

CITY OF PRAIRIE DU CHIEN

214 East Blackhawk Avenue - PO Box 324 - Prairie du Chien, WI 53821 * Phone: (608) 326-6406

[Prairie du Chien, WI \(govoffice3.com\)](http://Prairie du Chien, WI (govoffice3.com))

Notice is hereby given according to State Statutes that the **COMMON COUNCIL** of the City of Prairie du Chien will meet on **Tuesday, September 3, 2024 at 7:00 P.M.** or **VIA Join Zoom Meeting** Click on the **link and/or copy and paste in web browser and you will be placed in the waiting room to join the meeting. Join Zoom Meeting**

PROOF OF POSTING AFFIDAVIT: This agenda was posted more than 24 hours prior to the start of this meeting at: City Hall, 214 E. Blackhawk Avenue (kiosk) and on the official website above.

MEETING NOTICE – COMMON COUNCIL

Date: Tuesday, September 3, 2024

Time: 7:00 P.M.

Location: Council Chambers

ITEMS TO BE ACTED UPON:

- 1. Call to order/Roll Call.**
- 2. Certification of the open meeting law agenda requirements and approval of the agenda**
- 3. Pledge of Allegiance**

4. PUBLIC HEARINGS

5. CONSENT AGENDA:

A. COMMON COUNCIL – August 20 and 22, 2024

B. FINANCE – August 20, 2024

C. PERSONNEL – August 6, 2024

Note: These items may be approved on a single motion and vote due to their routine nature or previous discussion. Please indicate to the Mayor if you would prefer separate discussion and action.)

6. ITEMS REMOVED FROM CONSENT AGENDA

7. CITIZENS' COMMENTS, RESOLUTIONS AND PRESENTATIONS

8. CITY ADMINISTRATORS REPORT

9. COMMITTEE REPORTS AND ACTION

A. FINANCE

- 1. DISCUSSION AND ACTION: Claims**

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

A. DISCUSSION AND ACTION: Professional Services Agreement with Vierbicher Associates, INC for general services include preparing a well site investigation report for WDNR approval for proposed Well No. 5. The services shall also include a preliminary funding analysis to help fund the improvements.

11. OLD BUSINESS

A. DISCUSSION AND ACTION: ORDINANCE 2024-08 REPEALING AND RECREATING CHAPTER 15.15 (PETS) OF THE MUNICIPAL CODE OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN.

12. ADJOURN TO CLOSE SESSION

A. Under Wisconsin State Statute 19.85 (1) (c) Considering employment, promotion, compensation or performance data of any public employee over whom the governmental body has jurisdiction or exercises responsibility. – R.E. Public Works Employee

Chad Abram

Chad Abram, City Administrator

NOTE: The next regularly scheduled Council meeting will be Tuesday, September 17, 2024.

Agenda posted at City Hall on August 30, 2024 at 3:00 P.M.

PERSONS WITH DISABILITIES: *If you require special accommodations in order to attend this meeting, please contact City Hall at 608-326-6406 or at least 24 hours prior to meeting time.*

MINUTES OF THE COMMON COUNCIL August 20, 2024

A meeting of the Prairie du Chien Common Council was held on Tuesday, August 20, 2024 at 7:00 P. M. in the Council Chambers of City Hall. Mayor Dave Hemmer called the meeting to order at 7:00 P.M.

GENERAL ITEMS TO BE ACTED UPON

1. Call to order/Roll Call – Crary, Waller, Riebe, Bowar (Zoom at 7:19), Ingham (Zoom), Granzow and Ringgold. Vacancy to start meeting. City Staff present, Mayor Dave Hemmer, Police Lieutenant Jeremy Cliff, City Planner Nate Gilberts, City Clerk/Treasurer Tina Fuller, and City Administrator Chad Abram.
2. Certification of the open meeting law agenda requirements and approval of the agenda. Motion: Waller, Second: Crary, Roll Call Vote: 6-0
3. Pledge of Allegiance: Crary

4. PUBLIC HEARINGS

5. CONSENT AGENDA:

- A. COMMON COUNCIL – August 6, 2024
- B. FINANCE – August 6, 2024
- C. PUBLIC WORKS – August 6, 2024
- D. PARK BOARD – June 19, 2024

Note: These items may be approved on a single motion and vote due to their routine nature or previous discussion. Please indicate to the Mayor if you would prefer separate discussion and action.) – Action: To approve the consent agenda., Motion: Crary, Second: Ringgold, Voice Vote: 7-0.

