

CITY OF PRESCOTT, WISCONSIN
MEETING NOTICE
REGULAR CITY COUNCIL MEETING
MONDAY, JULY 25, 2022, AT 6:00 P.M.
800 BORNER STREET
PRESCOTT, WI 54021

AGENDA

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. PUBLIC COMMENTS – THE CITY COUNCIL WILL RECEIVE PUBLIC COMMENTS ON ANY ISSUE(S) RELATED TO AGENDA ITEMS. LIMITED DISCUSSION BY THE CITY COUNCIL MAY TAKE PLACE.**
- 5. CONSENT AGENDA**
 1. Regular City Council Meeting Minutes, June 27, 2022
 2. Regular City Council Meeting Minutes July 11, 2022
 3. Parks and Public Property Committee Minutes July 18, 2022
- 6. REPORTS OF STANDING COMMITTEES**
 - A. FINANCE COMMITTEE**
 - B. PUBLIC WORKS**
 1. NEXT MEETING MONDAY, AUGUST 29, 2022, AT 5:00 PM
 - C. PLANNING COMMISSION**
 1. NEXT MEETING MONDAY AUGUST 1, 2022, AT 6:00 PM
 - D. PARKS & PUBLIC PROPERTY**
 1. Resolution 25-22 Authorizing the Installation of Non-Motorized Boat Launch Parking Only Signs Along Lake Street
 2. Committee Report – July 18, 2022, Meeting
 3. NEXT MEETING WEDNESDAY, AUGUST 15, 2022, AT 5:00 PM
 - E. LICENSE**
 - F. ORDINANCE**
 1. NEXT MEETING MONDAY, AUGUST 8, 2022, AT 5:00 PM
 - G. HEALTH & SAFETY**
 - H. PERSONNEL**
 1. NEXT MEETING WEDNESDAY, AUGUST 3, 2022, AT 5:00 PM
- 7. COMMUNICATIONS & NEW BUSINESS**
 1. PUBLIC COMMENTS – The City Council will receive public comments on any issue(s) not related to agenda items. Limited discussion by the City Council may take place; however, no action will be taken on any items. This includes receiving written requests or documentation and possible action at a future consideration.
 2. Prescott Tourism Committee
 - a. For Confirmation to the Tourism Committee – Megan Langer, Chad Steger, Kimberly Braun, Mitch Wormington, Angie Miner, Elizabeth Lansing, and Todd London
- 8. CLOSED SESSION**
 1. None
- 9. OTHER BUSINESS**
- 10. ADJOURNMENT**

NOTICE

ACCESS TO THE MUNICIPAL BUILDING FOR THE DISABLED IS AVAILABLE THROUGH THE REAR PARKING LOT ENTRANCE. ALL THOSE WITH SPECIAL NEEDS SHOULD CALL CITY HALL OFFICES (715-262-5544) IF ASSISTANCE IS NEEDED

JUNE 27, 2022 REGULAR CITY COUNCIL MEETING MINUTES

Pursuant to due call and notice thereof, a regular meeting of the Prescott City Council was held on Monday, June 27, 2022 in the Prescott Municipal Building, 800 Borner St. Prescott, WI 54021

Call to order/Roll Call: Mayor Daugherty called the meeting to order at 6:00 p.m. Members present were Tom Oss, Pat Knox, John Peterson, Maureen Otwell, Bailey Ruona and Dar Hintz. Representing staff City Administrator Matt Wolf.

Public Comments: None were given.

Ruona/Otwell motion to approve consent agenda which includes Parks and Public Property Committee Minutes May 16, 2022, Library Board Minutes May 19, 2022, Regular City Council Meeting Minutes June 13, 2022 St. Croix Sailing Club Overnight Courtesy Docking Request – Saturday, September 24 , Amplifier Permit Request – Saturday, August 6, 2022, from 12:00 pm to 6:00 pm Freedom Park. Resolution 20-22 Informing the Wisconsin Department of Natural Resources on the Prescott Wastewater Treatment Plant, Utility and Fuel Bill Analysis Budget Year-to-Date passed without a negative voice vote.

Next public works committee meeting August 29, 2022 at 5:00 pm

Next plan commission meeting July 5, 2022 at 6:00 pm

Next parks and public property committee meeting June 29, 2022 at 5:00 pm

Next ordinance committee meeting August 8, 2022 at 5:00 pm

Next personnel committee meeting August 3, 2022 at 5:00 pm

Public Comments:

Mayor Daugherty and City Administrator Wolf did a presentation to the County for the American Rescue funds for well #3. The County has come up with a grading system to determine which projects will be funded. Alderperson Otwell asked if we don't receive the funds at this time would we be able to apply for them again. City Administrator Wolf stated we would not. The city will be informed of their decision.

