

CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday, September 12, 2023, 6:30 PM

Present: Alderpersons Borchardt, Hillstrom, Lendrum, and Stevenson

Excused: Alderperson Weber

Also Present: Mayor Lang, Public Works Director Kaiser, Assistant Police Chief Bernice, Traffic Engineer Merten, City Clerk Nagel, and Public Works Office Manager Mroczkowski

Public Appearances:

NONE

Approval of Minutes of the Meeting of August 29, 2023

Motion/Second/Carried by Hillstrom/Stevenson to approve the minutes of the Meeting of August 29, 2023. All voting aye.

Ballistic Plates for the SWAT Tactical Vests

Assistant Police Chief Bernice reviewed his memo of September 7, 2023. He stated that the Police Department is requesting authorization to purchase 24 rifle-rated ballistic plates for the tactical vests for members of the Neenah Police Department's Special Weapons and Tactics (SWAT) Team in an amount of \$8,210.00. He stated that the budgeted amount is \$12,480.00. Assistant Chief Bernice stated that the funds will be appropriated from the 2023 approved Capital Improvements Plan (CIP), 011-2176-743-8133.

Assistant Chief Bernice stated that this request is safety and liability driven. He stated that ballistic armor, no matter the brand or type, has a lifespan of five years. He stated that the current SWAT Team's rifle-rated ballistic plate armor was purchased in 2017. Assistant Chief Bernice stated that after the expiration date, manufacturers do not guarantee the integrity of the materials worn by the officer, thus placing the officer at greater risk of injury or death.

Following Discussion: Motion/Second/Carried by Stevenson/Hillstrom to recommend Council approve the purchase of 24, X-Cal DTC1 Type III ICW ballistic plates from Streicher's Police Supply at a cost of \$8,210 to be funded with 2023 Capital Equipment dollars from account 011-2176-743-8133 All voting aye.

Report

2024 Winnebago County 911 Emergency System Joint Powers Agreement

City Clerk Nagel stated that this is an annual agreement that is effective from December 1, 2023, to November 30, 2024. She stated that there are no changes to the agreement.

Report

Following Discussion: Motion/Second/Carried by Borchardt/Stevenson, recommends Council approve the 2024 Winnebago County 911 Emergency System Joint Powers Agreement All voting aye.

Temporary Class “B” Wine License Application for Future Neenah Wine Walk, September 30, 2023, from 12:00 PM to 4:00 PM

City Clerk Nagel reviewed the Temporary Class “B” Wine License application. She stated that application is for serving wine only. She stated that the blueprint is the same as last year.

C.A.

Following Discussion: Motion/Second/Carried by Stevenson/Hillstrom, recommend Council approve the Temporary Class “B” Wine License to Future Neenah, 135 W Wisconsin Avenue, for the Wine Walk, to be held on September 30, 2023, from 12:00 PM to 4:00 PM. All voting aye.

Discussion of the Commercial Street/Winneconne Avenue Intersection Control Evaluation (ICE) and consideration of Resolution 2023-23: Relocation Order for the construction of a southbound right turn lane on S. Commercial Street at W. Winneconne Avenue

Traffic Engineer Merten stated that at the August 29th Public Services and Safety Committee meeting staff was directed to bring the MSA’s Intersection Control Evaluation (ICE) back for review. He stated that the report was included in the agenda packet along with his memo from March 2023 when the report was discussed with the Committee.

Aldersperson Borchardt stated that he asked for the review of the ICE report because, if the plan is to build a roundabout in three to five years at a cost of \$2.5 million dollars, is there a need to spend \$340,000 now, to fix this intersection just to alleviate high volume queuing at peak times during the day.

Mayor Lang stated that constructing a roundabout is not in the current program.

Aldersperson Borchardt stated that at the last meeting the discussion was that this intersection would be the ideal place for a roundabout. He stated that the 5-leg roundabout would solve the problem with Church.

Director Kaiser stated that by constructing the right-turn lane, it does not preclude us from doing something bigger in the future. He stated that when looking at the benefits of the right-turn lane, from a delay standpoint, it pays off very quickly. The right-turn lane will open up traffic movement. Director Kaiser stated that right-turn lane will also help the southbound vehicle queuing at Wisconsin Avenue and Commercial Street. He stated that the southbound cars are beginning to queue in the curb lane because of the traffic pattern at Commercial Street and Winneconne Avenue.

Aldersperson Stevenson stated that his concerns are the ramifications the right-turn lane will have at Church Street and also leaving the property on the northwest side of the intersection under-utilized. Aldersperson Stevenson stated that if we know the right-turn lane is going to cause issues at Church Street, why are we not looking to incorporate Church Street in the design plan.

