

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 \(cityofpdc.com\)](http://www.cityofpdc.com)

Notice is hereby given according to State Statutes that the **COMMON COUNCIL** of the City of Prairie du Chien will meet on **Tuesday, February 4, 2025 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 <https://us02web.zoom.us/j/86467595192>**

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, February 4, 2025

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 – January 21, 2025**
 - B. FINANCE – January 21 and 29, 2025**
 - C. PUBLIC WORKS – January 21, 2025**
 - D. LARIVIRIE PARK BOARD – November 20, 2024**
 - E. POLICE AND FIRE – October 9, 2024**
 - F. Shamrock Shuffle March 15, 2025**
 - G. EMM Management LLC dba The Buckhorn Class B Combo license Scott Sheckler agent.**
- 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**

B. PUBLIC WORKS

- 1. DISCUSSION AND ACTION: Placing of a Historical Marker on St. Feriole Island. This has been approved by the Park Board see memo from Mike Wallace Director of Parks, Recreation, and Forestry.**

2. DISCUSSION AND ACTION: Great Lakes Watercross Jet Ski races, see memo from Mike Wallace Director of Parks, Recreation, and Forestry.

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

11. ADJOURN

Chad Abram

Chad Abram, City Administrator

NOTE: The next regularly scheduled Council meeting will be Tuesday, February 25, 2025 due to election on February 18, 2025.

Agenda posted at City Hall on January 31 at 11:00 A.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.*

approve Ordinance 2025-01 and waive the first and second reading. Motion: Riebe, Second: Bremmer, Voice Vote: 7-0.

2. DISCUSSION AND ACTION: ORDINANCE 2025-02 REPEALING AND RECREATING CHAPTER 11.15 (COMPOST AND BRUSH SITE) OF THE MUNICIPAL CODE OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN. – Action: To approve Ordinance 2025-02 and waive the first and second reading. Motion: Riebe, Second: Crary, Voice Vote: 7-0.

3. DISCUSSION AND ACTION: Dillman Brothers L.L.C. lease extension. – Action: To approve the amended lease extension allowing a slip for an emergency service boat free of charge. Motion: Riebe, Second: Bremmer, Voice Vote: 7-0.

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

11. ADJOURN TO CLOSED SESSION (7:11 P.M.) – Motion: Ingham, Second: Waller, Roll Call Vote: 7-0.

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. Public Works Employee

B. Under Wisconsin State Statutes 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 – Possible Land Purchase

12. CONVENE INTO OPEN SESSION (7:39 P.M.) – Motion: Crary, Second: Waller, Roll Call Vote: 7-0.

13. ACTION FROM CLOSED SESSION – To approve posting internally and externally for the mechanics position at the Public Works Department. Motion: Ingham, Second: Crary, Voice Vote: 7-0.

To approve for city staff to make an offer on the vacant land. Motion: Bremmer, Second: Ingham, Voice Vote: 7-0.

14. ADJOURN (7:41 P.M.) – Motion: Ingham, Second: Granzow, Voice Vote: 7-0.

Chad Abram, City Administrator

ORDINANCES PASSED

ORDINANCE NO. 2025-01 AN ORDINANCE REPEALING AND RECREATING SECTION 7.04 (1) OF THE MUNICIPAL CODE OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN.

**ORDINANCE 2025-02 REPEALING AND RECREATING CHAPTER 11.15
(COMPOST AND BRUSH SITE) OF THE MUNICIPAL CODE OF THE CITY OF
PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN.**

MINUTES OF THE FINANCE COMMITTEE- January 21, 2025

A meeting of the Prairie du Chien Finance Committee was held on Tuesday, January 21, 2025 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, Mayor Dave Hemmer, Police Chief Kyle Teynor and City Administrator Chad Abram.
2. Certification of the open meeting law agenda requirements and approval of the agenda. Motion: Bremmer, Second: Ringgold, Voice Vote: 4-0.
3. Approval of the minutes from the January 7, 2025 meetings. Motion: Crary, Second: Bremmer, Voice Vote: 4-0.

