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January 9, 2019

TO ALL MEMBERS OF THE PUBLIC WORKS COMMITTEE:

**Jim Zajkowski
Mike Montello
Craig Kittel**

There will be a meeting of the Public Works Committee on Monday, January 14, 2019 at 5:00 P.M. in the ED Lab of the Civic Center, 156 East First Street, New Richmond.

AGENDA:

- 1. Roll Call**
- 2. Adoption of Agenda**
- 3. Approval of minutes from the previous meeting, October 18, 2018**
- 4. Children at Play signs**
- 5. Winter Maintenance Policy**
- 6. W 1st St parking changes**
- 7. Snowblower Equipment**
- 8. 2019 Sidewalk Plan**
- 9. Declaration of surplus equipment**
- 10. Communications and Miscellaneous**
- 11. Adjournment**

**Jeremiah Wendt
Director of Public Works**

A majority of the members of the New Richmond City Council may be present at the above meeting.

Pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 N.W. 2nd 408 (1993) such attendance may be considered a meeting of the City Council and must be noticed as such, although the Council will not take action at this meeting.

Copies:

**Fred Horne
The News**

City of New Richmond Website

**Jim VanderWyst
Northwest Community Communications**

PUBLIC WORKS COMMITTEE MEETING
October 18, 2018
4:00 p.m.

Members Present: Craig Kittel, Mike Montello and Jim Zajkowski

Others Present: Jeremiah Wendt, Joel Enders, Rae Ann Ailts and Lori Brinkman

Jim Zajkowski called the meeting to order at 4:00 p.m.

Roll call was taken.

Mike Montello moved to adopt the agenda as presented, seconded by Craig Kittel and carried.

Mike Montello moved to approve the minutes from the October 15, 2018, meeting, seconded by Craig Kittel and carried.

Recycling RFP

Rae Ann Ailts explained that she spoke with Bob Pfister from Advanced Disposal again. In lieu of the monthly processing fee surcharge, Advanced Disposal proposed an annual adjustment based upon similar calculations as the monthly processing fee surcharge. Concerned with potential price fluctuations, the City Council tabled this item at the October Regular Session to allow for further review. Advanced has now indicated they would accept a five-year contract with no rate adjustments in years one and two of the contract. Years three through five of the contract would be subject to the annual adjustment previously proposed. The City would have the option, after good faith negotiations, to cancel year five of the contract if the average cost of transport and processing is greater than \$100/ton in year four. Staff recommends consideration of Advanced Disposal's revised proposal for residential recycling services.

Mike Montello moved to accept Advanced Disposal's revised proposal for residential recycling services, seconded by Craig Kittel and carried.

Recycling Shed

There has been discussion on the continued operation of the current Recycling Shed based on recent survey results from residents.

Mike Montello moved to direct City Staff to come up with a transition plan for the Recycling Shed, seconded by Craig Kittel and carried.

Communications and Miscellaneous

None

Jim Zajkowski moved to adjourn the meeting, seconded by Mike Montello and carried.

Meeting adjourned at 4:43 p.m.

Minutes submitted by Lori Brinkman



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MEMORANDUM

TO: Public Works Committee

FROM: Jeremiah J. Wendt, PE, Director of Public Works

DATE: January 9, 2019

SUBJECT: Children at Play Signs

Background

The City receives occasional requests for "Children at Play" signs from residents intending to safeguard children in roadways from vehicular crashes. This request, and the presence of these signs, is not unique to New Richmond, and has received a great deal of study from other communities and transportation agencies, such as the Institute of Transportation Engineers (ITE), United States Department of Transportation (USDOT), Federal Highway Administration (FHWA), National Cooperative Highway Research Program (NCHRP), Wisconsin Department of Transportation (WisDOT) and many other state and local transportation agencies.

FHWA publishes the Manual on Uniform Traffic Control Devices (MUTCD), which serves as the guide for all transportation agencies to provide standard signs that will be easily recognized by motorists, and provide maximum effectiveness based on standard sizing, wording, placement and other factors. The MUTCD does not include any variant of the "Children at Play" signs ("Slow Children", "Watch for Children"). The MUTCD does have a standard pedestrian symbol warning sign, typically used at designated crosswalk locations, and a playground symbol, used where playgrounds are located in proximity to the street.

