

**City of Portage Common Council Meeting
Council Chambers of City Municipal Building
115 West Pleasant Street, Portage, WI
Regular Meeting – 7:00 p.m.
June 13, 2013
Amended Agenda**

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Minutes of Previous Meeting
6. Service Award for Father Murphy
7. Presentation on Storm Water Utility and Possible Action on Implementation
8. Consent Agenda
 - A. Reports of Sub-Committees, Boards, and Commissions
 1. Airport Commission, May 21, 2013
 2. AdHoc Canal Committee, June 3, 2013
 - B. License Applications
 1. Operator
 2. Taxi Cab Operator
9. Committee Reports
 - A. Legislative and Regulatory Committee, June 4, 2013
 1. Action on Class B Combination License application for The Ball Room LLC
 2. Action on Operator License Applications
 - a. Kimberly A. Gavinski
 - b. Kirpal Kaur
 - B. Human Resources Committee, June 4, 2013
 - C. Municipal Services and Utilities Committee, June 6, 2013
 1. Possible action on in-kind services request from Sand County Fine Arts Festival
 2. Consider recommendation on amending Project Fund to include additional street improvements
 3. Consider recommendation on street hazard mitigation plan

- D. Finance/Administration Committee, June 10, 2013.
 - 1. Possible action on payment of claims
 - 2. Possible action on award of Contract No. 13-009 Concrete Crushing
 - 3. Consider recommendation Phase 1 – Goodyear Park Improvements.

- 10. Old Business
 - A. Ordinances
 - 1. Ordinance No. 13-006 relative to Illegal Dumping
 - 2. Ordinance No. 13-007 relative to Telephone and Electronic Harassment

- 11. New Business
 - A. Resolutions
 - 1. Resolution No. 13-015 relative to Compliance Maintenance Annual Report
 - 2. Resolution No. 13-016 relative to Establishing Parade Routes

 - B. Appointment
 - 1. Historic Preservation Commission

 - C. Mayor's Comments
 - 1. Police Chief/Community Service Officers
 - 2. Property Maintenance
 - 3. Flag Day

 - D. City Administrator's Report
 - 1. Silver Lake Beach Project Retaining Wall
 - 2. Visitor's Center Update

- 12. Adjournment
(Amended 06/11/13, 11:50 a.m.)

Common Council Proceedings
City of Portage

Regular Meeting
Council Chambers
City Municipal Building

May 30, 2013
7:00 p.m.

1. Call to Order

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

2. Roll Call

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

Also Present: Mayor Tierney, City Clerk Moe, City Administrator Murphy,
City Attorney Spankowski, Assistant Police Chief O'Neill

Media Present: Shannon Green from Portage Daily Register, Bill Welsh
from Cable TV

3. Pledge of Allegiance

The Pledge of Allegiance was said.

4. Approval of Agenda

City Attorney Spankowski informed the council that the Legislative and
Regulatory Committee heard an appeal of a dangerous dog declaration
this week and informed the owner that the council would be taking action
this evening on the committee's decision, so that item needed to be
included under the Legislative and Regulatory Committee minutes.

The Historic Preservation Commission minutes were removed from the
Consent Agenda and placed under New Business as they contained an
action item.

5. Minutes from Previous Meeting

Motion by Klapper, second by Oszman to approve the minutes of the May
9, 2013 Common Council meeting. Motion carried unanimously on call of
roll.

6. Consent Agenda

Reports of Sub-Committees, Boards and Commissions

Business Improvement District Board of Directors meeting of May 8,
2013

Police and Fire Commission meeting of May 8, 2013

Library Board meeting of May 14, 2013

Park and Recreation Board meeting of May 14, 2013

Motion by Dodd, second by Klapper to accept the reports on the consent agenda. Motion carried unanimously on call of roll.

License Applications

Motion by Maass, second by Miller to approve operator license applications for period ending June 30, 2013 for Ronnie G. Wendt, and for period ending June 13, 2014 for Justin J. Angell, Alonso Aranda, John D. Bennett, Rodney R. Curtis, Elizabeth A. Douglas, Sherryl E. Douglas, Pamela A. Eastman, Brooke A. Fahey, Traci S. Gauden, Tara L. Glendenning, Jill M. Gray, Jamie L. Kreitzman, Alexa D. Krueger, Jeanne C. Lauth, Samantha G. Marks, Diane K. Pape, Thomas S. Pinion, Brent W. Rader, Rachel D. Schmidt, Micah E. Sigmund, Wendy A. Simonson, Kelley A. Stanley, Joseph F. Sweeney, and Thomas J. Waldron. Motion carried unanimously on call of roll.

Motion by Maass, second by Klapper to approve taxi cab operator license application for period ending June 30, 2013 for Kevin R. Connor

7. Committee Reports

Finance/Administration Committee meetings of May 9, 2013 and May 22, 2013

Motion by Dodd, second by Maass to approve the revised Procurement Policy. Ald. Hamre referred to an email she received and questioned the procedures regarding professional services and the requirement for requests for proposals. City Administrator Murphy explained that the language didn't change, only the dollar amount. There was discussion that any policy approved needs to be followed. Motion carried 8 to 1 on call of roll with Hamre voting no.

Motion by Dodd, second by Maass to approve a 5 year lease with Markent for a Kyocera 35001 office copier/scanner/printer. Motion carried unanimously on call of roll.

Motion by Dodd, second by Garetson to declare the following property as surplus to be sold, donated or disposed of in an appropriate manner: Drager PAC3500, asset id #100-15-02439; Drager PAC3500, asset id #100-15-02440; Refrigerator, asset id #100-15-00849; 2008 Chevrolet, asset id #260-62-02206; 2008 Chevrolet, asset id #100-10-02204; 2007 Chevrolet, asset id #100-10-02202; powerwriter, asset id #100-02-00692; printer, asset id #100-02-01908; 35 various radios from Public Works; and Administration Department's copier/scanner/printer. Motion carried unanimously on call of roll.

Motion by Dodd, second by Miller to accept the bid in the amount of \$95,000.00 from Water Tower Clean & Coat for the exterior water tower painting. Motion carried unanimously on call of roll.

Motion by Dodd, second by Maass to reject the bid from Harmony Construction Management in the amount of \$122,000.00 for the Splash Pad. Motion carried unanimously on call of roll.

Motion by Dodd, second by Hamre to approve the bid from Robinson Brothers in the amount of \$98,128.00 for the demolition of the building located at 310 DeWitt Street, along with \$1,000.00 to Patrick Kraemer for a temporary access easement. There was discussion that the costs would be charge to TIF No. 6. Ald. Klapper informed the council that that are tax credits available to owners for rehabbing income producing property, and he is opposed to the demolition. Motion carried 8 to 1 on call of roll with Klapper voting no.

Legislative and Regulatory Committee meetings of May 16, 2013 and May 28, 2013

Motion by Oszman, second by Miller to approve a Class B Combination License for 205 Vino, LLC, 205 DeWitt Street, Tricia Mumm, agent. Motion carried unanimously on call of roll.

Motion by Oszman, second by Miller to approve the following licenses for the period ending June 30, 2014 as presented:

Class B Combination Licenses: 205 Vino LLC, 205 DeWitt Street, Tricia Mumm, Agent (205 Vino); 4 R Future Inc., 322 West Wisconsin Street, Jeremy S Rusch, Agent (Portage Theatres); Angulo, Reynaldo G., 1505 New Pinery Road, (El Caballo Bayo Mexican Restaurant); Bellmore & Associates LLC, 301 DeWitt Street, Mark A. Bellmore, Agent (The Corner Pocket Sports Bar & Grill); Billie's Place, LLC, 220 West Cook Street, Lacey Thomas, Agent (Billie's Place); B.P.O. Elks Lodge #675, 201 West Conant Street, Myron T Shannon Jr., Agent (Benevolent & Protective Order of Elks #675); Cactus Club Bar & Grill, LLC, 102 East Cook Street, Dean Jeffery Audiss, Agent (Cactus Club); Cleary Krech Post 1707 of Veterans of Foreign Wars of the United States, 215 West Collins Street, Jeremy Duffy, Agent (Cleary Krech VFW Post 1707); Cottonwood Bar & Grill Inc., 312 DeWitt Street, Randal Leigh Heinzl, Agent (Cottonwood Bar & Grill Inc.); Douglas' Big Dog Saloon LLC, 218 West Cook Street, Bradley John Douglas, Agent (Douglas' Big Dog Saloon); Good Stuff LLC, 2520 West Wisconsin Street, Catherine C. Mael, Agent (Good Stuff); Green Enterprises LLC, 316 DeWitt Street, Timothy A. Green, Agent (Shamrock Bar and Grill); House of Booze LLC, 220 West Wisconsin Street, Kevin Michael Malone, Agent (Blarney Stone); Knights of Columbus, 918 Silver Lake Drive, Ken Graves, Agent (Knights of Columbus); Lane's Full Throttle LLC, 1101 DeWitt Street, Robert J. Lane, Agent (Lane's Full Throttle); New Pinery Enterprises LLC, 1402 West Wisconsin Street, Lyman O. Kaiser, Agent (Sarbacker's Bar) Noll, William N., 412 East Wisconsin Street, (Tamarack Pizza); B & B Hitching Post LLC, 2503 West Wisconsin Street, Michael S. Bergman,

Agent (B & B Hitching Post); Rileys Bar LLC, 1314 West Wisconsin Street, Lisa Thompson, Agent (Rileys Bar LLC); Lord, Robert & Jon Krueger, The Friendly Bar & Grill, 223 Oneida Street, (The Friendly Tavern); Schehr, Sherry Lee, 1207 Dunn Street, (The Caboose BBQ Co.); Shutova, LLC, 2900 New Pinery Road, Beadin Mehmedi, Agent (Dino's Restaurant & Bar); Sombreros LLC, 235 W. Pleasant Street, Neil Shortreed, Agent (Sombreros Burrito House); Stover Enterprises Inc., 2711 Hwy CX, Dana Lee Stover, Agent (Suzy's Steak & Seafood House); Threadz Fashion LLC, 214 West Wisconsin Street, Jake Stolte, Agent (Liquid); Tolly's Alleys LLC, 817 East Wisconsin Street, Brian R. Tollison, Agent (Tolly's Alleys); TRT Corporation, 125 Wauona Trail, Patricia Madani, Agent (Trail's Lounge Restaurant); Vinayaka, Inc., 2701 South CX, Dawn Schneller, Agent (Best Western Resort Hotel & Conference Center); and La Tolteca Fuentes, Inc., 2653 New Pinery Rd, Reyes Aranda, Agent (La Tolteca), which is contingent upon approval of the patio meeting all building permit codes and setbacks

Class "B" Beer Licenses: Milz, Norman E., 300 East Cook Street, Norman E Milz, (Norm's Pitstop); Peng, Huan Qing, 238 West Cook Street, (Cathay Garden); Pizza Hut of Southern Wisconsin, Inc., 401 East Wisconsin Street, Jon W. Kreklow, Agent (Pizza Hut); PR Partners LLC, 2905 New Pinery Road, James H. Firari, Agent (Pizza Ranch)

Class "C" Wine Licenses: Milz, Norman E., 300 East Cook Street, Norman E Milz, (Norm's Pitstop); Peng, Huan Qing, 238 West Cook Street, (Cathay Garden); Pizza Hut of Southern Wisconsin, Inc., 401 East Wisconsin Street, Jon W. Kreklow, Agent (Pizza Hut); PR Partners LLC, 2905 New Pinery Road, James H. Firari, Agent (Pizza Ranch)

Class "A" Combination Licenses: Crawford Oil Co. Inc., 1901 East Highway 33, Steven D. Madsen, Agent (Fort BP); Crawford Oil Co. Inc., 2211 West Wisconsin Street, Steven D. Madsen, Agent (Jim's BP); Daley, James D., 1623 New Pinery Road, (Daley's Beverage Mart); Mathieus, Kevin Edward, 211 East Wisconsin Street (Discount Liquor); Pierce's Supermarket Inc., 2915 New Pinery Road, Angela K Pierce, Agent (Pierce's Marketplace); Wilz Drug, Inc., 140 East Cook Street, Larry R Wilz, Agent (Wilz Drug & Home Health Care); Express Laundry, LLC, 2725 New Pinery Road, John D. Bennett, Agent (Mobil Travel Plaza)

Class "A" Beer Licenses: Kwik Trip, Inc., 1223 East Wisconsin Street, Jeffery Kenneth Pfeiffer, Agent (Kwik Trip #653); Kwik Trip, Inc., 2970 New Pinery Road, Nona May Hartman, Agent, (Kwik Trip #683).

Motion carried unanimously on call of roll.

Motion by Oszman, second by Dodd to approve the Taxi Cab License for period ending June 30, 2014 for Running, Inc. Motion carried unanimously on call of roll.

Motion by Oszman, second by Miller to accept the report of the Legislative and Regulatory Committee on the committee's overturning of the

dangerous dog declaration for Becki Wachendorf. Motion carried 8 to 1 on call of roll with Oszman voting no.

Plan Commission meeting of May 20, 2013

8. Old Business

Requests from Columbia County Fair Association for waiver of noise ordinance, July 24 – 27, 2013 and waiver of double fence requirement for Temporary Class “B” Licenses, July 24 – 28, 2013

Motion by Dodd, second by Oszman to approve the waiver of the noise ordinance to 12:00 a.m. July 24 – 27, 2013. Motion carried unanimously on call of roll.

A map was presented showing the area of the beer garden, which is larger than last year. Motion by Maass, second by Klapper to approve the waiver of the double fence requirement. There was discussion as to the site of the beer garden and whether or not to waive the double fence requirement. The motion and second were withdrawn. Motion by Hamre, second by Klapper to approve the waiver of the double fence requirement. Motion failed 5 to 4 with Dodd, Garetson, Klapper, Maass and Oszman voting no.

9. New Business

Ordinances

Ordinance No. 13-006 relative to Illegal Dumping received its first and second readings.

Ordinance No. 13-007 relative to Telephone and Electronic Harassment received its first and second readings.

Resolutions

Resolution No. 13-014 relative to County Highway Aid was read and adopted unanimously on motion by Oszman, second by Maass and call of roll.

Requests from Main Street Portage for carnival license, May 30 – June 2, 2013; Waiver of fee for parade permit; street use permit and waiver of fee, May 31 – June 2, 2013; waiver of double fence requirement for temporary Class “B” license, May 31 – June 1, 2013 waiver of noise ordinance, May 31 – June 2, 2013

The carnival license is coming before the council as it was filed late. Council members expressed concern that applications for Canal Days are again being filed late. Motion by Hamre, second by Havlovic to approve the carnival license for May 30 – June 2, 2013. Motion carried 6 to 3 on call of roll with Garetson, Miller and Oszman voting no. Motion by Havlovic, second by Hamre to waive the parade permit fee. Motion

carried 5 to 4 on call of roll with Dodd, Maass, Miller and Oszman voting no. Motion by Hamre, second by Klapper to approve the street use permit and to waive the fee. Motion carried 6 to 3 on call of roll with Dodd, Maass and Oszman voting no. Motion by Havlovic, second by Hamre to approve the waiver of the double fence requirement for the Temporary Class "B" license for May 31 – June 1, 2013. Motion carried 5 to 4 on call of roll with Dodd, Garetson, Maass and Oszman voting no. Motion by Hamre, second by Miller to approve the waiver of the noise ordinance May 31 – June 2, 2013. Motion carried 8 to 1 on call of roll with Oszman voting no.

Historic Preservation Commission meeting of May 21, 2013

Motion by Klapper, second by Maass to accept the resignation of Destinee Udelhoven from the Historic Preservation Commission. Motion carried unanimously on call of roll.

Mayor's Comments

The city's website is being made more user friendly.

The Mayor's Corner will be June 19th at 7:00 p.m. on the cable access channel with Police Chief Manthey as the guest.

Proclamations have been presented to Historic Indian Agency House and in recognition of the annual sale of Buddy Poppies by the Veterans of Foreign Wars.

Letters of award have been presented to the top ten graduating seniors.

Mayor Tierney directed boards and committees that do not have a regular set meeting date to establish a regular meeting date.

Council members were reminded that they must notify the Mayor or City Clerk if they will not be in attendance at a meeting. Failure to do so will result in a \$15.00 fee for a missed meeting, as stated in the ordinance.

Mayor Tierney informed the council that if Oaths of Office for committees are not signed by next Friday, he will look to replace those members.

City Administrator's Report

Registration for the Park and Recreation Department has been moved to the Municipal Building the past two weeks due to staff shortage at the Park and Recreation Department because of vacations.

Summer work hours for the Street and Park and Recreation Department have been announced and a Memorandum of Understanding signed with the Union. May through the first Monday in October the hours are as

follows: 6:30 a.m. – 3:30 p.m. Monday through Thursday with no lunch break, and 7:00 a.m. – 11:00 a.m. on Fridays.

A meeting was held regarding the East Haertel Street design. The pipe between the two sides of Mud Lake needs to be replaced. The process is moving slower because of environment concerns with the wetlands and because of the former landfill site being located on the construction site. Construction is now estimated to take place the winter of 2014 – 2015.

10. Adjournment

Motion by Oszman, second by Klapper to adjourn. Motion carried unanimously on call of roll at 8:18 p.m.

Marie A. Moe, WCPC, MMC
City Clerk

DRAFT-(06/04/13)

Report for
City of Portage, Wisconsin

Stormwater Utility Feasibility Study Update
Technical Memorandum

Prepared by:

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June 2013



INTRODUCTION

This report provides an update to the Stormwater Utility Feasibility Study dated October 2009 for the City of Portage (Portage), Wisconsin. This report provides Portage with a general overview of current stormwater management practices and funding in Portage, background information on stormwater utilities and other funding alternatives, estimates of impervious areas by land class in the City, and an evaluation of potential impacts of stormwater utility formation on select properties.

BACKGROUND INFORMATION

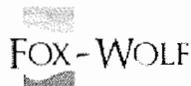
Currently, the costs of expansion, operation, and maintenance of Portage stormwater management system are paid for by property taxes through the General Fund. Increasing pressures on the General Fund caused by rising municipal costs and reduced revenues from the State of Wisconsin may make the General Fund a less reliable source for stormwater management funding. One possible means of addressing stormwater management funding needs without placing an additional burden on property taxes is the formation of a stormwater utility. A stormwater utility is a utility formed for the purpose of managing stormwater and imposing user charges for cost recovery. Unlike property tax funding, user charges under a stormwater utility are established in proportion to the relative amount of stormwater runoff "generated" by an individual property. A common method of estimating the relative amount of stormwater runoff from a property is by the amount of "impervious area." Impervious area includes surfaces such as rooftops, parking lots, driveways, and sidewalks that generally resist infiltration of stormwater. Typically, there is a greater amount of stormwater runoff from impervious areas than vegetated areas.

The Wisconsin Department of Natural Resources (WDNR) requires municipalities with populations greater than 10,000 to implement pollution reduction measures, public education, and increased maintenance on stormwater discharges into lakes and rivers. While some of the pollution abatement standards have been reduced or delayed, there are public education and increased monitoring and maintenance costs required. Accordingly, as many of Portage's stormwater discharges are located along the canal and the Fox and Wisconsin Rivers, they will need to be replaced and updated to meet new discharge requirements.

Stormwater utilities continue to be a popular means of funding stormwater management improvements throughout Wisconsin and the United States. A stormwater utility could provide a means of funding implementation measures to protect and improve nearby water resources and comply with State requirements. Table 1 provides an updated summary of information from some stormwater utilities in Wisconsin.

In addition, transferring stormwater-related expenses from the General Fund (property tax funded) to a utility fund (user charge funded) can result in reallocating that portion of annual tax levy used to fund stormwater expenses toward other projects and programs that have either seen their funding reduced or eliminated over the years.

TABLE 1 APWA CHART



WI Stormwater User Charge System Information
Representative Wisconsin Communities

Wisconsin stormwater user charge information is subject to change! Contact individual communities to confirm accuracy - please forward corrections and updates!



