

CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday, January 29, 2019 - 6:30 PM
Hauser Room - City Administration Building

Present: Aldermen Bates, Hillstrom, Lang, Lendrum and Stevenson

Also Present: Mayor Kaufert, Director of Public Works Kaiser, Superintendent of Parks and Recreation Fink, Police Chief Olson, Assistant Police Chief Sievert

Minutes:

Motion/Second/Carried Hillstrom/Lendrum to approve the minutes of the January 8, 2019, Regular Meeting. All voting aye.

Public Appearances: None.

We Energies - Wilderness Park Easement Amendment Request: Superintendent Fink reviewed the request from We Energies for an amendment to the Wilderness Park Easement. This amendment would extend the current easement to include the rest of the east property line of the park.

The Parks and Recreation Commission has reviewed and recommends Council approve the amended easement request. Committee reviewed the easement location and discussed its proximity to the trail.

Following discussion, **Motion/Second/Carried Lang/Stevenson to recommend Council approve the proposal from We Energies for an amendment to the Wilderness Park Easement.** All voting aye.

Parks and Recreation 2003 TR5 - Tractor/Loader Replacement: Superintendent Fink reviewed the proposals received to replace a 2003 John Deere tractor/loader.

The Parks and Recreation Commission recommends Council approve the proposal from Service Motor Company, Inc., for a Kubota SSV65 in the amount not to exceed \$35,231.38. The budget for this equipment was \$35,000. Ald. Hillstrom noted that the resale value of the current piece of equipment is not reflected in the purchase request. Superintendent Fink indicated that the current equipment could be sold for \$2,000-\$3,000 using on-line auction sites. Superintendent Fink confirmed that other accessories or additions for this equipment are not needed. Committee discussed equipment budgeting.

Following discussion, **Motion/Second/Carried Lang/Hillstrom to recommend Council approve the proposal from Service Motor Company, Inc., for a Kubota SSV65 in the amount not to exceed \$35,231.38.** All voting aye.

Police Department Request to Purchase Ford Police Interceptor Utility: Committee reviewed Assistant Police Chief Sievert's January 23, 2019, memo regarding purchase of seven 2019 Ford Police Interceptor Utility vehicles to replace the existing 2016 models. He stated that future vehicle purchases will be staggered on a three year rotation starting in 2021. He stated that the 2019 model has similar dimensions to the current squads so that transitioning to the new vehicles will be easier.

REPORT

REPORT

Public Services and Safety Committee Meeting
January 29, 2019
Page 2

He stated that the 2020 model will be a complete redesign that won't fit the current equipment so that, in addition to a higher vehicle cost, there will be higher equipment costs. He stated that the department intends to sell some of the current units and rotate some of them for other uses. Committee requested that the department provide an updated inventory of the fleet and fleet uses for future discussion. Assistant Chief Sievert stated that the vehicles would be purchased from Bergstrom Ford and that Low Voltage Solutions would do the vehicle outfitting. He estimated a purchase and outfitting cost of \$34,929 per vehicle for a total cost of \$244,503. The 2019 Capital Equipment Budget included \$292,650 for this purchase. Chief Olson indicated that the price from Bergstrom Ford was very close to the State bid price. He and Assistant Chief Sievert outlined the advantages of having the local dealership provide service work on the vehicles.

Committee discussed the rotation schedule for future vehicle replacement. They expressed concern with the ability to extend the life of the new vehicles sufficiently to reach the out-years of the rotation schedule, especially given the issues experienced with the current vehicles. Chief Olson and Assistant Chief Sievert reviewed the strategies that the department is planning to use to maximize the life of the new vehicles.

Mayor Kaufert expressed a concern with the purchase of all seven vehicles at one time. He questioned the rationale behind the size of the 8 vehicle patrol fleet. He encouraged limiting the purchase to four units now. He stated that he was willing to pay more for a future model year if it was a better vehicle design. Assistant Chief Sievert noted current fleet availability issues. He noted that the design of the 2019 units is more mature than the current 2016 units, which should address some of the issues that have been experienced. He also stated that achieving the goal of reducing idling time will benefit the life of the new vehicles. Chief Olson outlined the rationale behind the fleet size. He stated that the department is studying the costs and benefits of using a take-home vehicle approach. He stated that the officers have been informed of the proposed rotation schedule so that they can employ the strategies necessary to extend vehicle life.

Assistant Chief Sievert described the power requirements of the requested mobile data computers and the beneficial impact that they would have on vehicle battery and idling demands. He also stated that the department will explore competing vehicle makes when future vehicle purchases are made.

REPORT

Following discussion, **Motion/Second/Carried Lang/Lendrum to recommend Council approve purchase of seven 2019 Ford Police Interceptor Utility vehicles, AWD, 3.7, V6, at an estimated cost of \$244,503 with the cost funded through the use of borrowed funds as part of the 2019 Capital Equipment Fund Budget.** All voting aye.

Police Department Request to Purchase Panasonic Toughbook MDC's: Assistant Police Chief Sievert reviewed his January 23, 2019, memo regarding purchase of six Panasonic Toughbook CF-33 Mobile Data Computers (MDCs). He noted that the new MDCs are a tablet-style device that will have built in cellular modem and GPS unit, which requires less power draw from the patrol vehicle. He described the flexibility that the tablet devices will provide to the officers for field and reporting work.

Public Services and Safety Committee Meeting
January 29, 2019
Page 3

He noted that the current devices run Windows 7, which will no longer be supported. The new devices will run Windows 10, which allows them to maintain compatibility with the software that the department operates.