Thomas Langenfeld asked to be put on the agenda again regarding abatement of special assessments. Langenfeld felt the Council in 2017 who turned down his request at that time felt the Council did not have all of the information they needed to make a decision. Langenfeld stated he is asking to be put on the agenda again. City Administrator Wolf stated it is past the time to make an objection and if the Council chooses to do an abatement the funds would need to come from the fund balance.

Ruona/Otwell motion to open the public hearing to review the liquor licenses and fermented malt beverage application for July 1, 2022 to June 30, 2022.

Alderperson Knox questioned the liquor license for Leo's Landing and if they were using the license. Alderperson questioned why the city is holding the Class "B" liquor license. Administrator Wolf stated

the license has been held as a possible incentive for a restaurant. Alderperson Oss stated Pt. St. Croix Marina already has a beer and wine license so there shouldn't be a need for a liquor license. Alderperson Peterson questioned why St. Croix Liquor is applying for a Class "B" liquor license. It was stated they have looked at having a restaurant between the liquor store and the motel.

Ruona/Otwell motion to close the public hearing passed without a negative voice vote.

Ruona/Hintz motion to approve all licenses as presented, Ruona/Hintz amendment to include except for Class "B" liquor license for Pt St. Croix Marina and St. Croix Liquor passed without a negative voice vote.

The Council discussed the proposal to have goat graze at Magee Park to help with the buckhorn overgrowth and other woody invasive species. Israel Hass, Director of Freedom Park informed the Council the goats will not be able to remove all of the overgrowth and woody invasive species at one time. It could take 6 to 8 times for the goats to remove the buckthorn overgrowth and woody invasive species. Three quotes were received ranging from \$6,721 to \$7800. Hass stated he has worked with Diversity Landmarks and they appear to be the ecological. **Ruona/Know motion to approve goat contract with Diversity Landmarks with an amount not to exceed \$7,800 and the funds coming from the \$50,000 allocated for park maintenance passed without a negative voice vote.**

Administrator Wolf explained to the council about the raze order for the building located at 445 Court Street. Alderperson Oss questioned what would happen if the property owner did not take down the building. Administrator Wolf explained the city would take it down and the funds to remove would be added to the real estate property taxes. **Ruona/Hintz motion to approve Resolution 21-22 " A resolution approving Raze Order for the building located at 445 Court Street" passed without a negative voice vote.**

Ruona/Hintz motion to go into closed session per Wis. Stat. 19.85(1) (c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility - City Administrator passed unanimously via roll call vote.

Ruona/Knox motioned to come out of closed session, Knox seconded. Motioned passed unanimously via roll call vote.

City Administrator Wolf stated that Kwik Trip was having a public ribbon cutting on August 3 at 10:00 am and that they were inviting Council to attend. Mayor Daugherty and Council Members Ruona, Otwell, and Knox stated they would be attending.

Ruona/Hintz motioned to adjourn passed without a negative voice vote.

Respectfully Submitted,

Jayne M. Brand, City Clerk

JULY 11, 2022 REGULAR CITY COUNCIL MEETING MINUTES

Pursuant to due call and notice thereof, a regular meeting of the Prescott City Council was held on Monday, July 11, 2022 in the Prescott Municipal Building, 800 Borner St. Prescott, WI 54021

Call to order/Roll Call: Mayor Daugherty called the meeting to order at 6:00 p.m. Members present were Tom Oss, Pat Knox, John Peterson, Maureen Otwell, Bailey Ruona and Dar Hintz. Representing staff City Administrator Matt Wolf and City Clerk Jayne Brand

Public Comments: None were given.

Ruona/Otwell motion to approve consent agenda which includes public works committee meeting minutes for June 27, 2022, parks and public property committee meeting minutes for June 29, 2022, plan commission meeting minutes for July 5, 2022, cash balances, budget year to date, general fund budget comparison, accounts payable, special event permit for Fairy Park Food and Fun for September 9, 2022 4:00 pm to 7:00 pm, application for temporary "Class B" retailers license – St. Joseph Fall Festival September 17 -18, 2022 and Riverfront project application for payment #1 in the amount of \$386, 030.21 passed without a negative voice vote.

