



MINUTES

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

2. **ROLL CALL**

Committee Members: Bill LeClair, Scott Stechmesser, Doug Brandt

Staff and Others: Matthew Heckenlaible, Scott Ahl, Captain Andrew Raatz

3. **REVIEW AND APPROVAL OF MINUTES**

Minutes from the May 1, 2024, Public Works Committee meeting

Scott Stechmesser made a motion to approve the minutes from the May 1, 2024, Public Works Committee meeting, seconded by Doug Brandt. Motion carried.

4. **PUBLIC INPUT** – N/A

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

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

The initial portion of the project is out for bid with the advertised bid opening July 10th. The base bid area is the first part of Orchard Lane and the cul-de-sac and Rawley Court to the west of Orchard Lane. There is an add on bid included for the remainder of Orchard Lane north of Rawley Court to the end of the property and approximately 400 feet of Sandy Ridge Drive west of Orchard Lane. This also includes applicable stormwater management features.

Anticipating forwarding an award recommendation to City Council on July 15, 2024.

Construction is not anticipated to begin until after the Manitowoc County Parade of Homes which is September 12-14, 2024.

B. **Roosevelt Avenue reconstruction update**

Scott Ahl provided an update stating that all of the sanitary sewer main has been completed as of last week. Presently one crew is working on the remainder of the water main while a second crew is working on the installation of water services and sanitary laterals. They are anticipating the completion of the water main the week of July 8th and then working on the mainline storm sewer.

C. **Washington Street Bridge - pedestrian accommodations**

Plans were submitted to WDOT for review on May 28th. I also had discussions with WDOT pertaining to the potential of allowing City forces to complete the proposed work around June 10th. No response received as of July 3, 2024. An email was sent to both the design consultant and WDOT regarding the status of review and the consideration of allowing City forces to complete the work on July 3, 2024.

If a response is not received soon, the opportunity to formally bid, award and start construction yet this construction season is fading. If City forces can complete the work, then completing this project in 2024 appears to be more feasible.

D. FASTER migration

Staff has had some virtual interaction with the FASTER team and the process is moving along. The original timeline was stated to us as 16 weeks. They have modified the process and are now saying that the migration along with training can be done in 6 to 8 weeks. We currently have access to their on line version.

6. PROPERTY OWNER REQUESTS – N/A

7. DISCUSSIONS OR ISSUES ON HOLD, PENDING FURTHER INVESTIGATION

A. WDOT small bridge/culvert inventory

No update regarding inventory requirements. We have six (6) possible locations to inventory depending on what the WDOT classifies as required inspections.

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

A. STH 310 - WDOT Project - July 8 - November 2024

A preconstruction meeting was held the week of June 24th where a formal schedule was presented. Construction is to begin the week of July 8th with completion in October 2024. The majority of the work should be completed prior to Labor Day with a 12-day closure of the three (3) roundabouts at CTH R, CTH Q and CTH B occurring following Labor Day.

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

A. Citizen traffic signage concerns - various locations

A Two Rivers citizen came in to discuss the varying sizes of signs in the area stating inconsistencies. They also voiced their opinion that some signs should be increased in size because other signs are larger.

1. CTH VV & Viceroy Road @ STH 42 – the stop sign is 30”x30” with an 18”x42” ‘cross traffic does not stop’ sign below it – No changes at this time.
2. CTH O and westbound 22nd Street at STH 42 (Lincoln Ave) – the stop sign is 30”x30” but the ‘on-coming traffic does not stop’ sign is **12”x24”** – No changes at this time.
3. Northbound Hawthorne Ave & westbound 14th Street (STH 310) both have ‘oncoming traffic does not stop’ signs at 12”x30” – No changes at this time.
4. Southbound Lincoln Avenue at 22nd Street there is a **12”x24”** ‘right turn no stop’ sign that, in their opinion, appears to be too small. They also feel there should be ‘blindners’ on the stop sign at that corner to restrict the vision of that stop sign by motorists making a right turn movement. Also believes that there should be an advance notice sign prior to the right turn movement. – No changes at this time
5. Forest Avenue between 30th and 31st Streets - the curb lane turns into a right turn lane. There is not a ‘No Parking’ sign or yellow painted curb restricting parking in that entire block. In their opinion, there needs to be ‘No Parking’ signs posted and the curb painted yellow for the entire block. – No action.
6. Southbound Washington Street approaching 22nd Street - identified that there are no ‘way finding’ signs identifying that STH 147 is to the right and STH 42 is either straight or to the left. – No action.