Assistant Chief Sievert noted that the Department intends to request a carry forward of the related 2018 Capital Equipment budget item to purchase three additional MDCs later in the year. Committee stated that those funds could be used to complete the purchase at this point. The 2019 budget for the purchase of 6 units is \$54,000 (Page 293 of 2019 Operating and Capital Improvements Budget). The 2018 budget for the purchase of 3 units was \$26,000 (Page 286 of 2018 Operating and Capital Improvements Budget). Assistant Chief Sievert stated that the total cost to purchase 9 units is \$67,275. He confirmed that there would not be a price reduction based on the number of purchased units.

REPORT

Following discussion, **Motion/Second/Carried Lendrum/Hillstrom to recommend Council approve purchase of nine Panasonic Toughbook CF-33 MDCs and all necessary hardware and wiring at a total cost of \$67,275 (\$7,475 each) with funding to come from the 2018 Capital Equipment Fund Budget and the 2019 Capital Equipment Fund Budget.** All voting aye.

Approval of Special Assessment Report: The item was tabled to the meeting of February 12, 2019.

Licenses:

Beverage Operator License Applications: The Committee reviewed the beverage operator license applications for Shelby K. Day, Crystal A. De Los Santos, Madison M. Dorow, Ariaah A. Duboard, Erin E. Flanagan, Rose M. Holmes, Jennifer L. Johnson, Bradley R. Karlen, Melissa M. Lone and Calista M. Van Deurzen.

C.A.

Following discussion, **Motion/Second/Carried Lendrum/Lang to recommend Council approve beverage operator license applications Shelby K. Day, Crystal A. De Los Santos, Madison M. Dorow, Ariaah A. Duboard, Erin E. Flanagan, Rose M. Holmes, Jennifer L. Johnson, Bradley R. Karlen, Melissa M. Lone and Calista M. Van Deurzen.** All voting aye.

Beverage Operator License Application (New) - Delinquent Fee: The Committee reviewed the beverage operator license application for Holly C. Kolb.

C.A.

Following discussion, **Motion/Second/Carried Lendrum/Lang to recommend Council approve the beverage operator license application (new) for Holly C. Kolb contingent upon payment of all delinquent City fees.** All voting aye.

Temporary Class "B" / "Class B" (Picnic) Beer & Wine License Application - St. Margaret Mary Parish: The Committee reviewed the Temporary Class "B" / "Class B" (Picnic) Beer & Wine License Application for St. Margaret Mary Parish for their Chili Dinner & Bingo Night on February 9, 2019.

Public Services and Safety Committee Meeting
January 29, 2019
Page 4

C.A.

Following discussion, **Motion/Second/Carried Lang/Lendrum to recommend Council approve the Temporary Class “B”/“Class B” (Picnic) Beer & Wine License Application for St. Margaret Mary Parish, 620 Division Street, for their Chili Dinner & Bingo Night to be held on February 9, 2019.** All voting aye.

Public Works General Construction and Department Activity:

1. Contract 1-18 (Andrew, Richard, Geiger, Whiting) – Work is complete. A final estimate is being brought to the 01/29 Board of Public Works.
2. Contract 2-18 (Cecil, Adams)
 - a. Adams St – Work is complete.
 - b. Cecil St – Final topsoil and seeded will be done when weather permits.
3. Contract 3-18 (Nature Trails/Eaglecrest) – The only work remaining under this contract is completion of the Liberty Heights trail along Woodenshoe Road. The contract will remain open so that this work can be done early next year. Quantities on the Nature Trail/Eaglecrest work have been finalized with the contractor. Special assessment billings will be sent in September 2019.
4. Contract 1-19 (Caroline, Stevens, Fifth) – The bid opening is scheduled for 2/6/2019.
5. Contract 2-19 (Stanley Ct, Stanley St, Thomas) – The bid opening is tentatively scheduled for 2/20/2019.
6. Downtown Traffic Study – An RFP is being prepared for the next phase of the traffic study.
7. Automated Collection Carts – Staff is continuing to work through cart change requests. About 120 requests remain to be fulfilled.
8. Local Road Improvement Program Application – A substitution project application for the 2018-2019 program was submitted and approved by the Winnebago County Highway Commissioner. The submitted project had been Winneconne Avenue (Commercial – Washington). The replacement project is Thomas Court. Our LRIP reimbursement amount for this biennium is \$63,806.61.
9. Harrison Street Pond – The City has prepared a preliminary design for the pond. We are also exploring the purchase of the remaining residential property abutting the site to allow us additional area for the pond and additional flexibility in the design. Phase 2 environmental investigation work was completed. It identified a petroleum contaminated area in the vicinity of a former dairy that was located on the site, more or less, immediately south of the existing residential property. The investigation also identified several small surficial areas of coal and wood dust. A meeting with DNR staff is being arranged to address the proper disposition of problematic soils that will be excavated as part of pond construction.
10. Director Kaiser informed the Committee that Bill Waech has accepted our offer to be the Assistant Public Works Superintendent. His first scheduled day is Thursday, January 31.

Committee discussed potential impacts of the Foxconn project on bid pricing for 2019 projects.

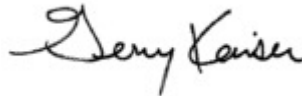
Public Services and Safety Committee Meeting
January 29, 2019
Page 5

Committee discussed plowing operations for the two recent snowstorms. Director Kaiser related that, depending on the timing of the snowfall, nighttime plowing is preferred since it is safer for the public, safer for our drivers and allows for a more efficient snow clearing operation.

Announcements/Future Agenda Items: None.

Motion/Second/Carried Hillstrom/Stevenson to adjourn at 7:35 p.m. All voting aye.

Respectfully submitted,

A handwritten signature in black ink that reads "Gerry Kaiser". The signature is written in a cursive, flowing style.

Gerry Kaiser, PE
Director of Public Works