

**CITY OF NEENAH**  
**PUBLIC SERVICES AND SAFETY COMMITTEE MEETING**  
**August 8, 2023 @ 6:30 PM**  
**Hauser Room, 211 Walnut Street**  
**Council Chambers**

NOTICE IS HEREBY GIVEN, pursuant to the requirements of Wis. Stats. Sec. 19.84, that a majority of the Neenah Common Council may be present at this meeting. Common Council members may be present to gather information about a subject over which they have decision-making responsibility. This may constitute a meeting of the Neenah Common Council and must be noticed as such. The Council will not take any formal action at this meeting.

**AGENDA**

1. Approval of Minutes of the Meetings of July 11, 2023, and August 2, 2023. (Attachment)
2. Public Appearances
3. Neenah Police Department 2<sup>nd</sup> Quarter Statistics (Attachment)
4. Final Resolutions
  - a. Freedom Acres Subdivision 2-Inch Asphalt Mat (Attachment)
  - b. Homes at Freedom Meadows 2-Inch Asphalt Mat (Attachment)
5. Public Works General Construction and Department Activity Report (Attachment)
6. Announcements/Future Agenda Items
7. Adjournment

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Neenah will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance, or reasonable accommodation in participating in this meeting or event due to a disability as defined under the ADA, please call the **City Clerk Office at (920)886-6101** or the **City's ADA Coordinator at (920)886-6106** or e-mail [attorney@ci.Neenah.wi.us](mailto:attorney@ci.Neenah.wi.us) at least 48 hours prior to the scheduled meeting or event to request an accommodation.

**CITY OF NEENAH**  
**PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES**  
**Tuesday, July 11, 2023, 6:30 PM**

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

**Excused: Alderperson Borchardt**

**Also Present:** Mayor Lang, Public Works Director Kaiser, Public Works Superintendent Radtke, and Public Works Office Manager Mroczkowski

Public Appearances:

**NONE**

Approval of Minutes of the Meetings of June 13, 2023, and July 5, 2023

**Motion/Second/Carried by Hillstrom/Stevenson to approve the minutes of the Meetings of June 13, 2023, and July 5, 2023.** All voting aye.

Request to Purchase On-Site Back-Up Generator for Main Street Lift Station

Public Works Superintendent Radtke stated that the current generator was installed in 1974 and he can no longer get parts for it. He stated that the generator he is recommending is a stand-alone Kohler with the upgraded enclosure from Total Energy Systems for \$68,678.00. Public Works Superintendent Radtke stated that he is also asking for an additional \$30,000.00 to cover shipping costs, electrical costs, and concrete costs. He stated that the funding will come from the 2023 Capital Equipment Budget.

Alderperson Lendrum asked if the city will keep the old one as a backup. Public Works Superintendent Radtke stated that he plans on selling the current generator. He stated that he has a backup generator on a trailer that can be used in emergency situations.

**Following Discussion: Motion/Second/Carried by Stevenson/Weber to recommend Council approve the purchase of a Kohler generator with the upgraded enclosure from Total Energy Systems, LLC, in an amount of \$68,678.00 and to also include an additional \$30,000.00 for shipping costs, electrical costs, and concrete costs, for a total of \$98,678.00, with the funding source being Capital Equipment Budget of \$100,000.00.** All voting aye.

Report

Approve the Special Assessment Report for a 2-Inch Asphalt Mat Overlay for properties served in the Freedom Acres Subdivision

Director Kaiser reviewed the Special Assessment Report for the 2-Inch Asphalt Mat Overlay in the Freedom Acres Subdivision. He stated that there is only one street, Honor Street, with 14 properties served. Director Kaiser stated that the total estimated construction cost is \$82,690. He stated that, with the escrow of \$45,500 and the cost share that was approved by Council, the estimated per parcel assessment to property owners is \$1,330.00.

**Following Discussion: Motion/Second/Carried by Stevenson/Weber to authorize the Chairman of the Public Works and Safety Committee to sign the special assessment report for Preliminary Resolution 2023-14, 2-Inch Asphalt Mat Overlay for properties served in the Freedom Acres Subdivision. All voting aye.**

Approve the Special Assessment Report for a 2-Inch Asphalt Mat Overlay for properties served in the Homes in Freedom Meadows Subdivision

Director Kaiser reviewed the Special Assessment Report for the 2-Inch Asphalt Mat Overlay for the Homes at Freedom Meadows Subdivision. He stated that the streets being included are Founders Street, Honor Street and Liberty Avenue with 31 properties served. Director Kaiser stated that the total estimated construction cost is \$97,320.00. He stated that, with the escrow of \$61,200 and the cost share that was approved by Council, the estimated per parcel assessment to property owners is \$585.00.

**Following Discussion: Motion/Second/Carried by Stevenson/Hillstrom to authorize the Chairman of the Public Works and Safety Committee to sign the special assessment report for Preliminary Resolution 2023-15, 2-Inch Asphalt Mat Overlay for properties served in the Homes at Freedom Meadows Subdivision. 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. Rock placement for the water feature needs to be completed as does the installation of the electric service.

Director Kaiser stated that staff is meeting with contractor on July 12, 2023, to discuss outstanding issues.

- 2) Contract 1-23 (Chestnut, Burr, Dieckhoff, Laudan Utility and Street Construction): Utility work is complete. We are in the rest period to allow for trench settlement. The rest period ends on July 31.
- 3) Contract 2-23 (Charles, Hughes, Memorial, Patrick, Brantwood Dr/Ct Utility and Street): Utility work is complete. Concrete repairs have started on Brantwood.
- 4) Contract 3-23 (Concrete Pavement/Sidewalk Repair): The contractor has started work.
- 5) Contract 4-23 (Asphalt Repairs): The contract was awarded to MCC, Inc. A work schedule has not been set.
- 6) Contract 5-23 (New Subdivision Street Construction):
  - a) Arthur Plat: Work is complete.
  - b) Cardinal Plat: Work is complete except for the top course of asphalt, which is scheduled for paving on July 7.
  - c) Integrity Acres: Concrete work and the binder course of asphalt are in place. Landscaping is nearing completion. The top course of asphalt has not been scheduled.
  - d) Liberty Heights: Curb/gutter and driveways are complete. The binder course of asphalt is in place west of Hedgeview. Landscaping will start in that section upon completion of landscaping in Integrity Acres. Grading and manhole adjustments are being done on and east of Hedgeview in preparation for paving.
- 7) Contract 6-23 (Columbian Av Utility and Street Construction): Utility work is complete. Road excavation is nearly completed. Curb/gutter work is tentatively scheduled to start the week of July 10.
  - e) Beaulieu Road sanitary sewer – Work is complete.
- 8) Contract 7-23 (High, River Utility and Street Construction): The contract was awarded to Carl Bowers & Sons Construction. A schedule has not been set. We received the permit approval from CN Railways on July 6.
- 9) Contract 8-23 (Tullar Garage Office Area Roof Replacement): This contract was awarded to JT Rams, LLC. A work schedule has not been set.
- 10) Contract 9-23 (Epoxy Pavement Marking): The project was awarded to Century Fence. A work schedule has not been set.
- 11) Contract 10-23 (Parking Lot, Temporary Asphalt Street Construction): The project has been awarded to NEA. A pre-construction meeting is scheduled for July 20. The proposed schedule calls for work to start the first week of August be completed by mid-September.

12) Contract 11-23 (Hunt, Fairwood, Brookwood Street Construction): The project has been awarded to NEA. A pre-construction meeting is scheduled for July 20. The proposed schedule calls for work to start the first week of August be completed by the end of September.

13) Bridgewood Bridge: Due to conflicting information, Graef's analysis of the Neenah Creek hydraulics has taken more effort than anticipated. That analysis is now complete, and they are in a position to prepare the bridge plans. We are currently targeting a late August bid.

14) Pavement Maintenance: Fahrner Asphalt placed oil/chip surfaces on Yorkshire, Manchester, and Kensington from S. Park to Bayview.

