

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, February 7, 2013, 5:00 p.m.
Municipal Building, 115 West Pleasant Street, Conference Room One
Agenda

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

1. Roll Call
2. Approval of meeting minutes from January 3, 2013 meeting
3. Discussion and possible action on 2012 monthly water and sewer meter charge for Steve Kayartz
4. Presentation of 2013 water and sewer project by GEC
5. Discussion and possible action on 2013 project schedules and priorities
6. Discussion and possible action on WWTP digester mixing project
7. Visitor Center update
8. Splash Pad update
9. Discussion and possible action on traffic control on W Cook St by St. Mary's
10. Discussion and possible action on increasing parking for the library expansion
11. Discussion and possible action on access to properties, retaining wall and street lighting on E. Haertel Street
12. Discussion and possible action on Hamilton St. drainage easement
13. Discussion and possible action on recycling
14. Discussion and possible action on traffic signals at Wauona Trl. and E. Wisconsin St.
15. Discussion and possible action on alley prioritizing
16. Discussion and possible action on cleaning up debris on Morgan St. lots
17. Discussion on Canal Project
18. Adjournment

City of Portage
Municipal Services and Utilities Committee Meeting
Thursday, January 3, 2013, 5:00 p.m.
Municipal Building, 115 West Pleasant Street, Conference Room One
Minutes

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

Others Present: Bob Redelings, Tim Raimer, Scott Maass, Craig Sauer, Bill Tierney, Shannon Schultz, Kory Anderson, Dick Boockmeier, Rita and Arthur Briant.

1. Roll Call

All Present

2. Approval of meeting minutes from December 6, 2012 meeting

Motion by Oszman second by Klapper to approve minutes. Passed 5-0

3. Discussion and possible action in in-kind service request from Prairie Flower Beads for designating a no parking area in parking lot on W. Edgewater Street on January 17, 2013

Scott Maass will work out details with business owner on a place to park bus that does not take spaces from the heavily used part of the public lot. Motion by Oszman second by Miller to approve In-Kind services. Passed 5-0

4. Discussion and possible action on crosswalk signs on W Cook St by St. Mary's

Quotes for School Zone Beacon System range from \$2500 to \$3250. Supt Maass said after observing the situation he feels eliminating two or three parking stalls on the end of the block would help the situation by giving trucks room to get around the bend without crossing into on-coming traffic. Motion by Oszman, second by Klapper to eliminate those parking stalls on a temporary basis. Passed 5-0. The situation will be reviewed again

5. Discussion and possible action on reimbursement on water bill for Angela Pace

It was discussed that because not many people know about the option to have "deduct" meters this information needs to be on the water bill. There was also discussion that after the first extremely high bill the home owner still made the choice to continue watering. Motion by Miller second by Hamre to not reimburse the home owner on the water bill. Motion failed 3-2 with Garetson, Oszman and Klapper voting no. Motion by Oszman, second by Klapper to refund \$120 on the sewer portion of water bill. Passed 3-2 with Hamre and Miller voting no.

6. Discussion and possible action on parking for the library expansion

Dir Schultz indicated that more spots are not required but more would be helpful on the Lock St end of building. Dir Redelings again brought up possibility of making

Lock St. one-way to add 4 more parking spots. Mr. Broockmeier brought the fact that additional parking may not be an issue at this time but would certainly be needed down the road so why not start addressing the issue now. Mr. Tierney suggested using the public lot next to Bill and Jacks garage to assign parking spots for library staff thus opening up more parking for visitors. It was recommended that Dir Redelings begin the process of notifying any affected home and business owners regarding changing Lock St to one-way.

7. Presentation by Jewell on the E. Haertel St. project

The point was stressed that there must be a lot of discussion with business owners regarding accesses to their property so we are able to accommodate them the best we can.

8. Discussion and possible action on access to properties, lighting, retaining wall on E. Haertel St. and additional soil borings

Mark Meierdirk informed us that Portage has been chosen to be a pilot community for the LED lighting project. The program will include Cook St., E Haertel St. Dir Redelings met with Spartech representatives regarding the “no retaining wall” option. The consensus of local staff was that the option wouldn’t adversely affect Spartech’s operation. However, they relayed the proposal to top management with the expectation that they would provide a formal position by the end of January.

Due to the unknown underground conditions in the vicinity of the old landfill, the consultant needs additional soil borings to perform the pavement design. Motion by Oszman, second by Klapper to approve the amended contract with Jewell, adding \$4600 to the amount not to exceed for the consultant’s. Passed 5-0

9. Discussion and possible action on Hamilton St. drainage easement

Attorney Spankowski’s letter was unanswered and there is no indication that the property owner received it. The property owner may be spending time abroad. No action taken.

10. Discussion and possible action on Engineering Amendment to Veteran Memorial Field emergency shelter renovation

Dir Redelings and Dir Raimer met with representatives of the State regarding the CDBG that the City received. The on-site meeting was to show the proposed emergency shelter below the grandstand so the grant could be amended to include the shelter. The state rep. didn’t readily buy into the proposal. She requires supporting documentation to illustrate this is the best option. GEC has amended their engineering agreement to reflect the additional work necessary. Motion by Oszman, second by Miller to approve the amended contract with GEC, not to exceed \$2200, to do the necessary work to get the State the required information. Passed 5-0

11. Discussion and possible action on recycling

Examples of stickers were provided to the committee. Dir Raimer will come back next month with costs so a final decision can be made.

12. Discussion and possible action on in-kind services forms

More changes will be made. Dir Raimer will get feed-back from administrative staff and have all changes completed for the next meeting.

13. Discussion and possible action on signaling at Wauona Trl. and E. Wisconsin St.

Dir Redelings informed the committee that Attorney Spankowski has reviewed the signalization matter. He is of the opinion that without DOT approval, the City would be potentially assuming liability for mishaps resulting from the signalization. In a telephone conference with Dena Dramm from the DOT, they were encouraged by her suggestions. She requested a copy of the warrant study that was performed by MSA in October. She's also requesting their in-house planning department to conduct additional study. Dir Redelings expects to hear from her by the end of next week. It appears that the City either needs DOT approval (preferred) or legislative action in order to proceed with the project.

