

**City of Portage Common Council Meeting
Council Chambers of City Municipal Building
115 West Pleasant Street, Portage, WI
Regular Meeting – 7:00 p.m.
May 9, 2013
Agenda**

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Minutes of Previous Meeting
6. Minutes from Committee of the Whole, May 2, 2013
 - A. Recommendation for timeline and commitment for Splash Pad and Skateboard Park Projects
7. Consent Agenda
 - A. Reports of Sub-Committees, Boards, and Commissions
 1. Business Improvement District Board of Directors, April 10, 2013
 2. Community Development Authority, April 23, 2013
 3. Emergency Planning Committee, April 26, 2013
 - B. License Applications
 1. Operator
8. Committee Reports
 - A. Human Resources Committee, April 30, 2013
 - B. Municipal Services and Utilities Committee, May 2, 2013
 1. Consideration of in-kind requests
 2. Consideration of award of contract for sewer combination truck
 - C. Finance/Administration Committee, May 9, 2013
 1. Consideration of approval of claims
9. New Business
 - A. Resolutions

1. Resolution No. 13-013 relative to Authorizing an Interfund Loan Between the General Fund Reserves and Library Fund
- B. Street Use Permit Applications
1. R3 Events LLC/Silver Lake Triathlon, August 17, 2013
 2. St. Mary's 4K - 8th School, October 5, 2013
 3. St. John's Lutheran School, May 31, 2013
 4. St. Mary's Best Fest, May 18, 2013
- C. Requests from Columbia County Fair Association
1. Waiver of noise ordinance, July 24 – 27, 2013
 2. Waiver of double fence requirement for Temporary Class "B" License, July 24 – 28, 2013
- D. Requests from Portage Area Chamber of Commerce
1. Waiver of double fence requirement for Temporary Class "B" License, August 23 – 24, 2013
 2. Street Use Permit, August 23 – 24, 2013
- E. Request from Portage Rod and Gun Club
1. Waiver of fence requirement for Temporary Class "B" License, May 31 – June 3, 2013
- F. Appointment
1. Park and Recreation Board – Todd Kreckman
 2. Columbia County Economic Development Corporation Board – Martin Havlovic
 3. Airport Commission – Carolyn Hamre
- G. Mayor's Comments
1. Proclamation – Robert Shlimovitz
 2. Proclamation – Arbor Day
 3. Tourism
 4. AdHoc Canal Committee
- H. City Administrator's Report
1. Committee Process
 2. Integrating Financial Systems
- I. Adjournment

Common Council Proceedings
City of Portage

Annual Business Meeting
Council Chambers
City Municipal Building

April 16, 2013
7:00 p.m.

1. Install newly elected officials

City Clerk Moe administered the Oath of Office to Alderpersons Rick Dodd, Doug Klapper, Michael G. Oszman, Martin Havlovic and to Mayor W.F. Bill Tierney.

2. Roll Call of New Council

Present: Ald. Dodd, Ebneter, Garetson, Hamre, Havlovic, Klapper, Maass, Miller, Oszman

Also Present: Mayor Tierney, City Clerk Moe, City Administrator Murphy, City Attorney Spankowski, Director of Public Works/Utilities Manager Redelings, Finance Director Mohr, Fire Chief Simonson, Police Chief Manthey

Media Present: Craig Sauer from Portage Daily Register, Bill Welsh from Cable TV

3. Resolution No. 13-010 relative to Kenneth H. Jahn

Resolution No. 13-010 relative to Kenneth H. Jahn was read and adopted unanimously on motion by Oszman, second by Dodd and call of roll.

4. Standing Rules of the Council

Resolution No. 13-011 relative to City Council Operation was read and adopted unanimously on motion by Miller, second by Dodd and call of roll.

5. Election of Council President

Mayor Tierney asked for nominations. Maass nominated Dodd, second by Hamre. Mayor Tierney asked for a second time for nominations. Garetson nominated Oszman, second by Miller. Mayor Tierney asked three more times if there were any nominations. Mayor Tierney declared the nominations closed. A secret ballot was cast with City Administrator Murphy and Director of Public Works/Utilities Manager Redelings appointed as tellers. Dodd was elected Council President.

6. Standing Committees of the Council

Finance/Administration Committee – Rick Dodd, Jeff Garetson, Martin Havlovic, Doug Klapper, Rita Maass, Chairperson Rick Dodd.

Human Resources – Bill Tierney, Rick Dodd, Jeff Garetson, Rita Maass, Frank Miller, Michael G. Oszman, Chairperson Bill Tierney.

Legislative and Regulatory Committee – Ken Ebnetter, Carolyn Hamre, Martin Havlovic, Frank Miller, Michael G. Oszman, Chairperson Michael G. Oszman.

Municipal Services and Utilities Committee – Jeff Garetson, Carolyn Hamre, Doug Klapper, Rita Maass, Frank Miller, Chairperson Jeff Garetson.

Motion by Maass, second by Klapper to approve the standing committees. Motion carried unanimously on call of roll.

7. Elections by the Council

Plan Commission

Mayor Tierney asked for nominations. Dodd nominated Oszman, second by Garetson. Mayor Tierney asked three more times if there were any nominations. Mayor Tierney declared the nominations closed. Oszman was elected to the Plan Commission unanimously on call of roll.

City Attorney

Motion by Dodd, second by Oszman to elect Jesse Spankowski as City Attorney. Motion carried unanimously on call of roll.

8. Appointments by Mayor

Airport Commission – Jeff Garetson, Martin Havlovic, Chairperson Rita A. Maass.

Board of Zoning Appeals – Davie Carlson, Adam Field, Michael Paul, Alternate Ryan Jahn and Jeff Wetzel, Chairperson Philip Tegen.

Cable TV Commission – Rita A. Maass, Kenneth A. Ebnetter, Michael G. Oszman, Chairperson William P. Welsh.

Columbia County Economic Development Corporation Board – Michael G. Oszman, Carolyn Hamre, Alternate Kenneth A. Ebnetter and Martin Havlovic.

Community Development Authority – Frank Miller, Steve Benck, Kyle Dumbleton.

Community Development Block Grant Committee – Rick Dodd, Jeff Garetson, Martin Havlovic, Doug Klapper, Rita Maass, Chairperson Rick Dodd.

Economic Development Loan Fund Committee – Michael G. Oszman, Addie Tamboli, Michael Decker, Dave Gunderson, Nina Bortz, Todd Bennett, Jeff Davis, Chairperson Jean Mohr.

EMS Advisory Board – Rick Dodd.

Emergency Planning Committee – Mike Hudgens, Kevin O’Neill, Jon Erdmann, Charles Poches, Pat Beghin, Tom Meierhoff.

Historic Preservation – Doug, Klapper, Kyle Dumbleton, Kristen Droste, Todd Bennett, Erin Foley, Marlana Cavanaugh, Stephane Miller-Lamb, Destinee Udelhoven, Chairperson Doug Klapper.

Library Board – David Gregory, Douglas Varvil-Weld.

Park and Recreation Board – Larry Messer, Mike Lindner, Chairperson Brian Zirbes.

Plan Commission – Brian Zirbes, Jan Bauman (3 year term), Addie Tamboli (2 year term), Pete Tofson (1 year term).

Police and Fire Commission – Pat Hartley.

Steering Committee for Veterans Memorial Field – Jeff Garetson.

Tourism Promotion Committee – Martin Havlovic, Rick Dodd, Dawn Schneller, Beth Woyt, Andy Murphy, Carol LaVigne.

Board of Review – Rick Dodd, Jeff Garetson Mark Jankowski, Alternate Dave Carlson, Alternate Michael Paul.

Motion by Maass, second by Klapper to approve the above listed appointments. Motion carried unanimously on call of roll.

9. Comments from the Mayor

Mayor Tierney thanked Former Mayor Jahn, the council and staff for a job well done. He informed the council that they are going to move forward. Mayor Tierney requested the alderpeople to tour their wards monthly and report back on things needing to be done. Procedures for council meetings will be that the chairperson is to bring up action items only, as the entire minutes will be in the packet for members to read. If there is an error in the minutes, notify staff so that the minutes may be corrected prior to the meeting. If a committee meets the week of a council meeting, those minutes will not be on that week's council agenda, only a necessary action item from that committee will be. The Mayor's Corner will be brought back and all types of media used for keeping citizens informed. Mayor Tierney requested all citizens to fly the flag and that informed the council that the flag will be flown respectfully on city property.

10. Adjournment

Motion by Dodd, second by Garetson to adjourn. Motion carried unanimously on call of roll at 7:27 p.m.

Marie A. Moe, WCPC, MMC
City Clerk

Common Council Proceedings
City of Portage

Regular Meeting
Council Chambers
City Municipal Building

April 25, 2013
7:00 p.m.

1. Call to Order

Mayor Tierney called the meeting to order at 7:00 p.m.

2. Roll Call

Present: Ald. Dodd, Garetson, Hamre, Havlovic, Klapper, Maass, Miller, Oszman

Excused: Ald. Ebnetter

Also Present: Mayor Tierney, City Clerk Moe, City Administrator Murphy, City Attorney Spankowski, Fire Chief Simonson, Police Chief Manthey

Media Present: Craig Sauer from Portage Daily Register, Bill Welsh from Cable TV

3. Pledge of Allegiance

The Pledge of Allegiance was said.

4. Approval of Agenda

Deletion: Approval of the minutes.

Addition: Comments from Fire Chief Simonson on the high water.

5. Reports of Sub-Committees, Boards and Commissions

Library Board meeting of April 9, 2013

Airport Commission meeting of April 10, 2013

It was noted that the attachment was not included in the Airport Commission minutes. The above reports were accepted.

6. Consent Agenda

License Applications

Operator license applications for period ending June 30, 2013 for Rebecca L. Arent and Matthew J. Belmont.

Motion by Maass, second by Klapper to approve the consent agenda. Motion carried unanimously on call of roll.

7. New Business

Resolutions

Resolution No. 13-012 relative to Signatures on Accounts was read and adopted unanimously on motion by Oszman, second by Miller and call of roll.

Appointment

Motion by Klapper, second by Oszman to approve the appointment of Richard Beebe to the Historic Preservation Commission. Motion carried unanimously on call of roll.

Mayor's Comments

Splash Pad

Mayor Tierney expressed his concerns over the splash pad, the completion of the project and what the city's financial commitment for the project is, as there are varying opinions. \$90,000 was placed in the budget for the pad for the building and the building housing the operations for the equipment; but there is no funding in the current budget for the shelter, road or parking area. The service organizations have indicated that their commitment was for the splash pad equipment; even though some of the council was of the understanding that the cost of the shelter was to be shared with the service organizations. Council members expressed their support of the project. Mayor Tierney informed the council that he is calling for a Committee of the Whole meeting, possibly next Thursday, with the service clubs so that both the city and service organizations know who is responsible for what.

Skateboard Park

The skateboard park organizers will also be included in the Committee of the Whole meeting as well to set forth the responsibilities of both the organizers and the city.

Portage Canal

Mayor Tierney will be re-establishing the AdHoc Canal Committee with Fred Galley as Chairperson to move forward one way or another with the Canal Project. Mayor Tierney and City Administrator Murphy will be meeting with DNR officials Monday to discuss the Canal.

