



**CITY OF PRESCOTT, WISCONSIN  
MEETING NOTICE  
REGULAR CITY COUNCIL MEETING  
MONDAY, SEPTEMBER 25, 2023, 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. City Council Meeting Minutes – September 11, 2023
2. Parks and Public Works Committee Minutes – September 18, 2023
2. Special Event and Amplifier Permit Approval – Joe Aho Wedding at Freedom Park, Saturday, October 7, 2023, at 11:30 a.m.

**6. REPORTS OF STANDING COMMITTEES AND COMMISSIONS**

**A. FINANCE COMMITTEE**

1. Budget Meeting #2 Wednesday, October 4 at 4:30 PM

**B. PLANNING COMMISSION**

1. Next Meeting - Monday, October 2, 2023, at 6:00 PM

**C. PARKS & PUBLIC WORKS**

1. Committee Report – Monday, September 18, 2023
2. Next Meeting – Monday, September 18, 2023, at 5:00 PM

**G. HEALTH & SAFETY**

1. Next Meeting – Monday, November 13, 2023, at 5:00 PM

**H. PERSONNEL**

1. Next Meeting - Wednesday, November 1, 2023, 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. Approval of St. Croix Bluffs Concept Plan
3. Approval of Nomination for Fire Association – Bill Dravis

**8. OTHER BUSINESS**

1. Proposed Council Workshop – October 11, 2023 at 5:00 PM – Prescott Riverfront Phase 2 Discussion

**9. CLOSED SESSION**

1. Closed Session per Wis. Stat. sec. 19.85(1)(g) “Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved” to wit, discussion and consideration of enforcement and other options with respect to violations of City ordinances and the lease by the tenant of property owned by the City at 137 N. Front Street.

## **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**

## September 11, 2023, Council Meeting

### Meeting minutes

Pursuant to due call and notice thereof, City Council Meeting of the Prescott City Council was held on Monday, September 11, 2023, in the Prescott Municipal Building, 800 Borner St. Prescott, WI 54021.

#### 1. CALL TO ORDER

Mayor Daugherty called the regular city council meeting to order Monday, September 11th at 6:00 p.m.

#### 2. ROLL CALL

Members present for the roll call were Maureen Otwell, Pat Knox, Dar Hintz, and Lindsay Owens. John Peterson and Bailey Ruona were excused for this meeting. Also present were City Administrator, Matt Wolf, Clerk, Rashel Temmers, Police Chief, Eric Michaels, Greg Adams from Cedar Corporation and Israel Haas from Coulee Rivers Trail.

#### 3. 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.

There were no comments.

#### 4. CONSENT AGENDA

- 4.1 Health and Safety Committee Minutes, August 14, 2023
- 4.2 City Council Meeting Minutes, August 28, 2023
- 4.3 General Fund Balances - August 2023
- 4.4 Cash Balances – August 2023
- 4.5 Paid Invoices Report – August 2023

**Hintz/Otwell motioned to approve the consent agenda. There was no discussion on the Consent Agenda. Consent Agenda passed without a negative voice vote.**

#### 5. REPORTS OF STANDING COMMITTEES AND COMMISSIONS

##### 5.A. FINANCE COMMITTEE:

Budget Meeting #1, Wednesday, September 20 at 5:00 PM

Budget Meeting #2, Wednesday, October 4 at 4:30 PM

##### 5.B. PLANNING COMMISSION:

Next Meeting - Monday, October 2, 2023, at 6:00 PM

No report.

5.C. PARKS AND PUBLIC WORKS:

Next Meeting - Monday, September 18, 2023, at 5:00 PM

No report.

5.G. HEALTH AND SAFETY:

Next Meeting - Monday, November 13, 2023, at 5:00 PM

No report.

5.H. PERSONNEL:

Next Meeting - Wednesday, November 1, 2023, at 5:00 PM

No report.

6. COMMUNICATIONS & NEW BUSINESS

6.1. 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 request

Aldersperson, Dar Hintz, thanked the Prescott Daze Committee and all of the volunteers for a great Prescott Daze. Mayor, Rob Daugherty, gave an update on the Public Parking. The Council has decided not move forward with the paid parking. He also noted that he spoke with the City of River Falls, Hudson and Stillwater regarding their paid parking. Mayor Daugherty thanked city staff for all of the time and effort that went into the project.

