

City of Portage
Municipal Services and Utilities Committee Meeting
(This meeting will constitute a meeting of the Legislative and Regulatory
Committee as a quorum of members will be present; but no business of that
committee will be taken up.)
Thursday May 3, 2012 6:30 p.m.
Municipal Building, 115 West Pleasant Street, Conference Room One
Amended Agenda

Members: Jeff Garetson, Chairperson; Carol Hamre, Doug Klapper, Frank Miller,
Michael G. Oszman

1. Roll Call
2. Approval of meeting minutes from previous meeting
3. Election of a Vice Chairperson
4. Election of a recording secretary
5. Discussion on day and time of meetings
6. Update on mosquito policy
7. Discussion and possible action on requests for in-kind services
 - A. Wavier of fee for street closure permit for Portage Area Chamber of Commerce for MDA Freedom Ride
 - B. Canal Days Encampment
8. Discussion and possible action on storm water management at New Pinery Road and Collins St. (Richard Minnema) and Jefferson Street.
9. Discussion and possible action on trees replacement plan for 100 blocks of east and west Cook Street
10. Discussion and possible action on Conant Street parking structure
11. Discussion and possible action on change order for Silver Lake Beach Bathhouse
12. Discussion on splash pad project
13. Discussion on skate park project
14. Discussion on vehicle replacement for one ton pickup and dump truck
15. Updates on street and park projects
16. Discussion and possible action on West Howard Street Sanitary Sewer Replacement Project
17. Adjournment
(Amended 05/01/12, 1:35 p.m.)

Jeff Garetson, Chairperson

City of Portage
Municipal Services and Utilities Committee Meeting Minutes
Thursday, April 5, 2012 6:30 p.m.

Members: Rick Dodd, Chairperson; Richard L. Beebe, Doug Klapper, Michael G. Oszman, Jeff Garetson

Others present: Scott Maass, Tim Raimer, Bob Redelings, Craig Sauer, Gil Meisgeier, Kory Anderson, Larry Plaster, Marianne Hansen

1. Roll Call – Excused: Garetson

2. Approval of meeting minutes from March 1, 2012

Motion by Oszman, second by Klapper. Passed 4-0 on call of roll.

3. Discussion and possible action on utility usage issue for Joseph LaBella @ 1508 New Pinery Road

This happened at the time of snow melting and was a possible prank. None of this excess water entered the sanitary sewer. Motion by Oszman, second by Beebe to credit the sewer portion of the bill for \$511.62. Passed on 4-0 call of roll.

4. Discussion and possible action on in-kind services

Farmers Market May 3 through October 25 – only change is to move it back to Market Square and provide water tank for cleaning; Canal Days (June 1 & 2) Edgewater and Marchowsky Place closure; MDA Freedom Ride (July 21) use of Market Square and closure of Cook street from Adams to Wisconsin; Rusch Parent Club (May 12 AM only) closure of 100 block of W. Franklin; No Action taken on GPYEF as there was not date for the event. Motion by Oszman, second by Beebe to approve in-kind services as presented and moving of Farmers Market back to Market Square. Passed 3-1 on call of roll with Beebe voting no.

5. Discussion and possible action on storm water management at New Pinery Road and Collins St. (Richard Minnema) and Jefferson Street

The Collins street project will require moving some of the trees located at the retention pond site. Director Redelings reviewed the plan with school official and they are OK with the plan, but it will require a special meeting to approve the easement. The larger trees will be removed. Jefferson Street: Bob met with the DNR and Corps of Engineers and they indicated that it would require the City to purchase about 9 acres of wetland credits at \$35K per acre. This is cost prohibitive and an alternative was discussed. It is a product called *Smart Ditch* manufactured by Penda. It would reduce the wetland credit to 1/3 of an acre and cost approximately \$31 per linear foot. This would the costs by about \$200K. Bob will be meeting again with NDR on April 25th.

6. Discussion and possible action on trees replacement plan for 100 blocks of east and west Cook Street

Tim met with S. Polnow to discuss options and a proposal may be available at the next meeting. Recommend using the original streetscape plan as a starting point. No further action taken.

7. Discussion and possible action on County Aid for 2012

Discussion on whether we should participate in it again this year and what streets would be good candidates for the program. It was decided to do Townsend from Wauona Trail to Ontario. Motion by Oszman to move this to council resolution, second by Klapper. Passed 4-0 on call of roll.

8. Discussion and possible action on mosquito policy

A FQA (frequently asked questions) was developed based on Pelletari's visit last year. This will be placed on the city's website. Printed copies will be available in the lobby of City hall. We hope to also have it printed in the newspaper.

