

## May 8, 2023, CITY COUNCIL MEETING

Pursuant to due call and notice thereof, City Council Meeting of the Prescott City Council was held on Monday, May 8, 2023, 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 Lindsey Owens, John Peterson, Dar Hintz, Pat Knox, Maureen Otwell and Bailey Ruona. Representing staff were City Administrator Matt Wolf, Clerk Rashel Temmers and Police Chief, Eric Michaels. Also present were Tom Anderson, Janice Anderson and Tom Cogan.

Public Comments: None.

**Hintz/Otwell motioned to approve the consent agenda. Consent agenda passed without a negative voice vote.**

Reports of Standing Committees:

- A. Finance Committee: no report.
- B. Planning Commission: Mayor Daugherty gave update from the May 1, 2023, Planning Commission meeting. Site plan review for 1003 Campbell Street, with discussion on the new siding, trees and landscaping and parking. Commission approved to move forward with the site review. Final zoning code review was approved with a final overview review to happen in July.
- C. Parks & Public Works: no report.
- G. Health & Safety: Alderperson Hintz, updated on minutes from May 8, 2023, meeting. Discussion took place regarding the detour route and costs for the Saturday of Prescott Daze. Discussion was had on slowing traffic down on Kinnickinnic Street by going forward with line stripping and delineator posts.
- H. Personnel: Alderperson Otwell updated on minutes from May 3, 2023. Discussion was had regarding NeoGov software for recruitment of new staff and the hiring process. Commission suggested future discussion. Also discussed was future staffing for Parks and Public Works and Police Department.

Communication and New Business:

1. Public Comments: Tom Anderson spoke on behalf of Janice Anderson from Leo's Landing. Janice had received a letter from the city stating that their lease that expires on December 31, 2023, with the City would not be renewed. Tom and Janice are wondering why the City Council would not renew the lease. Alderpersons Hintz and Knox stated the city is looking to move forward with the next steps of developing the river front. Mr. Anderson asked that the Council revisit this issue and that a survey should be completed in order for the City and Leo's Landing to determine property ownership. Mayor Daugherty asked that this matter be included in the next Council meeting agenda.

2. Resolution 26-23 Approving a Site Plan for 1003 Campbell Street. There was no discussion. **Ruona/Hintz motioned to approve Resolution 26-23 Approving a Site Plan for 1003 Campbell Street. No discussion. Motioned passed without a negative voice vote.**
3. Resolution 27-23 Approving Expenses for Orange Street Repair and Maintenance for \$28,460.00. City Administrator, Matt Wolf, discussed and reviewed Resolution 27-23. The 2023-2030 Capital Improvement Plan which includes Orange Street improvements for a total of \$161,900.00 to come out of the Tax Increment District #4. This work is being completed in 2023 with the City including a bid alternate to mill and overlay Orange Street and the Municipal Parking Lot as part of the Locust Street construction bidding process. This project also includes the replacement of the storm sewer along the project scope due to the old clay piping beginning to fail. The city received a proposal for the storm sewer pipes for a cost of \$19,946.00. The city also received a quote for the repair and replacement of the retaining wall located at the Orange Street Municipal lot for a total of \$12,900.00. Alderperson Otwell questioned whether or not the owner of 115 Orange Street knows about the repairs to the retaining wall. City Administrator, Matt Wolf, informed the Council that there has been discussions with the owner, however, if he does not agree to replacing the retaining wall, the city would only do minor repairs. **Hintz/Otwell motioned to approve Resolution 27-23 Approving Expenses for Orange Street Repair and Maintenance for \$28,460.00. Mayor Daugherty called for a roll call vote; Owens – yes, Peterson - yes, Hintz – yes, Otwell - yes, Knox – yes, Ruona - yes. Resolution 27-23 Approving Expenses for Orange Street Repair and Maintenance for \$28,460.00 passed without a negative voice vote.**
4. Approval of Employee picnic and Administration Training Day. City Administrator, Matt Wolf, discussed the city's current IT room that is in need of updates. In order for the city's IT consultants to update and organize the IT room, they would need to take phone and internet services offline. If this was done on a weekend, there would be additional costs. Staff discussed wanting to hold an employee picnic and take an opportunity to tour the other departments not located at City Hall. Staff is frequently asked questions about the other departments so the tour would allow staff to gather information needed to better understand and answer residents' questions. **Hintz/Otwell motioned to approve the Approval of Employee Picnic and Administration Training Day. No discussion. Motioned passed without a negative voice vote.**
5. Tax Increment District Development Incentive Guidelines Discussion. City Administrator, Matt Wolf, discussed incentives for businesses that came into town. Businesses have asked the city if they would ever give land incentives to businesses that would discount land to them for making a large investment in the community. The city has reached out to the Village of Roberts for their guidelines to see what they have approved. Alderperson Otwell stated that this would be a great thing to have with reasons why. Alderperson Ruona stated that she was indifferent to the incentive idea, depending on what the business was and if there would be a contract or not and if the money would be used for commercial or residential purposes. **Runona/Hintz motioned to approve the Tax Increment District Development Incentive Guidelines Discussion. Motioned passed without a negative voice vote.**

Closed Session. None.

Other Business:

1. Council Workshop set for Tuesday, May 23, 2023, at 5:00 p.m.
2. Alderperson Otwell asked for visual plans for the second phase of the river front project. Alderperson Ruona stated that the river front plans are still in the works.
3. Alderperson Knox inquired about a proposal for the Sears property. City Administrator, Matt Wolf, stated that the project was in the final stages and Excel Energy would be doing drone footage to post and prepare a marketing video to use for the site.
4. Locust Street Project: Haas Sons will begin the Locust Street project on July 24, 2023, and per the agreement, they will have until November 24, 2023, to complete the full project. Haas Sons stated that with the size of their crews, they will have the project completed and per the agreement, still plan on doing the project in the phase approach.

**Hintz/Ruona motioned to adjourn the Council meeting at 6:42 p.m. Motion passed without a negative voice vote.**

Respectfully Submitted,

Rashel Temmers  
City Clerk