



## MINUTES

1. **CALL TO ORDER:** 5:15 pm,

2. **ROLL CALL**

**Committee Members:**

**Present:** Scott Stechmesser, Doug Brandt

**Excused:** Bill LeClair

**Staff and Others:** Matthew Heckenlaible, Scott Ahl, Ben Meinnert, Jim Reif

3. **REVIEW AND APPROVAL OF MINUTES**

Minutes from the December 4, 2024, Public Works Committee meeting.

Doug Brandt made a motion to approve the December 4, 2024, Public Works Committee meeting minutes, seconded by Scott Stechmesser. Motion carried.

4. **PUBLIC INPUT – N/A**

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

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

All sanitary sewer and water mains have been installed. The contractor had been working on the storm sewer while waiting for a safe water sample. Once the safe water sample is confirmed, they will switch over to sanitary laterals and water services.

**B. Harbor Street, 16th Street and Emmet Street Reconstruction**

The project is in the survey and design phase and we are hoping to have plans in early 2025. During this process we noted that Harbor Street and 16<sup>th</sup> Street are identified as an on-street bike route within the adopted 2013 Bike and Pedestrian Plan.

Discussed road cross section alternatives as follows:

Existing Harbor Street is 24' wide with parking on south side only.

- Widen Harbor Street to 28' and have bikes on road
- Separate off street trail (10' wide) on south side
- Consider converting to one-way

Committee preferences are to make it a one-way with a trail on the south side OR expand the road to 28' wide with sharrow (bike lane).

NOTE: A home builder provided information regarding two homes proposed to be constructed on Emmet Street during this project.

**C. Pierce Street (21<sup>st</sup> Street to Zlatnik Drive)**

Survey performed. Still need to lay out concepts/design.

**D. Public Works Shop Repairs**

Need to have open house with finance committee/City Council.

**6. PROPERTY OWNER REQUESTS: N/A**

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

**A. Sidewalk Maintenance Clearance Requirements**

At the November 19<sup>th</sup> City Council Meeting, there was discussion regarding the modifications of Section 4-1-4 of the Municipal Code that were previously presented to the Committee and ultimately Council opted to send it back to Committee for additional modifications. Rather than spending a lot of time making revisions, looking for direction from the Committee as to modifications that should be made. Since snow and ice removal is covered under Section 4-1-6 of the Municipal Code, there is no immediate rush to get this revised/modified.

Per discussion, when there is snow or ice, we will post on our website stating when sidewalks must be cleared.

**B. Dumpster Permit Requirements – Review of Draft Ordinance Language**

Recommend tabling to research on proposed cone base by local home builder in lieu of barricades and reflective tape.

**C. Driveway/Approach Ordinance Revision - User Guide**

No update at this time. Looking to have something for the February meeting.

**D. Pavement Repair Policy**

Additional information has been acquired regarding this topic. Another municipality is utilizing the pavement rating as a guide to which pavement will be replaced. This rating addresses the age, condition and potential degradation of the pavement in question. Will look into this more with a draft for the February meeting.

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

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

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

**A. Snow Season**

January 6<sup>th</sup> flash freezing drizzle took a lot of people off guard. The forecast was flurries, but it came down as drizzle that froze on contact. DPW spent all day maintaining primary streets and every other pass around the City did residential intersections.

A discussion with staff occurred early Wednesday, January 8<sup>th</sup>, regarding planning for the potential snow that is coming on Sunday into Monday (January 12<sup>th</sup> – 13<sup>th</sup>). Depending on the actual quantity of snow, City crews will most likely plow all the City streets unless it is just a trace of snow and then it will just be the primary routes. Crews will pre-brine in anticipation of snow this coming Friday.

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

Proposed for Wednesday, February 5, 2025, at 5:15 pm.

**12. ADJOURNMENT: 6:36 pm**

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

Respectfully submitted by: *Matthew R. Heckenlaible*

Public Works Director/City Engineer