

CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday, March 12, 2024

Present: Chairperson Lendrum, Alderperson Borchardt, Hillstrom, Stevenson, and Weber

Excused: None

Also Present: Mayor Lang, City Attorney Rashid, Public Works Director Kaiser, City Clerk Nagel, Public Works Office Manager Mroczkowski, William Drawenek, Bethane Gengler, and Christine Christensen

Public Appearance

William Drawenek, 106 Plummer Ct.-Mr. Drawenek stated that he is against the installation of sidewalks on Plummer Court that were approved in the 2024 Capital Improvement Budget.

Alderperson Hillstrom read an email from Michael Krueger, 117 Plummer Ct.-Mr. Krueger stated that he is against sidewalk installation on Plummer Court. He stated that he would like the project delayed until there can be resident input.

Christine Christensen, 111 Plummer Ct.-Ms. Christensen stated that she has lived at her home for 30 years because there are no sidewalks. She stated that putting in sidewalks is a waste of money because they are not needed on Plummer Court.

Approval of Minutes of the Meeting of February 27, 2024, and Special Meeting of March 6, 2024

Motion/Second/Carried by Hillstrom/Borchardt to approve the minutes of the meeting of February 27, 2024, and the special meeting of March 6, 2024. All voting aye.

Ordinance regulating Camping on City Property and Amendment to the Open Burning Ordinance

City Attorney Rashid stated that at the February 27, 2024 Public Services & Safety Committee meeting, concerns were raised by various members of the committee as to whether or not staff had enough clarity in the ordinance to guard against people using this ordinance as a way around common practices that often accompany special events and other events such as block parties camping in city parks or grilling in city owned facilities. He stated that exceptions to Section 1(b)(2) were added that tighten the definition of camping and use of tents, tarps, and awnings during special events and then added a new subsection 1(b)(3) that specifically addresses Community Fest.

Following Discussion: Motion/Second/Carried by Stevenson/Weber to recommend the Common council to approve Ordinance 2024-04 and amendments to the Open Burning Ordinance. All voting aye.

Licenses

Approve the Temporary Class “B” (Picnic) License Application to Bergstrom Mahler Museum of Glass for Art After Dark.

C.A **Following Discussion: Motion/Second/Carried by Borchardt/Weber to recommend the Common Council approve the Temporary Class “B” (Picnic) License Application to Bergstrom Mahler Museum of Glass, 165 N. Park Avenue, for Art After Dark, to be held on March 21, 2024, from 6:00 PM to 8:00 PM. All voting aye.**

2024 City Hall HVAC Upgrade Proposal

Director Kaiser reviewed his memo of March 7, 2024. He stated that this is a continuation of the HVAC upgrades that started in 2023 for City Hall. He stated that these upgrades will integrate with the digital HVAC control system installed in 2023.

Aldersperson Stevenson stated that he would like staff to reach out to the vendor to try and enter into a contract this year to get the best pricing for the remainder of the project.

C.A **Following Discussion: Motion/Second/Carried by Weber/Stevenson to accept the City Hall Third floor VAV control upgrade proposal from Energy Control & Design in the amount of \$64,271.00 with funding of \$60,000 coming from the Capital Facilities Budget and the remaining \$4,271.00 being funded with Public Facility Funds. 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. Stone work on the water feature is complete. Pumps were installed 11/15. The meter pedestal has been delivered and is scheduled for installation the week of 3/11. Following that installation, We Energies will connect to the meter pedestal. A number of punchlist items remain to be completed – retaining wall staining, overseeding along Harrison Street and trail grading. Trees that have not survived will be replaced this spring.
- 2) Contract 1-23 (Chestnut, Burr, Dieckhoff, Laudan Utility and Street Construction): Utility work, curb/gutter installation and landscaping are complete. A binder course of asphalt has been paved. The top-coat of asphalt will be paved in spring 2024.
- 3) Contract 7-23 (High, River Utility and Street Construction): Utility work, curb/gutter repairs and landscaping are complete. A binder course of asphalt has been paved. The top-coat of asphalt will be paved in spring 2024.
- 4) Neenah Creek Bridge: Parapet staining is scheduled for the week of 3/11. The remaining work is east approach paving and trail repairs.

