

City of Portage
Municipal Services and Utilities Committee Meeting
Thursday October 1, 2015, 5:30 p.m.
Municipal Building, 115 West Pleasant Street, Conference Room One
Minutes

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

Others Present: Bob Redelings, Public Works Director; Tammy O'Leary; Public Works Secretary; Jon Crawford; Crawford Oil; Bill Welsh, CATV; Craig Sauer; PDR; Shawn Murphy, City Administrator, Alderperson Mike Charles arrived at 5:51p.m.

1. Roll Call

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

2. Approval of meeting minutes from meeting on Thursday September 3rd, 2015.

Motion by Dodd second by Hamburg to approve the minutes from September 3rd, 2015.

Roll Call 5-0. Passed

3. Discussion and possible action on Revised Agreement for Hwy 33 Sewer lateral.

City Administrator Murphy gave an overview of the Agreement Governing Sanitary Sewer Lateral in the City of Portage for the Hwy 33 Sewer Lateral, Highway 33 Holdings, LLC. Administrator Murphy stated that Jon Crawford had contacted him regarding the September 1, 2021 deadline date on separating the sanitary sewer laterals between Highway 33 Holdings and Portage Diesel. Murphy stated that if the parcels were to change different ownership the separation would be needed but since there are no foreseeable changes to property and/or business ownership and the current arrangement is working satisfactory, and all other conditions remain intact, removal of the deadline doesn't appear problematic.

Motion by Monfort Second by Kutzke to revise the Agreement for Hwy 33 Sewer later by removing the date of September 1, 2021 deadline and forwarding to Council.

Roll Call 5-0. Passed

4. Discussion and possible action for a stop sign (in lieu of a yield sign) at Lock St. & W. Edgewater St.

Klapper stated a letter was received suggesting a stop sign instead of a yield sign at Lock St & W. Edgewater St. Redelings stated a few years ago the library was extended making a vision issue at the corner. Redelings and the Police Department recommend a stop sign.

Motion by Dodd second by Monfort to send the request for a stop sign (in lieu of a yield sign) at Lock St. and W. Edgewater St. to the Legislative and Regulatory Committee.

Roll Call. 5-0 Passed.

5. Discussion and possible action for a Historic Fill Debris on E. Haertel St.

Aldersperson Hamburg, Monfort and Charles all stated after viewing the site there was no odor and no displeasing look to the area. Aldersperson Dodd stated the fill was piled on a location that has been a landfill for many years.

No action taken.

6. Discussion and possible action on Museum at the Portage building repairs.

Redelings gave an overview of the repairs that are needed at the Museum. The City is generally responsible for exterior repairs and the "Museum at the Portage" is responsible for interior repairs. The Museum was looking at boiler repairs required by Liberty Insurance but the expense couldn't be justified for the out of date boiler system. Redelings suggested adding new duct work to keep the Museum heated during the winter months. Redelings also suggested abandonment of the boiler system. He stated the temporary repairs to the railing have made it possible to postpone the handi-cap railing to 2016. He'll investigate renovating the existing concrete foundation instead of removal and replacement.

No action taken.

7. Discussion and possible action on light pole type on E. Haertel St.

Redelings stated the difference between the wood and concrete poles is about \$4,000 more for concrete poles. There are many wooden poles throughout the City.

It was the consensus of the committee to use wood poles with the LED lighting.

Monfort left at 6:17 p.m

8. Discussion and possible action on street lights on Meadowlark Lane.

Redelings stated there are three street lights in the area with 650 feet between two of them. Dodd suggested relocating the middle pole making the pole spacing approximately 550 feet apart instead of adding additional poles. Redelings to find out the cost of relocation.

9. Discussion and possible action on 2016 Capital Projects.

Redelings noted only three additions since the introduction of 2016 projects. Two sewer replacements need to be added to the Wastewater projects.

Also there is an additional capital project; the Subway storm water pump station for \$11,000 to correct controller malfunction.

Redelings stated in 2017 the requirement for the state wage rates will be removed, potentially saving 5% on projects, but recommends staying on course for 2016.

No action taken.

10. Discussion and possible action on location of concrete rubble site.

Redelings suggested relocating the site south of the old Wastewater Treatment Plant on Hwy 33 and possibly crushing twice a year to keep the pile height down. He'll examine the permitting requirements since the area is within the Fox River Floodplain.

Redelings stated that if the Hwy 33 site is not permitted, the former Currie Rd landfill site is another possibility.

Redelings to bring back next month. **No action taken.**

11. Public Works Directors Report

- Update on East Wisconsin Street-Dewitt Street Reconstruction Project- there have been multiple meetings. There will be a local officials meeting on November 12 and a Public Information meeting on November 17th.
- Update on Ray-O-Vac Lift Station upgrade Project-still looking into different funding options with the BOA. Redelings stated the BOA would view the lift station as an obstruction and relocation of the lift station may be fundable. More information to follow in November.
- Update on 2015 Street and Utility Reconstruction Projects. Redelings stated the E. Franklin St. and W. Marion St. will be paved the week of October 5th. Those are the only remaining street projects for 2015.

- Update on 2015 Wastewater Capacity, Management, Operation, and Maintenance (CMOM) Program- Redelings and Wastewater Superintendent Hornischer have drafted a manual for the City's Sewer Collection System as required by the WDNR. A copy is kept at City Hall for review.

12. Adjournment

Move to adjourn at 7p.m. by Dodd second by Hamburg.

Roll Call. Passed 4-0.

Prepared by Tammy O'Leary, Public Works Secretary.