

**City of Portage Common Council Meeting
Council Chambers of City Municipal Building
115 West Pleasant Street, Portage, WI
Regular Meeting – 7:00 p.m.
September 10, 2015
Agenda**

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Minutes of Previous Meeting
6. Consent Agenda
 - A. Reports of Sub-Committees, Boards, and Commissions
 1. Business Improvement Board of Directors, August 12, 2015
 2. Police and Fire Commission, August 18, 2015
 3. Tourism Promotion Committee, September 1, 2015
 4. Historic Preservation Commission, September 2, 2015
 - B. License Applications
 1. Operator
7. Committee Reports
 - A. Finance/Administration Committee, August 24, 2015; August 31, 2015, September 10, 2015
 1. Consideration of recommendation for approval of claims
 - B. Municipal Services and Utilities Committee, September 3, 2015
8. Unfinished Business
 - A. Ordinances
 1. Ordinance No. 15-007 relative to Miscellaneous Offenses (Regulation of Smoking, E-Cigarettes) Tabled 05/14/15 until such time the State Legislature takes action on the proposed legislation
9. New Business
 - A. Resolutions
 1. Resolution No. 15-037 relative to Exemption from County Library Tax

- B. Airport petition amendment, entitlements update
 - C. Proclamation – Ovarian Cancer Awareness Month
 - D. Mayor's Comments
 - 1. GovHR next step
 - 2. Upcoming "walks"
 - E. Municipal Court Report
 - F. Closed Session
 - The Common Council will convene into closed session pursuant to Wisconsin State Statutes 19.85(1)(b) for the reconsideration of an Operator License for Nicole K. Baumann
10. Adjournment

Common Council Proceedings
City of Portage

Regular Meeting
Council Chambers
City Municipal Building

August 27, 2015
6:00 p.m.

1. Call to Order

Mayor Tierney called the meeting to order at 6:00 p.m.

2. Roll Call

Present: Ald. Charles, Dodd, Hamburg, Havlovic, Klapper, Kutzke, Lynn, Maass, Montfort

Also Present: Mayor Tierney, City Clerk Moe, City Administrator Murphy, City Attorney Spankowski, Director of Business Development and Planning Sobiek, Finance Director Mohr, 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 recited.

4. Approval of Agenda

No changes.

5. Presentation of Organizational Staffing Analysis Report from GovHR

Karl Nollenberger and Lee Szyzborski, representing GovHR, highlighted the recently completed Organizational Staffing Analysis Report. The report stated that a high level of service is being provided to residents. Components of the report discussed included: planning and goal setting, management structure, fiscal analysis, staffing comparison, performance measures, employee survey, intergovernmental opportunities, and general recommendations. Mr. Nollenberger and Mr. Szyzborski answered questions on the report.

6. Minutes of Previous Meeting

Motion by Klapper, second by Charles to approve minutes of August 13, 2015 Common Council meeting. Motion carried unanimously on call of roll.

7. Consent Agenda

Ald. Maass requested the minutes of the Airport Commission meeting of August 19, 2015 be removed from the consent agenda. The minutes were placed under Committee Reports.

Reports of Sub-Committees, Boards, and Commissions

Historic Preservation Commission meeting of August 5, 2015

Emergency Planning Committee meeting of August 7, 2015

Library Board meeting of August 11, 2015

AdHoc Canal Committee meeting of August 13, 2015

Motion by Dodd, second by Charles to accept the reports on the consent agenda. Motion carried unanimously on call of roll.

License Applications

Operator license applications for Carl S. Epstein, Rachel L. Krintz, Alexandria M. McCann, and Ashley M.M. Stowell

Motion by Maass, second by Dodd to approve the license applications as presented. Motion carried unanimously on call of roll.

8. Committee Reports

Finance/Administration Committee meeting of August 10, 2015

City Administrator Murphy explained that the Business Improvement District Board of Directors have requested a waiver from the rental fees associated with the lease agreement for their use of a portion of the lower level of the Conant Street parking facility.

Motion by Dodd, second by Lynn to approve the purchase of auto locks from Element Security Group for the Chamber Plaza Restrooms in the amount of \$2,754.00, funds transferred from contingency. Motion carried unanimously on call of roll.

Motion by Dodd, second by Lynn to approve the Conant Street Parking Facility Lease Agreement with the Business Improvement District Board of Directors with the fees being waived. Motion carried unanimously on call of roll.

Motion by Dodd, second by Charles to award the engineering contract for the River Street Reconstruction Project, Project No. 16-20C01 to General Engineering Company in the amount of \$44,500.00. Motion carried unanimously on call of roll.

Motion by Dodd, second by Hamburg to award the contract for the Wastewater Treatment Plant Screw Pump Gear Drive replacement

Project, Project No. 15-620S11 to J.F. Ahern, for the installation of four (4) screw pump gear reducers in the amount of \$52,600.00 (base bid, alternate no. 1 and 2). Motion carried unanimously on call of roll.

Park and Recreation Board meeting of August 11, 2015

Plan Commission meeting of August 17, 2015

Airport Commission meeting of August 19, 2015

Ald. Maass discussed the Commission's decision to hold a public hearing, which is a requirement for petitioning for FAA airport improvement funding on September 16th. Ald. Dodd had concern with going forward with the petition without an approved Airport Layout Plan (ALP) and engineering cost estimates. Ald. Maass explained that at the least, the property needs to be surveyed and the clear zones staked. City Administrator Murphy explained that the Bureau of Aeronautics is reviewing the ALP and trying to resolve numerous discrepancies before forwarding to the City for review prior to submission to the FAA for approval. This process could take up to twelve (12) months for the ALP to be approved by the FAA. The approved ALP would assist in prioritizing proposed projects. The projects to be included in the petition are: surveying and staking the clear zones; clearing obstructions; moving lift station out of clear zone; land acquisition surrounding airport property; fuel farm; slurry sealing and crack filling. City Administrator Murphy cautioned that having the public hearing September 16th does not provide time for staff to assign estimated costs for the projects, develop completion timetable, notify affected property owners and provide detail on the projects, all which is needed to respond appropriately and accurately to the public's questions. According to Ald. Maass, the Commission has the costs and wants to move forward; but agreed to push the hearing back to October.

9. Unfinished Business

Ordinances

Ordinance No. 15-007 relative to Miscellaneous Offenses (Regulation of Smoking, E-Cigarettes) Tabled 05/14/15 until such time the State Legislature takes action on the proposed legislation. No action taken.

Ordinance No. 15-010 relative to Parking Regulations (Eastridge Drive) received its second reading and passed unanimously on motion by Maass, second by Hamburg and call of roll.

Consideration of recommendation for approval of 2015 Agreement for Use of Veteran's Memorial Field Horse Arena Facility with Columbia County 4H Horse Council

Motion by Maass, second by Charles to approve the 2015 Agreement for Use of Veteran's Memorial Field Horse Arena Facility with Columbia County 4H Horse Council. Motion carried unanimously on call of roll.