April 8, 2011

	Name of Community or Stormwater District	Recent Population	Created/ Started in:	ERU Size (sf)	Annual \$/ERU or 1 fam home	Credit Policy?		Comments/ Web site addresses
						Y/ N	Max Amount	
1	Allouez (Village)	15,443	2006	3,663				www.villageofallouez.com
2	Appleton (City)	70,293	1995	2,368	\$ 125.00	Y	77%	www.appleton.org
3	Baraboo (City)	10,771	2005	2,379	\$ 46.87			www.cityofbaraboo.com
4	Barron (City)	3,250	2005	10,850	\$ 24.00	Y	75%	www.barronwi.us
5	Beaver Dam (City)	14,983	2009	2,637	\$ 48.61	Y	33%	www.cityofbeaverdam.com
6	Bellevue (Village)	14,386	2001	3,221	\$ 48.00	Y	100%	www.bellevue-wi.com
7	Beloit (City)	35,803	2008	3,347	\$ 36.00			beloit.govoffice3.com/
8	Brown Deer (Village)	11,895	2004	3,257	\$ 91.80	N		www.browndeer.wi.org
9	Butler (Village)	1,885	1999	3,032	\$ 66.00			www.butlerwi.gov/
10	Chetek (City)	2,180	2005		\$ 27.00	Y		www.chetek.net
11	Chippewa Falls (City)	13,374	2005		\$ 36.00			www.ci.chippewa-falls.wi.us
12	Cudahy (City)	18,430	2001	2,700	\$ 60.00	Y	\$2/ ERU	www.ci.cudahy.wi.us
13	De Forest (Village)	7,400	2005	2,900	\$ 60.00			www.vi.deforest.wi.us/
14	Delafield (City)	7,820	2004	1,000	\$ 29.00			www.cityofdelafield.com/
15	De Pere (City)	20,560	2003		\$ 47.00			www.de-pere.org/
16	Eau Claire (City)	62,576	1997	3,000	\$ 68.00	Y	100%	www.ci.eau-claire.wi.us
17	Elm Grove (Village)	6,250	2004	6,235	\$ 63.50			www.elmgrovewi.org
18	Fitchburg (City) - Urban	20,000	2002	3,700	\$ 70.40	Y	50%	www.city.fitchburg.wi.us
19	Fitchburg (City) - Rural	4,000	2002	3,700	\$ 24.20	Y	50%	www.city.fitchburg.wi.us
20	Fox Point (Village)	6,816	2009	2,988	\$ 126.72			http://www.vil.fox-point.wi.us/
21	Fort Atkinson (City)		2009	3,096	\$ 37.98			http://www.fortatkinsonwi.net/
22	Garner's Creek (watershed)		1998	3,623	\$ 96.00	Y	85%	http://www.garnerscreekutility.org/
23	Glendale (City)	13,400	1996	3,200	\$ 42.00	N	‡	www.glendale-wi.org
24	Grand Chute (Town)	20,200	1997	3,283	\$ 48.00	Y	85%	www.grandchute.net
25	Grantsburg (Village)	1,397	2004		\$ 18.00	Y	75%	www.grantsburgwi.com
26	Green Bay (City)	102,350	2004	3,000	\$ 63.76	Y	67%	www.ci.green-bay.wi.us
27	Greendale (Village)	14,410	2004	3,941	\$ 78.00	Y	50%	www.greendale.org
28	Greenfield (City)	35,476	2009	3,630	\$ 49.80			http://www.ci.greenfield.wi.us/
29	Greenville (Town)	8,008	1999	4,510	\$ 60.00	Y	85%	www.townofgreenville.com
30	Hales Corners (Village)	7,665	2008	3,952	\$ 9.00			http://www.halescorners.org/
31	Harrison (Town of)	5,800	1998		\$ 96.00			www.townofharrison.org
32	Hobart (Village of)	5,834	2007	4,000	\$ 72.00	Y	50%	www.hobart-wi.org/
33	Holmen (Village of)	7,176	2007	3,550	\$ 44.00	Y	50%	www.holmenwi.com
34	Howard (Village)	15,774	2005	3,301	\$ 44.00			www.villageofhoward.com
35	Janesville (City)	61,604	2003	3,200	\$ 36.44	Y	65%	www.ci.janesville.wi.us
36	Kenosha (City)	96,845	2007	2,477	\$ 60.00	Y		www.kenosha.org
37	Lake Delton (Village)	2,975	1993	1,685	\$ 18.00	Y	100%	www.lakedelton.org
38	Lancaster (City)	4,033	2008	2,400	\$ 24.00	Y		www.lancaster-wisconsin.com
39	Lisbon (Town)	9,359	2007	6,642	\$ 40.00	Y	50%	www.townoflisbonwi.com
40	Little Chute (Village)	10,830	1998	2,752	\$ 96.00	N		www.littlechutewi.org
41	Madison (City)	220,332	2001	Ind'l Msmt	\$ 55.00	Y	50%	www.cityofmadison.com
42	McFarland (Village)	6,416	2007	3,456	\$ 46.85			www.mcfarland.wi.us
43	Menominee (City of)	15,318	2008	3,000	\$ 32.00	Y	20%	www.menomonee-wi.gov/
44	Milton (City of)	5,667	2009		\$ 55.13			http://www.ci.milton.wi.us/
45	Milwaukee (City)	597,000	2006	1,610	\$ 82.20	Y	60%	www.mpw.net
46	Monona (City)	8,000	2004	NA *	\$ 60.00	Y	65%	www.monona.wi.us
47	Monroe (City)	10,600	2006	2,728	\$ 60.00			www.cityofmonroe.org
48	Neeah (City)	24,600	2003	3,138	\$ 80.00			www.ci.neenah.wi.us
49	New Berlin (City)	38,719	2001	4,000	\$ 60.00	N		www.newberlin.org
50	New Richmond (City)	7,726	2004	12,632	\$ 28.68	Y	75%	www.ci.new-richmond.wi.us
51	N. Fond du Lac (Village)	4,557	2007	3,123	\$ 56.00	Y		www.nfdl.org
52	Oak Creek (City)	28,456	2003	3,300	\$ 27.50			http://www.oakcreekwi.org/
53	Onalaska (City)	16,690	2009	3,880	\$ 50.95	Y	40%	www.cityofonalaska.com
54	Onalaska (Town)	5,600	2005	3,709	\$ 24.00			www.co.la-crosse.wi.us/townofonalaska
55	Oshkosh (City)	65,000	2003	2,817	\$ 62.97	Y	40%	www.ci.oshkosh.wi.us
56	Pewaukee (City)	11,783	2010	5,339	\$ 120.00			http://www.pleasantprairieonline.com/
57	Pleasant Prairie (Village)	18,000	2006		\$ 15.00			www.pleasantprairieonline.com/
58	Poynette (Village)	2,563	2006	3,550	\$ 50.00			www.poynette-wi.gov/
59	Racine (City)	81,855	2004	2,844	\$ 72.30	Y	40%	www.cityofracine.org
60	Raymond (Town)	3,516	2008	50,0036/ sf impervious area		N		www.raymondtownof.com
61	Reedsburg (City of)	8,594	2008	3,024	\$ 46.00	Y	50%	www.reedsburgwi.gov

TABLE 1 APWA CHART (CONTINUED)

	Name of Community or Stormwater District	Recent Population	Created/ Started in:	ERU Size (sf)	Annual \$/ERU or 1 fam home	Credit Policy?		Comments/ Web site addresses
						Y/ N	Max Amount	
62	River Falls (City)	13,019	1998	NA *	\$ 37.68	Y	100%	www.rfcity.org
63	Salem (Town)	9,871	2009	6,352	\$ 60.00	Y	50%	www.townofsalem.net
64	Sheboygan (City)	50,800	2001	2,215	\$ 36.00	Y		www.ci.sheboygan.wi.us
65	Shorewood Hills (Village)	1,732	2007	2,941				www.shorewood-hills.org
66	Slinger (Village)	3,901	2007	4,500	\$ 40.00	Y		www.slinger-wi-usa.org/
67	St. Francis (Village)	9,373	2001	2,500	\$ 48.00			www.ci.stfrancis.wi.gov/
68	Sun Prairie (City)	24,464	2003	3,463	\$ 72.00	Y	65%	www.cityofsunprairie.com/
69	Superior (City)	27,370	2007	1,907	\$ 70.80	Y	TBD	www.ci.superior.wi.us/
70	Sussex (Village)	9,687	2005		\$ 60.00			www.village.sussex.wi.us/
71	Vernon (Town)	7,455	2008	6,904	\$ 32.00	Y	50%	www.townofvernon.org/
72	Verona (City)	7,050	2009	2,842	\$ 53.06			http://www.ci.verona.wi.us/
73	Washburn (City)	2,300	2005		\$ 48.00			www.cityofwashburn.org/
74	Watertown (City)	23,163	2005	2,900	\$ 76.00			www.cityofwatertown.org/
75	Waupun (City)	10,720	2005	3,204	\$ 36.00			www.cityofwaupun.org/
76	Wauwatosa (City)	45,602	1999	2,174	\$ 55.44	Y	100%	www.wauwatosa.net/
77	West Allis (City)	61,250	1997	1,827	\$ 63.12	Y	56%	www.ci.west-allis.wi.us/
78	West Milwaukee (Village)	4,142	2003	1,956	\$ 24.00	Y	75%	www.westmilwaukee.org/
79	Weston (Village)	12,736	2004	3,338	\$ 47.78	Y	68%	www.westonwisconsin.org/

Anticipated responsibilities of the stormwater utility would likely include the following:

1. Develop and administer programs and practices to reduce sediment, heavy metals, pesticides, nutrients, bacteria, and oxygen-demanding organic waste from pollutant "source areas" that have been recognized as a cause of water quality degradation in Portage's streams, lakes, ponds, and other water resources. These programs and practices are necessary for compliance with United States Environmental Protection Agency (USEPA) and WDNR nonpoint source pollution control rules and local stormwater management and erosion control ordinances.
2. Fund and administer stormwater management operation and maintenance activities. Activities include cleaning and routine repair of ditches, detention basins, retention basins, storm sewers, catch basins, manholes, streambanks and associated facilities, street sweeping, leaf collection, and construction of stormwater treatment, detention, and conveyance facilities serving a public purpose.
3. Respond to customer billing and service inquiries.

STORMWATER UTILITY RATE STRUCTURE

The proposed stormwater utility rate structure is based on a parameter known as an equivalent runoff unit (ERU). One ERU is defined as the average square footage of impervious area for a typical residential parcel. The impervious area analysis estimated that in Portage, one ERU is equivalent to approximately 3,274 square feet (rounded) of impervious area, which is the basis for the stormwater utility rate structure. Two alternatives, a flat residential and a tiered residential rate, were analyzed as part of the previous study.

1. Flat Rate

Under this alternative, stormwater service charges are based on ERUs. One ERU equals the average impervious area on a typical single-family residential property (3,274 square feet). Single-family residential parcels are assigned one ERU. The fee for nonresidential (including multifamily parcels) is based on the measured number of ERUs on each nonresidential parcel. The number of ERUs is estimated by dividing the total estimated impervious area on that parcel by the typical single-family residential impervious area.

2. Tiered Rate

This alternative would establish the following single-family residential classes:

- a. Single-family residential parcels less than one-eighth acre.
- b. Single-family residential parcels between one-eighth and one-half acre.
- c. Single-family residential parcels larger than one-half acre.

Typically, a tiered single-family residential rate is implemented if there is greater variation in parcel sizes in a particular community. For instance, if there is a high percentage of greater than one-half-acre lots or less than one-eighth-acre lots in a community, it may be appropriate to implement a more equitable tiered single-family residential rate. Because these percentages were considered to be relatively low for Portage, it was recommended not to implement a tiered single-family residential rate and instead implemented a flat single-family rate.

STORMWATER UTILITY BUDGET SUMMARY

The estimated stormwater user fee was calculated based on the flat user fee approach as described above. The City has indicated it would like to maintain a stable ERU fee in each three-year planning period (planning period) beginning in 2014. User fees have been estimated based on a three-year average annual stormwater management budgets beginning in 2014. This allows for comparison of user fees to current property tax rates as well as for future estimated stormwater management costs. Two budget scenarios have been developed to achieve the revenue requirements of the stormwater utility district. In each of the scenarios, an additional 10 percent of the 2014 budget was included to provide an initial fund balance for the stormwater utility district.

Table 2 summarizes the estimated potential revenue that could be generated based on a range of ERU costs from \$1 to \$6 per month.

Monthly ERU Charge	ERUs	Potential Revenue Generated
\$ 1.00	8,683	\$ 104,196
\$ 2.00	8,683	\$ 208,392
\$ 3.00	8,683	\$ 312,588
\$ 4.00	8,683	\$ 416,784
\$ 5.00	8,683	\$ 520,980
\$ 6.00	8,683	\$ 625,176

Table 2 Potential Revenue per Monthly ERU Charge

Specific budget scenarios for Portage are described below.

Budget Scenario 1

In this scenario, the cost per ERU was increased by 10 percent in each subsequent planning period to accommodate future increases in stormwater management costs. The yearly stormwater utility budget was based on the average of the projected yearly stormwater costs within each planning period.

The rate for each ERU is determined by dividing the average revenue that must be generated for the stormwater program in the planning period by the total number of ERUs within the stormwater utility district at the beginning of the planning period. The total number of ERUs is estimated to increase by 1 percent during each planning period. Based on 8,683 ERUs, the user fee necessary to support the average annual stormwater management budget of \$195,439 for the 2014-2016 planning period would be approximately \$22.51. This means the annual stormwater management fee for a typical residential user (one ERU) would be \$22.51/year or \$1.88 per month. A property assigned 10 ERUs (32,740 square feet of impervious area) would pay \$225.10/year or \$18.80 per month. The stormwater utility fee would be increased by 10 percent to \$24.79 per ERU per year in the planning period to address future stormwater management need (refer to Table 3). This is shown graphically in Figure 1.

For the 2017-2019 planning period, an average annual stormwater budget of \$217,361 was developed by assuming no more than a 10 percent increase in stormwater fees and a debt service that funds an average of \$275,000 per year for capital projects during the 2014-2016 planning period. Note that this budget scenario would limit the amount of additional borrowing for capital projects in the 2017-2019 and subsequent planning periods (\$20,780 for 2017-2019 compared to \$69,000 for 2014-2016). This equates to an annual fee of \$24.79/ERU.

Activity	2014	2015	2016	Average (2014- 2016)	2017	2018	2019	Average (2017- 2019)
Operation and Maintenance								
Street Sweeping	\$60,988	\$62,208	\$63,452	\$62,216	\$64,721	\$66,015	\$67,336	\$66,024
Leaf/Brush/Grass Collection	\$18,677	\$19,051	\$19,432	\$19,053	\$19,820	\$20,217	\$20,621	\$20,219
Storm Sewer Maintenance	\$20,290	\$20,696	\$21,110	\$20,699	\$21,532	\$21,963	\$22,402	\$21,965
Capital Improvements and Planning								
Debt Service Payments (15-yr @ 3.25%)	\$69,000	\$69,000	\$69,000	\$69,000	\$89,780	\$89,780	\$89,780	\$89,780
Administrative	\$17,895	\$18,253	\$18,618	\$18,255	\$18,990	\$19,370	\$19,758	\$19,373
Initial Fund Balance	\$18,650							
Total Annual Budget	\$205,500	\$189,207	\$191,611	\$195,439	\$214,763	\$217,265	\$219,816	\$217,361
	Cost/ERU (2014-2016)			\$22.51	Cost/ERU (2017-2019)			\$24.79

Note: Costs are in given annual dollars.

Table 3 Budget Scenario 1—Projected Annual Stormwater Utility Fees

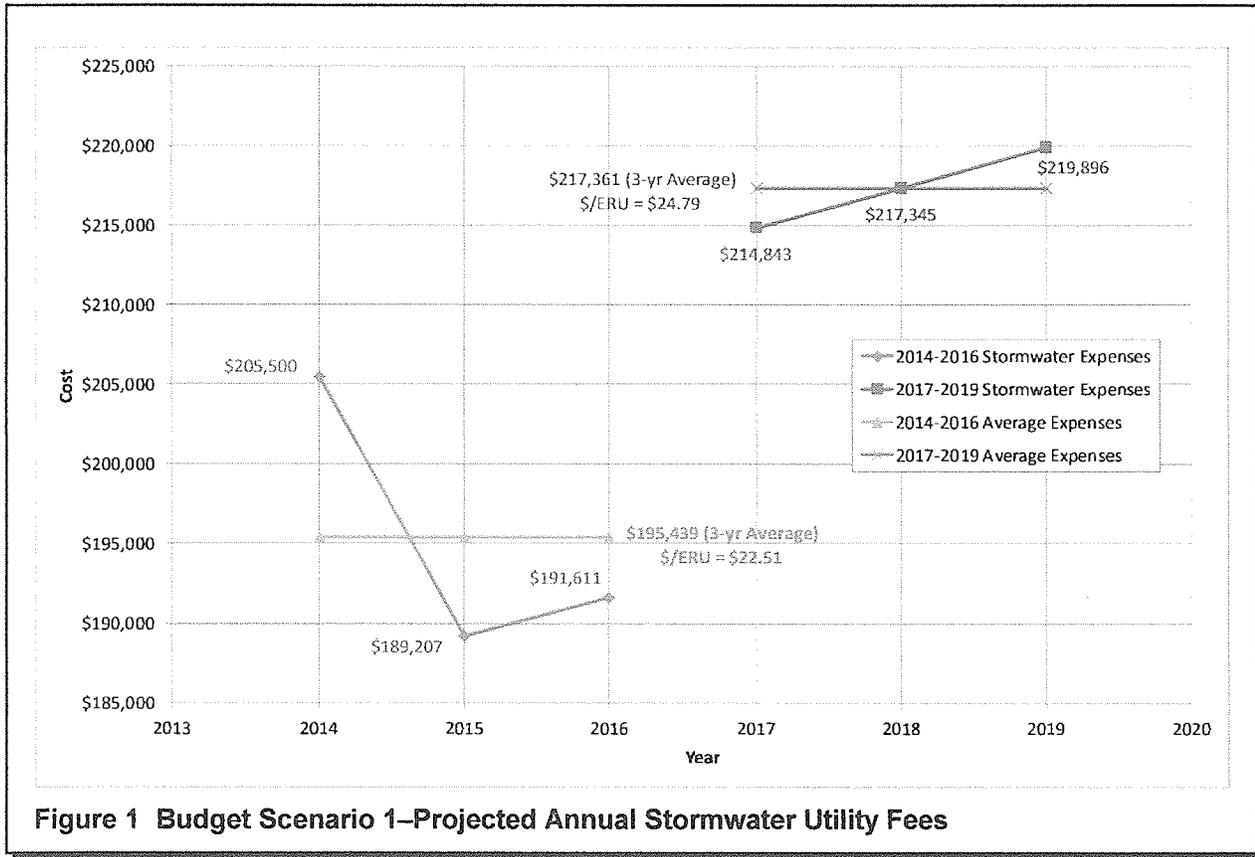


Figure 1 Budget Scenario 1—Projected Annual Stormwater Utility Fees

Budget Scenario 2

In this scenario, it was assumed the amount of debt service accrued in the first planning period would be the same in subsequent planning periods to accommodate future stormwater capital improvement projects. The yearly stormwater utility budget is based on the average of the projected yearly stormwater costs within each planning period.

For the 2017-2019 planning period, an average annual stormwater budget of \$265,581 was developed by assuming the capital costs were, on average, the same as in the first planning period, essentially doubling the debt service payments. Note that this budget scenario would retain the same amount of additional borrowing for capital projects in the 2017-2019 and subsequent planning periods but would increase the stormwater fee by 35 percent (refer to Table 4). This equates to an annual fee of \$30.29/ERU (compared to 22.51/ERU for 2014-2016). This is shown graphically in Figure 2.

Activity	2014	2015	2016	Average (2014- 2016)	2017	2018	2019	Average (2017- 2019)
Operation and Maintenance								
Street Sweeping	\$60,988	\$62,208	\$63,452	\$62,216	\$64,721	\$66,015	\$67,336	\$66,024
Leaf/Brush/Grass Collection	\$18,677	\$19,051	\$19,432	\$19,053	\$19,820	\$20,217	\$20,621	\$20,219
Storm Sewer Maintenance	\$20,290	\$20,696	\$21,110	\$20,699	\$21,532	\$21,963	\$22,402	\$21,965
Capital Improvements and Planning	\$69,000	\$69,000	\$69,000	\$69,000	\$138,000	\$138,000	\$138,000	\$138,000
Administrative	\$17,895	\$18,253	\$18,618	\$18,255	\$18,990	\$19,370	\$19,758	\$19,373
Initial Fund Balance	\$18,650	\$0	\$0	\$6,217	\$0	\$0	\$0	\$0
Total Annual Budget	\$205,500	\$189,207	\$191,611	\$195,439	\$263,063	\$265,565	\$268,116	\$265,581
	Cost/ERU (2014-2016)			\$22.51	Cost/ERU (2017-2019)			\$30.29

Note: Costs are in given annual dollars.