The MUTCD allows for the use of warning signs with word messages other than those specifically outlined in the manual. However, it includes the following standard: "The use of warning signs shall be based on an engineering study or on engineering judgment." Additionally, the following guidance is inserted: "The use of warning signs should be kept to a minimum as the unnecessary use of warning signs tends to breed disrespect for all signs."

The engineering study and judgment that has been compiled over decades by the agencies listed above has overwhelmingly concluded that Children at Play signs should not be used for several reasons, including:

- Studies have shown that the signs do not reduce vehicle speeds or make drivers more attentive
- The signs are not enforceable
- The signs may give parents a false sense of security about allowing children to play in the street
- Since the signs are nonstandard according to MUTCD, they may expose the City to liability
- Neighborhoods that do not have the signs may still have children in or around the street

Attached is a 2007 Transportation Synthesis Report from WisDOT regarding the issue, along with the relevant section from WisDOT's Traffic Engineering, Operations and Safety Manual.

Recommendation

Staff's recommendation, based on the findings of the traffic engineering community, is that the City should not install "Children at Play", "Slow Children", or "Watch for Children" signs. Further, staff recommends that existing signs of this type should be removed in accordance with WisDOT's guidance. It should be noted that the primary reason for this recommendation is to protect the safety of pedestrians and motorists. While it may be difficult to explain to residents requesting such signs, engineering study and judgment from a variety of sources have concluded that the installation of the sign creates a less safe condition than existed without it.

Further, staff recommends the following pillars for the installation of all traffic control devices:

- The focus, when placing signage, should be on the safety of motorists and pedestrians
- Signage should be kept to a minimum to ensure that the importance of signs is not diminished
- Signage should be placed in accordance with the FHWA's (and WisDOT's supplemental) MUTCD
- Any nonstandard signage should be placed only after the completion of an engineering study demonstrating its effectiveness.



Effectiveness of “Children at Play” Warning Signs

Prepared for
Bureau of Highway Operations
Traffic Engineering Section, Traffic Design Unit

Prepared by
CTC & Associates LLC
WisDOT Research & Library Unit
September 25, 2007

Transportation Synthesis Reports are brief summaries of currently available information on topics of interest to WisDOT staff throughout the department. Online and print sources for TSRs include NCHRP and other TRB programs, AASHTO, the research and practices of other transportation agencies, and related academic and industry research. Internet hyperlinks in TSRs are active at the time of publication, but changes on the host server can make them obsolete. To request a TSR, e-mail research@dot.state.wi.us or call (608) 261-8198.

Request for Report

WisDOT is engaged in an effort to reevaluate and update its policies regarding roadside warning signs related to children, such as “Children at Play,” “Blind Child,” “Deaf Child,” etc. We were asked to review research on the effectiveness of these types of signs to better ground WisDOT’s policy decision.

Summary

There is no evidence that special warning signs of this sort reduce driver speeds or crash rates. This is the unanimous conclusion of the many credible sources we located on this topic. This claim is supplemented by a number of often-cited “common sense” observations that such signs do not give clear and enforceable guidance to drivers, provide a false sense of security to parents and children that may increase risk, expose the government to liability, give the false impression that areas without such signs do not have children, represent an unnecessary cost that then propagates as additional signs are requested and violate the principle that signage should be based on engineering, not political, decision making.

These arguments are used most frequently against Children at Play signs, and many of them—such as the arguments that CAP signs encourage playing in the street and that if in one location with children they should properly be in all locations—do not apply to Deaf Child, Blind Child, Handicapped Child or Autistic Child signs. These latter signs receive much less explicit discussion in the sources we located.

The **National Research and Guidelines** section of this TSR presents positions on child-related traffic warning signs with papers by U.S. DOT, FHWA, NCHRP and the Institute of Transportation Engineers. Though these all discourage the use of such signs, none of them cites specific research demonstrating that these signs are ineffective, and one source, the ITE *Design and Safety of Pedestrian Facilities* entry below, implies that no such studies exist, stating that “No accident-based studies have been able to determine the effectiveness of warning signs.”

State and Local Research and Practices contains a brief representative sampling of state and local positions on this topic. While many areas make use of these signs, we located no explicit defenses on

engineering grounds for their use. A common theme is the ongoing struggle to explain to members of the public that their requests for these types of signs are based on faulty assumptions about their effectiveness.