Consideration of report on appeal from Dean Pauliot Sr. of dangerous animal determination

Motion by Maass, second by Charles to uphold the recommendation of the Committee to overturn the dangerous animal declaration. Motion carried unanimously on call of roll.

10. New Business

Proclamation – Spinal Cord Awareness Month

The Proclamation was read.

Mayor's Comments

The free summer lunch program was a success with two locations. A third location will be considered next year.

School is beginning and citizens were reminded to use care and pay attention while driving, particularly in school zones.

City Administrator Report

The Budget Review Schedule was distributed. There will be a presentation and overview mid-November with adoption scheduled for November 24th. There was a modest increase in property valuation. Transportation aids and shared revenue are sustained. Increases are expected in health and other insurance costs.

11. Adjournment

Motion by Lynn, second by Dodd to adjourn. Motion carried unanimously on call of roll at 8:07 p.m.

Marie A. Moe, WCPC, MMC
City Clerk

City of Portage
Business Improvement District Board of Directors
Wednesday, August 12, 2015, 7:30 a.m.
City Municipal Building, 115 W Pleasant St
Conference Room One
Minutes

Present: President- Peggy Joyce, Vice President- Dennis Rupers, Treasurer Shane Schmidt, Secretary Ian Dumbleton, Fred Galley, Sheila Link, Marlena Cavanaugh, John Krueger & Sheila Link.

Excused: Myrna Hooper

Also present: Scott Davis, BID Contractor, Director of Business Development, Steve Sobiek and Marianne Hanson, Executive Director of Portage Chamber of Commerce (PACC).

1. President Joyce called the meeting to order at 7:31 am.

2. Discussion and request for approval of BID Meeting minutes for July 8, 2015.

President Joyce presented the minutes from July 8, 2015 and asked for a motion to approve the minutes as presented. Treasurer Schmidt requested to amend the minute to reflect that in regards to the request for time locks on the bathroom facilities, "initiated by BID and The Chamber." Motion by Schmidt, second by Krueger to approve minutes reflecting the change for July 8, 2015 meeting. Motion passed.

3. Discussion and update on Fred Galley's idea for a weekly Saturday event.

President Joyce asked Director Galley to present his report. Galley said that the Portage Park & Rec 2015 Flea Market at the fairgrounds was a big success and there was wall to wall people. The only downside he has seen to recent Saturday type events is "weather" if it rains people don't show. Galley continued his report stating that he has a calendar of Saturday events that take place around the state and is looking for people to volunteer to check them out and report back. President Joyce discussed getting a committee around the events or getting involved with DPI for the planning of the events. Treasurer Schmidt also recommended that it would be wise to get with DPI as BID is not in the roll of planning events.

4. Discussion and possible action on BID Committee Chairman Reports

Discussion moved to Executive Committee report.

President Joyce presented the discussion from the August executive meeting to the board. The Executive committee was based around the overall boards' commitment to the committees they are either chair of, or a member of and making sure they are having scheduled meetings and bringing reports and actionable items to each meeting. President Joyce asked that each member think about their commitments to their committees, and if they cannot uphold them they need to consider stepping down in order to increase the functionality of BID and to make room for those that can honor the commitment.

Vice President Rupers stated that the way the board is set up it should ideally be that the Executive board holds their respective duties to the board and the other five members of the board fill the remaining five committee chair positions, in order to create optimum efficiency.

President Joyce also stated that each committee needs to make sure they are submitting a report each month to make sure there is communication around what each committee is doing and to make sure there is no redundant work.

Discussion moved to 2016 Budget.

Vice President Rupers presented the budget for 2016, and there has been no changes for budgeting in the last 3 months. Treasurer Schmidt noticed that income for the Farmers Market was missing from the budget. Rupers noticed the error and added in \$1587 of income from vendor fees. Director Krueger made a motion to pass the 2016 budget, second by Cavanaugh. Motion passed

President Joyce announced that Vice President Rupers will be resigning from the board at the end of the year due to an increased work load. President Joyce also announced that she will be resigning from the board at the end of the year as well.

Discussion moved to Building & Grounds Committee report.

President Joyce asked if everyone received the BID Contractor's report from Scott Davis. All agreed that they read the report and no questions or comments were offered. Motion by Dumbleton , second by Rupers to accept the June 2015 Contractor's Report. Motion passed. Contractor's Report is included as Addendum1BIDJuly.pdf.

Treasurer Schmidt presented the Committee report stating that the City has offered a lease agreement for the storage in the underground parking, within the lease agreement was a monthly lease of \$31.65. President Joyce feels that BID should not have to pay anything for the lease as we are part of the city, and Treasurer Schmidt explained that the fee was something that he will be talking over with the city and look for it to be waived.

Schmidt reported on the update of the timed locks for the city bathroom buildings, and he stated that the finance committee approved the time locks.

Treasurer Schmidt was approached by Portage Pride in regards to help with seasonal decorations in downtown. Schmidt recommended that Portage Pride and the Streetscape committee get together to work on plans and coordination.

Discussion moved to Farmer's Market Committee report.

Secretary Dumbleton stated that he has nothing to report and is looking to step down as the Chair of the Farmers Market committee as he does not have time to fulfill the obligation in the manner that the board needs. Secretary Dumbleton will make sure there is a smooth transition when there is a new committee Chair and help in any way possible.

Discussion moved to Grants Committee report.

Vice President Rupers presented two grants for approval. The Chamber of Commerce is requesting \$1500 for Marketing cost of Taste of Portage. Motions by Rupers Second by Dumbleton, Motion passed.

DPI requesting \$1395 for recovering the cost of Canal Days. The board is questioning why the event coordinator fees were not listed in the DPI Budget. Rupers noted that DPI is requesting \$1395 when \$573 is the difference between what we have currently given them and actual expenses. Rupers asked the board to consider what amount is actually due as the board has already paid all but \$573. Motion by Rupers to approve \$573 for DPI Canal Days event to balance event cost, second by Dumbleton. Motion passed

Discussion moved to Marketing Committee report.

Director Cavanaugh presented a budget she had created for the Marketing Committee that outlines the recurring marketing expenses by month. Marlana is waiting to hear back from Jeremy Rusch on cost for theater marketing so she can add it to the budget. Cavanaugh recommended that we do more online advertising in the Dells area in the summer as well as sending out email blasts to businesses in downtown when there are events taking place to help promote local events.

Discussion moved to Streetscape Committee report.

President Joyce presented the Streetscape Committee report stating that the Streetscape Committee did not meet

Discussion and update on involvement with Downtown Portage, Inc.

Director Link reported that the Beer Walk was cancelled due to ongoing legislation issues, therefore DPI is missing out on fall revenue due to not having a wine walk. Link also updated that there was a Air Conditioning condenser replaced at the Mercantile.