City Administrator's Report

The advertisement for RFPs for the design build for the splash pad has been posted. Bids will be open May 16th, with consideration by Council May 23rd, and construction of the pad completed by June 28th.

The foundation for the Library project is in place. The Library will be closed at least one week at some point during the construction.

The water and sewer construction projects will begin next week.

The survey requirement for the Community Development Block Grant funds has been completed. The storm shelter project is moving forward with the design phase. Construction is scheduled for this fall.

Updating of the website to be more user friendly will be an on-going process.

The summer recreation programs are quickly filling.

Fire Chief Simonson informed the council of the planning and preparation for the predicted high water levels on the Wisconsin River. Fortunately, the levels did not rise to what was predicted.

Closed Session

Motion by Oszman, second by Klapper to 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 States Statutes 19.85(1)(e) to deliberate the purchase of properties on DeWitt and Cook Streets. Motion carried unanimously on call of roll at 7:33 p.m.

Motion by Oszman, second by Miller to uphold the denial of an Operator License for Nicole R. Krintz. Motion failed on call of roll with Dodd, Garetson, Havlovic and Klapper voting no, and Hamre abstaining. Motion by Klapper, second by Garetson to approve an Operator License for Nicole R. Krintz. Motion carried on call of roll with Maass, Miller and Oszman voting no, and Hamre abstaining.

Motion by Oszman, second by Maass to uphold the denial of an Operator License for Sean F. McLaughlin. Motion carried unanimously on call of roll.

8. Reconvene to open session for remainder of the meeting

Motion by Oszman, second by Klapper to reconvene to open session for the remainder of the meeting. Motion carried unanimously on call of roll at 8:42 p.m.

9. Consideration of purchase of property located at 310 DeWitt Street

Motion by Miller, second by Dodd to authorize the City Administrator to pursue the purchase of the property located at 310 DeWitt Street as directed by the council. Motion carried unanimously on call of roll.

10. Adjournment

Motion by Oszman, second by Klapper to adjourn. Motion carried unanimously on call of roll at 8:45 p.m.

Marie A. Moe, WCPC, MMC
City Clerk

City of Portage
Common Council Committee of the Whole
Council Chambers
May 2, 2013, 7:00 p.m.

1. Call to Order

Council President Dodd called the meeting to order at 7:00 p.m.

2. Roll Call

Present: Ald. Dodd, Ebnetter, Garetson, Hamre, Havlovic, Klapper, Maass, Miller, Oszman

Also Present: Mayor Tierney, City Clerk Moe, City Administrator Murphy, City Attorney Spankowski, Director of Public Works/Utilities Manager Redelings, Manager of Parks, Recreation and Forestry Raimer, Assistant Police Chief O'Neill

Media Present: Craig Sauer from Portage Daily Register, Bill Welsh from Cable TV

3. Discussion and recommendation for timelines and commitments for the Splash Pad and Skateboard Park Projects

Jerry Foellmi representing General Engineering gave a presentation on the park plan layout. He informed the council that the sewer and water laterals are installed and proposals are out for the design build for the building.

George Beasely spoke on behalf of the Splash Pad stating that \$132,000 has been raised for the components of the Splash Pad; and there is approximately \$9,000 in the bank. In-kind donations have also been received. The group is planning that the pad be open July 4th and that the shelter housing restrooms and concessions, and road are not necessary to be in place when the pad opens. The group continues fundraising.

June Paul spoke on behalf of the Skateboard Park stating that the group is looking for a 501(c)3 group to take on the project so that fundraising may begin. The estimated cost of the project is \$175,000. The group is looking to apply for a grant, which has a deadline of July. Various ideas are being looked at for fundraising.

Mayor Tierney explained that the purpose of the meeting is to have an understanding of what the city's financial commitment for the projects is and timelines for completion.

The city is responsible for constructing the shelter and putting the road/parking lot in; both of which are currently unfunded. The Splash Pad group has in-kind donations for laying the blocks for the building, roofing and plumbing. As the building will be a city project, the public construction laws must be followed which make it more complicated, but possible, when including in-kind donations for labor.

According to Director of Public Works/Utilities Manager Redelings the timeline for Phase 1 of the Splash Pad project is as follows: pad will be operational July 4th; site utilities will be complete tomorrow; the pad construction will take place in May as well as the design build for the building to house the computer to run the components.

Parking was discussed with concern that initially there will be no parking on the site. Parking in a fenced grass area near the splash pad was discussed as a temporary measure until the point the road/parking is put in.

Funding options were discussed. \$90,000 is included in this year's budget for the building to house the computer to run the components. The road may be able to come out of borrowed funds for projects that have come in under budget, but that is not known at this time. There was also discussion about including funding in the budget the next two years. The Splash Pad group was encouraged to continue fundraising as well. \$30,000 is included in this year's budget for the Skateboard Park.

Motion by Dodd, second by Oszman to recommend to continue with the plan in place this year, but add a fenced parking area on the grass by the splash pad; budget and construct the shelter in 2014; budget and construct the linear parking area/road in 2015. Ald. Garetson expressed support for the motion except having a parking area on the grass. Motion carried 8 to 1 on call of roll with Garetson voting no.

4. Adjournment

Motion by Oszman, second by Klapper to adjourn. Motion carried unanimously on call of roll at 8:55 p.m.

Marie A. Moe, WCPC, MMC
City Clerk

City of Portage
Minutes of Business Improvement District Board of Dir. meeting
Wednesday April 10th. 2013
Municipal Building 115 West Pleasant Street,
Conference Room One

Meeting called to order at 7:31 a.m.

- 1. Roll Call:** Present: Peggy Joyce; President; John Krueger; Vice President; Dennis Rupers, Treasurer; Chris Shadel, Steve Polnow, Shane Schmidt, Jim Rusch. All members present.
Non-Board Members Present: Mayor elect Tierney, Bruce Sanderson of Temple Display, Roger Krejchik and Gil Meisgeier, BID Contractor, Main Street Portage Ex. Dir. /BID Administrator;
- 2. Approval of March 13th. 2013 Minutes.**
Motion to approve March 13th 2013 minutes by Shadel. 2nd. Krueger. Motion carried, all in favor.
- 3. Treasurer's Report, Claims to pay & Financials Report**
Motion to amend previous Treasurer's reports date to read 03/31/13.
report by Polnow, 2nd. Rupers. Motion carried, all in favor.
Claims to pay Motion to pay claims as presented by Treasurer. Motion by Schmidt, 2nd by Krueger; Motion carried, all in favor.
Financials: Motion to approve financials as presented by Treasurer. Motion by Krueger, 2nd Polnow. Motion carried, all in favor.
Motion to approve payment of Sand County Arts Fair request for \$1,000.00 by Schmidt, second Krueger motion carried, all in favor.
- 4. Introductions of guests in attendance.** Roger Krejchik, Bruce Sanderson and Mayor elect Tierney were recognized and welcomed as guests.
Mayor elect Tierney expressed his desire to work with BID on common goals and to start a new beginning.
- 5. Schmidt and Krejchik gave reports on Portage Area Community Center planned for former Woolen Mill site.**
- 6. Discussion and possible action on BID Contractors report.** Motion to approve report by Polnow, second Krueger, motion carried all in favor.
- 7. MSP Executive Directors Report** was approved on a motion Krueger, 2nd by Rupers. Motion carried All in favor.
- 8. Requests for financial assistance:** Request for \$3,300 was presented by Canal Days Committee along with List of Events, Event budget and Marketing budget. Motion to approve by Polnow, 2nd. by Rupers. Motion carried, all in favor.
- 9. BID Marketing placements were presented.** Meisgeier presented copies of:

- Columbia County Visitors guide featuring full page ad of the 100 reasons which appears in 25,000 Columbia County Visitors Guides. \$1,200.00 had been approved for payment to Capitol Publications
- Columbia County Visitors map with 100 Reasons copy appearing on back cover. \$500.00 had been approved for payment to Capital Publications.
- Four color glossy rack card copy prepared by Brad Conrad of PACC was presented. \$1,200.00 had been approved for 25,000 cards to Allen & Associates Printing a BID member. \$1,040.00 is to go to ADLIT for rack card distribution service.
- \$600.00 to ADLIT for 100 reasons ad in 25,000 copies of the Shoppers Guide featuring the 100 business categories framing the 100 reasons copy.

Motion to approve payment to Capital Publications for Full page ad utilizing the “**100 REASONS in “103 THINGS TO DO”** publication. Motion by Schmidt, 2nd Dennis. Motion carried all in favor.

Motion was made to expend up to \$2,000.00 to Temple Display for street banners. Banners to be selected by Banner Committee Joyce, Schmidt and Krueger. Motion by Polnow, 2nd. Krueger. Motion carried, all in favor. Marketing Committee of Joyce, Krueger and Meisgeier to meet after this meeting.

10. Report was given on City projects in the BID. A report was given by Meisgeier re: actions of the City Municipal Services Committee as to all events requesting in kind services which were approved by a unanimous vote of the committee.

Location of the Farmer’s Market was a separate agenda item that involved a lengthy 20 minute discussion by the City Municipal Services Committee and BID representative Meisgeier, after which Commerce Plaza was approved as the location on a motion by Hamre and 2nd. by Miller. Chair Garretson joined them in a 3 to 1 vote with Odzman voting no.

Discussion took place re: the City’s storm water plans.

It was also reported that the Community Development Authority took no position on the city purchase and razing of the Black’s Furniture building. No plans for the Flirt and Black’s Furniture properties had been announced by the City as to moving forward to purchase the buildings at the present time.

11. Motion to adjourn at 8:50 a.m. Motion by Polnow, 2nd Rupers, Motion carried.

Prepared by GAM
Approved by Pres. Joyce

**City of Portage
Community Development Authority Meeting
Tuesday, April 23, 2013, 5:30 p.m.
Municipal Building, Conference Room One**

Members present: Michael Decker, Chairperson, Jim Grothman, Steve Benck, Kyle Dumbleton & Frank Miller. Members Absent/excused: Charles Poches

Also present: Craig Sauer (WPDR), City Attorney Jesse Spankowski and Shawn Murphy, City Administrator

2. **Approval of minutes from April 9, 2013.** Motion by Grothman 2nd by Benck to approve the minutes from 4/9/13 as presented. Motion passed 5-0 on call of the roll.
3. **Consider Motion to go into Closed Session pursuant to Chap 19.85(1)(e) to deliberate the purchase of properties on DeWitt and Cook Streets.** Motion by Grothman to convene to closed session, 2nd by Miller. Motion passed 5-0 on call of the roll. Closed session at 5:38 pm.
4. **Return to Open Session.** Motion by Miller to return to open session, 2nd by Grothman. Motion passed 5-0 on call of the roll. Meeting in Open Session at 6:17 pm.
5. **Recommendation on Purchase of Properties on DeWitt & Cook Sts.** Motion by Grothman to recommend purchase of 310 DeWitt St (Parcel No. 11271-1121) pursuant to the terms agreed upon in closed session and directs Administrator Murphy to convey terms to Council and property owner, 2nd by Miller. Motion passed 5-0 on call of the roll.
6. **Adjournment -** Motion by Miller, second by Benck to adjourn. Motion passed 5-0 on call of roll. Meeting adjourned 6:21 pm.