Many of the sources we located refer generically to multiple “studies” that have shown special warning signs to be ineffective, but despite extensive research we were unable to identify any specific projects meeting this description.

National Research and Guidelines

FHWA Manual on Uniform Traffic Control Devices (2000)

http://mutcd.fhwa.dot.gov/kno-millennium_06.14.01.htm

A search of the MUTCD found no instances of “CAP,” “watch for children,” “slow children,” “blind child” or “deaf.” Related guidance includes the following:

- From Section 2C.02, Application of Warning Signs (<http://mutcd.fhwa.dot.gov/HTM/2003r1/part2/part2c.htm#section2C02>): “The use of warning signs should be kept to a minimum as the unnecessary use of warning signs tends to breed disrespect for all signs.”
- From Section 2H.03, Regulatory and Warning Signs (<http://mutcd.fhwa.dot.gov/HTM/2003r1/part2/part2h.htm#section2H03>): “All regulatory and warning signs installed on public roads and streets within recreational and cultural interest areas shall conform to the requirements of Chapters 2A, 2B, and 2C” (the chapters on general, regulatory and warning signs).
- CAP or other message signs are not specifically prohibited as long as they conform to the standard shape (diamond) and colors (black letters on yellow background) and as long as no symbols are used. Some state-specific MUTCD supplements (such as in New York) present the option of a CAP or similar sign.

Institute of Transportation Engineers: Traffic Control Devices Handbook (2001)

Paper copies are available from the WisDOT library.

Page 444 states that “Agencies should avoid the use of CAUTION – CHILDREN AT PLAY or SLOW CHILDREN nonstandard signs since such signs may imply ‘that the involved jurisdiction approves of streets as playgrounds, which may result in the jurisdiction being vulnerable to tort liability.’” (This quote is reproduced and expanded in *FHWA Course on Bicycle and Pedestrian Transportation: Pedestrian Signing and Pavement Markings* at http://safety.fhwa.dot.gov/ped_bike/univcourse/swless14.htm.)

To determine the original research basis for these claims, we noted that this source cites ITE’s *Design and Safety of Pedestrian Facilities* (below) for the claim that using CAP signs “may result in the jurisdiction being vulnerable to tort liability,” whereas this latter source, in its comments on CAP signs, refers back to this one.

Page 444 also states that “there are conditions where selected traffic control devices may be considered, such as around parks, or conditions where children may have disabilities and drivers need to take extra care.” This implies that Blind/Deaf/Handicapped/Autistic Child signs may be appropriate in some circumstances, though no evidence is cited on the effectiveness of these devices.

ITE: Design and Safety of Pedestrian Facilities (1998)

http://safety.fhwa.dot.gov/PED_BIKE/docs/designsafety.pdf

Chapter 4, Pedestrian and Motorist Signing, states (page 42 of the PDF): “No accident-based studies have been able to determine the effectiveness of warning signs. However, this is understandable because of the complex nature of events leading into each accident.” Of the 41 agencies responding to a questionnaire used in preparing this report, four reported that “all types of pedestrian-related signs and pavement stencils were helpful,” while some agencies “responded that they use these devices in the hope that they will provide some benefit to pedestrians.” (See page 39 of the PDF.) Also on page 39: “Signs should only be installed when they fulfill a need based on an engineering study or engineering judgment. In general, signs are often ineffective in modifying driver behavior, and overuse of signs breeds disrespect and diminishes effectiveness. Unnecessary signs and posts represent a hazard to errant motorists and may cause an

obstruction to pedestrians and bicyclists. Furthermore, unnecessary signs are a waste of taxpayer dollars, represent an ongoing maintenance cost, and are a source of visual blight.”

NCHRP Synthesis of Highway Practice No. 139: Pedestrians and Traffic-Control Measures (1988)

Paper copies are available from the WisDOT library.

This report, quoting an earlier version of the *Traffic Control Devices Handbook* than the one listed above, says “Nonuniform signs such as ‘CAUTION—CHILDREN AT PLAY,’ ‘SLOW—CHILDREN,’ or similar legends should not be permitted on any roadway at any time... the removal of any nonstandard signs should carry a high priority.”