5. Discussion and possible action on treasurer's report.

Claims to pay

Treasurer Schmidt presented the Claims to Pay Voucher list for August, 2015. Schmidt presented the Claims to pay in the amount of \$4845.88. Motion by Rupers, second by Krueger to approve the presented Claims To Pay list in the amount of \$4845.88. Motion passed. Claims to pay list included as Addendum2BIDAUG.pdf.

Financials – July 2015

Treasurer Schmidt presented the Financials for July. Motion by Dumbleton to approve financials, second by Rupers. Motion passed.

6. Adjournment

Motion by Joyce, second by Rupers to adjourn the meeting at 8:35 am. Motion passed.

Respectfully Submitted by Ian Dumbleton BID Secretary.

2015 Monthly BID Maintenance Contractor Report 07/01/15-07/31/15

From: Scott Davis

BID District Trash Cans:

- Check all BID district trash cans empty as needed. Check all BID sidewalks and clean up trash along the curbs and cigarette butts.

Farmers Market

- The Farmers Market is going well more vendors are showing up with different products.

BID Building:

- Mowing the grass and taking care of the weeds around the building as needed. Sprayed the weeds around the BID areas may need to do more.

BID Equipment:

- The Bobcat side by side and 4 wheelers are running good.

Miscellaneous:

- The new sculptures are at the welding shop they need washers welded on them. The legs on some sculptures needed to be lengthened also.

**2015
City of Portage
Business Improvement District**

August Schedule of Vouchers

#	Date	Charge Acct	Invoice #	Amount	Vendor	Description	Account #	Description
1				\$2,500.00	BKO, LLC - Scott Davis	Feb 2015 Services	241	Custodial Services
2	06/26-07/29	118698-013	118698U07292015	\$9.34	Alliant Energy	BID Building Electrical	221	Electrical & Gas
3	7/5/2015			\$263.54	Myrna Hooper	Sculptures(Gramma Miller's Farm Market)4 pc	860	Small Equipment
4	8/12/2015			\$1,500.00	Chamber of Commerce	Taste of Portage/Sidewalk Sales(Advertising) Ref: 7/1 email	715	Grants
5	8/12/2015			\$573.00	Downtown Portage Inc	Balance of Event Coord for Canal Days	715	Grants
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								

Total: \$4,845.88

Pre Paid Expense Account #055

1	8/8/2015			\$40.00	Market Basket	Diesel	342	Gasoline/Oil
2	7/27/2015			\$27.00	Market Basket	Gas	342	Gasoline/Oil
3	7/26/2015			\$2.95	Walgreens Balance	Monthly Fee	590	Bank Fees
4	7/11/2015			\$7.51	Portage Lumber	Garden Hose Fittings	860	Small Equipment
5								
6								
7								
8								

Total: \$77.46
Balance On Card: \$724.38

Approved for payment during City of Portage Business Improvement District Committee meeting dated 8/12/2015

Shane Schmidt, Treasurer
BID Board of Directors

8/13/15
Date

City of Portage
Police and Fire Commission Meeting
Tuesday, August 18, 2015, 7:00 p.m.
City of Portage Municipal Building, 115 West Pleasant Street
Conference Room Two
Minutes

Members Present: Thomas Drury, President; Pat Hartley, Kay E. Miller, Jeynell Boeck, Charles Miller

1. Roll Call

President Drury called the meeting to order at 7:00 pm. Motion to convene by C. Miller, seconded by K. Miller, and motion passed unanimously

2. Approval of minutes of previous meeting

A motion was made by C. Miller and seconded by K. Miller to approve minutes from the May 12, 2015 meeting. The motion passed unanimously.

3. Introduction and Recognition of the Portage Fire Department Paid on Call Officers

Chief Simonson introduced the current paid on call officers on the department including;

Deputy Chief Brian Bonovetz

Captain Matthew Asch

Captain Brad Powell

Captain Mike Nachreiner

Lieutenant Terry Kibby

Lieutenant Aeriond Liu

Lieutenant Ryan Armstrong

Lieutenant Melissa Young

The members of the Police and Fire Commission thanked them and recognized their commitment of time and effort to the protection of the city and citizens of Portage.

4. Fire Report

Chief Simonson reviewed the quarterly fire report from May 13, 2105 to August 18, 2015. He highlighted some of recent training, especially the MABAS training convention in Green Bay. The Mutual Aid Box Alarm System (MABAS) was used for the large fire and response at the AMPI fire earlier this year. Lieutenant Aeriond Liu will be responsible for some the duties associated with MABAS and attended the convention with Chief Simonson and Inspector Ratz. Chief Simonson felt the response and usage of MABAS provided the city with an increased level of protection on large events requiring more personnel and equipment. The work continued on outfitting the new Engine 3 with the required equipment.

5. Police Report

Chief Manthey reviewed the partial quarterly report from July 1, 2015 to August 18, 2015. Chief Manthey discussed the recent addition of the new K-9 Ares working with Sergeant Neumann. The chief discussed a recent incident that involved the use of the two COSO K-9s and PPD K-9 doing a drug investigation at a local industry facility that requested law enforcement's assistance. The sweep resulted in two arrests and two summons. The recent rash of vehicle break-ins, mostly in the western section of the city, was discussed by the chief. Detective Lieutenant Dan Garrigan was featured in some media releases asking for public assistance and awareness in leaving vehicles unlocked and having valuables visible in vehicles. Chief Manthey recognized the services provided by the Portage Volunteers in Police Service (VIPS). There were 8 volunteers that helped with the big top circus on August 3rd.

6. Police and Fire Commission Administrative Manual review

The Police and Fire Commission Administrative Manual review began. The commission once again is using the City of West Bends Police and Fire Commission manual to benchmark the review of our manual against. The commission members reviewed and modified the City of Portage manual sections;

Section I Internal Procedures/Administration

Section II Hiring Procedures/Entrance Position/Police

Section III Promotion Procedures/Police

Section IV Hiring Procedures/Entrance Position/Firefighter

Section V Promotion Procedures/ Fire (Full Time Engineers)

Commissioner K. Miller made a motion to approve the sections reviewed and modified. Commission Boeck seconded the motion and the motion was approved unanimously. Commissioner C. Miller will provide the changes to the manual to Chris Essex the fire department administrative assistant for update.

7. Police and Fire Commission meeting

The next regularly scheduled meeting was approved for November 17, 2015 at 7:00 pm.

8. Adjournment

A motion to adjourn was made by C. Miller, seconded by Boeck to adjourn the meeting at 9:27 pm. The motion carried unanimously.

Submitted by Pat Hartley

**City of Portage
Tourism Promotion Committee Meeting
Tuesday, September 1, 2015, 5:30pm
City Municipal Building, 115 West Pleasant Street
Conference Room One
Minutes**

Members Present: Marty Havlovic, Rick Dodd & Carole LaVigne

Members Excused: Dawn Schneller & Chad Stevenson

Others Present: Marianne Hanson, Mike Hurd, Klay Vehring, Margaret Rudolph, John Waldman and Michele Abler

1. Roll call

The meeting was called to order at 5:30 pm by chairperson Marty Havlovic

2. Approval of minutes from previous meeting

Motion by Carole, second by Rick to approve the previous minutes. Motion carried unanimously on the roll call of 3-0.

