

**City of Portage
Municipal Services and Utilities Committee Meeting
Thursday, December 4th, 2014 5:30 p.m.
Municipal Building, 115 West Pleasant Street, Conference Room One
Minutes**

Members Present: Doug Klapper, Chairperson; Mary E. Hamburg Jeffrey F. Monfort; Bill Kutzke; Rick Dodd

Others Present: Shawn Murphy, City Administrator; Tammy O'Leary, Public Works Secretary; Robert Redelings; Public Works Director; Craig Sauer; PDR and Bill Welsh, Cable TV.

1. Roll Call

The meeting was called to order at 5:30 p.m.

2. Approval of meeting minutes from previous meeting from 11/6/2014.

Motion by Kutzke, second by Monfort to approve minutes from November 16, 2015.
Roll call 5-0 Passed

3. Discussion and possible action on Municipal Services meeting date for January 2015.

Motion by Monfort and second by Hamburg to meet on Monday January 5, 2014 at 5:30.
Roll Call 5-0. Passed

4. Discussion and possible action on removal of two parking stalls in front of the Portage Theatre.

Redelings stated that the Portage Theatre has requested the removal of a stall and an additional stall time limit (5 to 10 minute) on the second stall in front of the Theatre for safety reasons. Redelings stated that police have noted safety concerns with pedestrians crossing West Wisconsin with visibility issues with current parking. Dodd inquired as to the possibility of using the Verizon parking lot for additional parking down town. Redelings will inquire as to Verizon's receptivity to this matter.

Motion by Hamburg second by Kutzke to refer this matter to BID for their concurrence with the proposal and bring the item back to committee.

Roll Call 5-0. Passed

5. Discussion and possible action regarding policy for sewer credits.

Discussion by committee members on the detail of the policy. Dodd requested two changes to the policy. One, to add the water usage of filling swimming pools as not being permitted and two, include "Customer" by location under Applicability.

Motion by Dodd and second by Monfort to move to Council with the above changes to the policy. Roll Call 5-0. Passed

6. Discussion and possible action on 2014 Alley condition rating.

Committee members discussed the alley rating in conjunction with the upcoming 5 year project plan.

Redelings stated alley #36 was moved up so work could be performed in conjunction with a parking lot improvement project.

Motion by Monfort second by Dodd to approve the 4 alley projects for 2015 as listed on the attached schedule.

Dodd inquired as to the possible vacation of the West side of alley # 36.

Amended Motion by Monfort second by Dodd to continue with the 4 alleys projects for 2015 with possible vacation of the West side of alley #36. Roll Call 5-0. Passed

7. Discussion and possible action on ordinance relative to Implements of Husbandry (IOH).

Redelings stated that Columbia County adopted an ordinance on Implements of Husbandry and requested all county municipalities to adopt a similar ordinance for uniformity.

Redelings stated the benefit of adoption of the ordinance would help with future enforcement of heavy farm equipment on City streets. Dodd suggested the City Attorney review the ordinance prior to the Council meeting.

Motion by Hamburg second by Dodd to recommend the ordinance on Implements of Husbandry be referred to the Legislative and Regulatory Committee. Roll Call 5-0. Passed

8. Discussion and possible action on public involvement relative to Capital Projects.

Discussion on the appropriate time frame to have public involvement with upcoming projects.

Murphy suggested Redelings design a time line of a project from start to finish reviewing the appropriate time for public involvement.

Klapper suggested discussing again at next meeting on January 5, 2015.

9. Public Works Director's Report.

Redelings gave an overview of projects and operations.

- Redelings stated the Waste Water Digesters Project is wrapping up in early January with a few minor change orders and the project staying under budget.
- Time of day pumping at Well #8 starting in January with considerable saving annually.
- Public Works is gearing up for snow plowing season and has met with BID, so all parties are on the same page.
- City staff is working with BID and Chamber of Commerce on options for commercial garbage collection.

10. Adjournment

Move to adjourn at 7:41 by Hamburg and second by Dodd. Roll call. Passed 5 -0.

Prepared by Tammy O'Leary, Public Works Secretary.

Paser Rating	Pavement Type	Alley Number	Pavement Width	Alley Length	Comments ▲
1	Asphalt	52	10	515	2015
1	Asphalt	63	16	460	2015
1	Asphalt	64	16	415	2015
2	Asphalt	36	15	395	2015
1	Asphalt	54	16	490	Do in 2016
<Null>	Gravel	9	14	255	Do in 2016
1	Asphalt	30	19	640	Do in 2016
1	Asphalt	50	19	515	Do in 2016
1-2	Asphalt	6	19	495	Do in 2017
1-2	Asphalt	28	16	480	Do in 2017
1-2	Asphalt	7	14	485	Do in 2017
<Null>	Gravel	68	14	400	Do in 2017
5	Asphalt	48	17	285	Do in 2018
<Null>	Gravel	61	14	515	Do in 2018
1	Asphalt	66	16	405	Do in 2018
1	Asphalt	78	17	460	Do in 2018