



MINUTES

1. **CALL TO ORDER:** Doug Brandt called the meeting to order at 5:16 pm

2. **ROLL CALL**

Committee Members Present: Doug Brandt, Bill LeClair, Scott Stechmesser
Staff and Others: Matthew Heckenlaible, Scott Ahl

3. **REVIEW AND APPROVAL OF MINUTES**

Minutes from the May 7, 2025, Public Works Committee meeting

Bill LeClair made a motion to approve the May 7, 2025, 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**

Roads are graded and graveled. Contractor is working on grading the terrace areas to the right-of-way. Public Works will need to do some filling within the utility easement especially on the east side of Orchard Lane prior to WPS installing natural gas mains.

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

As noted during the June 2nd City Council meeting, the contractor is tentatively scheduled to start construction around July 21st and run through the middle of October. This should provide ample time to complete the project and have the site restored prior to winter and assessments being sent out.

C. **Pierce Street Update**

The long awaited commencement of the Pierce Street reconstruction project finally kicked off on June 4th after an unexpected delay due to the stewardship grant archeological study requirement. We are grateful that Northeast Asphalt along with their subcontractor Vinton Construction were able to work this project back into their busy schedules prior to numerous upcoming activities down at the beach. This will be a great addition to the area when completed.

D. **Public Works Shop Repairs Update**

- Working with A.C.E. Building Services to make the column repairs and service door replacements

- Working with Garage Door Specialty to provide assistance with the overhead door openers and safety eye installation
- Working with JSM Secure to install door and site security and monitoring
- Air handler work has been completed and did not require 3-phase power as originally thought

E. Memorial Drive DOT Project Update

Asphalt pavement is being placed and will be the primary focus for the next couple of weeks along with the replacement of the guard rail on the lake side of Memorial Drive.

F. Colored Concrete Crosswalk - 15th & Washington Update

DPW completed this work mid-May along with sealing the concrete to help hold the color longer.

G. RRFB's

1. Washington & 12th Streets
2. Memorial Drive & Madison Street

We continue to work on finalizing the plans and have requested an updated quotation from TAPCO for the materials. Approvals have also been requested from WDOT so that everything is in place for installation late summer or early fall.

6. DISCUSSIONS OR ISSUES ON HOLD, PENDING FURTHER INVESTIGATION

A. Snow Sidewalk Cleaning

Resolution of this topic with the attorneys and staff has been delayed and rather than dragging out the status of the present invoices, I would recommend they be cancelled. Hopefully, staff, administration and attorneys can get resolution to this matter prior to the 2025-26 snow season.

Scott Stechmesser made a motion to rescind and refund as necessary, invoices associated with the January 14-15, 2025, snow event and modify the sidewalk snow clearing policy and ordinance prior to the 2025-26 snow season. Motion was seconded by Doug Brandt. Motion carried. Bill LeClair abstained.

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

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

A. Street Sign Request

The City received a request to place a specialty sign related to an autistic child. This would be similar to a “Deaf Child” or “Children Playing Ahead” specialty sign. The Manual of Uniform Traffic Control Devices (MUTCD) does not recognize an official autistic child sign. Although the City does not necessarily object to this style of signage in concept, it does not have any policy or requirements associated with it. There are some communities in Wisconsin who have taken a hardline approach to not allowing these types of signs while other communities have adopted policy to allow some of them.

After performing an internet search, I obtained examples that outline guidelines related to “Special Needs Child” and “Children at Play” signs. They discuss the purpose, rationale, restrictions, application and recertification process.

The committee requested staff prepare a draft policy similar to those discussed at tonight’s meeting, review it with the attorneys and have it available for the July Public Works Committee meeting.

Scott Stechmesser made a motion to have staff prepare a draft Special Needs Child & Children at Play Sign Policy and have the attorneys review and provide a copy for the July 2025 Public Works Committee meeting, seconded by Bill LeClair. Motion carried.

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

10. SET DATE, TIME, AND LOCATION FOR NEXT COMMITTEE MEETING

Proposed for Wednesday, July 2, 2025, at 5:15 pm

11. ADJOURNMENT: 6:20 pm

Bill LeClair made a motion to adjourn the meeting, seconded by Scott Stechmesser. Motion carried.

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