3. Public comment

None

4. Discussion and action on claims submitted

A motion was made by Rick, second by Carole to approve claims as submitted in the amount of \$2,891.00. Motion carried unanimously on the roll call of 3-0.

5. Discussion and actions on various marketing proposals by Portage Area Chamber of Commerce in 2015 budget

Discussion on the mural at the former Hill Ford building on hold, the one at Wilz Drug building and another one at Head 2 Toe Salon would happen instead.

Marianne informed the committee that she held a meeting with the hotels and Cascade Mountain to begin discussion on winter promotions. A brief discussion also took place to recap the summer months for occupancy and those hotel managers at the meeting stated they had a good summer filling rooms.

6. 2016 budget deliberations

Mike Hurd of the Greater Portage Youth Education Foundation (GPYEF) presented to the group his request for \$5000 in 2015 and \$5000 in 2016 for the lighting and water project at the school athletic fields and also Lawton Field. Total project cost is approximately \$450,000 and he currently has \$80,000 raised with another \$100,000 anonymous donor. The kids will be asked to get involved in the fundraising by selling at least one brick per person. He estimates 670 kids are going to be affected by this project. Marty asked Mike if the intent would be to host softball and baseball tournaments once the new lights were installed and Mike said absolutely they would do that.

John Waldman of the Portage Historical Society gave an update that the restoration at the Museum at the Portage is completed and they had a good summer. He spoke about windows that are in need of repair and he would like to get the City to help with this. Otherwise the building is in good shape, with any leaks being fixed. Marty asked if they planned to hold any special exhibits next year and John stated that it is on their agenda to try and have an author once a month make presentations.

Klay and Margaret gave a report on Kiwanis Ride To Read which will be on August 13, 2016. They had 76 riders and hotels would have been needed for riders from at least 10 different locations. The event is gaining traction and many riders commented that it is one of the better organized rides in the area. The group passes out books to kids with the proceeds from the event.

Michele gave a report on Surgeons Quarters that they currently have 2 employees and they have been staffing the site this summer. This year for them has been much better in attendance than the past 2 years. No 2016 requests had been received from FWSQ yet and she said she will check on these. She also gave the requests she had from 2015 and still needs to submit for payment of \$180 for Harvest Fest (still to happen on Oct 10, 2015), \$300 for Flag Day (June 2015) and their direct subsidy request. The \$300 Canal Days request was to be all combined into one request with DPI and Canal Society at a meeting prior this year. Marty will look into getting the Harvest and Flag Day 2015 grants added to the list.

Marianne gave a report on requests for the Chamber of Commerce direct subsidy, Concert in the Park/Independence Celebration on July 2, 2016, Taste of Portage on August 26 & 27, 2016 and also the Downtown Walking Tours guided by Judy Eulberg on the first Saturday of the month for June – Aug 2016.

Marianne discussed with the committee a proposed list of advertising options and reviewed 2015 as well as some of the ads that are still in place for this fall and winter season. A proposed budget at \$58,457 was submitted for 2016.

Discussion on lift ticket purchases for winter season with hotels. Tickets need to be purchased in sets of 100 from Cascade Mountain. The tourism committee will start with purchasing 200 tickets and then sell them to the hotels for \$18. The committee price to purchase from Cascade Mountain is \$36 a ticket. The hotels can then use the tickets in their winter packages, but cannot sell them as an outlet for lift tickets.

Discussion on purchasing promotional items to give away at the events/trade shows we attend and to the groups who come to visit. A proposed amount of \$2000 for 2016 was submitted. The committee liked the idea of a cloth bag with a flat bottom to place literature.

Some past groups that had submitted requests in 2015 have not submitted any for 2016 and Marianne should check with them.

The City of Portage will now be taking 2% of the budget for administration fees in 2016.

Items added to the 2016 budget request at the meeting included: \$58,457 for advertising, \$2000 for the blue interstate signs, \$2500 to complete the purchase of the remaining banners, remaining balance of \$5500 for the upcoming Discover Wisconsin program, \$1500 for the mural project, administration fee for the City of \$2440, FWSQ allocation of \$2500, \$1000 to WWII Museum and \$7000 for PCA. This puts the total requests submitted at the meeting to be \$165,797. Committee members should review the proposed budget for the next meeting keeping in mind that it needs to be approximately \$135,000 for 2016.

7. Next meeting date to be determined

October 6, 2015 at 5pm. (earlier meeting time than normal)

9. Adjournment

The meeting was adjourned at 6:51pm with a motion by Carole, second by Rick. Motion carried unanimously on the roll call of 3-0.

Minutes submitted by Marianne Hanson

**City of Portage
Historic Preservation Commission
Wednesday, September 2, 2015, 6:00 p.m.
Municipal Building, 115 West Pleasant Street
Conference Room One**

Members Present: Doug Klapper, Chairperson; Erin Foley, Gayle Mack, Stephanie Miller-Lamb

Members Absent: Marlena Cavanaugh, Kristin Droste

A quorum of members was not present, so the meeting was not held.

City of Portage

Operator's @WbgY'5 dd'jWjcbg

LYNDZEY A. HUDZINSKI

CORY J. POHLKAMP

City of Portage
Finance/Administration Committee Meeting
Monday, August 24 2015 6:00 p.m.
City Municipal Building, 115 West Pleasant Street
Conference Room One
Minutes

Members Present: Rick Dodd, Chairperson; Mike Charles, Martin Havlovic, Doug Klapper, Richard Lynn

Also Present: Administrator Murphy, Finance Director Mohr, Police Chief Manthey, Fire Chief Simonson, Manager of Parks & Recreation Kremer, Bill Welsh – Cable TV, Craig Sauer – Daily Register

1. Roll call

Chairperson Dodd called the meeting to order at 6:00 pm.

2. Approval of minutes from August 10, 2015.

Motion by Charles, second by Havlovic to approve minutes from August 10, 2015. Motion carried unanimously on call of roll.

3. Discussion on 2015 budget and review of Police Services, Fire Services, and Park & Recreation budgets.

Mohr presented a high level overview of the first six months of 2015 the Police Department is at 45% of budget. It was also noted that Patrol OT is higher which is offset by lower wages. Manthey further noted this is due to hiring of new staff and covering with existing officers in the interim. Special Services health insurance is lower due to change in coverage. The Police Services 2016 budget is projected to increase approximately \$25K at this point mainly related to increased OT. Manthey reviewed more specifics in the 2016 budget.