Director Kaiser stated that he and James have had lengthy discussions regarding Church Street. He stated that Church Street will become self-regulating. He stated that people will learn quickly that making a left turn is difficult. Director Kaiser stated that you see it this happening at E. Doty Avenue and S. Commercial Street. He stated that drivers that approach this intersection know that turning right is the best option because of the difficulty turning left. Director Kaiser stated that drivers, whether they consciously think about it or not, develop an understanding of their street network and re-route themselves.

Aldersperson Stevenson stated that the right-turn lane will provide free flowing traffic but at the expense of Church Street. He stated that to Aldersperson Borchardt earlier point, is there a need to spend the \$350,000.00 now if in three years the city could be building a roundabout at this intersection.

Director Kaiser stated that the level of service that this intersection will have with the right-turn lane will make the level of service improvement argument for a roundabout difficult.

Traffic Engineer Merten stated that he does not think the impact on Church Street is enough of an issue to warrant spending the money it would take to put a roundabout in.

Aldersperson Stevenson stated that MSA suggested putting a no left turn at Church and Winneconne.

Traffic Engineer Merten stated yes. He stated that the design that MSA proposed for the right-turn lane is different than the one staff is proposing. The staff proposal is scaled back and less expensive.

The Committee discussed in length the design and cost differences in MSA's proposed plan and Resolution 2023-23, the relocation order for the right-turn lane.

Traffic Engineer Merten stated that you can have the best laid plans but it's not until you actually have something real to react to that you can make the best decision. He stated that from his perspective regarding Church Street, we recognize there may be issues at Church and Winneconne for drivers that want to turn left, but we don't know how much of a problem it is going to be. Traffic Engineer Merten stated that he'd rather wait and

see than react by making changes now because in the long run it might just be self-regulating.

Aldersperson Lendrum stated that she would like a more solid cost figure for the proposed plan that is included in the resolution.

Aldersperson Borchardt asked if the city acquired the entire property on the northwest side of the intersection, could the proposed plan include a reconfiguration of Church Street that would solve the left turn issue.

Traffic Engineer Merten stated that it can be looked at.

Aldersperson Borchardt stated that he has to look out for the property owners of Neenah. He stated that the proposed right-turn lane will make this property useless to the owner.

Aldersperson Hillstrom stated that he was also concerned about that, but he talked with Director Haese and was told the owner was aware of the right-turn project when he bought the property. He stated that the benefits of the right-turn lane outweigh any possible issues on Church Street.

Following Discussion: Motion/Second/Carried by Hillstrom/Lendrum, recommend Council approve Resolution NO. 2023-23, Relocation Order for the southbound right-turn lane on S. Commercial Street at the intersection of Winneconne Avenue.

Aldersperson Stevenson asked how the owner of the property discussed tonight knew about the planned right-turn lane. Traffic Engineer Merten stated that there is a land reservation on the property.

Director Kaiser stated that a reservation was placed on this parcel back in the 1990's for a future right-turn lane. He stated that reservation is a recorded document that indicates the city's interest in the land. Director Kaiser stated that it also reduces the city's future obligations to pay for improvements the owner may make in the reservation area.

Aldersperson Stevenson stated that he would like to know how the property was notified of the reservation. Director Kaiser stated that it would have been on the title search report. He stated that he will follow up with Director Haese.

Aldersperson Lendrum stated that she thinks that the right-turn lane is going to free up Church Street.

Traffic Engineer Merten stated that Church Street is not a high-volume traffic street. He stated that on average it sees approximately 2,000 cars a day.

Aldersperson Borchardt stated that he wants to ensure that the city is providing the best amount of value with the project while also having foresight down the road and looking at the bigger picture.

Mayor Lang stated that incrementally the right-turn lane will be a very positive, significant change versus a smaller significant change with the roundabout. She stated that the benefit of a roundabout does not make it worth enough to the city.

Alderson Stevenson stated that this is a missed opportunity for the city. He stated there are going to be problems with Church Street.

Alderson Lendrum confirmed that items that staff needs to provide before the next council meeting are, cost of construction, cost of real estate acquisition for the right-turn lane and purchase of Boost Mobile parcel, percentage of land we will be purchasing, and information regarding the reservation agreement on the Boost Mobile site.

Report

Vote on Motion 3 Aye, 1 Nay (Alderson Stevenson)

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. Work has restarted on the water feature. The installation of the electric service also needs to be done.

Director Kaiser stated that the last stone has been placed on the water feature and the electrical work has been completed. He stated that we are just waiting for the meter pedestal.

