



**MINUTES**

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

2. **ROLL CALL**

**Committee Members Present:** Bill LeClair, Doug Brandt

**Excused:** Scott Stechmesser

**Staff and Others:** Matthew Heckenlaible, Scott Ahl, Jim Rief, Fred Radandt

3. **REVIEW AND APPROVAL OF MINUTES**

Minutes from the November 6, 2024, Public Works Committee meeting.

Doug Brandt made a motion to approve the November 6, 2024, Public Works Committee meeting minutes, seconded by Bill LeClair. Motion carried

To accommodate the public in attendance, the Committee opted to take the agenda out of order and discussed Agenda Items 7B and 7D first and then addressed the remainder of the agenda in order.

4. **PUBLIC INPUT – N/A**

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

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

Sanitary sewer and laterals, water main and services, and storm sewer laterals have been installed in the first portion of the subdivision. The contractor fell behind with grading and graveling due to rain followed by the long holiday weekend. They are hoping to grade and gravel the first portion of the subdivision by the end of the first week of December and then transitioning back to underground utility work.

B. **Fall Leaf Collection Update**

The official last day for leaf collection was November 27, 2024. As anticipated, a lot of leaves were raked to the street over the long holiday weekend. Public Works crews were out the week of December 2nd and completed multiple sweeps of the entire city. Public Works crews collected 163 loads, which is 3,032 cubic yards of material.

Equipment has now been removed from trucks in preparation of the winter season.

C. **Harbor Street, 16<sup>th</sup> Street and Emmet Street 2025 Reconstruction - Update**

The project is in the survey and design phase. We are hoping to have plans in early 2025. During this process we noted that Harbor Street and 16<sup>th</sup> Street are identified as an on-street bike route within the adopted 2013 Bike and Pedestrian Plan. Engineering will look at how this impacts the roadway cross section (design) and present potential alternatives at the January Committee meeting for further discussion.

## 6. PROPERTY OWNER REQUESTS

### A. 23rd Street Sidewalk Extension at East River Street (11/4/24 council meeting)

There is sidewalk on the north side of 23<sup>rd</sup> Street to near the easterly extension of East River Street. There is also sidewalk on the east side of East River Street that drops down to street elevation at the south side of 23<sup>rd</sup> Street and continues to cross on the north side of 23<sup>rd</sup> Street. There is a lot of vegetation overhanging this section of sidewalk so it is unclear if the two sidewalks intersect or if a formal curb ramp in the northeast corner of the intersection would need to be constructed. It appears that the current pedestrian path is to cut across the intersection to a small driveway approach that would get people to the existing sidewalk on the north side of 23<sup>rd</sup> Street.

The Committee was in agreement that pedestrians can get from the east side of East River Street to the north side of 23<sup>rd</sup> Street; therefore, no further action is required.

### B. Widening Sidewalks (multiuse trails) for Improved Bicycle Accommodation (11/4/24 council meeting)

In 2012 the City completed a “Bicycle and Pedestrian Existing Condition Report” with the assistance of the Wisconsin Department of Administration – Division of Intergovernmental Relations.

In 2013, the City adopted a “Bicycle and Pedestrian Plan”. Within the plan, it provided recommendations for improvements for a shared use path and on-street bikeway networks. Some of these recommendations include:

- Along East River Street from Washington to Jefferson Street
- Improvements along East Street south of 17<sup>th</sup> Street to Coast Guard Park
- Accommodations that lead around 34<sup>th</sup> Street north to the High School (now Raider Trail)
- On-street accommodation along 45<sup>th</sup> Street
- Improved accommodation on Washington Street Bridge
- Improved crossings of STH-42 (Memorial Drive) at:
  - 12<sup>th</sup> Street & Lake Street
  - Madison Street
  - Columbus Street

The plan identifies numerous other accommodation recommendations that can be implemented in the future. Some of these recommendations include creating shared bike/vehicle accommodation on certain city streets. This could impact parking that presently could park on both sides of the street and reduce it down to just one side of the street.

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

### A. Sidewalk Maintenance Clearance Requirements

At the November 19<sup>th</sup> City Council Meeting, there was discussion regarding the modifications of Section 4-1-4 of the Municipal Code that were previously presented to the Committee and ultimately Council opted to send it back to Committee for additional modifications. Rather than spending a lot of time making some revisions, looking for direction from the Committee as to modifications that should be made. Since snow and ice removal is covered under Section 4-1-6 of the Municipal Code, there is no immediate rush to get this revised/modified.

### B. Dumpster Permit Requirements

The matter of protecting dumpsters within the street is again back before the Committee by the request of Scott Stechmesser on behalf of Jim Rief. The primary matter is the question of allowing reflective tape on the dumpsters in lieu of barricades and flashers.

As previously discussed, Section 5-6-24.F(2) of the Municipal Code has a provision within it that provides for reflective tape on the dumpster, "or reflective tape approved by the director is placed on all sides of the dumpster in accordance with drawings and specifications prepared by the director". It continues to say that "if reflective tape is used, such tape shall be at least six inches in width". As the Committee has been previously informed, I, as director, or Scott Ahl having long standing institutional knowledge are not aware of any reflective tape standard being approved by the Department of Public Works.

With that being said, we will need to make revisions to Section 5-6-24.F(2) of the Municipal Code to clarify the intent of the barricades and flashers. The intent is to have Type II barricades that have reflectivity on them in addition to flashing lights that operate during the period of 4:00 p.m. to 8:00 a.m.

Mr. Radandt stated that all of the dumpsters that they place within a roadway have reflective tape on both ends and the sides of the dumpsters. He believes that the strips are 2-inches wide by approximately 12-inches long. Mr. Radandt went on to say that he would be willing to add more reflective tape if that is the direction that the City desires to move forward with.