Mohr reviewed the Fire Department six month 2015 activity indicating the overall budget is at 48%. The proposed 2016 budget is looking to increase approximately \$6K at this point. The largest increase is for the volunteer fire service which Simonson indicated has not had an increase for 3 years. It was also noted that the hydrant rental is dictated by the PSC (Public Service Commission) which is paid to the Water Utility.

The Parks & Recreation 2015 six month information is at 47% of budget. The 2016 proposed budget is looking to increase around \$11K. Kremer indicated this is made up of increased printing/publishing for the Spring/Summer program guide of \$2.5K; an increase for the summer staff along with a new grounds/gardener position of \$5.2K; and \$2K for operating supplies with the addition of 2 new facilities.

The budgets currently do not reflect any increases for overall wages; health/dental insurance; changes in retirement rates; or general insurance. These will be updated as they become available.

Lynn asked whether the department heads had a chance to review the GovHR Staffing Analysis and if they had made any changes to the budget based on the report. The department heads each indicated they had read the Analysis but have not yet made changes in the budget.

4. Adjournment

Motion by Charles, second by Klapper to adjourn the meeting at 6:32 pm. Motion carried unanimously on call of roll.

Submitted by Jean Mohr, Finance Director

**City of Portage
Finance/Administration Committee Meeting
Monday, August 31 2015 6:00 p.m.
City Municipal Building, 115 West Pleasant Street
Conference Room One
Minutes**

Members Present: Rick Dodd, Chairperson; Mike Charles, Martin Havlovic (arriving at 6:05), Doug Klapper, Richard Lynn

Also Present: Administrator Murphy, Finance Director Mohr, Clerk Moe, Bill Welsh – Cable TV

1. Roll call

Chairperson Dodd called the meeting to order at 6:00 pm.

2. Approval of minutes from August 24, 2015.

Motion by Charles, second by Klapper to approve minutes from August 24, 2015. Motion carried unanimously on call of roll.

3. Discussion on 2015 budget and review of Revenue & Administration.

Mohr presented a high level overview of the first six months of 2015 the Administration Department is at 57% of budget which is mainly attributed to the timing of payments such as to the assessor and agencies. There is also approximately \$24K related to the 2014 fire at the Museum that carried over into 2015 which is offset by insurance proceeds. The 2016 budget is higher by approximately \$19K. Roughly \$10K is connected with the 4 elections; \$20.5K for purchases of taxes; offset by a reduction in Other Professional Services of \$16K that was part of the GOVHR staffing analysis done in 2015. Moe provided further details on the various 2015 elections and impact on the budget. Murphy indicated the position for a potential building inspector is being evaluated and would impact the public works area. Dodd questioned if the amount in the budget for the six taxes incorporated the revenue for selling the existing taxes. Mohr acknowledged that it does reflect such. Dodd further inquired if the cost to pay back the state for the audits on the taxi program are included in the budget. Murphy stated that it does not at this point as the payment plan has not been finalized with the state.

4. Adjournment

Motion by Charles, second by Klapper to adjourn the meeting at 6:28 pm. Motion carried unanimously on call of roll.

Submitted by Jean Mohr, Finance Director

Claims - Finance Meeting 9/10/15

Vendor Summary Report

14,731.04	Alliant
2,643.30	CDW 3 YR Antivirus
20,400.00	Davis Const \$5.4K Albert St 15-20C03; \$15K Levy 15-30C06
6,394.98	Delta Dental
102,210.60	Dept Employee Trust Funds
20,324.94	General Engineering (1)
4,638.99	Harmony Const LAWTON 14-30C02; GY 14-30C05
4,775.95	Hawkins - Sewer
2,766.33	Ingram Library
6,056.14	LW Allen - Sewer Repairs; Belt Press Flw mtr
7,588.00	Medivan - Fire Physicals - St Hzmt Acct
16,300.00	MBEG Audit
4,332.00	Miller & Miller
35,231.14	Portage Water Utility
280,172.30	Ptaschinski: Frnk/Mar Streets; Water; Sewer
5,791.00	Rehrig (108) 65 Gal Garbage Carts
13,700.00	RG Schmitt 15-20C03 Haertel reroute water main
2,493.50	Tapco - stop light repair
3,942.04	Trecek Police Veh Damage - covered by insurance
3,221.60	Tyler Tech - Muni Crt Sftwe
46,373.89	Wisconsin Retirement System

(1) General Engineering		
\$	4,085.23	St Gobain Insp
\$	1,560.00	Sngl Fam Insp
\$	1,845.12	Encapsys
\$	579.59	Cardinal Glass
\$	180.00	Eng Svc
\$	500.00	Park Shelters 14-30C02 &05
\$	<u>11,575.00</u>	Sewer
\$	<u>20,324.94</u>	

604,087.74 Subtotal

645,813.31 645,813.31 Total
94%

Paid Invoice Listing 147552 - 147679

3,835.34	Columbia Cty Treas - Muni Court 2 months
2,500.00	Scott Davis BID Contractor
9,150.00	Max R Recovery brush grinding
2,290.67	MN Life
3,724.30	MSA Prof RLF Admin
3,600.00	Portage Chamber of Comm Tourism Murals/Bike Loop Adv; BID Taste Ptg
20,500.00	Sabel - Sewer Mediation Agree
9,365.71	State of WI - Muni Court 2 months

54,966.02 Subtotal

65,584.14 65,584.14 Total
84%

Manual Checks Issued - Wires

13,195.00	Great West Retirement Svc
77,851.30	Comm Bank of Ptg Tax W/H Fed (903/905)
15,090.44	Comm Bank of Ptg Tax W/H State (907)
<u>106,136.74</u>	Subtotal

106,136.74 106,136.74 Total
100%

Water Claims not paid input date 08/27/15

2,331.79 2,331.79 Total

Water Pd Claims 15313-15321

61,383.48	City Treasurer - Muni Owned Tax; AP
11,092.52	Alliant Energy
17,182.14	City Treasurer - Payroll (2)

89,658.14 Subtotal

89,909.72 89,909.72 Total
99.7%

\$ 909,775.70 Total Claims

DATE: 09/04/2015
TIME: 09:45:18
ID: AP442000.WOW

CITY OF PORTAGE
VENDOR SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 09/10/2015