6. ITEMS REMOVED FROM CONSENT AGENDA

7. CITIZENS' COMMENTS, RESOLUTIONS AND PRESENTATIONS

A. DISCUSSION AND ACTION: Resolution 2024-20 PROVIDING FOR THE SALE OF APPROXIMATELY \$775,000 NOTE ANTICIPATION NOTES. – Action: To approve Resolution 2024-20 and waive the first and second reading. Motion: Bremmer, Second: Waller, Roll Call Vote: 7-0.

8. CITY ADMINISTRATORS REPORT

- Public Safety Center – Update – Meeting this Thursday to discuss next steps and bid schedule for the project.
- Tina and I continuing on the budget working through payroll options
- PIM for Prairie Cottages is postponed until September.
- PIM for Hayden Street extension is scheduled for August 29
- The UV System at the WWTF has been replaced and is being covered by our insurance.
- Larry, Nick, CCEM and I submitted our costs associated with the summer flood to WEM and waiting for a response back.
- The Comprehensive Plan survey is live on the city website at www.cityofpdc.com

9. COMMITTEE REPORTS AND ACTION

A. FINANCE

1. DISCUSSION AND ACTION: Claims – Action: To approve the claims. Motion: Waller, Second: Bremmer, Voice Vote: 7-0.

B. PUBLIC WORKS

1. DISCUSSION AND ACTION: ORDINANCE 2024-08 REPEALING AND RECREATING CHAPTER 15.15 (PETS) OF THE MUNICIPAL CODE OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN. – No action from committee.

C. PARK BOARD

1. DISCUSSION AND ACTION: Fort Fun Park update – Action: Approve moving forward to investigate options to improve Fort Fun Park. Motion: Riebe, Second: Granzow, Voice Vote: 7-0.

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

A. DISCUSSION AND ACTION: Approval of CONTRACT FOR ADMINISTRATION OF Wisconsin DNR Municipal Flood Control Grant – Elevation Between Community Development Alternatives, Inc. and City of Prairie du Chien, Wisconsin. – Action: To approve the contract with CDA to administer DNR Municipal Flood Grant. Motion: Bremmer, Second: Crary, Voice Vote: 8-0.

B. DISCUSSION AND ACTION: At large alderperson vacancy. – All three candidates spoke to the council and a secret ballot was passed out to vote. Nate Bremmer, had the majority of the vote and received the oath and took the vacancy for At Large Alderperson. – Motion to destroy the ballots by Riebe, Second: Crary, Voice Vote: 7-0.

11. OLD BUSINESS

A. DISCUSSION AND ACTION: Approval for phase 2 of the asbestos removal and demolition of the remainder of Blackhawk Junction Mall with Robinson Brothers Environmental Inc. All funds for the work will be paid for by the Neighborhood Investment Grant. – Action: To approve phase 2 of the demolition of Blackhawk Junction Mall. Motion: Crary, Second: Waller, Voice Vote: 8-0.

12. ADJOURN (7:22 P.M.) – Motion: Riebe, Second: Crary, Voice Vote: 8-0.

Chad Abram, City Administrator

MINUTES OF THE SPECIAL COMMON COUNCIL August 22, 2024

A special meeting of the Prairie du Chien Common Council was held on Thursday, August 22, 2024 at 12:00 P. M. in the Council Chambers of City Hall. Mayor Dave Hemmer called the meeting to order at 12:03 P.M.

