



MINUTES

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

2. **ROLL CALL**

Committee Members: Doug Brandt, Scott Stechmesser, Bill LeClair

Staff and Others: Matthew Heckenlaible, Scott Ahl

3. **REVIEW AND APPROVAL OF MINUTES**

Minutes from the April 2, 2025, Public Works Committee meeting

Scott Stechmesser made a motion to approve the April 2, 2025, 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. **Harbor Street, 16th Street and Emmet Street Reconstruction**

Thank you for awarding the contracts at last month's meeting. The execution of the contract is in progress. Some preliminary discussions have taken place with Vinton Construction; and, due to the timing in bidding and awarding this work, our project start has been pushed back until around mid to late July. That should give us plenty of time to complete the required work.

B. **Pierce Street Update**

The Pierce Street project has been put on hold as part of the funding for the parking lots is through a WDNR Stewardship Grant that required an archaeological study to be completed for areas that would be impacted by the proposed parking lots and trails. The study and subsequent report have been completed and are now awaiting Wisconsin Historical Society approval and WDNR concurrence prior to beginning the project. Because of this delay, the project will definitely not be completed prior to Memorial Day. Once we get WDNR approval, we will contact the contractor to see if they may be able to squeeze us in. Additionally, once we receive those approvals, DPW street crews would also be able to work on some of the trails running from the concession building to Pierce Street and then to Garfield Street.

Late Wednesday afternoon, Park & Recreation Director Mike Mathis received the authorization to proceed from the WDNR and as such we are in contact with the contractor about their availability and DPW street crews could be out in the park as early as the week of 5/12/2025.

C. Public Works Shop Repairs Update

We are progressing with some of the repairs such as new openers and safety eyes for the overhead doors, column repairs and some of the service doors. Due to the large dollar values associated with the roofs, they will be required to be formally bid out and awarded.

D. Memorial Drive DOT Project Update

As of the May 7, 2025, progress meeting, they are making progress on the WDOT contract.

They have switched lanes for concrete base pavement repairs. They were in the inside median lanes and are now working on the outside travel lane and in some cases the outside shoulders. This concrete base pavement repair work will continue through this week and most likely continue into the early part of next week (5/12) at least Monday and Tuesday in the southbound lanes closer to Manitowoc.

The bridge deck concrete overlay was completed last week and they were awaiting final cure along with some additional bridge work. There was discussion whether to open the bridge and then possibly close it again for other work in and around the bridge but the decision is to keep the bridge closed until it absolutely needs to be (T.B.D.) or required to be opened, which would be May 23rd.

The water valves and a few sanitary manholes in the intersection of 12th/Lake Street and Memorial Drive have been raised to accept the 2.5-inches of asphalt overlay that will be placed in the future. Barricades have been placed around these raised structures.

The start date for the initial thin layer of asphalt has been scheduled for Thursday, May 15th. Approximately 1/2" layer of asphalt will be installed on a northbound lane starting in Manitowoc proceeding north to Two Rivers then the southbound lane. After completing the first round they will repeat the process until all four travel lanes and intersections have been done. This work is scheduled to be completed by May 23rd.

It appears that work is progressing so the through traffic detour interim completion deadline of May 23rd will be met. After that, through traffic will be allowed to utilize Memorial Drive on one of the travel lanes while other work is being completed in the other lane.

The bridge and sidewalk/trail over the bridge will be open Memorial Day and also available for the June 1st marathon.

E. Colored Concrete Crosswalk - 15th & Washington

Public Works has made progress on the colored concrete crosswalk at 15th Street and Washington Street. They experienced some delays due to wet weather because rain will bleed the colored concrete if it is not cured out. So, even if there was a chance of rain, the crews held off from pouring the concrete. Anticipated that they will finish the crosswalk the week of May 12th.

F. RRFB's

1. Washington & 12th Streets
2. Memorial Drive & Madison Street

We will need to finalize the plans, request an updated materials quotation from TAPCO and request approvals from WDOT so that everything is in place for later this summer to early fall.

6. DISCUSSIONS OR ISSUES ON HOLD, PENDING FURTHER INVESTIGATION

A. Snow Sidewalk Clearing – Hold

Questions had previously been sent to city attorneys - awaiting the opportunity to discuss responses with them.

B. Driveway/Approach Ordinance Revisions - Hold

C. Pavement Repair Policy - Hold

7. COMMITTEE AND COUNCIL MEMBER ITEMS FOR DISCUSSION, INCLUSION IN FUTURE AGENDA AND ACTION, IF NEEDED – N/A

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

A. STH 147 (Mishicot Road) Speed Study - Hold

B. Traffic Signal Updates Discussion

In 2021-2022 the city started the process of upgrading the traffic signals on Washington Street between 16th Street and 22nd Street. The process stopped because WDOT rebid their maintenance contract and the cost to the city would have significantly increased.

We have noted some issues with signals staying in flash mode in the mornings especially if it has been damp out, crosswalk verbal notifications do not always function, etc., due to their age. We are looking into potentially getting back into the WDOT funding queue to get our signals upgraded. More to come on this topic in the future.

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

A. Assessment Policy Discussion

The Director of Public Works made a statement at the April 21st City Council meeting during the assessment public hearing that property owners were getting a significant break on their assessments as opposed to what the assessment policy actually reads.

The policy reads that 75 percent of eligible project costs are supposed to be assessed to adjacent properties and the remaining 25 percent of eligible project costs are the city's responsibility. Back in 2019, there was a discussion at a committee meeting to reduce the 75 percent costs even further with the end result being that the adjacent property owners would take on approximately 30 percent of the project costs and the city is now absorbing almost 70 percent of the eligible project costs. This has been the practice since that time.

The intent of this discussion is to make this committee aware of the issue and that we will be looking into this further along with how to proceed over the course of the next few months. Options may include keep and practice the current policy, revise the current policy to match current practice; revise the current policy to something different than current practice; or investigate the potential implementation of a wheel tax in lieu of residential assessments.

B. 2026 Budget

DPW has been looking at future budget needs that include traffic signals, assessment policy and staffing. Recently, DPW/wastewater submitted a required Capacity, Management, Operation and Maintenance (CMOM) plan to WDNR related to maintenance of our sanitary sewer collection system. WDNR stated they did receive it and will review and make comments on it when time allows. Their only other comment is that since the collection system maintenance responsibilities are split between wastewater and DPW street staff, they want at least two (2) people (one from each group) certified as collection system operators. We were prepared on the wastewater side of that request, but were not expecting a DPW staff person would also need to be certified. No further discussions have been had regarding how to proceed to meet WDNR's requirements along with remaining fiscally responsible to the community as well as meeting the needs of public works. With that being said, I would suspect that this will have some budget impact moving forward, to what extent has not been determined yet.

I also believe there is a need for an additional engineer in Public Works to reduce some of the work load off of Scott's shoulders. I will also continue my pursuit of attaining a GIS staff member.

We are trying to determine next year's Capital Improvement Program as well as possible future needs over the course of the next five (5) years.

10. SET DATE AND TIME FOR NEXT COMMITTEE MEETING

Proposed for Wednesday, June 4, 2025, at 5:15 pm

11. ADJOURNMENT : 6:13 pm

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

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