

City of Portage  
Ad Hoc Canal Committee Meeting  
Wednesday, September 4th, 2013, 6:30 p.m.  
Municipal Building, Conference Room One

Members present: Chris Arnold, Ron Dorn, Doug Klapper (appointed meeting chairperson), Bob Redelings, Addie Tamboli, Jesse Spankowski (citizen member), Mayor William Tierney ex-officio, Destine Udelhoven

Members excused: Fred Galley, Gil Miesgeier, Tim Raimer and Marianne Hanson

Others present: Shawn Murphy, Kim Johnson, Steve Inman, Jerry Foellmi, Craig Sauer and Bill Welsh

1. Roll Call
2. Approval of minutes from 6/3/13 meeting.

Motion by Tamboli, second by Dorn to approve the minutes. Motion passed 7 to 0 on call of the roll.

3. Approval of minutes from 8/5/13 meeting.

Motion by Tamboli, second by Dorn to approve the minutes. Motion passed 7 to 0 on call of the roll.

4. Update on contaminated sediment project; Scott Inman, DNR Water Quality Specialist.

Mr. Inman clarified the use of the Marsh Master. Though the DNR's equipment isn't set up for the Canal application, proposals are being solicited for the appropriate equipment. Work is anticipated for October.

Dorn inquired about the project costs and Mr. Inman indicated that various options would be considered.

Klapper surmised that because of the higher concentrations closer to the Fox River, the pollutants were apparently traveling downstream. Mr. Inman said not necessarily, because the sediments haven't been traveling downstream. Although the sampling program will concentrate on the reach of canal downstream of Adams Street.

Dorn inquired if Superfund would be a source of funds. Mr. Inman said that the funds would only be available if the responsible party for the pollutants could be identified. Foellmi inquired as to whether an investigation of the responsible party would be performed. Mr. Inman indicated that an investigation was not being conducted.

Mr. Inman indicated that there is a need to measure the flow in the canal.

5. Discussion and possible action on Engineering NOI for Segment 2.

Tamboli indicated that she would not be able to participate in the meeting due to a potential conflict of interest since GEC intends to propose on the canal restoration project.

Administrator Murphy presented a draft version of the Notice of Interest for the consultant solicitation.

Ms. Johnson provided the basic project outline and suggested the elements be reviewed. Dorn inquired as to whether the consultants would provide project experience and references. Ms. Johnson indicated they would. Dorn also suggested the questions be similar for all consultants. Ms. Johnson agreed that consistency is a key element in comparing consultants.

Murphy touched on the RFP's content, the solicitation process, selection of an interview committee and the timeframe.

Klapper suggested a pedestrian bridge be placed over the locks in lieu of the Riverwood Apartment bridge. (Galley arrives at 6:52 p.m.)

Redelings indicated the desire to narrow the canal to 40 feet which would provide higher velocities for a given flow and potentially eliminate the need for property acquisition and/or the provision of an expensive railing system.

Ms. Johnson indicated this is the type of information needed because of the impact on the jurisdictional wetland. The scope in the RFP is primarily for the selection of the consultant experienced with related project elements. Once selected, a more definitive scope of services would be developed for the engineering agreement.

Mr. Inman indicated that the placement of sediment behind the wall may be feasible, but the DNR would need to be satisfied that the walls would confine the sediment in perpetuity.

To give the selection it deserves, it was suggested that 2 interviews be held one night and 3 interviews held on a second night. Due in part to the holidays, it appears that early to mid-December would be a good time for the interviews.

After some discussion, motion by Spankowski, second by Galley to amend the Notice of Intent with the changes illustrated on the attached NOI. Motion passed unanimously on call of the roll.

It was agreed that a sub-committee would provide a more efficient process to the selection of a consultant. Motion by Dorn, second by Udelhoven to appoint Engineer Redelings, Administrator Murphy, Klapper, Chairperson Galley and Arnold to the sub-committee. Motion passed unanimously on call of the roll.