NCHRP Synthesis of Highway Practice No. 186: Supplemental Advance Warning Devices (1993)

Paper copies are available from the WisDOT library.

This report gives examples of numerous related signs currently in use. A specific example of a CAP sign is given on pages 38-39: “The device is not considered effective, but installation of the sign satisfied parent and political leaders. Generally, the residents and homeowners’ organization must pay to have this sign installed. The use of this sign and its variations has been discouraged by many agencies because the message implies that it is acceptable for children to be playing in the street. It is nonstandard due to the use of a symbol not contained in the MUTCD.”

U.S. DOT Message Points (February 11, 2002)

Paper copies are available from the FHWA. Please send a request to Fred Ranck, fred.ranck@fhwa.dot.gov.

This communication states U.S. DOT’s position on CAP signs, which is to conform to MUTCD standards. Highlights include:

- Studies of the effectiveness of CAP signs by ITE, TRB and FHWA to date do not demonstrate a reduction in crashes involving children nor a reduction in speeds. (Note: ITE and FHWA staff were unaware of any studies.)
- From an ITE “traffic tips” series that answers residents’ commonly asked questions about signs, etc.: “...studies made in cities where (CAP) signs were widely posted in residential areas showed no evidence of having reduced pedestrian crashes or vehicle speed.” Several cities report that measured speeds on residential streets experienced no decrease after the installation of CAP warning signs. Further, several cities reported no decrease in the incidence of traffic crashes involving a child hit in the street after the installation of CAP warning signs.

Fred Ranck of FHWA also states that “Children at Play” is not an appropriate message for a warning sign; rather “Watch for Children” is an appropriate message consistent with other warning sign messages.

State and Local Research and Practices

We have included some comments on CAP and other signs by state governments; state DOT research programs, including tech transfer efforts; and communities. Most sources agreed with the information from national sources. We have presented such exceptions as we were able to locate. We did not find any references to research supporting the use of these signs or other cogent arguments against the national stance regarding these signs.

Multiple States

More or less identical arguments repeating the national points made above appear in a number of state DOT tech transfer documents, including Massachusetts

(http://www.ecs.umass.edu/baystate_roads/newsletters/2001_fall.pdf),

New Hampshire (<http://www.t2.unh.edu/spring02/pg4.html>), California

(www.techtransfer.berkeley.edu/newsletter/05-1/signs.php) and Minnesota

(<http://www.mnltap.umn.edu/publications/exchange/2001-1/atplay.html>).

This source states that “most collisions involving children are not actually caused by driver behavior (which this sign has very little demonstrated effect on), but by unsafe, erratic actions by children... The CHILDREN AT PLAY sign may well be understood by kids and families as a suggestion that it is acceptable for children to play in the street, and thus, by producing a false sense of security, be

counterproductive. Furthermore, CHILDREN AT PLAY signs tend to propagate through neighborhoods, popping up on every block that has a child living on it. Signs lose credibility with motorists when they appear too often. Instead of being extra diligent, drivers tend to ignore the signs, particularly if no children are playing near the CHILDREN AT PLAY signs. When these signs appear too often, they raise questions like: If there is no sign does that mean there are no children present and no need to watch for children?"

Alaska

Municipality of Anchorage, Alaska, Traffic Department FAQ

<http://www.muni.org/traffic/FAQ.cfm>

This FAQ asks: "Are there any guidelines for the installation of Children at Play signs?" Alaska DOT answers: "Yes. Children at Play signs are typically posted on neighborhood streets directly located off higher speed roadways." This approach may bypass many of the national arguments against the use of these signs.

Colorado/Wyoming

2006 Section Activities Report: Colorado/Wyoming Section of the Institute of Transportation Engineers (2007)

<http://www.ite.org/elected/Colorado-Wyoming%20Section.pdf>

This report states that "nonuniform signs such as 'Caution—Children at Play,' 'Slow—Children' or similar legends should not be permitted on any roadway at any time," presenting the national reasons and citing the FHWA 1983 *Traffic Control Devices Handbook*. According to the *ITE Journal*, May 1988, "Children at Play signs may make parents feel more secure but they don't work and they carry no enforcement value."

