

CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday January 25, 2022, 6:30 PM

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

Excused:

Also Present: Mayor Kaufert, Public Works Director Kaiser, Parks & Recreation Director Kading, Police Chief Olson, Captain Van Sambeek, Traffic Engineer Merten, Public Works Office Manager Mroczkowski, Alderperson Boyette, Karen Dismer, Margaret Chrzan, Frank Headington, and Kyle Whyte-Flock Systems

Approval of Minutes of the meeting for the January 11, 2022 meeting

Motion Second/Carried Hillstrom/Lendrum to approve the minutes of the Meeting of January 11, 2022. All voting aye.

Public Appearances:

None

E. Bell Street Parking Petition

Ms. Dismer, 233 E. Bell Street, stated that she is the president of the condo association. She stated that the condo association is requesting a change in the speed limit on E. Bell Street from 30 MPH to 25 MPH from S. Park Avenue to Mahler Boulevard. She stated that the speed limit on the streets that feed into this stretch of E. Bell Street are all 25 MPH.

Ms. Dismer stated that the condo association is also asking for permission to park in the bike lane on the south side of the street. She stated that the driveways are shared. She stated there is no close side street to park on nor is there parking allowed on the north side of the street. Ms. Dismer stated that parking becomes an issue whenever the residents of the condos have guests. She stated that it is worse around the holidays.

Traffic Engineer Merten reviewed his memo of January 20, 2022 regarding the condo associations request for reducing the speed limit on E. Bell Street and allowing parking on the south side of E. Bell Street. He stated that a speed study should be completed before a reduction in the speed limit is considered. He stated that he recommends collecting and analyzing the data before making a formal decision.

Relative to the parking request, Traffic Engineer Merten stated that the pavement on E. Bell Street is 48 feet wide. He stated that with this width, this does allow enough room to add parking lanes on both the north and south side within the existing footprint while retaining the bike lanes and driving lanes. He stated that the cost of restriping to create parking lanes would be approximately \$10,400.

Ms. Chrzan, 225 E. Bell Street, stated that she does not feel that parking on the north side of the road would be used. She stated that in regards to the traffic study she feels that it should be done in the spring to late fall. She stated that in the summer the speeding gets quite bad.

Alderson Lendrum asked if the entrance to the trail is used by the residents of the condos. Ms. Dimer stated yes. She stated the closest crosswalk is at S. Park Avenue. She stated residents take a risk when trying to cross mid-block.

Alderson Bates stated that there are meeting minutes from the Public Services and Safety Committee meeting of August 8, 2017, where this topic was also discussed. She stated that they will be provided at a later date.

Alderson Bates stated that she agrees that we should wait until we have the traffic study report from Traffic Engineer Merten. She stated that the traffic study should be done at a time when there is high traffic volume.

Alderson Hillstrom stated that he also agrees that we should wait to make a decision until Traffic Engineer Merten has collected the data. He stated that Mahler Park is used heavily and produces a large volume of traffic. He stated the cost for striping the parking lanes would need to be included in the 2023 budget.

Alderson Stevenson stated that he supports waiting until we have more information and thinks we need set a deadline for staff to bring the traffic study back to committee.

Traffic Engineer Merten stated that he could have the traffic counts done by the end of April.

Alderson Lang asked if the parking issue is more associated with the holidays or year round. Ms. Dimer stated that it is not related to just the holidays.

Alderson Bates asked Police Chief Olson if this area has been an issue with parking in the street. Chief Olson noted that they have been called 8 times in the past 2 years to allow parking on the street.

Frank Headington, 251 E. Bell Street, stated that when he has a guest that needs to park in the street, he has to call the police department and give them the vehicle information so they do not get a ticket.

Alderson Lang stated that she feels that the parking issue should be addressed separately from the speed limit issue and be put on an earlier agenda. She requested that Traffic Engineer Merten provide costs for the pavement markings and bring back to the committee as soon as possible. Traffic Engineer Merten stated that he did provide a cost estimate in his memo for the pavement markings.

Alderson Hillstrom asked when this section of E. Bell Street is up for restriping. Traffic Engineer Merten did not have that information. He stated that this project would have to be part of the 2023 budget as the funds in this year's budget are dedicated for restriping the roundabouts.

Ms. Dimer stated that she does not feel that parking is needed on the north side of E. Bell Street either.

Alderson Stevenson stated that because of the wide driveways, there may not be enough parking available, and that maybe the parking should be on the north side of the street where there are no driveway entrances.

The Committee directed staff to complete a traffic study on E. Bell Street from Mahler Boulevard to S. Park Avenue and provide the data and a recommendation at the July

12th Public Services and Safety Committee meeting. The Committee also directed staff to prepare options and costs to provide on-street parking for consideration at an upcoming meeting.

Approve Contract for Flock Camera System

Police Chief Olson stated that this item was discussed in length during budget discussions. He opened the issue up for questions from the committee.

Mayor Kaufert asked what other local municipalities are using the Flock Camera system. Mr. Whyte stated that the City of Green Bay, City of Milwaukee, Milwaukee County Sheriff's Department, City of Hartford, and City of Grafton.

