

City of Portage
Municipal Services and Utilities Committee Meeting
Thursday, November 7, 2013, 5:30 p.m.
Municipal Building, 115 West Pleasant Street, Conference Room One

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

Others Present: Bill Welsh, Cable TV; Craig Sauer; Portage Daily Register; Bob Redelings, Director of Public Works; Tammy O'Leary, Public Works Secretary; Kim Standke, Street Superintendent; Shawn Murphy, City Administrator; Carol Heisz; Dennis Nachreiner; Steve Dubberstein.

1. Roll Call.

The meeting was called to order at 5:30 pm.

2. Approval of meeting minutes from previous meeting.

Motion by Maass, second by Klapper to approve minutes from the October 3rd, 2013 meeting. Roll Call. Passed 5-0.

3. Discussion and possible action on E. Albert Street Resurfacing & Reconstruction Project.

Because members of the public are present, this item was moved up on the agenda. Redelings provided an overview of the project corridor and described the project. Because segments 2 & 3 are scheduled for 2015, most of the discussion focused on Segment 1. Mr. Nachreiner suggested that putting in a sidewalk on E. Albert would promote pedestrian traffic and create a safety issue. Klapper stated that for the pedestrians to get to the Splash Pad or down town there needs to be an outlet. Redelings indicated that if sidewalk or multi-use path was included, it would be on the South side of the road. Mr. Nachreiner said that the consultant indicated at the public hearing that E. Albert Street wouldn't be open to through traffic. He also requested to be informed about future meetings. Redelings indicated that the high cost associated with reconstruction resulted from lowering the street and providing curb & gutter, sidewalk and storm sewers. Because the entire North side is used for parking and access, a valley curb (which may be assessable) was being proposed.

Motion by Klapper, second by Maass to recommend to Finance Committee the reconstruction of E. Albert Street (segment1) in 2014. Roll call. Passed 5-0.

4. Discussion and possible action on water/sewer bill adjustment for Thomas Beaver.

Redelings stated that some of these credits could be addressed at staff level up to a certain dollar amount. A policy will be written and discussed at a future meeting. Motion by Hamre, second by Klapper to approve the sewer credit of \$24.12 for Tom Beaver at 306 Volk Street resulting from water loss due to leaking outside hose nozzle. Roll Call. Passed 3-2 with Maass and Garetson voting no.

- 5. Discussion and possible action on water/sewer bill adjustment for Quemal Alimi.**
Motion by Miller, second by Hamre to approve the sewer credit of \$1,268.24 for Qemal Alimi at 1151 E. Wisconsin Street due to a lack of floor drains and water escaping the building through doorways. Roll Call. Passed 4-1 Maass voting no.
- 6. Discussion and possible action on water/sewer bill adjustment for James Shlimovitz.**
Motion by Hamre. Second by Klapper to deny the credit of \$36.23 for Jim Schlimovitz at 515 Oakridge Drive. Roll Call. Failed 2-3 with Garetson, Miller and Klapper voting no.
Motion by Miller, second by Klapper to approve the credit of \$36.23 for Jim Schlimovitz at 515 Oakridge Drive. Roll Call. Passed 3-2 with Hamre and Maass voting no.
- 7. Discussion and possible action on request for No Parking on Eastridge by Divine Savior. Committee discussed the issues with parking near Divine Savior and Pierce's driveways resulting in poor visibility along Eastridge.**
Motion by Maass, second by Hamre to approve extending yellow curb on Eastridge Drive and the associated no parking signage for the Divine Savior driveways. After discussion on safety issues the motion was amended. Amended motion by Maass, second by Miller to recommend to the Legislative and Regulatory committee no parking 45 feet from driveways for Divine Savior and Pierce's driveway. All curbs to be painted yellow and signs erected. Roll Call. Passed 5-0.
- 8. Discussion and possible action on winter road maintenance program. The committee reviewed the handout from Redelings for the 2012/2013 Snow & Ice Control Costs.**
Hamre stated that some citizens complained about over salting last winter and frequency of salting. Redelings stated that the Public Works Department needs to respond when the police department calls about unsafe areas. Garetson also commented on the no overtime for the workers so they are trying to get the roads safe during regular hours. Standke also commented with the new type salter and a new employee, there was a learning curve with the use of the new truck. It went from a conveyor style to auger style spreading system. The auger was not slowing down the distribution of salt when the truck was slowing down or stopping. The auger has now been adjusted for the 2013, 2014 season. Miller stated that we have ongoing issues with the removal of vehicles during snow emergencies and regular plowing times stating sometimes we are plowing the same streets multiple times. Murphy stated the police department had a record number of parking tickets and will continue enforcement during the 2013/2014 season. No action was taken.
- 9. Discussion and possible action on River Street Reconstruction.**
Committee discussed the recommendation of the Finance Committee to move River Street Reconstruction back to 2015 were it was originally scheduled. Hamre stated she was concerned that if we pushed it back to 2015 that it may be pushed back further. Miller stated the citizens are happy to see the work we are completing on the roads but also suggested we should not be pushing back projects because there are many roads in the city that need repair. Murphy stated that there will likely be borrowing for this project in 2015. No action was to be taken.

10. Discussion and possible action on Municipal Parking Lot names.

Klapper provided a hand out to the committee with names the Historic Preservation was suggesting for the municipal parking lots. Hamre and Maass stated that some lots have been known by certain names and should be left that way. Klapper will gather more information for consideration at next meeting.

11. Discussion and possible action on Sidewalk Policy exception along E. Slifer Street.

Redelings said the Plan Commission approved the sidewalk at Portage Community School District administration building needs to be installed when the parking lot is resurfaced but no later than 2020. The Plan Commission is looking at new sidewalk policy and the committee agrees that the new policy will address the sidewalk along E. Slifer Street.

12. Discussion and possible action on Alley Policy.

Redelings stated that Maass brought to his attention the chip sealing on Levee Road. Redelings said the road looks appealing and is smooth driving and possibly an option for some alley work. Redelings stated he would like to see how it weathers over the winter before recommending it for our alleys. Miller suggested testing it on one of our own alleys. Hamre suggested one of the alleys in the first ward would be a good candidate for the trial alley. It was suggested Redelings change the language on the payment and construction sections of the policy. Klapper suggested that the payment be 60/40 on alleys that the city does not use but to be 50/50 on the alleys the city uses for garbage pickup. Miller stated he would like it to stay consistent at 50/50.

Motion by Maass, second by Hamre to approve the 60% private/ 40% city cost split to property owners except for the alleys that the city uses and those be assessed 50/50 and the payment to be 1% over prime as of January 1 each year. Roll Call. Passes 3-2 with Miller and Hamre voting no.

13. Public Works Director report.

Redelings gave report on the wrapping up of 2013 projects. There are a few sidewalks that need to be finished and cleanup is still to being done. The 100 block of E. Cook St was closed 11/7/2013 for a water service extension for a sprinkler system to the Ball Room; this will be paved next week. Redelings also informed the committee that there is a culvert collapsing on Hamilton Street just outside the city limits that the Town of Fort Winnebago and City are working on together. The County Highway Department will install the culvert next Monday.

14. Adjournment.

Motion by Miller, second by Hamre to adjourn the meeting at 8:22 pm. Motion carried unanimously on call of roll.

Prepared by Tammy O'Leary, Public Works Secretary