

**City of Portage
Municipal Services and Utilities Committee Meeting
Thursday November 5, 2015, 6:30 p.m.
Municipal Building, 115 West Pleasant Street, Conference Room One
Minutes**

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

Others Present: Bob Redelings, Public Works Director; Tammy O'Leary; Public Works Secretary; Bill Welsh, CATV; Craig Sauer; PDR; Shawn Murphy, City Administrator, Mayor Bill Tierney; Kory Anderson; GEC; Audience Members.

Excused: Jeffrey F. Monfort

1. Roll Call

The meeting was called to order at 6:48 p.m.

2. Approval of meeting minutes from meeting on Thursday October 1st, 2015.

Motion by Dodd second by Hamburg to approve the minutes from October 1, 2015.

Roll Call 4-0. Passed

3. Discussion and possible action on River Street Reconstruction Project.

Redelings gave an overview of the Project after the information meeting. Redelings explained for the City's to be the correct width for travel, parking on both sides, and pedestrian sidewalk and snow storage, that some easements are necessary. Redelings explained River Street is in poor condition and is in a high density area.

Klapper stated the River Street construction has been a project on the books for a lengthy time and resident safety is a priority.

Committee discussed several impacts on city residents including, street widening, sidewalk placement, landscaping encroachments along with financial constraints for some residents.

Redelings stated at this time to keep the project moving forward to agree with continuation of the project with design and the bidding process. Redelings suggested an alternate of bidding the project with postponing the Summit Street sidewalk and include with the Carroll Street Project in 2018, giving the City time to

obtain easements and giving additional time for residents to prepare if there are financial constraints.

Aldersperson Dodd suggested that the sidewalk on the south side of River Street from W. Wisconsin to Summit St. be bid as an alternate.

Alderspersons Hamburg and Klapper both agreed that although a project has some negative impact at the beginning that the safety of all the citizens and progress is an important factor for the City.

Mayor Tierney commented that there is always a push back at the start of the initial project but the end result is usually positive once in place. Mayor Tierney stated these projects are in the best interest of the entire community not just the residents affected by construction, but the bigger picture of the City in the future.

Motion by Hamburg to continue with the Design and bidding of the River Street project with the alternate of sidewalks on Summit Street second by Klapper.

Kutzke made a motion to contain current widths of River Street. No second.

Roll Call 3-1. Passed with Kutzke voting no.

4. Discussion and possible action on 2016-2017 Municipal Street Improvement Program (MSIP).

Redelings explained the state sponsors a 2 year program that there are about \$75,000 in funds available for all the incorporated municipalities within the County and the City has taken advantage of this in the past, including \$17,000 received for the E. Albert Street Project. Redelings stated that there is a rush to get the information to the County in order to review to forward to the State. This does not meet the time requirements for 2016 but looking forward to 2017 project according to the Capital Improvement Plan. Redelings stated he has already completed the application for the county but is asking for recommendation from the Committee to acquire the Mayors signature.

Motion by Hamburg to forward the MSIP documentation to the Mayor for approval, second by Dodd.

Roll Call. Passed 4-0.

5. Discussion and possible action on removal E. Cook St and E. Wisconsin St. from National Highway System (NHS).

Redelings stated he had received an e-mail for the DOT requesting withdrawal of Hwy 33 and Hwy 51 from the NHS network, these portions do not connect to Highway system. Redelings explained he was waiting for additional information and it is his recommendation to wait on a decision until more information is given.

No action taken.

6. Discussion and possible action on Municipal Parking Lot Directional Signage.

Redelings received a letter from a local business owner on patrons' complaints of not knowing where there is public parking. The business owner suggested Public Parking signs be placed on poles clearly marking the direction of Public parking.

Redelings stated there is a need for consistency of the signs and proper placement.

Klapper said in the past the Historical Preservation Commission was looking into naming the parking lots with signage. Klapper stated this might be a great time to revisit that along with BID to see if there can be a combined commitment to name and clearly sign all public parking locations.

Redelings to bring some estimates to December meeting.

No action taken.

7. Discussion and possible action location of concrete rubble.

Redelings stated unfortunately the previous location recommended behind the old waste water treatment plant is in wetlands so rubble would need to be stored in the front of property requiring fence/screening to visual cover the pile. Redelings stated this would be a very convenient place for storing the concrete. Redelings stated the pile could continue at the Wauona Trail site but crushed two times a year to help manage the site.

Redelings will bring back estimates on screening/fencing.

No action taken.

8. Discussion and possible action on alternative funding mechanisms for Building inspection Program and/or street lighting.

Administrator Murphy gave an overview of the Memo to the Finance and Administration Committee to comply with the State Expenditure Restraint Limit (ERL) with the recommended short term transfers and long term transfers to stay compliant. Administrator Murphy discussed revenue options including a possible wheel tax like other cities, villages and counties. More detailed discussions will be forthcoming at future meetings.

9. Public Works Report

- Update on East Wisconsin Street-Dewitt Street Reconstruction Project- recent meeting with DOT. Also, there will be a local officials meeting (COM) on November 12th and Public Information Meeting (PIM) on November 17th.
- Update on STH 33 (Cook St.)-no update at this time.
- Status of Annual local road certification- report going to DOT on Monday.
- Comments regarding prohibited parking areas-there have been complaints of people parking cars in front of hydrants. In the future when hydrants are painted a yellow line will be painted in front of them.

10. Adjournment

Move to adjourn at 9:08 p.m. by Hamburg second by Dodd.

Roll Call. Passed 4-0.

Prepared by Tammy O'Leary, Public Works Secretary.