14. Discussion and possible action on alley prioritizing and financing

Physical inspections have been completed. Dir Redelings indicated the financing would be done similar to the sidewalk revolving fund. Motion by Miller, second by Oszman that a plan on how many ally's will be completed each year, how it will be financed and the parameters for homeowners to pay back their share be completed for the next meeting. Passed 5-0

15. Discussion and possible action on traffic signal maintenance program

Hill's Wiring will honor their previous bid. The proposal was updated and forwarded to Finance for reallocation of funds for 2013 implementation.

16. Discussion and possible action on cleaning up debris on Morgan St. lots

There is 25,000 tons of concrete rubble remaining to be crushed. Cost is \$4/ton, \$100,000. Dir Redelings is still exploring options for the dredged sediment from canal on the west parcel. Motion by Oszman, second by Miller to send to Finance a request for the \$100,000 to complete the crushing. Passed 5-0

17. Discussion and possible action on sidewalk in front of Blacks building

After discussing possibly requiring the owner to make the façade safe and knowing that the City may end up paying for in the end, it was decided to fence the sidewalk off completely to avoid any danger.

18. Adjournment

Motion by Oszman second by Miller to adjourn. Passed 5-0

Carolyn Hamre, Secretary

Bob Redelings

From: Shawn M. Murphy
Sent: Tuesday, January 29, 2013 11:03 AM
To: skayartz@gmail.com
Cc: Bob Redelings; Jean Mohr; khjahn@frontier.com
Subject: Delinquent Utility Bills

Good Morning Steve,

I wished to follow up on our conversation last week in which we discussed the delinquent water and sewer utility charges that were assessed on your property tax bills. It is my understanding that the house at 704 Adams Street suffered a fire in September, 2009 rendering the residence uninhabitable or damaged extensively. You indicated that you were under the impression that as a result of the fire, your water and sewer services would be disconnected.

On May 24, 2011 you contacted the City of Portage requesting a permit and was denied due to delinquent Water & Sewer Utility charges. You then contacted the Portage Utilities to inquire about the delinquent charges explaining that you had a fire and inquired about getting charges credited back.

On January 17, 2013 you again contacted the City of Portage to obtain a building permit which was again subsequently denied due to delinquent water/sewer utility charges. You again contacted Portage Utilities and inquired again the reason for the continued charges after the fire in 2009 and not occupying the residence since that time. The Utility Clerk informed you continued to receive the monthly service charges because you had not requested that the water meter be disconnected and removed. No water use had been recorded at the residence for the same period. You requested removal of the meter on 1/18/2013.

I spoke with you on Friday, January 25, 2013 in which you expressed your frustration as a result of continuing to receive utility bills and inquired about a refund. After reviewing the information, I agree that a refund back to June 1, 2011 is warranted. This will need approval from Municipal Services and Common Council in early February. I will make that recommendation, but I wish to request one additional item from you. Based on the series of events starting with the fire, can you send me a short note (via e-mail if you wish) requesting the refund of monthly sewer & water charges back to the point at which you contacted Portage Utilities on May 24, 2011? Please provide a brief summary of your inquires and include the fact that the house has been unoccupied since the September 2009 fire. I will work with the Utilities Director to determine the exact amount of refund we will be recommending.

I will respond to your inquiry about seeking a modification to your assessed valuation in a subsequent email.

Let me know if you have any further questions or concerns.

Shawn M. Murphy
Interim City Administrator

City of Portage
115 W. Pleasant Street
Portage, WI 53901
(608) 742-2176 Ext 324

January 29th, 2013

To Whom it May Concern:

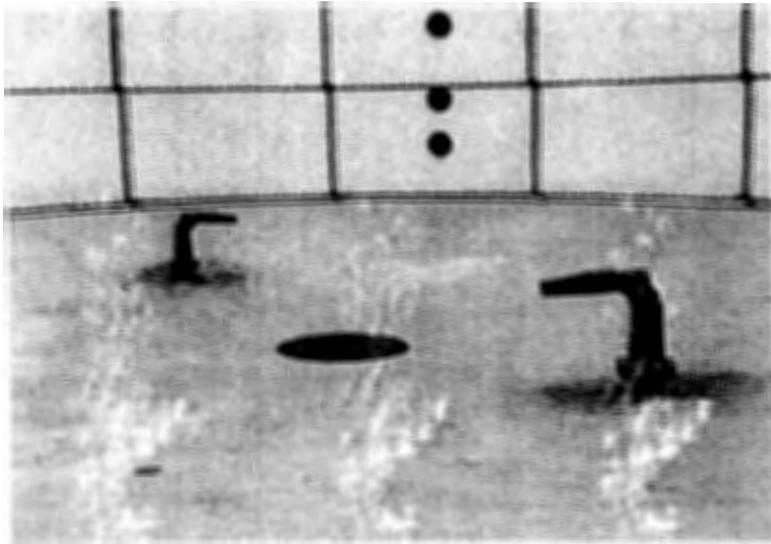
We, Steve and Tracie Kayartz, are requesting a refund of our water and sewer bill as of May 24, 2011. We spoke with the department in May of 2011 regarding delinquent water bills; we also asked that the meter be turned off since we did not need any water or sewer to the property. We were unaware that we were still being charged for this service since the property had a fire in September 2009 and has been vacant since then. We were uninformed that there was a meter still inside the property. Once informed we immediately had it removed. No water or sewer has been used for the property since 2009.

We received another statement in January 2013 from the utility department that we were still delinquent in a water and sewer bill, we were shocked since we had thought that the problem had been handled previously. We had the meter removed January 18th, 2013, in hopes this would take care of any improper billing.

