



## MINUTES

1. **CALL TO ORDER:** 5:19 pm

2. **ROLL CALL**

**Committee Members:** Tracey Koach, Bill LeClair, Scott Stechmesser

**Staff and Others:** Matthew Heckenlaible, Scott Ahl

3. **REVIEW AND APPROVAL OF MINUTES**

Minutes from the February 7, 2024, Public Works Committee Meeting

Bill LeClair made a motion to approve the February 7, 2024, Public Works Committee meeting minutes, seconded by Tracey Koach. Motion carried.

4. **PUBLIC INPUT** - None

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

A. **Sandy Bay Highlands - Phases 3 & 4**

We received a jurisdictional concurrence letter from the US Army Corp of Engineers (USACE) pertaining to the wetlands in the area of this project. The letter stated that they were not connected to federal waters and that USACE would have no jurisdiction over them. This allows the WDNR to revisit these wetlands and allows the city's request to fill the small wetlands within the proposed cul-de-sac.

B. **2024 Projects**

1. **Roosevelt Avenue reconstruction**

City Council took action at the March 4, 2024, meeting to levy special assessments for the project and to award the construction contract to Mammoth Construction. Construction is anticipated to commence around April 1 and extend into October.

2. **Scattered laterals – informational**

- a. An ordinance for "Private Lead Service Line Replacement Financing" needs to be prepared and adopted. The purpose is to facilitate loans to property owners to replace private lead service lines by treating principal and interest repayments and fees and other charges of these loans as special charges eligible for inclusion on the tax bill for these properties. These dollars would be routed through a segregated alternative funding source account so that the city can repay their loan to the WDNR.
- b. Section 5-1-8 of the city's existing code of ordinances will need to be modified to ensure the city has appropriate language to require the replacement of lead and galvanized water services. A draft of the proposed ordinance changes was passed out to committee members.

- c. Discussion was held regarding sanitary sewer lateral replacement not being required, but strongly encouraged. The costs associated with the upgrades to the private sanitary sewer laterals would be paid by the property owners.
- d. The money that the city could potentially loan to qualifying properties within the LSL area would come from WDNR Safe Drinking Water Program funds.
- e. Further discussion regarding the need for and whether having a minimum \$1,000 loan amount for LSL replacement was appropriate as there may only be a few individuals that would meet those criteria. The consensus of the committee was to lower that minimum amount down to \$250 which would be repayable over a 5-year period along with appropriate interest. This loan program would not apply to sanitary sewer lateral work.
- f. Will bring this to the full city council potentially in the next two weeks.

**3. Sidewalk replacement**

Since the weather has been cooperating, PW field staff will be doing some sidewalk repairs/replacements adjacent to city-owned properties in the near future and assisting engineering with sidewalk inspections in the northernly quadrant as previously discussed.

**4. 19th Street - East River Street to Jefferson Street (LRIP) - no update**

**5. East River Street - 19th Street to vacated 18th Street (LRIP) - no update**

**6. PROPERTY OWNER REQUESTS - None**

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

**A. Tree grates (Washington Street)**

PW staff has been addressing tree grates that were raised or settled. In some cases, the tree protection grates have been removed and will not be replaced. Remaining work is to be completed primarily south of 16<sup>th</sup> Street.

**B. WDOT small bridge/culvert inventory**

In reviewing some information that was put together for a stormwater plan update in 2012 for the Two Rivers area, there could be as many as nine (9) small bridges and culverts that we would have to report on. Looking deeper into this information, some are with the townships, City of Manitowoc or Manitowoc County jurisdictions. Some additional field work will need to be completed; but, due to the small quantity, I believe that the City (Public Works – Engineering) would be capable of providing the information that WISDOT is requesting.

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

- A. Sidewalk issue – 22<sup>nd</sup> Streets near East River Street** – concern regarding broken and raised sidewalk in the area. Staff will investigate and take necessary action.
- B. Parking – Painting Washington Street to 22<sup>nd</sup> Street** – request to repaint parking stalls on 22<sup>nd</sup> Street from Washington Street to Monroe Street
- C. Dip in pavement on 19<sup>th</sup> Street between Madison Street and School Street** – staff will investigate and report back.

**D. Request to have a “No Outlet” sign placed on the alley east of Washington Street between 24<sup>th</sup> & 25th Street. (Adam W. from a private party)**

The city has four true dead end alleys – none of which have a “Dead End” or “No Outlet” sign associated with it. However, dead end streets are marked with a “Dead End” sign.

Discussion occurred with consensus to keep the present status.

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

**A. Parking duration along north side of 17th Street between West Park Street and Adams Street (Senior Center) – No recommendation at this time.**

**B. Removal of two-hour general parking time restriction on East Park Street – No recommendation at this time**

**C. Speed limit signs on Woodland Drive between Memorial Drive and STH 310 – update - No recommendation at this time.**

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

**A. Winter season update – No update.**

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

Proposed as Wednesday, April 3, 2024, at 5:15 pm

**12. ADJOURNMENT: 6:08 pm**

Tracey Koach made a motion to adjourn the meeting, seconded by Bill LeClair. Motion carried.

Respectfully submitted by: *Matthew R Heckenlaible*

Public Works Director / City Engineer