Colorado LTAP Newsletter, Spring 2004

http://ltap.colorado.edu/newsletter/Newsletter_Spring04.pdf

On page 3, this newsletter addresses the Web site question, "What does MUTCD say about 'Children at Play' signs?" It repeats the national arguments and gives the additional argument, drawing from the TRB report *Maintenance Management of Street and Highways Signs* that deviating from the MUTCD (which does not include Children at Play and similar warning signs) is a bad idea because "about 29 percent of tort liability lawsuits against highway departments are related to traffic signing."

Florida

Florida Technology Transfer Traffic Information Program Series (TIPS), from the Florida Section (District 10) of the Institute of Transportation Engineers

<http://mctrans.ce.ufl.edu/transportationTopics/tips.htm>

Two TIPS are relevant to this TSR:

- **"Won't a Children at Play sign help protect our kids?"**
(<http://mctrans.ce.ufl.edu/transportationTopics/tips.htm#4>) This tip states that "studies made in cities where such signs were widely posted in residential areas show no evidence of having reduced pedestrian crashes, vehicle speed or legal liability. In fact, many types of signs which were installed to warn of normal conditions in residential areas failed to achieve the desired safety benefits. Further, if signs encourage parents with children to believe they have an added degree of protection—which the signs do not and cannot provide—a great disservice results... . Specific warnings for schools, playgrounds, parks and other recreational facilities are available for use where clearly justified."
- **"Why are traffic engineers reluctant to install Deaf Child or Blind Child warning signs?"**
(<http://mctrans.ce.ufl.edu/transportationTopics/tips.htm#74>) This tip gives the following reasons against using nonstandard, highly specific signs of this sort:
 - A Deaf Child or Blind Child sign does not describe where the child might be. Most streets within a residential area have children who react in the same way, and each driver must be aware of all children in a neighborhood environment.
 - These signs provide parents and children with a false sense of security that their children are safe when playing in or near the street.
 - When the novelty of such a sign wears off, the signs no longer attract the attention of regular passersby.

- Unique or unusual warning signs are a target for vandals and souvenir hunters and have a high replacement cost.
- Unique message signs have no legal meaning or established precedent for use in basic traffic engineering references. Their use is discouraged because of both the lack of proven effectiveness and undesirable liability exposure.
- Many traffic engineers feel that special warning signs are warranted at a location adjacent to a school for the deaf or for the blind, and have considerably more merit than those at a location where a deaf or blind person may only cross occasionally.

Maine

3.6.3 “Special” Warning Signs: “Children At Play,” “Deaf Person,” “Disabled Person,” “Horse Crossing,” etc.

<http://www.maine.gov/mdot/working-with-dot/section3.php>

This regulation states that “...the driving public does not react favorably or positively to these signs in most cases. In the late 1990s, the MaineDOT changed its policy on the installation and maintenance of these signs. It is virtually impossible for the MaineDOT to keep track of every handicapped person, playing child and crossing horse in every town along all state roads.... Knowing that these signs are generally ineffective, MaineDOT does NOT advise the use of these signs because allowing one sets precedence and generates many more requests and creates a new financial burden on the municipality.”

Michigan

Speed Control in Residential Areas

<http://www.ite.org/traffic/documents/tcir0053.pdf>

Page 24 of the PDF states: “Special warning signs such as ‘Children at Play,’ ‘Watch for Children’ or others that warn of normal conditions are not effective in reducing speeds in residential areas,” among other of the standard national arguments against these signs. It continues: “The MMUTCD provides standards for signs warning drivers that they are approaching recreational facilities such as parks and playgrounds. However, there is not enough evidence to determine the effect of these warning signs on vehicle speeds.” (Reference: Michigan Department of Transportation and the Michigan State Police, *Michigan Manual of Uniform Traffic Control Devices*, 1994 edition.)

City of Troy, Mich.: “How about a ‘Children at Play’ sign?”

<http://www.troymi.gov/TrafficEngineering/Children%20at%20play.html>

According to this document, “Studies made in cities around the nation where such signs were widely posted in residential areas show no evidence of having reduced pedestrian crashes, vehicle speed or legal liability.” According to research in the City of Troy: “Studies in the City of Troy have also shown very low effectiveness of the sign and therefore have not installed them in the past several years. Before and after studies showed no reduction in speeds.”