Table 4 Budget Scenario 2—Projected Annual Stormwater Utility Fees

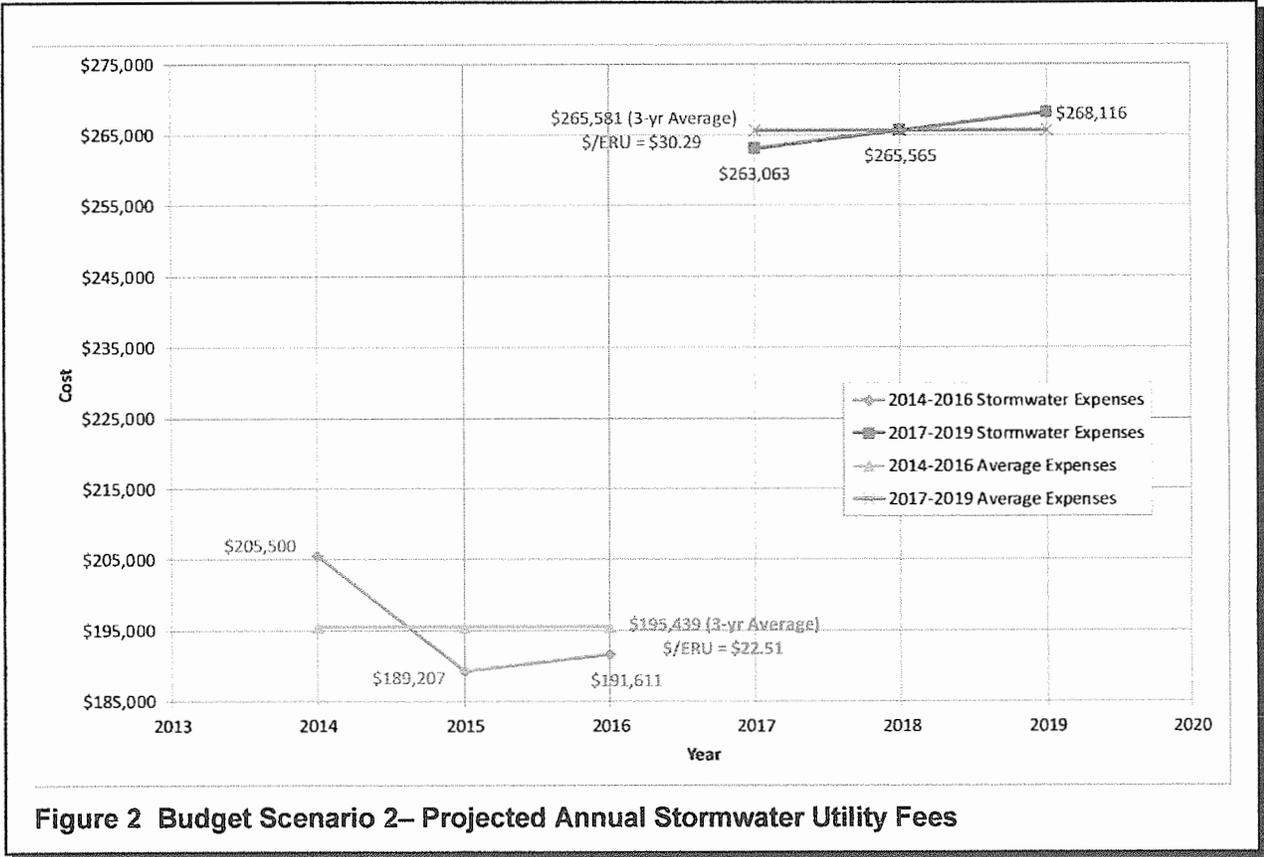


Figure 2 Budget Scenario 2– Projected Annual Stormwater Utility Fees

A stormwater utility would shift the burden of stormwater management funding largely from the residential sector to the nonresidential sector (refer to Figure 3). Greatest impacts would be felt by tax-exempt properties, which do not currently contribute to stormwater management funding through property taxes. Residential parcels would generally contribute proportionately less to stormwater funding than currently based on the lower relative impervious area present on typical residential properties.

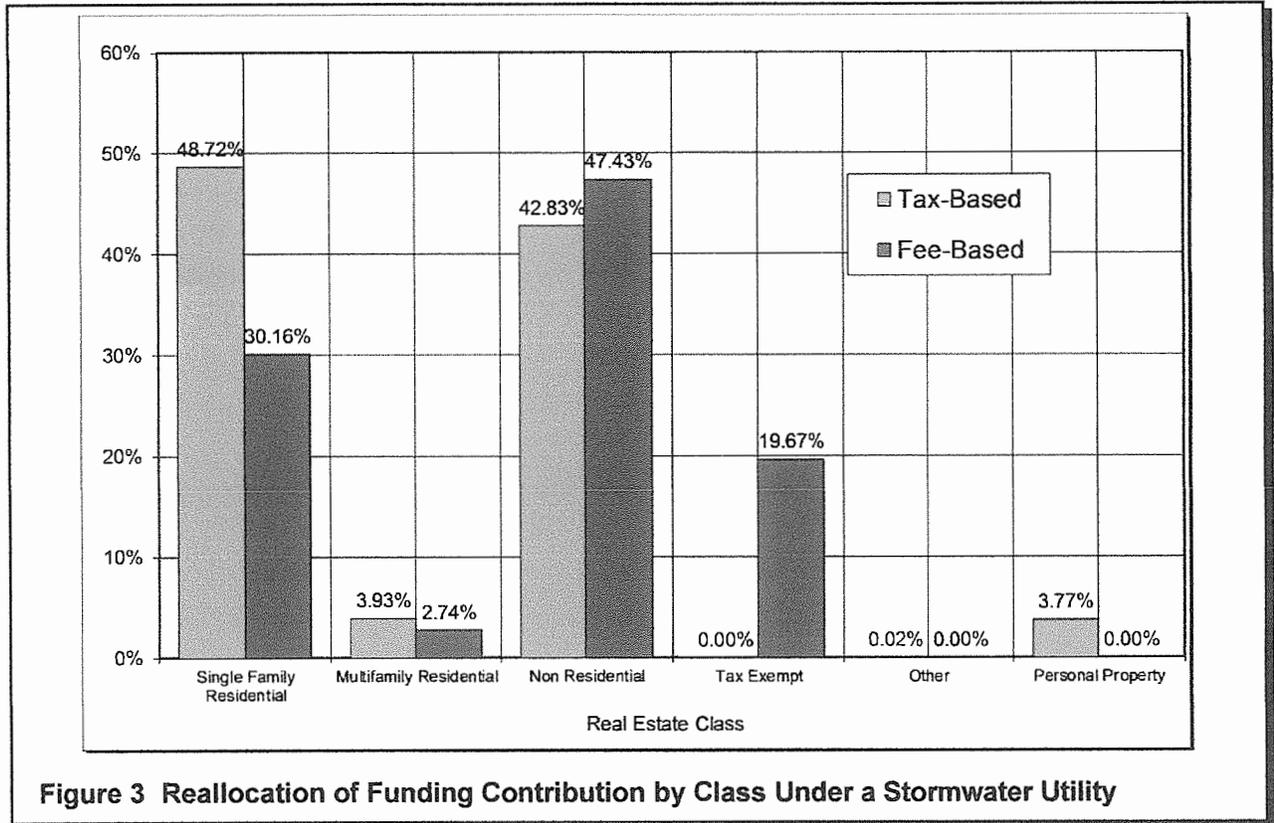


Figure 3 Reallocation of Funding Contribution by Class Under a Stormwater Utility

COMPARISON OF STORMWATER UTILITY IMPACTS ON INDIVIDUAL PROPERTIES

Impacts of conversion to a user fee-based method of stormwater system funding were evaluated for various residential, commercial, industrial, and tax-exempt properties. To provide a comparison, the following analysis is based on the average stormwater budget for 2014 to 2016 of \$195,439 from Budget Scenario 1, the 2012 mill rate of \$24.12 per \$1,000 of assessed value, and an estimated 8,683 ERUs. Results of this evaluation are summarized in Table 5 and a graphical representation is provided in Figure 4.

Individual properties analyzed included small, average, and large single-family residential parcels. For each single-family residential category, the approximate average assessed value, based on the 2012 assessor's database, was used. Results indicate the stormwater contribution from each typical residential parcel would be lower under a stormwater utility than under the present property-tax based system. The annual reduction would be about \$34 per parcel.

Relative impacts of tax-funding versus stormwater utility funding were compared at the Silver Lake Apartments complex and Conifer Ridge Condo (multifamily residential) at 917 Silver Lake Drive and 526 Clemens Court, respectively. Results indicate a reduction of approximately \$1,545 and \$275, respectively, under a stormwater utility in comparison with the current property tax-based system at these properties.

A variety of commercial and manufacturing properties was also evaluated including Hill Ford, Walmart Department Store, Cardinal Glass, and the Associated Milk Producers, Inc. The comparative analysis indicates that the stormwater contribution would increase for each of the nonresidential properties analyzed.

The most significant impacts of conversion to a stormwater fee-based system will be tax-exempt parcels such as the City of Portage, Portage School District, and area churches. Analysis of these parcels indicates potential increases ranging from approximately \$387 per year for the Grace Bible Church to \$12,116 for the City.

It should be noted this analysis does not consider potential reductions in fees from credits for measures such as detention basins. The Task Force recommended consideration of a variety of credits and exemptions from stormwater fees for both residential and nonresidential customers acknowledging the installation of on-site detention/retention basins of greater capacity than what is required, installation of rain gardens, rain barrel, and similar improvements designed to accommodate some or all the stormwater discharge from the property. Also some consideration may be given to reducing stormwater fees to customers whose surface waters do not discharge into a lake or river. The criteria for eligibility and size of these credits will need to be developed and implemented into the fee structure.

City of Portage, Wisconsin
 Technical Memorandum - Stormwater Utility Feasibility Study Update

TABLE 5

COMPARISON OF POSSIBLE PROPERTY COSTS—TAX-BASED VERSUS FEE BASED

Owner	Class	Tax-Based ¹			Fee-Based ²			Change ³
		Assessed Value	Rate	Annual Contribution	ERUs	Rate/ERU	Annual Contribution	
Typical Residential Property	Single-Family Residential	\$154,575	\$0.000363	\$56	1	\$22.51	\$23	-\$34
Silver Lake Apartments	Multifamily Residential	\$5,799,800	\$0.000363	\$2,103	24.8	\$22.51	\$558	-\$1,545
Conifer Ridge Condos	Multifamily Residential	\$1,634,900	\$0.000363	\$593	14.1	\$22.51	\$317	-\$275
Walmart	Commercial	\$9,087,100	\$0.000363	\$3,295	215.6	\$22.51	\$4,853	\$1,558
Hill Ford	Commercial	\$2,262,700	\$0.000363	\$820	58.5	\$22.51	\$1,317	\$496
Cardinal Glass	Manufacturing	\$12,521,000	\$0.000363	\$4,540	299.7	\$22.51	\$6,746	\$2,206
Associated Milk Producers, Inc.	Manufacturing	\$4,808,100	\$0.000363	\$1,743	118	\$22.51	\$2,656	\$913
Grace Bible Church	Tax-Exempt	\$0	\$0.000363	\$0	17.2	\$22.51	\$387	\$387
Portage School District (15 Parcels)	Tax-Exempt	\$0	\$0.000363	\$0	394.9	\$22.51	\$8,889	\$8,889
City of Portage (169 Parcels)	Tax-Exempt	\$0	\$0.000363	\$0	538.3	\$22.51	\$12,116	\$12,116

¹ Based on the 2012 City Budget of \$13,001,400 (mill rate = \$24.12/\$1,000 value).

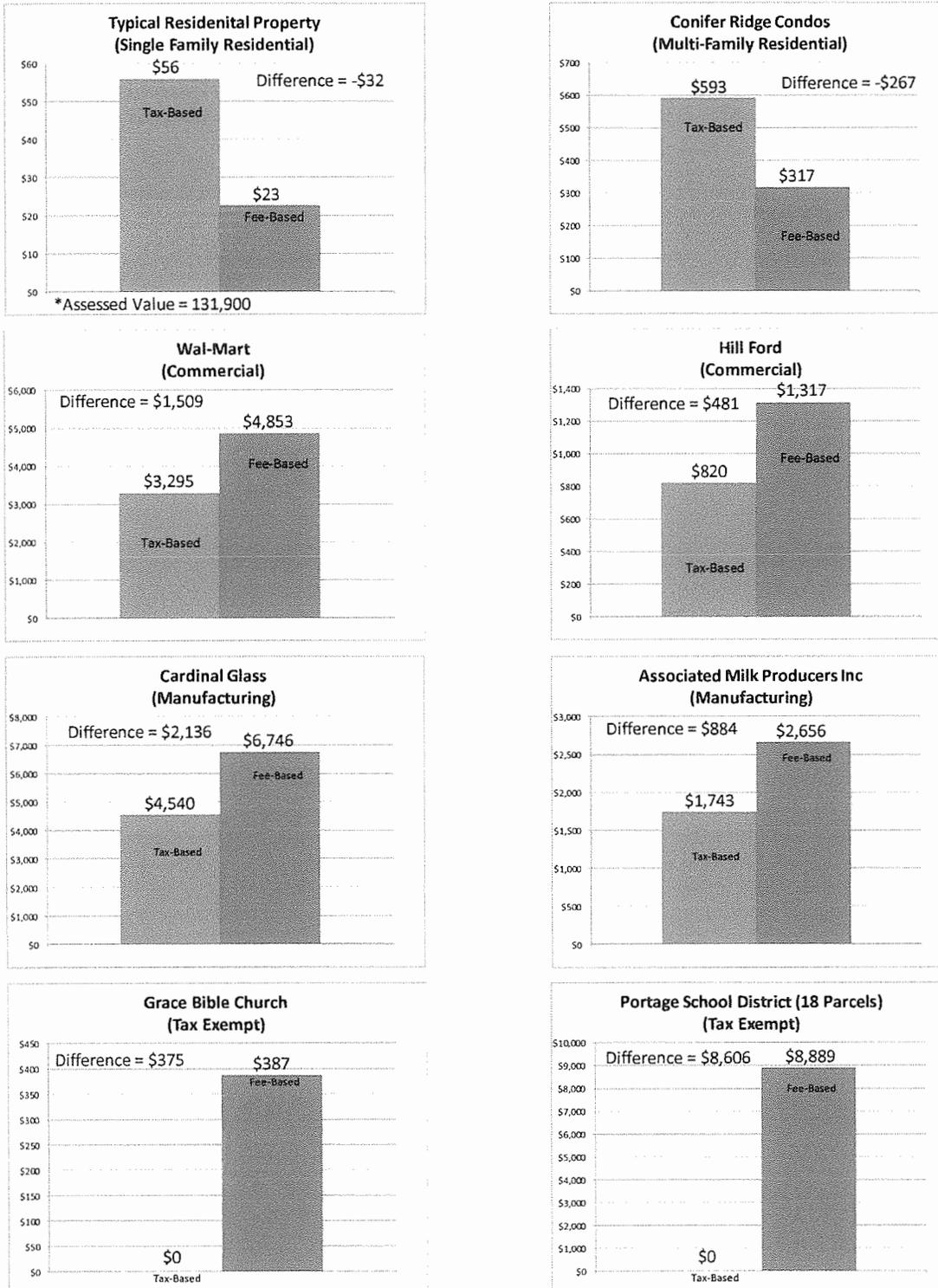
² Based on an estimated 2014-2016 Stormwater Management Budget of \$195,439 (Budget Scenario 1) and 1 ERU = 3,274 square feet of impervious area.

³ Does not consider possible reductions from credits or other adjustments.

⁴ Manufacturing assessed values are based on 2009 assessment data.

City of Portage, Wisconsin
 Technical Memorandum—Stormwater Utility Feasibility Study Update

FIGURE 4 SELECT PROPERTIES REALLOCATION OF FUNDING CONTRIBUTION



*Stormwater Fee is based on the 2014-2016 planning period in Budget Scenario 1.

**City of Portage
Airport Commission Meeting
Tuesday, May 21, 2013, 6:00 p.m.
City Municipal Building, 115 West Pleasant Street
Conference Room Two**

Members present: Rita Maass, Chairperson; Jeff Garetson, Carolyn Hamre, Fred Langbecker and David Tesch

Members excused: Barry Erath

Others present: John Poppy, Bob Redelings, Dave Goetz, Bill Welsh and Craig Sauer

1. Roll Call
2. Approval of minutes of previous meetings.

Motion by Langbecker, second by Gaertson to approve minutes from the August 22, 2012 and April 10, 2013 meetings. Motion passed 4 to 0 w/ Hamre abstaining.

3. Discussion and possible action on reimbursement to tenants for making hanger repairs.

Poppy indicated that Randal Fox requested expenses for hanger repairs be reimbursed up to \$200. This is the amount tenants pay annually to offset airport expenses.

Commissioners expressed a desire to have Airport revenues placed in a segregated account rather than merely being placed in the general fund. In the meantime, an accounting of Airport revenues should be provided.

Poppy said that because the Hangers were of 1966 vintage, they are in disrepair, especially the hanger doors. Motion by Tesch, second by Hamre to approve reimbursement of expenses up to \$200 w/o the need for Council approval and to receive quarterly budget status reports. Motion passed 5 to 0 on call of the roll.

4. Discussion and possible action on ALP.

Chairperson Maass reported that the Airport Layout Plan had not been received, but the BOA expects to have it before the end of May.

5. Discussion and possible action on airport fencing.

Redelings presented a map showing the three areas of most frequent deer sightings and the proposed areas for fencing to keep humans off the airport property. He indicated that the BOA has not provided information to date on possible funding for improving safety.

Tesch suggested we obtain proposals for the fencing. A cost for alternative woven wire fencing was also suggested along w/ signing.

6. Discussion and possible action on wildlife abatement plan for airport including fencing

Redelings said he had further discussions w/ the local DNR conservation warden, but has not heard back from the wildlife biologist. Ag. Permits from the DNR are obtainable and may allow some DNR hunting regulations to be relaxed. He also presented some City ordinance information obtained for Wausau, Reedsburg and Marshfield. A change in ordinance may permit hunting w/i city limits, but DNR hunting regulations would still be enforced.

Commissioners generally supported the deer hunting proposal, w/ varying methods. Gaertson supported paying sharpshooters w/ guns and Hamre suggested many bow hunters would shoot deer for free and didn't feel it was necessary to pay for abatement.

7. Review 2013 budget

Redelings will circulate the first quarter budget status reports when they are available. He did indicate that contacts have been made w/ adjoining property owners (Ray-O-Vac and Portage Casting and Mold), to cut trees in preparation of the PAPI installation in July.

The french drain installation at the hangers will occur after more pressing street crew obligations.

8. Adjournment

Motion by Tesch, second by Hamre to adjourn. Motion passed 5 to 0 on call of the roll.

The meeting concluded at 6:55 p.m.

Respectfully submitted,
Robert G. Redelings, P.E., City Engineer

City of Portage
AdHoc Canal Committee Meeting
Monday, June 3, 2013, 6:30 p.m.
Municipal Building, Conference Room One

Members present: Fred Galley, Chairperson; Chris Arnold, Ron Dorn, Marianne Hanson, Doug Klapper, Gil Meisgeier, Bob Redelings, Addie Tamboli, Jesse Spankowski (citizen member), Mayor William Tierney ex-officio (arrived at 6:35 p.m.) and Destine Udelhoven

Members absent: Joel Engelland and Tim Raimer

Invited Guests: Shawn Murphy, Kim Johnson, Mark Aquino, Craig Sauer

Others present: Scott Inman (DNR), Steve Galarneau (DNR) and Bill Welsh

1. Roll Call

A revised agenda was presented by the Chairperson. Motion by Dorn, second by Tamboli to approve the amended agenda. Motion passed 10 to 0 on call of the roll.

2. History of Canal Renovation Committees (Fred Galley)

Chairperson Galley provided an overview of the canal's history with emphasis on the past 50 years. He referenced the Frank & Stein study of the 1960's and it's update in the Starr Report in the 1980's. He also noted the political influence of Knowles, Feingold and Baldwin. The documents he referenced can be accessed at portagecanal.org/documents.

3. History of Funds Acquired PCS (Meisgeier)

Gil Meisgeier, president of the Portage Canal Society, reviewed the funding history for canal restoration since 2001(attached).

4. DNR presentation (Mark Aquino, DNR Regional Director)

Mark Aquino gave an update of DNR's position and reiterated the Department's ownership and responsibility for the environmental clean-up of the contaminated sediments. He indicated the Department currently has \$100,000 of funding to apply toward the project. The DNR appreciates being involved in the canal restoration project from the beginning. The Department also has other interests such as the stormwater issues and need to control invasive species. Additionally, a good team of 6 to 8 staff has been assembled to assist with the project. He introduced Steve Galarneau and Scott Inman as two of the key team members.

Mr. Galarneau indicated that a clear vision of the canal restoration is important so the DNR can understand the steps needed for them to

proceed with the clean-up. He emphasized the need to have communication so the separate projects could work efficiently together.

Scott Inman indicated sampling was performed this past winter between Adams St. and STH 33 to determine future sampling sites. The results were similar to the sampling in 2004 which just included samples along the center of the canal. The concentrations of lead and mercury increase in an easterly/downstream direction. Mercury concentrations ranged up to 38.6 ppm and lead ranged up to 665 ppm.

The additional sampling in segments 2 and 3 is expected to occur later this summer when more resources are available. Sampling in segment 4 is programmed for this fall. Mr. Inman indicated that it would be beneficial for him to obtain the original excavation limits of the canal.

It was mentioned that there is considerable fishing on the canal and it is likely that some fish are consumed. Mr. Aquino noted that even though there haven't been any fish samples taken, all health concerns would be examined.

5. Current Funds Available (Kim Johnson, Kjohnson Engineers)
 - a. Agreement with city

Kim Johnson reviewed the Draft Project Agreement Funding Table (attached). She also presented the Portage Canal Background and Project Summary (attached). She indicated that her understanding of the items the City of Portage desires to be included in the project are outlined in the last bullet item on page 3. In order for the Project Agreement to be completed DOT needs a description of the City's vision for the project. The Environmental Report approved in 2004, including the Memorandum of Agreement (MOA) between numerous parties which expired in 2009, will need to be updated. The MOA is the document that addresses the impacts to the canal which is on the National Register of Historic Places, in accordance with Section 106 of Historic Preservation Act.