ACTION ITEMS

5. DISCUSSION AND ACTION: Claims – Action: To approve the claims. Motion: Crary, Second: Bremmer, Voice Vote: 4-0.
6. DISCUSSION AND ACTION: Updating the switch in the tower at City Hall for increased internet coverage for all departments using TIF 6 Surplus. – Action: To approve the Core Switch with Extreme Networks for \$8,893.22 using TIF 6 Surplus. Motion: Bremmer, Second: Crary, Voice Vote: 4-0.
7. ADJOURN (6:40 P.M.) – Motion: Crary, Second: Ringgold, Voice Vote: 4-0.

Chad Abram, City Administrator

MINUTES OF THE FINANCE COMMITTEE- January 29, 2025

A meeting of the Prairie du Chien Finance Committee was held on Tuesday, January 29, 2025 at 5:00 P.M. in Council Chambers. Chairperson Vicki Waller called the meeting to order at 5:00 P.M.

GENERAL ITEMS TO BE ACTED UPON

1. Call to order/Roll Call – Ringgold absent. City staff present, Mayor Dave Hemmer, Police Lieutenants Cox and Henry, Fire Chief Tad Beutin, Fire Lieutenant Jaaren Riebe, Firefighter Armie Mezera, Assistant Fire Chief Tim Delhury Sr, 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: Bremmer, Second: Crary, Voice Vote: 3-0.

ACTION ITEMS

3. DISCUSSION AND ACTION: Financing the Public Safety Center, staff has spoken with our Financial Advisors and would like to report to the Finance Committee – Action: To approve of borrowing up to 5.4 million for the upcoming borrowing that includes the Public Safety Center, Vineyard Road Project, Dump truck and the Illinois Street Project. Motion: Waller, Second: Crary, Voice Vote: 3-0.
4. ADJOURN (5:42 P.M.) – Motion: Bremmer, Second: Crary, Voice Vote: 3-0.

Chad Abram, City Administrator

MINUTES OF THE PUBLIC WORKS COMMITTEE – January 21, 2025

A meeting of the City of Prairie du Chien Public Works Committee was held on Tuesday, January 21, 2025, at 5:45 P.M. in City Hall. The meeting was called to order at 5:45 P.M.

GENERAL ITEMS TO BE ACTED UPON

1. Call to order/Roll Call – Bowar absent. City Staff present City Administrator Chad Abram, Public Works Superintendent Nate Gilberts, Police Chief Kyle Teynor and Mayor Dave Hemmer.
2. Certification of the open meeting law agenda requirements and approval of the agenda – Motion: Ingham, Second: Riebe, Voice Vote: 3-0.
3. Approval of the minutes from the January 7, 2025 meeting. Motion: Riebe, Second: Granzow, Voice Vote: 3-0.

ACTION ITEMS

4. DISCUSSION AND ACTION: ORDINANCE NO. 2025-01 AN ORDINANCE REPEALING AND RECREATING SECTION 7.04 (1) OF THE MUNICIPAL CODE OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN. – Action: To approve Ordinance 2025-01 and send to council. Motion: Riebe, Second: Granzow, Voice Vote: 3-0.
5. DISCUSSION AND ACTION: ORDINANCE 2025-02 REPEALING AND RECREATING CHAPTER 11.15 (COMPOST AND BRUSH SITE) OF THE MUNICIPAL CODE OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN. – Action: To approve Ordinance 2025-02 and send to council. Motion: Ingham, Second: Granzow, Voice Vote: 3-0.
6. ADJOURN (5:53P.M.) – Motion: Riebe, Second: Ingham, Voice Vote: 3-0.

Submitted by Chad Abram, City Administrator

MINUTES OF THE LARIVIERE FARM PARK BOARD- November 20, 2024

A meeting of the Prairie du Chien LaRiviere Farm Park Board Committee was held on Wednesday, November 20, 2024, at 5:00 P.M. in Community Room 2. Chairperson Dave Troester called the meeting to order at 5:00 P.M.

GENERAL ITEMS TO BE ACTED UPON

1. Call to order/Roll Call – Present- Patricia Olijnyk, Suzy Cooley, Mike Mara, Dave Troester, and Dee Baker. Absent: None. Others present- Director Mike Wallace, John Tieden, and Dennis Kirschbaum
2. Certification of the open meeting law agenda requirements and approval of the agenda.
Motion: Cooley, Second: Olijnyk, Voice Vote: 5-0.
3. Approval of the Minutes from September 18, 2024. – Motion: Cooley, Second: Olijnyk, Voice Vote: 5-0.

