

**CITY OF NEENAH**  
**PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES**  
**Tuesday July 26, 2022, 6:30 PM**

**Present:** Alderpersons, Borchardt, Hillstrom, Lendrum, Stevenson, and Weber

**Excused:**

**Also Present:** Mayor Lang, Parks & Recreation Director Kading, Police Chief Olson, Public Works Superintendent Radtke, Public Works Office Manager Mroczkowski, Andrew Mayo, FG&M Architect, Tim Kippenhan and Matt Shamrock of Miron Construction

Approval of the July 12, 2022 Regular Meeting Minutes

Motion Second/Carried by Hillstrom/Borchardt to approve the minutes of the July 12, 2022 regular Meeting. All voting aye.

Public Appearances:

None

**Motion/Second/Carried Hillstrom/Stevenson to move agenda item 4 to the top of the agenda.** All voting aye.

We Energies Easement Request for Cook Park

Director Kading reviewed his memo of April 26, 2022 regarding the We Energies Easement request for Cook Park along River Street and W. Northwater Street. He stated that the areas impacted include the Neenah trestle landing property, along the back edge of the sidewalks and the north property line of Cook Park. Director Kading stated that We Energies will be donating \$1,500 for landscape improvements. He stated that the transformers that are being placed will benefit park maintenance use and assist in providing power for the future facility at Cook Park. Director Kading stated that the staff met with We Energies on-site and have agreed upon the locations of the two transformers.

Director Kading stated that he recommends the utility easement as proposed by We Energies on the Cook Park property be approved.

Alderson Hillstrom asked if this easement will cause any interference with construction that will be happening in 2023. Director Kading stated that staff informed them of the proposed construction that will take place at the park in 2023 and there should be no issues.

Alderson Stevenson asked if the private property that is line with the easement has been contacted by We Energies. Director Kading stated that staff recommended We Energies continuing conversations with that property owner.

Alderson Stevenson asked if the work being done will consist on burying the current electrical lines in the easement. Director Kading stated that is his understanding.

Alderson Stevenson asked staff to verify and report at Council if the work being done is burying of the electrical lines within this easement.

Report

Following discussion, **Motion/Second/Carried Borchardt/Stevenson to recommend Council approve the We Energies Utility Easement as proposed on Cook Park property with the clarification that the electrical lines will be buried.** All voting aye.

#### Purchase Tullar Garage Diesel Exhaust Fluid System

Public Works Superintendent Radtke stated that a Diesel Exhaust Fluid (DEF) system has been required since 2020 to meet federal heavy duty diesel emissions requirements. He stated that currently staff is using a 55 gallon drum, a hand pump and a gas tank to fill our diesel trucks by hand. He stated that this unit will move that operation outside of the building and dispense the DEF directly to the gas tank like

Public Works Superintendent Radtke stated that he recommends the purchase of the DEF SI1320hps dispensing unit for \$15,695.00 from E.H. Wolf and Sons, Inc. along with \$1,500 for electrical work to install the unit.

Report

Following discussion, **Motion/Second/Carried Stevenson/Hillstrom to recommend Council approve the purchase of the Diesel Exhaust Fluid System SI1320hps dispensing unit from E.H. Wolf and Sons, Inc., for \$15,695.00 and to include \$1,500 for electrical work to install the unit.** All voting aye.

### Police Department Addition Revised Plan Approval

Chief Olson reviewed his memo of July 22, 2022. Chief Olson stated that the original plan was to have a training center and garage. After meeting with the FG&M Architect and Miron Construction in June he was informed that the \$5.5 million budgeted would not be enough as the estimate for the addition was coming in close to \$6.9 million. He stated that after discussions with both Miron and FG&M it was determined that the garage would be eliminated and the building would be reconfigured in such a way that they could get back to the \$5.5 million budget.

Chief Olson stated that on July 21, 2022, he received a new design package, including Miron's newly anticipated budget of \$5,781,987.

Alderson Stevenson stated that since this project was approved by Council for \$5.5 million, the cost has change several times and has been as high as \$6.9 million. He stated that now again there is a new number of \$5.7 million. He stated that his concern is we knew inflation was going to be a factor all along, yet every time the architect and construction manager go back and do the work on the design, the number keeps changing. Alderson Stevenson stated that he is not comfortable with this.

Mr. Mayo stated that in the 2020 estimate the \$5.5 million was based on a seven to 10 percent inflation cost. He stated that in the last six months that inflation cost as risen to 20%.

