

**City of Portage
Municipal Services and Utilities Committee Meeting
Thursday July 2, 5:30 p.m.
Municipal Building, 115 West Pleasant Street, Conference Room One
Minutes**

Members Present: Doug Klapper, Chairperson; Mary E. Hamburg arrive at 5:37 p.m.; Jeffrey F. Monfort; William A. Kutzke; Rick Dodd.

Others Present: Shawn Murphy, City Administrator; Tammy O'Leary; Public Works Secretary; Bill Welsh; CATV.

1. Roll Call

The meeting was called to order at 5:30 p.m.

2. Approval of meeting minutes from meeting on Thursday June 4, 2015.

Motion by Monfort second by Kutzke to approve the minutes from June 4, 2015.

Montfort withdraws motion and Kutzke second.

Bring back action at August meeting.

3. Update on Commercial Garbage Collection Survey.

City Administrator Murphy gave an update on the Commercial Garbage collection stating a Follow up from the Survey (147 received) revealed the following (As of 7/2/2015):

1. City collecting from 133 businesses. We were collecting from 150.
 - a. The list of Commercial Customers was outdated.
 - b. We discontinued collection from 22 businesses (13 industrial, multi-business, out of business, etc) and removed 12 from the list that are vacant properties, city, county owned, etc
 - c. We added 17 new businesses.
2. We added 10 tax-exempt properties for a total of 22.
3. We collected and re-distributed 16 carts.

More will be added after first week of bi-weekly collection commences next week.

City Administrator stated one garbage cart per each parcel number for commercial use. If multiple businesses are on the one parcel, only one commercial cart can be given. If on the same parcel there are residential units those units are covered on the residential garbage collection.

4. Discussion and possible action on an additional 2016 Project-Jefferson Street Storm Water Pump Station (west side).

City Administrator Murphy stated lift station replaced east side 5 years ago, West station has 2 inch discharge, one pump and controls are in pit. Propose to relocate control panel outside of pit, increase discharge, replace pump & install redundant pump. This item will come back to Municipal Services with cost estimations at a future meeting.

5. Superintendent's Report given by City Administrator Murphy

- 2015 Street Rating (PASER) update

Kim completed inspection and ratings of streets. In the process of updating the WISLR (WI's Information System for Local Roads) map and report that is due 12/15/2015.

- PATHS signage update

Fred Galley submitted inventory and location of proposed sign installations. We have reviewed and with the exception of a few locations that will need to be moved, we plan to issue permit this month. Galley needs to order sign mounting brackets installation expected completion in August.

- Sump Pump Connections to Sanitary Sewers

Sump Pump Connections to Sanitary Sewers: Approximately 50 letters sent to residents with sumps connected to sanitary sewers informing them of the need to disconnect. They have until 9/1/2015 to comply.

City Administrator Murphy also stated:

~CP Rail removed rails on E. Mullet St. Wauona Trail crossing upgrade scheduled for 2016.

~E Haertel St: Project pretty much on schedule. Surcharge fill material almost installed-will need to sit for 30 days (during which there will be minimal activity) after which flatwork will be installed. Significant settling of drainpipe occurred on north side after installation (partly due to large rain event on 6/25/15). Additionally, an emergency, unplanned project arose that the City is undertaking regarding drainage from Subway lift station. Discharge pipes from the storm lift station north side of rail overpass on New Pinery apparently cross E Haertel St and empty in Upper Mud Lake. These pipe(s) were not encountered during excavation of material and installation of surcharge on E. Haertel St, however the weight of the additional surcharge material most likely collapsed the pipes resulting in a blockage of the discharge when the subway lift station operated. This resulted in erosion of the surcharge material and ponding of water on the south side of Haertel St. The City engaged Davis Construction to dig down, expose the

discharge pipes and install connections to route the discharge to the newly installed drainage pipe crossing Haertel to Mud Lake.

6. Adjournment

**Move to adjourn at 5:51 p.m. by Dodd and second by Monfort.
Roll Call. Passed 5-0.**

Prepared by Tammy O'Leary, Public Works Secretary.