VENDOR #	NAME	AMOUNT DUE
5ALARM	5 ALARM	837.92
ADAMCOL	ADAMS-COLUMBIA ELECTRIC COOP	29.67
ALERETOX	ALERE TOXICOLOGY SERVICES INC	58.25
ALLIENE	ALLIANT ENERGY	14,731.04
AMAZON	AMAZON	467.37
ARAMUNI	AUS LA CROSSE MC LOCKBOX	485.14
AYREASS	AYRES ASOCIATES	176.95
BAGNRO	ROBERT J. BAGNALL	98.58
BAKEENT	BAKER & TAYLOR	339.46
BASSMEC	BASSETT MECHANICAL	470.05
BATTPLUS	BATTERIES PLUS #572	49.90
BATTPRO	BATTERY PRODUCTS INC	62.65
BRUCMUN	BRUCE MUNICIPAL EQUIPMENT, INC	887.58
CAPIBAT	CAPITOL CITY BATTERY, INC.	427.85
CAPNEWS	CAPITAL NEWSPAPERS	380.08
CARDMEM	CARDMEMBER SERVICE	1,956.16
CAREWCO	CAREW CONCRETE & SUPPLY CO INC	274.50
CARTDIR	CARTRIDGES DIRECT	419.97
CCHEALT	COLUMBIA COUNTY HEALTH &	40.00
CCHIGH	COLUMBIA COUNTY HIGHWAY	2,094.76
CCSHER	COLUMBIA COUNTY SHERIFF'S DEPT	175.00
CCSOLID	COLUMBIA CO. SOLID WASTE	107.00
CDWGOV	CDW GOVERNMENT INC.	2,643.30
CENTLINK	CENTURY LINK	68.47
CENTSPR	CENTURY SPRINGS BOTTLING CO	238.40
CHARCOM	CHARTER COMMUNICATIONS	788.07
CINTAS	CINTAS CORPORATION #446	657.87
COMMSER	COMMUNICATIONS SERVICE	89.00
COUNPLU	COUNTRY PLUMBER, INC	646.77
CRAWOIL	CRAWFORD OIL CO., INC.	1,507.20
DAVISCON	DAVIS CONSTRUCTION CO	20,400.00
DEANHEAL	DEAN CLINIC	21.00
DELLMAR	DELL MARKETING LP	935.35
DELTDEN	DELTA DENTAL PLAN OF WISCONSN	6,394.98
DEMCO	DEMCO, INC.	350.66
DEPTEMP	DEPT. OF EMPLOYEE TRUST FUNDS	102,210.60
DIVISAV	DIVINE SAVIOR HEALTHCARE	90.00
DLGASSER	D.L. GASSER CONSTRUCTION	902.88
DONRICK	DON RICK INSURANCE	910.00
ELECONE	ELECTRIC ONE	149.00
ENGREG	ENGINEERING REGISTRATION	600.00
FIRESAFE	FIRE & SAFETY EQUIPMENT INC	39.70
FIRSAFUS	FIRE SAFETY USA, INC	35.00
FRONTON	FRONTIER ONLINE	2,154.39

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TIME: 09:45:18
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CITY OF PORTAGE
VENDOR SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 09/10/2015

VENDOR #	NAME	AMOUNT DUE
GALEGRO	GALE	19.46
GALLS	GALLS, AN ARAMARK COMPANY	180.43
GENENG	GENERAL ENGINEERING COMPANY	20,324.94
GRAINGER	GRAINGER	681.09
HARDHEL	HARDER CORP	269.00
HARMCON	HARMONY CONSTRUCTION MGMT.	4,638.99
HAWKWAT	HAWKINS INC.	4,775.95
HOLIWHO	HOLIDAY WHOLESALE	47.40
IAMDairy	I.A.M. DAIRY DISTRIBUTING LLC	230.61
INGRBOO	INGRAM LIBRARY SERVICES	2,766.33
INTEELE	INTERSTATE ELECTRIC SUPPLY CO.	111.64
ISLAND	I&S LANDSCAPING SUPPLIES	1,392.15
JEFFFIR	JEFFERSON FIRE & SAFETY, INC.	285.00
KIMBMID	KIMBALL MIDWEST	79.16
LANGENT	LANGE ENTERPRISES, INC	175.86
LWALLEN	L.W. ALLEN, INC.	6,056.14
MCMAASS	MCMAHON ASSOCIATES, INC.	933.25
MEDIVAN	MEDIVAN INC	7,588.00
MIDAMER	MID-AMERICAN RESEARCH CHEMICAL	759.50
MIDTAPE	MIDWEST TAPE	329.89
MILLBRAD	MILLER-BRADFORD & RISBERG INC	142.19
MILLBRU	MILLER, BRUSSELL, EBBEN,	16,300.00
MILLMIL	MILLER & MILLER LLC	4,332.00
MONRTRU	MONROE TRUCK EQUIPMENT, INC.	336.42
MOORMED	MOORE MEDICAL CORP.	82.39
NAPAAUT	NAPA AUTO PARTS	527.65
NORTCEN	NORTH CENTRAL LABORATORIES	584.12
NORTLAK	NORTHERN LAKE SERVICE, INC	248.00
OREIAUT	O'REILLY AUTO PARTS	337.70
PBELEC	PB ELECTRONICS, INC.	167.50
PENGRAN	PENGUIN RANDOM HOUSE LLC	281.25
PIONRAN	PIONEER ATHLETICS	560.00
PITNEYBO	PITNEY BOWES PURCHASE POWER	150.76
POMPTIR	POMP'S TIRE SERVICE INC	288.04
PORTLUM	PORTAGE LUMBER	904.81
PORTPRI	PORTAGE PRINTING	145.00
PORTSCH	PORTAGE COMMUNITY SCHOOL DIST.	1,196.05
PORTWAT	PORTAGE WATER UTILITY	35,231.14
PREMWAT	PREMIUM WATERS, INC.	66.00
PTASCON	PTASCHINSKI CONSTRUCTION, INC.	280,172.30
REHRPAC	REHRIG PACIFIC COMPANY	5,791.00
RENNFIR	RENNERT'S FIRE EQUIPMENT	912.00
RGSCHM	R.G. SCHMITT, INC.	13,700.00
SADLJO	JOSEPH SADLON	50.03

DATE: 09/04/2015
TIME: 09:45:18
ID: AP442000.WOW

CITY OF PORTAGE
VENDOR SUMMARY REPORT

PAGE: 3

INVOICES DUE ON/BEFORE 09/10/2015

VENDOR #	NAME	AMOUNT DUE
SCHUSMA	SCHULTZ SMALL ENGINE	160.45
SIMETAL	S.I. METAL	6.42
SOBISTE	STEVE SOBIEK	186.88
STAPLES	STAPLES CREDIT PLAN	848.03
STEINTAL	STEINIG TAL KENNEL LLC	363.99
STRAASS	STRAND ASSOCIATES INC	1,920.55
SUPECHE	SUPERIOR CHEMICAL INC	1,140.69
SUPRAWA	SUPREME AWARDS	142.50
TACTSOL	TACTICAL SOLUTIONS	400.00
TAPCO	TAPCO	2,493.50
TRECEK	TRECEK AUTOMOTIVE OF	3,942.04
TRUCKCO	TRUCK COUNTRY	49.69
TWORIV	TWO RIVERS SIGNS & DESIGN	215.00
TYLERWKS	TYLER TECHNOLOGIES INC	3,221.60
UNIQMAN	UNIQUE MANAGEMENT SERVICES INC	71.60
USCELL	U. S. CELLULAR	1,382.34
UWEXTCO	UW EXTENSION COLUMBIA COUNTY	26.54
VONBRIE	VON BRIESEN & ROPER S.C.	45.43
WALSACE	WALSH'S ACE HARDWARE	961.90
WELWILL	WILLIAM P. WELSH	565.00
WIDEJUST	WI DEPT OF JUSTICE	7.00
WIESCON	WIESER CONCRETE	55.80
WILLENT	WILL ENTERPRISES	535.02
WISCSUP	WISCONSIN SUPREME COURT	40.00
WISCTRA	WI DEPT OF TRANSPORTATION	35.00
WITAX	WISCONSIN TAXPAYERS ALLIANCE	21.95
WMCADIS	WMCA DISTRICT IV	40.00
WRS	WISCONSIN RETIREMENT SYSTEM	46,373.89
ZIMMPLU	ZIMMERMAN PLUMBING INC	6.84
TOTAL ALL VENDORS:		645,813.31

