

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

**Present:** Alderpersons Bates, Hillstrom, Lang, Lendrum, and Stevenson

**Excused:**

**Also Present:** Mayor Kaufert, Public Works Director Kaiser, Public Works Superintendent Radtke, Traffic Engineer Merten, and Public Works Office Manager Mroczkowski

Approval of Minutes of the meeting for the March 29, 2022 meeting

**Motion Second/Carried Hillstrom/Lendrum to approve the minutes of the Meeting of March 29, 2022.** All voting aye.

Public Appearances:

None

Approval to purchase 2022 Ford F350 series Dump Truck with plow package, no salter

Superintendent Radtke introduced his memo of April 7, 2022 requesting the purchase of a 2022 Ford F350 truck.

Aldersperson Stevenson stated that vendors may be attempting to pressure us to commit to purchasing vehicles because of the lack of availability. He stated that he wants staff to be diligent in negotiating the price and not just accepting the dealer's price because of the current lack of availability.

**Motion/Seconded/Carried Stevenson/Hillstrom to recommend Council approve the purchase of a Ford F350 Truck with plow package from All World Ford, Hortonville, in the amount of \$72,763.560 with Capital Equipment Budget funds.** All voting aye.

Special Events

Barrel 41 Brewing Co. Hakas 2022

Aldersperson Bates asked if there were any complaints last year. Mayor Kaufert stated that there was one.

Report

Mayor Kaufert asked if the construction on S. Commercial Street will be done by the date of this event, June 3<sup>rd</sup>. Director Kaiser stated that it is a possible. Mayor Kaufert suggested that signage be put up to ensure people attending do not go out onto Commercial Street.

Aldersperson Hillstrom asked if there is a requirement for the number of porta potties based on the expected attendance. Traffic Engineer Merten stated that there is no written policy just general guidelines. He stated that he will follow up with the event coordinator to ensure an adequate number of porta potties.

C.A. Following discussion, **Motion/Second/Carried Lendrum/Lang to recommend Council approve the Street Use Permit for Barrel 41 Brewing Co., 1132 S. Commercial Street, for Hakas 2022, to be held on June 3, 2022 from 5:00 PM to 10:00 PM and June 4, 2022 from 3:00 PM to 10:00 PM. All voting aye**

Future Neenah's Shattuck Park Evening and Out to Lunch Concert Series

C.A. Following discussion, **Motion/Second/Carried Hillstrom/Stevenson to recommend Council approve the Street Use Permit for Future Neenah, 135 W Wisconsin Avenue, for the Shattuck Park Evening Concert Series, on Wednesday's, from June 15, 2022 through August 10, 2022 from 6:00 PM to 8:00 PM and the Shattuck Park Out to Lunch Concert Series on Thursday's from June 16, 2022 to August 25, 2022 from 11:30 AM to 1:00 PM. All voting aye**

Future Neenah Farmers Market

C.A. Following discussion, **Motion/Second/Carried Stevenson/Lang to recommend Council approve the Street Use Permit for Future Neenah., 135 W Wisconsin Avenue for the Future Neenah's Farmers Market, to be held on Saturday's from June 11, 2022 to October 15, 2022 from 8:00 AM to 12:00 PM. All voting aye**

A Very Neenah Christmas

C.A. Following discussion, **Motion/Second/Carried Stevenson/Hillstrom to recommend Council approve the Street Use Permit for Future Neenah., 135 W Wisconsin Avenue for the Future Neenah's A Very Neenah Christmas, to be held on December 2, 2022 from 6:00 PM to 8:00 PM. All voting aye**

## 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: The Shootingstar extension has been graded and graveled. Grading on Armstrong Street and paving on both will be done in spring.
- 2) Contract 2-21 (Fairview, Laudan): Work is complete. The final estimate is with the contractor.
- 3) Contract 4-21 (Epoxy Pavement Marking): About 75% of the work under this contract has been completed. The remaining work will be carried over to next year.
- 4) Contract 6-21 (Misc. Concrete Pavement, Sidewalk Repairs): Work under this contract was not completed. The remaining work is primarily sidewalk repair within the target area. That will be carried over to next year.
- 5) Contract 7-21 (Harrison Pond): Pond excavation is complete. Ground conditions have delayed further work on the west retaining wall.
- 6) Contract 8-21 (Jewelers Park Drive Trail): The bridge for the north crossing has been placed. Boardwalk decking and railing is being installed. Storm sewer and culverts on the south end of Jewelers Park Drive have been placed. Road construction on Jewelers Park Drive is ongoing. Trail excavation is scheduled to start next week if ground conditions allow.

Director Kaiser stated that because of ground conditions, the contractor will not be able to get a paver or concrete trucks into the area needed to complete the trail. He stated that the contractor will be putting down geogrid and increasing the amount of stone base under the trail.

Director Kaiser stated that staff received the proposed utility layout for the golf course redevelopment. He stated that the initial location of the sanitary sewer was going to cause considerable conflict with the trail at hole 9. He stated that after talking with the engineer in charge of the project today, those utilities will be able to be moved and will no longer affect the trail.

- 7) Contract 1-22 (Utility Construction in Fredrick Drive area): Watermain has been installed and tested on Wild Rose, Primrose, Apple Blossom, and Fredrick. Service connections are starting on those streets. Watermain installation continues on Green Acres and will start shortly on Honeysuckle and Meadow.
- 8) Contract 2-22 (Utility and Street Construction on Grove and Dieckhoff): This contract was awarded to Don Hietpas and Sons, Inc. Work is scheduled to start on April 11.
- 9) Contract 3-22 (Street Construction in Fredrick Drive area, Fresh Air Pk, Southview Pk): This contract was awarded to Northeast Asphalt, Inc. Work has not yet been scheduled.

10)Contract 4-22 (S. Commercial Utility Construction): This contract was awarded to Robert Immel Excavating. Work is scheduled to start the week of April 11.

11)Contract 5-22 (CTH JJ/CTH CB Utility Construction): This contract was awarded to DeGroot, Inc. Blasting started the week of April 4. Pipe installation is scheduled to start the week of April 11.

Director Kaiser stated that the blasting contractor hit a 16" water main today. He stated that water main feeds the Cottages at Woodside Green and Woodside Green Estates. Director Kaiser stated that the crew hoped to have water service restored by 6:00 PM tonight.

Aldersperson Stevenson asked if the blasting contractor is under the county's contract obligation. Director Kaiser stated that the blasting contractor is a sub-contractor under the City's contract.

12)Contract 7-22 (Winneconne Ave Overpass Repairs): This contract is currently being advertised. Bid opening is April 20.

13)The annual stormwater report was submitted to WDNR on March 31.

Director Kaiser stated that the refuse and recycling carts that were approved at the last meeting are scheduled to be delivered on April 15<sup>th</sup>.

Announcements/Future Agenda Items

Adjournment: **Motion/Second/Carried Hillstrom/Stevenson to adjourn at 7:00 PM.**  
All voting aye.

Respectfully submitted,



Lisa Mroczkowski  
Public Works Officer Manager