

**CITY OF NEENAH**  
**PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES**  
**Tuesday July 12, 2022, 6:30 PM**

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

**Excused:** Alderperson Borchardt

**Also Present:** Mayor Lang, Public Works Director Kaiser, Traffic Engineer Merten, Public Works Office Manager Mroczkowski, Austin Foremiller, Margaret Chrzan, Michael Dismer and Karen Dismer

Approval of the June 28, 2022 Regular Meeting Minutes

Motion Second/Carried by Hillstrom/Stevenson to approve the minutes of the June 28, 2022 Regular Meeting. All voting aye.

Public Appearances:

Austin Foremiller, 105 W Winneconne stated that he owns the property at 105 W. Winneconne Avenue. He stated that currently the only driveway access to his property is off of Church Street. He stated that he would like the city to consider designing the right turn lane at S. Commercial Street and W. Winneconne to allow access to his property from S. Commercial Street. He stated that the proposed right turn lane will make accessing his property from W. Winneconne Avenue difficult.

Bell Street Speed Study

Traffic Engineer Merten reviewed his memo of July 7, 2022. He stated that at the January 25, 2022, Public Services & Safety Committee meeting a petition was received from residents along E. Bell Street requesting the speed limit be lowered from 30 MPH to 25 MPH in the 200 block of E. Bell Street. He stated that the Committee directed staff to conduct a speed study over a two week period and report back to the Committee with the results.

Traffic Engineer Merten stated that the traffic study was conducted from May 17 to May 30. He stated that the study was done at 113 E. Bell Street (Between S. Commercial Street and Lyon Drive, Dentistry by Design), 209 E. Bell Street (Between Mahler Boulevard and the S-Curve, Valley VNA property), 233 E. Bell Street (At the center of the S-Curve, approximate midpoint of the condos). Traffic Engineer Merten stated that

the findings showed the highest amount of speeding occurred at the western most location at 113 E. Bell Street and the lowest were at the S-curve at 233 E. Bell Street. He stated that drivers traveling more than 10 mph over the speed limit only accounted for 0.3% to 5% of all drivers, which is lower than typical for this class of street. Traffic Engineer Merten stated that there have only been four traffic accidents reported from 2011 to present, within the area of the traffic study.

Traffic Engineer Merten stated that when comparing the results to other streets, this segment of E. Bell Street, particularly in front of the condos, does not demonstrate a substantial speeding problem. He stated that even if we use 25 mph as the baseline speed, excess speeding in front of the condos would only account for 5% of the total traffic.

Traffic Engineer Merten stated that staff recognizes that the width of E. Bell Street is excessively wide (48'), which is known to cause speeding issues. He stated that one measure that could be take in lieu of a speed limit reduction is narrowing the through lanes via pavement markings. He stated that there are studies that show that narrowing the lanes of traffic can reduce speeds. He stated that his recommendation is adding a line that runs parallel to the bike lane. He stated that by doing this, you are narrowing the traffic lane to one lane and you are creating a parking lane.

Aldersperson Lendrum stated that this sounds like a good compromise. She stated that the change in the pavement markings provides parking for the residents and also has the potential of slowing down traffic.

Aldersperson Weber asked if the police department has any speed data along this section of E. Bell Street. Traffic Engineer Merten stated that they probably do, but he did not include it in this data.

Aldersperson Hillstrom stated that the data shows there is not a speeding issue on E. Bell Street except for peak times eastbound. He stated that this year, not all the striping was able to be done at the roundabouts because the bid prices came in higher than expected. He asked what will have to be pushed back in the 2023 budget to allow this striping to be done. He stated that he would like a pavement marking priority list to be compiled. Traffic Engineer Merten stated that he will put a list together.

Aldersperson Hillstrom asked what the cost is for striping a crosswalk. Traffic Engineer Merten stated a typical four-legged intersection costs is approximately \$4,000.

Aldersperson Stevenson stated that he agrees with Aldersperson Hillstrom for the need of a pavement marking priority list. He stated this will help determine if requests like the one discussed here tonight can be done and also if additional funding is needed to complete yearly pavement markings.

Margaret Chrzan, 225 E. Bell Street, stated that she is the current President of the Condo Association. She stated that she would like to thank former Mayor Kaufert, the Council and staff for following through and conducting the speed study. She stated that the recommendation of narrowing the street sounds like a good idea. She stated that providing parking is important to the residents along this section of E. Bell Street too.

Karen Dismer, 233 E. Bell Street stated that she wanted to thank staff for looking into this matter. She stated that she had no idea what the cost would be for the changes that were being requested to be done and the impact a small request can make on a budget. She stated she is pleased that there is the possibility of on-street parking.

### Contract 3-22 Discontinuous Sidewalk

Traffic Engineer Merten reviewed his memo from July 8, 2022. He stated that at the January 11, 2022 Committee meeting, Director Kaiser shared with the committee the areas of discontinuous sidewalk that was present on the streets included in Contract 3-22. Traffic Engineer Merten stated that questions were raised at this meeting regarding school walking routes and the Committee asked for additional information before determining which, if any, of the discontinuous sidewalks needed to be completed.

Traffic Engineer Merten stated that the Neenah Joint School District (NJSD) participates in the regional Safe Routes to School (SRTS) program managed by East Central Wisconsin Regional Planning Commission (ECWRCP). He stated that NJSD puts together action plans based on data for middle and elementary school level only. He stated that the streets included in Contract 3-22 include two schools, Hoover Elementary and Tullar Elementary. The data from the action plans only shows that there is a portion of the population in that area, that bike or walk to both schools, but doesn't give any idea of which route they are taking to get to school.