PORTAGE UTILITIES

Payment Approval Report Finance Committee Only
 Input Date(s): 08/27/2015 - 08/27/2015

Page: 1
 Aug 27, 2015 03:30pm

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
24 HOUR HOME COMFORT SERVICES							
	Total 24 HOUR HOME COMFORT SERVICES				11.95	.00	
ARAMARK UNIFORM SERVICES							
	Total ARAMARK UNIFORM SERVICES				161.99	.00	
CDW GOVERNMENT							
	Total CDW GOVERNMENT				8.72	.00	
COLUMBIA COUNTY SOLID WASTE							
	Total COLUMBIA COUNTY SOLID WASTE				36.00	.00	
CT LABORATORIES, LLC							
	Total CT LABORATORIES, LLC				90.00	.00	
FEARING'S AUDIO VIDEO SECURITY							
	Total FEARING'S AUDIO VIDEO SECURITY				226.82	.00	
PORTAGE LUMBER DO-IT							
	Total PORTAGE LUMBER DO-IT				15.36	.00	
PUBLIC SERVICE COMMISSION WISC							
	Total PUBLIC SERVICE COMMISSION WISC				231.27	.00	
STAPLES CREDIT PLAN							
	Total STAPLES CREDIT PLAN				152.59	.00	
TOTAL WATER TREATMENT SYSTEM							
	TOTAL WATER TREATMENT SYSTEM				382.00	.00	
TRECEK AUTOMOTIVE							
	Total TRECEK AUTOMOTIVE				615.09	.00	
VAN'S CONSTRUCTION INC							
	Total VAN'S CONSTRUCTION INC				400.00	.00	

Total Paid: -
 Total Unpaid: 2,331.79
 Grand Total: 2,331.79

Portage Water Utility

Dated: _____

PORTAGE UTILITIES

Check Register - CLAIMS PAID BUT NOT APPROVED

Page: 1

GL Posting Period(s): 08/15 - 08/15

Aug 27, 2015 01:07pm

Check Issue Date(s): 08/28/2015 - 08/28/2015

Per	Date	Check No	Vendor No	Payee	Invoice No	Seq	GL Acct No	Discnts Taken	Seq Amount		
08/15	08/28/2015	15313	2362	ALLIANT ENERGY/WP&L	398735U081015	1	1-622221		4,725.03		
					228592U081715	1	1-622221		2,782.86		
					663440U080715	1	1-622221		3,072.83		
					563724U082015	1	1-622221		511.80		
		Total 15313								11,092.52	
08/15	08/28/2015	15314	325	CENTURY LINK	1347602071	1	1-921220		1.63		
08/15	08/28/2015	15315		Information Only Check	.00		1-232000			V	
08/15	08/28/2015	15316		Information Only Check	.00		1-232000			V	
08/15	08/28/2015	15317		Information Only Check	.00		1-232000			V	
08/15	08/28/2015	15318	327	CITY OF PORTAGE - TREASURER	2015186	4	1-930201		21.00		
					2015186	12	1-923207		16.27		
					2015222	2	1-921220		48.96		
					2015186	10	1-923207		16.27		
					2015186	9	1-923207		16.27		
					2015186	8	1-923207		16.27		
					2015186	7	1-923207		16.31		
					2015215	10	1-920550		1,693.16		
					2015186	5	1-930201		24.00		
					2015186	14	1-160000		195.30		
					2015186	3	1-930201		116.50		
					2015186	6	1-926202		2,000.00		
					2015215	6	1-920550		1,693.16		
					2015215	9	1-920550		1,693.16		
					2015215	7	1-920550		1,693.16		
					2015222	1	1-921220		47.34		
					2015215	5	1-920550		1,693.16		
					2015215	4	1-920550		1,693.16		
					2015215	3	1-920550		1,693.16		
					2015215	2	1-920550		1,693.16		
					2015215	1	1-920550		1,693.24		
					2015186	15	1-160000		81.38		
					2015215	8	1-920550		1,693.16		
					2015186	11	1-923207		16.27		
					2015215	12	1-920550		1,693.16		
					2015186	1	1-640352		425.00		
					2015186	2	1-655350		167.35		
					2015215	11	1-920550		1,693.16		
					2015223	1	1-408200		30,524.64		
					2015222	6	1-474100		1,146.00		
					2015222	5	1-921340		10.49		
					2015222	4	1-921340		4.59		
					2015222	3	1-950000		8,431.00		
					2015186	13	1-923207		16.27		
		Total 15318								61,383.48	
08/15	08/28/2015	15319		Information Only Check	.00		1-232000			V	
08/15	08/28/2015	15320	329	CITY TREASURER-PAYROLL	8/21/15 - PAY	14	1-902111		563.58		
					8/21/15 - PAY	7	1-920000		6,005.90		
					8/21/15 - PAY	1	1-620110		4,778.04		
					8/21/15 - PAY	2	1-620112		777.21		
					8/21/15 - PAY	3	1-620150		377.76		
					8/21/15 - PAY	4	1-620151		398.65		
					8/21/15 - PAY	5	1-640111		228.00		
					8/21/15 - PAY	8	1-920112		48.90		

M = Manual Check, V = Void Check

PORTAGE UTILITIES

Check Register - CLAIMS PAID BUT NOT APPROVED

Page: 2

GL Posting Period(s): 08/15 - 08/15

Aug 27, 2015 01:07pm

Check Issue Date(s): 08/28/2015 - 08/28/2015

Per	Date	Check No	Vendor No	Payee	Invoice No	Seq	GL Acct No	Discnts Taken	Seq Amount
					8/21/15 - PAY	9	1-920130		2,775.02
					8/21/15 - PAY	10	1-920132		40.00
					8/21/15 - PAY	15	1-902000		13.63
					8/21/15 - PAY	6	1-640151		17.45
					8/21/15 - PAY	11	1-920150		379.31
					8/21/15 - PAY	13	1-902000		218.16
					8/21/15 - PAY	12	1-920151		445.61
					8/21/15 - PAY	17	1-902151		60.84
					8/21/15 - PAY	16	1-902150		54.08
		Total 15320							17,182.14
08/15	08/28/2015	15321	714	FRONTIER	8/13/15-9/12/15	1	1-921220		249.95
		Totals:							89,909.72

**City of Portage
Municipal Services and Utilities Committee Meeting
Thursday September 3, 2015, 5:30 p.m.
Municipal Building, 115 West Pleasant Street, Conference Room One
Minutes**

Members Present: Doug Klapper, Chairperson; Mary E. Hamburg arrived at 5:34; William A. Kutzke, Jeffrey F. Monfort; Rick Dodd.

