



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, Kyle Kordell

3. **REVIEW AND APPROVAL OF MINUTES**

Minutes from the February 4, 2026, Public Works Committee meeting

Scott Stechmesser made a motion to approve the February 4, 2026, Public Works Committee meeting minutes, seconded by Bill LeClair. Motion carried.

4. **PUBLIC INPUT** – N/A

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

A. **2026 Street Resurfacing Project (Emmet, 18th & 19th Streets)**

Staff are currently preparing the plans, specifications, and bidding documents which are expected to be available in the near future. At this time, utility contracts are taking priority over the resurfacing project.

B. **2026 Sidewalk Program**

A follow up meeting has been scheduled for the morning of March 18 to discuss potential next steps in determining whether certain sidewalk program processes could be outsourced.

C. **2023 Dump Trucks Update**

We received the second dump truck on February 13, 2026.

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**

A. **LSL Contract Execution Concerns**

Director Heckenlaible prepared and discussed a memo to address the concerns that Council Member Shimulunas presented at the February 16, 2026, City Council meeting. The concerns were related to communicating information to impacted properties within the Lead Service Lateral replacement areas.

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

A. Parking Concerns - Jefferson Street from 15th Street to 22nd Street

At a recent “Chatting with the Chiefs” event, a concern was raised regarding parking on Jefferson Street causing visibility issues at several intersections, as well as the narrowness of the roadway when vehicles are parked on both sides of the street. It was also verbally reported to me that four City employees’ vehicles were struck while parked on Jefferson Street adjacent to City Hall. However, when additional information was requested, the Police Department was only able to document three incidents over the past three years. Two of those incidents involved property damage, primarily to items such as signposts, while the third incident was a hit-and-run involving a vehicle. Therefore, there is some conflicting information regarding the reported number of incidents.

Jefferson Street is a 36-foot-wide roadway meaning the parking lanes are 8-foot in width and the travel lanes are 10-foot in width. When there are vehicles parked on both sides of Jefferson Street this will restrict the travel lanes but for most vehicles there is still ample roadway width. The width of a ¾ ton pick-up truck with towing mirrors would be around 100-inches in width or 8-feet, 4-inches, the width of a standard pick-up truck is around 8-feet, while other vehicles are typically narrower, generally around or slightly less than 7-feet.

There are several intersections where visibility can be partially obstructed by parked vehicles or buildings, which can make entering Jefferson Street more challenging. Examples include 16th Street near the Waverly Inn and 15th Street near the Molly Printing building, where a power pole also contributes to visibility limitations.

The Committee further discussed that parking on both sides of Jefferson Street may be creating an artificial traffic calming effect. Bill LeClair noted that in the past, when fewer vehicles were parked on Jefferson Street, the roadway often functioned as a “raceway” for drivers attempting to travel quickly from one end to the other.

Potential future considerations discussed included modifying the geometry of the 15th Street intersection to create a more perpendicular alignment, installing a stop sign for northbound East River Street / Jefferson Street traffic, or converting the intersection of 16th Street and Jefferson Street into an all-way stop.

At this time, the Committee’s consensus is to continue monitoring the situation and document any additional incidents. If further incidents occur, staff will review the root causes and develop appropriate traffic control or geometric modifications if warranted.

B. Wilson Street Mid-Block Pedestrian Crossing Discussion

The City has been contacted by Riverside Foods regarding the possibility of installing a designated mid-block pedestrian crossing on Wilson Street between 25th Street and 26th Street. The City does not currently have a formal policy outlining when such crossings may or may not be permitted. However, from a professional standpoint, the initial response to requests of this nature is typically “no” due to the potential safety concerns associated with mid-block crossings.

This response was conveyed to Riverside Foods when staff recently met with them regarding a separate matter involving sanitary discharge. During that discussion, Riverside Foods was advised that if they wished to pursue the request further, they would need to submit a formal request along with a written justification narrative for future consideration.

The Committee discussed that, under the right circumstances, vacating the 2500 block of Wilson Street could potentially be considered in the future. However, there are currently multiple property owners within that block, and vacating the street at this time would not be recommended. Additionally, the presence of potential public utilities within the right-of-way would need to be considered if the street were ever vacated.

Until a formal written request and supporting documentation are submitted, this remains a hypothetical situation.

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

A. Staffing Update

There will be several staffing changes in 2026. The first change is the promotion of Cory Augustine from Equipment Operator to the vacant Superintendent position. Cory has been employed with the City since May 1999 (27 years of service).

This promotion created a vacancy for an Equipment Operator position, which has been filled by Benjamin Dax. This move, in turn, created a vacancy for a Maintenance Worker position.

Wastewater Treatment Plant Superintendent, Dave Casebeer, will be retiring at the end of April. A succession plan has been implemented over the past several years in preparation for this transition. Shawn Taddy will be promoted from Lead Operator to Superintendent, and Kevin Garceau will be promoted from Operator to Lead Operator. This will create a vacancy for a Plant Operator position in the Wastewater Section.

Edward Gilmer, currently a Public Works Street Maintenance Worker, has been promoted to Plant Operator (in-training) and is planning to take his initial certification tests toward the end of March 2026. With the promotion of Mr. Gilmer, an additional Maintenance Worker vacancy has been created.

Toward the end of May, we are also anticipating the retirement of Steve Pagels, a long-time City employee who currently serves as Mechanic II. The Mechanic II position will not be filled; instead, it will be transitioned into a required WDNR-Certified Collection System Operator position. There is interest from internal staff in filling this position, which could create another vacancy for an Equipment Operator.

Additionally, on March 13, Engineering Technician Bill Thiele will formally retire.

The City is currently advertising for the anticipated Public Works Equipment Operator position, one of the two Public Works Maintenance Worker positions (with the second position expected to be filled in June), and the Engineering Technician position. We have received some interest in the Equipment Operator and Maintenance Worker positions; however, none of the applicants to date have indicated that they possess a valid Commercial Driver's License. For unknown reasons, there has been no interest in the Engineering Technician position.

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

Proposed for Wednesday, April 8, 2026, at 5:15 pm

11. ADJOURNMENT: 6:24 pm

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