

City of Portage
Municipal Services and Utilities Committee Meeting
(This meeting will constitute a meeting of the Legislative and Regulatory
Committee as a quorum of members will be present; but no business of that
committee will be taken up.)
Thursday, May 2, 2013, 5:00 p.m.
Municipal Garage, 616 Washington Street
Minutes

Members Present: Jeff Garetson, Chairperson; Carolyn Hamre, Doug Klapper, Frank Miller, and Rita Maass.

Excused: N/A

Others Present: Gil Meisgier, Galley Studios; Fred Galley, Carmen Griffin, GEC; Corey Anderson, Daily Reporter; Craig Sauer, Public Works Superintendent; Kim Standke, City Administrator Shawn Murphy, Director Bob Redelings, Park and Rec.; Tim Raimer, Public Works Secretary/Deputy Treasurer; Tammy O'Leary.

1. Roll Call. The meeting was called to order at 5:02 pm.
2. Approval of meeting minutes from April 4, 2013 meeting. Motion by Miller second by Klapper to approve minutes. Passed 3-0 with Maass and Klapper abstaining.
3. Discussion and possible action regarding placement of informational signs on the levee. Discussion of 18x24 signs with wooden frames and plexi glass that are sealed with (2)4x4 posts cemented in or bolted to cement pad. Redelings indicated DNR and Army Core of Engineers' approval is needed. Motion by Miller and second by Maass to pursue if DNR and Army Core of Engineers approval given. Passed 5-0 on a roll call vote.
4. Discussion and possible action regarding in-kind service requests. VFW Memorial Day Parade, PHS Homecoming Parade, Concerts in the Park and Sgt. Daniel J Thompson Memorial Tournament, reviewed. Discussion to update and clarify in-kind request forms and have a staff member make sure all sections filled out before going to committee meeting. Motion by Maass to approve the four requests with the recommendation to have fence around entire park for Sgt Daniel J. Thompson Memorial Tournament, second by Klapper. Passed 5-0 on roll call vote.
5. Discussion and possible action regarding Petition for County Highway Aid. Motion by Maass and second by Miller, Redelings to name streets and to fill out the petition for County Highway Aid in the amount of \$4,000 and get reimbursed 50%. Passed 5-0 on a roll call vote.

6. Discussion and possible action regarding 2013 Sewer Combination truck. Public Works staff reviewed and recommended the Bruce Company bid for \$356,219 for Vactor 2100 Plus PD without the camera and the \$20,000 deduct for trade in. Motion by Miller and second by Klapper to approve recommendation, not exceed the \$336,219 for the 2013 Sewer Combination Truck. Passed 5-0 on a roll call vote.
7. Discussion and possible action regarding potential road mitigation plans. No motion taken until next meeting when Redelings is to bring recommendation.
8. Discussion and possible action regarding Additional 2013 Public Works projects. Redelings stated \$110,000 remains in budget for Sanitary/Sewer Projects and \$220,000 for Street projects. Redelings recommended resurfacing 100 block of E Howard, E Emmett and E Conant Streets as suggested by Miller and sanitary replacement on Emmett. Motion by Miller, Second by Hamre to approve recommendation. Sewer replacement to be added to LMS Contract and street resurfacing added to project this summer. Passed 5-0 on a roll call vote.
9. Discussion and possible action regarding changing the alley north of the library to a one-way westbound alley. Request from library to change alley to a one way because of the new book drop off box. Committee needs feedback from the businesses and residents on how the changes would affect their needs. No motion taken at the time until feedback collected.
10. Public Works Director report. Redelings gave his report on projects for 2013. Redelings commended Standke and his crew on the cleanup and organization of the City garage and grounds.
11. Park and Recreation report. Tim Raimer gave his report on ongoing events and projects for Park and Rec. Tim stated Jack Bray, Olympic speed walker had taken first place in latest event. Park and rec will be offering a class with him this summer.
12. Adjournment. Motion by Klapper, second by Miller to adjourn. Roll Call. Passed 5-0. Adjourned at 6:09 pm.

Minutes taken by Tammy O'Leary, Public Works Secretary/Deputy Treasurer