City of Portage
Ad Hoc Canal Committee Meeting
Thursday, August 13, 2015, 5:00 p.m.
Municipal Building, Conference Room One
Agenda

Members: Fred Galley, Chairperson; Chris Arnold, Ron Dorn, Jerry Foellmi, Marianne Hanson, Doug Klapper, Bob Redelings, Jesse Spankowski (citizen member), Mayor William Tierney ex-offico

1. Roll Call

2. Discussion and possible action on minutes from 4/13/15 meeting.

3. Columbia County Fair booth report.

4. DNR Update from Scott Inman, DNR representative

5. SEH Kick Off, Welcome Jill Fehrman and Darren Fortney

- Review the scope of work planned.
- Identify areas where additional information/coordination may be required early in the process.
- Public/Committee Involvement Going Forward

6. Set Next Meeting Date

7. Adjournment

City of Portage
Ad Hoc Canal Committee Meeting
Monday, April 13, 2015, 4:30 p.m.
Municipal Building, Conference Room One
Minutes

Members present: Fred Galley, Chairperson; Jerry Foellmi, Marianne Hanson, Doug Klapper, Bob Redelings & Jesse Spankowski (citizen member)

Members excused: Chris Arnold, Ron Dorn & Mayor Tierney, ex-officio

Others present: Administrator Murphy, Karen Richardson, Bill Welsh & Craig Sauer

1. **Roll Call**

2. **Discussion and possible action on minutes from 3/9/15 meeting.**

   Motion by Klapper, second by Hanson to approve the minutes. Motion passed 6 to 0 on call of the roll

3. **Welcome new committee member Jerry Foellmi.**

   Galley introduced Mr. Foellmi and indicated he had been involved with canal studies as far back as the '80's

4. **Discussion and possible action on Living communities biological assessment by Luke Treutel**

   Galley indicated Mr. Treutel initially contacted Klapper and has since been in contact w/ the DNR on his endeavor. Redelings mentioned that the DNR has welcomed his involvement. Motion by Klapper, second by Foellmi to endorse Mr. Treutel's effort in performing a biological assessment of the canal. Feollmi suggested it would be beneficial to see results on a segment basis. Motion passed 6 to 0 on call of the roll

5. **Discussion and possible recommendation on Design Contract with SEH.**

   Redelings explained that this contract is for the preliminary engineering needed to advance the project to the design phase. Ms. Richardson confirmed that some effort was removed from the initial draft of the proposal because it was premature to enter into design elements at this time. She suggested this contract represents about 60% of the engineering effort and

the actual design would entail about 40% for plans, specifications and estimates (PS&E)

Motion by Hanson, second by Klapper to recommend approval of the SEH Agreement. It was mentioned that the City had $100,000 budgeted for this effort in 2015 and the project would extend into and possibly beyond 2016. Motion passed 6 to 0 on call of the roll

6. **Discussion on the updated timeline**

Galley presented the project schedule (attached) with an update of where we're at. It was noted that the schedule reflected about 16 months for the preliminary engineering where the recommended contract spread the effort over 24 months.

7. **Set Next Meeting Date**

Because the contract approval process will take up to 2 months, the next meeting will be at 4:30 p.m. on June 8, 2015.

8. **Adjournment**

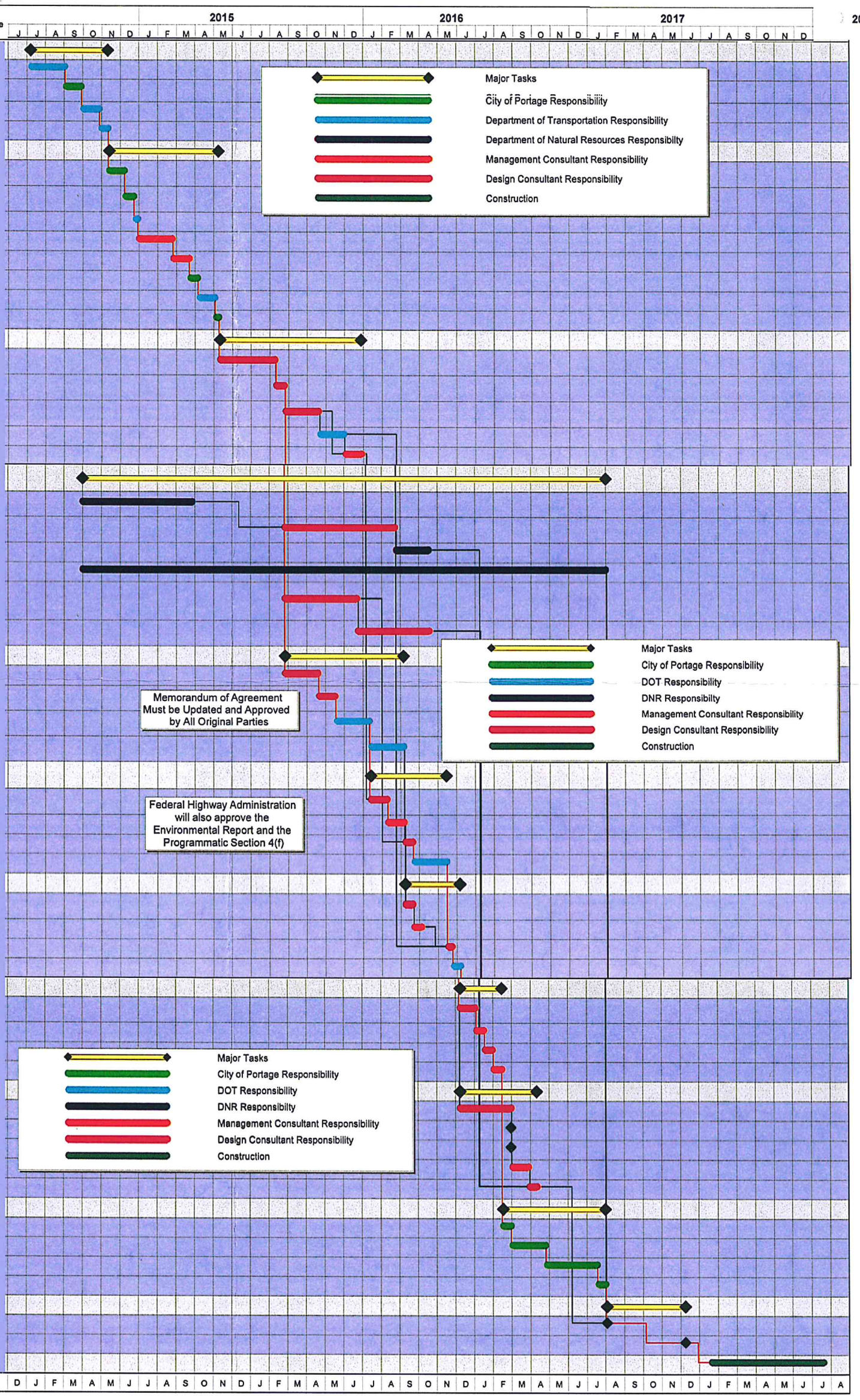
Motion by Klapper, second by Hanson to adjourn. Motion passed 6 to 0 on call of the roll

The meeting concluded at 4:55 p.m.

Respectfully submitted,

Robert G. Redelings, City Engineer

Delivery Schedule for Construction
Portage Canal (Adams Street to CP Railway)
City of Portage
Columbia County

Draft 4/13/15

	Activity Name	Duration (Weeks)	Start Date	Finish Date
1	State/Municipal Agreement	18.00	Oct./13	Dec/13
2	Agreement Prepared	8.00		
3	City Approves Agreement	4.00		
4	DOT Approves Agreement	4.00		
5	Federal Authorization Granted	2.00		
6	Design Engineering Services Contract	26.00		
7	City Solicits Interest for Engineering Firms	4.00		
8	City Conducts Interviews and Selects Consultant	2.00		
9	DOT Approves Selection	1.00		
10	Contract Services Developed	8.00		
11	Contract Negotiations Completed	4.00		
12	City Approves Contract	2.00		
13	DOT Approves Contract	4.00		
14	Notice to Proceed Issued	1.00		
15	Preliminary Design	33.00		
16	Preliminary Design, including Surveys and Alternatives	13.00		
17	Operational Planning Meeting and Public Information Meeting	2.00		
18	Preliminary Plans Prepared and Submitted for Review	8.00		
19	Preliminary Structure Plans Reviewed	6.00		
20	Preliminary Plans Reviewed	4.00		
21	Coordination with Department of Natural Resources	122.00		
22	DNR Completes Sediment Contamination Identification	26.00		
23	Coordinate with DNR to Develop Remediation Plan	26.00		
24	DNR Approves Remediation Plan	8.00		
25	DNR Obtains Funding for Remediation	122.00		
26	Coordinate with DNR to Identify Project Impacts to Address in Environmental Report	17.00		
27	Coordinate with DNR to Mitigate and Address Project Impacts in Final Plans	17.00		
28	Section 106 Process	28.00		
29	Section 106 Consultation Efforts	8.00		
30	Updated Memorandum of Agreement Prepared	4.00		
31	Updated Memorandum of Agreement Reviewed	8.00		
32	Updated Memorandum of Agreement Approved	8.00		
33	Environmental Document and Programmatic Section 4(f)	18.00		
34	Environmental Report and 4(f) Prepared and Submitted for Review	4.00		
35	Environmental Report and 4(f) Reviewed	4.00		
36	Environmental Report and 4(f) Completed	2.00		
37	Environmental Report and 4(f) Approved	8.00		
38	Design Study Report	13.00		
39	Design Study Report Prepared and Submitted for Review	2.00		
40	Design Study Report Reviewed	2.00		
41	Design Study Report Completed	1.00		
42	Design Study Report Approved	2.00		
43	Right of Way Plat	10.00		
44	Right of Way Plat Prepared and Submitted for Review	4.00		
45	Right of Way Plat Reviewed	2.00		
46	Right of Way Plat Completed	2.00		
47	Right of Way Plat Approved	2.00		
48	Final Design	18.00		
49	Final Plans Prepared	12.00		
50	Submit Final Structure Plans	0.00		
51	Submit Final Plans and PS&E	0.00		
52	Final Plans and PS&E Reviewed	4.00		
53	PS&E Completed	2.00		
54	Real Estate Acquisition	24.00		
55	Relocation Order and Plat Approved	2.00		
56	Appraisals Completed	8.00		
57	Negotiations Completed	12.00		
58	Acquisition Done	2.00		
59	PS&E	18.20		
60	PS&E Due to Central Office	0.00		
61	Bid Letting	0.00		
62	Construction	26.00