Minutes prepared by City Administrator Murphy

PORTAGE EMERGENCY PLANNING COMMITTEE MEETING

Minutes for Friday, April 26, 2013

1. **MEMBERS PRESENT:** Mayor Tierney, Fire Chief Simonson, County Emergency Mgmt. Dep. Dir. Beghin, Police Chief Manthey, Police Dept. Asst. Chief O'Neill, EMS Director Jon Erdman, City Attorney Spankowski, City Administrator Murphy, Director of Public Works Redelings, and School Representative Messer.

OTHERS PRESENT: Street Superintendent Kim Standke

MEMBERS ABSENT: Railroad Administrator Meierhoff and Fire Capt. Hudgens

Meeting was called to order at 9:04 a.m.

2. **INVITED GUESTS:**
None

3. **AGENDA ADDITIONS OR DELETIONS:**
AED's and Summit Street see Other Business.

4. **APPROVAL OF MINUTES FROM LAST MEETING**
A motion was made by Chief Manthey and seconded by Asst. Chief O'Neill to approve the minutes from the October 26, 2013 meeting. Motion passed unanimously.

5. **OLD BUSINESS:**
Hazmat Course Updates: Pat Beghin advised that he does not have any new course updates.

Wisconsin River Gauging: The river gauge system in Pardeeville, Fox River above Park Lake is up and running. Pat advised that the gauge on the Wisconsin River was repaired. He also advised that per the forecast we look to be in pretty good shape.

6. **NEW BUSINESS:**
Training with City Hall Personnel: It was discussed to conduct training for City Hall personnel to go over evacuation plans, tornadoes, and any other hazards that may arise. Similar training was just held at the County building with their employees and it was well received. Chief Simonson to look into this further.

Update the City's Emergency Operation Plan: All committee members were given a copy of the plan to review and to get any updates/changes/additions to Chris Essex by next Wednesday, May 2, 2013. Once all updates have been made another copy will be sent to members to review once again.

7. **OTHER BUSINESS:**
AED's: Jon Erdmann advised the committee the LifePak 500 defibrillators that the City purchased back in early 2000 are reaching their life cycle. Physio Control will only keep supplies/parts, etc. for those machines until 2016 or so. New ones will need to be purchased by then. Jon will get more information to each department that has them.

Summit Street: The Mayor wanted to extend his thanks to everyone who helped with the flood preparation. Approximately 1,600 sandbags were filled by DPW and Huber people from the County. It was also discussed to possibly create something more permanent at the boat landing by Summit Street. Bob Redelings to look into this and bring information back to the committee.

8. **ADJOURNMENT**

A motion was made by Chief Manthey and seconded by Bob Redelings to adjourn the meeting at 9:50 a.m.

The next meeting is scheduled for Friday, July 26, 2013 at 10:00 a.m. in Conference Room #1.

Respectfully submitted,

Chris Essex
Recording Secretary

/ce

OPERATOR LICENSE APPLICATIONS - BY LAST NAME

LICENSE YEAR: May 9, 2013-JUNE 30, 2013

Katherine M. Kitchen
Justin R. Kopfhamer
Shawn M. Pellman
Jason S. Morris

City of Portage
Human Resources Committee Meeting
(This meeting will constitute a meeting of the Finance/Administration Committee,
the Community Development Block Grant Committee and the Municipal Services
and Utilities Committee as a quorum of members will be present; but no business
of those committees will be taken up)
Tuesday, April 30, 2013, 6:30 p.m.
Municipal Building, Conference Room One
Minutes

Members Present: Bill Tierney, Chairperson, Rick Dodd, Jeff Garetson, Rita Maass, Frank Miller, Michael G. Oszman

Media Present: Craig Sauer, Daily Register

Also Present: City Administrator Shawn Murphy, Jennifer Gibeaut

1. Roll call

The meeting was called to order at 6:30 p.m. by Mayor Tierney.

2. Approval of minutes from previous meetings

Tierney stated that he would be abstaining because he was not on the committee at the time. Motion by Dodd, second by Oszman to approve the minutes of the April 11, 2013 meeting. Motion failed on call of roll, with Tierney, Maass, Miller abstaining.

3. Discussion and possible recommendation on Ady Voltedge Phase II Report.

City Administrator Shawn Murphy provided a summary and overview of the report provided from Ady Voltedge regarding the city's ability to implement an economic development plan. The committee's discussion focused primarily upon the recommendation for the creation of an Economic Development Coordinator /Director position, and it was determined that action should be taken on this recommendation. The decision lies in whether that position should be filled by a person as a new city employee or whether it should be outsourced to a firm. Hiring an individual for this position provides loyalty and a vested interest in success, if the budgeted amount allows for the best candidate. Outsourcing to a firm allows access to existing resources and experience, but may not provide the same focused attention as a city employee.

In order to make the most informed decision, the committee requested a cost comparison between each option that encompasses all factors, i.e. loss of revenue should office space be used at the Portage Enterprise Center rather than offered as leased space.

Additional concerns and points of discussion included: providing a location for the Economic Development Coordinator within the city that allows for discretion for prospective businesses while also allowing for coordination with city employees and resources; the importance of focusing on fostering relationships with existing businesses, as well as new opportunities; setting specific goals and parameters for the Economic Development Coordinator position so that success can be measured; and relaying to the appropriate committee the recommendation of developing a pipeline of available properties for development.

4. Adjournment

Motion by Oszman, second by Maass to adjourn. Motion carried unanimously on call of roll at 7:28 p.m.

Minutes prepared by Jennifer Gibeaut, Administrative Assistant

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

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CITY OF PORTAGE
VENDOR SUMMARY REPORT

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INVOICES DUE ON/BEFORE 05/10/2013

VENDOR #	NAME	AMOUNT DUE
ACCUAPR	ACCURATE APPRAISAL, LLC	710.00
ADAMCOL	ADAMS-COLUMBIA ELECTRIC COOP	29.65
ADSTARR	A. D. STARR	489.72
ADYVOLT	ADY VOLTEDGE	5,567.00
AIRTEMP	AIR TEMPERATURE SERVICES INC	398.54
AKELIRV	AKELIUS IRVING	99.99
ALERETOX	ALERE TOXICOLOGY SERVICES INC	116.50
ALLIENE	ALLIANT ENERGY	26,418.53
AMAZON	AMAZON	665.34
AMERBOT	AMERICAN BOTTLING COMPANY	252.80
AMERFAS	AMERICAN FASTENER	33.45
AQUACHE	AQUACHEM OF AMERICA INC.	2,484.00
ARAMUNI	AUS LA CROSSE MC LOCKBOX	1,747.98
AT&T	AT&T	47.78
AUTUSUP	AUTUMN SUPPLY	184.32
AVENET	AVENET, LLC	75.00
BAKEENT	BAKER & TAYLOR	12.89
BATTPLUS	BATTERIES PLUS #572	69.97
BELCO	BELCO VEHICLE SOLUTIONS	1,678.09
BENDFIR	BENDLIN FIRE EQUIPMENT CO., IN	1,911.30
BOAR&CLA	BOARDMAN & CLARK LAW FIRM	92.50
BPBATT	BP BATTERY PRODUCTS INC	142.34
BSNSPO	BSN SPORTS INC.	331.01
CAPNEWS	CAPITAL NEWSPAPERS	600.20
CARTDIR	CARTRIDGES DIRECT	452.94
CCHIGH	COLUMBIA COUNTY HIGHWAY	255,243.91
CCLERK	COLUMBIA COUNTY CLERK	948.60
CCSHER	COLUMBIA COUNTY SHERIFF'S DEPT	100.00
CCSOLID	COLUMBIA CO. SOLID WASTE	67.00
CDWGOV	CDW GOVERNMENT INC.	2,079.00
CENTLINK	CENTURY LINK	8.44
CENTSPR	CENTURY SPRINGS BOTTLING CO	313.05
CHARCOM	CHARTER COMMUNICATIONS	102.96
COUNPLU	COUNTRY PLUMBER, INC	185.00
CRAWOIL	CRAWFORD OIL CO., INC.	407.41
CTLABOR	CT LABORATORIES, LLC	16.80
DANECTY	DANE COUNTY TREASURER	466.35
DANNWEN	DANN & WENDT, INC	252.40
DEANHEAL	DEAN CLINIC	20.00
DELLMAR	DELL MARKETING LP	2,832.96
DEMCO	DEMCO, INC.	145.66
DIVISAV	DIVINE SAVIOR HEALTHCARE	649.50
DWMENS	D. W. SPORTS CENTER	661.00
ENVITES	ENVIRONMENTAL CONSULTING	550.00

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CITY OF PORTAGE
VENDOR SUMMARY REPORT

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INVOICES DUE ON/BEFORE 05/10/2013

VENDOR #	NAME	AMOUNT DUE
FIDLTEC	FIDLAR TECHNOLOGIES, INC.	250.00
FIRESAF	FIRE & SAFETY II, INC.	76.00
FIRESAFE	FIRE & SAFETY EQUIPMENT INC	56.50
FLOWCO	THE FLOWER COMPANY, INC	36.00
FRONTIER	FRONTIER	3.20
FRONTON	FRONTIER ONLINE	1,923.49
GENENG	GENERAL ENGINEERING COMPANY	2,699.41
GOETDAV	DAVID GOETZ	25.06
GORDFLE	GORDON FLESCH CO., INC.	1,809.88
H&MCON	H & M CONTRACTING	706.59
HARMTECH	HARMONY TECHNOLOGIES LLC	130.00
HAWKWAT	HAWKINS INC.	4,754.86
HESTARK	THE H.E. STARK AGENCY INC	1,339.43
HOHLFAR	HOHL'S FARM SUPPLY	312.00
ICMA	ICMA	744.00
INFOTEC	INFORMATION TECHNOLOGIES INC.	75.00
INGRBOO	INGRAM LIBRARY SERVICES	2,767.46
INTEBATT	INTERSTATE BATTERY	9.99
INTEELE	INTERSTATE ELECTRIC SUPPLY CO.	241.84
JEWELL	JEWELL ASSOCIATES ENGINEERS	4,600.00
KIMBMID	KIMBALL MIDWEST	72.90
LANGENT	LANGE ENTERPRISES, INC	2,606.41
LMSCON	LMS CONSTRUCTION INC	2,392.20
LWALLEN	L.W. ALLEN, INC.	594.98
MANAIRC	MANAIRCO	253.63
MGDWELD	MGD WELDING	276.00
MIDAMER	MID-AMERICAN RESEARCH CHEMICAL	1,119.69
MIDSTATE	MID-STATE EQUIPMENT INC.	78.77
MILLBRU	MILLER, BRUSSELL, EBBEN,	13,250.00
MILLMIL	MILLER & MILLER LLC	5,571.75
MILWBRE	MILWAUKEE BREWERS BASEBALL	1,090.00
NAPAAUT	NAPA AUTO PARTS	1,271.05
NORTCEN	NORTH CENTRAL LABORATORIES	128.47
OREIAUT	O'REILLY AUTO PARTS	65.75
PEPSI	PEPSI COLA COMPANY	434.32
PERSEVA	PERSONNEL EVALUATION INC	100.00
PITNEY	PITNEY BOWES	122.38
PITNEYBO	PITNEY BOWES PURCHASE POWER	403.11
PIZZHUT	PIZZA HUT OF SOUTHERN WISCONSI	33.00
POMPTIR	POMP'S TIRE SERVICE INC	697.60
PORTFIR	PORTAGE FIREFIGHTERS ASSOC.	47,000.00
PORTGAL	PORTAGE GLASS COMPANY	18.98
PORTGLAS	PORTAGE GLASS COMPANY	140.03
PORTLUM	PORTAGE LUMBER	8,528.38