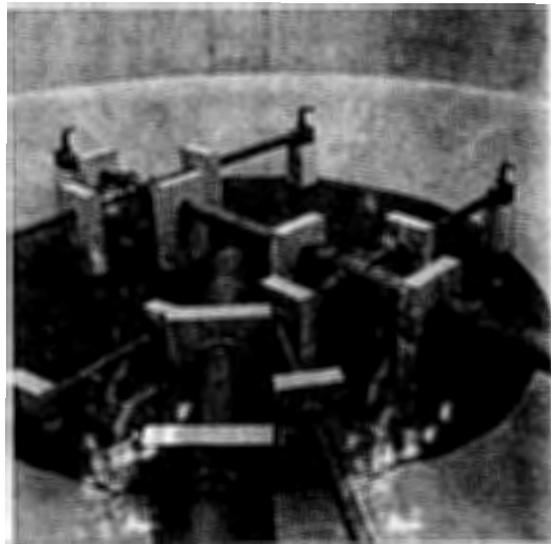
We feel that it is unfair that we have been continuously charged for a service that was not only unused, but also previously communicated to be disconnected. We were unaware that there was anything we could be billed for. We appreciate you taking this matter into consideration.

Steve and Tracie Kayartz

Re: 704 Adams Street, Portage



JetMix™ Vortex nozzles mounted to tank floor.



JetMix™ Vortex Mixing System arranged for optimum mixing efficiency.

JetMix™ System – Over ten years of innovative tank mixing success

The Right Mix

The JetMix™ Vortex Mixing System has been successfully proven in over 250 installations in five countries. The JetMix™ System is easy to install, operate and maintain. With a proprietary nozzle design, the JetMix™ System provides unmatched mixing efficiency.

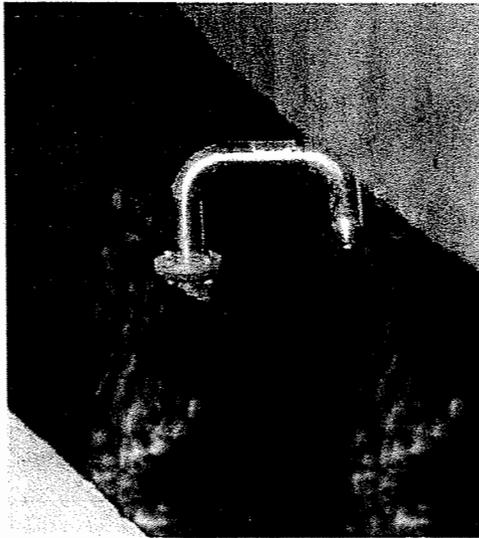
The many benefits the JetMix™ System delivers are applicable to a wide range of applications. We carefully engineer each installation to take full advantage of the tank's natural hydraulic characteristics in order to achieve optimum mixing, especially of solids. The payoff is that the JetMix™ System consistently:

- ⊗ Suspends organic and inorganic solids with intermittent mixing, making possible power savings of up to 50 percent or more
- ⊗ Maintains mixing efficiency regardless of tank level
- ⊗ Slashes capital and operating expenses
- ⊗ Minimizes dead spots due to mixing pattern
- ⊗ Installs easily, new or retrofit, and with no special structural needs
- ⊗ Adapts to any size or type of tank, including very wide, buried, circular, square, rectangular and flat floor tanks, as well as channels
- ⊗ Mixes multiple tanks efficiently using one central pumping facility; JetMix™ equipment can even be used to load application vehicles
- ⊗ Requires no scheduled maintenance inside the tank
- ⊗ Reduces or eliminates the need for operators to enter tank, minimizing safety concerns
- ⊗ Eliminates nozzle maintenance

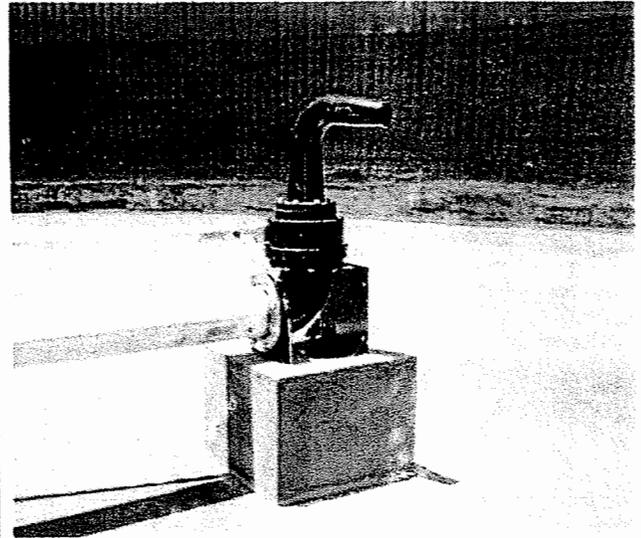
JetMix™ System is Not Limited to Fixed Nozzle Systems

No alternative mixing technology measures up to JetMix™ System in efficiency or economy. That is most evident when comparing the JetMix™ System to other nozzle systems, especially in applications that require periodic tank cleaning. With conventional mixing systems, draining, cleaning and refilling the tank, then restarting the mixer, is costly, time-consuming and disruptive. With the JetMix™ System, this process is completely unnecessary. Optional rotatable gearboxes eliminate the need for tank draining and represent less than ten percent of the cost of a single cleaning. Using plant utility water, the JetMix™ System can even clean tank bottoms, a huge savings over the other cleaning methods. Other areas where the JetMix™ System outperforms other nozzle systems include:

- ⊗ During start-up, JetMix™ nozzles can be rotated to fine-tune the mixing pattern
- ⊗ In sludge applications, when unexpected changes occur, it is easy to rotate JetMix™ nozzles to regain the pattern
- ⊗ To reduce total sludge volume in long-term storage, the JetMix™ System can resuspend solids into a homogenous mass after long idle periods, which allows the operator to decant supernatant on a regular basis under quiescent conditions
- ⊗ Power failures result in solids settling to the tank floor; rotatable nozzles are an effective way to redirect nozzle plumes to sweep the settled solids and continue mixing
- ⊗ Optimal Top Nozzle minimizes floating foam and scum



Optional top nozzle for breaking surface crust.



Optional rotatable mixer nozzle.