Mr. Kippenhan stated that typically in the past 10 years inflation costs have been three to 5 percent per year. If you look at this year compared to last year it has increased to 22%. He stated that the plans are not 100% drawn yet. He stated that we need to work together with the architect to make sure that all cost saving measures are being considered. Mr. Kippenhan stated that once the project is bid out, inflation is no longer a factor because the prices will be locked in.

Alderson Hillstrom asked what other cuts were made to come to the \$5.7 million.

Chief Olson stated that the training room was redesigned and some space was lost.

Chief Olson stated that hiring Miron as the construction manager allows them to be able to buy material now and not have to wait for the project to be bid.

Alderson Stevenson stated that one of his concerns is that all our budget dollars are public record. He stated that contractors are able to see that number and adjust their bid total to come close to the amount whether it is warranted or not. He stated that the number should be kept at \$5.5 million and if the bid comes in higher, we as a Council can choose to reject it or fund it.

Mr. Kippenhan stated that contractors typically do not pay that close attention to the budget numbers. He stated that the contractors are getting quotes from their suppliers and then adding their profit on top of that. He stated that a benefit from bidding the subcontractors out separately is if Council feels that their numbers are not in line with the market, then the bids can be rejected and the work bid out again.

Mr. Mayo stated that contractors are trying to win this bid, so the idea that they would pad their numbers knowing the city is required to take the lowest qualified bidder is unlikely.

Alderson Hillstrom stated that we have had other projects where there were cost saving measures done and the buildings ended up not being built correctly. He stated that yes, the City wants to keep the cost down but we also need a building that is going to last.

Alderson Borchardt stated that if the project comes in over budget, where is the funding going to come from. Alderson Stevenson stated that we have funding options that we could pull from but also have responsibility to the tax payers to do what is fiscally responsible.

Mr. Mayo stated that contractually, he is obligated to the budget number of \$5.5 million if this is new number is not approved. He stated that he needs to know what number is so he knows how to build the design.

Alderson Stevenson stated that it should be built to what is needed and if that is \$5.7 million than design it that way. He stated that if the bids come in lower great, and if they come in higher, then the Council will have a decision to make.

The Committee further discussed what budget number to build the plans to and when the project would be going out for bid.

Following discussion, **Motion/Second/Carried Borchardt/Hillstrom to recommend Council approve the new design for the Police Department Addition as currently proposed for \$5,781,987.00.** All voting aye.

#### Police Department 2022 2<sup>nd</sup> Quarter Statistics

Chief Olson stated that the police department took 7,026 calls for service in the 2<sup>nd</sup> quarter of 2022 which is up from 6,453 in 2021 and 4,543 in 2020. He stated that 7,026 calls include 1,053 traffic stops that were issued by the new traffic officer.

Chief Olson reviewed the Unified Crime Report (UCR). He noted that 53% of the crimes included in the UCR report was Crimes Against Property, 18% was Crime Against Persons and 29% was Crimes Against Society.

Chief Olson reviewed Traffic Warnings. He noted that in 2022 there were 408 compared to the 2<sup>nd</sup> quarters of 2021 with 216 and 2020 with 94. He noted that the highest number of offenses was in June for speeding. Chief Olson reviewed Traffic Citations. He noted that 2022 there was 146 which is down from the same time in 2021 when there were 167 and up from 2020 when there were 81.

Chief Olson reviewed the Traffic Safety Officer. Chief Olson noted that Officer Edward has been on the job for about 2 months. He noted that his statistics include 254 traffic stops, 59 citations, 284 warnings, 4 warrants, and 1 felony.

Chief Olson reviewed OWI's. He noted that in 2020 there were 11, 2021 there were 14 and in 2022 there were 16.

Chief Olson reviewed Parking Citations. He noted that these are down due not being able to fill the Community Service Aid position. He noted that there were 471 parking citations issued in 2022, which is down from 1,053 in 2021 but up from 290 in 2020.

Chief Olson reviewed Accidents. He noted that accidents have had a slight increase. He noted that the highest month for property damage was June with 34. Chief Olson noted of the 113 accidents in 2<sup>nd</sup> quarter of 2022, 12 had reportable injuries. He noted that the majority of accidents occurred during the day.

Chief Olson reviewed Overdoses. He noted that in the 2<sup>nd</sup> quarter of 2022 there have been 9 overdoses, compared to 15 in the 2<sup>nd</sup> quarter of 2021 and 17 in the 2<sup>nd</sup> quarter of 2020.