6.2. Ordinance 06-23 Amending Chapter 443, Article I Junked Vehicles and Appliances (2<sup>nd</sup> Reading)

Ordinance 06-23 regarding Chapter 443, Article I Junked Vehicles and Appliances was discussed. After a brief discussion, the ordinance was to be sent back to the health and safety committee for rewording. **Hintz/Knox motioned to move Ordinance 06-23 Amending Chapter 443, Article I Junked Vehicles and Appliances (2<sup>nd</sup> Reading) back to the Health and Safety Committee. No further discussion on the motion. Motion passed without a negative voice vote.**

6.3. Ordinance 07-23 Amending Chapter 271, Article IV Cigarettes, Vaping, and Tobacco Products (2<sup>nd</sup> Reading)

Discussion revolved around Ordinance 07-23 which is about adopting Chapter 271, Article IV which deals with cigarettes, vaping, and tobacco products. The ordinance has been designed considering the increased interest of smoke shops in the city. **Hintz/Otwell motioned to approve Ordinance 07-23 Amending Chapter 271, Article IV Cigarettes, Vaping, and Tobacco Products (2<sup>nd</sup> Reading), waiving a 3<sup>rd</sup> reading. No further discussion on the motion. Motion passed without a negative voice vote.**

6.4. Approval of Agreement with Diversity Landworks for Goat Grazing at Magee Park for a Cost of \$6,700

Israel Haas spoke on the agreement with Diversity Landworks for goat grazing at Magee Park for a cost of \$6,700. The approach was used last year to help control vegetation and invasive species, particularly Buckthorn. Alderperson Knox questioned whether or not this would be the time of year to have the goats come in as it was earlier last year. Israel informed the Council of his discussions with Diversity Landworks that the goats should be brought in twice a year, and the second time should be late August to late September. **Otwell/Hintz motioned to approve the Approval of Agreement with Diversity Landworks for Goat Grazing at Magee Park for a Cost of \$6,700.00. There was no further discussion on the motion. Motion passed without a negative voice vote.**

6.5. Resolution 40-23 Approving the Contract for Design and Specifications by Cedar Corporation for Elm Street and Washington Street from Kinnickinnic Street to Wacota Street

Resolution 40-23 approving the contract for design and specifications by Cedar Corporation for Elm Street and Washington Street from Kinnickinnic Street to Wacota Street was discussed. The scope, associated fees, and timeline of the project were outlined. **Knox/Hintz motioned to approve the Resolution 40-23 Approving the Contract for Design and Specifications by Cedar Corporation for Elm Street and Washington Street from Kinnickinnic Street to Wacota Street. No further discussion on the motion. Mayor Daughtery called for roll-call vote; Owens – yes, Hintz – yes, Knox – yes, Otwell – yes. Motion passed without a negative voice vote.**

6.6. Notice of Nomination for Fire Association - Bill Dravis

A notice of nomination for Bill Dravis to the Fire Association was acknowledged. No action was taken as this was only a notification. Decisions on the nomination will be made at the following meeting.

7. OTHER BUSINESS

City Administrator, Matt Wolf, reminded everyone that there is a Board of Review continuation on September 19, 2023, starting at 5:00 p.m.

8. CLOSED SESSION

There was no closed session during this meeting.

9. ADJOURNMENT

Hintz/Otwell motioned to adjourn the Council meeting at 6:29 p.m. Motion passed without a negative voice vote.



## **Parks and Public Works Committee Meeting Minutes**

**September 18<sup>th</sup>, 2023**

Pursuant to due call and notice thereof, a meeting of the Parks, and Public Property Committee was held, September 18<sup>th</sup>, 2023, Municipal Building, 800 Borner Street, Prescott, Wisconsin 54021. The meeting was called to order at 4:30 pm

**Committee Present:** Bailey Ruona, John Peterson, Pat Knox

**Committee Absent:** None.

**Staff Present:** City Administrator Matt Wolf, Planner Carter Hayes, Public Works Director Mike Kinneman, City Engineer Greg Adams of Cedar Corporation.