ACTION ITEMS

4. DISCUSSION: Trail Maintenance: Director Wallace gave an overview of what led to this agenda item to the board members. Several board members raised the question of why and how trails were being mowed and who was making those decisions. Each member of the board was given a copy of the LaRiviere Park Trail Management and Maintenance Plan Guidelines that was compiled by Great Lakes Trailbuilders, LLC on May 10, 2019. This packet has guidelines and suggestions on how to maintain the trails at LaRiviere Park. They were also given the minutes when this plan was discussed in board meetings in the past several years.
Pat Olijnyk had a presentation prepared with pictures and a visual aid map of the areas of concern. She had 7 areas where new trails were created, and the mowing area was widened. She is concerned that this is causing habitats for the animals to be lost. She also wanted to know why the fire breaks were being mowed non-stop. It was said that in the past, if a new trail was going to be created it had always been brought to the board for discussion. The new trail would be voted on and if approved it would be marked out before going forward with the new trail. These concerns are noted and will be brought to the attention of Nick Gilberts to clarify the questions asked. This will be discussed further at the next meeting.
9. ADJOURN (5:55 P.M.) – Motion: Baker, Second: Mara, Voice Vote: 5-0.

Next Meeting: January 22, 2025

MINUTES OF THE POLICE AND FIRE COMMISSION – Wednesday, October 9, 2024

A meeting of the City of Prairie du Chien Police and Fire Commission was held on Wednesday, July 3, 2024 at 4:00 P.M. at City Hall.

GENERAL ITEMS TO BE ACTED UPON

1. Call to order/Roll Call – All present. City Staff present – City Administrator Chad Abram, Police Chief Kyle Teynor and Fire Chief Tad Beutin.
2. Certification of the open meeting law agenda requirements and approval of the agenda - Motion: Sprosty, Second: McGrath, Voice Vote: 4-0.
3. Approval of the minutes from the July 9, 2024 – Action: Motion to approve. Motion: Connell, Second: McGrath Voice Vote: 5-0.

ACTION ITEMS

4. Discussion and Action: PFC BY LAWS
5. Discussion and Action: Approval of the 6-month report from Police Chief Teynor. – Action: To approve the report. Motion: Gilberts, Second: Sprosty, Voice Vote: 5-0.
6. Discussion and Action: Approval of Tristin Kautman probationary period. – Action: To approve the completion of the probationary period. Motion: Sprosty, Second: Connell, Voice Vote:5-0.
7. Adjourn to closed session – (12:14 P.M.) Motion: Connell, Second: McGrath, Voice Vote: 5-0.
 - 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. Police Officer
8. Convene to open session – (12:31 P.M.) Motion: McGrath, Second: Connell, Voice Vote: 5-0.
9. Action from closed session
To approve Alexa Endres for a full-time police officer position. Motion: McGrath, Second: Connell, Voice Vote: 5-0
To approve Steve Jennings for position of part time police officer, Motion: Sprosty, Second: Gilberts, Voice Vote: 5-0.
10. Adjourn (12:33 P.M.) – Motion: Leard, Second: Connell, Voice Vote: 5-0.

City Of Prairie du Chien
Parks and Recreation
Facility Use Permit Application
214 E. Blackhawk Ave Prairie du Chien WI. 53821.

Contact Information

Name of User Hoffman Hall - Bike Path Date 1/24/2025

Address 1600 S. Wacouta Ave City/State/Zip PdC, WI 53821

Phone 608-326-2985 FAX _____ E-mail mcrary@prairieduchien-wi.gov

Signature of Representative Morgan Crary Position Title Aquatics + Recreation Manager

Purpose of Event Shamrock Shuffle

Event Date(include set-up and tear down) 3/15/2025 Times 7-9am

Park, Facility or Pool Requests

PLEASE NOTE (lights \$30.00/hour) and (Field prep \$20.00)