9. Discussion on 2012 capital projects

Well #3 inspection – 13 years since last inspection; recommended to be every 10 years. Bid came in under budget, but some issue may be found after the pump is pulled.

Industrial Park water tower – most of the work is complete and will start testing/certifications within the next week or two.

Street lights – industrial park lights came in at \$6300, \$1300 over budget. We also approved last month street lights on Hamilton. These are estimated to cost \$1700 for a total cost of \$8000 or \$3000 over budget. Will need to identify where the extra money can found.

WWTP – bids are in and the low bidder was \$40K over budget but was allowed to move subcontractors around and went with a different electrical contractor. Now is approximately \$3k under budget.

Museum – working with the state historical society and will be doing more carpentry work instead of windows. Any money left over will go into window replacement.

Conant parking structure – contractor will be here on April 18th and lot will need to be closed off until inspection is complete.

Police garage floor – Masonry Restoration, the original bidder, has come back and will be doing the work

Canal – lots of discussion, but need to get the DNR to commit to funding and need to get communications open with Wisconsin Historical Society.

10. Adjournment

Motion by Klapper, second by Oszman. Passed 4-0 on call of roll. Adjourned at 7:47.

MDA Freedom Ride

Event Name

July 21, 2012 (Saturday)

Date(s) of Event

Portage Area Chamber of Commerce

Marianne Hanson

Organization & City of Portage
Tourism Committee

Contact Person

104 West Cook St

Address

Portage, WI 53901

City, State, Zip

608-742-6242

Phone number

paac@portagewi.com

Email: (not required)

In-Kind Services Requested

Item	Qty	
Barricades	?	conversation w/ Tim & Scott as needed
Picnic Tables	—	
Trash Containers		
Banners	4	Banner Location(s) Canal Bridge, 51 South Pauquette Park, 51 North
Park Fee waiver	Y <input checked="" type="radio"/> N	No park
Traffic Control	<input checked="" type="radio"/> Y N	Police Dept. Approval (Signature required) Chief Ken Mantz

Licenses/Permits Street Closure: Cook Street from Adams to Wisconsin & Market Square ^{top half of}

Park Rental Form	Y <input checked="" type="radio"/> N	
Beer/Wine License	Y <input checked="" type="radio"/> N	Fee
Certificate of Insurance	Y N	Their own through MDA
Carnival License	Y <input checked="" type="radio"/> N	Fee \$25.00 per day
Street closure Permit	<input checked="" type="radio"/> Y N	Fee \$25.00 - waiver requested
Parade Permit	Y <input checked="" type="radio"/> N	Fee \$10.00 Circle One: #1 Pauquette Park to Market Square #2 Market Square to Fairgrounds #3 W. Slifer - Airport road to Blue Star Park #4 E. Slifer - Hamilton to New Pinery

Marianne Hanson
Signature

3/20/12
Submit date

Event Name
CANAL DAYS – 2012 ENCAMPMENT

Date(s) of Event JUNE 1,2, 2012

Organization
PORTAGE CANAL DAYS COMMITTEE

Contact Person GIL MEISGEIER

LOCATION: END OF AGENCY HOUSE ROAD Historical Re-enactors Guild encampment at end of Agency House Rd

Address 117 W. Cook St

City, State, Zip PORTAGE WI

Phone number 608-334-4207

IN KIND SERVICES, ALL SAME AS PRIOR EVENTS -6 trash barrels, water wagon sanitized filled and delivered , grass cut at encampment site & mosquito sprayed, trash and clean up debris picked up. Use of gravel road on City property along the canal across 33 from Agency House Road to park encampment vehicles.

Email: (1gambit1@charter.net)

Item	Qty	HWY 33 @ PAQUETTE PARK	COMMERCE PLAZA RAILING
Barricades	AS NEEDED AS IN PAST	NORTH SIDE-HWY 51 MEDIAN NEAR WELCOME TO PORTAGE SIGN	2 - HWY 16/51 CANAL BRIDGE RAILINGS
Picnic Tables	N	HWY.33 NEAR WAUONA TRAIL	HWY 16 WEST AT WELCOME TO PORTAGE SIGN
Trash Containers	6	MAC FARLANE ON RUSCH FENCE	
Banners. Same ones used for all C'Days events	8	Banner Location(s) see above	
Park Fee waiver	N	Park & Rec Dept. Approval	
Traffic Control	N	Police Dept. Approval (Signature required)	

Licenses/Permits

Park Rental Form	N		
Beer/Wine License	Y	Fee	
Certificate of Insurance	Y		
Carnival License	N	Fee \$25.00 per day	
Street Use Permit	N	Fee \$25.00	
Parade Permit	N		
Walk/Run Permit	N	Fee \$25.00	