Efficiency Through Simplicity

JetMix™ Systems are carefully tailored to precisely meet your mixing needs. System components include: mixer nozzles, optional top nozzle, mixer pumps and an optional rotatable nozzle kit. Components and materials of construction vary by application.

Mixer Nozzles

JetMix™ nozzles are mounted at the bottom of the tank to create a flow pattern that maximizes mixing efficiency. Nozzle location, velocity and direction of discharge are chosen to achieve the flow pattern that best answers your needs. Optional rotatable nozzles allow adjustments to the flow pattern to optimize mixing efficiency and/or clean specific parts of the tank. Piping to the nozzles is usually located under the tank floor to reduce obstructions; however, internal piping has proven to be effective without significantly affecting the flow pattern in an existing tank.

Optional Top Nozzle

For applications where floating scum or surface crust is a potential concern, a JetMix™ System equipped with an optional over-the-top nozzle can help break up surface crust as needed. The unit can be locked in place or it can be manually directed to washdown the side walls. This proven solution has been successfully applied to control anaerobic digester foaming.

Mixer Pump

Where coarse solids are not a factor, pump selection can be varied to match existing pump types. In applications such as municipal biosolids (where rags or long fibrous masses are present), chopper pumps are needed. Their use prevents fiber masses from reforming and plugging the system or causing maintenance problems. A single JetMix™ pump can be used to mix multiple tanks, especially where infrequent mixing is practiced (such as in long-term biosolids storage, leachate storage and certain batch processes).

Rotatable Nozzle Kit (Optional)

For applications where there is a need to periodically rotate the nozzles, an operation station with hand wheel is provided on the tank exterior for manual rotation and full 360 degree adjustment of the interior mixer nozzles located on the floor of the tank. The wheel is connected to the mixer and its rotation permits total optimization of the tank's mixing pattern. A gearbox attached to each nozzle is factory sealed, so that no scheduled maintenance will be required inside the tank. The station has a direct-reading indicator that allows the operator to monitor nozzle position. The nozzle operator station also permits easy cleaning of the tank. Rotatable nozzles are the best answer to rectangular tank applications.

Name Your Application

The proprietary JetMix™ System is specially designed to handle solids and slurries, and has been successfully applied in a wide range of both municipal and industrial applications.

Municipal

- ☒ Biosolids Storage
- ☒ Anaerobic Digesters
- ☒ Aerobic Digesters
- ☒ Flow Equalization Tanks
- ☒ Blend Tanks
- ☒ Leachate
- ☒ Backwash Tanks
- ☒ Potable Water
- ☒ Anoxic Zones

Industrial

- ☒ Paint Waste
- ☒ Solvents
- ☒ Pretreatment Storage
- ☒ Chemical Waste
- ☒ Chemical Blending
- ☒ Biosolids