Director Kaiser stated that the contractor will be starting next week. He stated that they will start work on the non-roundabout areas first.

#### Announcements/Future Agenda Items

Alderperson Hillstrom stated that someone set off fireworks from the new Arrowhead Park pier and put a hole in the decking.

**Adjournment: Motion/Second/Carried Hillstrom/Weber to adjourn at 6:55 PM. All voting aye.**

Respectfully submitted,



Lisa Mroczkowski  
Public Works Office Manager

**CITY OF NEENAH**  
**SPECIAL PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES**  
**Wednesday, August 2, 2023 - 6:30 PM**

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

**Also Present:** Director of Public Works Kaiser, City Clerk Nagel

**Excused:** None

Public Appearances: None

S. Commercial Street Right-of-Way Plat: Director Kaiser reviewed his memo of July 26, 2023, regarding the relocation order for the S. Commercial Street reconstruction. He reviewed the resolution and exhibits comprising the relocation order. He noted that the right-of-way plat exhibit identifies the types of land interests and areas needed. He noted that the majority of the interests are for temporary limited easements (TLEs). These are needed primarily for matching in lawn grading behind the sidewalk and, in some cases, for matching in driveways. The fee acquisitions needed are mainly for curb ramp adjustments at corners. Committee discussed the process involved in acquiring the land interests needed and the rights of the property owners. Committee discussed the timing of the work. Director Kaiser noted that all interests must be acquired before the final WisDOT review of the project plans and specifications leading up to the project letting.

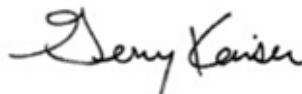
Following discussion, **Motion/Second/Carried Borchardt/Weber to recommend that Council approve Resolution 2023-18, the Relocation Order for the S. Commercial Street reconstruction between Stanley Street and Tyler Street.** All voting aye.

Temporary Extension of Licensed Premises for Gord's Pub, 210 Main Street, to host a street dance on Friday, August 18, 2023, from 6-10pm in Plexus Parking Lot: City Clerk Nagel reviewed the permit application and site plan. She noted the area to be fenced and stated that only soda and beer will be served – there will be no liquor served or food trucks. The event runs from 6 – 10 p.m. Committee asked about the permission received for the use of the parking lot. City Clerk Nagel stated that the application noted that permission had been received but that a written permission had not been included with the application but that she could request that from the event sponsor. Committee discussed ownership of the lot.

Following discussion, **Motion/Second/Carried Borchardt/Weber to recommend that Council approve the Temporary Extension of Licensed Premises for Gord's Pub, 210 Main Street, to host a street dance on Friday, August 18, 2023, from 6-10pm in Plexus Parking Lot.** All voting aye.

Adjournment: **Motion/Second/Carried Borchardt/Weber to adjourn at 6:50 p.m.** All voting aye.

Respectfully submitted,



Gerry Kaiser, PE  
Director of Public Works



Aaron L. Olson  
Chief of Police

# CITY OF NEENAH POLICE DEPARTMENT



2111 Marathon Avenue  
Neenah, Wisconsin 54956

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## Memo

**To:** Chair, Alderperson Cari Lendrum  
Public Services and Safety Committee  
Mayor Jane Lang

**From:** Chief Aaron L. Olson *ALO*

**Date:** August 3, 2023

**Re:** **Second Quarter Statistics for 2023**

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Attached are the 2023, First Quarter Statistics for the Neenah Police Department.

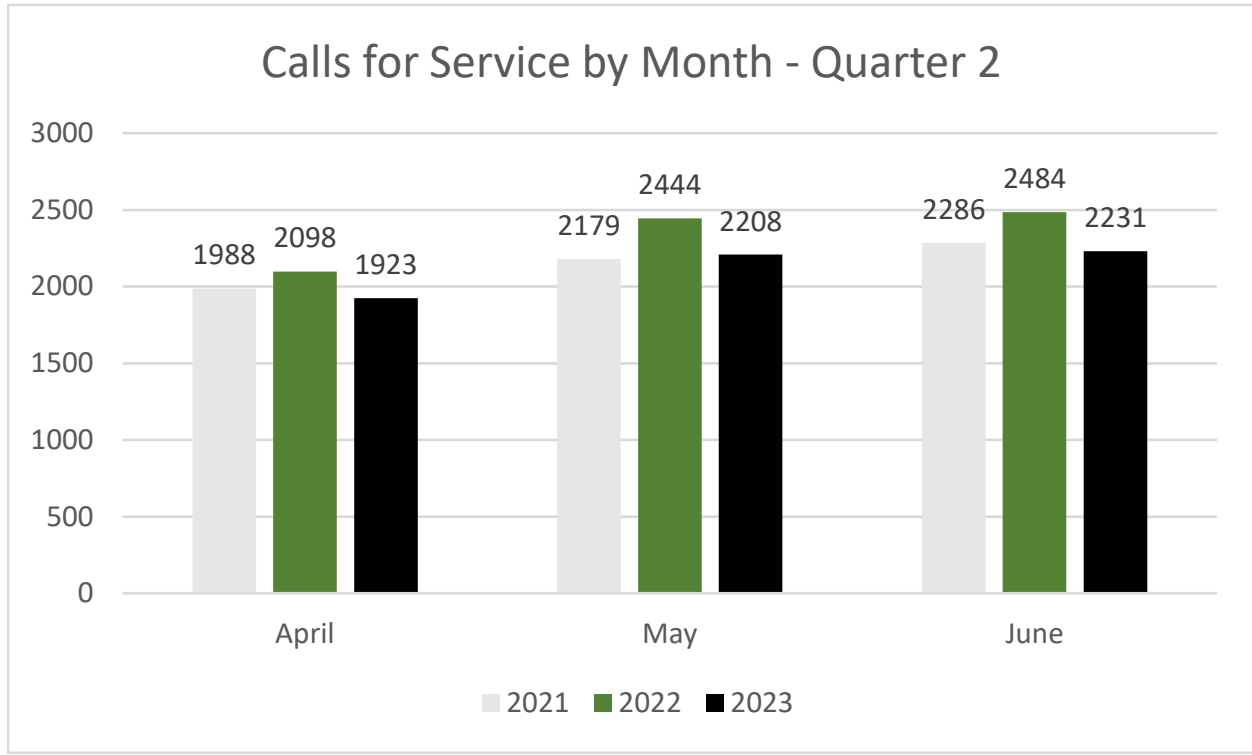
1. First Quarter Calls for Service
2. First Quarter Uniform Crime Report
3. Traffic Warnings Detail
4. Traffic Citations Detail
5. Traffic Safety Officer Report
6. OWI Arrests
7. Parking Citations
8. Accidents
9. Overdoses
10. Potentially Dangerous Animal Detail
11. Open Records Requests