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CITY OF PORTAGE
VENDOR SUMMARY REPORT

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INVOICES DUE ON/BEFORE 05/10/2013

VENDOR #	NAME	AMOUNT DUE
PORTPRI	PORTAGE PRINTING	108.00
PORTSCH	PORTAGE COMMUNITY SCHOOL DIST.	52.54
QUALBOO	QUALITY BOOKS INC.	19.95
RANDHOU	RANDOM HOUSE INC	150.00
RENNFIR	RENNERT'S FIRE EQUIPMENT	2,180.35
RHYMBUS	RHYME BUSINESS PRODUCTS	174.19
SABELMEC	SABEL MECHANICAL LLC	970.50
SALES	WISCONSIN DEPT OF REVENUE	304.96
SCHUSMA	SCHULTZ SMALL ENGINE	741.37
SCOTCON	SCOTT CONSTRUCTION INC.	801.71
SEAGFIR	SEAGRAVE FIRE APPARATUS LLC	944.99
SENTPRO	SENTIMENTAL PRODUCTIONS	175.00
SERVCLE	SERVICEMASTER CLEANING SERVICE	378.00
SHADFAX	SHADOWFAX	87.00
SIMETAL	S.I. METAL	55.55
SMITWES	SMITH & WESSON ACADEMY	427.00
SPEEDEE	SPEE-DEE DELIVERY SERVICE	43.88
STRAASS	STRAND ASSOCIATES INC	1,352.41
SUPECHE	SUPERIOR CHEMICAL INC	939.85
TELEISCO	TELEDYNE ISCO, INC	125.33
TOWNFT	TOWN OF FORT WINNEBAGO	1,059.77
TRACSUP	TRACTOR SUPPLY CREDIT PLAN	66.04
TRECEK	TRECEK AUTOMOTIVE OF	137.66
TRUCKCO	TRUCK COUNTRY	536.01
UNIQMAN	UNIQUE MANAGEMENT SERVICES INC	44.75
USCELL	U. S. CELLULAR	5,667.64
UTILAS	UTILITY ASSOCIATES, INC.	28,389.50
VHBLACK	V H BLACKINTON CO INC.	7.50
WALSACE	WALSH'S ACE HARDWARE	1,935.37
WCMA	WISCONSIN CITY/COUNTY	139.50
WDATCP	WISCONSIN DEPT OF AGRICULTURE,	4,800.00
WEAVAUT	WEAVER AUTO PARTS	108.23
WELWILL	WILLIAM P. WELSH	565.00
WESTWOOD	WESTON WOODS STUDIOS	65.95
WIDEPJUS	WI DEPT OF JUSTICE - TIME	391.50
XYLEM	XYLEM WATER SOLUTIONS	8,094.00
ZIMMPLU	ZIMMERMAN PLUMBING INC	570.36
TOTAL ALL VENDORS:		481,083.35

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CITY OF PORTAGE
 DETAIL BOARD REPORT

MANUAL CHECKS ISSUED 04/10/2013 THRU 05/03/2013

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	CHECK #	CHECK DATE	ITEM AMT

BRACJEA BRACE, JEAN							
130204	04/29/13	01	JEAN BRACE	8900026000967	913429	04/29/13	322.89
						INVOICE TOTAL:	322.89
						VENDOR TOTAL:	322.89
DEPTEMP DEPT. OF EMPLOYEE TRUST FUNDS							
56388	04/19/13	01	MAY 2013	1000021000911	956388	04/19/13	59,062.61
		02	MAY 2013	1000021000929			8,302.18
		03	MAY 2013	2110021000911			162.42
		04	MAY 2013	2110021000929			29.69
		05	MAY 2013	2300021000911			4,120.98
		06	MAY 2013	2300021000929			1,051.12
		07	MAY 2013	6100021000911			4,303.53
		08	MAY 2013	6100021000929			586.85
		09	MAY 2013	6200021000911			4,274.45
		10	MAY 2013	6200021000929			582.88
		11	MAY 2013	1001052150136			370.80
		12	MAY 2013	1002053100136			1,317.00
		13	MAY 2013	1001052120136			1,093.70
		14	MAY 2013	1001052120136			1,317.00
		15	MAY 2013	1000251410136			1,317.00
		16	MAY 2013	6205553610136			-2,634.00
		17	MAY 2013	1001052150136			370.79
						INVOICE TOTAL:	85,629.00
						VENDOR TOTAL:	85,629.00
GWRS GREAT WEST RETIRMENT SERVICES							
130419	04/19/13	01	130419	1000021000923	947237	04/19/13	4,358.84
		02	130419	1000021000923			515.00
		03	130419	2110021000923			5.00
		04	130419	2300021000923			600.00
		05	130419	6100021000923			566.80
		06	130419	6100021000923			216.48
		07	130419	6200021000923			193.20
		08	130419	6200021000923			29.52
						INVOICE TOTAL:	6,484.84
						VENDOR TOTAL:	6,484.84
T0000119 WI DEPT OF REVENUE							
21824	05/03/13	01	TID FEES	2160056000790	908824	05/03/13	150.00
		02	TID FEES	2170056000790			150.00
		03	TID FEES	2180056000790			150.00

MANUAL CHECKS ISSUED 04/10/2013 THRU 05/03/2013

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	CHECK #	CHECK DATE	ITEM AMT
T0000119 WI DEPT OF REVENUE							
21824	05/03/13	04	TID FEES	2190056000790	908824	05/03/13	150.00
		05	TID FEES	2150056000790			150.00
						INVOICE TOTAL:	750.00
						VENDOR TOTAL:	750.00
WIDEPREV WISCONSIN DEPT OF REVENUE							
28960	04/30/13	01	SALES & USE	1000251400790	928960	04/30/13	0.01
		02	SALES & USE	1000024000941			51.81
		03	SALES & USE	1004141222000			-10.00
		04	SALES & USE	2110024000941			59.71
						INVOICE TOTAL:	101.53
						VENDOR TOTAL:	101.53
WIRE COMMUNITY BANK OF PORTAGE							
130405	04/26/13	01	STATE WITHHOLDING	1000021000907	984256	04/26/13	5,734.20
		02	STATE WITHHOLDING	2110021000907			38.83
		03	STATE WITHHOLDING	2300021000907			350.73
		04	STATE WITHHOLDING	6100021000907			457.98
		05	STATE WITHHOLDING	6200021000907			552.01
						INVOICE TOTAL:	7,133.75
130419	04/19/13	01	FICA	1000021000903	955550	04/19/13	15,213.88
		02	FICA	1000021000905			11,219.36
		03	FICA	2110021000903			303.46
		04	FICA	2110021000905			110.28
		05	FICA	2300021000903			1,458.76
		06	FICA	2300021000905			599.01
		07	FICA	6100021000903			1,384.28
		08	FICA	6100021000905			870.36
		09	FICA	6200021000903			1,517.48
		10	FICA	6200021000905			886.64
						INVOICE TOTAL:	33,563.51
88288	04/12/13	01	STATE 032113 PAYROLL	1000021000907	988288	04/12/13	5,679.40
		02	STATE 032113 PAYROLL	2110021000907			35.12
		03	STATE 032113 PAYROLL	2300021000907			369.66
		04	STATE 032113 PAYROLL	6100021000907			449.23
		05	STATE 032113 PAYROLL	6200021000907			535.15
						INVOICE TOTAL:	7,068.56
98475	05/03/13	01	FEDERAL FICA	1000021000903	998475	05/03/13	14,872.98
		02	FEDERAL FICA	1000021000905			11,356.97

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CITY OF PORTAGE
DETAIL BOARD REPORT

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MANUAL CHECKS ISSUED 04/10/2013 THRU 05/03/2013

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	CHECK #	CHECK DATE	ITEM AMT

WIRE	COMMUNITY BANK OF PORTAGE						
98475	05/03/13	03	FEDERAL FICA	2110021000903	998475	05/03/13	85.52
		04	FEDERAL FICA	2110021000905			50.05
		05	FEDERAL FICA	2300021000903			1,452.14
		06	FEDERAL FICA	2300021000905			579.88
		07	FEDERAL FICA	6100021000903			1,430.24
		08	FEDERAL FICA	6100021000905			914.29
		09	FEDERAL FICA	6200021000903			1,521.36
		10	FEDERAL FICA	6200021000905			890.71
						INVOICE TOTAL:	33,154.14
						VENDOR TOTAL:	80,919.96
						TOTAL ALL INVOICES:	174,208.22

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CITY OF PORTAGE
 PAID INVOICE LISTING

FROM CHECK # 137670 TO 138100

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
AFLAC	AMERICAN FAMILY LIFE								
	130501	01 AFLAC APRIL	1000021000929	04/26/13		137838	04/26/13	155.53	155.53 155.53
VENDOR TOTAL:									155.53
ASSOMAN	GIL MEISGEIER DBA								
	130409	01 VISA DEBIT CARD RELOAD FEE	2450056720342	04/12/13		137670	04/12/13	4.95	4.95 4.95
VENDOR TOTAL:									4.95
BAGNRO	ROBERT J. BAGNALL								
	130426	01 UNIFORM	1001052120133	04/26/13		137839	04/26/13	525.00	525.00 525.00
VENDOR TOTAL:									525.00
BORTAN	ANTHONY BORTZ								
	DNR EXAM	01 DNR EXAM WASTEWATER	6205553610290	04/19/13		137817	04/19/13	50.00	50.00 50.00
VENDOR TOTAL:									50.00
CAPNEWS	CAPITAL NEWSPAPERS								
	130401-882	01 COL CO TRAVEL PLANNER	2400056000296	04/26/13		137840	04/26/13	1,301.63	1,301.63 1,301.63
	2599988	01 BID/PAGE DOWNTOWN PORTAGE COL	2450056720296	04/12/13		137671	04/12/13	1,700.00	1,700.00 1,700.00
VENDOR TOTAL:									3,001.63
CARDMEM	CARDMEMBER SERVICE								
	1303-2015	01 CERTIFICATE	1000251400211	04/19/13		137818	04/19/13	232.00	232.00 232.00
VENDOR TOTAL:									232.00
CAREWCO	CAREW CONCRETE & SUPPLY CO INC								
	928926	01 ADDITION	1000015000030	04/19/13		137819	04/19/13	2,772.00	1,005.00 1,005.00
	929076	01 ADDITION	1000015000030	04/19/13		137819	04/19/13	2,772.00	1,767.00 1,767.00