ENGINEER'S PRELIMINARY COST ESTIMATE

PROJECT: City of Portage
Welcome Center Development, Riverside Park

Welcome Center Development - 2933 Sq. Ft. Facility

Item	Description	No. of Units	Units	Unit Cost	Total Amount
1	General Conditions - Bonding, Permits, Dumpster, etc.	1	LS	\$ 15,000.00	\$ 15,000.00
2	Demolition of Existing Structure	1	LS	\$ 3,000.00	\$ 3,000.00
3	Excavating, Grading, Backfill	1	LS	\$ 15,000.00	\$ 15,000.00
4	Landscaping	1	LS	\$ 5,000.00	\$ 5,000.00
5	Concrete Foundation - Walls & Footings	408	LF	\$ 58.00	\$ 23,664.00
6	4" Concrete Floors - Interior	2933	Sq. Ft.	\$ 3.50	\$ 10,265.50
7	4" Concrete Sidewalks - Exterior	1760	Sq. Ft.	\$ 4.00	\$ 7,040.00
8	Masonry Block Walls (Ext. Restrooms)	826	Sq. Ft.	\$ 10.25	\$ 8,466.50
9	Wood Stud Framing (Labor & Materials)	5280	Sq. Ft.	\$ 2.50	\$ 13,200.00
10	Misc. Blocking / Reinforcement / Etc.	1	LS	\$ 1,000.00	\$ 1,000.00
11	Wood Roof Trusses	66	Ea	\$ 75.00	\$ 4,950.00
12	Roof Sheathing, Fascia Framing, Tar Paper, Etc.	1	LS	\$ 3,500.00	\$ 3,500.00
13	Smart Board Vertical Siding (Prefinished)	3140	Sq. Ft.	\$ 2.57	\$ 8,069.80
14	Smart Board Starter / Trims (Prefinished)	1279	LF	\$ 3.22	\$ 4,118.38
15	Install Owner Supplied Cornice Brackets	26	Ea	\$ 25.00	\$ 650.00
16	Finish Carpentry (Labor & Materials)	1	LS	\$ 15,000.00	\$ 15,000.00
17	Joint Caulking / Sealing	1	LS	\$ 750.00	\$ 750.00
18	Board Insulation on Foundation	254	LF	\$ 3.50	\$ 889.00
19	Fiberglass Insulation In Wood Stud Walls	2540	Sq. Ft.	\$ 0.95	\$ 2,413.00
20	Blow-in Attic Insulation	2933	Sq. Ft.	\$ 1.50	\$ 4,399.50
21	Exterior Windows (Per Pane)	17	Ea	\$ 350.00	\$ 5,950.00
22	Sliding Windows @ Concessions	2	Ea	\$ 500.00	\$ 1,000.00
23	Standing Seam Steel Roof	4900	Sq. Ft.	\$ 6.50	\$ 31,850.00
24	Steel Fascia	374	LF	\$ 6.50	\$ 2,431.00
25	Steel Soffit	2482	Sq. Ft.	\$ 6.50	\$ 16,133.00
26	Gutters & Down Spouts	230	LF	\$ 6.15	\$ 1,414.50
27	Interior Wood Doors & Frames (Includes Hardware)	8	Ea	\$ 950.00	\$ 7,600.00
28	Exterior Hollow Metal Doors & Frames (Includes Hardware)	3	Ea	\$ 1,200.00	\$ 3,600.00
29	Aluminum Store Front Doors With Sidelights	2	Ea	\$ 1,750.00	\$ 3,500.00
30	Aluminum Store Front Doors	2	Ea	\$ 1,250.00	\$ 2,500.00
31	Gypsum Board Assemblies (Walls)	8020	Sq. Ft.	\$ 1.60	\$ 12,832.00
32	Gypsum Board Assemblies (Ceiling)	2933	Sq. Ft.	\$ 1.15	\$ 3,372.95
33	Acoustical Ceilings	2077	Sq. Ft.	\$ 2.25	\$ 4,673.25
34	RFP Ceiling in Exterior Restrooms	208	Sq. Ft.	\$ 2.75	\$ 572.00
35	Flooring - Carpeting	737	Sq. Ft.	\$ 2.35	\$ 1,731.95
36	Flooring - LVT (Wood Plank)	1304	Sq. Ft.	\$ 6.50	\$ 8,476.00
37	Flooring - Ceramic Tiling	126	Sq. Ft.	\$ 5.75	\$ 724.50
38	Walls - Tiling (Restrooms)	272	Sq. Ft.	\$ 5.75	\$ 1,564.00
39	Painting Gypsum Walls	8020	Sq. Ft.	\$ 0.65	\$ 5,213.00
40	Painting Masonry Wall	916	Sq. Ft.	\$ 1.10	\$ 1,007.60
41	Painting - HM Doors & Frames	3	Ea	\$ 125.00	\$ 375.00
42	Bead Board Panel Wainscoting	1	LS	\$ 2,500.00	\$ 2,500.00
43	Interior Signage (Restrooms / Office / Conference Room)	1	LS	\$ 1,500.00	\$ 1,500.00
44	Posting Board	2	LS	\$ 200.00	\$ 400.00
45	Toilet Partitions (Stainless Steel)	1	LS	\$ 1,500.00	\$ 1,500.00
46	Toilet Accessories	1	LS	\$ 2,500.00	\$ 2,500.00
47	Fire Extinguishers With Cabinets	2	LS	\$ 400.00	\$ 800.00
48	Appliance Allowance (Refrig, Microwave, Small Refrig)	1	LS	\$ 2,000.00	\$ 2,000.00
49	Casework & Countertop - Reception	12	LF	\$ 125.00	\$ 1,500.00
50	Casework - Concessions	13	LF	\$ 150.00	\$ 1,950.00
51	Countertop - Concessions (Laminate)	1	LS	\$ 500.00	\$ 500.00
52	Casework - Conference Room	6	LF	\$ 150.00	\$ 900.00
53	Countertop - Conference	6	LF	\$ 100.00	\$ 600.00
54	Plumbing	2933	Sq. Ft.	\$ 9.75	\$ 28,596.75
55	HVAC	2933	Sq. Ft.	\$ 11.15	\$ 32,702.95
56	Electrical	2933	Sq. Ft.	\$ 9.50	\$ 27,863.50
57	Contractors Overhead and Profit	1	LS	\$ 30,000.00	\$ 30,000.00
Construction Subtotal					\$ 398,700.00
Contingencies (10%)					\$ 39,900.00
A/E Design Contract					\$ 27,175.00
DOT Consultant Fee					\$ 36,834.00
Archeological Phase 1					\$ 4,000.00
A/E Contract Administration					\$ 10,400.00
Estimated Project Total					\$517,000.00

General Engineering Company
Portage, WI 53901
608-742-2159 (Office)
www.generalengineering.net

Engineers • Consultants • Inspectors

Subject: Preliminary Cost Estimate	
Portage Welcome Center Facility	
Date: 11/26/2012	Engineer: JJJ
Sheet: 1 of 1	GEC No.: 0710-191

Jerry Foellmi

From: Jerry Foellmi
Sent: Tuesday, January 29, 2013 4:48 PM
To: Gary O'Hearn (gohearn@charter.net)
Cc: George Beasley (gfbeas@aol.com); Jenna (krenzjenna@gmail.com)
Subject: Construction Contractors.
Attachments: image002.jpg

Gary,

1. Plumbing: I talked with Dennis Nachreiner of Zimmerman Plumbing and dropped off the layout info and packet from John Finn. Dennis is gone this week and didn't get back to me with a specific price breakdown, but he said he will be donating the below ground piping and installation for the splash pad work. It wasn't a percentage, but all the work. He will be giving me a price to do the plumbing for the shelter as well and I suspect there will be a justifiable connection between the two. If he donates the materials and labor for the below ground splash pad project he logically wants to do the shelter plumbing and get paid for that work. I don't know how that will play out with his actual proposal though.
2. Concrete: GR Lyons is getting me his price for the concrete based on quantities I gave him. He also understands there is the concrete flatwork for the shelter that will follow as a City project, but the splash pad is a separate project. I should have this prior to the Wednesday meeting. Several of the water features require thickened slabs for their anchoring and piping supports. We expect the 55 cy of concrete to be supplied to the job by Lycon for \$100/cy which typically totals about \$5,500. GR Lyons will donate half of the concrete. He recommends PSCA order the concrete for the job so there is no tax involved. Vans Construction will determine the amount of concrete actually required and GR will donate half of it. On that basis, the concrete will cost \$2,750.
3. Concrete Reinforcing Steel: Vans will install the reinforcing steel but the PSCA will need to purchase it. The splash pad plans call for #5 rebar which is \$12/20' stick. The total job requires about 2,850' of rebar for a cost of about \$1,710.
4. Concrete: Vans Construction estimated the splash pad concrete work, including the concrete and reinforcing would be \$5.10/sf. for a 6" reinforced concrete slab. The 2,335 sf slab would therefor cost \$11,910. Gary Van Wormer will do the concrete placement labor for \$1.30/sf or \$3,035.
5. Drainage Holding Tank: Wieser Concrete has agreed to provide a 2000 gallon holding tank worth \$2000, to the SCA. The Tank installation as well as connecting to the Storm sewer and extending a small forcemain about 30' toward the rain garden site, might be looked at as the City's work. It could be about \$5,000 to grade the splash pad site and install the tank. I will talk with Murph Schaper about donating some excavator time to install the tank and rough grade the splash pad site.