# Neenah Police Department Quarter 2 Report 2023

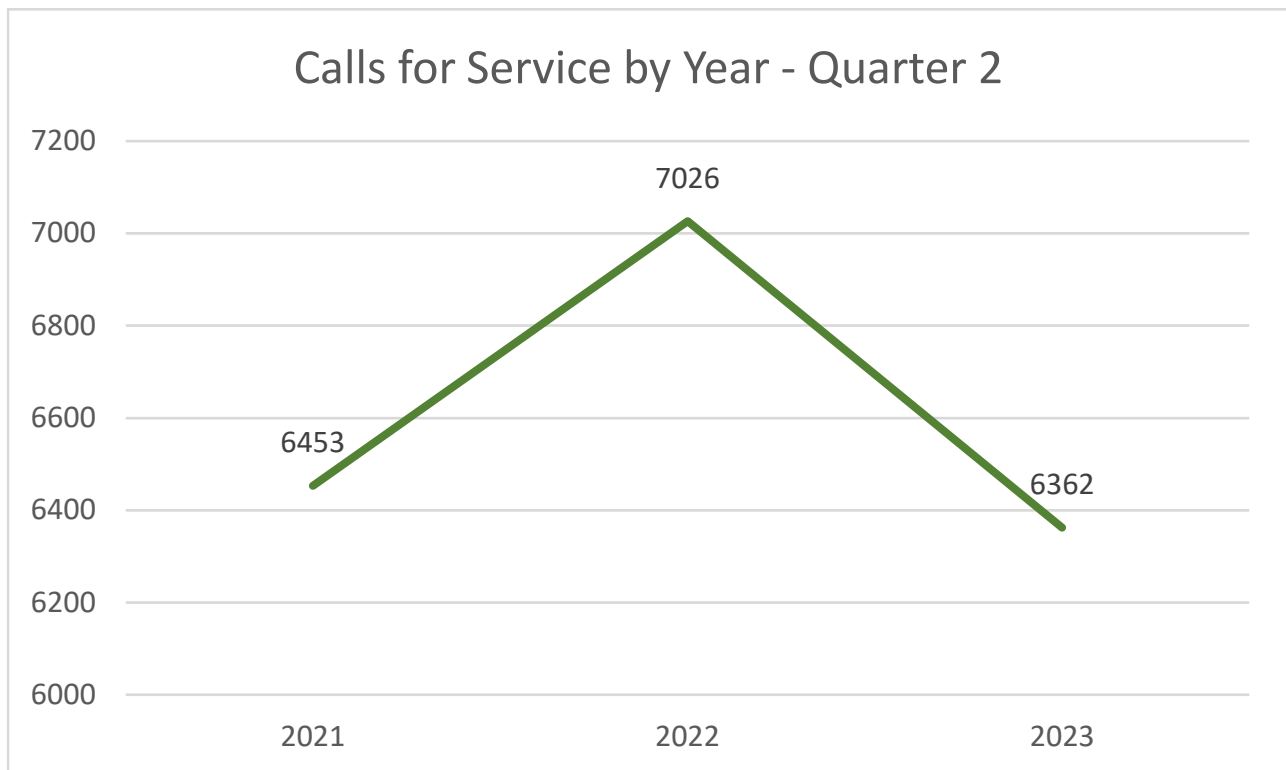


Report by Crime Analyst Paige Kowalski  
[pkowalski@neenahwi.gov](mailto:pkowalski@neenahwi.gov)  
920-886-6040

# Calls for Service

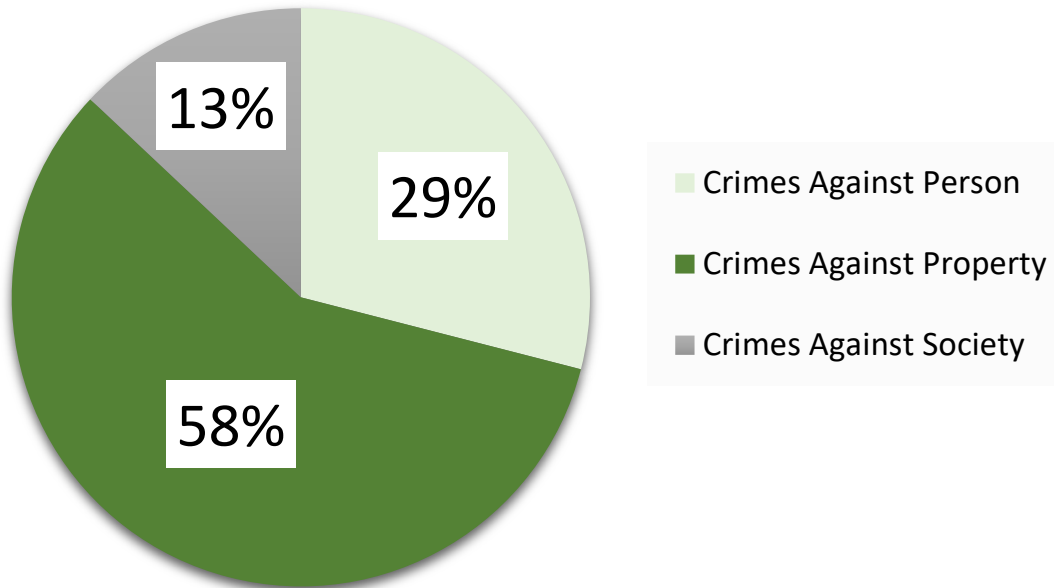


**Included in the 6,362 Calls for Service for Quarter 2, 2023 are:  
749 Traffic Stops**



# Unified Crime Report

## Group A Offenses - Quarter 2

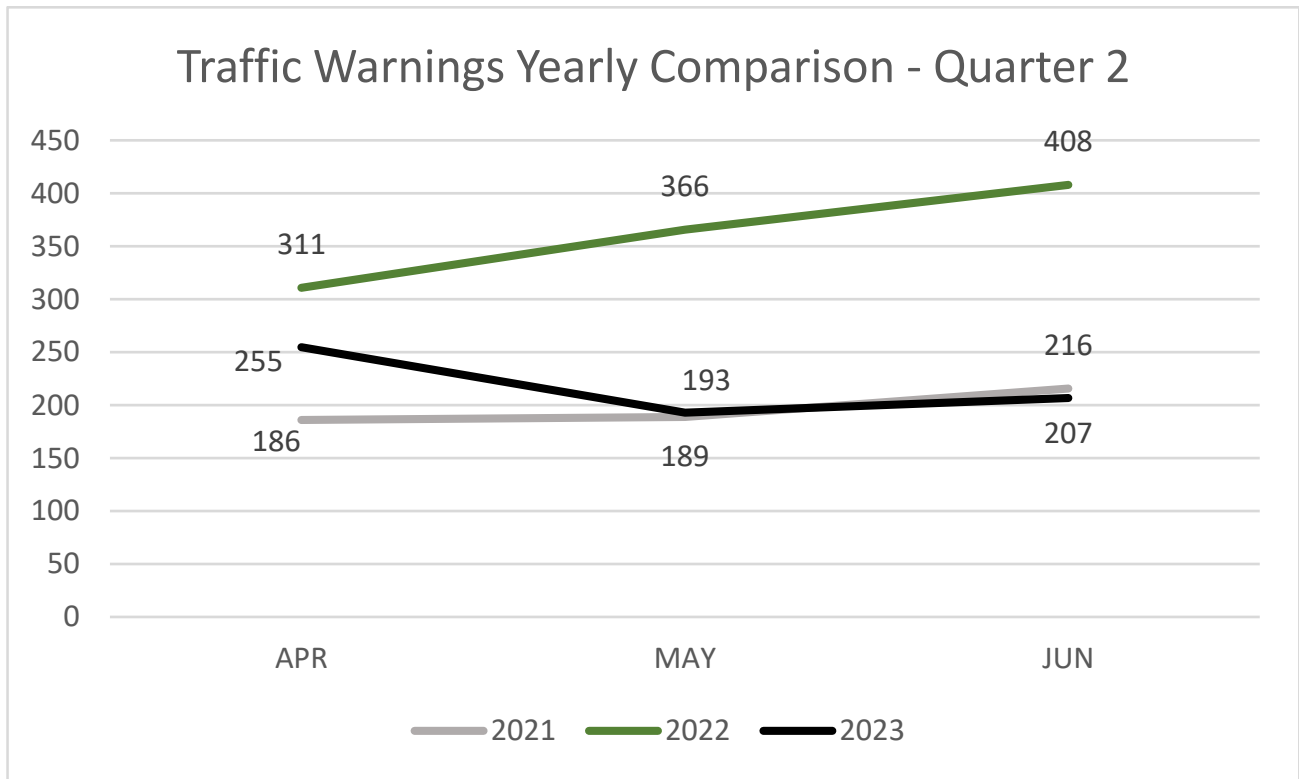


	Offenses	Victims	Clearances	Adult Arrests	Juvenile Arrests	Total Arrests
<b><u>Total Group A</u></b>	<b><u>231</u></b>	<b><u>245</u></b>	<b><u>150</u></b>	<b><u>89</u></b>	<b><u>32</u></b>	<b><u>121</u></b>
Crimes Against Person	67	67	46	27	11	38
Crimes Against Property	134	139	65	49	11	60
Crimes Against Society	30	39	39	13	10	23