CITY OF PORTAGE
 PAID INVOICE LISTING

FROM CHECK # 137670 TO 138100

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	929135	01 PAY REG 5	1000015000030	04/11/13		138098	05/03/13	2,704.20	366.00 366.00
	929194	01 PAY REG 5	1000015000030	04/15/13		138098	05/03/13	2,704.20	538.20 538.20
	929250	01 PAY REG 5	1000015000030	04/16/13		138098	05/03/13	2,704.20	1,629.00 1,629.00
	929567	01 PAY REG 5	1000015000030	04/30/13		138098	05/03/13	2,704.20	171.00 171.00
							VENDOR TOTAL:		5,476.20
CCCLERK	COLUMBIA COUNTY CLERK OF COURT								
	130503	01 APRIL 2013	1004444220000	05/03/13		138077	05/03/13	1,122.75	1,122.75 1,122.75
							VENDOR TOTAL:		1,122.75
CCREGIS	COLUMBIA CO. REGISTER OF DEEDS								
	130419	01 BROESCH QUIT CLAIM DEED RECORD	1000013000023	04/19/13		137820	04/19/13	30.00	30.00 30.00
							VENDOR TOTAL:		30.00
CCTREAS	COLUMBIA COUNTY TREASURER								
	130503	01 310 DEWITT	4100051600821	05/03/13		138078	05/03/13	13,395.83	13,395.83 13,395.83
	132013	01 MONTHLY	1004545110000	04/19/13		137821	04/19/13	2,382.30	2,382.30 2,382.30
							VENDOR TOTAL:		15,778.13
CENTWIS	CENTRAL WISCONSIN COMMUNITY								
	72	01 MEAD CONST WOODARD PROJ	2200056000752	04/19/13		137822	04/19/13	12,320.00	11,000.00 11,000.00
	73	01 CCTITLE WOLTER TITLE	2200056000790	05/03/13		138079	05/03/13	2,850.00	45.00 45.00
	74	01 SAUNDERS PROJECT	2200056000752	05/03/13		138079	05/03/13	2,850.00	2,500.00 2,500.00
	ADM 60			05/03/13		138079	05/03/13	2,850.00	305.00

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CITY OF PORTAGE
 PAID INVOICE LISTING

FROM CHECK # 137670 TO 138100

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
ADM 60	01	ADMIN COSTS	2200056000219	05/03/13		138079	05/03/13	2,850.00	305.00 305.00
ADM58	01	ADMIN COSTS	2200056000219	04/19/13		137822	04/19/13	12,320.00	1,320.00 1,320.00
								VENDOR TOTAL:	15,170.00
CHARWI	WILLIAM CHARLEBOIS								
130412	01	UNIFORM	1001052120133	04/12/13		137672	04/12/13	285.71	285.71 285.71
								VENDOR TOTAL:	285.71
CNASURE	CNA SURETY								
24629199N	01	HAHN	1001052110520	04/12/13		137673	04/12/13	30.00	30.00 30.00
								VENDOR TOTAL:	30.00
COLCTYEC	COLUMBIA COUNTY ECONOMIC								
130426	01	ENTERPRISE APRIL 2013	2750056710219	04/26/13		137841	04/26/13	200.00	200.00 200.00
								VENDOR TOTAL:	200.00
DELTDEN	DELTA DENTAL PLAN OF WISCONSIN								
599598	01	MAY DENTAL	1000021000913	04/26/13		137842	04/26/13	6,185.98	6,185.98
	02	MAY DENTAL	1000021000929						2,032.00
	03	MAY DENTAL	2110021000913						8.00
	04	MAY DENTAL	2110021000929						8.72
	05	MAY DENTAL	2300021000913						120.00
	06	MAY DENTAL	2300021000929						214.38
	07	MAY DENTAL	6100021000913						169.60
	08	MAY DENTAL	6100021000929						204.90
	09	MAY DENTAL	6200021000913						150.40
	10	MAY DENTAL	6200021000929						227.45
	11	MAY DENTAL	1000021000913						125.39
								VENDOR TOTAL:	6,185.98
DEPWORK	UNEMPLOYMENT INSURANCE								
1303				04/12/13		137674	04/12/13	505.24	505.24

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CITY OF PORTAGE
 PAID INVOICE LISTING

FROM CHECK # 137670 TO 138100

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	1303	01 UNEMPLOYMENT MARCH	1002053311111	04/12/13		137674	04/12/13	505.24	505.24 505.24
								VENDOR TOTAL:	505.24
DIGISHIE	DIGITAL SHIELD, INCORPORATED								
	HAHN-001	01 PIONKE CELLEBRITE	2350052130290	04/19/13		137823	04/19/13	1,800.00	1,800.00 1,800.00
								VENDOR TOTAL:	1,800.00
EQUIVES	EQUI-VEST								
	130419	01	1000021000923	05/03/13		138080	05/03/13	40.00	40.00 40.00
	130421	01 130419	1000021000923	04/19/13		137824	04/19/13	40.00	40.00 40.00
								VENDOR TOTAL:	80.00
FAHEMA	MARK W. FAHEY								
	130419	01 DAYCARE	1000021000929	04/19/13		137825	04/19/13	380.00	380.00 380.00
								VENDOR TOTAL:	380.00
FIRSSUP	FIRST SUPPLY MADISON								
	9810427-00	01 WATERWORKS	1000015000030	04/19/13		137826	04/19/13	5,790.60	5,715.60 5,715.60
	9810427-01	01 WATERWORKS	1000015000030	04/19/13		137826	04/19/13	5,790.60	75.00 75.00
								VENDOR TOTAL:	5,790.60
FRONTON	FRONTIER ONLINE								
	60800519310123125-04	01 PHONE - DPW	1002053311220	04/01/13		137675	04/12/13	129.53	60.99 60.99
	60874212881025125-04	01 PHONE - PEC	2750056710220	04/01/13		137675	04/12/13	129.53	46.30 46.30
	60874251880130955-04	01 PHONE	2300055110220	03/19/13		137675	04/12/13	129.53	22.24 22.24
								VENDOR TOTAL:	129.53

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CITY OF PORTAGE
 PAID INVOICE LISTING

FROM CHECK # 137670 TO 138100

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
HAHNMA	MARK A. HAHN								
	130419	01 HOMICIDE CONFERENCE	1001052130290	04/19/13		137827	04/19/13	210.00	210.00 210.00
VENDOR TOTAL:									210.00
HARDPA	PATRICIA J. HARDT								
	130503	01 TAX INTERCEPTION	1004545110000	05/03/13		138081	05/03/13	57.30	57.30 57.30
VENDOR TOTAL:									57.30
HAWKLE	LESLIE HAWKINSON								
	130503	01 CAFETERIA	1000021000929	05/03/13		138082	05/03/13	580.56	580.56 580.56
VENDOR TOTAL:									580.56
HOOPCORP	HOOPER CORPORATION								
	9786137-00	01 JOB 9764	1000251600340	04/12/13		137676	04/12/13	228.11	228.11 228.11
VENDOR TOTAL:									228.11
HOWEKI	KIMBERLY A. HOWELL								
	130503	01 TAX INTERCEPTION	1004545110000	05/03/13		138083	05/03/13	88.80	88.80 88.80
VENDOR TOTAL:									88.80
IAFFU	INT'L ASSOC. OF FIRE FIGHTERS								
	130503	01 MAY 2013	1000021000917	05/03/13		138084	05/03/13	200.00	200.00 200.00
VENDOR TOTAL:									200.00
JOURCOM	JOURNAL COMMUNITY PUBLISHING								
	29975313	01 SILENT SPORTS	2400056000296	04/19/13		137828	04/19/13	300.00	300.00 300.00
VENDOR TOTAL:									300.00
KLAFKE	KEITH J. KLAFKE								
	130416	01 UNIFORM	1001052120133	04/26/13		137849	04/26/13	122.89	60.00 60.00

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	130426	01 MEAL REIMBURSEMENT	1001052120290	04/26/13		137849	04/26/13	122.89	62.89 62.89
								VENDOR TOTAL:	122.89
KWIKTRI	KWIK TRIP STORES								
	1303-00105046	01 MARCH FUEL	1001052120342	03/31/13		137677	04/12/13	12,956.46	5,157.69 5,157.69
	1303-03000653	01 MARCH FUEL	1002053311342	03/31/13		137677	04/12/13	12,956.46	5,060.15 5,060.15
	1303-03000654	01 MARCH FUEL	6205553610342	03/31/13		137677	04/12/13	12,956.46	719.51 719.51
	1303-13291	01 PARK & REC GAS	1003055400342	04/12/13		137677	04/12/13	12,956.46	1,180.62 1,180.62
	1303-16000653	01 MARCH FUEL	1001552220342	03/31/13		137677	04/12/13	12,956.46	838.49 838.49
								VENDOR TOTAL:	12,956.46
LISTCH	CHRIS LISTON								
	130308 BASEMENT	01 DEPOSIT RETURNED	1004848210000	04/12/13		137678	04/12/13	50.00	50.00 50.00
								VENDOR TOTAL:	50.00
MADSAN	ANDREW MADSEN								
	130503	01 TAX INTERCEPTION	1004545110000	05/03/13		138085	05/03/13	214.00	214.00 214.00
								VENDOR TOTAL:	214.00
MAINSTR	MAIN STREET PORTAGE, INC								
	PB033113	01 MARCH 2013	2450056720550	04/12/13		137679	04/12/13	1,562.00	1,562.00 1,562.00
								VENDOR TOTAL:	1,562.00
MARKBAS	MARKET BASKET								
	39747	01 BID GAS	2450056720342	04/12/13		137680	04/12/13	17.35	17.35 17.35
								VENDOR TOTAL:	17.35

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CITY OF PORTAGE
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FROM CHECK # 137670 TO 138100

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
MCFAST	ESTATE OF STEPHEN D. MCFADDEN								
	130503	01 DELINQUENT TAXES	4100051600821	05/03/13		138086	05/03/13	10,200.00	10,200.00
									10,200.00
									VENDOR TOTAL: 10,200.00
MINNMUT	THE MINNESOTA LIFE INSURANCE								
	MAY 2013			04/19/13		137829	04/19/13	1,953.25	1,953.25
		01 MAY 2013	1000021000915						1,494.87
		02 MAY 2013	2300021000915						137.58
		03 MAY 2013	6200021000915						169.92
		04 MAY 2013	2110021000915						11.89
		05 MAY 2013	6100021000915						138.99
									VENDOR TOTAL: 1,953.25
MOEMA	MARIE A. MOE								
	130426	01 LUNCH MARIE BECKY	1000251400290	04/26/13		137844	04/26/13	8.42	8.42
									8.42
									VENDOR TOTAL: 8.42
PIXLDU	DUAINE M. PIXLER								
	130407	01 CAF REIMBURSEMENT	1000021000929	04/12/13		137681	04/12/13	145.00	145.00
									145.00
									VENDOR TOTAL: 145.00
POHLBR	BRADLEY J. POHLKAMP								
	130424	01 TAX INTERCEPTION	1004545110000	04/26/13		137845	04/26/13	187.33	187.33
									187.33
									VENDOR TOTAL: 187.33
POMEDE	DENNIS J. POMEROY								
	130503	01 UNIFORM	1001052120133	05/03/13		138087	05/03/13	163.98	163.98
									163.98
									VENDOR TOTAL: 163.98
PORTCENT	PORTAGE CENTER FOR THE ARTS								
	130401	01 SAND COUNTY FINE ARTS	2450056720710	04/12/13		137682	04/12/13	1,000.00	1,000.00
									1,000.00
	130404			04/12/13		137683	04/12/13	750.00	750.00