Motion by Dorn, second by Redelings to recommend Council include the hollow bullet points under the last bullet point as the basis of additional scope items to be included in the Project Agreement with the DOT.

Ms. Udelhoven expressed concern about committing the City to the funding on the Table. Ms. Johnson explained that the City had previously committed to their share when they applied for the projects. Additionally, there is flexibility in that more funds can be sought or the project scope could be altered.

Motion passed 10 to 0 on call of the roll.

The QBS process for selection of a design consultant was explained and because of project size, the first phase was bid thru the DOT. It's expected the City will use the cooperative agreement method again in the second phase, in part, because of the budgeting advantage. Ms. Johnson provided the project schedule (attached) which illustrates that construction wouldn't occur until 2016.

6. History of current canal project Segment 1 (Galley, Meisgeier, Dorn, Engelland)
 - a. Engineering Segment 1 (Galley, Meisgeier, Dorn, Engelland)

Chairperson Galley indicated there's not as much funds available for phase 2, because phase 1 was over budget.

7. Vision of Segment 2 (Galley)

Chairperson Galley showed a photo of how the restored canal could look.

8. Engineering
 - a. Request for Proposal of Segment 2 Engineering (Everyone)

It was evident from the schedule that it wasn't appropriate to solicit consultants at this point.

9. Meeting Schedule (Everyone)

Because the Agreement approval process would take several weeks, it was concluded that the next meeting would be on Monday, August 5 at 6:30 p.m.

However, because the County Fair is the last week in July, that a FAQ sheet be developed for distribution – to garner support for the canal restoration.

It was suggested that the City Engineer provide copies of the Environmental Document and Conceptual Design Report for any Committee member wanting them.

Mayor Tierney thanked the committee members for their involvement and expressed his desire to see the next phase come to fruition.

10. Adjournment

Motion by Klapper, second by Tamboli to adjourn. Motion carried 10 to 0 on call of the roll.

The meeting concluded at 8:23 p.m.

Respectfully submitted

Robert G. Redelings, P.E.
Director of Public Works

Portage Canal Reconstruction Grant History revised 5/30/2013

January, 2001	Joan Wade announces Portage will be receiving for the Portage Canal , From the State Waterways Management Fund WI DNR.	\$700,000 No matching funds required
8/12/2002	Tammy Baldwin announces Portage will be receiving for the Portage Canal , from the Federal Omnibus Transportation Bill	\$991,307 No matching funds required
2004	Tammy Baldwin announces Portage will be receiving for the Portage Canal from the Federal High Priority Projects Program 5 x \$326,458 over 5 years 2 years (05 06) x \$326,458 = \$652,917 were used on Segment 1 Local funds paid \$130,583 3 years (07 08 09) x \$326,458 = \$979,376 available for Segment 2 Local Funds required \$244,844	\$1,760,000
2005	Amy Squitieri & Gil Meisgeier apply and are awarded from the Federal Transportation Enhancement Program for Lock Repair of the Wisconsin River Lock Local Funds Paid \$33,200	\$166,000
2007	Bob Redelings & Gil Meisgeier apply and are awarded from the Federal Transportation Enhancement Program for revetment and paving. Local Funds required \$101,490	\$405,960
2007	Bob Redelings & Gil Meisgeier apply and are awarded from the State Bicycle and Pedestrian Program for bridges. Local Funds required \$45,360	\$181,440

Total Grant money spent to date Segment \$2,510,224

Total Local Share spent to date Segment 1 \$163,783

Total money spent to date on Segment 1 \$2,674,007

Total Grant money available for Segment 2 \$1,566,776

Total Local Share for Segment 2 \$391,694

Total Money available for Segment 2 \$1,958,470

Total Grant Money Acquired (entire project) \$4,077,000

Total Local Share (entire project) Local Share 12% \$555,477

Total Money to be spent (entire project) \$4,632,477

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?

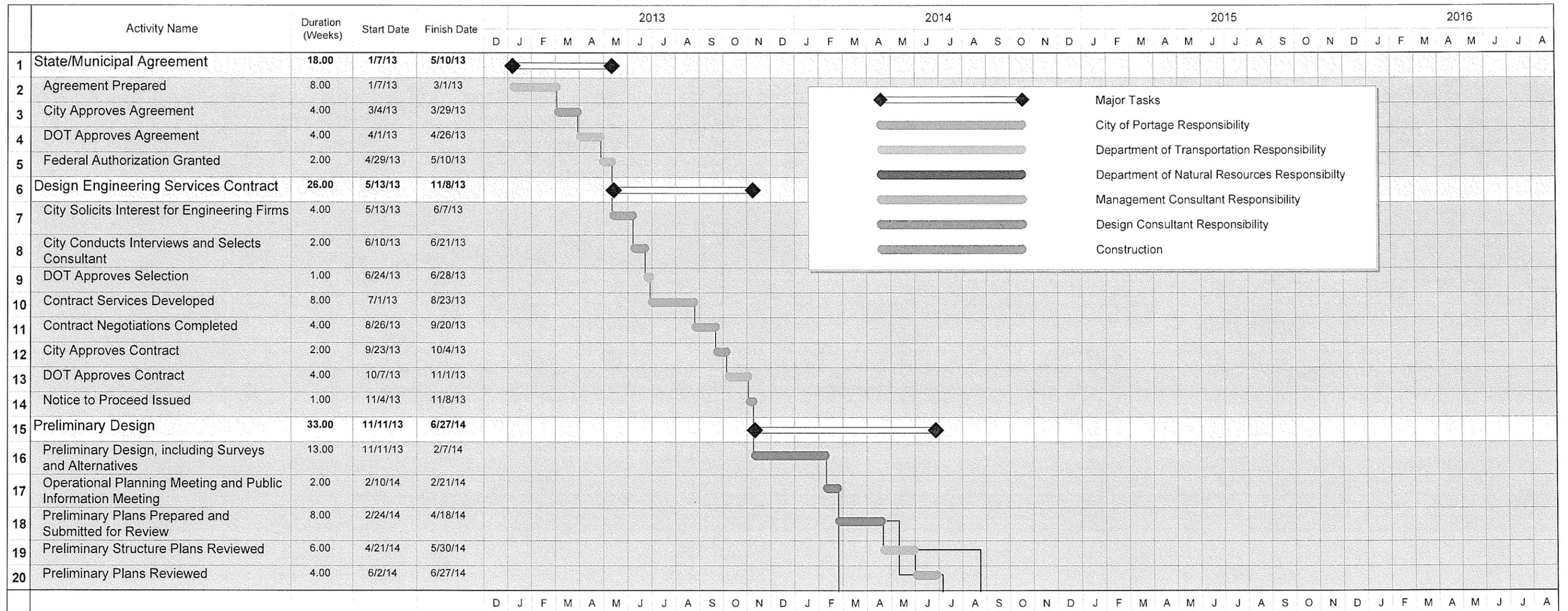
- In 2005 the City of Portage received High Priority Project Program funding for the project. It was to be available over a five year period, ending in 2009.
- In 2006, construction began for the project under ID 6996-05-07 and ID 6996-05-12. Project ID 6996-05-07 improvements between the Wisconsin River 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

Delivery Schedule for 2016 Construction

Portage Canal (Adams Street to CP Railway)

City of Portage

Columbia County



OPERATOR LICENSE APPLICATIONS - BY LAST NAME

LICENSE YEAR: JULY 1, 2013-JUNE 30, 2014

ANDERSON, APRIL L.
ASCH, JESSICA R.
ASCH, MATTHEW L.
ATKINSON, KIM M
BARTON, CHERYL A
BEHNKE, JAMES D.
BENNETT, DANIEL H
BENSON, DENNIS F
BIGFORD, NANCY A.
BLUM, THOMAS E
BRAUN, JERRY J.
CARSTENS-RITTER, CARRIE M.
CHARMLEY, KYLE R.
CLARK, MICHAEL R.
CURTIS, JESSICA L
DALEY, CHRISTINE A
DALEY, ERIN E.
DALEY, LAURA J.
DENMAN, KALYNN M.
DONAHUE, MICHAEL J.
DUGAN II, THOMAS J
DUVALL, DAVID L.
DUVALL, MATTHEW D.
ERICKSON, ERIC J.
FISHER, KATLYNN A.
GAFFNEY, BARBARA A
GAUER, JOLYNNE M
GEORGE-BURTON, MARILYN J.
GORMAN, THOMAS P.
GREEN, ARTHUR J.
HAMRE, CAROLYN M.
HARDT, THERESA M.
HARVESTINE, LYDIA
HAYES, KELSEY
HENKE, SUSAN M
HOOVER, JEREMY E.
HULL, RONALD A.
JAHN, JESSE E.
JANSSEN, ANN D
JOHNSON, JENIFER A
JOHNSON, JENNIFER P.
JOYCE, KIMBERLY A.
KINNEY, ANASTASIA S.
KITCHEN, KATHERINE M.
KNIGHT-HOWLEY, SANDRA D.
KNOWLES, SERENA A.
KOCH, LYNETTE M.
KOCH, SCOTT T.
KRALL, CHRISTOPHER R.
LANE, ALYSSA M.
LANE, HUNTER R.
LEDLOW, ASHLEY M.
LITTWILLER, DAWN L.
LYTHJOHAN, TIFFANY C
MADAM, MANOUCHER
MAEL, MICHAEL G.
MAIR, JENNIFER L
MALONE, CHERYL L.
MALONE, EVAN S.G.
MANYEN, ASHLEY M.
MARTIN, LAURA J.
MCFAUL, DENCY O
MEEKER, SHAWNA M.
MILLER, DEBRA A.
MOHR, AMANDA L
MORRIS, JASON S.
MORRIS, JOLENE S.
MURPHY, PAMELA S
NELSON, DAWN M.
NELSON, LISA M
PETZKE, JAMES K.
POULSON, KRYSTLE M.
RAIMER, BRANDON T
RAIMER, BRIAN L
REICHHOFF, DIANA L.
ROBSON, MATT J.
ROGERS, BARBARA E.
RUSSELL, MATTHEW P.
SCHMIDT, CHRISTINE C.
SCHMIDTKE, TRISIA D
SCHROEDER, MARK A.
SCHULTZ, BECKY E
SEELY, WENDY L.
SEEP, MARIANNE L.
SHUTTS, LINDSEY D
SLEPICKA, SANDRA J
SMITH, ERIC P.
SOLTERMAN, JACOB C.
STAFFELS, PHILLIP J.
STAVENESS, KRISTAL K.
STEELE, MARLENE J.
STEINGRAEBER, DEBRA L.
STENSRUD, CHADWICK D.
SWEENEY, JOANNE P
TANGNEY, GENEVIEVE L.
TEUBER, JULIE A
THEEL, CHRISTIAN J.
TOLLISON, EMELIA L.
VAN ESS, VICKI A
VICK, SHAWNA M.
VITALE, TERESA H.
VOISS, VICTORIA A.
WILCOX, CHAD J.
WROTEN, BRETT D.

TAXI CAB LICENSE RENEWALS

LICENSE PERIOD: JULY 1, 2013 - JUNE 30, 2014

ALBRIGHT, TAMMY S
ATKINSON, ESTHER M
BAGNALL, ROBERT J
BARKER, PATRICK A.
BROUETTE, JOSEPH A.
COFFMAN, JOHN R.
DITTMAN, STEVEN M
ELLIOTT, KEITH L
FERGUSON, RICHARD N
FINZEL, ROBERT J
GUTHRIE, WILLIAM A.
KENAS, CINDY M.
KENAS, PAUL A
LOCHNER, AARON M
MOORE, KARI S.
MYHRE, LORI A
PAFFORD, LEANNE D
POSTER, MARY K
RADER, DAVID L
RITTER, SHELVEY J.
ROBINSON, SHERYL M
SCHNELLER, THOMAS R.
SCHULTZ, DANIEL L
SWANSON, RONALD L.
SYLVESTER, ROCCO J
TAYLOR, DEVON M
WINCHESTER, SELENA J
WINTER, KATHERINE L.
WOODARD II, JOSEPH J
YONKIE, JAMES A.

City of Portage
Legislative & Regulatory Committee Meeting
Tuesday, June 4, 2013, 6:00 p.m.
City Municipal Building, 115 West Pleasant Street
Conference Room One
Minutes

Members present: Michael G. Oszman, Chairperson; Kenneth A. Ebnetter, Carolyn Hamre, Martin Havlovic

Excused: Frank Miller

Also present: Police Chief Manthey, City Clerk Moe, Deputy Clerk Ness, Bill Welsh from Cable TV

1. Roll call

The meeting was called to order at 6:00 pm by Chairperson Oszman.

2. Approval of minutes from previous meeting

Motion by Hamre, second by Havlovic to approve the minutes from the committee meeting of May 28, 2013. Passed 3-0 on call of roll, Havlovic abstaining.

3. Discussion and possible recommendation on Operator License Applications for Kimberly A. Gavinski and Kirpal Kaur

Motion by Hamre, second by Havlovic to deny renewal of operator license for Kimberly Gavinski based on one conviction and several pending charges for drugs violations. Passed 4-0 on call of roll.

Motion by Havlovic, second by Hamre to deny renewal of operator license for Kirpal Kaur based on false information on the application and various pending criminal charges related to drugs and alcohol. Passed 4-0 on call of roll.

4. Adjournment

Motion by Hamre, second by Havlovic to adjourn at 6:05 pm. Passed 4-0 on call of roll.

Rebecca C. Ness
Deputy Clerk

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning August 1 20 13 ;
ending June 30 20 14

TO THE GOVERNING BODY of the: Town of }
 Village of } Portage
 City of }

County of Columbia Aldermanic Dist. No. _____ (if required by ordinance)

1. The named INDIVIDUAL PARTNERSHIP LIMITED LIABILITY COMPANY
 CORPORATION/NONPROFIT ORGANIZATION

hereby makes application for the alcohol beverage license(s) checked above.

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): The Ball Room LLC
Mike Ganz, William Spahn II, Carlyn LeBeau, William Chadwick

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the name, title, and place of residence of each person.

	Title	Name	Home Address	Post Office & Zip Code
President/Member	Partner	Mike Ganz	N4085 Erdman Rd, Rio WI	53960
Vice President/Member	Partner	William Spahn II	3624 Sky High Rd, Poynette, WI	53955
Secretary/Member	Partner	Carlyn LeBeau	1288 Grandview Ct, Sun Prairie, WI	53590
Treasurer/Member	Partner	William Chadwick	N6847 Hillside Rd, Portage, WI	53901
Agent		Mike Ganz	N4085 Erdman Rd, Rio, WI	53960
Directors/Managers		Mike Ganz		

3. Trade Name The Ball Room Business Phone Number 608.219.5423

4. Address of Premises 112 E Cook St, Portage, WI Post Office & Zip Code 53901

5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? Yes No
6. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant? Yes No
7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? Yes No
8. (a) Corporate/limited liability company applicants only: Insert state WI and date 03/18/12 of registration.
(b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? Yes No
(c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? Yes No
(NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)

9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) 14,200 sq ft building on two levels.

10. Legal description (omit if street address is given above): _____

11. (a) Was this premises licensed for the sale of liquor or beer during the past license year? Yes No
(b) If yes, under what name was license issued? _____

12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5) before beginning business? [phone 1-800-937-8864] Yes No

13. Does the applicant understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in Section 2, above? [phone (608) 266-2776]. Yes No

14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

SUBSCRIBED AND SWORN TO BEFORE ME

this 17 day of May, 2013
Cristina Cultermeyer (Clerk/Notary Public)
William Spahn II (Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)
Carlyn LeBeau (Officer of Corporation/Member/Manager of Limited Liability Company/Partner)
Mike Ganz (Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>5-20-13</u>	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

9-C130520

Applicant's Wisconsin Seller's Permit Number:	<u>461028403302</u>
Federal Employer Identification Number (FEIN):	<u>XXXXXXXX2330928</u>
LICENSE REQUESTED ▶	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$ <u>91.63</u>
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input checked="" type="checkbox"/> Class B liquor	\$ <u>458.37</u>
<input checked="" type="checkbox"/> Reserve Class B liquor	\$ <u>10,000</u>
Publication fee	\$ <u>25.00</u>
TOTAL FEE	\$ <u>1016.63</u>

R-013052

SCHEDULE FOR APPOINTMENT OF AGENT BY CORPORATION/NONPROFIT ORGANIZATION OR LIMITED LIABILITY COMPANY

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by the officer(s) of the corporation/organization or members/managers of a limited liability company and the recommendation made by the proper local official.

To the governing body of: Town
 Village of Portage, WI County of Columbia
 City

The undersigned duly authorized officer(s)/members/managers of The Ball Room LLC
(registered name of corporation/organization or limited liability company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as The Ball Room LLC
(trade name)

located at 112 E Cook St, Portage, WI 53901

appoints Michael C Ganz
(name of appointed agent)
N4085 Erdman Rd, Rio, WI 53960
(home address of appointed agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

Yes No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? Yes No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 29 Years

Place of residence last year N4085 Erdman Rd, Rio, WI 53960

For: The Ball Room LLC
(name of corporation/organization/limited liability company)

By:  Mike Ganz, Partner
(signature of Officer/Member/Manager)

And: _____
(signature of Officer/Member/Manager)

ACCEPTANCE BY AGENT

I, Michael C Ganz, hereby accept this appointment as agent for the
(print/type agent's name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

 5/14/13 Agent's age 29
(signature of agent) (date)

N4085 Erdman Rd, Rio, WI 53960 Date of birth 
(home address of agent)

**APPROVAL OF AGENT BY MUNICIPAL AUTHORITY
(Clerk cannot sign on behalf of Municipal Official)**

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on _____ by _____ Title _____
(date) (signature of proper local official) (town chair, village president, police chief)

Applicant Name: Gavinski Kimberly A. Same
Last First Middle Initial Maiden

1. How long have you continuously resided in the State of Wisconsin prior to the date of this application?
forever. 43 years.

NOTE: If you need assistance in answering the questions below, please contact the Local Police Dept., the County Sheriff's department or the authority who made the arrest, issued the citation or the summons.

2. Have you ever been convicted of a felony (unless pardoned)? Yes No Pending

If YES, list violation, give conviction date and jurisdiction where convicted.

Feb 10, 2013, Felony Narcotics chg. Col. County - Lodi, WI, Lakeview Dr, Sheryl Lyons, owner Transitional living

3. Have you ever been arrested or convicted of violating any other laws of the United States, State, County, City, Village or Town, relating to the use or abuse (either as an adult or juvenile) of alcohol or controlled substances within the past 5 years? Yes No

If YES, describe the circumstances and give conviction date and jurisdiction where convicted.

Driving while ~~convicted~~ under influence
City of Portage Nov 2012

4. Are there charges of any kind pending against you (either as an adult or juvenile)? Yes No
If YES, describe the circumstances and give conviction date and jurisdiction where convicted

Felony Narcotic Feb 10, 2013, Lodi, WI, Col. Cty.

5. Have you completed the Beverage Servers Training Course in the past two years? Yes No

6. Have you held an Operator License in the past two years? Yes No

If yes

Municipality License issued by:

Date Issued:

City of Portage

12-2013

New applicants must provide a copy of the Beverage Server Training completion certificate.

7. Have you ever had an Operator License denied or revoked by the City of Portage? Yes No

If YES, explain when and why _____

8. Name of the licensed establishment(s) where you will be working. Full Throttle

READ CAREFULLY BEFORE SIGNING

The undersigned, being duly sworn on oath, deposes and says that he/she is the person named in the foregoing application, that the applicant has read and made a complete answer to each question, and the answers in each instance are true and correct.

The undersigned further understands that an incomplete, inaccurate or false answer constitutes sufficient reason for rejection, denial or revocation of the license.

The undersigned further understands that a full background investigation may be conducted by the Portage Police Department prior to consideration of this application.

The undersigned further understands that any license contrary to Chapter 125 of Wisconsin Statutes shall be void and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Applicant Signature: Kim Gavinski

Subscribed and sworn to before me this 16 day of May, 2013

Clerk/Notary Public Rebecca C. Ness

DEPARTMENT RECOMMENDATIONS

Department	Approved	Denied	Signature/Date
City Clerk			
City Treasurer			
Police Chief		X	Ken Yantky 5-28-13

If denied, explain reason _____

- MS. GAVINSKI WAS ARRESTED FOR OMK WHILE DRUGGED ON 11-07-12 AND WAS CONVICTED ON 3-12-13. (FINE OF \$731⁰⁰ WAS PAID ON 2-11-13)
- MS. GAVINSKI WAS ARRESTED FOR FELONY POSSESSION OF NARCOTIC DRUGS ON 2-10-13, HER NEXT COURT CASE IS 6-04-13. SEE CCAP ATTACHED
- MS. GAVINSKI WAS ARRESTED FOR OAR (DUE TO ALCOHOL/DRUG/REFUSAL) + FELONY BAILJUMPING ON 4-26-13. SHE WILL BE APPEARING IN COURT TOMORROW.
UNDER WI STATE STATUTES 111.335 (1)(b) YOU CAN REFUSE TO LICENSE A PERSON WHO HAS PENDING CRIMINAL CHARGES IF THE CIRCUMSTANCES OF THE PARTICULAR LICENSE ACTIVITY ARE SUBSTANTIALLY RELATED. (DRUGS + ALCOHOL ARE SUBSTANTIALLY RELATED)

Charge Detail

The Defendant was charged with the following offense:

Count No.	Statute Cite	Description	Severity	Offense Date	Plea
1	961.41(3g)(am)	Possession of Narcotic Drugs	Felony I	02-10-2013	

1 The designation listed in the Race field is subjective. It is provided to the court by the agency that filed the case.

2 Non-Court activities do not require personal court appearances. For questions regarding which court type activities require court appearances, please contact the Clerk of Circuit Court in the county where the case originated.