6. Update on opening the canal waterway and ped/bike path under Hwy 51/16 as discussed at the Highway 51 scoping meeting.

Redelings mentioned that there have two initial meetings w/ the DOT to start the scoping of the E. Wisconsin St. reconstruction project. At both meetings the DeWitt St. intersection was discussed. The discussions included the need for a safe pedestrian crossing of the intersection and the possibility of incorporating the crossing under the intersection which would also facilitate small watercraft passing through the canal.

7. Discussion on next meeting date.

Because the consultant shortlist would be developed after October 18, the next best date for the committee would be November 13. The interview details including expectations would be developed in the interim.

8. Adjournment

Motion by Galley, second by Redelings to adjourn. Motion passed 8 to 0 on call of the roll.

The meeting concluded at 7:56 p.m.

Respectfully submitted,  
Robert G. Redelings, City Engineer

DRAFT CITY OF PORTAGE NOTICE OF INTEREST

Scope of Services Narrative

Solicitation Type (Roster or Open)  
Roster

SOLICITATION DATE:  
~~November 2013~~  
*ASAP*  
*September 2013*

NOI DUE DATE:  
~~December, 2013~~  
*October 18*

Location/Description  
ID 6996-05-27  
Portage Canal (Wisconsin River – Fox River)  
Segment 2 (Adams St – CP Rail Bridge)  
City of Portage  
Columbia County  
Local selection?  
Yes

Anticipated Construction Cost:  
\$1,400,000 - \$1,600,000  
Anticipated Project Start Date:  
~~April, 2016~~ *April, 2014*  
~~April, 2014~~ ~~August, 2015~~  
Anticipated Completion Date:  
~~June, 2017~~ *November*  
*August, 2015*

Project purpose and need

The purpose of this project is to develop the second phase of the rehabilitation of the Portage Canal between the Wisconsin River and the Fox River, which is listed on the National Register of Historic Places. It was completed in 1851 and open to navigation until 1959. In 1960 the State of Wisconsin took ownership from the federal government. The City of Portage wants to provide an adjacent pedestrian and bicycle facility, and incorporate stormwater management measures for the existing structures which drain into the canal. The Department of Natural Resources is working on contaminated sediment removal in the canal and coordination is required. The first phase of construction between the Wisconsin River and Adams Street, including the rehabilitation of the Wisconsin River lock, was completed in 2006.

*examination of the canal and*  
*It will include narrowing of the canal and*

Project description

This second phase will include reviewing the previous concepts, preliminary engineering and environmental documentation between Adams Street and the Fox River with construction of a bicycle/pedestrian facility adjacent to the canal between Adams Street and the Canadian Pacific Railway structure. It will also include construction of a new bicycle/pedestrian bridge crossing at Hamilton Street and a replacement bicycle/pedestrian bridge ~~east~~ *west* of Wisconsin Street, near the Riverwood Apartments. Stormwater management measures for the structures which drain into the canal will need to be incorporated. Specific services will include preliminary and final design. Project will involve extensive coordination with pertinent state and federal agencies, as well as City staff and public involvement process.

Deliverables

The selected consultant is responsible for completing all preliminary and final design services resulting in final PS&E submittal. Deliverables include but are not limited to project administration; extensive public involvement, agency, utility and railroad coordination; environmental documentation, including Section 106 coordination; preliminary bicycle and pedestrian facility and structure plans; structure survey report, design study report, and final bicycle and pedestrian facility and structure plan resulting in Pre-PS&E and Final PS&E.

Schedule for deliverables

The current scheduled PS&E and Wisconsin Department of Transportation letting dates are ~~August 1, 2015~~ *November* and ~~December 8, 2016~~, respectively. The schedule for other deliverables will be determined when the three-party design engineering services contract is negotiated and awarded.

*March* City of Portage provides

Several relevant reports and documentation providing background information and overall concept plan for the Canal Rehabilitation Project may be found at [www.portagewi.gov/index/canalproject](http://www.portagewi.gov/index/canalproject). Specifically included here for reference: