

**City of Portage
Municipal Services and Utilities Committee Meeting
Thursday June 2, 2016, 5:30 p.m.
Municipal Building, 115 West Pleasant Street, Conference Room Two
Minutes**

Members Present: Doug Klapper, Chairperson; Mike Charles, and Jeffrey F. Monfort, and William Kutzke

Others Present: Aaron Jahncke, Public Works Director; Tammy O’Leary; Public Works Secretary; Bill Welsh, CATV; Lynn Jerde; PDR; Dan Kremer, Manager for Park and Rec; Shawn Murphy, City Administrator; Multiple City Residents: Jim Koerner; Thomas Staveness; Herbert Jones; Dan Pare; Mike Rockett; and Mary Gonzagowski.

Excused: Dennis Nachreiner

1. Roll Call

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

2. Approval of meeting minutes from meeting on Thursday, May 5, 2016.

Motion by Charles second by Monfort to approve the minutes from May 5, 2016. Roll Call 3-0 with Kutzke abstaining. Passed.

3. Discussion and action on the Final Resolution for the 2016 Alley Project.

Public Works Director Jahncke reviewed the Memorandum from Municipal Services Packet June 2, 2016 subject Final Assessment Resolution, 2016 Alley Reconstruction. Jahncke explained the City pays half of the alley and work and the residents get special assessed for the other half. The bids will be opened on June 3, 2016 for this project. There will be a special meeting in June to consider the bids for recommendation to Council that same date.

Motion by Monfort second by Charles to forward the recommendation from the City Engineer of Final Resolution for the 2016 Project to Council. Roll Call 4-0 Passed.

4. Discussion on the stop sign petition on East Albert and Hamilton St and Dorothy and East Albert.

Jahncke reviewed the Memorandum from Municipal Services Packet June 2, 2016 subject Stop sign request for Dorothy Dr. & E. Albert St. and Hamilton St. and E. Albert St.

Jahncke stated they are still investing these intersections; there is a speed feedback sign at these locations at this time to record speed and vehicle volume for next month.

Aldersperson Charles stated a stop sign was added at the 700 block of Edgewater and sometimes stop signs do not help with these issues.

Mary Gonzagowski stated these areas have a higher number of wildlife animals crossing the road in the area.

Jim Koerner asked the committee if they received the sign petition from the residents. Jahncke said the City did receive the information and it was included in the packet. Mr. Koerner also provided a hand out with vehicle traffic counts at different times of the day.

Dan Pare state the volume is larger now that the street has been redone, he would like to see the data gathered from the speed sign. Jahncke stated he would bring it either to the meeting in July or August, Jahncke stated with the help of the speed sign and police department they are investigating this area.

Charles stated that a machine with radar and photo enforcement was a suggestion. Jahncke is going to look into it.

Monfort suggested speed bumps be installed since they work so well on Silver Lake Drive.

Klapper stated all the information will be on the City Website in the committee packets for the upcoming meeting and suggesting contacting their Aldersperson.

No action taken at this time.

5. Discussion and possible action regarding intersections surrounding Rusch Elementary.

Jahncke reviewed the Memorandum in the Committee packet dated June 2, 2016 regarding Intersection Safety around Rusch Elementary. Jahncke stated he was in favor of option number one and two. Jahncke explained we already have a contractor coming in to do this work at a price of \$0.15 per LF and could include this as part of the project for a lower cost than stated in memo.

Motion by Charles second by Kutzke to go forward with option #1 (edge lines for both McFarlane and Dewitt) then to see if there is enough in the budget for option #2 (Consistent cross walk marking) if not would like to see option #2 and option #3 budgeted for 2017. Roll Call 4-0 Passed.

6. Discussion and action on the USH 51 project on a resolution regarding the City's preference for the Dewitt and East Wisconsin Street Intersection.

Jahncke reviewed the Memorandum from June 2, 2016 Committee Packet regarding USH 51 DOT Project: Dewitt St. and USH 51 Intersection Alternative Preference Resolution. Jahncke stated the emergency services were in favor of option 3B because it does not close E. Mullet Street and it does not affect Portage Cleaners.

Motion by Charles second by Kutzke to recommend to council resolution declaring intent regarding the City's preference of 3B for the intersection at USH51 and Dewitt St for the USH 51 Reconstruction project, WISDOT Project ID: 6918-01-72. Roll Call 4-0 Passed.

7. Discussion and action on the resolution regarding Water Building Contract Award to Harmony Construction.

Jahncke reviewed the Memorandum from Municipal Services Packet June 2, 2016 subject Water Building Addition Award Project No. 16-610W06. Jahncke stated the bid is below budget and could furnish office furniture, racking and other items needed for the new building with the remaining budget. Project to start in July and finish just before Christmas.

Motion by Motion by Charles second by Monfort to recommend to council resolution relative to award contract 16-610W06, Water Department Maintenance Facility Project to Harmony Construction in the amount of \$1,154,545.00. Roll Call 4-0 Passed.

8. Discussion on the 2017 Capital Project Schedule.

Jahncke reviewed the Memorandum from Municipal Services Packet June 2, 2016 subject Capital Plan Memo 1 of 3. Jahncke stated he was working on the Project Schedule that has already been laid out and adding to the next year to keep it a rolling Capital Project Schedule. In the future after additional information is gathered a project may move forward or back depending on the information gathered.

9 Discussion and action on the Resolution for the 2015 CMAR Report.

Jahncke reviewed the Memorandum from Municipal Services Packet June 2, 2016 subject 2015 CMAR.

Kutzke wanted verification from Jahncke that the report is showing positive information as far as condition, flow and levels.

Jahncke stated that at this time the City is compliant and has a healthy system.

Motion by Klapper second by Charles to endorse the recommendation to Council the Wisconsin Department of Natural Resources NR208-Compliance Maintenance Annual Report 2015. Roll Call 4-0.

10. Discussion and action regarding an additional June meeting to award the Alley Contract.

Committee suggested having a special meeting on June 9, 2016 at 6 p.m. for two agenda items.

11. Public Works Director's Report:

River St. Update- River St. reconstruction began April 18th and tentatively finished week of June 6. Concrete crews are schedule to begin week of June 6, retaining wall crews will be in the week of May 30th. Asphalt will begin end of June. Entire project completion date is August 19th. Jahncke stated there were some inconsistencies with rock depth on the West side. Summit and Wisconsin will be getting a letter to homeowners Summit and Wisconsin because the curb crew will be working on that section of River St will have to get their vehicles out of the driveways while the curb and gutter and driveway aprons are done. After the concrete is cured A-1 will ramp everyone back into their driveways until asphalt is ready.

The project and A1 provided the VMF soccer field with 1200 CY of sand form for the project to meet fill requirements. This is a savings for Park and Rec soccer project of around \$24,000 for the expense of mining sand from other sources and delivering to project sites.

Kutzke pointed out that multiple citizens have given Erin Salmon great reviews.

12. Adjournment

Motion by Charles second by Monfort to adjourn the meeting at 7:28 p.m. Roll Call 4-0 Passed.

Prepared by Tammy O'Leary, Public Works Secretary.

Date Approved: 06/09/2016