Wisconsin Circuit Court Access (WCCA)

State of Wisconsin vs. Kimberly A. Gavinski

Columbia County Case Number 2013CF000059

Court Record Events

Date	Event	Court Official	Court Reporter
1 04-18-2013	Hearing	George, Daniel	Blair, Karen

Additional Text:

State appeared by Atty Kohlwey, Defendant appeared in person w/Atty Riek, requesting new return, NOTICE for Return Date 6/4/13 at 2:45 P.M. Br. 3, bond cont'd

2 02-25-2013 Notice of motion and motion for discovery

Additional Text:

Petition For Leave to File Additional Motions filed by Atty Long

3 02-21-2013	Hearing	Voigt, W. Andrew	Kurtz, Margie
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Additional Text:

State appeared by Atty Long, Defendant appeared in person, states she is represented by Atty Riek, Atty Riek not present, waives time limits to prelim, NOTICE for Pretrial w/Atty Long 4/3/13 at 2:10 P.M. and Return 4/18/13 at 2:45 P.M. Br. 1, Atty Riek to get notice

4 02-19-2013 Motion

Additional Text:

for Preservation of Evidence and Demand for Discovery with Petition For Leave to File Additional Motions filed by Atty Riek

5 02-19-2013 Public defender order appointing counsel

Additional Text:

Appointed Attorney Amanda Riek

6 02-12-2013 Signature bond set

Event Party	Amount
Gavinski, Kimberly A.	\$ 1500.00

Additional Text:

with felony conds, absolute sobriety, not to possess any controlled substances without valid prescription.

7 02-12-2013	Initial appearance	Voigt, W. Andrew	Kurtz, Margie
--------------	--------------------	------------------	---------------

Additional Text:

State of Wisconsin by ADA Long, Defendant with Attorney Holtz. \$1,500 recog. with felony conds, absolute sobriety, not to possess any controlled substances without valid prescription. Time limits not waived. NOTICE preliminary 2/21/13 at 9 a.m. br. 2

8 02-12-2013 Complaint filed

Wisconsin Circuit Court Access (WCCA)

State of Wisconsin vs. Kimberly A. Gavinski

Columbia County Case Number 2013CF000241

Filing Date	Case Type	Case Status
05-28-2013	Criminal	Filed Only
Defendant Date of Birth	Address	
██████████	██	
Branch Id	DA Case Number	
2	2013CO001135	

Charge(s)

Count No.	Statute	Description	Severity	Disposition
1	946.49(1)(b)	Bail Jumping-Felony	Felony H	
2	343.44(1)(b)	Operating While Revoked (Rev due to alc/contr subst/refusal)	Misd. U	

Responsible Official	Prosecuting Agency	Prosecuting Attorney	Defense Attorney
Voigt, W. Andrew	District Attorney	Long, Crystal	

Defendant

Defendant Name	Date of Birth	Sex	Race¹
Gavinski, Kimberly A.	██████████	Female	Caucasian
Address			Address Updated On
██			██████████
JUSTIS ID	Finger Print ID		

Future Court Activity

Date	Time	Location	Description	Type ²	Court Official
05-29-2013	12:30 pm		Initial appearance	Court	Church, Charles

Charge(s)/Sentence(s)

Charge Detail

The Defendant was charged with the following offense:

Count No.	Statute Cite	Description	Severity	Offense Date	Plea
1	946.49(1)(b)	Bail Jumping-Felony	Felony H	04-26-2013	

The Defendant was charged with the following offense:

Count No.	Statute Cite	Description	Severity	Offense Date	Plea
2	343.44(1)(b)	Operating While Revoked (Rev due to alc/contr subst/refusal)	Misd. U	04-26-2013	

Charge Modifier(s)

Statute Cite Description

343.44(2)(ar)2 Penalty - Operating While Revoked (Misdemeanor)

1 The designation listed in the Race field is subjective. It is provided to the court by the agency that filed the case.

2 Non-Court activities do not require personal court appearances. For questions regarding which court type activities require court appearances, please contact the Clerk of Circuit Court in the county where the case originated.

Applicant Name: KAUR KIRPAL
Last First Middle Initial Maiden

1. How long have you continuously resided in the State of Wisconsin prior to the date of this application?
Seven years

NOTE: If you need assistance in answering the questions below, please contact the Local Police Dept., the County Sheriff's department or the authority who made the arrest, issued the citation or the summons.

2. Have you ever been convicted of a felony (unless pardoned)? Yes No
If YES, list violation, give conviction date and jurisdiction where convicted.

3. Have you ever been arrested or convicted of violating any other laws of the United States, State, County, City, Village or Town, relating to the use or abuse (either as an adult or juvenile) of alcohol or controlled substances within the past 5 years? Yes No

If YES, describe the circumstances and give conviction date and jurisdiction where convicted.

4. Are there charges of any kind pending against you (either as an adult or juvenile)? Yes No
If YES, describe the circumstances and give conviction date and jurisdiction where convicted

5. Have you completed the Beverage Servers Training Course in the past two years? Yes No
No

6. Have you held an Operator License in the past two years? Yes No
If yes

Municipality License issued by: City of PORTAGE Date Issued: 2010. to Present.

New applicants must provide a copy of the Beverage Server Training completion certificate.

7. Have you ever had an Operator License denied or revoked by the City of Portage? Yes No

If YES, explain when and why _____

8. Name of the licensed establishment(s) where you will be working. MARKET BASKET

READ CAREFULLY BEFORE SIGNING

The undersigned, being duly sworn on oath, deposes and says that he/she is the person named in the foregoing application, that the applicant has read and made a complete answer to each question, and the answers in each instance are true and correct.

The undersigned further understands that an incomplete, inaccurate or false answer constitutes sufficient reason for rejection, denial or revocation of the license.

The undersigned further understands that a full background investigation may be conducted by the Portage Police Department prior to consideration of this application.

The undersigned further understands that any license contrary to Chapter 125 of Wisconsin Statutes shall be void and under penalty of State law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Applicant Signature: Kirpal Kaur

Subscribed and sworn to before me this 2 day of May, 2013

Clerk/Notary Public Rebecca C. Ness

DEPARTMENT RECOMMENDATIONS

Department	Approved	Denied	Signature/Date
City Clerk			<u>Maria A. Moe 05-28-13</u>
City Treasurer			
Police Chief		X	<u>Ken Mantley 5-28-13</u>

If denied, explain reason _____

INACCURATE / FALSE INFORMATION:

ON 6-04-10, KIRPAL KAUR WAS CITED FOR FURNISHING ALCOHOL TO A MINOR

ON 10-29-10, KIRPAL KAUR WAS CITED FOR FURNISHING ALCOHOL TO A MINOR

SHE DID NOT LIST EITHER OFFENSE ON THE APPLICATION.

AS OF TODAY'S DATE, KIRPAL KAUR HAS BEEN CHARGED CRIMINALLY WITH FELONY

DISTRIBUTING A HAZARDOUS SUBSTANCE, FELONY POSSESSION WITH INTENT TO DELIVER

A CONTROLLED SUBSTANCE + MISDEMEANOR POSSESSION OF SYNTHETIC CANNABINOID.

UNDER WI STATE STATUTES 111.335 (1)(b), YOU CAN REFUSE TO LICENSE A SUBJECT

WHO HAS PENDING CRIMINAL CHARGES IF THE CIRCUMSTANCES OF THE PARTICULAR

LICENSED ACTIVITY. (DRUGS + ALCOHOL ARE SUBSTANTIALLY RELATED.)

answered no to the question have you ever had a license denied.
Application denied 04-23-11; overturned on appeal 07-14-11.

City of Portage
Human Resources Committee Meeting
(This meeting will constitute a meeting of the Finance/Administration Committee,
the Community Development Block Grant Committee and the Municipal Services
and Utilities Committee as a quorum of members will be present; but no business
of those committees will be taken up)
Tuesday, June 4, 2013, 6:30 p.m.
Municipal Building, Conference Room One
Minutes

Members Present: Bill Tierney, Chairperson, Rick Dodd, Jeff Garetson, Rita Maass, Michael G. Oszman

Excused: Frank Miller

Also Present: City Administrator Shawn Murphy, Jennifer Loveland

1. Roll call

The meeting was called to order at 6:30 p.m. by Mayor Tierney.

2. Approval of minutes from previous meeting

Motion by Oszman, second by Dodd to approve the minutes of the April 30, 2013 meeting. Maass questioned whether motion should be amended to approve minutes of April 13, 2013 meeting, which failed at last meeting. Tierney said he has confirmed with City Attorney Spankowski that it was acceptable for those minutes to remain without approval. Motion to approve minutes of the April 30, 2013 meeting carried unanimously on call of roll.

3. Discussion and possible recommendation on Economic Development position.

City Administrator Murphy presented the research he had conducted into Economic Development positions as they are handled by other area municipalities, including the benefits and drawbacks of either using in-house staff to fill this position or using a consulting firm.

Based on this research, Murphy recommended that this position be filled by an employee, presenting a draft job description, which lays out a diversified position that would also cover some zoning and planning responsibilities. The position would likely be located at the Portage Enterprise Center, allowing for cross-training with the existing consultant, and eventual phase out of existing city contracts for economic development services.

Motion by Tierney, second by Garetson to review a final version of position, including compensation, at the next meeting, with the intent to send this approved version to Common Council in July. Maass commented that she would like the reference to conference attendance in job description altered or amended to include possible need for committee approval. Motion to review a final version of position, including compensation, at the next meeting carried unanimously on call of roll.

4. Discussion and possible recommendation on Overtime Policy.

Murphy presented a memo describing staffing shortages, which are a result of the overtime restriction for Public Works, Utilities, and Wastewater Treatment Plant employees. Currently, weekend hours are compensated with reduced hours during the regular work week. This creates shortages when trying to complete regularly scheduled maintenance and projects scheduled during regular work hours.

Committee discussed need for review of overtime usage by department managers, which should be reported to Municipal Services & Utilities. It was also discussed that work that is regularly scheduled for the weekend for parks employees should not be eligible for overtime.

Motion by Dodd, second by Maass to relax restriction on overtime policy to allow for weekend duties required for utilities and wastewater treatment plant employees and emergency calls for street crewpersons. Motion carried unanimously on call of roll.

5. Discussion and possible recommendation on Performance Evaluation process for City Administrator.

Mayor Tierney presented a possible tool to be used for Performance Evaluation of the City Administrator, which is referenced in his employment contract. The committee discussed the importance of an evaluation tool including input from all employees, not just those that report directly to the City Administrator.

Motion by Maass, second by Garetson to recommend use of the Performance Evaluation tool as submitted. Dodd requested an item be added under Human Resources & Personnel to include the need for the City Administrator to conduct review of city employees.

Maass amended the motion, second by Garetson to recommend the Performance Evaluation Tool as submitted, with the addition of Item F for reviews of employees under Human Resources & Personnel. Motion carried unanimously on call of roll.

6. Adjourn into Closed Session pursuant to Chap 19.85(1)(e) to consider and discuss negotiation strategies in preparation for successor labor agreements with IAFF, Teamsters and WPPA.

Motion by Dodd, second by Garetson to go into Closed Session pursuant to Chap 19.85(1)(e) to consider and discuss negotiation strategies in preparation for successor labor agreements with IAFF, Teamsters and WPPA. Motion carried unanimously on call of roll at 7:54pm.

Loveland left the meeting at 7:55pm.

7. Return to Open Session

Motion by Oszman, 2nd by Maass to return to open session. Motion carried unanimously on call of roll at 9:18pm.

8. Action on any items discussed in Closed Session

None

9. Adjournment

Motion by Maass, 2nd by Oszman to Adjourn. Motion carried unanimously on call of roll at 9:18pm.

Minutes prepared by Jennifer Loveland, Administrative Assistant

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, June 6, 2013, 5:00 p.m.
Municipal Building, 115 West Pleasant Street, Conference Room One Minutes

Members Present: Jeff Garetson, Chairperson; Carolyn Hamre, Doug Klapper, and Rita Maass.

Excused: Frank Miller

Others Present: Gil Meisgier, GEC; Corey Anderson, Daily Reporter; Craig Sauer, Public Works Superintendent; Kim Standke, City Administrator Shawn Murphy, Director Bob Redelings, Park and Rec.; Tim Raimer, Public Works Secretary/Deputy Treasurer; Tammy O'Leary, Mark Shuback; Strand, Jerry Indermark, Barry Erath, Peggy Joyce, Marrienne Hanson and Brad with the Chamber of Commerce, Richard & Rosemary Minnema, Dick Bookmeir, Erin Salmon; City Eng. Tech, Dave Hornisher; Waste Water Dept; Ken Manthey; Chief of Police and Mayor Bill Tierney.

1. Roll Call. The meeting was called to order at 5:00 pm.
2. Approval of meeting minutes from May 2, 2013 meeting. Motion by Klapper, 2nd by Maass to approve minutes. Roll call. Passed 4-0.
3. Discussion and possible action on parade routes. Ken Manthey requested to change the parade routes for Independence Day and the future Canal Days Parade. The proposed route for Independence Day stages on River St and travels down Summitt St, W Conant St. ending at Pauquette Park. This route doesn't require closing any State Highway's, expending many city man hours or disruption to motorists. Chairperson Garetson suggested terminating the parade at Armstrong St. to facilitate departures. Peggy Joyce inquired as to whether the organizers had been contacted regarding the change. Garetson indicated the Police Department and Chamber were involved. Recommended route for Canal Days would start at fair grounds and continue down Superior St, Thompson St, Adams St and end at the Market Square. Mayor Tierney suggested soliciting more input on changing the future Canal Day's parade route. Motion by Maass, 2nd by Hamre to change the route for the upcoming Independence Day Parade only. Roll call. Passed 4-0.
4. Discussion and possible action regarding in-kind service requests. Discussion on stream-lining the in-kind request process and possible fees for not meeting deadlines. Motion by Hamre, 2nd by Maass to approve request from Sand County Fine Arts Festival. Roll Call. Passed 4-0.

5. Storm water utility update- presentation by Strand Associates. Mark Shuback gave a power point presentation on the Storm Water Utility. Key elements included updating with more recent budget information and taking a more conservative approach to credits. Recommendation via polling members to move forward and take the presentation to council.
6. Discussion and possible action on East Collins St. drainage issue (Minnema Property). The Minnemas expressed their concern that the surrounding business elevations are contributing factors to their flooding issues. Barry Erath (Aspen Counseling) also felt the new businesses/elevations have created this problem for the two residential homes in the area. Administrator Shawn Murphy stated after investigating the issue with Director Redelings they concluded that the business were not the cause of the flooding. Redelings suggested putting in a drainage swale as a temporary solution to the flooding problem but the City still needed an easement from the Minnema's to go forward. Redelings also state the storm water utility could also help to mitigate flooding for this property by providing a dedicated revenue stream for major improvements. Motion by Maass, 2nd by Klapper to obtain an easement from the Minnema's to put in a drainage swale to help with the flooding issue. Roll call. Passed 4-0.
7. Discussion and possible action on 2012 Compliance Maintenance Annual Report (Waste water CMAR). Maass inquired as to the reported sampling times being correct. Hornischer indicated that the times don't represent sampling times but are automatically in-filled by the software program. Recognition on a good job and thorough report done to Dave Hornisher. Motion by Klapper, 2nd by Hamre to accept the report. Roll call. Passed 4-0.
8. Discussion and possible action on street hazard mitigation plans. Plan handout was presented to members (attached). Redelings indicated the streets all lie within the 100 year flood plain. Motion to forward street hazard mitigation to council by Maass, 2nd by Klapper. Roll Call. Passed 4-0.
9. Discussion and possible action regarding McPherson St. paving at Waunona Manor. Redelings provided a letter (attached) requesting vacation of the east 350' of McPherson Street. Recommendation to continue the process of vacating the street by forwarding to Plan Commission. Motion by Maass, 2nd by Klapper. Roll call. Passed 4-0.
10. Discussion and possible action on Additional 2013 street projects. Redelings presented a handout to members (attached). Recommend the proposed additional work go to council for storm sewer and handicap ramps on the streets to be resurfaced. Motion by Klapper, 2nd by Hamre. Roll Call. Passed 4-0.

11. Public Works Director report. Redelings provided project update and reported that the one- way alley letters for W. Cook St were mailed and letters for sign on the levee were also mailed.
12. Park and Recreation report. Raimer provided an update on park and recreational activities.
13. Discussion and possible action on July meeting time and date. Next meeting to be held Wednesday July 3rd at 5:30p.m. Additional meeting July 10th at 6:00 p.m. for a tour of the city buildings and current projects.
14. Adjournment. Motion by Klapper, 2nd by Maass to adjourn. Roll Call. Passed 4-0. Adjourned at 7:30 pm.

Minutes taken by Tammy O'Leary, Public Works Secretary/Deputy Treasurer



WAUONA TRAIL MANOR, L.L.C.

Portage, WI

Main Office: Sterling Properties, LLC

(608) 825-9336 – Phone

PO Box 987 Sun Prairie, WI 53590

(608) 825-9352 – Fax

June 6, 2013

City of Portage
115 W Pleasant St
Portage, WI 53901

Re: Request to vacate city street

To Whom It May Concern:

I would hereby like to request that the City of Portage officially vacate the ownership of McPherson St. starting at Ontario St. and travelling 350 feet to the west to Wauona Trails Manor, LLC.

Since the community was built in the 1970's; Wauona Trails Manor has maintained this section of street. We would now like to make improvements to this street by re-paving it at our cost entirely.

Sincerely,

Bryan Foltz, CLM, CHC
CEO / General Manager

Wauona Trails Manor, LLC

A Division of: Sterling Properties, LLC

In Kind Services Request Form

Sand County Fine Arts Festival

Event Name

PCA - Portage Center for the Arts

Organization

Market Square

Liz Gregory

Event Location

July 20, 2013

Contact Person

216 E. Franklin

Date(s) of Event

608-215-6233

Mailing Address

lnegregory@frontier.com

Phone Number

Email

Barricades

Y N

*Banners: Y N

Location:

Location: around market square

Walmart

Qty: 6

Commerce Plaza

Pauquette Park

Picnic Tables

Y N

33 E Wayside

Location: under tent

Hwy 51/16 South

Qty: 15

Hwy 16 N (only 1 at a time)

Others

Trash Containers

Y N

Fencing: Y N

Location: Market Square

Type: _____

Qty: 10

Requesting Park Fee Waiver

Y N

Installation: _____

Traffic Control

Y N

Requesting Council Waivers

Y N

Explain: _____

Certificate of Insurance

Y N

Does the organization have liability coverage?