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CITY OF PORTAGE
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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	1303-01.02273.01	01 BLDG. 8 FAIRGROUNDS	1003055400222	03/31/13		137685	04/12/13	30,461.76	145.44 145.44
	1303-01.02939.00	01 HWY 51 S. ADMIN. BLDG.	6205553610222	03/31/13		137685	04/12/13	30,461.76	15.30 15.30
	1303-01.02940.00	01 HWY 51 S RBC CONT. BLDG.	6205553610222	03/31/13		137685	04/12/13	30,461.76	38.10 38.10
	1303-01.02941.00	01 HWY 51 SOUTH	6205553610222	03/31/13		137685	04/12/13	30,461.76	840.95 840.95
	1303-01.03088.00	01 616 WASHINGTON STREET	1002053311222	03/31/13		137685	04/12/13	30,461.76	58.20 58.20
	1303-01.03431.00	01 BLDG. 6 FAIRGROUNDS	1003055400222	03/31/13		137685	04/12/13	30,461.76	46.70 46.70
	1303-01.03480.00	01 WWTP	6205553610222	03/31/13		137685	04/12/13	30,461.76	1,072.10 1,072.10
	1303-02.03192.00	01 253 W. EDGEWATER STREET	2300055110222	03/31/13		137685	04/12/13	30,461.76	147.53 147.53
	1303-03.02673.00	01 W. CONANT ST PAUQUETTE SHELTER	1003055400222	03/31/13		137685	04/12/13	30,461.76	36.63 36.63
	1303-03.02784.00	01 301 W. WISC. ST CITY BLDG.	1000251600222	03/31/13		137685	04/12/13	30,461.76	36.63 36.63
	1303-04.02705.00	01 115 W. PLEASANT ST 62%	1000251600222	03/31/13		137685	04/12/13	30,461.76	177.10 109.80
		02 115 W. PLEASANT ST 38%	1001052110222						67.30
	1303-10.02639.00	01 1023 SILVER LAKE - AIRPORT	1002053510222	03/31/13		137685	04/12/13	30,461.76	16.63 16.63
	1303-10.02785.00	01 806 SILVER LAKE DRIVE	1003055400222	03/31/13		137685	04/12/13	30,461.76	28.75 28.75
	1303-10.03729.00	01 PEC	2750056710222	03/31/13		137685	04/12/13	30,461.76	123.22 123.22
	1303-21.00010.00	01 HYDRANT RENTAL	1001552220531	03/31/13		137685	04/12/13	30,461.76	27,572.50 27,572.50
								VENDOR TOTAL:	30,461.76

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REDCEDAR	RED CEDAR COMMUNICATIONS								
	144			01/21/13		137831	04/19/13	250.00	250.00
		01 DAWNS PHONE MOVE	1000351200219						125.00
		02 ENTERPRISE	2750056710352						125.00
								VENDOR TOTAL:	250.00
RUNNING	RUNNING INC.								
	27449			04/19/13		137832	04/19/13	46,175.39	46,175.39
		01 SHARED RIDE TAXI SERVICE	2600053520725						46,175.39
								VENDOR TOTAL:	46,175.39
SKYLINE	SKYLINE STEEL INC								
	92966			04/24/13		138099	05/03/13	11,805.77	11,805.77
		01 PAY REQ 5	1000015000030						11,805.77
								VENDOR TOTAL:	11,805.77
SMILEY	SMILEY LAW OFFICE								
	130419			04/19/13		137833	04/19/13	100.00	100.00
		01 GARNISHMENT	1000021000925						100.00
	130503			05/03/13		138088	05/03/13	100.00	100.00
		01 GARNISHMENT	1000021000925						100.00
								VENDOR TOTAL:	200.00
SPACEPLS	SPACE PLUS LLC								
	SP91005-2			05/03/13		138089	05/03/13	3,974.79	3,974.79
		01 50% BALANCE	1000015000030						3,974.79
	SP91005B			04/12/13		137686	04/12/13	1,987.39	1,987.39
		01 BALANCE DUE	1000015000030						1,987.39
								VENDOR TOTAL:	5,962.18
STAPLES	STAPLES CREDIT PLAN								
	1303-9165			04/19/13		137834	04/19/13	79.40	79.40
		01 SUPPLIES	1001552220340						11.21
		02 SUPPLIES	1001552210390						20.51
		03 SUPPLIES	1001552210310						47.68
	130430			04/19/13		137835	04/19/13	673.28	673.28
		01 SPECIAL PROJECTS	4100057000840						374.99

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	130430			04/19/13		137835	04/19/13	673.28	673.28
		02 SUPPLIES	1001052110310						30.08
		03 SUPPLIES	1001052110310						33.28
		04 SUPPLIES	1001052110310						121.42
		06 SUPPLIES	1001052110310						79.48
		07 SUPPLIES	1001052110310						20.74
		08 SUPPLIES	1001052110310						13.29
	4-5041			05/03/13		138090	05/03/13	103.86	103.86
		01	2300055110310						11.97
		02	2300055110310						14.97
		03	2300055110310						40.96
		04	2300055110310						35.96
								VENDOR TOTAL:	856.54
STWICOUR		STATE OF WISCONSIN COURT FINES							
	032013			04/19/13		137836	04/19/13	5,930.09	5,930.09
		01 STATE SHARE CT FINES	1004545110000						5,930.09
								VENDOR TOTAL:	5,930.09
SUPPORT		WISCONSIN SUPPORT COLLECTIONS							
	130419			04/19/13		137837	04/19/13	371.07	371.07
		01 MARTIN	1000021000925						221.07
		02 STUMPF	1000021000925						150.00
	130503			05/03/13		138091	05/03/13	371.07	371.07
		01 MARTIN	1000021000925						221.07
		02 STUMPF	1000021000925						150.00
								VENDOR TOTAL:	742.14
TEAMLOC		TEAMSTERS LOCAL #695							
	130501			05/03/13		138092	05/03/13	833.00	833.00
		01 MAY 2013	1000021000917						588.00
		02 MAY 2013	6100021000917						129.36
		03 MAY 2013	6200021000917						115.64
								VENDOR TOTAL:	833.00
TRIESA		SADIE M. TRIEMSTRA							
	130503			05/03/13		138093	05/03/13	45.00	45.00
		01 MURPHY-BROOKS RESTITUTION	1004545110000						45.00
								VENDOR TOTAL:	45.00

RESOLUTION NO. 13-013

RESOLUTION AUTHORIZING AN INTERFUND LOAN BETWEEN THE GENERAL FUND RESERVES AND LIBRARY FUND

WHEREAS, the City of Portage previously approved bids for, contributed funds to and agreed to act as the fiduciary agent for the Portage Public Library during the construction of the addition to the Library, scheduled for completion later this year; and

WHEREAS, the Library embarked upon an aggressive fund raising campaign which has successfully raised approximately 75% of the campaign goal of \$1.75 million; and

WHEREAS, the Library is not permitted to incur debt, however gap funding is necessary to complete the project until such time as the fund raising campaign has achieved its goal of securing the remaining funds; and

WHEREAS, a contingency reserve balance of the General Fund is maintained at 25% of the current operating expenses to ensure the City's ability to meet unforeseen needs of an emergency nature, permit orderly adjustments to unanticipated revenue shortfalls, and to meet unexpected increases in operating expenses; and

WHEREAS, pursuant to the most recent audit, the General Fund reserve balance is currently in excess of 32% of operating expenses and the Council has expressed its intent to utilize this undesignated reserve whenever possible to offset additional borrowing or levy for capital and equipment costs; and

NOW THEREFORE, be it hereby resolved by the Common Council of the City of Portage to provide the Library with a line of credit up to \$500,000 through May, 2014 from the General Fund Reserves to complete the Library Addition project pursuant to the terms and conditions contained within the Line of Credit Agreement, Promissory Note and Security Agreement dated May 10, 2013.

BE IT FURTHER RESOLVED, that the Line of Credit is extended to allow the Library Fund Raising Campaign to continue through May, 2014 upon which time the Line of Credit will be either paid in full or converted to an installment repayment agreement.

This Resolution shall be effective upon its adoption and approval.

Adopted this ____th day of May, 2013.

W.F. Bill Tierney, Mayor

Attest:

Marie A. Moe, WCPC, MMC, City Clerk

LINE OF CREDIT AGREEMENT

This Line of Credit Agreement (the "AGREEMENT") is made and entered into in this 10th day of May, 2013, by and between the City of Portage ("City"), and the Portage Public Library ("Library").

In consideration of the mutual covenants and agreements contained herein, the parties agree as follows:

1. LINE OF CREDIT. City hereby establishes for a period extending to May 10, 2014 (the "Maturity Date") a line of credit (the "Credit Line") for Library in the principal amount of Five Hundred Thousand Dollars (\$500,000.00) (the "Credit Limit"). In connection herewith, Library shall execute and deliver to City a Promissory Note in the amount of the Credit Limit and in form and content satisfactory to City. All sums advanced on the Credit Line or pursuant to the terms of this Agreement (each an "Advance") shall become part of the principal of said Promissory Note.

2. ADVANCES. Any request for an Advance may be made from time to time and in such amounts as Library may choose; provided, however, any requested Advance will not, when added to the outstanding principal balance of all previous Advances, exceed the Credit Limit. Requests for Advances may be made orally or in writing by such officer of Library authorized by it to request such Advances. City may refuse to make any requested Advance if an event of default has occurred and is continuing hereunder either at the time the request is given or the date the Advance is to be made, or if an event has occurred or condition exists which, with the giving of notice or passing of time or both, would constitute an event of default hereunder as of such dates.

The funds from the Advances will be used by the Library for construction expenses in connection with the library expansion project.

3. INTEREST AND REPAYMENT. All sums advanced pursuant to this Agreement shall bear interest and shall be repaid by Library pursuant to a certain promissory note (the “Note”), a copy of which is attached as Exhibit A.

4. COLLATERAL. As security for all indebtedness and other obligations of Library to City, Library grants to City the security interest in Library’s collateral pursuant to a certain Security Agreement (“Security Agreement”), a copy of which is attached as Exhibit B.

5. EVENTS OF DEFAULT. An event of default will occur if any of the following events occurs:

a. Failure to pay any principal or interest hereunder within thirty (30) days after the same becomes due.

b. Any representation or warranty made by Library in this Agreement or in connection with any borrowing or request for an Advance hereunder, or in any certificate, financial statement, or other statement furnished by Library to City is untrue in any material respect at the time when made.

c. Default by Library in the observance or performance of any other covenant or agreement contained in this Agreement, other than a default constituting a separate and distinct event of default under this Paragraph 5.

