



MINUTES

1. **CALL TO ORDER:** 5:15 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 January 3, 2024, Public Works Committee Meeting

Bill LeClair made a motion to approve the January 3, 2024, Public Works Committee Meeting minutes, seconded by Tracey Koach. Motion carried.

4. **PUBLIC INPUT** – N/A

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

A. **2023 Sidewalk contract** – N/A

B. **Sandy Bay Highlands Phases 3 & 4**

Awaiting responses regarding the filling of a small wetlands within the proposed cul-de-sac. Hoping that those responses will be coming soon so that additional design work can be completed to get this project out for bid.

C. **2024 Projects**

1. **Roosevelt Avenue reconstruction**

Public Works held a public informational meeting on January 11, 2024. Approximately 20 properties were represented and we have talked with a few others since then. Engineering met with Holy Family Memorial Clinic on February 2 to discuss the project and access/service to the clinic during construction. Overall, the project has been well received.

The project is out for bid and is scheduled to be opened on February 13, 2024. We will review the bids, make an award recommendation, and prepare final assessment documentation so that we can hold a Public Meeting at the March 4, 2024, City Council meeting. There is a lot of contractor interest in this project with 21 entities holding plan sets. We have also reached out to Frontier to try and eliminate the second set of overhead lines and power poles.

2. **Scattered laterals – informational**

DPW and Water Utility are still looking into 'alternative funding sources' through the WDNR called "Alternative Revenue Pledge." We just received information from WDNR and are looking into the feasibility of being able to obtain funding in 2024. It would be using Bi-Partisan Infrastructure Loan (BIL) dollars supplied to the state. This potentially would require the City to create an "LSL Funding Utility" and make some additional ordinance revisions. It would allow the City to then loan out these dollars to property owners with repayment terms, etc. Borrowing and lending this money would not require PSC approval. We hope to have additional information as the week progresses.

3. Sidewalk Replacement

We will be looking at doing sidewalk inspections in the northeast portion of the City north of 22nd Street.

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

1. Bill LeClair noted there is some poor sidewalk at Community House on 17th Street.

7. DISCUSSIONS OR ISSUES ON HOLD, PENDING FURTHER INVESTIGATION – N/A

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

A. Discussion for allowance of decal-style private signs to be applied to the surface of public sidewalks within the public right-of-way adjacent to business properties.

At the last Public Works Committee meeting, the committee took a position to not allow these decal signs to be placed upon sidewalks within public right-of-ways. This information was brought forward to the Plan Commission, who also agrees that these decal signs are not appropriate, but the Plan Commission was reminded that the City Council directive was to develop guidelines that would allow decals to be placed on a trial basis, not whether to allow or not allow.

It is my understanding that this topic will come back to the Plan Commission at their February 12th meeting after which it will come back to City Council for further discussion and action.

On hold until Plan Commission recommendation.

9. DISCUSS STAFF RECOMMENDATIONS (PARKING AND TRAFFIC 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)

At the last committee meeting there was an inquiry as to the reason there is “No Parking” at the west end of 17th Street between West Park and Adams Streets and whether it could be modified. There is a parking time restriction for loading and unloading in this area.

In discussions with Mike Mathis, Parks Director, he stated he would be open to reducing the loading zone to a couple of locations and reclassifying the remaining parking spots to be more consistent with the other spots in the area. He also noted that nobody pays attention to the parking restriction signs there anyway.

Staff will look at developing a recommendation at a future meeting.

B. Removal of two-hour general parking time restriction on East Park Street

A request came in for Public Works to investigate the possibility of removing the two hour general parking time restriction on the southerly portion of East Park street. The request is coming because there does not appear to be ample City Hall parking spaces available and employees and guests are parking within that area and are afraid of receiving a citation.

The Two Rivers Police Department hosted a regional training and officers from other departments were concerned about this parking arrangement and opted to park in the former church parking lot without permission.

Staff will look into and develop recommendations. Possibly look at other parking lot options.

C. Speed limit signs on Woodland Drive between Memorial Drive and STH 310 update

A brief email exchange between Two Rivers and Manitowoc has occurred. Manitowoc does not have a specific speed study for this road, but suggested that they could see it being lowered down to 35 mph. According to my understanding, state statute would only allow us to lower the speed limit down to 45 mph with a speed study. It was left that further discussion between the two cities would occur and we would need to involve the two townships as well. No further action at this time. We will bring this issue back if/when discussion occurs.

D. Investigate crash history of 14th Street and Hawthorne Avenue - need for protective barrier

A request came in to Public Works regarding the possible need of a protective barrier at the intersection of 14th Street and Hawthorne Avenue, specifically the southeast quadrant with eastbound traffic. The individual who inquired stated the property owner had reached out stating a concern for their private property with crashes that occur and then having to dispose of damaged car parts. After reaching out to the Two Rivers Police Department, they stated there were two reported incidents on record over the past five (5) years.

I personally take additional precautions when travelling through that intersection especially when there could be questionable road conditions (frost, snow, rain, heavy dew, wet leaves, etc.). I also take extra precautions when I ride my motorcycle through this area as well.

A protective barrier or beam guard is not intended to take on a direct blow but is meant to divert a vehicle coming at an angle. Properly installed beam guards also require tapers and energy dissipation ends so as not to make them blunt objects.

No further action required.

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

A. Winter season update

The January large snow event went well for the amount of snow that we received. There were a few complaints about not plowing far enough or plowing too far, large piles and taking too long. It should be noted that two trucks broke down as well as a Toolcat sidewalk machine. Overall, the DPW crews did a great job. In hindsight, there are always things that can be improved upon and Travis Christensen, DPW Superintendent, is looking at ways to improve and become more efficient.

We could update our snow questions and answers on our website for the 2024/2025 season.

This season we are charging actual costs (around \$100) for first time unshoveled sidewalks. Second offense costs are actual cost plus \$150 citation. There were approximately 20 billings sent out a week ago.

B. Received a recent notification that WDOT may be requiring the City to complete a small bridge/culvert inventory this year. WDOT is classifying small as structures greater than six (6) feet and less than twenty (20) feet.

C. Tree grates

Public Works received a complaint about a raised tree grate (approximately 2 inches). We have not seen a formal complaint as of this date. Upon quick review, a lot of tree grates are raised or settled. Staff will investigate details, causes and potential remedies.

D. Public Works Shop

It has been brought to our attention that the shop has not had any recent maintenance performed. Several service doors are tight and not opening, bad weather stripping and other issues. Also note that the roof may need repair.

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

Suggested as Wednesday, March 6, 2024 at 5:15 pm

12. ADJOURNMENT: 6:21 pm

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