Y N

Portage City for the Art will ask for

Amount of Liability Coverage

Insurance Company

Licenses/Permits

Park Rental Form

Y N

(Res) Mon-Fri, \$15/day; Sat-Sun-Hol, \$25/day
(Non) Mon-Fri, \$25/day; Sat-Sun-Hol, \$50/day

Beer Picnic Permit

Y N

Fee \$10.00 Paid Y N

Wine Picnic Permit

Y N

Fee \$25.00 Paid Y N

2013 Additional Project Summary

Available Project Funds

- Watermain \$0
- Sanitary Sewer \$110,000
- Street & Storm Sewer \$180,000

Proposed Additional Projects

- 100 Blocks of E. Emmett St.,
E. Howard St. & E. Conant St. Sanitary Sewer @ \$110,000
Paving @ \$80,000

Potential Projects & Expenses

- 2013 Resurfacing Augmentation Storm Sewer & handicap ramps @ \$50,000
- Concrete Crushing \$70,000

Submitted by (municipality name): _____

If questions, contact (name & email): _____

Specific Location Description	Hazard Mitigation Strategy ("the fix")	Estimated Cost (include if seeking grants/ grant program)	Municipalities (Towns, Villages, Cities) Involved	Target Date	Priority (Very High, High, Med., Low, Very Low)	Misc. Notes/ Additional Descriptions
Example: County Hwy A from Main St. to Cty Hwy F	Elevate road, regrade the shoulder and replace 2 culverts	\$100,000 if grants available (WI DOT, WI DNR)	Town of May and Village of June	2017	Medium	Has flooded three times previously. Is the only access road (blocked during flooding) for emergency vehicles for 10 homes & 1 business.
Wood St.; Caledonia St. to City Limits	Raise Street & Improve Drainage		City of Portage, WI.	2016	High	
Fairfield St.; STH 33 to City Limits	Raise Street & Improve Drainage		City of Portage, WI.	2020	Medium	
Caledonia St; STH 33 E. end to STH 33 W. end	Raise Street & Improve Drainage		City of Portage, WI.	2024	Low	
W. Edgewater St.; STH 33 to Cass St.	Raise Street & Improve Drainage		City of Portage, WI.	2020	Medium	
W. Cook St; Pierce St. to Cass St.	Raise Street & Improve Drainage		City of Portage, WI.	2016	High	
Pierce St.; W. Cook St. to W. Conant St.	Raise Street & Improve Drainage		City of Portage, WI.	2016	High	
Armstrong St.; W. Edgewater St. to W. Conant St.	Raise Street & Improve Drainage		City of Portage, WI.	2020	Medium	
W. Conant St.; Sunset St. to Summitt St.	Raise Street & Improve Drainage		City of Portage, WI.	2016	High	
W. Carroll St; Sunset St. to Summitt St.	Raise Street & Improve Drainage		City of Portage, WI.	2016	High	
Summitt St.; River St. to W. Carroll St.	Raise Street & Improve Drainage		City of Portage, WI.	2016	High	
W. Franklin St.; Sunset St. to W. Termini	Raise Street & Improve Drainage		City of Portage, WI.	2020	Medium	
Wauona Trail; STH 33 to N. Termini	Raise Street & Improve Drainage		City of Portage, WI.	2024	Low	
Indian Agency Rd; E. Albert St. to E. Termini	Raise Street & Improve Drainage		City of Portage, WI.	2024	Low	

City of Portage
Finance/Administration Committee Meeting and Community Development Block
Grant Committee
Monday, June 10, 2013, 6:00 p.m.
City Municipal Building, 115 West Pleasant Street
Conference Room One
Minutes

Members: Rick Dodd, Chairperson; Jeff Garetson, Martin Havlovic, Doug Klapper, Rita Maass

Others Present: Administrator Murphy; Finance Director Mohr; Laurie Lindell Central Community Action; Craig Sauer Portage Daily Register; Mayor Bill Tierney (arriving late)

1. Roll call

Meeting called to order by Chairperson Dodd at 6:00 p.m. Present: Dodd, Garetson, Havlovic, Klapper, Maass
Quorum was established and meeting was posted according to Wisconsin State Statutes regarding open meeting law.

2. Approval of minutes from May 22, 2013 meeting

Moved by Klapper to approve the minutes of the May 22, 2013 meeting, second by Maass. Motion passed 5-0 on a call of roll.

3. Discussion and possible action on block grant application – Portage #11

Laurie Lindell reviewed the grant application – Portage #11. The full amount requested including bathroom repairs of \$26,067 results in negative equity of \$15,539. The homeowner is requesting at a minimum to be able to fix the roof, soffit & fascia, gutter, and bat infestation which would result in a negative equity of \$10,700. Motion by Klapper to approve block grant application Portage #11 as submitted in the amount of \$26,067, second by Marty Havlovic. Motion passed 5-0 on a call of roll.

4. Review and Possible Recommendation on Award of Contract No. 13-009 Concrete Crushing.

Administrator Murphy reviewed the bids for crushing 25,000 tons of concrete recommending the low bid of \$111,000 from Michel's Corp. Motion by Havlovic to approve the bid from Michel's Corp for \$111,000 to crush 25,000 tons of concrete to be funded through TIF7, second by Garetson. Motion passed 5-0 on a call of roll.

5. Review and Possible Recommendation on Approval of Claims.

Motion by Havlovic to approve claims in the amount of \$1,728,131.74, second by Maass. Motion passed by 4-0 on a call of roll with Garetson abstaining

6. Review and Possible Recommendation on Phase I – Goodyear Park Improvements.

Chairperson Dodd indicated we are waiting on information and there will be a meeting 6:15 on Thursday to review. No action taken.

7. Review and possible Recommendation on Purchase of Chairs for Conference Room.

The committee reviewed options and recommended bringing in a sample of the Office Star Burgundy Traditional Guest Chair with Casters from Staples that sells for \$139.99. Committee members will be notified when it is here to stop by and if it meets expectations to order 8 chairs for Conference room 1. It will then be determined whether to replace the chairs in Conference room 2 and possibly the Council Chambers. Alderperson Maass recommended that the chairs in the Council Chambers have height adjustment feature. Motion Dodd to bring in sample chair as noted above and to order 8 chairs if it meets expectations, second by Maass. Motion passed 5-0 on a call of roll.

8. Review Insurance Request for Proposal.

The committee reviewed the Request for Proposal for Insurance and approved the solicitation. Chairperson Dodd indicated that the Proposal is for similar services to what we currently have.

9. Discussion and possible recommendation for Mahlon Brasda insurance claim.

Statewide Services, Inc. who administers the claims for the League of Wisconsin Municipalities Mutual Insurance who the City of Portage is insured recommended the City deny claim the above claim. This is based on the Wisconsin statute for disallowance of claim 893.80(1g). Motion by Maass to deny claim to Mahlon Brasda as recommended by insurance carrier second by Klapper. Motion carried 5-0 on a call of roll.

10. Review of 2014 Budget Schedule and Expectations.

The committee reviewed the 2014 Budget Schedule noting that the schedule allows for a draft of the budget to be to Council by the end of October. The committee would like Department Heads to again target a 3% reduction in operating accounts. Administrator Murphy indicated we will be showing a Program Generated Budget where the appropriate revenues will appear in the same section as the related expenses as has been discussed in previous meetings. Alderperson Maass pointed out that when departments perform work for Utilities the cost of that labor should be charged over to the Utilities. The committee also noted that it would like to have a list of potential 2013 carry overs in November in order to better plan for the year end encumbrances.

11. Status of 2012 Audit.

Finance Director Mohr indicated that the City received preliminary audit 5/30/13. We are currently reviewing a plan to have the final audit ready for the July 8th meeting. Administration will be extending an invite our auditors to attend the July Finance meeting to review the audit and update the previous year letter to the Council.

12. Review of 2013 Capital Projects Fund.

The committee reviewed the status of the current Capital Fund projects. The majority of the projects are just getting underway or are planned for fall. It was noted that the City Hall Kitchen renovation came in \$2,700 under budget and we would like to explore the possibility of retiling the rest of the basement area to match. The Fire Department Office Furniture Project also came in under budget \$500. There has been \$24.5K expended on the Splash Pad to date. The grant for the Grandstand Emergency Shelter is estimated to come in around \$80K the initial budget had \$10K estimated in revenue. Additional projects were discussed. Chairperson Dodd would like to discuss those as part of the budget process considering that Haertel Street may come in higher than planned. He would also like a column added to show anticipated 2014 projects and to indicate what borrowing the project fits under.

13. Adjournment

Moved by Klapper to adjourn; second by Garetson. Motion passed 5-0 on a roll call vote. Chairperson Dodd adjourned meeting at 7:34 p.m.

Jean Mohr
City Finance Director

DATE: 06/07/2013
TIME: 14:54:45
ID: AP442000.WOW

CITY OF PORTAGE
VENDOR SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 06/14/2013

VENDOR #	NAME	AMOUNT DUE
ACSGOV	ACS FIREHOUSE SOFTWARE	735.00
ADAMCOL	ADAMS-COLUMBIA ELECTRIC COOP	29.65
AHERFIR	J. F. AHREN CO.	1,486.00
AIRGAS	AIRGAS	204.66
AIRTEMP	AIR TEMPERATURE SERVICES INC	5,422.86
ALERETOX	ALERE TOXICOLOGY SERVICES INC	315.50
ALLENST	ALLEN STEEL CO., INC.	37,400.00
ALLIENE	ALLIANT ENERGY	37,234.76
AMAZON	AMAZON	1,102.32
AMERFAS	AMERICAN FASTENER	95.48
ARAMUNI	AUS LA CROSSE MC LOCKBOX	1,963.88
BAERINS	BAER INSURANCE SERVICES, LLC	61,682.00
BAKEENT	BAKER & TAYLOR	901.77
BATTPRO	BATTERY PRODUCTS INC	73.17
BENDFIR	BENDLIN FIRE EQUIPMENT CO., IN	286.00
BJAPPL	BJ'S APPLIANCE	82.50
BOAR&CLA	BOARDMAN & CLARK LAW FIRM	1,303.20
BROOTRA	BROOKS TRACTOR INC.	65.19
BRYAELE	BRYAN ELECTRICAL CONTRACTING	303.00
CAPINew	CAPITAL NEWSPAPERS	84.64
CAPNEWS	CAPITAL NEWSPAPERS	704.35
CARDMEM	CARDMEMBER SERVICE	1,101.95
CAREWCO	CAREW CONCRETE & SUPPLY CO INC	373.00
CAVAMA	MARLENA CAVANAUGH	252.72
CCHEALT	COLUMBIA COUNTY HEALTH &	40.00
CCSHER	COLUMBIA COUNTY SHERIFF'S DEPT	25.00
CCSOLID	COLUMBIA CO. SOLID WASTE	52,854.26
CDWGOV	CDW GOVERNMENT INC.	355.00
CENTLINK	CENTURY LINK	51.17
CENTSPR	CENTURY SPRINGS BOTTLING CO	297.55
CHARCOM	CHARTER COMMUNICATIONS	105.94
COLUCOU	COLUMBIA COUNTY ACCOUNTING	898.61
COMPLI	COMPUTER CLINIC OF WISCONSIN	303.99
COUNPLU	COUNTRY PLUMBER, INC	160.00
CRAWOIL	CRAWFORD OIL CO., INC.	812.43
CTLABOR	CT LABORATORIES, LLC	16.80
CVSFLAGS	CVS WHOLESALE FLAGS	2,015.52
DATASUP	DATA SUPPLY CENTER	3,401.02
DEANHEAL	DEAN CLINIC	130.00
DEMCO	DEMCO, INC.	119.75
DEPTEMP	DEPT. OF EMPLOYEE TRUST FUNDS	84,398.40
DIAMVOG	DIAMOND VOGEL PAINT CENTER	6,736.40
DIVISAV	DIVINE SAVIOR HEALTHCARE	787.50
DLDTREE	DLD TREE COMPANY LLC	4,850.00

DATE: 06/07/2013
TIME: 14:54:45
ID: AP442000.WOW

CITY OF PORTAGE
VENDOR SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 06/14/2013

VENDOR #	NAME	AMOUNT DUE
EBSCO	EBSCO	73.39
ELECON	ELECTRIC ONE	680.62
ENVICON	ENVIRONMENT CONTROL	2,702.21
FIRESAFE	FIRE & SAFETY EQUIPMENT INC	269.30
FIRSSUP	FIRST SUPPLY MADISON	990.00
FREDEXC	FREDRICK EXCAVATING	345.00
FRONTON	FRONTIER ONLINE	2,022.84
GALEGRO	GALE	19.46
GALLS	GALLS, AN ARAMARK COMPANY	82.00
GENENG	GENERAL ENGINEERING COMPANY	9,475.93
GRAINGER	GRAINGER	106.74
GRAYINC	GRAY'S INC.	363.00
H&MCON	H & M CONTRACTING	2,196.97
HAWKWAT	HAWKINS INC.	9,153.73
HESTARK	THE H.E. STARK AGENCY INC	146.72
HHINDUS	H & H INDUSTRIES INC.	1,705.42
HILLAUTO	HILL AUTOMOTIVE INC.	695.22
HOLIWHO	HOLIDAY WHOLESALE	199.10
IAMDairy	I.A.M. DAIRY DISTRIBUTING LLC	526.61
INGRBOO	INGRAM LIBRARY SERVICES	3,815.21
INTEELE	INTERSTATE ELECTRIC SUPPLY CO.	423.62
JEWELL	JEWELL ASSOCIATES ENGINEERS	1,000.01
JOURSEN	JOURNAL SENTINEL INC.	451.37
KWIKTRI	KWIK TRIP STORES	692.47
LAKBEQU	LAKESIDE EQUIPMENT CORPORATION	6,422.00
LANGENT	LANGE ENTERPRISES, INC	1,346.55
LARRTRO	LARRY'S TROPHIES & AWARDS	211.00
LMSCON	LMS CONSTRUCTION INC	92,254.18
METCON	METAL CONCEPTS	36.00
MIDTAPE	MIDWEST TAPE	444.88
MILLMIL	MILLER & MILLER LLC	7,785.95
MILWMAP	MILWAUKEE MAP SERVICE, INC.	67.73
MINNMUT	THE MINNESOTA LIFE INSURANCE	2,016.34
NAPAAUT	NAPA AUTO PARTS	1,225.35
NEWISTEC	NORTHEAST WISCONSIN TECH. COLL	200.00
NOBLIND	NOBLE INDUSTRIAL SUPPLY CORP	2,507.38
NORTCEN	NORTH CENTRAL LABORATORIES	1,239.64
NORTLAK	NORTHERN LAKE SERVICE, INC	248.00
OREIAUT	O'REILLY AUTO PARTS	171.93
PEPSI	PEPSI COLA COMPANY	337.50
PITNEYBO	PITNEY BOWES PURCHASE POWER	112.73
POMPTIR	POMP'S TIRE SERVICE INC	563.12
PORTCHAM	PORTAGE AREA CHAMBER OF	125.00
PORTLUM	PORTAGE LUMBER	1,608.52

INVOICES DUE ON/BEFORE 06/14/2013

VENDOR #	NAME	AMOUNT DUE
PORTSCH	PORTAGE COMMUNITY SCHOOL DIST.	3,507.08
PORTWAT	PORTAGE WATER UTILITY	62,353.77
PREUIMP	PREUSS IMPLEMENT, INC	5,028.53
PROFPAV	PROFESSIONAL PAVEMENT PRODUCTS	358.88
RAIMTI	TIMOTHY RAIMER	50.00
RANDHOU	RANDOM HOUSE INC	67.50
RHYMBUS	RHYME BUSINESS PRODUCTS	13.20
SABELMEC	SABEL MECHANICAL LLC	18,446.00
SALES	WISCONSIN DEPT OF REVENUE	541.28
SCHAMAN	SCHAEFFER MANUFACTURING CO	3,212.00
SCHUSMA	SCHULTZ SMALL ENGINE	127.67
SCHWAAB	SCHWAAB INC.	38.99
SCOTTCON	SCOTT CONSTRUCTION INC.	1,598.87
SEAGFIR	SEAGRAVE FIRE APPARATUS LLC	404.32
SERVCLE	SERVICEMASTER CLEANING SERVICE	189.00
SHERIND	SHERWIN INDUSTRIES	1,198.00
SHERWIL	SHERWIN-WILLIMAS CO.	1,198.00
SIMETAL	S.I. METAL	8.30
SPINWHE	SPINNING WHEELS SKATE	375.00
STAPLES	STAPLES CREDIT PLAN	777.85
SUPECHE	SUPERIOR CHEMICAL INC	766.69
TASER	TASER INTERNATIONAL	843.96
TRECEK	TRECEK AUTOMOTIVE OF	1,499.43
TRUCKCO	TRUCK COUNTRY	108.72
ULINE	ULINE	257.62
UNIQMAN	UNIQUE MANAGEMENT SERVICES INC	71.60
UNITLIQ	UNITED LIQUID WASTE RECYCLING	30,143.01
USBORNE	USBORNE BOOKS	13.42
USCELL	U. S. CELLULAR	5,804.04
UTIL	UTILITY SALES AND SERVICE	565.69
UTILAS	UTILITY ASSOCIATES, INC.	115.00
UWEXTEN	UW-EXTENSION	20.00
UWGREOU	UW-GREEN BAY-OUTREACH GOV.	339.00
WALSACE	WALSH'S ACE HARDWARE	1,703.85
WEAVAUT	WEAVER AUTO PARTS	12.18
WELWILL	WILLIAM P. WELSH	565.00
WIDEJUST	WI DEPT OF JUSTICE	7.00
WISCDNR	WISCONSIN DNR	9,166.87
WMCADUES	WISCONSIN MUNICIPAL CLERKS	275.00
WMCCA	WMCCA	240.00
WRS	WISCONSIN RETIREMENT SYSTEM	70,203.40
XYLEM	XYLEM WATER SOLUTIONS	27,096.20
ZIMMPLU	ZIMMERMAN PLUMBING INC	525.77
TOTAL ALL VENDORS:		718,461.37

DATE: 06/07/2013
 TIME: 12:17:26
 ID: AP444000.WOW

CITY OF PORTAGE
 DETAIL BOARD REPORT

MANUAL CHECKS ISSUED 05/17/2013 THRU 06/07/2013

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	CHECK #	CHECK DATE	ITEM AMT
DEPTEMP DEPT. OF EMPLOYEE TRUST FUNDS							
1306	05/24/13	01		1000021000911	964393	05/24/13	57,388.79
		02		1000021000929			7,986.10
		03		2110021000911			162.42
		04		2110021000929			29.69
		05		2300021000911			4,120.98
		06		2300021000929			1,051.12
		07		6100021000911			4,303.53
		08		6100021000929			586.85
		09		6200021000911			4,274.45
		10		6200021000929			582.88
		11		1001052150136			370.80
		12		1002053100136			1,317.00
		13		1001052120136			1,093.70
		14		1001052120136			1,317.00
		15		1000251410136			1,317.00
		16		1001052150136			370.80
		17		1000021000911			644.09
						INVOICE TOTAL:	86,917.20
						VENDOR TOTAL:	86,917.20
GWRS GREAT WEST RETIRMENT SERVICES							
130517	05/20/13	01	130517	1000021000923	971358	05/20/13	4,433.84
		02	130517	1000021000923			560.00
		03	130517	2110021000923			5.00
		04	130517	2300021000923			600.00
		05	130517	6100021000923			566.80
		06	130517	6200021000923			193.20
						INVOICE TOTAL:	6,358.84
130531	05/31/13	01		1000021000923	962316	05/31/13	4,433.84
		02		2110021000923			5.00
		03		2300021000923			600.00
		04		6100021000923			566.80
		05		6200021000923			193.20
		06		1000021000923			560.00
		07		6100021000923			216.48
		08		6200021000923			29.52
						INVOICE TOTAL:	6,604.84
						VENDOR TOTAL:	12,963.68

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 TIME: 12:17:57
 ID: AP444000.WOW

CITY OF PORTAGE
 DETAIL BOARD REPORT

MANUAL CHECKS ISSUED 05/17/2013 THRU 06/07/2013

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	CHECK #	CHECK DATE	ITEM AMT

WIRE	COMMUNITY BANK OF PORTAGE						
130517	05/20/13	01		2300021000903	903376	05/20/13	43.56
						INVOICE TOTAL:	43.56
130531	05/31/13	01		1000021000903	969376	05/31/13	15,584.76
		02		1000021000905			11,553.67
		03		2110021000903			117.72
		04		2110021000905			50.51
		05		2300021000903			1,510.14
		06		2300021000905			597.32
		07		6100021000903			1,525.84
		08		6100021000905			991.85
		09		6200021000903			1,599.78
		10		6200021000905			942.90
						INVOICE TOTAL:	34,474.49
1356832	05/24/13	01		1000021000907	956832	05/24/13	5,800.77
		02		2110021000907			26.46
		03		2300021000907			350.87
		04		6100021000907			443.06
		05		6200021000907			529.18
						INVOICE TOTAL:	7,150.34
929279	05/17/13	01		1000021000903	929279	05/17/13	15,989.78
		02		1000021000905			11,807.37
		03		2110021000903			61.42
		04		2110021000905			50.05
		05		2300021000903			1,461.76
		06		2300021000905			583.82
		07		6100021000903			1,363.66
		08		6100021000905			839.59
		09		6200021000903			1,562.42
		10		6200021000905			908.18
						INVOICE TOTAL:	34,628.05
Q2 2013 27254	06/04/13	01		1000021000903	927254	06/04/13	245.44
		02		1000021000905			181.49
						INVOICE TOTAL:	426.93
Q3 2011 34078	05/31/13	01	Q3 2011	1002053311151	934078	05/31/13	3,854.76
						INVOICE TOTAL:	3,854.76
						VENDOR TOTAL:	80,578.13

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CITY OF PORTAGE
DETAIL BOARD REPORT

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MANUAL CHECKS ISSUED 05/17/2013 THRU 06/07/2013

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	CHECK #	CHECK DATE	ITEM AMT

WRS	WISCONSIN RETIREMENT SYSTEM						
1305105162	05/24/13	01		1000021000909	905162	05/24/13	36,029.72
		02		2110021000909			113.21
		03		2300021000909			2,307.44
		04		6100021000909			2,328.58
		05		6100021000909			943.98
		06		6200021000909			2,576.98
						INVOICE TOTAL:	44,299.91
						VENDOR TOTAL:	44,299.91
						TOTAL ALL INVOICES:	224,758.92