	Adult Arrests	Juvenile Arrests	Total Arrests
<b><u>Total Group B Arrests</u></b>	<b><u>69</u></b>	<b><u>40</u></b>	<b><u>109</u></b>
Bad Checks	1	0	1
Disorderly Conduct	6	14	20
Driving Under the Influence	9	0	9
Family Offenses - Nonviolent	0	0	0
Liquor Law Violations	3	5	8
Trespass of Real Property	6	0	6
All Other Offenses	44	21	65



# Traffic Warnings

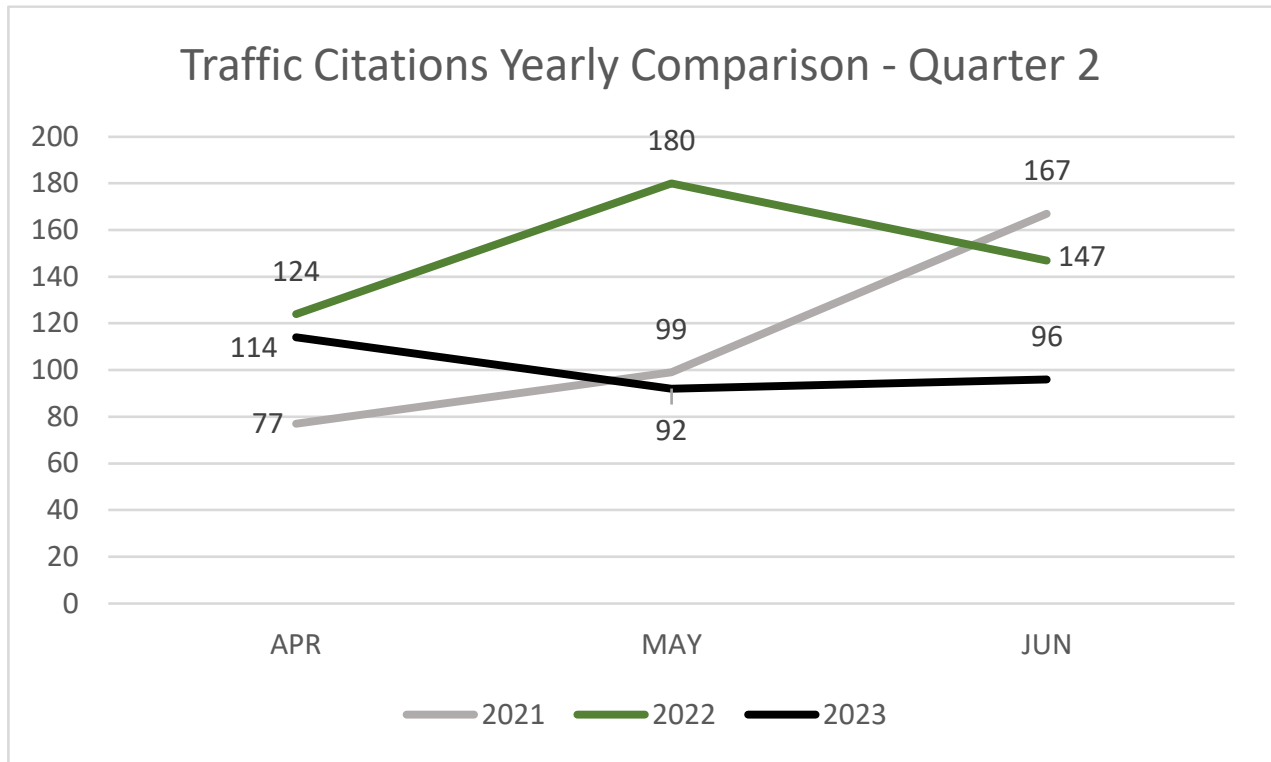


2023 Warnings - Quarter 2

Violation Type	APR	MAY	JUN
DL (OAS/OAR/etc)	2	2	0
Equipment	30	16	36
Safety Belt	1	1	1
Speed	124	110	99
Vehicle Reg	21	12	24
All Other	77	52	47



# Traffic Citations



2023 Citations - Quarter 2

Violation Type	APR	MAY	JUN
DL (OAS/OAR/etc)	14	16	14
Equipment	6	4	7
Open Intox	1	1	0
OWI	13	7	6
Safety Belt	1	2	0
Speed	22	20	17
Vehicle Reg	26	14	13
All Other	31	28	39



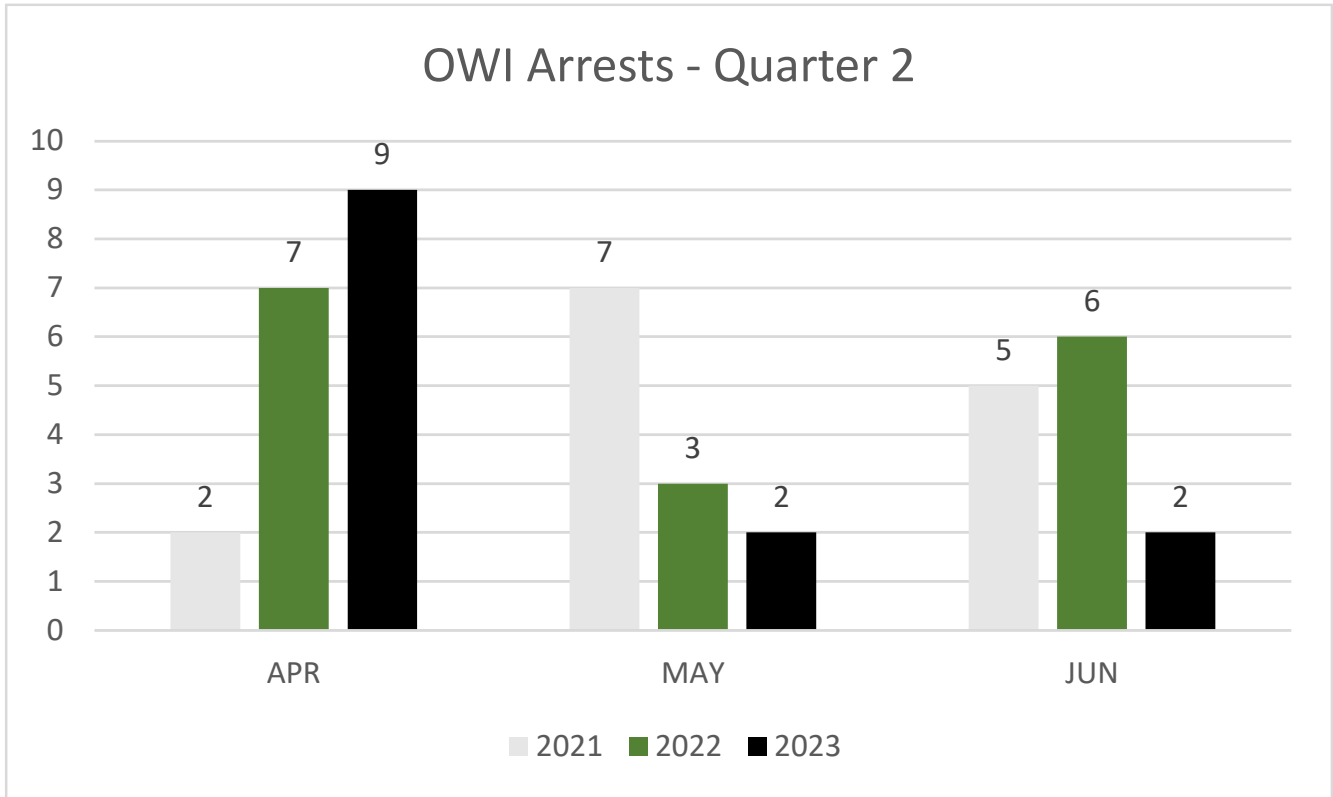
# Traffic Safety Officer

Officer Edwards began the position of Traffic Safety Officer (TSO) in May 2022. He has many responsibilities including moving radar units, conducting Flock training, leading the Bike Patrol, and more. He will also assist patrol on major accidents or emergency calls requiring additional units to respond.