Alderson Hillstrom stated that at the bottom of the overpass not all of the caps are on top of the wall.

- 2) Contract 1-23 (Chestnut, Burr, Dieckhoff, Laudan Utility and Street Construction): Utility work, street excavation and graveling are complete. Curb/gutter installation started on 9/8.
- 3) Contract 2-23 (Charles, Hughes, Memorial, Patrick, Brantwood Dr/Ct Utility and Street): Work is complete.
- 4) Contract 3-23 (Concrete Pavement/Sidewalk Repair): The contractor has started work. He will re-mobilize on that contract in the middle of September to complete the downtown target area and the N. Park Avenue sidewalk.
- 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: Final paving east of Hedgeview was completed the week of 9/4. Landscaping is being finished west of Hedgeview. That section will be paved the week of 9/11.
- 7) Contract 6-23 (Columbian Av Utility and Street Construction): Work is complete. The contractor has been provided with a punch list of minor items to address.
 - a) Beaulieu Road sanitary sewer – Work is complete.
- 8) Contract 7-23 (High, River Utility and Street Construction): Water utility work started on 9/5.

Director Kaiser stated that contractor started to bore under the railroad tracks this week.
- 9) Contract 8-23 (Tullar Garage Office Area Roof Replacement): This contract was awarded to JT Rams, LLC. Work schedule is tentatively scheduled to start in late September.
- 10) Contract 9-23 (Epoxy Pavement Marking): Work is complete.
- 11) Contract 10-23 (Parking Lot, Temporary Asphalt Street Construction):
 - a) Marketplace Lot: Paving is complete. Striping and driveway apron placement remains to be done.

Director Kaiser stated that the binder mat has been placed.
 - b) City Hall Lot: Grading and structure adjustments are complete. A 2000-gallon underground fuel storage tank was discovered during lot grading. It appears to be related to the old police station that was on the site. Crews were scheduled to remove the tank and test the surrounding soil on 9/8.

Director Kaiser stated that the soil sample report came back today, and it was all clear.
 - c) Library Bumpouts: The curb for the bumpout is scheduled for pouring the week of September 11.
 - d) Temporary 2-inch Streets: The contractor fine-graded the gravel streets the week of 9/5. Paving is tentatively scheduled for the week of 9/11.
- 12) Contract 11-23 (Hunt, Fairwood, Brookwood Street Construction): Grading and structure adjustments are ongoing.
- 13) City Hall Elevator: Work is scheduled to start on the elevator upgrade in mid-September.
- 14) Neenah Creek Bridge: This contract was awarded to Pheifer Brothers Construction. The concrete beam order is being finalized. On-site work has not yet been scheduled.
- 15) Neenah Middle School: Traffic Engineer Merten worked with school and PD staff to address traffic control issues with the opening of the new middle school. With adjustments that were made on-street and within the main parking lot, they were able to get traffic to flow more smoothly.

Traffic Engineer Merten stated that he is looking at putting down pavement markings on Tullar Road at the middle school front entrance. He stated that he placed delineators and channelizers in place to mimic what the pavement markings would be and how it would operate. He stated that the pavement markings will work based on the testing that he did, but the school district needs to modify their morning traffic issues in the parking lot. Traffic Engineer Merten stated that he has the pavement markings in the budget for next year but would like to have some temporary markings put in place this year. He stated that he has reached out to Winnebago County for a price but has not heard back.

Aldersperson Stevenson encouraged Traffic Engineer Merten to proceed with the markings that he feels are necessary regardless of funding. He stated that we should be perceived as being proactive dealing with this and making sure it gets done this year.

Director Kaiser stated that the building HVAC upgrade at City Hall has started.

Director Kaiser stated that the proposals for the traffic impact analysis for County Rd G/Dixie, County Rd G/Bergstrom, and the Bergstrom/Breezewood roundabout have been received by staff. He stated that we received 6 proposals. Staff will review and bring a recommendation to committee.

City Clerk Nagel updated the committee on the upcoming special events. She stated that the Fox Communities Marathon is this weekend. Bergstrom Mahler Renaissance Faire is September 21st and the Future Neenah Wine Walk is September 30th. The high school submitted their special event application for the Homecoming parade for October 6th and the Down Syndrome Walk is October 2nd.

Aldersperson Borchardt stated that he would like to see the high school work with St. Mary's to coordinate their homecoming parades on the same day to make it more of a community event.

Announcements/Future Agenda Items

NONE

Adjournment: Motion/Second/Carried Hillstrom/Stevenson to adjourn at 7:53 PM.

All voting aye.

Respectfully submitted,



Lisa Mroczkowski
Public Works Office Manager