



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 January 7, 2026, Public Works Committee meeting

Bill LeClair made a motion to approve the January 7, 2026, 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. **2026 Street Resurfacing Projects (Emmet, 18th & 19th Streets)**

Staff is preparing plans, specifications, and bidding documents, which are expected to be available in the near future. Utility contracts are being prioritized over the resurfacing project.

B. **Winter Season Update**

1. Salt – DPW Street staff has consolidated all salt into one side of the salt shed, allowing for a more accurate inventory. As of two weeks ago, the City has approximately 500 tons of salt on hand, which is slightly under half of the annual quantity. The City is still required to take delivery of 100 tons of salt as part of the spring order and also has the option to purchase an additional 100 tons of reserve salt if needed.
2. Salt brine costs – As noted last year, the City experienced a significant increase in salt brine costs during the 2024–25 winter season, rising from \$0.24 per gallon (\$0.40 per gallon delivered) to \$1.81 per gallon delivered. For the 2025–26 winter season, the delivered price has decreased to approximately \$1.18 per gallon. Pricing is heavily influenced by WDOT costs. Depending on winter conditions, the City typically uses between 4,000 and 9,000 gallons of salt brine per season.
3. Private sidewalk complaints continue to be received, with a total of 91 complaints recorded for the 2025–26 winter season, including several repeat locations.

C. **2026 Sidewalk Program**

Engineering was unable to reach out to the sidewalk vendor but will attempt to schedule something for the March meeting.

D. 2023 Dump Trucks, future dump truck order consideration

DPW received the first of two dump trucks ordered in March 2023, which was immediately placed into service spreading sand in impacted areas a few weeks ago. The second truck is anticipated to arrive within the next two to three weeks.

Upon taking possession of the first truck from Packer City International Trucks, staff inquired about lead times for future truck orders. If a truck were ordered today, the cab and chassis would arrive in approximately four to six months; however, the remaining build-out (depending on the vendor) would take an additional twenty to twenty-four months. This results in an overall delivery timeline of approximately thirty months for future trucks.

As a result of these extended lead times, replacement of additional trucks has been pushed back from 2026 to 2027 and is now scheduled for 2028. These replacements include two 2001 single-axle trucks and one 2005 tandem truck, which could potentially be replaced with a single-axle unit.

There is a potential to shorten the build-out timeframe by utilizing a different vendor, possibly reducing the timeline to approximately twelve months; however, this may come with increased costs, and the current vendor has historically been used by the City.

Packer City International Trucks does have several cab-and-chassis units currently available on their lot that could be purchased at discounted prices, similar to the pricing of the 2023 truck purchases. Trucks ordered after July 2026 are expected to see significant cost increases beyond recent inflationary trends due to changes in diesel engine requirements, including the phase-out of one engine and replacement with another. These changes are anticipated to increase costs by approximately \$25,000 to \$50,000 per truck.

Additional equipment anticipated for near-term replacement includes a front-end loader, a grader, a small utility front-end loader versus another ToolCat, multiple leaf vacuums, and other miscellaneous equipment.

A long-term goal is to review DPW's large equipment replacement needs along with those of other departments and develop a comprehensive Capital Equipment Replacement Program to make future capital costs more predictable.

- 6. DISCUSSIONS OR ISSUES ON HOLD, PENDING FURTHER INVESTIGATION – N/A**
- 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. Right-of-Way Accommodations for Small Property Redevelopments - Upcoming discussion with Jim Reif Builders (January 29th) – Recap**

Staff had a productive discussion with Jim Reif Builders on January 29. Both parties agreed to work collaboratively to minimize neighborhood impacts, while recognizing that some impacts are unavoidable and that it is not possible to address every concern.

Jim Reif Builders will be required to prepare a project plan outlining their proposed activities, provide basic neighborhood outreach along with contact information, and identify any special requests or needs that may impact the public right-of-way. This information will be submitted to the City for review and consideration. Where practicable and appropriate, authorization to

obstruct or waive certain right-of-way requirements may be granted to facilitate new development or redevelopment within the City.

Engineering will develop a new "Right-of-Way Obstruction Permit" to formally document and manage these impacts.

B. Parking Ban Ordinance

Engineering's understanding is that a parking citation was issued for on-street parking during an active winter parking ban. The cited party believed that parking would be allowed while conducting winter snow-clearing operations; however, the ordinance does not provide for such an exception. Any appeal of the citation would need to proceed through the Police Department and the City's municipal court system.

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

A. 2203 12th Street – Sidewalk snow clearing invoice consideration

Engineering received a request from Michael Merrill, the property owner of the above address, relative to the invoice that they received for the clearing of snow from their 515 feet of sidewalk.

The Committee allowed Mr. Merrill to provide his case as to why he did not clear the sidewalk. Mr. Merrill stated that he did clear the sidewalk and that DPW plow trucks came back and filled it back in while continuing to plow the street. Mr. Merrill also stated that it would be nice if the City would provide property owners with notice prior to just doing the work. Director Heckenlaible stated that the City places an official notice in the Herald Times which serves as the annual notice. If we had to provide individual notices, it would be labor and time consuming where nothing would get resolved quickly causing hazardous walking conditions.

After further discussion, Bill LeClair made a motion to do a one-time reduction of the cost of the invoice to \$200.00. The motion was seconded by Doug Brandt. Motion carried.

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

Proposed for Wednesday, March 4, 2026, at 5:15 pm

11. ADJOURNMENT: 6:22 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