Minnesota

Frequently Asked Questions, Office of Traffic, Safety and Operations

<http://www.dot.state.mn.us/trafficeng/faq/faq-signing.html#m>

Question: “I would like to have a ‘deaf child/blind child/slow children at play’ sign installed on my street/highway near my home. How do I get this accomplished?”

Answer: “Mn/DOT does not install this type of sign on state highways since it is not enforceable (it is a warning sign) and it can lead to a false sense of security. If you are requesting signing on a city street, contact the city offices.”

North Carolina

Traffic Engineering Policies, Practices and Legal Authority Resources

NCDOT will install these signs upon receipt of a formal written request meeting certain criteria:

- Blind Child Area Signing: http://www.ncdot.org/doh/preconstruct/traffic/tepl/Topics/B-10/B-10_p.pdf
- Autistic Child Area Signing: http://www.ncdot.org/doh/preconstruct/traffic/tepl/Topics/A-18/A-18_p.pdf

- Deaf Child Area Signing: http://www.ncdot.org/doh/preconstruct/traffic/tepl/Topics/D-02/D-02_p.pdf

This strategy seems typical of a number of states. According to http://www.ncdot.org/doh/preconstruct/traffic/tepl/Topics/C-05/C-05_mm.pdf, “Children Playing warning signs are not approved for use on the state highway system right of way. These signs tend to promote a false sense of security for the children and encourage them to actually play in the roadway, since traffic is warned of their presence.”

Ohio

Slow Children at Play Signs

http://dot.state.oh.us/dist1/planning/TrafficStudies/children_at_play_signs.htm

According to this policy, “These signs are not used by Ohio Department of Transportation on the rural state highway system and ODOT discourages others from using them.”

This text is repeated in the *Office of Traffic Engineering Traffic Engineering Manual*, page 19 of the PDF: http://dot.state.oh.us/traffic/Publication%20Manuals/TEM/Part_02/part_02_complete%20for%20072007.pdf

Virginia

A Look at What Some States are Doing. “Deaf Child Area” Signs Available in Virginia (1988)

From AASHTO QUARTERLY, Vol. 67, No. 4, p. 13.

Paper copies are available through the transportation library system.

VDOT officials have developed a policy that allows the use of Deaf Child Area warning signs. Parents of hearing-impaired children can request these signs through the VDOT residency for the area where the sign is desired. The request must be supported by medical certification of the child’s hearing loss. The signs will be allowed on nonlimited access roadways of the primary or secondary system. Jurisdictions maintaining their own streets and highways are encouraged to use similar guidelines for the use of these signs.

West Virginia

Traffic Engineering Directive 225: “Children at Play” Signing (1999)

<http://www.wvdot.com/engineering/Manuals/Traffic/TED/TED225.pdf>

This directive states that “since the other signing alternatives convey to motorists specific regulations or warning or more permanent roadway conditions rather than conditions that may exist at unspecified times, Children Present signs should only be installed after all the other alternatives have been considered.”

2-3-60 Children at Play Signs**May 2011****GENERAL**

Section [2C.03](#) of the WisMUTCD allows for the development of customized word messages on warning signs. These customized word messages *may* be developed to fulfill signing needs based on engineering study or engineering judgment. However, Section [2C.02](#) of the WisMUTCD states that the usage of warning signs *should* be kept to a minimum, as the unnecessary use of warning signs tends to breed disrespect for all signs. The over usage of signs *may* result in information overload for the motorist, which can impact safety.

BACKGROUND

Periodically, the Department receives requests to install the following types of Child Crossing Signs:

- Children at Play
- Watch For Children
- Slow Children

Usage of these types of signs has been discouraged by the Federal Highway Administration, Institute of Transportation Engineers, and many other States and Local Units of government for the following reasons:

1. Signs lose credibility with motorists when they appear too often.
2. Warning signs are most effective when they warn of consistent, not occasional conditions. Children are not likely to be consistently playing at a particular location in the street at all times (unlike at playgrounds or parks).
As a result, the signs mentioned above could lose their effectiveness.
3. These signs provide parents and children with a false sense of security that their children are safe when playing in or near the street.
4. Some before and after studies have indicated no reductions in vehicle speeds or crashes with the signs present.
5. Because these signs are typically warning signs, they are not enforceable.
6. In lieu of signing, more effective countermeasures *may* be employed to increase motorist visibility on the roadway. Some of these countermeasures could include:
 - a. Restricting parking or trimming vegetation to increase sight distance.
 - b. Education and awareness efforts.
 - c. Installation of traffic calming devices for urban low-speed areas.