Apr-23	Traffic Stops	Citations	Warnings	Warrants	Felony	Misdemeanor	Ordinance	Other
Week 1	33	5	31	0	0	0	0	0
Week 2	23	0	24	0	0	0	0	0
Week 3	40	1	43	0	0	0	2	0
Week 4	21	1	22	0	0	0	0	0
Week 5	0	0	0	0	0	0	0	0
<b>Total</b>	117	7	120	0	0	0	2	0
May-23	Traffic Stops	Citations	Warnings	Warrants	Felony	Misdemeanor	Ordinance	Other
Week 1	25	3	26	0	0	0	0	0
Week 2	23	2	22	0	0	0	0	0
Week 3	13	1	13	0	0	0	0	0
Week 4	0	0	0	0	0	0	0	0
Week 5	18	1	20	0	0	0	0	0
<b>Total</b>	79	7	81	0	0	0	0	0
Jun-23	Traffic Stops	Citations	Warnings	Warrants	Felony	Misdemeanor	Ordinance	Other
Week 1	11	0	12	0	0	0	0	0
Week 2	32	4	31	0	0	0	0	0
Week 3	3	0	3	0	0	0	0	0
Week 4	28	3	34	0	0	0	0	0
Week 5	15	3	21	0	0	0	0	0
<b>Total</b>	89	10	101	0	0	0	0	0
Q2 Total	Traffic Stops	Citations	Warnings	Warrants	Felony	Misdemeanor	Ordinance	Other
	285	24	302	0	0	0	2	0



# OWI Arrests

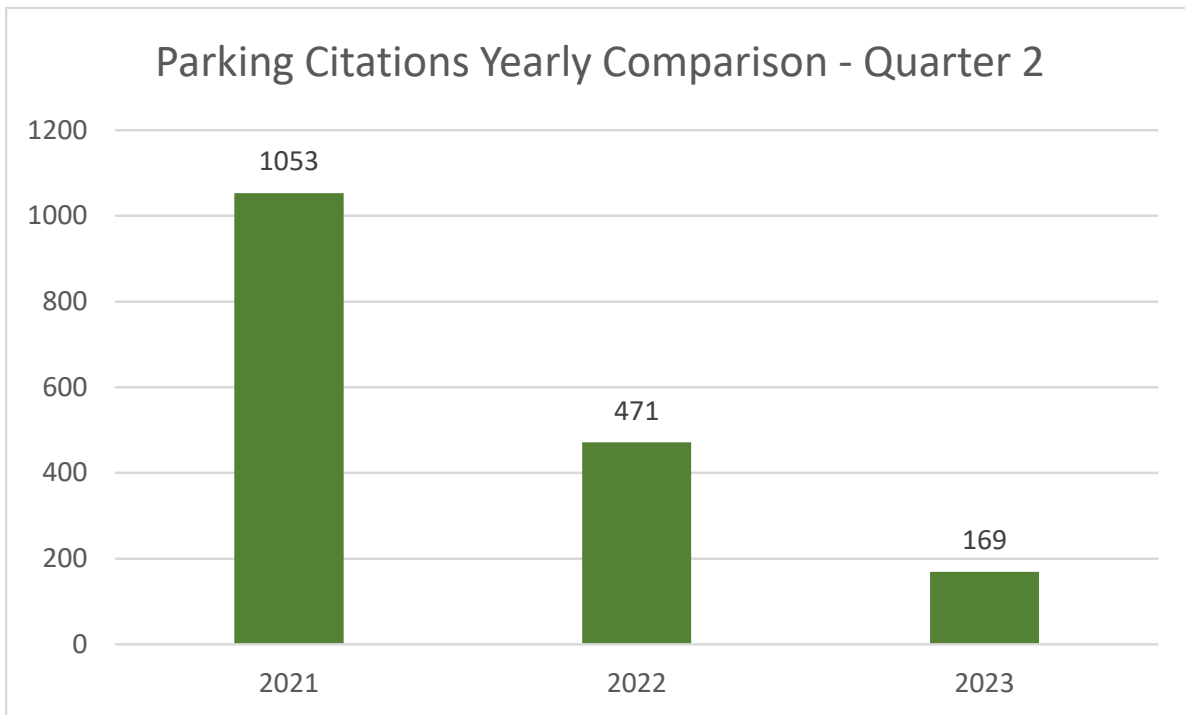


OWI Arrests - Quarter 2			
	APR	MAY	JUN
2021	2	7	5
2022	7	3	6
2023	9	2	2



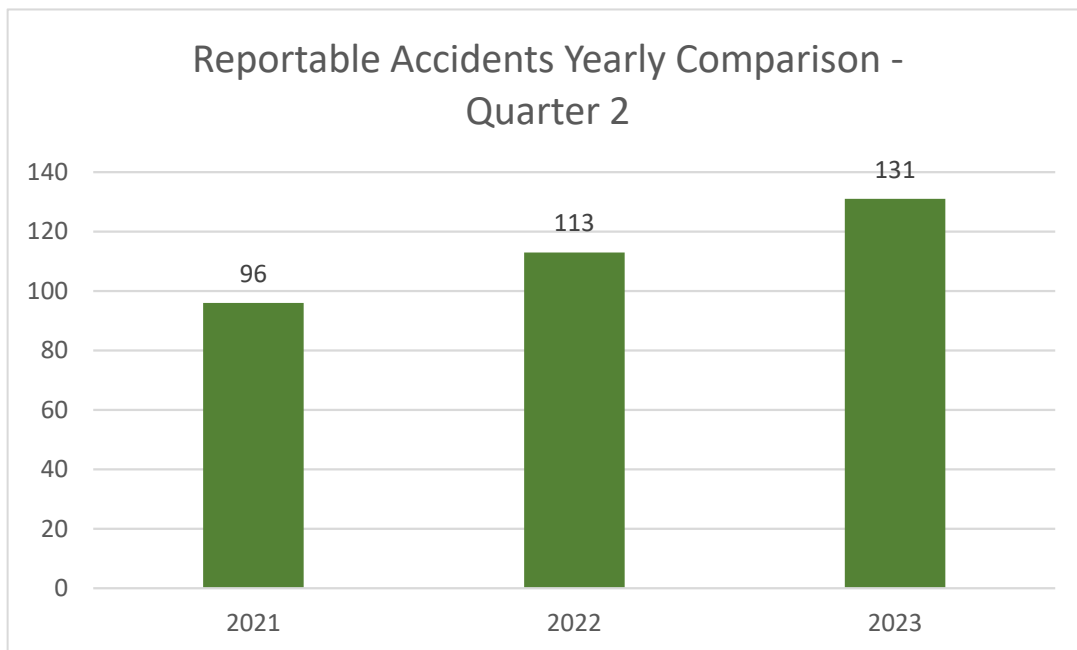
# Parking Citations

Locations with 10 or more citations issued	
Locations	# of Citations
Appleblossom Dr	25
Blue Lot	31
Primrose Ln	17

