



MINUTES

1. **CALL TO ORDER** – 5:15 pm

2. **ROLL CALL**

Committee Members: Doug Brandt, Bill LeClair, Scott Stechmesser

Staff and Others: Matthew Heckenlaible, Scott Ahl

3. **REVIEW AND APPROVAL OF MINUTES**

Minutes from the September 4, 2024, Public Works Committee meeting

Bill LeClair made a motion to approve the September 4, 2024, Public Works Committee meeting minutes, seconded by Scott Stechmesser. Motion carried.

4. **PUBLIC INPUT** – N/A

5. **PROJECT STATUS AND ACTION IF NEEDED**

A. **Sandy Bay Highlands Phase 3 update**

The final plat was for final review and approval was submitted to the state and county in mid-September. This is usually a 30-day process.

The preconstruction meeting is scheduled for the first week of October. Contractor says they can have the first part of the contract completed by Thanksgiving. Work includes the installation of sanitary and storm sewers and water main, along with the initial excavation for the stormwater management features (roadway grading, graveling, etc.) The next phase of construction would include the finalization of stormwater management features along with concrete curb & gutter and the first installation of asphalt pavement.

B. **Roosevelt Avenue Reconstruction update**

Roosevelt Avenue is on the home stretch. All mainline and intersection concrete has been completed. Sidewalks, curb ramps, carriage walks and driveway approaches are being installed now. Topsoiling and sodding (change order) of the disturbed areas to be completed after.

DPW is preparing to reinstall proper signage and complete some pavement markings prior to officially opening the road mid-October. Weather conditions may affect the amount of pavement markings completed.

C. **Washington Street Bridge - Pedestrian Accommodation update**

The widened connecting sidewalks on each of the eastside approaches was completed the last week of September along with some walk widening on the actual bridge deck. Therefore, Public Works allowed pedestrian and bicyclists to utilize the walk on the east side of the bridge beginning last Friday, September 27th. The rest of the concrete was poured Tuesday morning

and waiting for it to cure. Public Works will then clean and apply a sealant on the new concrete especially over the deck portion of the bridge prior to it officially being opened.

D. FASTER Migration update

The migration, along with in-person training, has been completed. Public Works staff along with FASTER staff are working out small bugs and glitches that arose during the data conversion.

E. Browns Drive Curb and Gutter Installation

The only item that remains to be completed is the main entrance off of Browns Drive to the new truss plant. This item should be completed this fall.

F. Madison Street Parapet Wall Repair update – No update

6. PROPERTY OWNER REQUESTS – N/A

7. DISCUSSIONS OR ISSUES ON HOLD, PENDING FURTHER INVESTIGATION

A. WDOT Small Bridge/Culvert Inventory Update

We submitted information to the County for one (1) culvert (small bridge) that is found about 900 feet south of STH 310 crossing Woodland Drive. This is an 87 x 63 arch (78" equivalent diameter) pipe. Other pipes that were potentially eligible were either too small or not within the City's maintenance responsibility jurisdiction.

B. Sidewalk Maintenance Clearance Requirements

The City attorneys were reviewing this and hoped to have information for review at this meeting. No new information to review.

C. Neshotah Road

No new information to report at this time. We still need to have discussions with the Town of Two Rivers.

8. COMMITTEE AND COUNCIL MEMBER ITEMS FOR DISCUSSION, INCLUSION IN FUTURE AGENDA AND ACTION, IF NEEDED

A. Dumpster Permit Requirements

A request came in from a contractor requesting we review our current dumpster permit requirements. Presently, we require barricades with flashers to be placed by dumpsters that are placed within the street right-of-way. The requester is asking to allow reflective tape to be allowed in lieu of barricades and flashers. The requester said that a lot of other municipalities allow this.

Looking for committee thoughts on this topic.

Other municipalities requirements:

- City of Plymouth – Sufficiently lighted at night (Street privilege permit)
- City of Sheboygan – put up and maintain barriers and lights

- City of Green Bay – liable for all damages for failure to erect and maintain suitable barricades, signs and lights
- Little Chute – Street Obstruction permit – Obstructions shall be sufficiently lighted at night
- City of Oshkosh – Right-of-way permit/Obstruction Permit -”harmless the City from accidents and damages caused by any failure to erect and maintain sufficient barriers or lights at the place....”
- Sturgeon Bay – Street Closure Application – map of closure area including barricade locations....or any street obstructions
- City of Manitowoc allows both barricades with flashers and reflective tape.

Scott Ahl provided some historic perspective with the City Manager driving along a street at night and came upon a dumpster within the street that was not adequately delineated with either barricades or reflective tape. That caused the policy of requiring barricades and flashing lights to be placed next to dumpsters.