Chief Olson reviewed Dangerous Animals. Chief Olson noted that there have not been any reportable dangerous or prohibited animals in the 2<sup>nd</sup> quarter of 2022. He noted there are currently two dangerous animal appeals waiting to be brought to this committee for review.

Chief Olson reviewed Open Records Requests. He noted that in the second quarter staff responded to 499 requests.

Chief Olson reviewed Code Enforcement. He noted that the Code Enforcement Officer conducted 623 inspections, initiated 237 new cases, issued 61 service fees, 14 Tracs Citations, and 11 Long Form Violations. He noted that this position is helping make the city a safer place. Chief Olson noted that the Code Enforcement Officer is helping deal with violent crime in the city by targeting those neighborhoods that are blighted and helping to clean them up.

Aldersperson Lendrum stated that she is trying to get the Code Enforcement Officer to work with Planner Kismor to collaborate and find resources for people that need assistance with lawn care or cleaning up the yard.

### Special Events

#### Glass Art Festival at Bergstrom-Mahler Museum of Glass

C.A. Following discussion, **Motion/Second/Carried Stevenson/Hillstrom to recommend the Council approve the Street Use Permit for the Glass Art Festival, sponsored by Bergstrom-Mahler Museum of Glass Inc., 165 N Park Drive, to be held on**

**August 12, 2022 from 5:00 PM to 9:00 PM and August 13, 2022 from 10:00AM to 5:00 PM.** All voting aye.

Public Works General Construction and Department Activity

- 1) Contract 3-20 (Street - Van, Monroe, Gillingham): Work is complete. A final pay request is being prepared.
- 2) Contract 4-21 (Epoxy Pavement Marking): Work is complete. A final pay request is being prepared.
- 3) Contract 6-21 (Misc. Concrete Pavement, Sidewalk Repairs): Work is complete. A final pay request is being prepared.
- 4) Contract 7-21 (Harrison Pond): Pond excavation is complete. The leveling pads and the first course of block on the north has been completed on the retaining wall.
- 5) Contract 8-21 (Jewelers Park Drive Trail): Work is complete. A final pay request is being prepared.
- 6) Contract 1-22 (Utility Construction in Fredrick Drive area): Work is complete. A final pay request is being prepared.
- 7) Contract 2-22 (Utility and Street Construction on Grove and Dieckhoff): City utility work is complete. We Energies gas main and service replacement is ongoing and is scheduled for completion by July 29. Street construction is scheduled to start the first week of August.
- 8) Contract 3-22 (Street Construction in Fredrick Drive area, Fresh Air Pk, Southview Pk): Concrete repairs are ongoing on Byrd and on Tullar at both Apple Blossom and Fredrick. Pulverizing and milling will be finished the week of 7/25, including the two park projects. Road grading will be starting on Fredrick and proof rolling on all other streets. Grading and binder course paving was done on Shootingstar and Armstrong.
- 9) Contract 4-22 (S. Commercial Utility Construction): There is some asphalt paving still left to do.
- 10) Contract 6-22 (Epoxy Pavement Marking): Bid documents are being finalized.
- 11) Contract 7-22 (Winneconne Ave Overpass Repairs): Repairs to the south column are complete. Work on the bridge deck is scheduled for late August.
- 12) Contract 8-22 (Miscellaneous Asphalt Repairs): This contract was awarded to Northeast Asphalt. Work has not been scheduled but typically takes place in October.
- 13) Contract 10-22 (Lead service line replacement/Sewer later replacement): Public hearing notices have been sent to the property owners. The public hearing is scheduled for August 3. The advertisement for bid will start on July 27.

- 14) Pavement Maintenance: An oil/chip treatment is being scheduled for Bayview Road (Limekiln to S city limits). Crack filling and cup crack treatments have been done on Yorkshire, Manchester and Kensington.
- 15) 2023 Projects: Survey work has started on projects proposed for the 2023 capital budget.
- 16) Doty Island Sign plates: At the request of DIDC, a sampling of supplemental sign plates have been added to street name signs on Forest Avenue (Bond – Fourth) that say “Historic Doty Island”. It is expected that DIDC will request that these be added to all street name sign posts on the island at their cost.

Adjournment: **Motion/Second/Carried Hillstrom/Borchardt to adjourn at 7:51 PM.**  
All voting aye.

Respectfully submitted,



Lisa Mroczkowski  
Public Works Office Manager