Next public works committee meeting August 29, 2022 at 5:00 pm

City Administrator Matt Wolf presented the site plan for the Fire Hall Field located at 265 Flora Street. The Crazy About Baseball proposes a redevelopment of the current press box and fan viewing areas. The project includes a new grandstand with press box, new viewing areas for fans including a plaza and concessions/restroom building. **Ruona/Otwell motion to approve Resolution 22-22 " A resolution approving the site plan review for the renovation of Fire Hall Field located at 265 Flora Street" passed without a negative voice vote.**

City Administrator Matt Wolf presented the concept plan proposal for 445 Court Street. The Council approved a raze order for 445 Court Street at their June 25, 2022 . The raze order requires the building to be removed in the next 30 days. In response to the raze order the property owner has come forward with a concept plan which would have the building torn down and create townhome units within the lot. The recommendation of the Plan Commission is for 16 townhomes, referred to as option 1. Alderperson Otwell questioned if the units would be rentals or owned. Alderperson Oss and Knox stated they can't consider a project without having the building demolished. Mayor Daugherty stated the raze order is still in place and the building needs to be demolished within 30 days. Alderperson Oss stated he would like to see some greenspace as part of this project. Alderperson Otwell questioned what the height of the building would be. Administrator Wolf stated a number of these answers will come with the site plan review. **Ruona/Otwell motion to approve concept plan for 445 Court Street with option 1 which contains 16 townhouse units passed by a majority vote with Oss voting nay.**

Next plan commission meeting August 1, 2022 at 6:00 pm

Next parks and public property committee meeting July 18, 2022 at 5:00 pm

Next ordinance committee meeting August 8, 2022 at 5:00 pm

Next personnel committee meeting August 3, 2022 at 5:00 pm

Public Comments: Alderperson Hintz asked about installing cameras at the beach and boat launch. There were issues at the beach and boat launch over the weekend. There were questions if a trail camera could be used but with all of the motion the USB card would be filled very fast. Administrator Wolf stated Chief Michaels and he have been looking at cameras for the downtown area including the beach and boat launch. Administrator Wolf did indicate to the Council the costs are quite high for cameras.

The memorandum of understanding between the City of Prescott and Prescott Chamber of Commerce. The memorandum is in regards to room tax. **Ruona/Otwell motion to approve the memorandum of understanding between the City of Prescott and Prescott Chamber of Commerce passed without a negative voice vote.**

For consideration to the tourism committee- Megan Langer, Chad Steger, Kimberly Braun, Mitch Wormington, Angie Miner, Elizabeth Lansing and Todd London .

Otwell/Hintz motion to adjourn passed without a negative voice vote.

Respectfully Submitted,

Jayne M. Brand
City Clerk

CITY OF PRESCOTT, WISCONSIN
JULY 18, 2022, PARKS, AND PUBLIC PROPERTY COMMITTEE MEETING MINUTES

Pursuant to due call and notice thereof, a meeting of the Parks, and Public Property Committee was held, July 18, 2022, Municipal Building, 800 Borner Street, Prescott, WI 54021.

Call to Order: Committee Member Bailey Ruona called the meeting to order at 5:01 pm. Members present were John Peterson, Bailey Ruona. Pat Knox was exempted. City Administrator Matt Wolf, Planner Carter Hayes, and Police Chief Eric Michaels represented City staff and Police. Members of the public included Tom Oss.

1. Approve Minutes for June 29, 2022.

Ruona motioned to approve the minutes for June 29, 2022, Peterson seconded, motion passed without a negative voice vote. (2-to-0)

2. Prescott Beach Hours

The current City Code calls for the Beach to be open based on the following.

Shall be open each year for public use during posted hours; the bathhouse shall be open for public use during corresponding hours. (421-6)

With recent issues occurring at the beach and new signs being added staff would like to discuss with the Committee set hours for the Prescott Beach. Currently they have been following other parks within the community, which is 6 am – 10 pm.

City Administrator Wolf presented the information regarding the proposed changes of the posted Prescott Beach hours. It was recommended that the hours change to 7 am – 9 pm, or alternatively in accordance with sunrise and sunset.

Chief Michaels offered the idea of changing the non-motorized boat launch hours to match the Prescott Beach hours. Committee member Ruona expressed the idea to change the language within the ordinance to include the non-motorized boat launch. A temporary sign with the new hours will be posted to enforce the change.

Committee member Ruona motioned to approve the new Prescott Beach Hours, and to move the ordinance change to the Ordinance Committee. Peterson seconded; motion passed without a negative voice (2-0).

3. Non-motorized Boat Launch Parking

In 2021 the Parks and Public Property Committee discussed not allowing parking at the very end of Lake Street and limiting it to the bump out area pictured below. Staff would like to discuss with the Committee making the area non-motorized boat launch parking only.