- 5) Contract 1-24 (Belmont Ct, Belmont Av, Cedar St, Stevens St- Utilities and Street): A pre-construction meeting was held on 3/5. The contractor is scheduled to mobilize the week of 3/11 and intends to start work on Cedar Street near Quarry Park.
- 6) Contract 2-24 (E. Doty Av - Utilities and Street): This project was awarded to Kruczek Construction. A schedule has not been set.
- 7) Contract 3-24 (Bayview Rd, Commercial St Water Crossings, Quarry Ln, Reed St - Utilities and Street): The project was awarded to Don Hietpas & Sons, Inc. A pre-construction meeting was held on 3/7. The contractor intends to start work on Bayview Road the week of 3/11.
- 8) Contract 4-24 (S. Park Avenue Easement – Utilities): Bids were opened on 2/28/2024. They are being reviewed by the Board of Public Works on 3/14 and by the Water Commission on 3/18 with Council action planned for 3/20.
- 9) Contract 5-24 (North St - Utilities and Street): Bids are scheduled for opening on 3/13/2024.
- 10) Contract 6-24 (Jewelers Park Drive – Street): Bids are scheduled for opening on 3/13/2024. Staff met with Jewelers Mutual to review the plans.
- 11) Contract 7-24 (Misc Concrete Pavement/Sidewalk Repair): Bids are scheduled for opening on 3/27/2024.
- 12) Contract 8-24 (Misc Asphalt Pavement/Sidewalk Repair): Bids are scheduled for opening on 3/27/2024.
- 13) Contract 12-24 (Douglas Pond Storm Piping): Bids are scheduled for opening on 3/14/2024.
- 14) S. Commercial Street: A public information meeting and real estate meeting will be held on 3/14 in City Hall from 3-7 p.m. The project plans will be available for viewing and affected property owners will be able to meet with the city's real estate consultant to finalize purchase agreements.
- 15) Tullar Road Pavement Markings: Traffic Engineer Merten met with Police staff to review marking plans for Tullar Road. A final plan will be presented to Committee at an upcoming meeting.
- 16) Police Station Remodeling: Building Manager Benson will be starting work on the Police Station remodeling the week of 3/18.
- 17) City Hall Roof: Proposals are being received for coating the roof on City Hall.

Aldersperson Borchardt asked for an update on the Belmont Court residents that had concerns about the street project. Director Kaiser stated that they have been resolved. He stated that Engineer Eckhart marked out curb locations in the cul-de-sac and, after seeing the makings, the residents realized that the impact was not as great as they had feared. Director Kaiser stated that the other concern from another resident was about the location of a hydrant and the installation of curb and gutter. Director Kaiser stated that the hydrant has been relocated and examples of the type of curb and gutter were shared with the property owner to get a frame of reference to the rolling curb that the city will be installing.

Aldersperson Borchardt asked what the process is for the installation of sidewalks. Director Kaiser stated that there is a rating system that looks at several factors such as the proximity to schools, connectivity to commercially developed areas of the city and filling in gap areas that have sporadic sidewalks.

Aldersperson Borchardt asked for an estimated cost of the Plummer Court sidewalk project. Director Kaiser stated that project is budgeted at \$64,000.00.

Aldersperson Lendrum asked that staff send out an updated map of the sidewalk, trail, and street rating plan when available.

Announcements/Future Agenda Items

None

Adjournment

Motion/Second/Carried by Stevenson/Weber to adjourn at 7:01 PM. All voting aye.

Respectfully submitted,



Lisa Mroczkowski
Public Works Office Manager