GENERAL ITEMS TO BE ACTED UPON

1. Call to order/Roll Call – Waller, Granzow, Bremmer, Riebe, Ringgold, Ringgold in attendance, Crary, Ingham, via Zoom. Bowar not present.
2. Certification of the open meeting law agenda requirements and approval of the agenda. Motion: Bremmer, Second: Riebe, Roll Call Vote: 7-0
3. Pledge of Allegiance - Bremmer

4. ACTION ITEMS

A. A. DISCUSSION AND ACTION: Review and award bid for Hayden Street extension. This project will be funded through TIF 8. – Action: To award the project to G-Pro Excavating LLC for \$509,922.85. Motion: Riebe, Second: Bremmer, Roll Call Vote: 7-0.

B. DISCUSSION AND ACTION: Review and award bid for Mississippi Meats Site Improvements. This will be funded by the Neighborhood Investment Grant. – Action: To award the project to Owens Excavating and Trenching Inc. for \$417,020.95. Motion: Bremmer, Second: Ringgold, Roll Call Vote: 7-0.

5. ADJOURNMENT (12:11 P.M.) – Riebe, Second: Granzow, Voice Vote: 7-0.

Chad Abram, City Administrator

MINUTES OF THE FINANCE COMMITTEE- August 20, 2024

A meeting of the Prairie du Chien Finance Committee was held on Tuesday, August 20, 2024 at 6:30 P.M. in Conference Room 2. Chairperson Vicki Waller called the meeting to order at 6:30 P.M.

GENERAL ITEMS TO BE ACTED UPON

1. Call to order/Roll Call – All present. City staff present City Administrator Chad Abram, Police Lieutenant Jeremy Cliff, City Clerk/Treasurer Tina Fuller and Mayor Dave Hemmer.
2. Certification of the open meeting law agenda requirements and approval of the agenda. Motion: Crary, Second: Ringgold, Voice Vote: 3-0.
3. Approval of the minutes from the August 6, 2024 meeting. Motion: Crary, Second: Ringgold, Voice Vote: 3-0.

ACTION ITEMS

4. DISCUSSION AND ACTION: Alice in Dairyland in 2025 financial request. – No action. Finance will discuss during budget process.
5. DISCUSSION AND ACTION: Claims – Action: To approve the claims. Motion: Crary, Second: Ringgold, Voice Vote: 3-0.
6. DISCUSSION AND ACTION: Purchase of swings at City Parks. Information in the packet on cost and locations from Director Mike Wallace. – Action: To approve the swing sets with Lee Recreation for \$21,595.00 using ARPA funds. Motion: Crary, Second: Ringgold, Voice Vote: 3-0.
7. DISCUSSION: 2025 Budget – No action. Committee approved Chairperson Waller to work with Chad and Tina during the budget process. A special meeting with Finance will be at a later date to discuss in more detail.
8. Adjourn (6:57 P.M.) – Motion: Crary, Second: Ringgold, Voice Vote: 3-0.

Chad Abram, City Administrator

MINUTES OF THE PERSONNEL COMMITTEE – August 6, 2024

A meeting of the City of Prairie du Chien Personnel Committee was held on Tuesday, August 6, 2024. Chairmen Jaaren Riebe called the meeting to order at 6:15 P.M. in the Conference Room 2 at City Hall.

GENERAL ITEMS TO BE ACTED UPON

1. Call to Order & Roll Call – All present. City Staff present City Administrator Chad Abram, Street Superintendent Nick Gilberts and Mayor Dave Hemmer
2. Certification of the Open Meeting Law Agenda Requirements and Approval of the Agenda – Motion: Ingham, Second: Crary, Voice Vote: 4-0.
3. Approval of the minutes of the June 18, 2024. Motion: Crary, Second: Ingham, Voice Vote: 4-0.

ACTION ITEMS

4. Adjourn to Close Session (6:16 P.M.) – Motion: Riebe, Second: Ingham, Voice Vote: 4-0.
 - A. Under Wisconsin State Statute 19.85 (1) (c) Considering employment, promotion, compensation or performance data of any public employee over whom the governmental body has jurisdiction or exercises responsibility. – R.E. Street Department
5. Convene into Open Session (6:26 P.M.) – Motion: Riebe, Second: Ingham, Voice Vote: 4-0.
6. Action from Closed Session – To accept the resignation from Kurt Hromadka and Randy Ludvick from the Street Department, to post the positions internally until Monday, August 12, 2024 and externally if not filled. To also post if any internal positions open in other departments externally as well. Motion: Riebe, Second: Ingham, Voice Vote: 4-0.
7. Adjourn (6:27 P.M.) – Motion: Ingham, Second: Crary, Voice Vote: 4-0.