DATE: 06/07/2013
 TIME: 11:29:43
 ID: AP450000.WOW

CITY OF PORTAGE
 PAID INVOICE LISTING

FROM CHECK # 138359 TO 138574

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
ADLIDIS	ADLIT DISTRIBUTING & PUBL.								
	130601	01 TOURISM	2400056000296	05/31/13		138519	05/31/13	3,266.00	3,266.00
									3,266.00
									VENDOR TOTAL:
									3,266.00
AFLAC	AMERICAN FAMILY LIFE								
	130601	01	1000021000929	05/31/13		138520	05/31/13	120.63	120.63
									120.63
									VENDOR TOTAL:
									120.63
AIRFLOW	AIR FLOW INC								
	5Z3313	01 REMODEL	1000015000030	05/17/13		138359	05/17/13	3,000.00	3,000.00
									3,000.00
	5Z3346	01	1000015000030	05/24/13		138381	05/24/13	1,500.00	1,500.00
									1,500.00
	5Z3543	01	1000015000030	05/31/13		138521	05/31/13	15,150.00	14,500.00
									14,500.00
	5Z3647	01	1000015000030	05/31/13		138521	05/31/13	15,150.00	650.00
									650.00
									VENDOR TOTAL:
									19,650.00
AIRPORT	AIR PORTAGE, INC								
	130607	01 JUNE 2013	1002053510219	06/07/13		138556	06/07/13	1,750.00	1,750.00
									1,750.00
									VENDOR TOTAL:
									1,750.00
ASSOMAN	GIL MEISGEIER DBA								
	130607	01 MAY 2013	2450056720241	06/07/13		138557	06/07/13	2,489.00	2,489.00
									2,489.00
									VENDOR TOTAL:
									2,489.00
CARDMEM	CARDMEMBER SERVICE								
	0413-6781	01 FLAG GUYS	1001552220860	05/17/13		138360	05/17/13	794.04	405.53
		02 FIRETOWN	1001552220341						251.95
									153.58
	1304-8855			05/17/13		138360	05/17/13	794.04	388.51

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CITY OF PORTAGE
 PAID INVOICE LISTING

FROM CHECK # 138359 TO 138574

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	1304-8855			05/17/13		138360	05/17/13	794.04	388.51
		01 LEETA TRAINING	1001052120290						31.51
		02 INT LAW ENF TRAINING	1001052120290						357.00
	13046773			05/24/13		138382	05/24/13	547.00	547.00
		01 SPLASHPAD	4100055200821						235.00
		02 SPLASHPAD	4100055200821						312.00
							VENDOR TOTAL:		1,341.04
CCHIGH	COLUMBIA COUNTY HIGHWAY								
	130531			05/31/13		138522	05/31/13	4,000.00	4,000.00
		01 HIGHWAY AID 13-014	1002053311231						4,000.00
							VENDOR TOTAL:		4,000.00
CEDINTER	CED INTERSTATE ELECTRIC SUPPLY								
	5959-519297			05/31/13		138523	05/31/13	7,589.81	7,589.81
		01	1000015000030						7,589.81
							VENDOR TOTAL:		7,589.81
CENTWIS	CENTRAL WISCONSIN COMMUNITY								
	75			05/17/13		138361	05/17/13	8,820.00	45.00
		01 TITLE SEARCH	2200056000790						45.00
	76			05/17/13		138361	05/17/13	8,820.00	7,760.00
		01 STANDIFORD	2200056000752						7,760.00
	77			05/31/13		138524	05/31/13	17,363.00	2,958.00
		01 SAUNDERS	2200056000752						2,958.00
	78			05/31/13		138524	05/31/13	17,363.00	5,000.00
		01 JONES	2200056000752						5,000.00
	79			05/31/13		138524	05/31/13	17,363.00	45.00
		01 I GRAY TITLE	2200056000790						45.00
	80			05/31/13		138524	05/31/13	17,363.00	7,500.00
		01 WOODARD PROJECT	2200056000752						7,500.00
	ADM 64			05/31/13		138524	05/31/13	17,363.00	355.00
		01 ADMIN COSTS	2200056000219						355.00
	ADM62			05/17/13		138361	05/17/13	8,820.00	1,015.00

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CITY OF PORTAGE
 PAID INVOICE LISTING

FROM CHECK # 138359 TO 138574

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	ADM62	01 ADMIN COSTS	2200056000219	05/17/13		138361	05/17/13	8,820.00	1,015.00 1,015.00
	ADM66	01 ADMIN COSTS	2200056000219	05/23/13		138524	05/31/13	17,363.00	1,505.00 1,505.00
VENDOR TOTAL:									26,183.00
CHARWI	WILLIAM CHARLEBOIS								
	130517	01 UNIFORM	1001052120133	05/17/13		138362	05/17/13	80.75	80.75 80.75
VENDOR TOTAL:									80.75
COLCTYEC	COLUMBIA COUNTY ECONOMIC								
	130530	01 MAY 2013	2750056710219	05/24/13		138383	05/24/13	200.00	200.00 200.00
VENDOR TOTAL:									200.00
CRAWOIL	CRAWFORD OIL CO., INC.								
	130517	01 REFUND LIQUOR	1004444110000	05/17/13		138363	05/17/13	500.00	500.00 500.00
VENDOR TOTAL:									500.00
CREAPRO	CREATIVE PRODUCT SOURCING INC.								
	57843	01 DARE SUPPLIES	2500052140340	05/15/13		138384	05/24/13	55.50	55.50 55.50
VENDOR TOTAL:									55.50
CTLABOR	CT LABORATORIES, LLC								
	96952	01	1002053631234	05/24/13		138385	05/24/13	1,395.36	1,395.36 1,395.36
VENDOR TOTAL:									1,395.36
DAVIDBLD	DAVID BUILDING SUPPLY INC								
	130522	01	1000015000030	05/31/13		138525	05/31/13	17,295.10	17,295.10 17,295.10
VENDOR TOTAL:									17,295.10
DELTDEN	DELTA DENTAL PLAN OF WISCONSN								
	606968			05/24/13		138386	05/24/13	6,645.76	6,645.76

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 TIME: 11:29:43
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CITY OF PORTAGE
 PAID INVOICE LISTING

FROM CHECK # 138359 TO 138574

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
606968	01		1000021000913	05/24/13		138386	05/24/13	6,645.76	6,645.76
	02		1000021000929						2,175.60
	03		2110021000913						3,053.23
	04		2110021000929						8.00
	05		2300021000913						8.72
	06		2300021000929						120.00
	07		6100021000913						214.38
	08		6100021000929						179.60
	09		6200021000913						226.25
	10		6200021000929						160.40
	11		1000021000913						248.79
	12		1000021000929						40.00
	13		1000021000913						85.39
									125.40
VENDOR TOTAL:								6,645.76	
DEPTHEA	DEPT OF HEALTH SERVICES								
130630	01	VET MEM PARK CAMPSITES	1003055200505	05/17/13		138364	05/17/13	250.00	250.00
VENDOR TOTAL:								250.00	
DONRICK	DON RICK INSURANCE								
379740	01	NOTARY BECKY	1000251400520	05/24/13		138387	05/24/13	30.00	30.00
VENDOR TOTAL:								30.00	
EDWARCAS	EDWARDS CAST STONE CO.								
22782	01	CAST STONE	1000015000030	06/07/13		138558	06/07/13	25,000.00	25,000.00
VENDOR TOTAL:								25,000.00	
EHLINV	EHLERS INVESTMENT PARTNERS								
130131	01	CITY VEH	4200057500590	06/07/13		138574	06/07/13	1,654.71	427.56
	02	RURAL	4200024000944						53.08
	03	SEWER	6205553610590						213.32
130228	01	CITY	4200057500590	06/07/13		138574	06/07/13	1,654.71	386.18
	02	RURAL	4200024000944						47.94
VENDOR TOTAL:								192.68	

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CITY OF PORTAGE
 PAID INVOICE LISTING

FROM CHECK # 138359 TO 138574

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	130228	03 SEWER	6205553610590	06/07/13		138574	06/07/13	1,654.71	386.18 145.56
	130331	01 CITY 02 RURAL 03 SEWER	4200057500590 4200024000944 6205553610590	06/07/13		138574	06/07/13	1,654.71	427.31 53.05 213.20 161.06
	130401	01 CITY 02 RURAL 03 SEWER	4200057500590 4200024000944 6205553610590	06/07/13		138574	06/07/13	1,654.71	413.66 51.35 206.39 155.92
								VENDOR TOTAL:	1,654.71
EQUIVES	EQUI-VEST								
	130503	01	1000021000923	05/17/13		138366	05/17/13	40.00	40.00 40.00
	130517	01	1000021000923	05/31/13		138526	05/31/13	40.00	40.00 40.00
								VENDOR TOTAL:	80.00
ESSEBRE	ESSE, BRETT								
	130530	01	2400056000730	05/31/13		138527	05/31/13	750.00	750.00 750.00
								VENDOR TOTAL:	750.00
FAHEMA	MARK W. FAHEY								
	130517	01 DAYCARE	1000021000929	05/17/13		138367	05/17/13	380.00	380.00 380.00
	130631	01	1000021000929	05/31/13		138528	05/31/13	500.00	500.00 500.00
								VENDOR TOTAL:	880.00
FIRSSUP	FIRST SUPPLY MADISON								
	9892635-00	01	1000015000030	06/07/13		138560	06/07/13	333.00	333.00 333.00
								VENDOR TOTAL:	333.00
FLATBEAC	FLATHEAD BEACON								
	33704			06/07/13		138561	06/07/13	1,049.75	1,049.75

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CITY OF PORTAGE
 PAID INVOICE LISTING

FROM CHECK # 138359 TO 138574

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT	
	33704	01 TOURISM 2013 SPRING/SUMMER	2400056000296	06/07/13		138561	06/07/13	1,049.75	1,049.75 1,049.75	
									VENDOR TOTAL:	1,049.75
GENENG	GENERAL ENGINEERING COMPANY									
	0004	01	1000015000030	06/07/13		138562	06/07/13	276.25	276.25 276.25	
									VENDOR TOTAL:	276.25
HESTARK	THE H.E. STARK AGENCY INC									
	130429	01 MUNICIPAL COURT	1004545110000	05/17/13		138368	05/17/13	269.77	3.80 3.80	
	130430	01 MUNICIPAL COURT	1004545110000	05/17/13		138368	05/17/13	269.77	26.44 26.44	
	130501	01 MUNICIPAL COURT	1004545110000	05/17/13		138368	05/17/13	269.77	31.95 31.95	
	130503	01 MUNICIPAL COURT	1004545110000	05/17/13		138368	05/17/13	269.77	57.51 57.51	
	130506	01 MUNICIPAL COURT	1004545110000	05/17/13		138368	05/17/13	269.77	6.15 6.15	
	130508	01 MUNICIPAL COURT	1004545110000	05/17/13		138368	05/17/13	269.77	143.92 143.92	
	130524	01 130518 7176CRT-G	1004545110000	05/24/13		138388	05/24/13	242.00	13.02 13.02	
	130524A	01 130518 7176CTRIIP-G	1004545110000	05/24/13		138388	05/24/13	242.00	228.98 228.98	
									VENDOR TOTAL:	511.77
JOURCOM	JOURNAL COMMUNITY PUBLISHING									
	NWSI29975-5-13	01 TOURISM SILENT SPORTS	2400056000296	06/07/13		138563	06/07/13	600.00	600.00 600.00	
									VENDOR TOTAL:	600.00
KIWANIS	KIWANIS CLUB OF PORTAGE, INC.									
	130524			05/24/13		138390	05/24/13	1,500.00	1,500.00	

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CITY OF PORTAGE
 PAID INVOICE LISTING

FROM CHECK # 138359 TO 138574

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	130524	01 READ TO RIDE	2400056000710	05/24/13		138390	05/24/13	1,500.00	1,500.00 1,500.00
									VENDOR TOTAL: 1,500.00
KLAFKE	KEITH J. KLAFKE								
	130607	01 MEDICAL	1000021000929	06/07/13		138564	06/07/13	235.27	235.27 235.27
									VENDOR TOTAL: 235.27
KRAEPAT	PATRICK KRAEMER								
	130605	01 EASEMENT	2180056000790	06/07/13		138565	06/07/13	1,000.00	1,000.00 1,000.00
									VENDOR TOTAL: 1,000.00
KWIKTRI	KWIK TRIP STORES								
	1304-046	01	1001052120342	05/17/13		138369	05/17/13	4,785.50	4,785.50 4,785.50
	1304-653	01	1002053311342	05/17/13		138370	05/17/13	3,373.80	3,373.80 3,373.80
	1304-654	01	6205553610342	05/17/13		138371	05/17/13	774.24	774.24 774.24
	1305-0653	01	1001552220342	05/17/13		138372	05/17/13	783.57	783.57 783.57
									VENDOR TOTAL: 9,717.11
METCON	METAL CONCEPTS								
	130524	01	1002053450359	05/24/13		138398	05/24/13	305.00	305.00 305.00
									VENDOR TOTAL: 305.00
MILLCOR	CORY MILLER								
	130524	01 PARKS DIAGNOSTIC INFO	1003055400341	05/24/13		138391	05/24/13	4.95	4.95 4.95
									VENDOR TOTAL: 4.95
MTAW	MUNICIPAL TREASURERS ASSOC.								
	130607			06/07/13		138566	06/07/13	20.00	20.00

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CITY OF PORTAGE
 PAID INVOICE LISTING

FROM CHECK # 138359 TO 138574

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	130607	01 JEAN MOHR	1000251500216	06/07/13		138566	06/07/13	20.00	20.00 20.00
								VENDOR TOTAL:	20.00
NESSRE	REBECCA NESS								
	130607	01	1000251400790	06/07/13		138567	06/07/13	5.24	5.24 2.07 3.17
		02	1000151110340						
								VENDOR TOTAL:	5.24
NEUMBE	BENJAMIN NEUMANN								
	130524	01	1001052120133	05/24/13		138392	05/24/13	20.00	20.00 20.00
								VENDOR TOTAL:	20.00
OBRIPAU	H. PAUL O'BRION								
	130524	01 520 VOLK ST	1000023000939	05/24/13		138393	05/24/13	1,000.00	1,000.00 1,000.00
								VENDOR TOTAL:	1,000.00
PIONDA	DANIEL C. PIONKE								
	130328	01	1001052120133	06/07/13		138568	06/07/13	496.04	412.37 412.37
	130607	01	1001052120133	06/07/13		138568	06/07/13	496.04	83.67 83.67
								VENDOR TOTAL:	496.04
PIXLDU	DUAINE M. PIXLER								
	130524	01	1000021000929	05/24/13		138394	05/24/13	60.00	60.00 60.00
								VENDOR TOTAL:	60.00
PLUNRAY	PLUNKETT RAYSICH ARCHITECTS								
	201305060	01	1000015000030	06/07/13		138569	06/07/13	1,106.70	1,106.70 1,106.70
								VENDOR TOTAL:	1,106.70

DATE: 06/07/2013
 TIME: 11:29:43
 ID: AP450000.WOW

CITY OF PORTAGE
 PAID INVOICE LISTING

FROM CHECK # 138359 TO 138574

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
PORTCENT	PORTAGE CENTER FOR THE ARTS								
	130531			05/31/13		138529	05/31/13	6,000.00	6,000.00
		01	2400056000728						6,000.00
		02	** COMMENT **						0.00
								VENDOR TOTAL:	6,000.00
PORTFIR	PORTAGE FIREFIGHTERS ASSOC.								
	130531			05/31/13		138530	05/31/13	270.00	270.00
		01 FORT WINNEBAGO CHECK 4009	1004747322000						270.00
								VENDOR TOTAL:	270.00
RAIMTI	TIMOTHY RAIMER								
	130531			05/31/13		138531	05/31/13	83.76	83.76
		01 MEDICAL	1000021000929						83.76
								VENDOR TOTAL:	83.76
REDCEDAR	RED CEDAR COMMUNICATIONS								
	147			05/17/13		138373	05/17/13	525.00	525.00
		01 AMIN COMPUTERS	1002053100823						525.00
								VENDOR TOTAL:	525.00
REGAJO	JOHN REGALIA								
	130517			05/17/13		138374	05/17/13	14.00	14.00
		01	1004545110000						14.00
								VENDOR TOTAL:	14.00
RESERACC	RESERVE ACCOUNT								
	130517			05/17/13		138375	05/17/13	1,000.00	1,000.00
		01 POSTAGE METER REFILL	1000016000053						1,000.00
								VENDOR TOTAL:	1,000.00
RUNNING	RUNNING INC.								
	10026			05/17/13		138376	05/17/13	47,640.55	47,640.55
		01 SHARED RIDE TAXI SERVICE	2600053520725						47,640.55
								VENDOR TOTAL:	47,640.55
SMILEY	SMILEY LAW OFFICE								
	130517			05/17/13		138377	05/17/13	100.00	100.00

DATE: 06/07/2013
 TIME: 11:29:43
 ID: AP450000.WOW

CITY OF PORTAGE
 PAID INVOICE LISTING

FROM CHECK # 138359 TO 138574

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	130517	01 GARNISHMENT	1000021000925	05/17/13		138377	05/17/13	100.00	100.00 100.00
	130531	01 GARNISHMENT	1000021000925	05/31/13		138532	05/31/13	100.00	100.00 100.00
								VENDOR TOTAL:	200.00
SMITCH	CHARLES SMITH								
	130517	01 REFUND 95G GARBAGE CAN	1004646431000	05/17/13		138378	05/17/13	50.00	50.00 50.00
								VENDOR TOTAL:	50.00
STAPLES	STAPLES CREDIT PLAN								
	130531-4349	01	1001052110310	05/31/13		138533	05/31/13	496.96	496.96 32.19 49.98 101.63 48.14 166.82 98.20
		02	1001052110310						
		03	1001052110310						
		04	1001052110310						
		05	1001052110310						
		06	1001052120340						
	130531-5041	01	2300055110310	05/31/13		138555	05/31/13	292.37	292.37 72.95 7.00 84.82 29.99 53.95 43.66
		02	2300055110390						
		03	2300055110310						
		04	2300055110390						
		05	2300055110310						
		06	2300055110310						
	130531-9165	01	1001552210310	05/31/13		138535	05/31/13	297.95	297.95 -16.99 133.19 67.47 81.34 32.94
		02	1001552210310						
		03	1001552210310						
		04	1001552210310						
		05	1001552220340						
								VENDOR TOTAL:	1,087.28
SUPPORT	WISCONSIN SUPPORT COLLECTIONS								
	130501	01	1000021000925	05/17/13		138379	05/17/13	65.00	65.00 65.00
	130517			05/17/13		138380	05/17/13	371.07	371.07

DATE: 06/07/2013
 TIME: 11:29:43
 ID: AP450000.WOW

CITY OF PORTAGE
 PAID INVOICE LISTING

FROM CHECK # 138359 TO 138574

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	130517			05/17/13		138380	05/17/13	371.07	371.07
		01 MARTIN	1000021000925						221.07
		02 STUMPF	1000021000925						150.00
	130531			05/31/13		138536	05/31/13	371.07	371.07
		01 MARTIN	1000021000925						221.07
		02 STUMPF	1000021000925						150.00
								VENDOR TOTAL:	807.14
SWENHEA		HEATHER SWENSON							
	130607			06/07/13		138570	06/07/13	188.00	188.00
		01 TAX INTERCEPTION	1004545110000						188.00
								VENDOR TOTAL:	188.00
TRICITYG		TRI CITY GLASS & DOOR							
	JC4762			05/31/13		138537	05/31/13	7,500.00	7,500.00
		01	1000015000030						7,500.00
								VENDOR TOTAL:	7,500.00
UBCPRO		UBC/PRO-BUILD							
	PO 13-231003			05/31/13		138538	05/31/13	46,673.27	32,000.00
		01	1000015000030						32,000.00
	PO 13-231017			05/31/13		138538	05/31/13	46,673.27	14,673.27
		01	1000015000030						14,673.27
								VENDOR TOTAL:	46,673.27
UNITBRIC		UNITED BRICK & TILE INC							
	74453A-IN			06/07/13		138571	06/07/13	6,184.25	59.75
		01	1000015000030						59.75
	74453B-IN			05/31/13		138539	05/31/13	134.49	134.49
		01	1000015000030						134.49
	74453C-IN			06/07/13		138571	06/07/13	6,184.25	6,124.50
		01	1000015000030						6,124.50
								VENDOR TOTAL:	6,318.74
UWGREOU		UW-GREEN BAY-OUTREACH GOV.							
	130607			06/07/13		138572	06/07/13	459.00	459.00

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PORTAGE UTILITIES

Payment Approval Report Finance Committee Only
Input Date(s): 06/03/2013 - 06/06/2013

