

City of Portage Common Council Meeting  
Council Chambers of City Municipal Building  
115 West Pleasant Street, Portage, WI  
Regular Meeting – 7:00 p.m.  
April 25, 2013  
Agenda

Regular Meeting – 7:00 p.m.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Minutes of Previous Meeting
6. Reports of Sub-Committees, Boards, and Commissions
  - A. Library Board, April 9, 2013
  - B. Airport Commission, April 10, 2013
7. Consent Agenda
  - A. License Applications
    1. Operator
8. New Business
  - A. Resolutions
    1. Resolution No. 13-012 relative to Signatures on Accounts
  - B. Appointment
    1. Historic Preservation Commission – Richard Beebe
  - C. Mayor's Comments
    1. Splash Pad
    2. Skateboard Park
    3. Portage Canal
  - D. City Administrator's Report
  - E. The Council will go into closed session pursuant to Wisconsin State Statutes 19.85(1)(b) for the reconsideration of Operator Licenses for Nicole R. Krintz and Sean E. McLaughlin and pursuant to Wisconsin State Statutes 19.85(1)(e) to deliberate the purchase of properties on DeWitt and Cook Streets.
9. Reconvene to open session for remainder of the meeting
10. Consideration of purchase of property located at 310 DeWitt Street
11. Adjournment

# PORTAGE PUBLIC LIBRARY

253 W. Edgewater Street

Portage, WI 53901

Phone: (608) 742-4959

E-mail: [porill@scls.lib.wi.us](mailto:porill@scls.lib.wi.us)

Web Site: [www.portagelibrary.us](http://www.portagelibrary.us)

## LIBRARY BOARD MEETING MINUTES

April 9, 2013

Meeting called to order:12:07

Present: Gregory, Poches, Tamboli, Varvil-Weld, Voigt, and Director Schultz.

Excused: McLeish, Davis, Vehring

Visitor: Bill Tierney

- 1) Motion to approve March 12, 2013 regular meeting minutes. (DV-W/DG).
- 2) Financial Reports: Motion to approve March, 2012 City and Library restricted funds claims as presented. (DV-W/CP)
- 3) Director's Report:
  - a) Discussion of why the number of "issued library cards" seems to be going down.
- 4) Construction Report-Director and Addie reported on construction meeting held earlier this morning. Project is moving along without the cooperation of the weather.
- 5) Business:
  - a) Motion to recommend to the county that Chad Stevenson be appointed to the Library Board to replace Bev Hoffmann, whose term expires at the end of thismonth. (CP/DG)
  - b) Discussed the signage (mostly internal) for the library. Shannon will check on whether this will need to be bid. Board also discussed the need for street signage in Portage directing people to the library.
  - c) Director Schultz shared a timeline for the internal expansion renovation. From July 22-Aug 3 services in the main library will be limited. Board members would like this to be noticed in the local newspaper and on the radio, as well as at the library entrance.
- 6) Adjournment: 12:48 (DG/DW-V)

Richard Davis-President

Addie Tamboli-Vice President

Eleanor McLeish-Secretary

Charles Poches-School Superintendent

Dr. David Gregory

Dr. Douglas Varvil-Weld

Klay Vehring

Eleanor Voigt

**City of Portage  
Airport Commission Meeting  
Wednesday, April 10, 2013, 6:00 p.m.  
City Municipal Building, 115 West Pleasant Street  
Conference Room One**

Members present: Rita Maass, Chairperson; Michael Oszman and Barry Erath

Members excused: Jeff Garetson, Fred Langbecker and David Tesch

Others present: John Poppy, Manager; Bob Redelings, Public Works Director;  
Craig Sauer, PDR; Bill Welsh, Cable TV

Note: Due to the lack of a quorum, all voting is for information only and these matters will be action items at a subsequent meeting.

1. Roll Call
2. Approval of minutes of previous meeting

Motion by Oszman, second by Erath to approve the minutes from the August 22, 2012 meeting. Motion carried 3 to 0 on call of the roll.

3. Discussion of airport operations

The Manager's report was presented (attached)

Erath inquired as to whether the hanger rental rates should be increased. Poppy indicated that recent surveys indicate the rates are in line w/ other airports. Maass indicated a surcharge was implemented a couple years ago and was hopeful that the income would be earmarked for airport projects and not merely placed in the general fund.

4. Discussion and possible action on hangar repairs

Drainage improvements consisting of trench drains in front of the hanger doors was discussed. Much of the work could be performed by City crews. Maass indicated it would be important to keep debris from clogging the grates. It was also mentioned that some of the hanger doors need repair to operate better.

5. Discussion and possible action on wildlife abatement plan for airport including fencing

Redelings contacted the DNR for recommendations on ways to keep deer off airport property. The only effective ways included means already known – fencing (most effective) and shooting them (most cost-effective via archery). Maass suggested acquiring additional details from the DNR and the need to review the City's current ordinance regarding shooting w/i the City limits and the current insurance policy. Oszman mentioned that bow hunting was considered in City Parks a couple years ago. A draft ordinance was developed at that time. Poppy said he knows the three locations where deer are seen most frequently.

Fencing was also suggested for safety to keep people from walking across the runways. Poppy suggested fencing along the south and east boundaries of the airport property. He also thought the FAA may assist w/ funding because it would be deemed a safety measure. It was suggested that Redelings and Poppy get more details on the fencing option.

6. Update on 2013 airport budget

Redelings provided a brief status report of the 2013 projects. The PAPI installation may cost more than budgeted, although there should be sufficient funds because the crack filling budget is expected to have a surplus

7. Discussion and possible action on claims.

Poppy explained that David Goetz had contacted him regarding making some repairs to his hanger. Mr. Goetz submitted 2 receipts for payment (attached). This action requires Airport Commission approval. Motion by Oszman, second by Erath to approve the expenditures. Motion carried 3 to 0 on call of the roll.

8. Adjournment

Motion by oszman, second by Erath to adjourn. Motion carried 3 to 0 on call of the roll.

The meeting concluded at 6:50 p.m.

Respectfully submitted,

Robert G. Redelings, Public Works Director

**OPERATOR LICENSE APPLICATIONS - BY LAST NAME**

**LICENSE YEAR: APRIL 25, 2013-JUNE 30, 2013**

Rebecca L. Arent  
Matthew J. Belmont

**RESOLUTION NO. 13-012**

**RESOLUTION RELATIVE TO SIGNATURES ON ACCOUNTS**

**WHEREAS**, the City Clerk advises that it is necessary to update the Resolution Authorizing a change in the signatures on file; and

**WHEREAS**, the last time this work was completed, said signatures were authorized under Resolution No. 13-001 of the Common Council of the City of Portage.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the Common Council of the City of Portage that effective April 26, 2013, the authorized signatures are as follows:

W.F. Bill Tierney – Mayor

Marie A. Moe – City Clerk

Jean E. Mohr – City Treasurer

and that copies of their signatures be furnished on the standard forms to the financial institutions, designated as Public Depositories in the City Code of Ordinances, Section 2-446.

**DATED** this 25<sup>th</sup> day of April, 2013.

\_\_\_\_\_  
W.F. Bill Tierney, Mayor

Attest:

\_\_\_\_\_  
Marie A. Moe, WCPC, MMC, City Clerk

Resolution requested by:  
City Clerk