6. REMEDIES. Upon the occurrence of an event of default as defined above, City may declare the entire unpaid principal balance, together with accrued interest thereon, to be immediately due and payable without presentment, demand, protest, or other notice of any kind. City may suspend or terminate any obligation it may have hereunder to make additional Advances. To the extent permitted by law, Library waives any rights to presentment, demand, protest, or notice of any kind in connection with this Agreement. No failure or delay on the part

of City in exercising any right, power, or privilege hereunder will preclude any other or further exercise thereof or the exercise of any other right, power, or privilege. The rights and remedies provided herein are cumulative and not exclusive of any other rights or remedies provided at law or in equity. Library agrees to pay all costs of collection incurred by reason of the default, including court costs and reasonable attorney's fees.

7. GENERAL PROVISIONS. All representations and warranties made in this Agreement and the Promissory Note and in any certificate delivered pursuant thereto shall survive the execution and delivery of this Agreement and the making of any loans hereunder. This Agreement will be binding upon and inure to the benefit of Library and City, their respective successors and assigns, except that Library may not assign or transfer its rights or delegate its duties hereunder without the prior written consent of City. This Agreement, the Promissory Note, and all documents and instruments associated herewith will be governed by and construed and interpreted in accordance with the laws of the State of Wisconsin. This Agreement will be deemed to express, embody, and supersede any previous understanding, agreements, or commitments, whether written or oral, between the parties. This Agreement may not be amended or modified except in writing signed by the parties.

EXECUTED on the day and year first written above.

PORTAGE PUBLIC LIBRARY

CITY OF PORTAGE

BY: _____
Richard G. Davis, President

BY: _____
W. F. Bill Tierney, Mayor

BY: _____
Marie A. Moe, City Clerk

EXHIBIT A

PROMISSORY NOTE

\$500,000.00

Portage, Wisconsin
May 10, 2013

FOR VALUE RECEIVED, the undersigned, Portage Public Library, (hereinafter referred to as “Maker”), promises to pay to the order of the City of Portage, its successors and/or assigns (hereinafter referred to as “Holder”), at such place as designated by Holder, the principal sum of FIVE HUNDRED THOUSAND AND NO/100 DOLLARS (\$500,000.00) or the aggregate unpaid principal amount of all Advances made by Holder to Maker pursuant to the terms of a Line of Credit Agreement (the “Loan Agreement”) dated May 10, 2013, whichever is less, together with the interest from August 1, 2013, at the rate of 3.25% per annum, payable as follows: commencing on October 1, 2013, quarterly payments of the accrued interest on the outstanding principal balance of the advances made under the Note until paid in full. The entire unpaid principal balance, together with any accrued interest, shall be due and payable on May 10, 2014 (“Maturity Date”).

Any amount may be prepaid without premium or fee upon principal at any time. All payments received hereunder shall be applied, first, to accrued interest, and second, to principal.

Upon default in the payment of this Note, or under any other covenant of this Note or the Security Agreement securing this Note, which default continues for a period of thirty (30) days, the Holder may, at its option, without any notice whatsoever, notice hereby being waived, declare all the remainder of the debt immediately due and payable.

Any failure to exercise this option shall not constitute a waiver of the right to exercise it at any subsequent time.

Notwithstanding anything to the contrary herein, the unpaid balance shall automatically, without notice, mature and become immediately payable in the event any of the Makers become the subject of bankruptcy or other insolvency proceedings.

This Note is not assignable by Makers.

The undersigned Makers, and their successors and assigns, are jointly, severally and personally liable for the payment for all the sums owing from time to time on this Note and the mortgage securing payment of this Note.

Makers agree to pay all costs of collection, including reasonable attorney's fees, whether suit be brought or not, and waive presentment, protest, demand and notice of dishonor.

Holder and its successors and assigns may grant renewals or extensions, accept partial payments and release securing or any one liable on this Note without affecting the liability of Makers.

This Note is secured by a Security Agreement dated May 10, 2013.

Dated this 10th day of May, 2013.

PORTAGE PUBLIC LIBRARY

BY: _____
Richard G. Davis, President

City of Portage
Street Use Permit Application

Street Use Permits: Chapter 66, Division 4 Code of Ordinances

License Fee: \$25.00

Receipt No.

C130316 #17

Name or Organization: R3 Events LLC / Silver Lake Triathlon
Contact Person: Mike Frank
Address: W6974 Military Rd Portage
Event: Silver Lake Triathlon
Kids Aquathon (Friday Aug 16)

Date of Event: August 17, 2013
Hours of Event: 5am - Noon

Street to be Closed:
From: 7am Silver Lake Dr from Schultz to Haertel §
To: Noon Collipp at Silver Lake Dr to W. Slifer.

Services Requested (for example, barricades): barricades,

Extra garbage cans. No parking signs Silver Lake Dr. late Fri
to noon on Sat. Silver Lake Beach Parking lot closed to parking
Friday after 9pm. Use of Beach Pavilion Fri evening for kids event.

The undersigned agrees to release, defend and hold the City of Portage and its employees and agents harmless against all claims, liability, loss, damage or expense incurred by the city on account of any injury to or death of any person or any damage to property caused by or resulting from the activities for which the permit is granted.

[Signature]
Signature

4-3-13
Date

Office Use:

Insurance required: Yes No
Approved/Denied: Yes No

Mona A. Moe
Signature

Date

City of Portage
Street Use Permit Application

Street Use Permits: Chapter 66, Division 4 Code of Ordinances

License Fee: \$25.00

Receipt No. _____

Name or Organization:

St Marys 4K-8th School

Contact Person:

Gregory P Keip

Address:

N9757 Dalton Rd Ponderville WI 53954

Event:

St Marys School car show

Date of Event:

Oct. 5 2013

Hours of Event:

9 AM - 3:00 PM

Street to be Closed:

From:

Conant St 6 AM

To:

4 PM

Services Requested (for example, barricades):

Picnic tables, trash cans
street barricades, and barricades to block off
the public parking area (2 of the 3)

The undersigned agrees to release, defend and hold the City of Portage and its employees and agents harmless against all claims, liability, loss, damage or expense incurred by the city on account of any injury to or death of any person or any damage to property caused by or resulting from the activities for which the permit is granted.

Gregory P Keip
Signature

April 2 2013
Date

Office Use:

Insurance required:

Yes

No

Approved/Denied:

Yes

No

Maria A. Moe
Signature

Date

City of Portage
Street Use Permit Application

Street Use Permits: Chapter 66, Division 4 Code of Ordinances

License Fee: \$25.00

Receipt No. 6130318 #3

Name or Organization: St. John's Lutheran School
Contact Person: Mike Lally
Address: 430 W. Emmett St. Portage
Event: Annual School Picnic

Date of Event: May 31, 2013
Hours of Event: 8:00 a.m. - 1:00 p.m.
Street to be Closed:
From: Armstrong at Marion St.
To: Armstrong at Emmett St.

Services Requested (for example, barricades):
6 barricades - we will set up and take down

The undersigned agrees to release, defend and hold the City of Portage and its employees and agents harmless against all claims, liability, loss, damage or expense incurred by the city on account of any injury to or death of any person or any damage to property caused by or resulting from the activities for which the permit is granted.

Michael R. Lally
Signature

4/2/2013
Date

Office Use:
Insurance required: Yes No
Approved/Denied: Yes No

Mari A. Moe
Signature

04-19-13
Date

City of Portage
Street Use Permit Application

Street Use Permits: Chapter 66, Division 4 Code of Ordinances

License Fee: \$25.00

Receipt No. C130317#1

Name or Organization: St Mary Best Fest Walk Run
Contact Person: Peggy Joyce
Address: 305 W. Cook St.
Event: WALK RUN

Date of Event: May 18, 2013
Hours of Event: 7:00 AM - 11:00 AM

Street to be Closed:
From: 7:00 AM
To: NOON

Services Requested (for example, barricades): barricades
east and west end of the 500
Block of W. Conant

The undersigned agrees to release, defend and hold the City of Portage and its employees and agents harmless against all claims, liability, loss, damage or expense incurred by the city on account of any injury to or death of any person or any damage to property caused by or resulting from the activities for which the permit is granted.

Peggy Joyce 7/11/13
Signature _____ Date _____

Office Use:
Insurance required: Yes No
Approved/Denied: Yes No

Mari A. Mae
Signature _____ Date _____

APPLICATION FOR TEMPORARY CLASS "B"/"CLASS B" RETAILER'S LICENSE

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ _____

Application Date: 4-3-13

Town Village City of Portage County of Columbia

The named organization applies for: (check appropriate box(es).)

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
 A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stat.

at the premises described below during a special event beginning July 24 and ending July 28 and agrees to comply with all law, resolution, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. ORGANIZATION (check appropriate box) Bona fide Club Church Lodge/Society Veteran's Organization Fair Association

- (a) Name Columbia County
 (b) Address P.O. Box 57 Portage
(Street)
 (c) Date organized 1851
 (d) If corporation, give date of incorporation _____
 (e) Names and addresses of all officers:
 President Paul Becker, W51
 Vice President Healing Henderson
 Secretary Marianne McMillan
 Treasurer Russ Shaw P.O. Box
 (f) Name and address of manager or person in charge of affair: Randy Anhalt,
Apartment W1 53532

2. LOCATION OF PREMISES WHERE BEER AND/OR WINE WILL BE SOLD:

- (a) Street number Fair Blvd. - Grandstand
 (b) Lot _____ Block _____
 (c) Do premises occupy all or part of building? yes
 (d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: Grandstand, area seating, underneath grandstand, tent area.

3. NAME OF EVENT

- (a) List name of the event Columbia Co Fair
 (b) Dates of event July 24-28, 2013

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Officer _____ <small>(Signature/date)</small>	<u>Columbia Co. Fair Assoc.</u> <small>(Name of Organization)</small>
Officer _____ <small>(Signature/date)</small>	<u>Russ Shaw</u> <small>(Signature/date)</small>
Officer _____ <small>(Signature/date)</small>	_____ <small>(Signature/date)</small>
Date Filed with Clerk _____	Date Reported to Council or Board _____
Date Granted by Council _____	License No. _____

Columbia County Fair Association

April 1, 2013

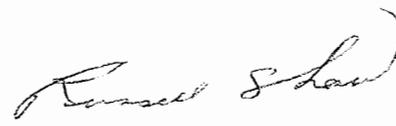
City of Portage
115 W. Pleasant St.
Portage, WI 53901

To whom it may concern:

The Columbia County Fair is scheduled for July 24 – 28, 2013. The Columbia County Fair Association is requesting a noise variance to 12:00 am from Wed. July 24 to Sat. July 27, 2013 during the county fair this year at the fairgrounds.

Sincerely,


Marianne McMillan
Secretary


Russell Shaw
Treasurer

Columbia County Fair Association

April 1, 2013

City of Portage
115 W. Pleasant St.
Portage, WI 53901

To whom it may concern:

The Columbia County Fair is scheduled for July 24 – 28, 2013. The Columbia County Fair Association is requesting a waiver to the double fencing requirement for the beer tent. The fair association is requesting permission to apply single fencing around the beer garden from July 24 – 28, 2013 during the county fair this year at the fairgrounds.