Per the Manual of Uniform Traffic Control Devices (MUTCD) the majority of the concerns presented would be classified as “Warning Signs”.

Section 2C.01 states that “Warning signs call attention to unexpected conditions on or adjacent to a highway, street, or private roads open to public travel and to situations that might not be readily apparent to road users. Warning signs alert road users to conditions that might call for a reduction of speed or an action in the interest of safety and efficient traffic operations.”

Section 2C.02 states that “The use of warning signs shall be based on an engineering study or on engineering judgement.” Within the guidance portion of this section, it advises that “The use of warning signs should be kept to a minimum as the unnecessary use of warning signs tends to breed disrespect for all signs.”

Per Table 2C-2, the standard size of a sign for Cross Traffic Does Not Stop, Traffic From Left (Right) Does Not Stop, or Oncoming Traffic Does Not Stop is 12”x24”.

Section 2A.13 states that “Word messages should be as brief as possible and the lettering should be large enough to provide the necessary legibility distance. A minimum specific ratio of 1 inch of letter height per 30 feet of legibility distance should be used.” The minimum Capital letter size is 4 inches therefore the legibility distance is at least 120 feet.

TRPD noted several incidents at 22nd & Lincoln Streets not believed to be related to signs/sizes. Therefore, I do not believe that any changes are necessary regarding the advance warning signs at Lincoln Avenue and 22nd Street.

The 3000 Block of Forest Avenue south of the small mid-block alley has limited availability for parking, potentially 50 feet +/- north and south of a small driveway. TRPD does not recall high number of accidents. Accidents which do occur do not seem to be related to parking in this area.

With regards to the STH 147 and STH 42 way finding signs, southbound Washington Street north of 22nd Street there are no STH 147 directional signs.

Scott Stechmesser and Doug Brandt concur to do nothing with existing signs at above intersection.

B. Discussion of on street parking on Jefferson Street north of 22nd Street

This is a long, ongoing concern/issue. This committee had some discussions on this issue at the November 2023 meeting with the recommendation to monitor and, if further concerns were noted, bring it back to the committee for further discussion and possible action.

The current concern is large vehicles and trailers parked on both sides of the street making it hard to navigate and virtually impossible for a fire truck or other large vehicle to pass through.
– Suggested restricting parking to one side of the street.

Two Rivers Buses have had numerous issues over the years and have tried to adjust their routes to aid in avoiding this congestion. Two Rivers Buses recently provided an email regarding this concern to DPW-Engineering (read the email for the record).

Recent photos illustrate a pickup truck and camper on the west side of the street with a long flatbed trailer (no tow vehicle) on the east side of the street directly across from the truck and camper. In front of the flatbed trailer is a minivan. South of the pickup and camper is another pickup truck and south of the flatbed trailer is a car partially parked on the terrace which is

north of the eastside no parking restriction within the 2200 block of Jefferson Street. TRPD stated most parking is within current regulations.

Observations taken around noon, July 3, 2024, did not show any of these larger vehicles and trailers but did show three vehicles illegally parked within the eastside no parking zone north of 22nd Street and the same car partially parked upon the terrace area north of the no parking zone.

Below is a recap of the 2018 and 2019 meetings regarding this area:

Special Public Works Committee held March 13, 2018.

Public Input: Discussion and Action regarding request for No Parking in the West Side of the 2200 Block of Jefferson Street – request received for 15 mph speed limit or ‘children playing’ signs; 12 kids in 3-house radius; concerns about kids running between vehicles

- if parking is eliminated on one side, it would force people who live on the side of street without parking to cross street; kids would need to cross street
- bus company was unable to get along street; large trailers have been noted to obstruct traffic (2 years ago, now drop off)

Main issue is high rates of speed; people park on both sides to slow traffic

- would consider speed bumps
- street is noted to be deteriorating
- heavy traffic volumes

Alternatives:

- eliminate parking on one side
- eliminate parking at corners and put speed bump

Jefferson Street parking issue will be on April 2nd Public Works Committee agenda (at 4:45pm)

April 2, 2018 – Public Works Meeting minutes

Public Input – 2200 block on Jefferson St parking – parking noted up to stop signs makes turn movements difficult; safety issues w/bicycle riders; concerned someone will get hurt on street; one house has 8+/- vehicles, some may not be functioning

Staff is recommending painting crosswalks and yellow curb where parking is not allowed by statute (20’ from crosswalk); also, send notice to residents about parking regulations near driveways and inform residents of action being taken

