treasurer Barb Elvert, after 42 years of service to the City, staff is proposing an updated job description and salary range for consideration before posting the position. ACTION: To approve posting the job with a salary range of \$50-60,000 MOTION: Gilberts SECOND: Solomon VOTE: 8-0

F. PLAN COMMISSION - Certified Survey Map 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, being Lot 1, Crawford County Certified Survey Map Number 1371, recorded in Volume 12 of CSM, Pages 13-13B, Document Number 322123– brought by the City of Prairie du Chien – ACTION: To approve the CSM, with all existing easements within the previously vacated streets (Lockwood and Prairie) being relinquished MOTION: Leys SECOND: Gilberts VOTE: 8-0

10. OLD BUSINESS

A. DISCUSSION AND ACTION – Ordinance 2016-16 (TRAFFIC CODE – WEST PERRY STREET BETWEEN NORTH BEAUMONT ROAD AND NORTH PRAIRIE STREET) - The purpose of this Ordinance is to designate a portion of West Perry Street, located west of North Beaumont Road and east of North Prairie Street, as one-way vehicular traffic in an easterly direction. This codifies the change approved at the August 16th Council meeting. ACTION: To postpone the vote until it has been determined that proper procedure has been followed MOTION: Solomon SECOND: Hayes-Hall VOTE: 3-5 (Myers, Titlbach, Gilberts, Crotty and Jones opposed) Motion failed. ACTION: To approve Ordinance 2016-16 MOTION: Gilberts SECOND: Titlbach VOTE: 6-2 (Solomon and Hayes-Hall opposed)

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

A. DISCUSSION AND ACTION – 22nd Street Apartment Project - Late last year, the City was approached by a developer, Luke Pelton (22nd Street LLC), on the feasibility of constructing a new apartment complex on the parcel owned by the City adjacent to Woodridge Acres and Universal Forest Products (UFP). Pelton has drafted a pro forma financial plan for the construction of three (3) 16-unit apartment buildings, to be constructed and operational by January 1st 2018. This would be a mix of one- and two-bedroom units with each having an individual garage. If market conditions warrant, he has indicated a desire to construct up to as many as 96 units. These would be market-rate apartments (average rental - \$650). Kramer reviewed the financing plan, which calls for the City to provide \$350,000 in TIF financing to the developer upon producing proof of work done, and selling the land for \$100 an acre. ACTION: To proceed with the project, contingent on a development agreement, with terms mutually agreeable to the developer and the City being approved at the September 20th Council meeting MOTION: Titlbach SECOND: Solomon VOTE: 7-1 (Leys opposed)

B. DISCUSSION AND ACTION – Authorization to Borrow \$350,000 (State Trust Fund Loan) - This loan will finance the aforementioned project and be repaid through increment in TIF District #5. ACTION: To authorize the borrowing MOTION: Titlbach SECOND: Gilberts VOTE: 8-0

C. DISCUSSION AND ACTION - Review and approve winning bid for demolition of the former Parkers Service Station – ACTION: To award the bid to Prairie Sand and Gravel (\$7,760) MOTION: Solomon SECOND: Jones VOTE: 8-0

D. DISCUSSION - Items for future agenda consideration or Committee assignment – Hayes-Hall asked the city's one-way streets be reviewed by the Public Works Committee.

E. ADJOURN to CLOSED SESSION (8:15 PM) – ACTION: To go into closed session under Wisconsin State 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: Possible Land Sale (TIF #6) MOTION: Gilberts SECOND: Solomon VOTE: 8-0

F. CONVENE into open session (8:45 PM) – MOTION: Hayes-Hall SECOND: Gilberts VOTE: 8-0

G. ACTION from closed session – ACTION: To respectfully decline the offer from Arlene Fernberg (63883 Meadow Lane) to purchase land in the North Gateway Business Park MOTION: Gilberts SECOND: 8-0

12. ADJOURN (8:48 PM) - MOTION: Solomon SECOND: Gilberts VOTE: 8-0

Submitted by Aaron Kramer, City Administrator

ORDINANCES ADOPTED

* **Ordinance 2016-16 (TRAFFIC CODE – WEST PERRY STREET BETWEEN NORTH BEAUMONT ROAD AND NORTH PRAIRIE STREET)**

RESOLUTIONS ADOPTED

* **Resolution 2016-19 (RESOLUTION PROVIDING FOR THE SALE OF APPROXIMATELY \$1,830,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2016)**