POLICY FOR CHILD CROSSING SIGNS

1. No new Child Crossing Signs **shall** be installed on State Highways.
2. Existing Child Crossing Signs on State Highways *may* be allowed to remain until the end of their useful life. Other opportunities such as knockdown damage, improvement projects or change in conditions *may* make it possible to have the signs removed earlier.

2-3-64 Type I Object Markers under Keep Right Signs**December 2011****GENERAL AND BACKGROUND**

The WisMUTCD, Section [2C-64](#) allows the usage of a Type I Object Marker (W5-54 sign) to emphasize the approach end of a median island. This can give the median island additional visibility during nighttime, poor weather conditions or situations where the pavement markings or curb and gutter is covered by snow. The Object Marker can be especially helpful in higher speed areas (45 mph and above) and areas where medians start. Typically, many of these areas *may* have a Keep Right (R4-7) sign installed. An advantage of installing a secondary object marker (W5-54 sign) below the Keep Right will allow for increased visibility of the approach end of the median because the Object Marker (W5-54 sign) is mounted at 4 feet, which is more in the line of sight for a motorist. The Object Marker (W5-54 sign) is manufactured with fluorescent yellow sheeting, so it will reflect well at night and have better daytime conspicuity as well.

POLICY

1. The W5-54 sign **shall** be placed below the Keep Right (R4-7 sign) at all 45 mph or higher posted speed limits where the highway transitions from an undivided to divided roadway (See [Standard Detail Drawing 15C21-3](#)).



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MEMORANDUM

TO: Public Works Committee

FROM: Jeremiah J. Wendt, PE, Director of Public Works

DATE: January 9, 2019

SUBJECT: Winter Maintenance Policy

Background

Staff has developed the attached Winter Maintenance Policy, which details the snow and ice control operations of the City of New Richmond. Staff will provide a brief presentation of the policy, and answer any questions that the Committee may have.

Recommendation

Staff are requesting that the Public Works Committee recommend formal adoption of the Winter Maintenance Policy. If recommended, staff would present the policy to the full Council for approval in February.



Winter Maintenance Operations Policies

Public Works Department

City of New Richmond, WI

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General Purpose

The winter maintenance operations policies provide a uniform understanding of priorities and procedures used to combat snow or ice and other winter related conditions on public streets, sidewalks, trails, parking lots, and other areas maintained by the City of New Richmond, Wisconsin. These policies replace prior written or unwritten policies. Existing ordinances for winter sidewalk maintenance and parking control are not amended or repealed by these policies.



Mobilization

The Public Works Operations Manager or their designee shall monitor anticipated inclement weather conditions and keep staff informed of the anticipated corresponding action to be taken. The need to mobilize for snow/ice maintenance operations is determined when there is an actual snowfall depth greater than one inch (1”) or less if combined with freezing rain and icing conditions which make travel difficult. The responsibility for ordering personnel and equipment into service for winter maintenance operation rests primarily with the Public Works Operations Manager or their designee. Additional private equipment and contracted personnel may be hired by the Public Works Operations Manager or their designee as deemed necessary.

Communications

The Director of Public Works shall be the primary point of communication between the Public Works Department and other City departments, as well as the primary point of contact for local media requests concerning snow and ice control efforts. The Director of Public Works shall lead a proactive approach to educating the public about sidewalk maintenance, parking restrictions, etc. and sharing timely and relevant information about major snow events utilizing the City’s social media platforms, website, and emergency mass notification system, as well as the *New Richmond News*.

Citizen Inquiries

During or shortly after a major snow event, it’s very common for citizens to call the Civic Center or send messages via social media with questions, concerns, and complaints regarding snow removal operations. The majority of these communications can and should be addressed by Civic Center staff, rather than forwarding the calls to Public Works staff who are out in the field clearing snow and may not have time to return a message in a timely fashion. Citizen inquiries that require additional follow-up responses (e.g. reporting a damaged mailbox) shall be routed to the Director of Public Works. In the event that the Director of Public Works is unavailable, inquiries shall be routed to the Public Works Operations Manager or their designee. The Civic Center staff who receive the majority of these communications from citizens should review the aforementioned practices in the late fall of each year, and before any snowfall event that is expected to result in a significant accumulation of snow.

