

CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday, February 27, 2024

Present: Chairperson Lendrum, Alderperson Borchardt, Hillstrom, and Weber

Excused: Alderperson Stevenson

Also Present: Mayor Lang, City 3 Rashid, Public Works Director Kaiser, Traffic Engineer Merten, Community Development Specialist Jefferson, Public Works Office Manager Mroczkowski, Dave Zehner, Jodi Zehner, and Kate Hancock Cooke

Public Appearance

Kate Hancock Cooke, 216 Bosworth Ct. – Ms. Cooke requested that the Committee reconsider installing a fence around the Douglas Park Pond.

Approval of Minutes of the Meeting of February 13, 2024

Motion/Second/Carried by Hillstrom/Weber to approve the minutes of the Meeting of February 13, 2024. All voting aye.

Bird Scooter Pilot Program

Community Development Specialist Jefferson reviewed her memo of February 20, 2024. She stated that 2023 was another successful ride year. She stated that there were approximately 11,000 rides taken and 30,000 miles traveled by more than 2,800 unique users. Community Development Specialists Jefferson stated that there were 111 complaints with 101 of those complaints submitted by one individual. She stated that Community Development received three complaints which were for scooters being left in front yards of resident's homes.

Community Development Specialist Jefferson stated that Bird Scooter filed Chapter 11 in 2023. She stated that the representative from Bird Scooter informed her that they have new investors, and they plan to hold all their municipal contracts.

Report **Following Discussion: Motion/Second/Carried by Weber/Borchardt to recommend the Common council to approve the Memorandum of Understanding between the City of Neenah and Bird Rides, Inc., extending the electric scooter pilot program through December 31, 2024. All voting aye.**

Motion/Second/Carried by Borchardt/Hillstrom to amend the Public Services and Safety Committee agenda to move agenda item No.6 up to agenda item No.4. All voting aye.

CTH "G" Traffic Impact Analysis

Traffic Engineer Merten provided a presentation on the CTH "G" traffic study procedures and results.

Aldersperson Hillstrom asked if the results of the traffic impact analysis will be used for compiling future 5-Year Capital Improvement Program (CIP) projects. Director Kaiser stated that Director Haese has asked for cost estimates for the future improvements in this area.

Aldersperson Borchardt asked what the threshold would have to be to consider putting an on/off ramp on CTH "G". Director Kaiser stated this has been evaluated and it does not meet Wisconsin Department of Transportation threshold.

Following Discussion: Motion/Second/Carried by Borchardt/Hillstrom to receive and file the CTH "G" Traffic Impact Analysis. All voting aye.

Motion/Second/Carried by Borchardt/Weber to amend the Public Services and Safety Committee agenda to move agenda item No.8 up to agenda item No.5. All voting aye.

S. Commercial Street-Conveyance of Rights

Director Kaiser reviewed his memo of February 21, 2024. He stated that the conveyances of rights relate to utility easements that front Commercial Street that we currently have with a private owner. He stated we will be acquiring the land for the Commercial Street project and then turn around and convey that easement to the City, as owner of the property, because our utility will still be there. He stated that the temporary construction easements are to allow construction activities to take place in that location and two other easement areas.

Following Discussion: Motion/Second/Carried by Hill/Weber to recommend Council authorize the appropriate city official to sign the Conveyance of Rights in Land and Temporary Construction Easements. All voting aye.

Ordinance Regulating Camping on City Property

City Attorney Rashid stated that there have been a lot of complaints about the loitering that has been taking place on city property and city right-of-way. He stated that at the request of the police department, staff investigated the whether the city could ban loitering and camping on city owned property and right-of-way. Attorney Rashid stated that many municipalities have attempted, unsuccessfully to ban it because they have tried to enforce on a criminal platform. He stated that staff has approached this as more of way of how to deter the loitering and camping. Attorney Rashid stated that staff feels that creating an ordinance violation which would be a monetary forfeiture if individuals were found to be non-compliant. Attorney Rashid stated that we have also included

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wording on the handling of abandoned property and prohibiting opening burning in city right-of-way.

Aldersperson Borchardt asked with the intent that the ordinance is written, will there be activities or events that now will be prohibited and will it prevent residents from doing less intrusive things that were acceptable before.

Attorney Rashid stated that staff would have to consider those type of events or activities and report back to the Committee.

Consensus of the Committee was to have staff review the ordinance and consider events and activities that the city and residents do that may be impacted by the ordinance.

Industrial Drive Budget Status

Director Kaiser reviewed his memo of February 7, 2024. He stated that at the January 17 Public Services and Safety Committee discussion was held regarding the installation of accessible pedestrian signal pushbuttons (APS). He stated that out of that conversation, the committee asked for a status report of the Southview Industrial Center project carry forward funds. Director Kaiser stated that the traffic signal work is complete and with the approval of the installation of the APS pushbuttons at the January 14 meeting at the intersection of Bell/Industrial there is \$81,456.35 remaining in account 012-4519-742-0236.

