

CITY OF NEENAH
AMENDED
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday, January 14, 2020 - 6:30 PM

Hauser Room - City Administration Building

Present: Alderpersons Bates, Lang, Lendrum, Spellman and Stevenson

Also Present: Mayor Kaufert, Director of Public Works Kaiser, Director of Community Development and Assessment Haese, Ald. Boyette, Dan McIntosh, Bette McIntosh, Jay Lettau, Erin Lettau, Susan Derhaag, Greg Derhaag, Richard Mosbacher, May Ellyn Wroblewski, Jeff Hayes, Peter Ullrich, Cari Ullrich

Minutes: Motion/Second/Carried Lendrum/Spellman to approve the minutes of the December 10, 2019, Regular Meeting. All voting aye.

Public Appearances:

Dan McIntosh, 234 Lakeshore Avenue, addressed the Committee regarding the proposed Lakeshore Avenue reconstruction project. He expressed a concern with the 17-foot roadway width proposed for the option that includes an off-street trail. For the option that includes an on-street bike/pedestrian lane, he suggested placing a rumble strip between the vehicle portion of the road and the bike/pedestrian portion of the road. He asked about the "Bike" label shown on the trail in one of the displays. He noted that there are three evergreens that are not shown on the drawings that were planted by a neighbor and that these would be removed. He provided the Committee with suggestions to keep in mind when framing the survey questions so that pertinent input is received (handout attached).

Richard Mosbacher, 256 Lakeshore Avenue, addressed the Committee to express a concern about the 17-foot roadway width proposed for the option that includes an off-street trail. He noted a concern with the ability of an emergency vehicle to get by stopped or parked vehicles on the road.

Cari Ullrich, 143 N. Park Avenue, addressed the Committee about the Lakeshore Avenue project. She felt that the options presented were confusing since a wider road option was listed as impacting fewer trees than a narrower road option.

Peter Ullrich, 143 N. Park Avenue, addressed the Committee to express concern with the public impression of cutting down trees for no reason.

Approval of Preliminary Resolution 2020-01: Sanitary Sewer Lateral Construction (Abby Avenue, Clybourn Street, Center Street, Bond Street, Van Street, Monroe Street, Lakeshore Avenue): Director Kaiser noted that this is the first step in the special assessment process. It directs staff to prepare plans and estimates for the proposed work. An Assessment Report will be brought to a future Committee meeting. He noted that this will be the second year that the Sanitary Sewer Utility will participate in the cost of full sewer lateral replacement. He reviewed construction methods for lateral replacement. He discussed the standard water service replacement and the option for homeowners to replace their entire service.

RES.

Following discussion, **Motion/Second/Carried Stevenson/Lendrum to recommend the Council adopt Preliminary Resolution 2020-01: Sanitary**

Sewer Lateral Construction (Abby Avenue, Clybourn Street, Center Street, Bond Street, Van Street, Monroe Street, Lakeshore Avenue) All voting aye.

Lakeshore Avenue Project Selection: Director Kaiser reviewed his memo of January 10, 2020, outlining a process for gathering additional public input into the design of Lakeshore Avenue should the Council feel that additional input would be helpful. Options for additional input could include hosting a public information meeting that was open to the whole community, a community survey, or both. Committee noted that an information sheet for each option would be helpful. Chairman Bates expressed support for the rumble strip idea but felt that curbing between the vehicle lane and the bike/pedestrian lane was preferable. She inquired about the possibility of elevating the sidewalk and placing it adjacent to the road. She noted that cars or service vehicles would not be able to park in the area designated for bike/pedestrian use.

Director Kaiser clarified the tree impact questioned by Ms. Ullrich. He noted that the original 24-foot road option maintained the current road alignment and impacted 17 trees. The 29-foot road option was on a revised alignment and impacted 10 trees. The 24-foot road option was subsequently designed on a new alignment and impacted 7 trees.

Ald. Lendrum expressed a reluctance to offer a survey. She also expressed a concern that expanding the level of public input would cause us to miss the deadline to construct the project this year.

Ald. Boyette addressed the Committee. She expressed a concern with the potential for vehicles to park in the lane designated for bike/pedestrian use. She noted that service vehicles working in the area can park in the driveway of the home they are servicing. She expressed a concern with having garbage trucks travel against the one-way traffic flow in order to complete their collections. She expressed a concern with having the input of people who don't live in the city impacting the design and cost of a city project. She requested clarification on why only two options are currently being discussed when four alternatives were discussed in earlier memos. Director Kaiser noted that the only option that has been removed from consideration is the 29-foot wide option. He stated that the option previously noted as Option 4 was a variant of the 24-foot option and had the same footprint.

Committee reviewed the project budget. Ald. Stevenson stated that, if the public is being asked for their opinion, then the focus of that input must be agreed to by the Committee. Director Haese noted the use of surveys by his office. Mayor Kaufert encouraged a simple survey, if a survey were to be used. Director Haese reminded the Committee that the survey was not a referendum but additional information that can be used by the Council in their decision. Committee discussed the value of the survey.

Committee discussed the workshop format. Staff indicated that it would be an open-house style with updated layouts, costs, and impacts of the options. Committee noted that a suggestion box could be included. Committee discussed the possibility of placing project information at other sites to gather input. Committee suggested having multiple public information meetings and stressed the importance of documenting the input received. Committee discussed on-street parking under the design options.

Greg Derhaag, 260 Lakeshore Avenue, addressed the Committee to encourage that an external environmental assessment be prepared to evaluate the impact of hard surface and the potential for root damage. He also encouraged a site walk and marking each tree that is anticipated for removal.

Committee discussed the shoreline erosion. Residents noted that the wave action of Lake Winnebago is primarily responsible for the erosion.

