



## MINUTES

### 1. CALL TO ORDER

5:15pm

### 2. ROLL CALL

Committee Members: Tracey Koach, Bill LeClair, Scott Stechmesser All Present  
Staff and Others: Matthew Heckenlaible, Scott Ahl, Megan Marsh, Eddie Gilmer

### 3. REVIEW AND APPROVAL OF MINUTES

Motion to approve the minutes from the December 7, 2022, Public Works Committee Meeting made by Bill LeClair and seconded by Scott Stechmesser – Motion passed.

### 4. PUBLIC INPUT

None

### 5. ON-GOING PROJECT STATUS AND ACTION IF NEEDED

- A. Lincoln Street - 17th Street to 22nd Street: Public Informational Meeting scheduled for January 25, 2023, from 5:30 to 7:00 pm in Council Chambers to discuss the reconstruction project, timing of the project and potential financial assessment impacts associated with the project. Looking at trying to bid the project late January or early part of February.
- B. Zlatnik Drive – paving: Will hold a Public Information Meeting in the future after the project has been bid over the next two months.
- C. Scattered Laterals: Still have carry over funds from 2022 that can be used on a case-by-case basis until April 2023 at which time the extension expires.
- D. Central Park West: Public Works have constructed the stage footings, piers, conduit, back-filled and working on erecting the super structure (steel). There is a meeting schedule with Vinton Construction for January 9, 2023, to discuss the remainder of the park construction.

### 6. PROPERTY OWNER REQUESTS

Snow plowing concerns which will be discussed under Agenda Item 10.

### 7. DISCUSSIONS OR ISSUES ON HOLD, PENDING FURTHER INVESTIGATION

- A. Memorial Drive sidewalk update: No additional up-date regarding sidewalk running parallel along the west side of Memorial Drive or pedestrian accommodations relative to the 2025 WisDOT resurfacing project.
- B. Washington Street bridge resurfacing, pedestrian accommodations, and Memorial Drive crossings: Received a preliminary report back from MSA, WisDOT's Consultant for the 2025 WisDOT Memorial Drive resurfacing and bridge overlay projects regarding three (3) proposed alternatives for better pedestrian / bicycle accommodations on the east side of the existing Washington Street Bridge. The report includes WisDOT's comments pertaining to each of the options.

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

No items identified

**9. DISCUSS STAFF RECOMMENDATIONS (TRAFFIC and PARKING CONTROL) – ACTION, ENDORSEMENT, OR MODIFICATIONS AS NEEDED**

No items identified

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

**A. Snow and Ice Control Up-date**

1. Sand barrels – status: Director Heckenlaible provided an up-date that all twenty-four sand barrels have been checked twice since being placed out. Presently, eleven of the twenty-four sand barrels did not require any additional sand, with eleven requiring less than half of the sand to be replaced and the remaining two barrels required approximately two-thirds of the sand to be replaced. Will continue monitoring and providing up-dates to see if there is a need for the sand barrels to be placed out as has been done in the past or whether alternative accommodations could be provided.
2. Christmas plow events: Director Heckenlaible provided a commentary as to what led up to the winter weather events of December 21st through December 26th. The National Weather Service was providing weather briefings multiple times a day beginning on December 19th stating that this system was going to be difficult to predict and challenging to manage. The National Weather Service was breaking the storm into two (2) phases. Phase I was going to be the initial snow and Phase II was going to be the extreme wind and bitterly cold wind chill temperatures. Director Heckenlaible stated that he had drafted an e-mail plan of action as to how the Public Works crews were going to meet the anticipated challenges of Phase I and Phase II of the storm system. The initial plan was sent out to the Chief of Police, City Manager and the Public Works field crew Foreman. We received less snow than was anticipated so the full flowing operation that was anticipated to be required on December 22 turned into addressing only the primary roads, metro bus routes and near schools. Public Works crews were then dispatched at the end of the day to again plow these primary roads anticipating the need to plow ALL the streets within the City on December 23rd which did occur. An up-dated Public Works plan was conveyed again to necessary individuals with the caveat that if conditions change or are warranted, to call the necessary Public Works officials so that appropriate crews could be dispatched and keep the primary roadways open and readily accessible for common sense Wisconsin winter weather driving conditions. Early, December 24th, it was conveyed that there was minor drifting occurring but did not warrant Public Works crews to be dispatched, all roads were passable. Director Heckenlaible inspected some of the streets late morning and observed several intersections with significant snow drifts impacting them and called in staff to address the primary streets, especially in the north-south direction. Crews were also dispatched early in the morning of December 25th and again on December 26th. Public Works crews then came in early on December 27th anticipating doing a full City-wide plow along with removal of snow on some of the major roadways and in the downtown area. The majority of the snow removal had been completed prior to 7am and those staff members were then sent out to find storm drains and clear out intersections to aid in snow melt runoff so that if temperatures would fall below freezing it would minimize the icing conditions on the streets.

There were concerns brought up regarding trucks driving too fast and blowing snow up into driveways and sidewalks. Some of the examples of where this was occurring were areas where there is very little to no terrace area and by the act of plowing pushed snow back onto these areas. Similarly, regarding snow being deposited in areas of fire hydrants that were cleared out. Public Works crews will be reminded to be more cognizant of these situations but in many cases cannot be avoided.

There was also a concern that snow was intentionally being deposited into handicap ramps that had been cleared out. Unfortunately, this does occur. The snowplow goes

through the intersection creating a pile of snow that impedes the cross street. The plow then comes back and grabs that pile of snow and pushes it to the opposite side of the street and in a lot of cases then deposits that snow in proximity to the curb opening. Director Heckenlaible had conversations with the Foreman about this and it will be investigated as to whether that snow can be dragged beyond the sidewalk curb openings to minimize these impacts.

Director Heckenlaible requested that if Council Members are contacted by the general public regarding these types of concerns in the future that they be conveyed to Public Works staff in a timely fashion so that they can be addressed as quickly as possible, potentially while crews are still out managing the winter weather conditions. If these concerns are not relayed to staff until two weeks after the event, it is more challenging to address these concerns.

B. Other items: No additional items

**11. SET DATE, TIME, AND AGENDA ITEMS FOR NEXT COMMITTEE MEETING(S)**

Suggested as Wednesday, February 1, 2023, at 5:15pm

**12. ADJOURNMENT**

Motion to adjourn was made by Scott Stechmesser and seconded by Bill LeClair – Motion passed (6:32 pm)

*Please note, upon reasonable notice, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the Office of the City Manager by calling 793-5532.*

*It is possible that members of and possibly a quorum of governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no other action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.*