Page: 1

Jun 06, 2013 02:31pm

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
1ST AYD CORPORATION	Total 1ST AYD CORPORATION				167.08	.00	
24/7 HOME COMFORT SERVICES INC	Total 24/7 HOME COMFORT SERVICES INC				23.95	.00	
AIRGAS USA LLC	Total AIRGAS USA LLC				15.88	.00	
ALLIANT ENERGY/WP&L	Total ALLIANT ENERGY/W P&L				925.26	.00	
CAPITAL NEWSPAPERS	Total CAPITAL NEWSPAPERS				84.64	.00	
CAPITOL CITY BATTERY	Total CAPITOL CITY BATTERY				309.90	.00	
CHARTER COMMUNICATIONS	Total CHARTER COMMUNICATIONS				59.89	.00	
CITY OF PORTAGE - TREASURER	Total CITY OF PORTAGE - TREASURER				94,060.44	.00	
FIRE-RESCUE SUPPLY LLC	Total FIRE-RESCUE SUPPLY LLC				55.75	.00	
FRONTIER	Total FRONTIER				40.81	.00	
GRAINGER	Total GRAINGER				158.43	.00	
HD SUPPLY WATERWORKS, LTD	Total HD SUPPLY WATERWORKS, LTD				370.12	.00	
LMS CONSTRUCTION INC	Total LMS CONSTRUCTION INC				1,030.00	.00	
MARTELLE WATER TREATMENT	Total MARTELLE WATER TREATMENT				443.00	.00	
MILLER-BRADFORD & RISBERG, INC	Total MILLER-BRADFORD & RISBERG, INC				23.65	.00	
NAPA AUTO PARTS	Total NAPA AUTO PARTS				9.07	.00	
P W U	Total P W U				1,074.21	.00	
PORTAGE LUMBER DO-JT	Total PORTAGE LUMBER DO-JT				4.95	.00	
SCHULTZ SMALL ENGINE	Total SCHULTZ SMALL ENGINE				140.94	.00	
SEWER UTILITY	Total SEWER UTILITY				150,039.99	.00	
THE KRAEMER COMPANY							

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PORTAGE UTILITIES

✱ Payment Approval Report Finance Committee Only ✱
Input Date(s): 06/03/2013 - 06/06/2013

Page: 2
Jun 06, 2013 02:31pm

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
	Total THE KRAEMER COMPANY				2.73	.00	
	TONKA WATER						
	Total TONKA WATER				80.35	.00	
	WEAVER AUTO PARTS						
	Total WEAVER AUTO PARTS				101.79	.00	

Total Paid: -
Total Unpaid: 249,262.91
Grand Total: 249,262.91

Portage Water Utility

Dated: _____

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PORTAGE UTILITIES

* Check Register - CLAIMS PAID BUT NOT APPROVED *
GL Posting Period(s): 04/13 - 04/13
Check Issue Date(s): 04/26/2013 - 04/26/2013

Page: 1
May 01, 2013 01:00pm

Per	Date	Check No	Vendor No	Payee	Invoice No	Seq	GL Acct No	Discnts Taken	Seq Amount
04/13	04/26/2013	14005	1670	U S POSTAL SERVICE	ON ACCT #131	1	1-903291		5,000.00
Totals:									<u>5,000.00</u>

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PORTAGE UTILITIES

* Check Register - CLAIMS PAID BUT NOT APPROVED *

Page: 1

GL Posting Period(s): 05/13 - 05/13

May 03, 2013 10:33am

Check Issue Date(s): 05/03/2013 - 05/03/2013

Per	Date	Check No	Vendor No	Payee	Invoice No	Seq	GL Acct No	Discnts Taken	Seq Amount
05/13	05/03/2013	14006	127	2477 HOME COMFORT SERVICES INC	548596	1	1-655350		11.95
05/13	05/03/2013	14007	2362	ALLIANT ENERGY/WP&L	228592U040413	1	1-622221		2,448.97
					259719U040113	1	1-622221		93.32
					295670U042413	1	1-622221		810.52
					363722U042413	1	1-622221		475.54
					398735U040313	1	1-622221		4,710.47
					486379U042413	1	1-622221		10.48
					563724U041813	1	1-622221		529.16
					563440U040213	1	1-622221		2,461.25
Total 14007									11,599.71
05/13	05/03/2013	14008	714	FRONTIER	WELLS4/13-5/12/13	1	1-921220		252.21
05/13	05/03/2013	14009	1143	KWIK TRIP INC	3/13 - STATE	1	1-920342		1,034.92
05/13	05/03/2013	14010	2315	WRWA	5/22/13-CLASS	1	1-930290		95.00
Totals:									12,933.79

2013

PORTAGE UTILITIES

Check Register - CLAIMS PAID BUT NOT APPROVED

Page:

GL Posting Period(s): 05/13 - 05/13

May 29, 2013 04:25

Check Issue Date(s): 05/22/2013 - 05/22/2013

Per	Date	Check No	Vendor No	Payee	Invoice No	Seq	GL Acct No	Discnts Taken	Seq Amount
05/13	05/22/2013	14011	127	24/7 HOME COMFORT SERVICES INC	552489	1	1-655350		23.95
05/13	05/22/2013	14012	1252	AIRGAS USA LLC	9909011245	1	1-655350		16.32
05/13	05/22/2013	14013	2362	ALLIANT ENERGY/WP&L	663440U050713	1	1-622221		2,331.99
					398735U050313	1	1-622221		4,376.77
					258719U050113	1	1-622221		88.03
					228592U050513	1	1-622221		2,667.31
Total 14013									9,465.10
05/13	05/22/2013	14014	10031	AUTUMN SUPPLY	10011	1	1-640352		227.67
05/13	05/22/2013	14015	220	BADGER METER INC	10850701	1	1-653356		704.82
					98707101	1	1-903340		3,708.59
					10664501	1	1-903340		450.00
Total 14015									4,863.41
05/13	05/22/2013	14016	313	CARGILL INC-SALT DIVISION	2901093161	1	1-150530		2,769.13
					2901076771	1	1-150530		2,754.77
Total 14016									5,523.90
05/13	05/22/2013	14017	319	CHARTER COMMUNICATIONS	5/13-INTERNET	1	1-921300		59.99
05/13	05/22/2013	14018		Information Only Check	.00		1-232000		V
05/13	05/22/2013	14019		Information Only Check	.00		1-232000		V
05/13	05/22/2013	14020		Information Only Check	.00		1-232000		V
05/13	05/22/2013	14021	329	CITY TREASURER-PAYROLL	4/5/13 - PAY	13	1-640110		2,666.52
					4/5/13 - PAY	1	1-620110		472.79
					4/5/13 - PAY	2	1-620130		254.32
					4/5/13 - PAY	3	1-620131		1.24
					4/5/13 - PAY	4	1-620132		5.00
					4/5/13 - PAY	5	1-620150		31.41
					4/5/13 - PAY	6	1-620151		34.31
					4/5/13 - PAY	8	1-630130		195.33
					4/5/13 - PAY	17	1-640150		177.33
					4/5/13 - PAY	10	1-630132		2.99
					4/5/13 - PAY	37	1-901150		71.43
					4/5/13 - PAY	12	1-630151		27.58
					3/8/13 - PAYROLL	1	1-920131		7.33
					4/5/13 - PAY	14	1-640130		1,411.30
					4/5/13 - PAY	27	1-902111		736.21
					4/5/13 - PAY	33	1-901000		1,074.44
					4/5/13 - PAY	7	1-630110		378.84
					4/5/13 - PAY	25	1-920151		294.52
					4/5/13 - PAY	19	1-920000		3,759.04
					4/5/13 - PAY	20	1-920111		203.63
					4/5/13 - PAY	21	1-920130		1,622.54
					4/5/13 - PAY	22	1-920131		26.21
					4/5/13 - PAY	23	1-920132		60.00
					4/5/13 - PAY	29	1-902131		11.47
					4/5/13 - PAY	28	1-902000		716.48
					4/5/13 - PAY	9	1-630131		1.07
					4/5/13 - PAY	28	1-902130		463.57
					4/5/13 - PAY	18	1-640151		194.06
					4/5/13 - PAY	31	1-902150		96.62
					4/5/13 - PAY	11	1-630150		25.18
					4/5/13 - PAY	32	1-902151		107.48
					4/5/13 - PAY	30	1-902132		16.00
					4/5/13 - PAY	24	1-920150		284.16
					4/5/13 - PAY	36	1-901132		15.98
					4/5/13 - PAY	38	1-901151		78.65

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PORTAGE UTILITIES

* Check Register - CLAIMS PAID BUT NOT APPROVED *

GL Posting Period(s): 05/13 - 05/13

Check Issue Date(s): 05/22/2013 - 05/22/2013

Per	Date	Check No	Vendor No	Payee	Invoice No	Seq	GL Acct No	Discnts Taken	Seq Amount
					4/5/13 - PAY	34	1-901130		508.11
					4/5/13 - PAY	35	1-901131		3.65
					4/5/13 - PAY	15	1-640131		7.57
					4/5/13 - PAY	16	1-640132		43.22
Total 14021									16,077.58
05/13	05/22/2013	14022	1390	CT LABORATORIES, LLC	96745	1	1-641234		132.30
05/13	05/22/2013	14023	370	DIGGERS HOTLINE INC	130 3 40801	1	1-641340		43.78
05/13	05/22/2013	14024	365	FIRST SUPPLY	9834871-00	1	1-651353		1,590.00
05/13	05/22/2013	14025	714	FRONTIER	4/25-5/24/13 FAX	1	1-921220		40.81
05/13	05/22/2013	14026	747	GORDON FLESCH CO INC	IN10345571	1	1-921340		741.94
05/13	05/22/2013	14027	706	GRAY EST, WILFRED W	10,01943.02-FINAL	1	1-132000		140.80
05/13	05/22/2013	14028	820	HAWKINS INC	3457925 RI	1	1-150510		431.03
					3452716 RI	1	1-150510		411.78
					3457925 RI	2	1-150500		156.60
					3452716 RI	2	1-150500		156.60
Total 14028									1,156.01
05/13	05/22/2013	14029	1677	INVESTORS COMMUNITY BANK	4,03626.02-FINAL	1	1-132000		36.63
05/13	05/22/2013	14030	1143	KWIK TRIP INC	4/13-STATEMENT	1	1-920342		973.61
05/13	05/22/2013	14031	1318	MARTELLE WATER TREATMENT	11109	1	1-150500		456.33
					11109	2	1-150540		711.33
					11109	3	1-150550		880.94
					11136	1	1-150500		425.60
Total 14031									2,454.20
05/13	05/22/2013	14032	1620	NAPA AUTO PARTS	245214	1	1-920341		115.81
05/13	05/22/2013	14033	1615	P W U	OFFICE - 4/13	1	1-632223		13.79
					WELL #3 - 4/13	1	1-632223		27.33
					TRTMT PLT-4/13	1	1-632223		453.47
					WELL #9 - 4/13	1	1-632223		366.39
					SHOP - 4/13	1	1-632223		30.19
Total 14033									891.17
05/13	05/22/2013	14034	1643	PITNEY BOWES INC - RENTAL	425227	1	1-903291		117.00
05/13	05/22/2013	14035	1665	PORTAGE LUMBER DO-IT	107644	1	1-635350		14.96
					108504	1	1-651358		7.08
					108529	1	1-651358		7.08
Total 14035									14.96
05/13	05/22/2013	14036	1840	RHYME SUPPLY	49783 1	1	1-921340		47.94
					OGX42A 1	1	1-921340		60.00
Total 14036									107.94
05/13	05/22/2013	14037	1975	SEWER UTILITY	4/13 - BILLING	1	1-233400		144,937.24
05/13	05/22/2013	14038	1960	SNAP-ON INDUSTRIAL	19626421	1	1-653350		9.50
05/13	05/22/2013	14039	1670	U S POSTAL SERVICE	ON ACCT-4/13	1	1-903291		100.00
05/13	05/22/2013	14040	1836	US POSTAL SERVICE(POST/PHONE)	4/13 - REFILL	1	1-903291		1,000.00
05/13	05/22/2013	14041	2170	USA BLUE BOOK	926721	1	1-653356		3.54
					927220	1	1-653356		179.30
Total 14041									188.84
05/13	05/22/2013	14042	30	WALSH'S ACE HARDWARE	64001	1	1-655350		69.98

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PORTAGE UTILITIES

Check Register - CLAIMS PAID BUT NOT APPROVED

Page: 3

GL Posting Period(s): 05/13 - 05/13

May 29, 2013 04:25

Check Issue Date(s): 05/22/2013 - 05/22/2013

Per	Date	Check No	Vendor No	Payco	Invoice No	Scq	GL Acct No	Discnts Taken	Seq Amount
05/13	05/22/2013	14043	10024	WATER TOWER CLEAN & COAT INC	4213-01	1	1-850357		7,000.00
05/13	05/22/2013	14044	2331	WESTECH ENGINEERING, INC	47920	1	1-635350		178.00
05/13	05/22/2013	14045	1962	WI STATE LABORATORY OF HYGIEN	13XB006591	1	1-641234		20.00
05/13	05/22/2013	14046	1962	WI STATE LABORATORY OF HYGIEN	13XB004986	1	1-641234		20.00
Totals:									<u>198,337.44</u>

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PORTAGE UTILITIES

* Check Register - CLAIMS PAID BUT NOT APPROVED *
 GL Posting Period(s): 05/13 - 05/13
 Check Issue Date(s): 05/31/2013 - 05/31/2013

Page: 1
 Jun 03, 2013 01:24pm

Per	Date	Check No	Vendor No	Payee	Invoice No	Seq	GL Acct No	Discnts Taken	Seq Amount
05/13	05/31/2013	14047	127	24/7 HOME COMFORT SERVICES INC	553792	1	1-655350		11.95
05/13	05/31/2013	14048	2362	ALLIANT ENERGY/WP&L	563724U052113	1	1-622221		515.07
05/13	05/31/2013	14049	313	CARGILL INC-SALT DIVISION	2901117469	1	1-150530		2,700.29
05/13	05/31/2013	14050	1360	CT LABORATORIES, LLC	97314	1	1-641234		94.50
					97339	1	1-641234		94.50
Total 14050									189.00
05/13	05/31/2013	14051	370	DIGGERS HOTLINE INC	130440801	1	1-641240		208.96
05/13	05/31/2013	14052	714	FRONTIER	5/13-6/12-Ve...LS	1	1-621120		182.33
05/13	05/31/2013	14053	1669	INTERSTATE BATTERY S W WIS	200094112	1	1-625350		309.80
05/13	05/31/2013	14054	1318	MARTELLE WATER TREATMENT	11170	1	1-150500		555.70
					11170	2	1-150540		1,304.50
Total 14054									1,890.20
05/13	05/31/2013	14055	30	WALSH'S ACE HARDWARE	64805	1	1-655350		41.05
					65166	1	1-655350		9.99
					65212	1	1-655350		2.49
					65289	1	1-655350		2.49
Total 14055									56.02
Totals:									6,091.72

CITY OF PORTAGE

115 West Pleasant Street
Portage, Wisconsin 53901
Telephone: (608) 742-2176 • Fax: (608) 742-8623



"Where the North Begins"

MEMORANDUM

To: Finance Committee

From: Bob Redelings, City Engineer *BR*

Date: June 6, 2013

Subject: Concrete Crushing

Cc: Bill Tierney, Mayor
Jeff Garetson, Municipal Services Chairperson
Shawn Murphy, City Administrator
Kim Standke, Public Works Superintendent

Two bids were received for the Crushing 25,000 tons of concrete and similar material. Both firms submitted responsive bids and are qualified to perform the work.

The bids are summarized as follows:

Name	Location	Bid
Michel's Corp.	Brownsville, WI	\$111,000 (\$4.28/ton+ mobilization &bonds)
Robinson Brothers	Waunakee, WI	\$122,500 (\$4.70/ton+ mobilization &bonds)

The concrete crushing is an unbudgeted item. The crushed material is very marketable and useful as base material on street reconstruction projects. Columbia County has expressed interest/commitment in acquiring 7,700 tons of material for a project on EE this summer. If the City sold the needed material to the County at \$4.50/ton an immediate income of \$34,650 would be realized. The City could also use the crushed material for road base on the city's 2014 street reconstruction project and for repairing the gravel alleys that have deteriorated. The parcels on which the material are located would then become available for development and/or sale.

Based on the proposals received, I recommend award of the concrete crushing to Michel's Corp in the amount of \$111,000.00 at \$4.28/ton.

ORDINANCE NO. 13-006

ORDINANCE RELATIVE TO ILLEGAL DUMPING

The Common Council for the City of Portage does hereby Ordain as follows:

The following Section is hereby repealed:

Section 62-33(b)

The following Section is hereby recreated to read as follows:

Section 62-33(b)

(b) No person shall deposit or cause to be deposited in or on any public street, water, or grounds, or in any other place, any dead animal, garbage, refuse, recyclable waste, or any substance or material that will tend to contaminate or litter the area, or to create a strong odor or stench, or endanger public health. This section shall not apply to a sprinkling of clean sand or salt upon icy sidewalks, nor to the deposit on the person's own premises of refuse containers for collection. No person shall deposit or cause to be deposited in or near any private dumpster, trash can, recycling container, or other private trash receptacle, any refuse, garbage, recyclable waste, or other items without the consent of the owner, designated agent or authorized user of such dumpster, trash can, trash receptacle or recycling container. No person shall deposit or cause to be deposited in or near any City owned or leased dumpster, trash can, recycling container, or other City trash or recycling receptacle, any refuse, garbage, recyclable waste, or other items; except such garbage as normally generated during the usual use of a City building, park, or other facility may be placed in trash or recycling receptacles provided for such waste. No person shall deposit or cause to be deposited in or near any City owned yard waste site or brush site any refuse, garbage, recyclable wastes or other items not designated as acceptable materials at that site by the public works department.

This Ordinance shall take effect upon passage and publication thereof.

Passed this _____ day of _____, 2013.

W.F. Bill Tierney, Mayor

Attest:

Marie A. Moe, City Clerk

Ordinance requested by:
Police Department

ORDINANCE NO. 13-007

ORDINANCE RELATIVE TO TELEPHONE AND ELECTRONIC HARASSMENT

The Common Council for the City of Portage does hereby Ordain as follows:

The following Section is hereby repealed:

Section 46-34 Harassing or obscene telephone calls

The following Section is hereby recreated to read as follows:

Section 46-34 Harassing or obscene telephone calls and electronic communication

(a) *Definitions.*

1) *Electronic Communication* means the transmission of sound, images, data or messages which includes, but is not limited to, email, text messaging, instant messaging and social networking websites by the means of an Electronic Communication Device.

2) *Electronic Communication Device* means a device capable of transmitting and/or receiving Electronic Communication.

(b) *911 Calls.* No person shall make a 9-1-1 call, whether or not a conversation ensues, for the purpose of activating an emergency response when no actual emergency exists. This provision shall not affect those callers who in good faith believe an emergency situation exists when initiating the call.

(c) *Harassing or obscene communication.* It shall be unlawful for any person to do any of the following by telephone, or by means of electronic communication, originating within or received within the limits of the City.

1) Make any comment, request, suggestion or proposal which is obscene, lewd, lascivious or indecent;

2) Make a telephone call or electronic communication, whether or not conversation ensues, with the intent to abuse, threaten or harass any person;

3) Make or cause the telephone of another repeatedly or continuously to ring, with intent to harass any person at the called number or numbers;

4) Knowingly permit any telephone or electronic communication device under the person's control to be used for any purpose prohibited by this Section;

5) In conspiracy or concerted action with other persons, make repeated calls, simultaneous telephone calls or repeated electronic communications solely to harass any person.

This Ordinance shall take effect upon passage and publication thereof.
Passed this _____ day of _____, 2013.

W.F. Bill Tierney, Mayor

Attest:

Marie A. Moe, City Clerk

Ordinance requested by:
Police Department

RESOLUTION NO. 13-015

RESOLUTION RELATIVE TO COMPLIANCE MAINTENANCE ANNUAL REPORT

WHEREAS, the Municipal Services and Utilities Committee of the City of Portage has reviewed the attached 2012 Compliance Maintenance Annual Report prepared by City Staff; and

WHEREAS, the Report indicates the wastewater system scored an "A" in all 9 operational categories; and

WHEREAS, the Report does not disclose any effluent violations that have to be corrected.

NOW THEREFORE IT IS HEREBY RESOLVED that the City of Portage will undertake and comply with the results of the Compliance Maintenance Annual Report;

BE IT HEREBY FURTHER RESOLVED that a copy of this Resolution be mailed to the Department of Natural Resources.

DATED this 13th day of June, 2013.

W.F. Bill Tierney, Mayor

Attest:

Marie A. Moe, WCPC, MMC, City Clerk

Resolution requested by:
Municipal Services and Utilities Committee

RESOLUTION NO. 13-016

RESOLUTION RELATIVE TO ESTABLISHING PARADE ROUTES

WHEREAS, the Common Council of the City of Portage previously adopted official routes for parades in the City of Portage by Resolution No. 11-007 adopted March 10, 2011; and

WHEREAS, the Municipal Services and Utilities Committee has recommended that a new route be established for the Independence Day Parade, the route being as follows: West Conant Street from River Street to Armstrong Street.

NOW THEREFORE, IT IS HEREBY RESOLVED by the Common Council of the City of Portage that the above listed parade route is hereby adopted as the official route for the Independence Day Parade in the City of Portage.

DATED this 13th day of June, 2013.

W.F. "Bill" Tierney, Mayor

Attest:

Marie A. Moe, WCPC, MMC, City Clerk

Resolution requested by:
Municipal Services and Utilities Committee