Public Works issues approximately 3 dumpster permits per month.

The Committee’s first reaction is not to change anything. Director Heckenlaible stated he would reach out to the requestor to see if they can provide any additional information as to other communities that allow reflective tape and report back with applicable findings.

B. Driveway/Approach Ordinance Revision - User Guide

A public hearing is set for Monday, October 9, 2024, to approve interim driveway ordinance language. A more comprehensive look is being requested.

With the recent modifications of the driveway ordinances to address recent trends, the City Manager has asked that the Public Works Director/City Engineer review other municipalities’ driveway and drive approach ordinance language, propose revisions if necessary and consider developing a ‘user guide’ related to driveways focusing on residential properties.

9. DISCUSS STAFF RECOMMENDATIONS (TRAFFIC AND PARKING CONTROL) - ACTION, ENDORSEMENT OR MODIFICATIONS, AS NEEDED

A. Review with Possible Action - Parking Ordinance Language - No update

B. 22nd Street and Monroe Street - Stop Sign Concerns

The new 36-inch stop signs were installed approximately mid-September.

There was discussion that a committee member almost had an incident at that intersection, but it was not due to the physical stop signs. It was due to motorists not paying attention and not aware of who has the right of way to proceed when there are multiple vehicles stopped at the intersection. That is an educational issue, not a signage issue.

C. 22nd Street Pavement Marking

Public Works received a concern that some of the pavement markings, especially the dashes on 22nd Street from Washington Street to Lincoln Avenue, were hard to see. It was reported that the 22nd Street pavement markings were epoxy. If we use normal road paint (latex), markings would have to be removed in order to reapply epoxy paint. The reason for using epoxy paint is that it is supposed to last longer.

Upon doing some research, epoxy pavement paint is reported to last around four (4) years while latex paint will last between 9 – 36 months. For that slightly longer paint life, the cost is between \$0.20 – \$0.30 per foot as compared to the \$0.03 - \$0.05 per foot for latex paint. Both include glass bead applications (25#s for epoxy to 8# for Latex).

Public Works staff was told to paint the white dashes and some solid white near Lincoln Avenue using normal latex pavement marking paint. This was completed over the last few weeks of September.

Engineering wants to obtain more information relative to where and what has been painted in the past so that a better understanding as to overall level of effort and applicable costs related to Citywide pavement markings are concerned. This will be an ongoing project going into 2025.

Further discussion occurred about how to prevent motorists from using the parking lanes between Washington Street and Forest Avenue as travel lanes. Engineering acknowledged that motorists are doing that and will look into possible alternatives that can be implemented.

10. OTHER ITEMS THAT MAY COME BEFORE THE COMMITTEE: CONSIDERATION AND ACTION, IF NEEDED

A. 2025 Budget Status – Capital

A brief discussion regarding potential capital projects for all of Public Works occurred with some projects listed below.

- Harbor/16th/Emmet – Reconstruction Project
- Pierce Street – Rehabilitation / reconstruction project associated with Neshotah Beach parking area expansion and access trails
- LSL (2024-25) – pavement rehabilitation/resurfacing project
- LSL (ES – 2025) – pavement rehabilitation / resurfacing project
- Engineering – Large format plotter
- Engineering – Traffic counters
- Streets – Road grader **(Removed)**
- Streets – 2nd sidewalk machine **(Removed)** – smaller option - walk behind snowblower)
- Epoxy paint sprayer **(Removed)**
- Shop Repairs & Security
- Woodland Industrial Park expansion – 1,000 feet +/-
- Sandy Bay Highlands – first installation of asphalt, C&G etc.
- Wastewater projects
 - 3 roof repairs/replacements
 - Utility tunnel repair / replacement – Design for 2026 construction
- Wayside parking lot pavement projects
- Flat work
- Sidewalks

Operating Budget

First budget had an 11%+ increase over 2024 including a GIS and maintenance worker. Review and revisions reduced it to under 6% with the removal of the GIS and maintenance worker positions. Ongoing process.

B. Fall Leaf Collection

To begin October 14th, weather pending.

C. Washington Street Sidewalk

RaiseRite completed mud jacking in the 1700 block of Washington Street last week to minimize offset sidewalk joints as much as possible.

Additional discussion occurred on how to address other sidewalk issues within the Washington Street corridor. No action taken.

11. SET DATE, TIME, AND AGENDA ITEMS FOR NEXT COMMITTEE MEETING

Proposed as Wednesday, November 6, 2024, 5:15 pm.

12. ADJOURNMENT 7:06 pm

Doug Brandt made a motion to adjourn the meeting, seconded by Bill LeClair. Motion carried.

Respectfully submitted by: *Matthew R. Heckenlaible*
Public Works Director/City Engineer