Others Present: Bob Redelings, Public Works Director; Tammy O'Leary; Public Works Secretary; Bill Welsh, CATV; Richard Lynn, Alder Person; Shawn Murphy, City Administrator; Kay Koerner; Jim Koerner; and Sarah Johnson.

1. Roll Call

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

2. Approval of meeting minutes from meeting on Thursday August 6, 2015.

Motion by Dodd second by Monfort to approve the minutes from August 6, 2015.

Roll Call 3-1 with Kutzke abstaining.

Mary Hamburg arrived at 5:34 p.m.

Committee moved to item #4 and then returned to Item #3.

4. Discussion and possible action regarding Historic Fill Debris on E. Haertel St.

Public Works Director Redelings stated that the E. Haertel Street project is completed. During the design phase, the environmental investigation identified approximately 2,100 cubic yards of material from the old landfill that required disposal at an approved site. The material estimates for hauling and disposing the material ranged from \$200,000 to \$300,000. Through discussions between the consultant and the DNR a determination was made that the adjoining city-owned parcel was an acceptable site to receive the material.

Administrator Murphy stated the City Engineer's decision to locate the material on that site was made due to budget restrictions with the approval from the DOT and DNR.

Alderperson Lynn presented a letter and signed petition for the removal of the debris from neighborhood residents.

Motion by Dodd, Second by Hamburg to get firm costs to properly dispose of the material.

Dodd suggested getting costs for removal now that the project is done but unfortunately the cleanup will not occur in 2015 because the funds will have to be borrowed.

Klapper indicated this item will come back to Municipal Services for action and then go to Finance to allocate funding.

Motion by Dodd, second by Klapper to amend the original motion to add the date of October 1st to get a cost for the hauling and disposal of the material.

Roll call. Motion passed 5-0.

Roll call on Amended Motion passed 5-0

Return to item #3

3. Discussion and possible action on 2016 Operating and Capital Budgets.

Redelings stated there are few changes at this time; refined information by the next meeting. With the open position for Engineering Technician he has had to spend additional time in the field. Redelings stated there were items in the capital budget for wastewater such as boilers and doors were moved to operations because of the new rate structure. The same thing occurred with the water meters for the Capital Water Budget.

There will be public information meeting in November on the River St project with visuals for the committee and public. Dodd stated he would like an alternate option added to the River Street project for sidewalk on River Street from Summit Street to CTH O for safety reasons.

Committee asked for staff to look at the foundation in disrepair at the old Hill Ford site. Hamburg stated there are holes now at that location and was concerned about public safety.

4. Discussion and possible action regarding Historic Fill Debris on E. Haertel St.

Discussed prior to item #3.

5. Public Works Directors Report

Director Redelings gave an update on the following:

- **East Wisconsin Street-Dewitt Street Reconstruction Project.**

Redelings stated there have been two meetings on this project. This past week there was a joint meeting with representatives from Columbia County's building project, the US 51/STH 16 design consultant, DOT, DNR and the City. The meeting focused on the temporary and permanent location of the Ice Age Trail (IAT). During the County's building project in 2016, the IAT will run along East Wisconsin Street to Pauquette Street and Pauquette Street to East Mullet Street. The permanent IAT will be in its current location. If it's viable, the trail will also pass under the East Wisconsin Street-Dewitt Street intersection.

- **Ray-O-Vac Lift Station upgrade project.** This project is on hold and the lift station may be relocated beyond the runway clear zone. The Airport Commission is working with the BOA on possible partial funding.

- **East Haertel Street Reconstruction Project.** Was discussed earlier and will be open as of Friday A.M.

- **2015 Street and Utility Reconstruction Project.**

Redelings stated Hamilton Street is done, Wal-Mart entrance is done and the two remaining areas are 400 block of W. Marion and the 100 block of E. Franklin that will be completed within three weeks, weather permitting.

Discussion at the next meeting: A location for the concrete rubble currently stock piled on Morgan Street.

10. Adjournment

Move to adjourn at 6:54p.m. by Dodd second by Monfort.

Roll Call. Passed 5-0.

Prepared by Tammy O'Leary, Public Works Secretary.

RESOLUTION NO. 15-037

RESOLUTION RELATIVE TO EXEMPTION FROM COUNTY LIBRARY TAX

WHEREAS, the Columbia County Board levies a county library tax; and

WHEREAS, Section 43.64(2)(b) of the Wisconsin Statutes provides such units of government which levy a tax for public library service and appropriate and expend for a library fund as defined by s.43.52 (1) during the year for which the county tax levy is made a sum at least equal to the county library tax rate in the prior year multiplied by the equalized valuation of property in the city or village for the current year, may apply for exemption from this tax; and

WHEREAS, the City of Portage does levy a library tax in excess of the amount calculated in accordance with 43.64(2)(b).

NOW THEREFORE, BE IT RESOLVED by the Common Council of the City of Portage that the City of Portage be exempted from the payment of any county library tax as provided in Section 43.64(2)(b) inasmuch as it will expend for its own library fund for 2016 an amount in excess of that calculated in accordance with 43.64(2)(b). Exemption from the payment of said county library tax shall not preclude the City of Portage participation in county library service in all other respects; and

BE IT FURTHER RESOLVED, that confirmed copies of the Resolution be forwarded by the City Clerk to the Portage Public Library and to the Columbia County Clerk no later than September 30, 2015.

DATED this 10th day of September, 2015.

W.F. "Bill" Tierney, Mayor

Attest:

Marie A. Moe, WCPC, MMC, City Clerk

Resolution requested by:
City Clerk

Ovarian Cancer Awareness Month Proclamation

WHEREAS, ovarian cancer is the fifth leading cause of death in women and the deadliest of all gynecologic cancers; and

WHEREAS, early detection and treatment of ovarian cancer often means the difference between a woman's life and death; and

WHEREAS, ovarian cancer awareness month provides an opportunity to learn more about the causes and warning signs of this deadly disease, so that ovarian cancer can be detected early and treated effectively, thereby improving the survival rate and quality of life for the women whom ovarian cancer affects.

NOW THEREFORE, I, W.F. "Bill" Tierney, Mayor of Portage, Wisconsin, do hereby proclaim the month of September 2015 as

OVARIAN CANCER AWARENESS MONTH

Given under my hand this 10th day of
September 2015, at Portage, Wisconsin.

W.F. "Bill" Tierney, Mayor