The total estimated costs for other construction work is \$12,500.

Jerry A. Foellmi, P.E.
 President | **General Engineering Company**
 916 Silver Lake Drive | PO Box 340 | Portage, WI 53901
 P 608-742-2169 | F 608-742-2592 | C 608-697-7772

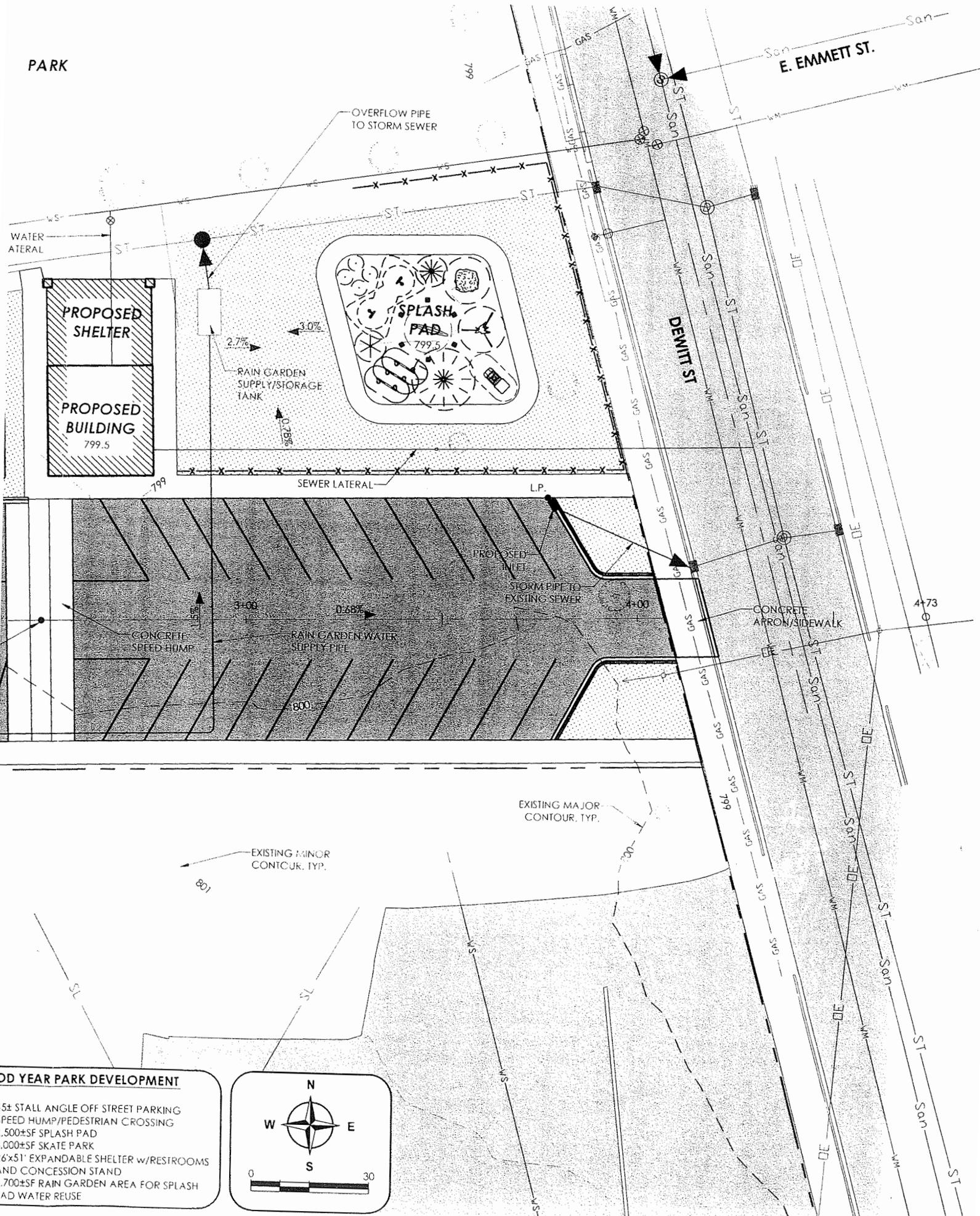


www.generalengineering.net

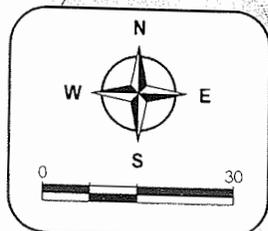
PARK

E. EMMETT ST.

DEWITT ST



- 100 YEAR PARK DEVELOPMENT**
- 45± STALL ANGLE OFF STREET PARKING
 - SPEED HUMP/PEDESTRIAN CROSSING
 - 2,500±SF SPLASH PAD
 - 6,000±SF SKATE PARK
 - 26'x51' EXPANDABLE SHELTER W/RESTROOMS AND CONCESSION STAND
 - 2,700±SF RAIN GARDEN AREA FOR SPLASH PAD WATER REUSE



Bob Redelings

From: Bob Redelings
Sent: Friday, February 01, 2013 3:06 PM
To: 'Carolyn Hamre'; 'Doug Klapper'; 'Frank Miller'; 'Jeff Garetson'; 'Mike Oszman'
Cc: Shawn M. Murphy; kim.standke@ci.portage.wi.us; 'Shannon M. Schultz' (shannons@scls.lib.wi.us); Ken Jahn (ken.jahn@ci.portage.wi.us)
Subject: Lock Street survey

A small survey was conducted to determine property owners preference for angle parking on Lock Street. Letters were sent to 24 property owners - everyone in the 2 blocks on either side of Lock Street. We received 8 responses. Four property owners preferred to leave the street as a two-way street w/ no increase in parking spaces. Three property owners preferred a one-way street northbound and one property owner preferred a one-way street southbound.

Robert G. Redelings, PE, DPW
City of Portage, WI 53901
bob.redelings@ci.portage.wi.us
(w) 608.742.2176, ext. 325
(f) 608.742.8623

15

**COLUMBIA COUNTY
HIGHWAY SAFETY COMMISSION
MEETING MINUTES**

Columbia County Law Enforcement Center
John Roche Community Room
November 9, 2012 @ 9:30 a.m.