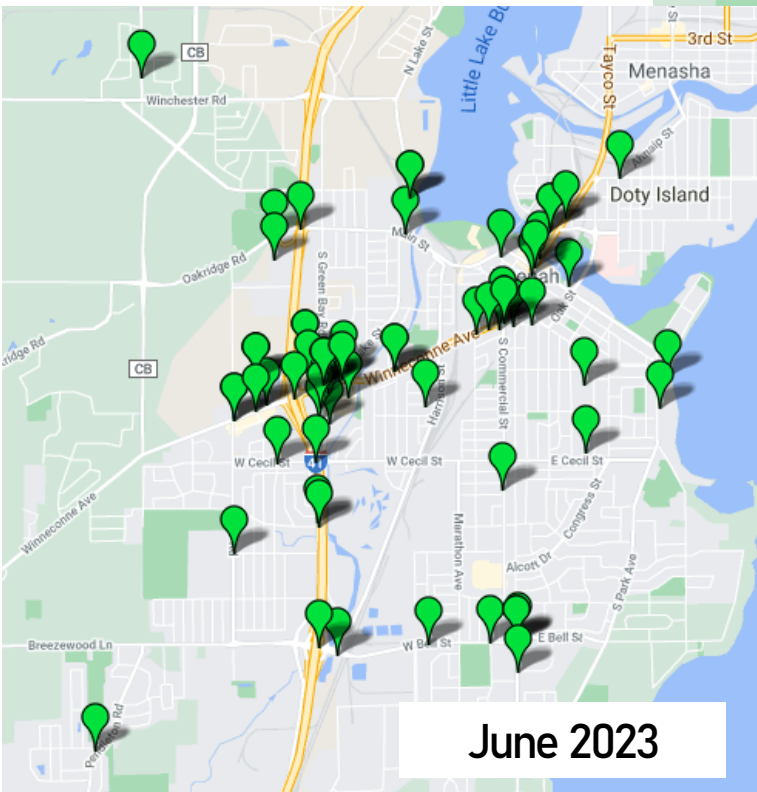
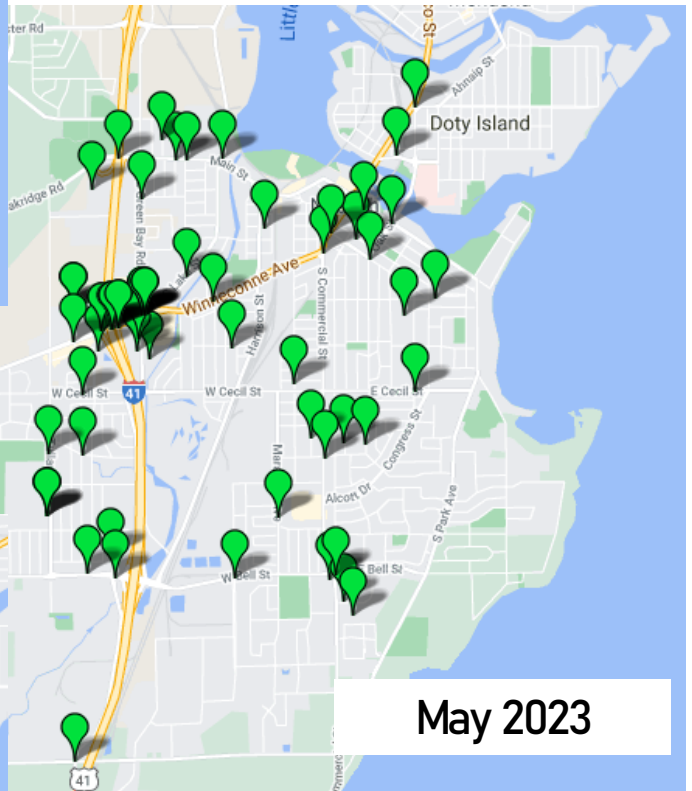
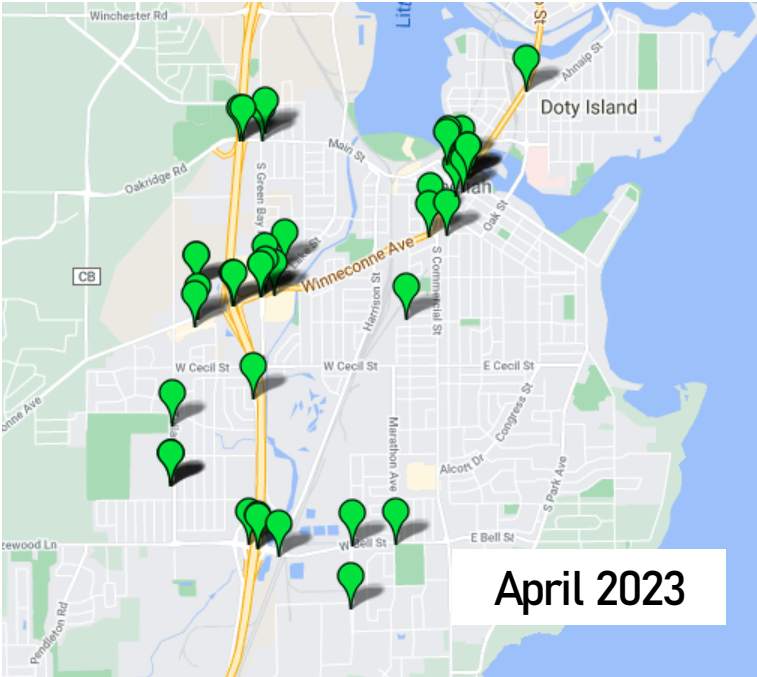


# Accidents

Accident Type	APR	MAY	JUN
Accidents with Property Damage	23	40	40
Accidents with Injuries	7	11	10
Fatal Accidents	0	0	0
Light conditions	APR	MAY	JUN
Daylight	25	44	42
Dawn	1	1	1
Dusk	1	1	1
Dark-Lighted	1	2	3
Dark-Unlit	1	2	1
Unknown	1	1	2
Intersection Type	APR	MAY	JUN
Non Intersection	20	34	30
4 way Intersections	5	7	8
T Intersection	2	4	4
Roundabout	3	6	8
Other (5+, Y or L Intersections)	0	0	0



