

Common Council Proceedings  
City of Portage

Regular Meeting  
Council Chambers  
City Municipal Building

December 27, 2012  
7:00 p.m.

**1. Call to Order**

Mayor Jahn called the meeting to order at 7:00 p.m.

**2. Roll Call**

Present: Ald. Ebnetter, Garetson, Hamre, Havlovic, Klapper, Maass, Miller, Oszman

Excused: Ald. Dodd

Also Present: Mayor Jahn, City Clerk Moe, Interim City Administrator Murphy, City Attorney Spankowski

Media Present: Craig Sauer from Portage Daily Register, Bill Welsh from Cable TV

**3. Pledge of Allegiance**

The Pledge of Allegiance was said.

**4. Approval of Agenda**

No changes.

**5. Minutes of Previous Meeting**

Motion by Klapper, second by Oszman to approve the minutes of the December 13, 2012 Common Council meeting. Motion carried on call of roll with Maass abstaining.

**6. Committee Reports**

Human Resources meeting of December 27, 2012

Motion by Oszman, second by Garetson to approve the appointment of Jean Mohr as Finance Director with the terms outlined in the memo regarding the conditional offer of employment from Interim City Administrator Murphy, dated December 21, 2012, effective January 6, 2013. Ald. Maass had concern that the longevity terms would include receiving credit for time not employed by the city. She also objected to the giving of a bonus. The council discussed calling the \$1500 payment something other than a bonus. Motion by Miller, second by Hamre to amend the motion to change the wording of "bonus", which was item 7 on the memo, to recalculation of pay for duties performed by Ms. Mohr.

Motion carried unanimously on call of roll. The motion as amended carried unanimously on call of roll.

Motion by Oszman, second by Garetson to approve the revised position description for Police Secretary-Confidential. Motion carried unanimously on call of roll.

Motion by Oszman, second by Maass to approve Kim Standke as Public Works Superintendent, effective January 6, 2013 at the Grade 10 new hire rate of \$48,614.45, including the Outline for Public Works Superintendent Goals and Objectives dated December 10, 2012, with multiple reviews, and a six (6) month probationary period. Motion carried unanimously on call of roll.

**7. New Business**

Motion by Oszman, second by Klapper to approve encumbering the following 2012 general funds: 100-20-53640-340, municipal services – nuisance control operating supplies \$5,000 for animal control at the airport; 100-02-59700-760, contingency \$2,000 for purchase of laptop for public works superintendent; 100-02-59700-760 contingency, \$12,000 to install PAPI lights. Motion carried unanimously on call of roll.

**8. Adjournment**

Motion by Oszman, second by Klapper to adjourn. Motion carried on call of roll at 7:23 p.m.

Marie A. Moe, WCPC, MMC  
City Clerk