Submitted by Chad Abram, City Administrator



PROFESSIONAL SERVICES AGREEMENT

Project Number: 240564

This AGREEMENT (Agreement) is made today, August 23, 2024, by and between the CITY OF PRAIRIE DU CHIEN (Client) and VIERBICHER ASSOCIATES, INC. (Consultant), which agree as follows:

Project Name: Well No. 5 – Well Site Investigation

I. SCOPE OF PROJECT

In April of 2024, the U.S. EPA designated PFOA and PFOS as hazardous substances under federal Comprehensive Environmental Response, Compensation and Liability Act (CERCLA). On April 10, 2024, the U.S. EPA issued National Primary Drinking Water Regulations (NPDWR) for six PFAS. The individual limits for PFAS chemicals PFOA and PFOS were set to 4 parts per trillion from the previous limit of 70 parts per trillion. The City has been testing for PFAS, which resulted in Well #2 testing above the EPA limits in April and Well #1 testing above limits in August. With the testing results, both Well #1 and Well #2 have been shut down.

Going forward, to address the PFAS results, the City could chose to install a treatment facility at each well or install a new well at a location with no PFAS. The cost of a treatment facility can be significantly more than the cost of a new well facility. With that understanding, the scope of the project includes completing a funding investigation and a Well Site Investigation for a new well within the City. An approximate cost of a new well facility is typically \$1.5M - \$2.0M. Funding through various programs are available to help fund the required improvements.

II. SCOPE OF SERVICES

General services include preparing a well site investigation report for WDNR approval for proposed Well No. 5. The services shall also include a preliminary funding analysis to help fund the improvements.

Specific services shall include the following:

1. **Preliminary Public Funding Investigation & Implementation Strategy**
 - a) Consultant will contact public funding agencies to review the proposed project and solicit input regarding the eligibility, competitiveness, and amount of potential funding. Funding programs to be investigated include:

- USDA Rural Development Water Program,
 - WDNR Safe Drinking Water Loan (SWDL),
 - Congressionally Directed Funding.
- b) Based on input from the funding agencies, Consultant will prepare a summary of alternative funding scenarios. The summary shall include:
- Estimate of the potential amount of loan and grant funds for each program,
 - Identify the eligibility criteria and the City's competitiveness to secure funding,
 - Implementation schedule for each alternative, including application deadlines and application requirements.
- c) Review the funding summary with the Client to select the preferred funding strategy(s).

2. **Pre-Application Funding Investigations**

The preferred funding programs will need to be further investigated, to verify eligibility and/or the amount of grant funding available. The following are potential pre-application funding investigations that may need to be implemented. The Consultant shall assist with these investigations as authorized by the Client.

- a) SDWL Intent to Apply (ITA) and Priority Evaluation & Ranking Formula (PERF)
- Prepare the ITA and PERF for the SDWL program.
 - Evaluate project ranking and estimate the amount of Principal Forgiveness available.
- b) Preliminary USDA Rural Development Submittal
- Coordinate with the Village and Engineer to compile information to enable USDA to conduct a preliminary analysis to determine the amount of loan and grant funds for the project.
 - Coordinate with USDA to facilitate their analysis.

3. **Well Site Investigation Report:**

- a) Prepare a Well Site Investigation Report meeting the requirements of Wisconsin Administrative Code NR 811.12(5)(c).
- b) Provide a preliminary draft of the Well Site Investigation Report to the Client for review comments.
- c) Finalize the Well Site Investigation Report and submit the report on behalf of the Client to the Wisconsin Department of Natural Resources (WDNR) for approval.
- d) Respond to WDNR staff questions and request for additional information during the review of the Well Site Investigation Report.