Additional discussion continued including examples of what other communities have in place regarding dumpster placement requirements within the roadways.

- Wausau – Obstructions shall be sufficiently lighted at night as to be in full view of the public from all directions.
- Wisconsin Rapids – Does not specifically call out protection of an obstruction within the road/right-of-way. It does have a condition that the applicant will be required to comply with additional conditions as imposed as a condition of approval.
- City of Juneau – Portable Storage Containers and Dumpster Permit – Not allowed outside private property.
- City of Burlington –
  - Dumpster allowed from March 15<sup>th</sup> to November 15<sup>th</sup> with exceptions
  - All dumpsters or construction vehicles in the right-of-way at night must be visible to motorists via some type of highly visible reflective device such as reflective tape or reflectors mounted on corners of the dumpster or vehicle, lighted barricades, or other type of reflective safety equipment.
- City of Milwaukee – Shall be delineated on the traffic approach side with one Type I barricade with an attached flashing yellow light and a minimum 8"x24" reflective barricade type sheeting focused toward approaching traffic and attached to the upper portion of the dumpster. Must provide their own barricades and flashers along with a LOT of placement restrictions.
- City of Cudahy – Requires having 24 hour flasher barricade on each end of the dumpster.
- City of Columbus – Dumpster must be marked with sufficient reflective barricades or flashers. Shall be delineated on the traffic approach side with one Type I barricade with an attached flashing yellow light and a minimum 8"x24" reflective barricade type sheeting focused toward approaching traffic and attached to the upper portion of the dumpster. Must provide their own barricades and flashers along with a LOT of placement restrictions.
- City of La Crosse – Unless specifically allowed, all dumpsters occupying the street must be placed in a legal parking zone. Temporary traffic control shall be provided and maintained by the applicant and shall comply with Part 6 of the Manual on Uniform Traffic Control Devices (MUTCD). Dumpster must be equipped with reflectorized tape or other reflector devices and shall be equipped with flashers on both front and rear.

- City of Fond du Lac – Shall have reflective barricades or reflective tape front and back
- City of De Pere – Traffic control is conducted in accordance with the Manual on Uniform Traffic Control Devices (MUTCD) to mark the closure.
- City of Kewaskum – Flashing barricades are required pursuant to Ordinance Sec. 82-112. Do not place dumpsters or materials within 25 feet of a fire hydrant or driveway.
- City of Chippewa Falls – All dumpsters and roll offs are required to have reflectors placed on the receptacle for nighttime visibility. Not allowed on the street if there is the potential for snow. 8.16 Mun. Code - .....roll-off box or refuse container not equipped with a 2-inch-high strip of Department of Transportation approved, reflectorized tape across the full width of the front and rear top half of the roll-off box or refuse container so as to be visible from the roadway by oncoming traffic.
- City of Hudson – equipped with.....each end of the dumpster shall exhibit a reflective sign of not less than 48 square inches which shall be placed at least four feet above the roadway surface. [2x24, 4x12, 6x8]

The discussion concluded with Mr. Radandt providing DPW-Engineering with some sketches of how his dumpsters are marked using reflective tape. Engineering would then take that information and create proposed revisions to both the ordinance and permit application as necessary and bring back to the Committee in January, 2025.

**C. Driveway/Approach Ordinance Revisions - User Guide**

No update at this time.

**D. Pavement Repair Policy**

The City needs to develop a document policy as to Two Rivers requirements for pavement repair and patching relative to new pavement, moderate aged pavement and older pavement. Age descriptors are intentionally vague at this point in time, as we look for feedback from the Committee.

Presently there is no formal written policy, only personal knowledge of industry best practices which may or may not be implemented consistently.

The Committee asked DPW-Engineering to prepare a draft policy that would potentially take into account the age of the pavement, material type, traffic loadings, type of curb and gutter and pavement degradation.

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

Bill LeClair had seen a post regarding a snow melting machine and inquired if that is something that the City should investigate and potentially invest in. Director Heckenlaible stated that he is aware of such devices and that they are predominantly utilized in areas that do not have significant snow storage space coupled with high annual snow volumes and that there is usually a large cost in operating such devices. Heckenlaible stated that he does not believe that the City is in a position of needing to investigate this type of snow disposal equipment.

**9. DISCUSS STAFF RECOMMENDATIONS (TRAFFIC AND PARKING CONTROL) - ACTION, ENDORSEMENT OR MODIFICATIONS, AS NEEDED – N/A**

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

**A. Snow Season**

Staff is in the process of preparing snow equipment for the upcoming season. Inlets will be marked and sand barrels will be out in the near future.

Inspection of the new trucks has been completed. Minor issues were identified and will be addressed prior to delivery. We are now waiting on the equipment that is supposed to be attached and mounted to the trucks to arrive so that Monroe Trucking can complete their portion of the work. Trying to remain optimistic that we will have the trucks by months end.

**B. 22<sup>nd</sup> Street (Lincoln Avenue to Forest Avenue) WDOT potential project.**

The Wisconsin Department of Transportation reached out to Engineering about a possible future project to reduce 22nd Street from a four lane roadway to a two lane roadway with a TWDL (Two Way Dual Turn Lane) in the middle along with possible modifications to all the ADA ramps in that corridor and RRFB's at the Jackson Street intersection. If it moves forward, it would be slated as a 2029-2030 project.

The Committee suggested that a presentation be made to the rest of the City Council at the December 23<sup>rd</sup> Work Session.

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

Proposed for Wednesday, January 8, 2025, at 5:15 pm.

**12. ADJOURNMENT:** 7:42 pm

Doug Brandt made a motion to adjourn the meeting, seconded by Bill LeClair. Motion carried.

Respectfully submitted by: Matthew R. Heckenlaible  
Public Works Director/City Engineer