

City of Portage
Municipal Services and Utilities Committee Meeting
Thursday August 6, 2015, 5:30 p.m.
Municipal Building, 115 West Pleasant Street, Conference Room One
Minutes

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

Excused: William A. Kutzke

Others Present: Rita Maass; AirPort Commission; Bob Redelings, Public Works Director; Tammy O'Leary; Public Works Secretary; Bill Welsh; CATV; Dave Hornischer, Wastewater Superintendent; Craig Sauer, PDR; Kory Anderson and Jerry Foellmi, GEC

1. Roll Call

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

2. Approval of meeting minutes from meeting on Thursday June 4, 2015.

Motion by Dodd second by Hamburg to approve the minutes from June 4, 2015.

Roll Call. Passed 4-0.

3. Approval of meeting minutes from meeting on Thursday July 2, 2015.

Motion by Dodd second by Hamburg to approve the minutes from July 2, 2015.

Roll Call. Passed 4-0.

4. Discussion and possible action on 2014 Waste Water Compliance Maintenance Annual Report (CMAR).

Redelings gave a overview of the report stating the Wastewater Treatment Facility received an A in all areas which include Influent Flow and Loading, Effluent Quality and Plant Performance, Biosolids Quality and Management, Staffing and Preventative Maintenance, Operator Certification and Education and Sanitary Sewer Collection Systems.

Motion by Dodd second by Monfort to forward to Council the 2014 Waste Water Compliance Maintenance Annual Report for approval.

Roll Call. Passed 4-0.

5. Discussion and possible action on 2016 Budget & 5-yr. Capital Improvement Programs (CIP's).

Committee moved ahead to item #6 and returned to item #5 later, after item #9.

6. Discussion and possible action on Engineering Contract for River Street Reconstruction.

Redelings stated the City received 3 proposals with Kunkel proposal being the lowest at \$43,490.00. The Public works department recommended Kunkel at the lowest bid. The 2015 design budget is \$70,000 for the project.

Jerry Foellmi, President of General Engineering stated there was less than a thousand dollar difference with General Engineering and Kunkel proposals and GEC has successfully completed over 65 projects for the City of Portage. Mr. Foellmi stated that per the proposal it is a rated review and the committee should consider keeping the project local.

Motion by Hamburg second by Dodd to recommend the contract be awarded to General Engineering for the Engineering Contract for River Street Reconstruction for a total of \$44,500. The recommendation to be placed on Finance Committee agenda because GEC wasn't the low bidder.

Roll Call. Passed 4-0.

7. Discussion and possible action on Design Contract for Water Department Maintenance Facility.

Redelings stated the City received 4 proposals for the Design Contract for Water Department Maintenance Facility with General Engineering being the low bidder at \$73,250.00. Public Works Department is recommending the design be awarded to General Engineering. The 2015 design budget was \$100,000 for the project.

Motion by Monfort second by Hamburg to award the Design Contract for the Water Department Maintenance Facility to General Engineering for the amount of \$73,250.00.

Roll Call. Passed 4-0.

8. Discussion and possible action on Contract for Installing 4 Screw Pump Gear Reducers.

Redelings stated the gear reducers are already ordered and should arrive early fall. Redelings stated that the reducers in use now are really worn and if they were to fail it would be a large problem for the City because they elevate all the waste water from

the sewers to be processed. Water Superintendent, Dave Hornischer stated the reducers that are being used now are over 30 years old.

Hornischer also stated that JF Adhern would be ready to put them in as soon as they arrive. The two reducers for the outside would be done first and then the inside ones last in case weather becomes a factor.

Redelings stated there is budget to get this accomplished due to some projects being pushed back for 2016.

Motion by Dodd second by Monfort to award the contract for installing 4 screw pump gear reducers to JF Ahern for \$52,600.

Amend Motion by Dodd second by Monfort to forward recommendation of the contract for Installing 4 screw pump gear reducers to JF Ahern in 2015 for the amount of \$52,600 to Finance for approval.

Roll Call. Passed 4-0.

Moved to item #9 only the Ray-O-Vac Lift Station topic.

9. Public Works Directors Repot

- **Rav-O-Vac Lift Station**

Redelings stated the existing Ray-O-Vac lift station is in need of updating and the \$300,000 budgeted for this year is on Airport Property. The lift station is within the primary runway clear zone. The City has submitted information to the Wisconsin Bureau of Aeronics (BOA) to get clarification and request a variance for the existing location. Redelings stated that project is being bid out at current location with an alternative for moving the entire station out of the clear zone. Redelings stated he is still waiting on a response from the BOA. Once bids are received the project will come back to the committee.

Rita Maass chairperson of Airport Commission stated that a 7460 form needs to be filed with the FAA it could take 30 to 90 days to review and even though the FAA may allow a variance the BOA more than likely will not approve anything in the clear zone.

Mr. Foellmi from GEC stated one of the issues is not the lift station itself but the 20 foot antenna that is needed.

This item will come back to the committee when proposals are in.

Return to item #5.

5. Discussion and possible action on 2016 Budget & 5-yr. Capital Improvement Programs (CIP's).

Redelings reviewed all CIP's with the committee and stated the dollar amounts will be updated as the projects get better defined.

9. Public Works Directors Report

Redelings gave an update on the following:

- East Wisconsin Street-Dewitt Street Reconstruction Project- Kickoff meeting last week with a schedule in packet going out until 2021.
- East Haertel Street Reconstruction Project-Project is on schedule and should be completed in September. Davis Construction helped with an unexpected issue with the project and pushed the problem to the front of their work schedule putting some of their own projects behind. Thank you to Davis Construction.
- Design Contract for Segment 2 of the Portage Canal-update on Segment 2 Portage Canal next Thursday.
- Levee- USACOE report for the levee is now in and can be reviewed.
- Museum Ramp and Railing-just received bid in and the project is about \$36,000. Only \$30,000 was budgeted, but the ramp needs to be repaired.
- PASER Rating- Kim finished the paser rating and Erin created the map.

Redelings stated today was Erin Salmons last day with the City of Portage.

10. Adjournment

Move to adjourn at 6:53 p.m. by Dodd second by Hamburg. **Roll Call. Passed 4-0.**

Prepared by Tammy O'Leary, Public Works Secretary.