III. Services Not Provided as Part of This Contract

Preparation of plans and specifications to allow construction of the well, Bidding, Construction Administration, Construction Staking, Construction Observation, Grant Administration, Boundary survey for areas outside the CSM, special assessments, grant applications and administration, lighting design, environmental studies, archaeological investigations, soil borings, stormwater management analysis, flood plain analysis, wetland delineations, public hearing representation, easements, negotiations for property rights acquisitions, resident inspection services and other detailed studies or investigations, unless specifically identified above, are not included as part of this work. Inspection or testing for hazardous materials such as asbestos, mold, lead paint or PCBs are also not included.

IV. Client Responsibilities

- A. Client shall be responsible for providing relevant existing documents to Consultant.
- B. Payment of fees for permit applications.

V. The schedule to perform the work is:

- A. Authorization to Proceed August 2024
- B. Funding Investigations August 2024 – October 2024
- C. Well Site Investigation August 2024 – October 2024
- D. Submit WDNR SDWL ITA October 2024

VI. The fees for the work are as follows (fixed fee):

- A. The estimated fees to provide the scope of services described herein is summarized as follows:

Funding Phase

1.	Preliminary Funding Investigations (Time & Expense)	\$1,800
2.	WDNR SDWL ITA & PERF (Time & Expense)	\$1,600*
3.	USDA Rural Development Preliminary Submittal (Time & Expense)	\$1,800*
4.	Final Funding Plan & Schedule (Time & Expense)	\$600
	Survey Phase Total	\$5,800

*Note: These investigations shall be completed if authorized by the Client

Well Site Investigation

1.	Well Site Investigation (Time & Expense)	\$11,500
	Survey Phase Total	\$11,500

TOTAL \$17,300

Designated Project Representative: Consultant: Matt Muchow, PE, Project Manager
Client: Chad Abram, City Administrator

All services shall be performed in accordance with the General Terms and Conditions included in the Master Service Agreement (dated September 2006) executed with the Client. Any attachments or exhibits referenced in this Agreement are made part of this Agreement. Payment for these services will be on a time and expense basis.

Approval: Authorization to proceed is acknowledged by signatures of the parties to this Agreement.

Client

Chad Abram, City Administrator
City of Prairie du Chien
214 E. Blackhawk Avenue
Prairie du Chien, WI 53821
Phone: 608-326-6406
Fax: 608-326-8182

Date

© Vierbicher Associates, Inc.

Consultant



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Phone: 608-326-1051
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August 23, 2024
Date

ORDINANCE 2024-08

* * *

REPEALING AND RECREATING CHAPTER 15.15 (PETS) OF THE MUNICIPAL CODE OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN

Purpose: The purpose of this Ordinance is to change a rule in Chapter 15 Harbor and Park Regulations

The Common Council of the City of Prairie du Chien, Crawford County, Wisconsin, does ordain as follows:

Section 1: That Chapter 15.00 (Harbor and Park Regulations) of the Municipal Code of the City of Prairie du Chien, Wisconsin be created to read as follows:

15.15 (Pets)

1. Pets shall be permitted in all city parks, trails and campground areas, excluding the LaRivirie Farm and Horse Park governed by Chapter 9.25 and the Dog Park, but must be kept on a leash at all times and all fecal matter will be picked up and disposed of immediately.
2. The City Administrator and Mayor may restrict dogs if needed for a special event. All service animals will still be admissible during the restriction.

Section 2: Any Ordinance or parts thereof, inconsistent herewith are hereby repealed.

Section 3: This Ordinance shall be published as required by law after passage by the Common Council.

Passed and approved this ___ day of ____, 2024

David Hemmer, Mayor

ATTEST:

Chad Abram, City Administrator

* * *

Certification

I, Tina Fuller, am the duly qualified and acting City Clerk of the City of Prairie du Chien, Crawford County, Wisconsin. I hereby certify that the aforementioned is a true and exact reproduction of the original ordinance or resolution adopted by the Common Council.

IN WITNESS WHEREOF, I have executed this Certificate in my official capacity on the ___ of ____, 2024.

(SEAL)

Tina Fuller
City Clerk