Chief Olson noted that this system will save a lot of manpower tracking down suspects. He stated that having multiple municipalities using the same system will allow our officers and investigators to locate which city's suspects have passed through.

Aldersperson Stevenson asked if the funding for this equipment is part of the Smart Cities Initiative. Chief Olson stated that the funding for this is in the Capital Improvement Program budget.

Aldersperson Stevenson noted that he does not see it listed in the CIP. Mayor Kaufert stated that he will follow up with Director Easker regarding the funding.

Aldersperson Hillstrom asked if any other cities in the Fox Valley are considering this system. Mr. Whyte stated that Flock is currently in conversations with the City of Appleton, City of Oshkosh, and the City of Stevens Point.

Aldersperson Stevenson noted that the City is are not buying the cameras but is leasing them. Mr. Whyte stated that Flock owns the cameras but the data is owned by the City of Neenah. He stated that if a camera is damaged, the first one is replaced for free and then after that there is a \$500 per camera replacement cost.

Aldersperson Stevenson noted that the annual maintenance cost will be \$15,000. Chief Olson stated that is correct.

Aldersperson Stevenson stated that he would like a follow-up on this system to make sure that it is functioning the way it is intended to. Chief Olson stated it will be included in the quarterly report.

Report Following discussion, **Motion/Seconded/Carried Lang/Hillstrom to recommend Council approve the Neenah Police Department to purchase the Flock Cameras for \$16,500 out of the 2022 Capital Improvement Programs budget and approve the Services Agreement between the City of Neenah Police Department and Flock Group, Inc.** Roll Call Vote. All voting aye.

2022 Capital Improvement Budget Adjustment Request: Apple Blossom Drive (Tullar Rd-Primrose Ln) Street Resurfacing

Director Kaiser reviewed his memo of January 20, 2022, regarding adding Apple Blossom Drive from Tullar Road to Primrose Lane to the 2022 Capital Improvement Program. He stated that in the course of preparing the plans for the water main replacement and street resurfacing in the Meadow Lane area, Public Works and Water Utility staff determined that because of the extent of work going to be done near Apple Blossom Drive this year, that this section should be included in the budget work. He stated that including this section will avoid leaving four short sections of the street unimproved which are in marginal condition.

Director Kaiser stated that the 2022 CIP budget for all street improvements is \$1,775,000. He stated if Apple Blossom Drive is included in this work program the estimated total cost would be \$1,777,000 which is \$2,000 over the CIP budgeted amount.

Director Kaiser stated that there will be no offset of costs through special assessments. He stated that the Neenah Water Commission has authorized this portion of Apple Blossom Drive to be added to the Water Utility's 2022 program. He stated that staff recommends that the 2022 Capital Improvement Budget be amended to add resurfacing on Apple Blossom Drive from Tullar Road to Primrose Lane using funds currently included in the program for Fredrick Drive, Wild Rose Lane, Green Acres Lane, Honeysuckle Lane, Meadow Lane and Primrose Lane, with any additional funds needed to come from Public Infrastructure Reserves.

Mayor Kaufert stated he has talked with the department heads and strongly urges the approval of this budget amendment.

Report
Following discussion, **Motion/Seconded/Carried Lang/Stevenson to recommend Council approve amendment to the 2022 Capital Improvement Program Budget to add the resurfacing on Apple Blossom Drive from Tullar Road to Primrose Lane, using funds currently included in the program for Fredrick Drive, Wild Rose Lane, Green Acres Lane, Honeysuckle Lane, Meadow Lane and Primrose Lane, with any additional funds needed to come from Public Infrastructure Reserves.** All voting aye.

Special Events

Neenah-Menasha Emergency Society Kitchen Tour/Food Trucks

C.A
Following discussion, **Motion/Second/Carried Stevenson/Lendrum to recommend the Council approve the Street Use Permit for the Neenah-Menasha Emergency Society Kitchen Tour/Food Trucks, sponsored by the Neenah-Menasha**

Emergency Society Kitchen to be held on April 28, 2022 from 11:00 AM to 7:00 PM. All voting aye.

Race the Lake

C.A. Following discussion, **Motion/Second/Carried Hillstrom/Lang to recommend the Council approve the Street Use Permit for Race the Lake, sponsored by the DuTriRun Foundation to be held on August 21, 2022 from 9:00 AM to 12:00 PM.** All voting aye.

Community Fest-2022

C.A. Following discussion, **Motion/Second/Carried Lang/Hillstrom to recommend the Council approve the Street Use Permit for Community Fest sponsored by the City of Neenah Parks & Recreation Department to be held on July 4, 2022 from 7:00 AM to 10:00 PM.** All voting aye.

Announcements/Future Agenda Items

Aldersperson Lang informed the Committee that she had discussed with Traffic Engineer Merten a request to review traffic speeds and pedestrian safety in the 200 Blk of W Wisconsin Avenue.

Adjournment: **Motion/Second/Carried Stevenson/Hillstrom to adjourn at 7:46 PM.** All voting aye.

Respectfully submitted,



Lisa Mroczkowski
Public Works Officer Manager