Cecil Smith (North) ___ Lights ___ Prep ___ Concessions Stands (\$50.00/day)
Cecil Smith (South) ___ Lights ___ Prep ___ Cecil Smith ___ Lochner ___
Lochner(North) ___ Lochner(South) ___ St. Feriole Island ___
Special Event/Program ___ \$50.00 ___ \$100.00 (revenue generating)
St. Feriole Island Soccer Fields ___
Disc Golf(Rental):\$1.00/ea. ___ Disc Golf Deposit \$5.00/ea ___ Other: _____

Hoffman Hall Usage

Hoffman Hall Gym (\$30.00/hr.) _____
Hoffman Hall Lobby (\$15.00/hr) _____
Hoffman Hall Concessions (\$50.00/Day) _____
Hoffman Pool-Contact the Director (326-7207) _____

Note: Please contact City
Hall for Park Shelter or
St. Feriole Island Usage
at 608-326-7207.

PLEASE NOTE: NON-RESIDENT FEES ARE DOUBLED

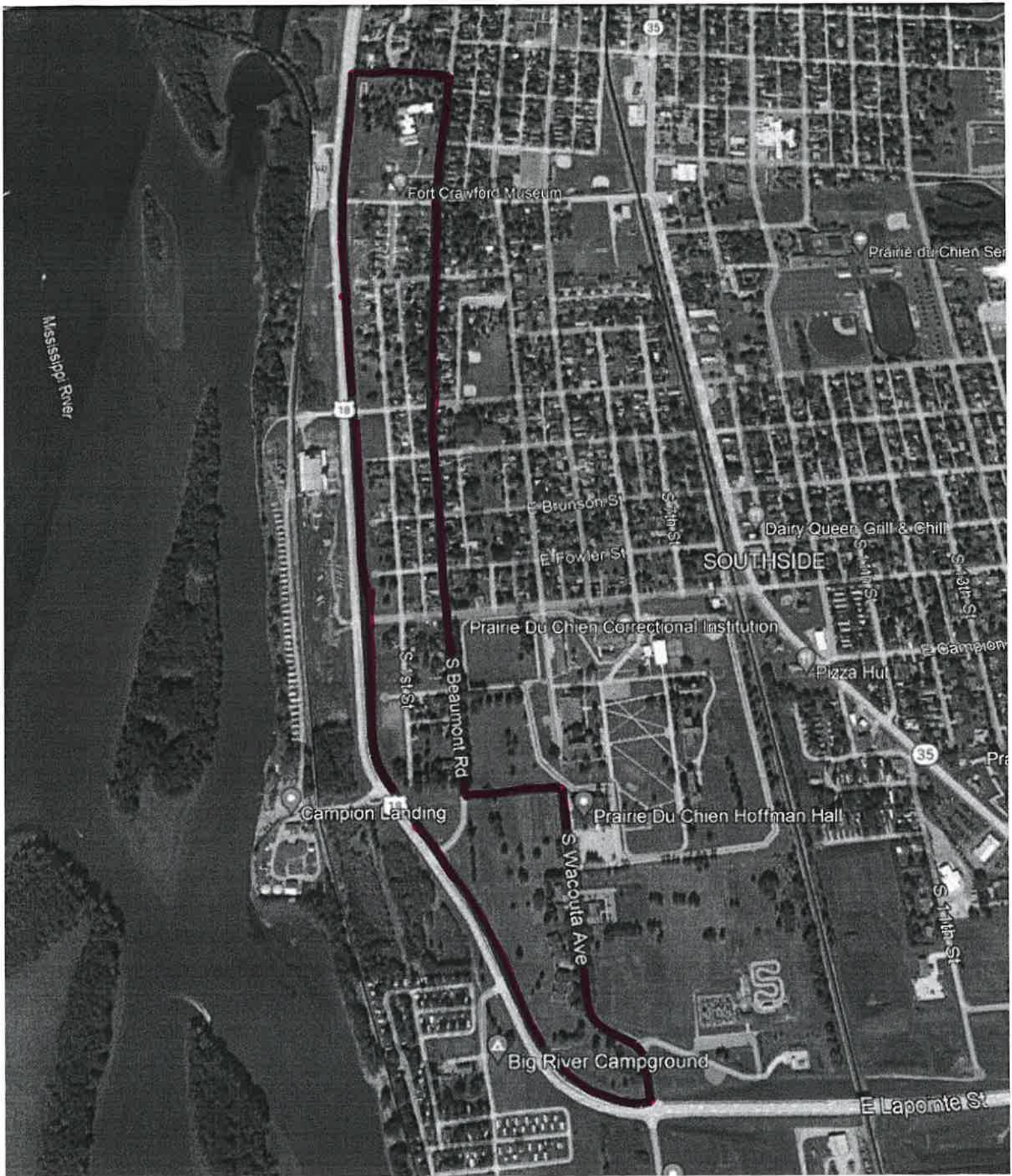
Total NC - City Sponsored Event

General Terms:

1. City of Prairie du Chien would have priority of grounds/facility usage, even upon short notice.
2. The school district of Prairie du Chien would have second option.
3. All other groups (including nonprofit organizations & private schools) would have third option.
4. Any user group wishing to sell admissions or concessions must make arrangements through Park & Rec
5. Users of City grounds/facilities are responsible for the supervision of areas in use (as outlined in completed application). Any damages deemed beyond normal wear will be assessed and the user billed accordingly.
6. Users must provide evidence of insurance to the extent of \$1,000,000 per lease minimum liability and \$25,000 property damage wherein the City of Prairie du Chien is named the insured. This is applicable only when a facility and/or playfield is rented for private/commercial use purposes.
7. Users should contact the Park & Recreation Department at least 24 hours prior to the approved usage time/date in order to confirm use and/or review any specific needs.
8. Note: Portapotties at parks are for everyday usage not special events so you must provide your own or contact the vendor for additional needs as this is not covered within your fees.

Approved (office) _____ Date _____

Special Consideration for the user Police Escort is requested



2025 Shamrock Shuffle

Shamrock Shuffle

Route Directions