Sincerely,


Marianne McMillan
Secretary


Russell Shaw
Treasurer

APPLICATION FOR TEMPORARY CLASS "B"/"CLASS B" RETAILER'S LICENSE

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00 Application Date: 3-1-13

Town Village City of Portage County of Columbia

The named organization applies for: (check appropriate box(es).)

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 8/23/13 and ending 8/24/13 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. ORGANIZATION (check appropriate box) Bona fide Club Church Lodge/Society Veteran's Organization Fair Association

(a) Name Portage Area Chamber of Commerce

(b) Address 104 West Cook St, Ste A Portage WI 53901

(c) Date organized 1929

(d) If corporation, give date of incorporation 1929

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: []

(f) Names and addresses of all officers:

President Charles Poches
Vice President Andy Murphy
Secretary
Treasurer DeAnn Tolle

(g) Name and address of manager or person in charge of affair: Melody Pfutzenreuter Portage WI 53901

2. LOCATION OF PREMISES WHERE BEER AND/OR WINE WILL BE SOLD:

(a) Street number Market Square Parking Lot

(b) Lot Block Melody will

(c) Do premises occupy all or part of building?

(d) If part of building, describe fully all premises covered under this application, which floor or cover: renew bartender license for July 1, 2013

3. NAME OF EVENT

(a) List name of the event Taste of Portage Market Fair

(b) Dates of event August 23-24, 2013

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Officer [Signature]
Officer [Signature]

Portage Area Chamber of Commerce
Officer DeAnn Tolle
Officer [Signature]

Date Filed with Clerk

Date Reported to Council or Board

Date Granted by Council

License No.



Portage Area Chamber of Commerce

104 West Cook Street, Portage, WI 53901

608-742-6242 www.portagewi.com

March 1, 2013

City of Portage
Marie Moe, City Clerk
115 West Pleasant Street
Portage, WI 53901

Dear Marie:

The Portage Area Chamber of Commerce is requesting a waiver of the fencing ordinance in reference to a Class B Picnic License for the following events.

Taste of Portage Market Fair
August 23-24, 2013
Market Square Parking Lot

In addition, we would ask for an extension of the noise ordinance for Friday August 23, 2013 until 11pm.

Sincerely,

A handwritten signature in cursive script that reads "Marianne Hanson".

Marianne Hanson
Portage Area Chamber of Commerce

City of Portage
Street Use Permit Application

Street Use Permits: Chapter 66, Division 4 Code of Ordinances

License Fee: \$25.00

Receipt No. 7-0130301

Name or Organization: Portage Area Chamber of Commerce
Contact Person: Marianne Hanson
Address: 104 West Cook St, Ste A Portage WI 53901
Event: Taste of Portage Market Fair

Date of Event: August 23 + 24, 2013
Hours of Event: Friday 4pm-11pm, Saturday 9am-8pm

Street to be Closed:
From: 6AM - 6PM COOK - WI to Adams, DeWitt - Conant to WI,
To: Saturday Main St, Marchowsky St, E. Edgewater - WI to Adams

Services Requested (for example, barricades): _____

Request city officials to place all barricades for detour needed on Saturday @ 6am. Market Square needed Thursday.

The undersigned agrees to release, defend and hold the City of Portage and its employees and agents harmless against all claims, liability, loss, damage or expense incurred by the city on account of any injury to or death of any person or any damage to property caused by or resulting from the activities for which the permit is granted.

Marianne Hanson
Signature for Portage Area Chamber of Commerce

3-1-13
Date

Office Use:

Insurance required: Yes No Cert will be e-mailed in
Approved/Denied: Yes No

Signature

Date

Marie Moe 742-2176 x333

APPLICATION FOR TEMPORARY CLASS "B"/"CLASS B" RETAILER'S LICENSE

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00 R-C 30322-8

Application Date: 4/25/2013

Town Village City of Portage County of Columbia

The named organization applies for: (check appropriate box(es).)

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning May 31, 13 and ending June 3rd 13 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. ORGANIZATION (check appropriate box) Bona fide Club Church Lodge/Society Veteran's Organization Fair Association

(a) Name PORTAGE LOD & GUN CLUB
(b) Address [Redacted]
(c) Date organized 1964
(d) If corporation, give date of incorporation 1964
(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:
(f) Names and addresses of all officers: President TONY SCHUMACHER, Vice President GERRY WITZIG N, Secretary JIM KOSTINER, Treasurer BRUCE WEYH
(g) Name and address of manager or person in charge of affair: Brooke Fahney

2. LOCATION OF PREMISES WHERE BEER AND/OR WINE WILL BE SOLD:

(a) Street number Portage Veterans field (softball diamonds)
(b) Lot Block
(c) Do premises occupy all or part of building?
(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover:

3. NAME OF EVENT

(a) List name of the event Daniel Thompson Memorial Tournament
(b) Dates of event May 31 - June 2nd

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Officer [Signature] 4/25/2013 (Signature/date)
Officer [Signature] (Signature/date)
Officer [Signature] (Signature/date)

Date Filed with Clerk
Date Reported to Council or Board
Date Granted by Council
License No.

ADDITIONAL INFORMATION

May be Granted and Issued only to:

- (1) Bona fide clubs that have been in existence for at least 6 months prior to the date of application.
- (2) State, county, or local fair associations, or agricultural societies.
- (3) Church, lodge, or society that has been in existence for at least 6 months prior to the date of application.
- (4) Posts now or hereafter established of ex-servicemen's organizations.

Application:

- (1) Filing: In writing, for each event, on Form AT-315.
- (2) The local licensing authority may act on application or authorize an official or body of the municipality to issue the license. (ss. 125.26(1) and 125.51(1)(a), Wis. Stats.)
- (3) The written application shall be filed with the clerk of the municipality in which premises are located:

Class "B" (Beer):

- a. The governing body shall establish any waiting period before granting of a license for events lasting less than 4 days (s. 125.04(3)(f), Wis. Stats.)
- b. At least 15 days prior to the granting of the license for events lasting 4 or more days.

"Class B" (Wine):

The application shall be filed with the clerk of the local municipality in which the event will be held at least 15 days prior to the granting of the license.

- (4) Seller's Permit: Sec. 77.54 (7m), Wis. Stats., provides an exemption from Wisconsin sales and use taxes relating to certain sales by a nonprofit organization. Check the box if your organization qualifies for the exemption and therefore is not required to hold a seller's permit.
- (5) Publication: Not required.

Fee: Not to exceed \$10. (Exception: No additional fee may be charged if organization is applying for both a Temporary Class "B" and a Temporary "Class B" license for the same event.)

Duration: The day, or consecutive days, that the specified event is in progress.

Restrictions:

- (1) License may not be issued to individuals.
- (2) Licenses to organizations, other than ex-servicemen's organizations, can be issued only for a picnic or similar gathering. They may not be issued for business or social meetings of the organization.
- (3) Licenses for club or organization meetings may be issued only to ex-servicemen's posts.
- (4) License may cover either a specified area or the entire picnic grounds.
- (5) License issued to a county or district fair must cover the entire fairground (ss. 125.26(6) and 125.51(10), Wis. Stats.)
- (6) No license to clubs having any indebtedness to any wholesaler for more than 15 days for beer (s. 125.33(7), Wis. Stats.) and 30 days for wine (s. 125.69(4)(b), Wis. Stats.)
- (7) Licensed operator(s) must be present at all times (ss. 125.26(6), 125.32(2) - Beer; 125.51(10), 125.68(2) - Wine; 125.17)
- (8) The licensed club, club members, or any other persons are not permitted to possess intoxicating liquor on licensed premises on the Temporary Class "B"/"Class B" licensed picnic area. (s. 125.32(6), Wis. Stats.)
- (9) Not more than 2 wine licenses may be issued to any club, county or local fair association, agricultural association, church, lodge, society or veterans' post in any 12 month period.
- (10) Licensed organizations must purchase their product from a licensed wholesaler.

NOTE: Most coolers presently on the market have a fermented malt beverage base allowing sale under a beer license, e.g. Bartles and James, Seagrams, etc.

April 25th, 2013

To : Municipal Services

Portage Rod & Gun Club along with Riley's Tournament Softball Team will be holding a softball tournament May 31st- June 2nd at the Columbia County Fairgrounds, Veteran's Memorial Field, Portage.

We are going to have beer sales on the grounds, all sales will be from the concession stand located at Veteran's Field. We will provide a certified beverage server at all hours of beer sales and request that the requirement to have a double fenced in area be waived for this tournament.

If you require that the fields and/or area be fenced in may we request assistance from Portage City Municipal Services with supplying the fence and helping to set it up in the correct locations.

This will be a yearly (If Possible) Memorial Tournament in memory of Sgt Daniel J Thompson, and proceeds will be given at the Portage High School in the form of a college scholarship to a graduate of PHS. If we are able to keep expenses down we may be able to give more then one scholarship to a PHS student. For the year of 2012 we were able to raise enough money to give two \$1000.00 scholarships.

Please feel free to contact me with any questions or concerns and I thank you for your consideration of our request.

Tony Schumacher
Phone 608-742-6885
Portage Rod & Gun Club

Robert Shlimovitz Proclamation

WHEREAS, Robert Shlimovitz has been involved in scouting since he was in first grade; and

WHEREAS, Robert Shlimovitz continued through the ranks of Boy Scouts, and attended the Boy Scout Jamboree in 2010; and

WHEREAS, Robert Shlimovitz achieved the rank of Eagle Scout, the highest and most coveted rank in Boy Scouting. Robert's Eagle Scout project involved painting the inside of the curling club. Robert will receive his Eagle Scout award in a ceremony on May 19, 2013.

NOW THEREFORE, I, W.F. "Bill" Tierney, Mayor of the City of Portage, do hereby congratulate Robert Shlimovitz on his accomplishments. The experience and leadership Robert Shlimovitz gained through scouting will be of benefit to him throughout his life. Best wishes are extended to Robert Shlimovitz on his accomplishments.

Given under my hand this 9th day of
May, 2013 at Portage Wisconsin.

W.F. "Bill" Tierney, Mayor

City of Portage

Arbor Day Proclamation

- WHEREAS, the City of Portage understands the needs for a well developed urban forest in the community.
- WHEREAS, the Park and Recreation Department has implemented a city wide urban forestry program, to better manage the trees with in the city and
- WHEREAS, Arbor Day has been observed throughout the nation for many years, and
- WHEREAS, trees have many benefits to the community by their ability to moderate the temperature, Clean the air, produce oxygen, provide habitat to the wildlife, and
- WHEREAS, tree increase the property values and enhance the community, both economically and add beauty to the community, and
- WHEREAS, the City of Portage has been recognized as a Tree City USA by the National Arbor Day Foundation and desires to continue its tree-planting ways,
- NOW, THEREFORE, I, W.F. Bill Tierney, Mayor of the City of Portage, do hereby proclaim that **Arbor Day** will be celebrated in the City of Portage during May, and I urge all citizens to support efforts to care for our trees and urban forest and to support our community urban forestry program, and
- FURTHER, I urge all citizens to plant trees to and promote the urban forest today and always.
- Dated this 9th day of May, 2013.

Mayor