May 21, 2018 – Public Works Meeting minutes

Requests for Traffic/ Parking Controls

2200 Block of Jefferson Staff plans on painting cross walks and installing “No Parking Here to Corner” signs 20’ from cross walk. Signs are technically not required but will be installed to make compliance more likely. Staff will also mail information to area residents about typical parking regulations such as No Parking 4’ from driveways, 20’ from crosswalks and parking within 12” of curbs

June 4, 2018 – Public Works Meeting minutes

Requests for Traffic / Parking Controls

2200 Block - Jefferson (Some actions on the way when weather/time permits) – need to place traffic counters; DPW informed to paint crosswalks and stop bars at 22nd & Jefferson and 23rd & Jefferson; staff will also send letters with parking regulation information to residents

2019 Recap

Notice of October 7, 2019, meeting sent to properties within 200 feet of the 2200 block of Jefferson Street on September 17, 2019, where the topic of parking restrictions would be discussed.

October 7, 2019 – Public Works Meeting minutes

Requests for Traffic / Pedestrian / Parking Controls

Recommendation for Elimination Parking on East side of Jefferson Street, 2200 Block, due to complaints/issues involving traffic turning from 22nd St:

Issues noted: vehicles with trailers – truck is on blocks (was waiting for parts and trailer to be removed from street)

Accident data: does not indicate an accident history; prior complaints include children running between vehicles; speeding (which can seem exaggerated due to viewed narrow street)

COMMENTS: has lived there for 50 years and has not noticed any problems; also noted, 2219 Jefferson is a vacant house. No need to change parking.

PD noted: enforcement/patrol by officers may not see offenses due to sporadic nature of offenses; recommendation to eliminate parking is a way to cure offenses.

COMMENT: would like to not eliminate parking on east side due to physical limitation of resident at north end

Options: include converting to one-way street, widen road, leave as is; street widening would likely involve assessments and lead service lateral replacements

Other options: time limited parking or alternating sides

Motion by Jay Remiker, and seconded by Pat Gagnon, to recommend to Council to eliminate parking on East side of Jefferson St. from 22nd St to North lot line of 2211 Jefferson St. Motion carried upon unanimous voice vote.

Motion by Pat Gagnon, and seconded by Jay Remiker, to install “Children at Play” signs at both ends of 2200 block of Jefferson St. Motion carried upon unanimous voice vote.

Note: Per Wis. Stats. 346.53 [parking prohibited] (3) Within 10 feet of a fire hydrant...(4) Within 4 feet of the entrance to an alley or a private road or driveway, and (5) Closer than 15 feet to the near limits of a crosswalk. Some of the above minutes reflect 20 feet from a crosswalk and it should be 15 feet.

It should also be noted Per Wis. Stats. 346.52 parking is also prohibited within intersections; this includes the top leg of a T-intersection such as that located at 24th and Jefferson or at the far north end of Jefferson at 25th Street.

Another decision about elimination of trailer parking on Jefferson Street from 23rd Street to 25th Street occurred and is presently on hold. An ordinance modification may be needed to better define this concern.

TRPD’s recommendation was to eliminate parking on the east side of Jefferson Street from 22nd Street to 25th Street or restrict to small cars. Doug Brandt made a motion, seconded by Scott Stechmesser, to recommend Council eliminate parking on the east side of Jefferson Street from 22nd Street to 23rd Street. DPW to notify residents of proposed changes prior to City Council meeting. Motion passed.

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

A. Sidewalk maintenance widths

New sidewalk, unless approved otherwise, is 5'-4"; what is an acceptable width that needs to be maintained free of encroachments (bushes, grass, snow, fences, flags, lawn art, etc.)?

B. Concrete Supplier

Our current supplier's plant has been out of commission for the past several weeks. Public Works currently has open ditches prepared for concrete that haven't been completed. One of these areas is on 27th Street west of Wilson Street. This area has been filled in with gravel due to the Classic Boat Show that is proposed to take place on July 6th at Paddlers Park. Original word was that the plant would be down for a few days, turned into should be operational the week of July 8th and now possibly around July 20th. DPW will be looking for a new concrete supplier for the short term and possibly longer. We've had a great relationship with our present supplier and hope to continue that relationship in the future.

C. St. Mark's School off of 12th Street

DPW crews boarded up an entrance and closed off a lower window. The glass door has been broken for several weeks and the present owner has been nonresponsive to phone calls and emails.

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

Proposed as Wednesday, August 7, 2024, at 5:15 pm

12. ADJOURNMENT: 6:48

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

Respectfully submitted by: *Matthew R. Heckenlaible*

Public Works Director/City Engineer