Director Kaiser provided five suggestions available to Council for the use of these remaining funds. He stated that we can close the project and have the remaining funds be put in the Public Infrastructure Fund, provide APS pushbutton at other signalized intersections, begin to replace the trail along Industrial Drive, purchase mastic to use for joint repairs on industrial park roads, and replace street lighting from Bell Street to Enterprise Drive with LED fixtures and fiberglass poles. He stated that staff is asking the committee for direction on how the funds should be used.

Aldersperson Weber asked if, in the future, there will be a requirement for APS buttons at all signalized intersections. Traffic Engineer Merten stated that there is no official word yet from the Federal Highway Administration, but looking at a recently released report, he feels that is the direction they are leaning.

Aldersperson Hillstrom stated that typically he is not in favor of spending money just to spend it, but he would be supportive of doing one of these projects.

Aldersperson Lendrum asked why the mastic is being suggested on the industrial park roads. Director Kaiser stated that the road joints are failing, especially Progress Court and Discover Drive.

Aldersperson Borchardt stated that he trusts staff to determine the most appropriate and economical use of the funds.

Director Kaiser stated that the APS buttons would require a budget amendment because it is outside the industrial park area. He stated the two that are on the top of his list would be the repair of the trail along Industrial Drive and the joint repair with the mastic on the roads in the industrial park.

The Committee consensus to direct staff to use the funds as deemed fit and report back to the committee with the selected project.

North Street Construction-Intergovernmental Cooperation Agreement

Director Kaiser reviewed his memo of February 21, 2024. He stated that the City of Neenah and Village of Fox Crossing are working toward resurfacing North Street. He stated that the project entails reconstruction of the sanitary sewer, storm sewer, Neenah water main, and the street. He stated that an Intergovernmental Cooperation Agreement for this project is needed. Director Kaiser stated that Neenah will design and administer the project and will bill Fox Crossing periodically based on actual costs.

Director Kaiser stated that the agreement approaches the project cost differently depending on the type of work. He stated the street bid items are assigned a cost share based on where the work is needed which nets out to a 58% - 42% cost share; the sanitary sewer-the City is replacing sanitary sewer, but the Village is not; water main-the Village is replacing water main but the City is not; storm sewer-cost share varies depending on the section of main being replaced and the drainage area served by that section of main.

Following Discussion: Motion/Second/Carried by Hillstrom/Borchardt to recommend the Common Council authorize the appropriate city officials to sign the Intergovernmental Cooperation Agreement for the North Street Construction project. All voting aye.

Public Works General Construction and Department Activity Report

- 1) Contract 7-21 (Harrison Pond): Storm and sanitary sewer work is complete, and the pond is functioning. Stonework on the water feature is complete. Pumps were installed 11/15. We are awaiting the meter socket for the electric service. A number of punchlist items remain to be completed – retaining wall staining, overseeding along Harrison Street and trail grading. Trees that have not survived will be replaced in spring 2024.
- 2) Contract 1-23 (Chestnut, Burr, Dieckhoff, Laudan Utility and Street Construction): Utility work, curb/gutter installation and landscaping are complete. A binder course of asphalt has been paved. The topcoat of asphalt will be paved in spring 2024.
- 3) Contract 7-23 (High, River Utility and Street Construction): Utility work, curb/gutter repairs and landscaping are complete. A binder course of asphalt has been paved. The topcoat of asphalt will be paved in spring 2024.
- 4) Neenah Creek Bridge: Work is halted until spring. The remaining work is parapet staining, the east approach paving and trail repairs.

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- 5) Contract 1-24 (Belmont Ct, Belmont Av, Cedar St, Stevens St- Utilities and Street): The contract was awarded to David Tenor Corp. He is tentatively scheduled to mobilize the week of March 4.
- 6) Contract 2-24 (E. Doty Av - Utilities and Street): Bids are scheduled for opening on 2/28/2024.
- 7) Contract 3-24 (Bayview Rd, Commercial St Water Crossings, Quarry Ln, Reed St - Utilities and Street): Bids are scheduled for opening on 2/28/2024.
- 8) Contract 4-24 (S. Park Avenue Easement – Utilities): Bids are scheduled for opening on 2/28/2024.
- 9) Contract 5-24 (North St - Utilities and Street): Bids are scheduled for opening on 3/13/2024.
- 10) Drop-off Center: The drop-off center is scheduled to open on March 1.

Director Kaiser stated that he will be sending out to Council the summarized comparison of the initially approved assessment, the estimated assessment based on the contract bid and then the actual assessments billed to the property owners based on the final quantities for the new subdivision streets constructed in 2023.

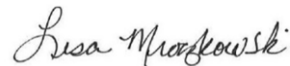
Announcements/Future Agenda Items

None

Adjournment

Motion/Second/Carried by Hillstrom/Weber to adjourn at 7:25 PM. All voting aye.

Respectfully submitted,



Lisa Mroczkowski
Public Works Office Manager