Chief Michaels explained the issues regarding the parking at the end of Lake Street. It is expressed that vehicles have been parked in the cul-de-sac at the end of Lake Street rather than parallel parking bump out along the street. It is discussed to designate the three spots of parallel parking to be non-motorized boat launch parking only. Chief Michaels explained that the current parking situation on Lake Street is non-enforceable. With correct signage, the designated spots become enforceable under city ordinances.

Committee Member Ruona motioned to move the matter to council. Peterson seconded; motion passed without a negative voice (2-0).

4. Boat Launch Garbage

The weekend of July 9th and 10th the City had someone dump a number of items at the Boat Launch garbage dumpster area. Staff would like to discuss with the Committee the option of removing the Boat Launch dumpster and garbage cans, which would have everyone bring their own waste with them and leave no trace.

City Administrator Wolf presented the information regarding the dumpster and trash receptacles that are currently at the Public Boat Launch. It is proposed that the dumpster and trash receptacles be removed, and a carry in & carry out policy be accepted at the boat launch.

The matter will be written in the Committee report and included within the Common Council packet on July 25, 2022.

5. Public Comments

N/A

6. Other Business

Chief Michaels explained the concern of public gatherings taking place at Point St. Croix and Leo's Landing. Both properties owned by the City are leased to private entities. Chief Michaels explained the difficulty in assessing enforceability. Additional issues were discussed regarding the illegal parking at Mercord Mill Park. Individuals are currently parking on grass patches not designated for parking, and sometimes blocking an emergency access road. The City will explore options to satisfy the parking situation that is occurring at Mercord Mill Park/Leo's Landing. One of the options includes fencing and bollards that mitigate illegal parking on City property.

Since the approval of goats for the Freedom Park hillside prairie restoration, several residents have inquired about goats as a service for vegetation management at their own private residences. Committee member Ruona expressed the idea to approve the idea of goats as a service for private residences.

7. Adjourn

Ruona/Peterson motion to adjourn passed, without a negative voice vote at 6:14 pm

Respectfully Submitted,

Carter Hayes

Carter Hayes
Planner



To: Mayor and Council
From: Matt Wolf, City Administrator
Date: July 22, 2022
Subject: Non-Motorized Boat Launch Parking Only

Discussion

In 2021 the Parks and Public Property Committee discussed not allowing parking at the very end of Lake Street and limiting it to the bump out area pictured below. There have been concerns that as a result the Non-Motorized Boat Launch does not have parking available for individuals trying to use the launch. As a result, it was proposed that three *Non-Motorized Boat Launch Parking Only* Signs be added to the spaces pictured below. Staff discussed with the Parks and Public Property Committee, which they agreed with and passed by a vote of 2-to-0. If approved the signs would be put up by Public Works as soon as they can be created and they have time to install the signs.



Recommendation

Consider passing Resolution 25-22 Authorizing the Installation of Non-Motorized Boat Launch Parking Only Signs Along Lake Street

Attachments

1. Resolution 25-22

RESOLUTION 25-22
AUTHORIZING THE INSTALLATION OF NON-MOTORIZED BOAT LAUNCH
PARKING ONLY SIGNS ALONG LAKE STREET

WHEREAS, the City of Prescott, pursuant to City Code Chapter 545, has the authority to regulate, warn and guide traffic upon all streets, roads, and other public right-of-way under its jurisdiction; and

WHEREAS, the City of Prescott Parks and Public Property Committee conferred with the Police Chief at their June 18, 2022 meeting and voted 2-to-0 to approve Non-Motorized Boat Launch Parking Only signs be added along Lake Street; and

WHEREAS, the Common Council of the City of Prescott has the authority to and responsibility to maintain signs along city right-of-way within the City including areas found on Lake Street; and

WHEREAS, the Common Council of the City of Prescott has determined that it would enhance public parks to place additional parking regulation signs on Lake Street; and

NOW, THEREFORE, BE IT RESOLVED, that the Common Council that in order to enhance public parks within the City, three (3) Non-Motorized Boat Launch Parking Only signs be posted by Prescott Public Works Department along Lake Street.

ADOPTED this 25th day of July 2022.

Robert Daugherty, Mayor
City of Prescott

ATTEST: I hereby certify that the foregoing resolution was duly adopted by the Common Council of
the City of Prescott at a legal meeting held on this ____ day of _____, 2022.

Elizabeth Lansing
Deputy City Clerk