Traffic Engineer Merten stated that the budget for Contract 3-22 has sufficient funds to include the sidewalk connections on Meadow Lane and Fredrick Drive. He stated that these streets are specifically mentioned because of street classification and because not much additional sidewalk is needed to complete the connections. Traffic Engineer Merten stated that staff recommends installing the missing sidewalk on the east side of Meadow Lane and on the north side of Fredrick Drive.

Aldersperson Stevenson asked why there are leftover funds. Director Kaiser stated that the amount of curb, gutter and sidewalk replacement came in lower than originally projected which freed up money to propose the finishing of these stretches of sidewalk.

Aldersperson Stevenson asked why we are not assessing for this sidewalk installation. Director Kaiser stated that sidewalk installation and replacement is part of the Transportation Assessment Replacement Fee (TARF).

The Committee continued discussion on the use of TARF funds.

Aldersperson Stevenson asked if there is a discontinuous sidewalk policy. Director Kaiser stated that when 51% of the street has sidewalk, the remaining sidewalk is installed.

Aldersperson Stevenson stated that based on the data, only 20% of the kids who live on the streets included in Contract 3-22 walk or bike to school. Director Kaiser stated that

the other dynamic that is changing in this area is the high school will become a middle school in fall of 2023 so that percentage may increase.

Alderson Hillstrom asked what the cost is for installing sidewalks on Fredrick Drive and Meadow Lane. Director Kaiser stated that it would be approximately \$38,000.

Committee continued discussion regarding which discontinuous sidewalks to include in Contract 3-22, funding of the sidewalks and which routes would most likely be used by foot and bike traffic.

Following discussion, **Motion/Second/Carried Stevenson/Hillstrom to recommend Council approve to add to Contract 3-22, installation of missing sidewalk on the east side of Wild Rose Lane from Fredrick Drive to Apple Blossom Drive, the north side of Fredrick Drive from Tullar Road to Primrose Lane and the east side of Meadow Lane from Fredrick Drive to Apple Blossom Drive based on the Discontinuous Sidewalk Policy with funding to come from unused dollars in Contract 3-22.** All voting aye.

Report

#### Public Works General Construction and Department Activity

- 1) Contract 3-20 (Street - Van, Monroe, Gillingham)
  - a) Gillingham, Van, Monroe, Cavalry: Work is complete.
  - b) Shootingstar, Armstrong: The roads were graded and graveled on June 3. Asphalt paving has not been scheduled.

Director Kaiser stated that, after discussions with Sommers Construction, the general contractor, and Northeast Asphalt, a subcontractor to Sommers Construction on 3-20 and the general contractor on 3-22, it has been decided to remove the paving work for Shootingstar and Armstrong from this contract and add it to Contract 3-22. This will simplify coordination of this work without adding to our costs. Director Kaiser stated we can then close out Contract 3-20. He stated that there will be a change order coming through the Board of Public Works to delete the paving from 3-20 and include it in 3-22.

- 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 retaining wall contractor was on-site to pump the pond down so that they can resume their work.

Director Kaiser stated that the contractor has begun working on the retaining wall footings.

- 5) Contract 8-21 (Jewelers Park Drive Trail): Work is complete. A final pay request is being prepared. In the course of measuring final quantities, it became apparent that there was a significant error in the bid quantity for trail between Cecil Street and the north bridge. The quantity included in the bid was 870 square feet when it should have been 2,870 square feet.
- 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 22. 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): The contractor paved the thinlay areas and the binder mat on Apple Blossom Drive. Concrete work on the Fredrick Drive area is scheduled to start July 11. Work on the park projects is tentatively scheduled to start at the end of July.  

Aldersperson Hillstrom asked when Fresh Air Park will be paved. Engineer Merten stated that this work will start at the end of July.
- 9) Contract 4-22 (S. Commercial Utility Construction): Work is complete. A final pay request is being prepared.
- 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 places in October.
- 13) Contract 9-22 (Miscellaneous Concrete Pavement and Sidewalk Repairs): This contract was re-bid since no bidders responded to the initial issuance. Two bids were received. Staff is evaluating the bids to determine how we wish to proceed with the work.  

Director Kaiser stated the bids that were received in the rebid of this project came in 50% higher than estimated. Staff will be recommending to the Board of Public Works to reject all bids. He stated that staff had arranged for another contractor to repair key pieces of concrete pavement which they are be able to fit into their current schedule.
- 14) CTH JJ/CTH CB Road Construction: The County's contractor is placing storm sewer.
- 15) Assistant Public Works Superintendent: Trevor Griesbach has accepted the position of Assistant Public Works Superintendent. Since he was an internal candidate, we'll be posting an opening for a Street Crew position.

Alderson Hillstrom asked for an update on the TDS fiber installation. Director Kaiser stated that they are currently working on the island. He stated that there is a new project lead this year and he seems to have control of the crews and the work.

Director Kaiser stated that there was a serious accident at the Drop-Off center that involved a resident. His understanding is that a resident was trying to dispose of a toilet and tripped at which point he dropped the toilet and then fell into the broken pieces of porcelain, severely injuring his arm.

Adjournment: **Motion/Second/Carried Stevenson/Hillstrom to adjourn at 8:08 PM.**  
All voting aye.

Respectfully submitted,

A handwritten signature in cursive script that reads "Lisa Mroczkowski".

Lisa Mroczkowski  
Public Works Office Manager