Members: Doug Jarzynski, Pat Beghin, Eugene Brown, William Laughlin, Robert Andler, Tom Lorfeld, Penny Kiefer, Avis Link, Vern Gove, Jerry Blystone, Chuck Miller, Charles Poches, Tom Knoop, Ryan Mayer

Meeting called to order: 9:34 a.m. by Doug Jarzynski.

Motion to approve previous meeting minutes were made by Gove. Seconded by Blystone. Motion carried.

Motion to approve the agenda by Gove with one change to move #7 from New Business up to #2 due to a committee member needing to leave early. Seconded by Blystone. Motion carried.

NEW BUSINESS:

1. *Request for review of intersection of STH 33/East Albert Street in the City of Portage for safety improvements. This is a reoccurring safety concern area within the City of Portage. In checking back in past committee meeting minutes, it was apparent that DOT was going to be doing a speed study in that area and had never reported back on that data. Mayer indicated that he would look into it and see if that speed study was ever conducted and report back on the results from that. He also indicated that they would do a traffic count to see if the area would be justified to have traffic lights placed at that area. This item will be left on the agenda and will be looked at again and updated by the state DOT at the next meeting.*
2. *Request for safety improvements at the intersection of CTH E-CTH EE-Military Road. This is in an area where a double fatal accident occurred just prior to the November meeting. The committee discussed it and it was decided that the item should be tabled until the next meeting when more information will be gathered as to the speeds in the area and other information to share with the committee.*
3. *Closing of Boeck Road in the City of Portage for a railroad spur except for emergency traffic. Mayor Jahn explained the city's position on this is that they want to inform us as to what the city may do in the industrial park area to add a railroad spur and it may entail closing that crossing at that location so it would only be open for emergency traffic. He indicated that they would be able to provide further details to us by the next meeting so the item was tabled until the next meeting where the city will be able to provide further examples of what their potential plan is for that location.*
4. *Request for review of intersection of STH 16 / STH 127 for lighting options. Since this was basically already discussed up in old business #3, no further action was taken on this item.*
5. *Request for review of STH 16 at intersection of Boeck Road for turn lane or right side passing lane in the City of Portage. The city would like to look at this as due to the need for a turn lane to pull into the industrial park there. It was apparent from past meeting minutes that we had discussed this issue with the state within the past couple of years and that the state was not willing to cover the expense of putting in a turn lane there, but if the city would like to place one in there, the state would be agreeable to that. They further indicated that quite often that is an expense that the municipalities pass on to the developer who was making the industrial area or the business moving in there. No further action was taken on this item.*
6. *Review of intersection of USH 51 (East Wisconsin Street) at Wauona Trail for lighting options in the City of Portage. Bob Redling of the City of Portage indicated that traffic counts were made at that location and that it did not appear that they would justify the placement of traffic lights at this time. The city is not looking for funding for that, but they believed the increased traffic that is occurring in that area would benefit from having a light there and that the city may look at placing a traffic light at that location. **Motion by Laughlin for placement of a traffic light in this area. Seconded by Miller. Motion carried.***

Portage Canal Background and Project Summary
 Columbia County
 January 2013 - Draft

- The Portage Canal is the only canal in Wisconsin, and it is listed on the National Register of Historic Places. It was completed in 1851 and open to navigation until 1959. In 1960 the State of Wisconsin took ownership from the federal government. The Portage Historical Society, Portage Canal Society, City of Portage, Portage Area Chamber of Commerce and interested citizens have been working together for many years to come up with plans to rehabilitate the canal.
- In 2001 the City of Portage received federal Transportation & Community & Systems Preservation program funding to rehabilitate the historic Portage Canal and to establish an adjacent pedestrian/bicycle trail. In addition the City of Portage received state funds from the Recreational Boating Facilities Program through the Department of Natural Resources for the renovation and repair of the canal. It is unique that improvements to a state owned (Department of Natural Resources) facility are being proposed and administered by a local municipality (City of Portage).
- In 2002 design began for the project under Project ID 6996-05-06, which was approximately 2.5 miles in length. It included:
 - Environmental documentation for entire corridor from the Wisconsin River to the Fox River
 - Preliminary engineering and design concept plans and report for entire corridor
 - Final engineering and the P.S.&E. for the portion between the Wisconsin River lock to Adams Street
- Environmental documentation in accordance with the National Environmental Policy Act and the Wisconsin Environmental Policy Act, as defined in Wisconsin Administrative Code TRANS 400 was critical. Specific issues included:
 - Section 106 of the National Historical Preservation Act
 - Section 4(f) Evaluation
 - Hazardous Materials Investigations
 - Wetland Investigations
 - Agency Coordination
- Section 106 and Section 4(f): One of the key issues was the coordination efforts to insure compliance with Section 106 of the Historic Preservation Act. The Federal Highway Administration and the Wisconsin State Historic Preservation Office agreed that while the proposed project was very worthwhile, it was considered an Adverse Effect under the Secretary of Interior's guidelines. Additionally, Section 4(f) also applied since it was an Adverse Effect.
 - In April 2004, a Memorandum of Agreement between the Federal Highway Administration, Wisconsin State Historic Preservation Office, Army Corps of Engineers, National Park Service - Ice Age National Scenic Trail, Department of Natural Resources, Department of Transportation, and the City of Portage was approved. It had a sunset provision of May 2009.
- Hazardous Materials Investigations: The canal is located in an older and industrial part of the City of Portage, so there were a number of known environmental liabilities. A Phase 1 Hazardous Materials Assessment was prepared in 2003 recommending additional investigation at eight sites

for various contaminants. Phase 2 Environmental Subsurface Investigations were then conducted. Additionally, sediment sampling was done along the canal and results indicated that there are high levels of metals from Wisconsin Street to STH 33. DNR acknowledged that they were the responsible party as the owner of the canal and would work on securing funding to determine the extent of the metals contamination and then, the cleanup.