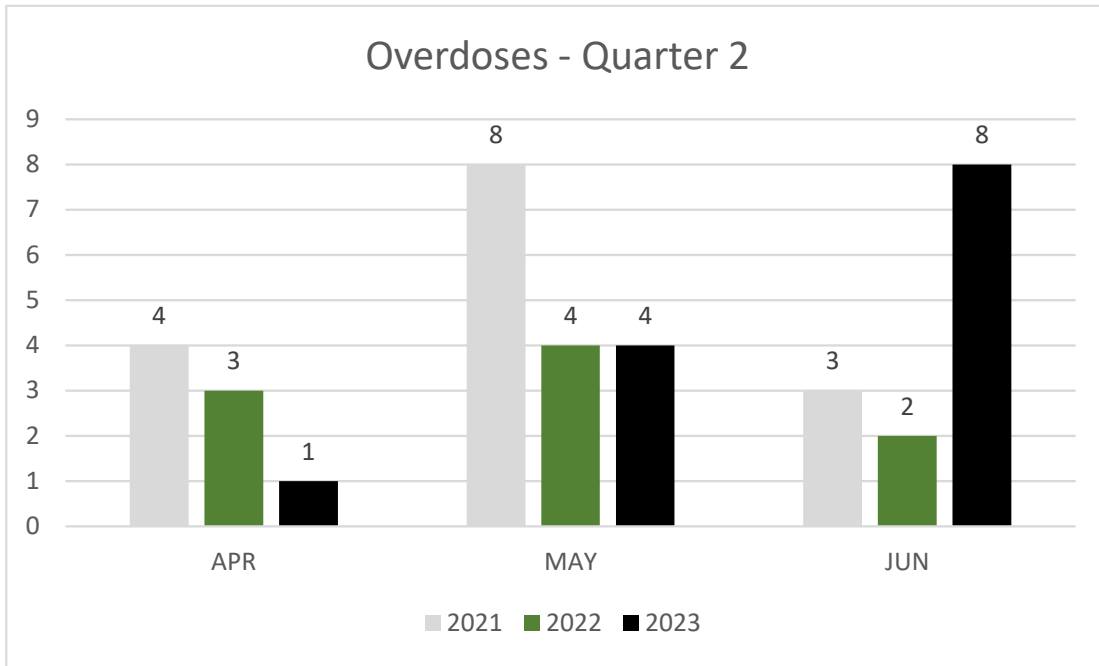
# Accidents



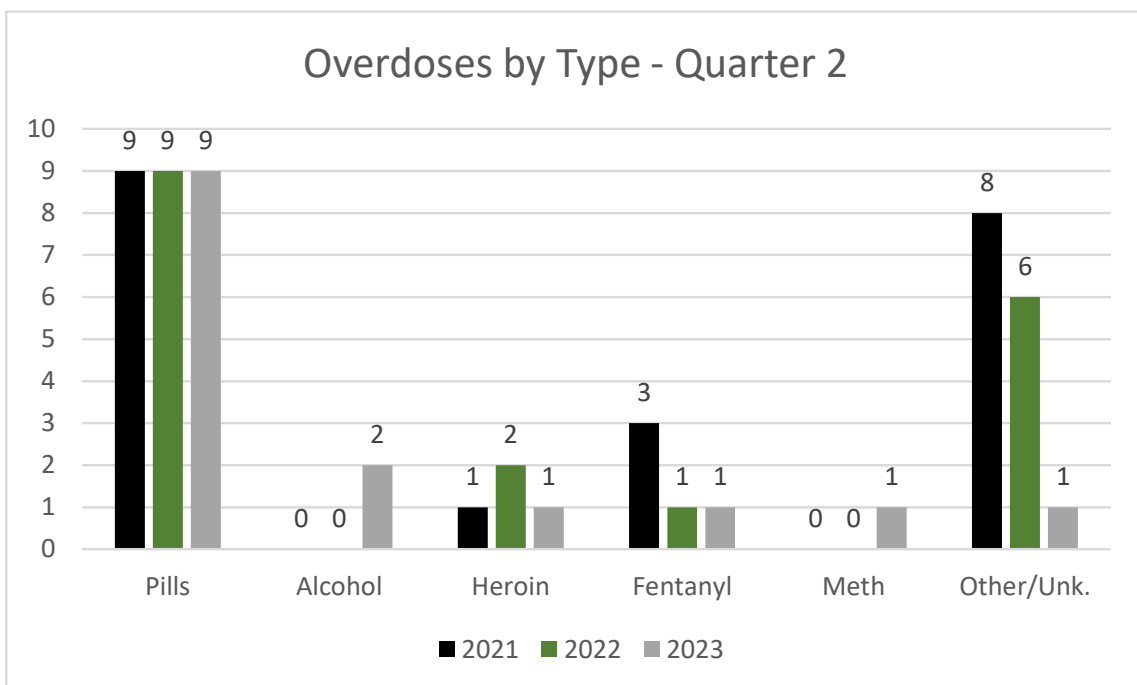
\*Pin maps include both reportable and non-reportable accidents



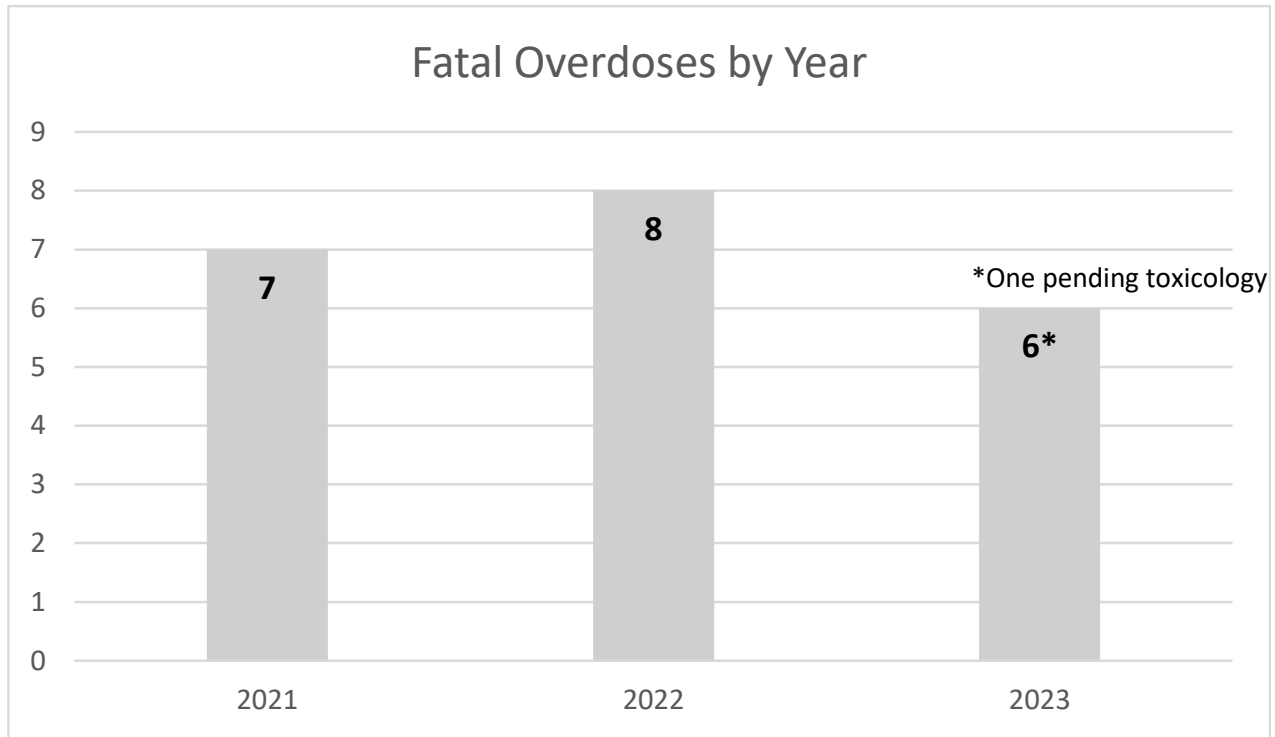
# Overdoses



Monthly	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
2021	9	3	4	4	8	3	4	4	3	3	4	4
2022	2	4	6	3	4	3	9	6	6	3	1	5
2023	3	4	3	1	4	8						



# Overdoses



# Dangerous Animals

## No Action Taken

Incident Number	Date	Animal	Animal Owner	Owner's address
23-009753	6/23/2023	Dog	Nikki M. Ponticelli	1055 Appleblossom Dr
23-009103	6/9/2023	Dog	Tim L. Relien	N2998 Manley Rd
23-008657	6/5/2023	Dog	Nathan C Watkins	413 Tenth St
23-008630	6/4/2023	Dog	Travis G Willard	521 S Lake St
23-08568	6/3/2023	Dog	Henry L. Bruneel	1508 Bruce Ct.
23-008053	5/26/2023	Dog	Matthew R Leffel	280 Fort Dr
23-007514	5/17/2023	Dog	Michael J. Imgrund	Homeless
23-007414	5/16/2023	Dog	Desiree D Kinnard	120 E Franklin Ave
23-007282	5/13/2023	Dog	Douglas Mazur	683 Yorkshire
23-007015	5/9/2023	Cat	Patricia R Relien	876 Baldwin st
23-006380	4/27/2023	Cat	Autumn L Gaschler	730 Cedar St
23-006465	4/29/2023	Cat	Stephanie M. Bailey	2219 Marathon Ave
23-006221	4/25/2023	Dog	Chance W. Duenkel	2404 Brantwood Dr.
23-005099	4/5/2023	Cat	Ann M Calkins	115 Professional Plaza #333
23-004877	4/1/2023	Dog	Lauren E Kiefer	539 Elm St

## Potentially Dangerous Animal

Incident Number	Date	Animal	Animal Owner	Owner's address
23-008134	5/28/2023	Dog	Connor M. Navis	1219 Lynrose Ln.
23-007856	5/25/2023	Dog	Erika E. Payne	630 Higgins Ave
23-007323	5/14/2023	Dog	Dylan R. Lamb	612 Main St
23-006426	4/28/2023	Dog	Lam H Huynh	1133 S. Park Ave

There were no Dangerous or Prohibited  
Animals for Quarter 2, 2023.



# Open Records Requests

	<b>Total Requests</b>	<b>Total Responses</b>	<b>Minute on Media</b>
April	106	112	2375
May	162	166	2145
Jun	143	201	2470
<b>Q2 Total</b>	<b>411</b>	<b>479</b>	<b>6990</b>

**Total Requests:** Requests come in the forms of City Hall License Checks, Permit Checks, Background Checks, etc.

- Total Backgrounds Requested: 376
- Total License/Permit Checks: 162

**Accidents Processed** are the total accidents our agency responded to that need to be transmitted to the Department of Transportation.

