



## 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, Mike Mathis

3. **REVIEW AND APPROVAL OF MINUTES**

Minutes from the August 7, 2024, Public Works Committee meeting

A motion was made by Scott Stechmesser to approve the August 7, 2024, Public Works Committee meeting minutes, seconded by Doug Brandt. Motion carried.

4. **PUBLIC INPUT** – N/A

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

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

Contractor has been submitting preconstruction submittals for Engineering review and approval. Currently in the process of setting up a preconstruction meeting.

Start of construction anticipated September 16th with the first portion of construction being completed by November 15th and the remainder of the project completed by June 2025.

**B. Roosevelt Avenue Reconstruction Update**

- Finished underground utility work in early August
- Completed grading and graveling August 21<sup>st</sup>
- Placed mainline concrete August 26<sup>th</sup>
- Will be preparing curb lanes and parking lanes the week of September 2<sup>nd</sup>
- Anticipating placing curb lanes and parking lanes the first part of the week of September 9<sup>th</sup>
- Sidewalk and driveway replacement scheduled after completion of pavement.
- Residents can take garbage and recyclables to the nearest intersection for the next few weeks to have garbage collected

NOTE: Vehicular access will **NOT** be available along Roosevelt Avenue during paving and curing operations. This will likely be through the month of September.

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

DPW will begin this project Monday, September 12, 2024. It is anticipated that it will take the remainder of the month to complete.

**D. FASTER Migration Update**

Staff is actively participating in training with the anticipation of being trained and going live in the next week or two.

**E. Browns Drive Curb and Gutter Installation**

DPW has completed the majority of the curb and gutter except in the area of the new driveway entrance for Braun's Truss plant which will be completed later this fall. Staff is coordinating with the general contractor that is on site.

**F. Madison Street Parapet Wall Repair Update**

Engineering had reached out to Manitowoc County to perform the repair work on the westerly parapet wall. A recent inquiry as to the status of the repair work revealed that the County wanted to take a second look at it back in July due to the foam on the abutments and are now looking at alternatives prior to doing any work. They again stated that the parapet wall repair is non-structural.

**6. PROPERTY OWNER REQUESTS**

- A. Bill LeClair was asked by a member of the public if it would make more sense to reconstruct Neshotah Road rather than constantly patching it. Engineering's response is that it has been a recent topic of conversation and would need to be coordinated with the Town of Two Rivers. We will keep the Committee updated as to where this will go in the future.

**7. DISCUSSIONS OR ISSUES ON HOLD, PENDING FURTHER INVESTIGATION**

**A. WDOT Small Bridge/Culvert Inventory Update**

Because we had not heard anything further from the County regarding this program, a search of WDOT's website revealed that there was information available since February that would guide municipalities on how to complete the inventory. Shortly after completing that search, the County reached out and inquired as to the status of gathering our inventory data. Several emails were exchanged and it appears that what may have started out as 15 possible locations have significantly decreased to possibly zero to two. We want to look at a couple of locations in the month of September to verify that these locations have pipes between 6 feet and 20 feet. If they are, then they will be inventoried; if not, our inventory will potentially consist of zero locations.

Engineering will provide the Committee with a final update at next month's meeting.

**B. Sidewalk Maintenance Clearance Requirements**

Mike Mathis, Director of the Recreation/Parks/Forestry Department, lead the discussion regarding dealing with trees and shrubs along with grass overgrowing onto the sidewalk. The forestry ordinance is pretty clear regarding overhanging trees and shrubs adjacent to and overhanging sidewalks. Mike has a form letter that addresses these issues and sends it to the appropriate property owner to address. If not addressed, his staff would take necessary actions and invoice the property owner for the work.

Mike stated that the ordinance for grass on sidewalks was a little gray. After discussions with the City Engineer, it was decided to use the language within the sidewalk maintenance portion of the ordinance stating that the sidewalk needed to be maintained in a safe condition. That language is a little broad and open to interpretation but as of now it has been effective. The Committee discussed what the acceptable width of encroachment of grass and other items onto the sidewalk should be. Some members believed that upwards of two inches could be deemed acceptable. The Committee also felt that a notice process similar to long grass complaints should be utilized, which is five (5) days to obtain compliance after the notice is issued.

Because of the broadness of the sidewalk maintenance language and the potential allowance of obstructions upon the sidewalk, the question was asked if that would expose the City to liability. The City Engineer will present this to the attorneys and provide feedback as it becomes available.

**8. COMMITTEE AND COUNCIL MEMBER ITEMS FOR DISCUSSION, INCLUSION IN FUTURE AGENDA AND ACTION, IF NEEDED – N/A**

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

**A. Neshotah Road Parking Concerns**

Protective services have observed some concerns on busy, hot weekends, but stated that they would not be resolved with additional parking restrictions as these concerns are a result of people already not following parking restrictions. Therefore, recommendation would be to leave things as they are.

**B. Review with Possible Action - Parking Ordinance Language**

There was a brief discussion amongst the Committee as to possible changes of the parking ordinance language that could impact truck and trailer parking on streets within Two Rivers. Scott Stechmesser stated that this did not appear to be a high propriety at this time and Engineering could bring it forward as time allows.

**C. 22nd Street and Monroe Street Stop Sign Concerns**

New 36-inch stop sign blanks have been ordered.

**10. OTHER ITEMS THAT MAY COME BEFORE THE COMMITTEE: CONSIDERATION AND ACTION, IF NEEDED – N/A**

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

Proposed as Wednesday, October 2, 2024, at 5:15 pm

**12. ADJOURNMENT: 6:06 pm**

Scott Stechmesser made a motion to adjourn the meeting, seconded by Doug Brandt. Motion carried.

Respectfully submitted by: Matthew R. Heckenlaible

Public Works Director/City Engineer