Mayor Kaufert asked about the impact on the bidding schedule. Director Kaiser estimated that it would take 8 to 10 weeks to reach a contract award from the point of project selection by the Council.

Richard Mosbacher, 256 Lakeshore Avenue, addressed the Committee to inquire about the possibility of an environmental analysis. Director Haese noted that the impervious area can be calculated from the designs. He also noted that the tree impacts shown for the road and trail layouts are based on a buffering criteria that was provided by the city forester.

Committee discussed support for the workshop option and directed staff to prepare a schedule and provide exhibit information to the Committee. Director Haese encouraged including a survey option for those unable to attend the public information sessions.

Beverage Operator License Application: The Committee reviewed the beverage operator license applications for Brittany Arnold-Canter, Mystic Dombrowski, Paige Garner, Jill Givson, Mercedes Gorski, Makenzie Jameson, Brittany Johnson, Samuel Kelly, Abby Klimek, Kristen Maes, Chirstpher Meyer, Jahquel Musil, Ashley Seidl, Tori Sternagel, Randall Steward.

C.A.

Following discussion, **Motion/Second/Carried Lang/Spellman to recommend Council approve beverage operator license application for Brittany Arnold-Canter, Mystic Dombrowski, Paige Garner, Jill Gibson, Mercedes Gorski, Makenzie Jameson, Brittany Johnson, Samuel Kelly, Abby Klimek, Kristen Maes, Chirstpher Meyer, Jahquel Musil, Ashley Seidl, Tori Sternagel, Randall Steward.** All voting aye.

Change of Agent/Trade Name-Council Kitchen and Bar: Mayor Kaufert noted that the change of agent is from the bar manager to the bar owner.

C.A.

Following discussion, **Motion/Second/Carried Lendrum/Stevenson to recommend Council approve Change of Agent/Trade Name-Town Council Kitchen and Bar, 133 W. Wisconsin Ave, Jonathan Horan, agent.** All voting aye

Public Works General Construction and Department Activity:

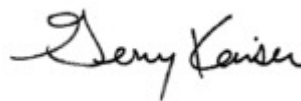
1. Contract 1-19 (Caroline, Stevens, Fifth) – Work is complete. Final quantity measurements are being made.
2. Contract 2-19 (Stanley Ct, Stanley St, Thomas) – Work is complete. Final quantity measurements are being made.

3. Contract 7-19 (Breezewood Sanitary Sewer) – The sanitary sewer interceptor has been installed from Breezewood Lane to a point approximately 1,500 feet north. Work will continue to the north through the Harness easement. When weather improves later this year, the work in Breezewood Lane will be done.
4. Contract 1-20 (Abby, Bond, Center, Clybourn) – Bids are being opened on January 14. A memorandum of understanding with the City of Menasha is being finalized and will be brought to a future Committee meeting.
5. Contract 2-20 (Utilities - Van, Monroe) – Design work is ongoing.
6. Contract 3-20 (Street - Van, Monroe, Gillingham, Shootingstar, Armstrong) – Design work is ongoing. Work on Shootingstar and Armstrong is being bid as an alternate to the base bid of Van, Monroe and Gillingham.
7. Contract 4-20 (Street – Green Bay, Tullar) – Design work is ongoing. Green Bay Road has been submitted for Municipal Street Improvement Program – Discretionary funding. We should learn the outcome of that application in March. If our application is successful, this would provide funding for up to 50% of eligible project costs.
8. Courtney Court – Work is complete for the winter. The topcoat of asphalt will be placed later this year.
9. Downtown Traffic Study – The review team met on Dec. 20. We discussed the downtown traffic diversion analysis, layout and traffic impact for a ramp located on the Blue Lot, and a conceptual roundabout design at Main/Green Bay. The consultant is continuing work on the Main/Torrey intersection control evaluation and the Hewitt Lot parking ramp assessment.
10. Jewelers Park Trail – Staff is finalizing the design contract with the consultant.
11. Drop-off Site – Crews have started revising the drop-off site layout. Punch cards have been ordered for distribution in February.
12. Parking Management System – A staff site visit with Stevens Point is being arranged for Monday, January 20, to discuss their use of the T2 Parking Management System.
13. Director Kaiser informed the Committee that Lisa Mroczkowski has started as the office manager in the Public Works Department. Judy Larson is retiring and her last work day is January 17.

Announcements/Future Agenda Items: Ald. Lang noted the recent article in the Post-Crescent about Oakhill Cemetery. She asked that staff confirm the accuracy of the statement on the website that it is the second oldest municipal cemetery in the United States or remove the statement from the website.

Motion/Second/Carried Lendrum/Lang to adjourn at 8:35 p.m. All voting aye.

Respectfully submitted,



Gerry Kaiser, PE
Director of Public Works

Suggestions re: the proposed survey/public feedback

It's good to seek input from others. In 2011, ~500 people responded to a website in favor of retaining the greenspace and keeping the road like it is and rejecting the proposed off-street trail.

If you decide to conduct a survey, then be sure to clarify the questions.

How questions are asked and the information provided are very important in order to get the responses you need for good decision-making.

Avoid bias in survey results and public meetings by critically reviewing the description (information provided or not provided) for each option.

Some suggestions for improvement/clarification based on the previously provided information about, or impact of, the various options:

1. Let the respondent rate the importance or relative value of each factor. Don't lead the witness.
2. Clearly describe each option and factors to consider.
3. Mention that the on-street trail will have clearly marked bicycle and pedestrian lanes.
4. State that added hard surface is an environmental negative.
5. Don't use the words "may", "if" or "assume".
6. Explain that a narrower road, like the one through Riverside Park, will make stopping and passing more difficult or impossible and will result in decreased functionality.
7. Explain why X trees have to be removed when road width is the nearly the same or when it is narrowed.