1. Start race at Hoffman Hall
2. Go South to Paquette St/Hwy 18 bypass
3. Turn Right onto walking path on Hwy 18 bypass
4. Run/walk North on walking path until Dunn St.
(North border of Wyalusing Academy)
5. Turn Right on Dunn St to Beaumont Rd
6. Take Beaumont Rd South to Lockwood St
7. Turn Left on Lockwood and follow to finish line
in front of Hoffman Hall

12th Annual

Shamrock Shuffle

Saturday, March 15

Join friends and family as you start your weekend with a heart-healthy and fitness-focused activity - a



5K RUN/WALK!



**HOFFMAN HALL RECREATION CENTER
1600 S. Wacouta Avenue, Prairie du Chien, WI**

\$5 per person or \$10 per family & donation of a non-perishable food item

Registration 7 am day of event • Race starts at 8 am

For additional information 608-326-7207.

	Name/Event/Description	Applying For:	Contact Person
1	EMM Management LLC dba The Buckhorn	Class B Combo license (beer & alcohol)	Scott B Sheckler - agent

Memo

To: Chad Abram and Public Works Committee

From: Mike Wallace

Subject: State Historical Marker

Mary Antoine came to the Park Board meeting on January 15th, 2025, to discuss a State Historical Marker for an enslaved woman named Courtney. Courtney lived in Prairie du Chien in the 4th Ward. The sign would have Courtney's name and a description of her. The location of the Historical Marker would be off Villa Louis Road and south of the Fire Association Shelter.

The Park Board approved the location for this Historical Marker. This item can move onto the Public Works Committee for approval.

Thank you,

Mike Wallace

Director of Parks, Recreation, and Forestry

Memo

To: Chad Abram and Public Works Committee

From: Mike Wallace

Subject: 2 Wicked Promotion – Great Lakes Watercross Jet Ski Races

2 Wicked Promotion - Great Lakes Watercross Jet Ski Races submitted paperwork for their 2025 event to be held in Prairie du Chien. Discussion was had about adding a fee for them using the boat ramp during this 3-day event.

The Park Board approved the 2025 Jet Ski Event with the recommendation of having them pay the 4-6 block daily rate (165) instead of the 1-3 block daily rate (110).

Thank you,

Mike Wallace

Director of Parks, Recreation, and Forestry