**Others Present:** Members of the public.

### **1. Approve Minutes for July 17<sup>th</sup>, 2023.**

**Knox motioned to approve the minutes for July 17<sup>th</sup>, 2023. Ruona seconded; motion passed without a negative voice (3-0).**

### **2. Public Works Items**

#### **A) Orange Street Paving**

City Administrator Matt Wolf presented information regarding Orange Street paving. The section would have a 3" asphalt layer, an increase of 1" from what currently exists, which would be a \$29,000 increase in cost. Both Public Works Director Mike Kinneman and City Engineer Greg Adams recommend the increase in pavement thickness. The committee agreed with staff recommendations.

**Ruona motioned to approve the change to Orange Street Paving. Peterson seconded; motion passed without a negative voice (3-0).**

#### **B) Sign Designs and Proposal**

City Administrator Matt Wolf presented information regarding another round of City signage. A new entry sign on HWY 10, a parking direction sign for the Cherry Street Lot, and a new park sign at Public Square were discussed. Committee member Ruona mentioned the HWY 10 entry sign is not in good shape. Committee Member Peterson asked how old they are, it was estimated they are close to 20 years old. The committee favored bringing the proposal to Council for review.

**Peterson motioned to approve the City sign design and proposal to Council. Ruona seconded; motion passed without a negative voice (3-0).**

### 3. Parks Items

#### A) Public Square Park Bench Dedications

City Planner Carter Hayes presented information regarding bench styles and dedications for Public Square Park. The committee favored utilizing the blue perforated metal bench for locations outside of the riverfront area. The riverfront phase II would still utilize the matching style from the Phase I project.

**Knox motioned to approve the dedication to Dick Hoffman, standardize benches throughout other parks. Ruona seconded; motion passed without a negative voice (3-0).**

#### B) St. Croix Bluffs Concept Plan

City Engineer Greg Adams of Cedar Corporation presented an updated concept plan for St. Croix Bluffs Park. The discussion was centered around the location of the parking lot within the park. Committee Member Ruona asked for the soccer field to be removed from the project estimate, citing the absence of a School District organized soccer team. The committee favored the parking location on the Northwest side of the park, the proposed location of the restroom building and keeping the field an open, multi-use field rather than a designated soccer field. Committee member Ruona also favored re-allocating funds from the unnamed Great Rivers Subdivision park to the St. Croix Bluffs park.

**Knox motioned to approve the concept plan to Council, reallocating funds from the Great Rivers Park to develop Phase I of the St. Croix Bluffs Park in 2027. Motion passed without a negative voice (3-0).**

#### C) Downtown Riverfront Planning Phase 2 Project

City Planner Carter Hayes presented information regarding the Riverfront Phase II project. Greg Adams of Cedar Corporation updated a concept plan for the entirety of the project. A public dock is proposed to be 900 feet in length with 8 slips to be supplied with electrical and be designated as overnight slips. Committee member Ruona requested to take a closer look at the dock plan and cater to the average length of boats that are seen in this area of the river. A budget of \$50,000 was set for restoration of the old Prescott Bridge Gear House, Committee Member Ruona requested that the Historical Society be contacted for their long-term plan on the gear house's future. The committee favored removing the gear house from the scope of the project until a plan is set in place for it. Closing Front Street was met with opposition from some community members. The committee also requested a bathroom and pavilion shelter be added to the project. The permanent bathroom and shelter were met with opposition from some community members, citing graffiti and misuse.

### 4. Other Business

### 5. Adjourn

**Ruona motioned to adjourn. Knox seconded; motion passed without a negative voice (3-0) at 5:49 pm**

**The next Parks Committee meeting will be October 16<sup>th</sup>, 2023, at 5:00 PM.**

Respectfully Submitted,

A handwritten signature in blue ink that reads "Carter Hayes". The signature is written in a cursive style with a large initial "C".