**Total Responses:** One request received can result in multiple reports that need to be completed for the response from our agency.





## RESOLUTION NO. 2023-19

### **FINAL RESOLUTION AUTHORIZING INSTALLATION OF 2" BITUMINOUS PAVEMENT AND LEVYING SPECIAL ASSESSMENTS AGAINST BENEFITED PROPERTY.**

WHEREAS, the Common Council of the City of Neenah, Wisconsin, held a public hearing in the Council Chambers in the City Administration Building at 7:00 p.m., on the 2nd day of August 2023, for the purpose of hearing all interested persons concerning the preliminary resolution and the final report of the Public Services and Safety Committee on the following proposed improvements in the following described areas, to-wit:

#### **Installation 2-Inch Asphalt Mat Overlay for properties served on the following streets within the Freedom Acres Subdivision:**

##### **1. Honor Street (CTH G to Terminus)**

AND WHEREAS, the Common Council has heard all persons desiring audience at such hearing:

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Neenah as follows:

1. That the report of the Public Services and Safety Committee pertaining to the above described improvements, including plans and specifications therefore, is hereby approved and adopted.
2. That the Public Services and Safety Committee is directed to advertise for bids and to carry out the work of such improvements in accordance with its report.
3. That the payment for said improvements be made by assessing the cost to the property benefited as indicated in said report.
4. Assessments shown on the report represent an exercise of the police power and have been determined on a reasonable basis and are hereby confirmed.
5. That the benefits and damages will be included in a revised report after actual costs are known.
6. That the assessments for all projects included in said report are hereby combined as a single assessment but any interested property owner shall be entitled to object to each assessment separately or all assessments jointly for any purpose or purposes.
7. That the assessments shall be paid as provided in the City of Neenah Municipal Code, Section 13-1, except as provided in reports.

8. That the City Clerk is directed to publish this resolution in the official newspaper of the City of Neenah as a Class 1 notice under Ch. 985, Wis. Stats.
9. That the City Clerk is further directed to mail a copy of this resolution to every property owner whose name appears on the assessment roll whose post office address is known or can, with reasonable diligence, be ascertained.

Recommended by: Public Services  
and Safety Committee

CITY OF NEENAH, WISCONSIN

Moved: \_\_\_\_\_

\_\_\_\_\_  
Jane Lang, Mayor

Passed: \_\_\_\_\_

\_\_\_\_\_  
Charlotte Nagel, City Clerk



**RESOLUTION NO. 2023-20**

**FINAL RESOLUTION AUTHORIZING INSTALLATION OF 2" BITUMINOUS PAVEMENT AND LEVYING SPECIAL ASSESSMENTS AGAINST BENEFITED PROPERTY.**

WHEREAS, the Common Council of the City of Neenah, Wisconsin, held a public hearing in the Council Chambers in the City Administration Building at 7:00 p.m., on the 2nd day of August 2023, for the purpose of hearing all interested persons concerning the preliminary resolution and the final report of the Public Services and Safety Committee on the following proposed improvements in the following described areas, to-wit:

**Installation 2-Inch Asphalt Mat Overlay for properties served on the following streets within the Homes at Freedom Meadows Subdivision:**

- |                           |  |
|---------------------------|--|
| <b>1. Founders Street</b> | <b>2. Honor Street (Founders to Liberty)</b> |
| <b>3. Liberty Avenue</b>  |  |

AND WHEREAS, the Common Council has heard all persons desiring audience at such hearing:

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Neenah as follows:

1. That the report of the Public Services and Safety Committee pertaining to the above described improvements, including plans and specifications therefore, is hereby approved and adopted.
2. That the Public Services and Safety Committee is directed to advertise for bids and to carry out the work of such improvements in accordance with its report.
3. That the payment for said improvements be made by assessing the cost to the property benefited as indicated in said report.
4. Assessments shown on the report represent an exercise of the police power and have been determined on a reasonable basis and are hereby confirmed.
5. That the benefits and damages will be included in a revised report after actual costs are known.
6. That the assessments for all projects included in said report are hereby combined as a single assessment but any interested property owner shall be entitled to object to each assessment separately or all assessments jointly for any purpose or purposes.
7. That the assessments shall be paid as provided in the City of Neenah Municipal Code, Section 13-1, except as provided in reports.

8. That the City Clerk is directed to publish this resolution in the official newspaper of the City of Neenah as a Class 1 notice under Ch. 985, Wis. Stats.
9. That the City Clerk is further directed to mail a copy of this resolution to every property owner whose name appears on the assessment roll whose post office address is known or can, with reasonable diligence, be ascertained.

Recommended by: Public Services  
and Safety Committee

CITY OF NEENAH, WISCONSIN

Moved: \_\_\_\_\_

\_\_\_\_\_  
Jane Lang, Mayor

Passed: \_\_\_\_\_

\_\_\_\_\_  
Charlotte Nagel, City Clerk



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## M E M O R A N D U M

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**DATE:** August 4, 2023  
**TO:** Mayor Lang and Members of the Public Services and Safety Committee  
**FROM:** Gerry Kaiser, Director of Public Works  
**RE:** Public Works General Activity

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- 1) Contract 7-21 (Harrison Pond): Storm and sanitary sewer work is complete and the pond is functioning. Rock placement for the water feature needs to be completed as does the installation of the electric service. We met with the contractor to review quantity measurements and related costs. Both the wall and the water feature required a higher quantity of stone base and stone units to construct.
- 2) Contract 1-23 (Chestnut, Burr, Dieckhoff, Laudan Utility and Street Construction): Utility work is complete. Street excavation is ongoing.1
- 3) Contract 2-23 (Charles, Hughes, Memorial, Patrick, Brantwood Dr/Ct Utility and Street): Utility work is complete. Concrete repairs are complete.
- 4) Contract 3-23 (Concrete Pavement/Sidewalk Repair): The contractor has started work.
- 5) Contract 4-23 (Asphalt Repairs): The contract was awarded to MCC, Inc. A work schedule has not been set.
- 6) Contract 5-23 (New Subdivision Street Construction):
  - a) Arthur Plat: Work is complete.
  - b) Cardinal Plat: Work is complete.
  - c) Integrity Acres: Work is complete.
  - d) Liberty Heights: Curb/gutter and driveways are complete. The binder course of asphalt is in place. Landscaping is ongoing.
- 7) Contract 6-23 (Columbian Av Utility and Street Construction): Utility work is complete. Road excavation is complete. Concrete work is complete. Landscaping is ongoing.
  - a) Beaulieu Road sanitary sewer – Work is complete.
- 8) Contract 7-23 (High, River Utility and Street Construction): The contract was awarded to Carl Bowers & Sons Construction. Work is scheduled to start at the end of August. Work on several isolated sewer lateral replacements has been done from the house to the terrace. These will be completed with the project.
- 9) Contract 8-23 (Tullar Garage Office Area Roof Replacement): This contract was awarded to JT Rams, LLC. A work schedule has not been set.
- 10) Contract 9-23 (Epoxy Pavement Marking): The project was awarded to Century Fence. A work schedule has not been set.
- 11) Contract 10-23 (Parking Lot, Temporary Asphalt Street Construction): The project has been awarded to NEA. The proposed schedule calls for work to start the third week of August be completed by mid-September.

- 12) Contract 11-23 (Hunt, Fairwood, Brookwood Street Construction): The project has been awarded to NEA. The proposed schedule calls for work to start the third week of August be completed by mid-October.
- 13) Storm Damage: Significant storm damage was experienced on the evening of August 3. This storm marks the third time this summer that special yard waste collections were arranged to pick up damage caused by storms.
- 14) 1<sup>st</sup> Addition to Homes at Freedom Meadows: Utility work has started for this subdivision. Sanitary sewer work is complete. Water utility work is ongoing.