- Dredged materials between the Wisconsin River lock and Wisconsin Street were disposed of at the Columbia County Fairgrounds. The only excavation between Wisconsin Street and Adams Street that was allowed was that needed to construct the revetment walls.
- In ~ 2009, the DNR bid a project to remove the contamination between Wisconsin Street and Adams Street; however, as the bids were cost-prohibitive they did not proceed.
- DNR is now actively working with the City of Portage to address the contamination between Wisconsin Street and the Canadian Pacific Railway.

- Wetlands Investigations and Agency Coordination: Coordination was conducted with the natural environmental review agencies, most particularly the Department of Natural Resources and the Army Corps of Engineers. One of the City of Portage's goals was to improve the water quality. When the Wisconsin River levee was constructed in the 1990's, the water flow between the canal and the river was effectively blocked. Since the Wisconsin River and the Fox River flow through different watersheds, there was little interest from the agencies in allowing any flow from the Wisconsin River to the canal. The only water quality improvement per se that was implemented in the first phase of construction was dredging. The canal, its banks and several adjacent areas were designated as jurisdictional wetlands. Mitigation for the first phase was done via a statewide wetland mitigation bank.
- An Environmental Report and 4(f) Final Evaluation Document were completed and approved by the Federal Highway Administration on August 31, 2004.
- In 2004 the City of Portage received Transportation Enhancement Program funding for the rehabilitation of the Wisconsin River lock.
- During final design there were several modifications made prior to completion of the P.S.&E.
 - The trail was initially planned to be provided on both sides of the canal between the Wisconsin River lock and Adams Street. With numerous constraints including buildings and mature trees and increasing costs, it was decided that providing a trail on both sides was not appropriate. The trail was constructed on the north side between the lock and Wisconsin Street and on the south side from Wisconsin Street to Adams Street.
 - The canal width was initially planned to be a nominal 60' width from the Wisconsin River lock to the Canadian Pacific Railway bridge, with a reduction to 49' from Wisconsin Street to Adams Street and a reduction to 55' at several other locations because of constraints; and between 75-80' between the Canadian Pacific Railway bridge and the Fox River, matching the existing width. With the constraints as noted above, it was decided that the canal width needed to be reduced as well. The canal width was reduced to a nominal 40' width from the lock to Adams Street.
- In 2005, real estate acquisition began for the project. This also included agreement with the Department of Natural Resources regarding use of the canal property.

Comment [KAJ1]: Correct!

- In 2005 the City of Portage received High Priority Project Program funding for the project. It was to be available over a five year period, ending in 2009.
- In 2006, construction began for the project under ID 6996-05-07 and ID 6996-05-12. Project ID 6996-05-07 improvements between the Wisconsin River lock and Adams Street were 2,000 feet. Project ID 6996-05-12 improvements were for rehabilitation of the Wisconsin River lock. Construction of these projects was completed in 2007.
 - In 2006 after construction began, the City of Portage decided to use the first two yearly allocations of the five yearly allocations of the High Priority Project Program funding towards the project.
- In 2008 the City of Portage received Transportation Enhancement and Bicycle and Pedestrian Program funding for the construction of two bridges, one at Hamilton Street and one at the Riverwood Apartments, over the canal, and for the construction of the trail adjacent to the canal between Adams Street and the Canadian Pacific Railway.
- Between 2007 and 2012 the City of Portage continued discussions with the interested parties in the area and the Department of Natural Resources regarding the next phase of canal improvements.
- In 2013 the City of Portage expects to move forward with the design of the second phase of canal improvements under Project ID 6996-05-27. It is expected to include the following:
 - Review and revisions to the previously completed preliminary engineering and design concept plans and report between Adams Street and the Fox River
 - Review and revisions to the previously completed environmental documentation between Adams Street to the Fox River
 - Incorporation of storm water management measures for the structures which drain into the canal
 - Contaminated sediment removal by the Department of Natural Resources
 - Final engineering and the P.S.&E. for the portion between Adams Street and the Canadian Pacific Railway bridge and construction of the two bridges as noted above

Draft Project Agreement Funding Table

	Total Estimated Cost	HPP Funds	%	TE Funds	%	BFPF Funds	%	Local Share	%
Design (6996-05-27)									
Plan Development	\$ 350,000	\$ 280,000	80%	\$ -	N/A	\$ -	N/A	\$ 70,000	20%
State Review	\$ 50,000	\$ 40,000	80%					\$ 10,000	20%
Total Design	\$ 400,000	\$ 320,000	80%	\$ -	N/A	\$ -	N/A	\$ 80,000	20%
Construction (6996-05-28):									
Participating	\$ 2,400,000	\$ 659,353	80%	\$ -	N/A	\$ -	N/A	\$ 1,740,647	20%
Non-participating (Non-Federally Eligible Items)	\$ 1,000	\$ -	0%	\$ -	N/A	\$ -	N/A	\$ 1,000	100%
Total Construction (6996-05-28)	\$ 2,401,000	\$ 659,353	80%	\$ -	N/A	\$ -	N/A	\$ 1,741,647	N/A
Construction (6996-05-33):									
Participating	\$ 507,450	\$ -	N/A	\$ 405,960	80%	\$ -	N/A	\$ 101,490	20%
Total Construction (6996-05-33)	\$ 507,450	\$ -	N/A	\$ 405,960	80%	\$ -	N/A	\$ 101,490	20%
Construction (6996-05-35)									
Participating	\$ 226,800	\$ -	N/A	\$ -	N/A	\$ 181,440	80%	\$ 45,360	20%
Total Construction (6996-05-35)	\$ 226,800	\$ -	N/A	\$ -	N/A	\$ 181,440	80%	\$ 45,360	20%
Total Construction	\$ 3,135,250	\$ 659,353	80%	\$ 405,960	80%	\$ 181,440	80%	\$ 1,888,497	N/A
Total Cost Distribution	\$ 3,535,250	\$ 979,353		\$ 405,960		\$ 181,440		\$ 1,968,497	
Maximum		\$ 979,353		\$ 405,960		\$ 181,440			