Carter Hayes  
City Planner





City of Prescott  
SPECIAL EVENT APPLICATION

800 Borner Street  
Prescott, WI 54021  
715-262-5544

### Applicant Information

Name: Joe Aho E-mail: joeaho101@hotmail.com  
 Organization: Keller & Aho Wedding Phone: 612.413.3354  
 Address: Freedom Park, Prescott (gazebo and picnic shelter)  
 (Street / PO Box, City, State, Zip Code)

### Event Information

Event Title: Keller & Aho Wedding  
 Date of Event: October 7th, 2023 Proposed Start Time: 11:30am  
 Estimated Number of Attendees: 45 Proposed End Time: 5:00pm  
 Date of Event Setup: same day Date of Event Takedown: same day  
 Is the event: Public?  Private?  Number of Staff Working: 2  
 Will admission fees be required? If yes, provide amounts: no  
 Event Marketing (Please describe how the event will be marketed):

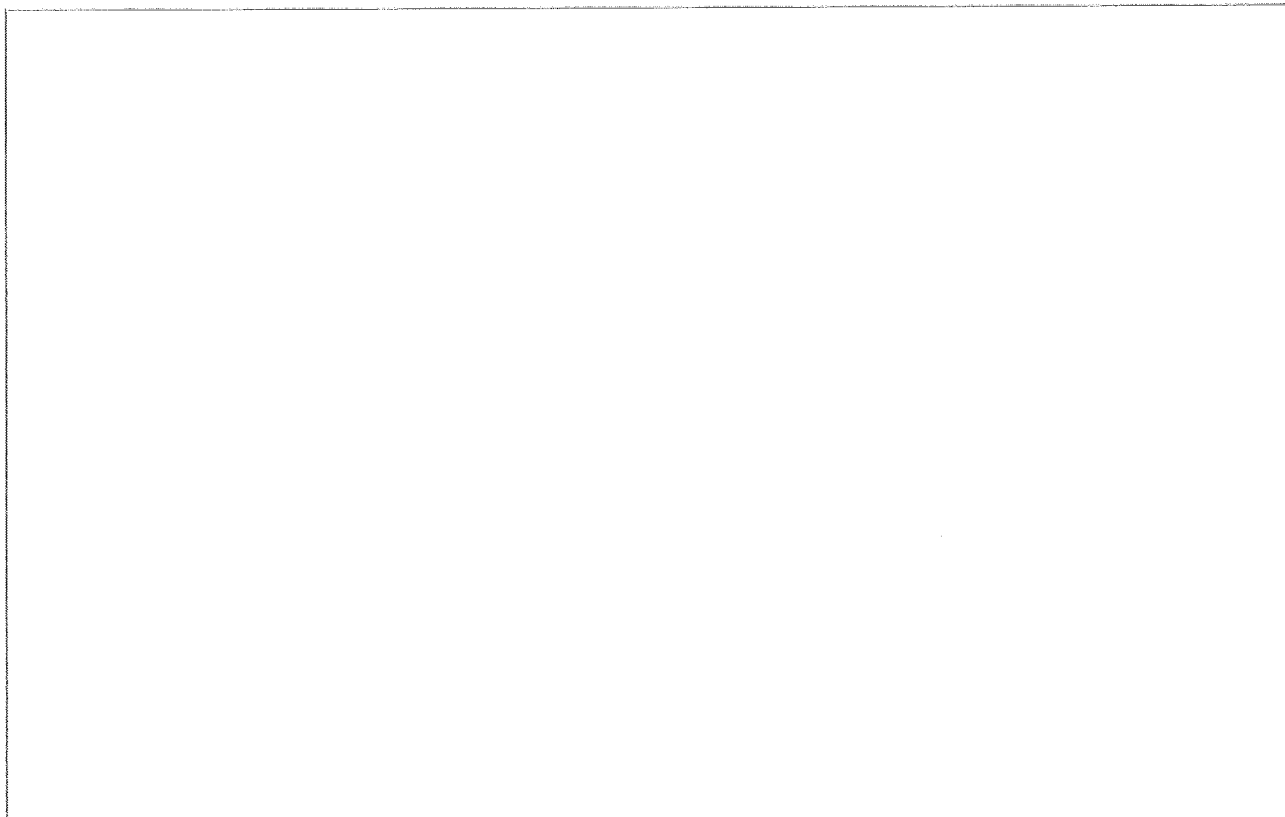
Will alcohol be served/sold?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	If yes, see Appendix A
Will food be served/sold?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	If yes, see Appendix B
Will items or services be sold?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	If yes, see Appendix B
Will there be fireworks?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	If yes, see Appendix C
Is this a run/walk/bike event?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	If yes, fill out first page and Appendix D
Is this a block party?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	If yes, fill out first page and Appendix E
Is this a parade?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	If yes, fill out first page and Appendix F
Proof of insurance and affidavit of applicant attached?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Needed if filling out A, B, or C. See Appendix G.

## Site Plan

Please attach a supplemental document or draw the following information below:

- An outline of the entire event area
- The location of fencing, barriers and/or barricades. Indicate any removable fencing for emergency access
- The provision of minimum twenty-foot (20') emergency access lanes to and/or through the event venue
- The location of first aid facilities
- The location of all stages, platforms, scaffolding, bleachers, grandstands, canopies, tents, portable toilets, booths, beer gardens, cooking areas, trash containers and dumpsters, and other temporary structures
- A detail or close-up of the food booth/truck configurations and identification of all vendors cooking with flammable gases or barbecue grills
- Generator locations and/or sources of electricity
- Placement of vehicles and/or trailers
- Exit locations of outdoor events that are fences and/or locations within tents and tent structures
- Identification of all event components that meet accessibility standards
- Other related event components not listed above (e.g. parking).

Drawing (or attach supplement):



### Security Plan

Have you hired a licensed professional security company for the event? Yes  No

Name: \_\_\_\_\_ E-mail: \_\_\_\_\_

Organization: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

(Street / PO Box, City, State, Zip Code)

Are you requesting extra security from the police department? Yes  No

If you are providing your own security, describe your security plan including crowd control, internal security or venue safety.

Alcohol will be served - NOT SOLD

Will street closing be required? Yes  No  If yes, please describe below.

### Sanitation/Recycling

Are there onsite restrooms? Yes  No

Details on number of stools/urinals for both men and women, as well as number of sinks.  
Inside park visitors center and port-a-poty already locted near the pavillion

Will portable toilets be required? Yes  No

Name of provider: \_\_\_\_\_ Phone: \_\_\_\_\_

Number of regular and ADA accessible: \_\_\_\_\_

Number of trash cans: those on site Dumpsters: \_\_\_\_\_ Recycling Containers: those on site

### Entertainment and Related Activities

Yes  No  Are there any musical entertainment features related to your event? If yes, describe below. Include number of stages, number of bands/performers (including band name and music type), scheduled playing times, etc.

Details: amplified sound for wedding ceremony at gazebo and music for dancing at the reception in the outdoor pavillion

Yes  No  Will sound amplification be used?

Yes  No  Will your event include the use of any signs, banners, decoration, or special lighting? If yes, please describe.

Details: Wedding decorations at both areas

### Other City Services Requested

All requests for City assistance in the form of equipment, facilities, personnel, and other assistance shall be on a case-by-case basis.

Do you need additional electricity?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Do you need barricades, traffic cones, or fencing?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Do you need picnic tables?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Will you be using a City owned shelter or building?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Would you like to request anything else from the City?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

If yes to any of the above questions, please describe what you are requesting from the City.

**Rashel Temmers**

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**From:** noreply@civicplus.com  
**Sent:** Sunday, September 10, 2023 7:45 PM  
**To:** Rashel Temmers  
**Subject:** Online Form Submittal: Amplifier Permit Application

Amplifier Permit Application

Amplifier Permit Application

**Instructions**

- Complete this application.
- Submit application fee.

Business Name	Keller & Aho Wedding
Address	Freedom Park
City	Prescott
State	WI
Zip Code	54022
Phone #	6124133354
Dates & Times an Amplifier Permit Will be Needed	October 7, 2023 11:45am to 5:00pm

The applicant agrees to comply with the following:

- All Municipal Codes of the City
- All Conditions of the Permit

The applicant also understands that the issuance of the amplifier permit creates no legal liability, expressed or implied, on the Municipality, and certifies that all the above information is accurate.

Applicant's Signature	Joe aho
Date	9/10/2023
Email Address	<u><a href="mailto:Joeaho101@hotmail.com">Joeaho101@hotmail.com</a></u>

Email not displaying correctly? [View it in your browser.](#)