Inspection and Calibration

All mounted snow, wing, and under mount plows are inspected annually for structural cracks or breaks, cutting edge wear, and hydraulic hose condition, and are operationally reviewed. Any deficiencies detected are corrected prior to off-season storage or otherwise identified by the Director of Public Works in the City's five-year Capital Improvement Plan, if necessary. Anti-icing, de-icing, spreaders, and other related equipment are also inspected, cleaned, lubricated, operationally reviewed, and calibrated prior to the next winter's operations. Calibration of spreading equipment provides appropriate application rate of anti-icing and de-icing chemicals.



Personnel Available

All Public Works employees shall be available to assist in winter maintenance operations as needed. The Public Works Operations Manager or their designee may call private contractors and other City personnel for assistance as needed for particularly large snowfall events. Overtime during snow/ice operations is assigned by the Public Works Operations Manager or their designee and determined by the severity and duration of a storm.

Training of Personnel

Newly hired employees are trained on proper equipment usage. Plow routes and chemical application are reviewed prior to a new employee being assigned to respond to a storm event. Annual reviews are conducted with all Public Works employees prior to the next snow season. Each snow event is reviewed by the Public Works Director or their designee to ensure safe streets, trails, and sidewalks were maintained in a timely manner during the snow event.

Anti-Icing Operations

Anti-icing is the application of liquid substances on pavement surfaces prior to the onset of the storm to prevent snow and ice from bonding to the pavement. Products regularly used by municipalities include salt brine, magnesium, calcium chlorides, or various agricultural by-products. The latter three products allow salt to melt ice below 15 degrees above zero. The Public Works Operations Manager shall have the discretion as to what materials are used, the amount of materials used, and when they are applied.

De-icing Operations

De-icing is completed in conjunction with plowing operations and consists of spreading sodium chloride (rock salt) blended with salt brine and or magnesium chloride, calcium chloride, or agricultural by-products on surfaces with accumulated and compacted snow and ice. All salt spreaders are equipped with pre-wet systems that spray salt brine onto the salt at the spinner. Wetting the dry salt with salt brine activates the melting process sooner and reduces the tendency of salt to “bounce” off the roadway. De-icing chemicals are stored under cover, and truck loading is completed on an imperious surface to allow any spilled product to be easily recovered and placed in the haul unit or returned to the storage building. The amount of and type of deicing chemicals used are based on current and forecasted weather conditions, rising or falling temperatures, wind, and the intensity or form of precipitation. The Public Works Operations Manager or their designee shall have the discretion as to what materials are used, the amount of materials used, and when they are applied.

Snow Plowing

Snow plowing is the removal of snow and ice from the streets, trails, and parking lots by mechanical means. There shall be no plowing of private driveways/roads by City staff or personnel with whom the City has contracted. Snow and ice will be deposited in private driveways/roads during snow plowing operations and will not be removed by the City (including areas around mailboxes or fire hydrants in private yards). Equipment and operators are assigned routes; operators are generally familiar



with all routes and strive to complete plowing and de-icing as efficiently as practical. Each snow storm is unique. Several factors must be considered by staff when preparing a snow removal strategy, including wind speed, time of day when snow began, temperature, type of snow, recent or expected snowfall accumulations, and available equipment and staff.

Salt and Sand Use

Sanding consists of spreading a salt and sand mixture to improve traction on packed snow or ice, and should be applied only in areas of high traffic movement or unsafe areas as determined by the Public Works Operations Manager or their designee. Sand can cause a build-up in storm sewers and points of discharge which can require additional maintenance or environmental concerns. Sanding will only be used when pavement temperatures inhibit the melting action of other available products, or conditions are extremely icy.

Snow Storage

There is not sufficient space to safely pile and store snow in several locations in the City of New Richmond, such as the downtown business district and municipal parking lots. Snow must be loaded and hauled to off-site snow storage areas located near Mary Park, Freedom Park, and Ellicott Dredge Technologies. Each spring, after the snow melt has taken place, the snow storage areas are cleaned of any garbage that remains from the previous year’s snow.

Requests for Assistance from Emergency Personnel

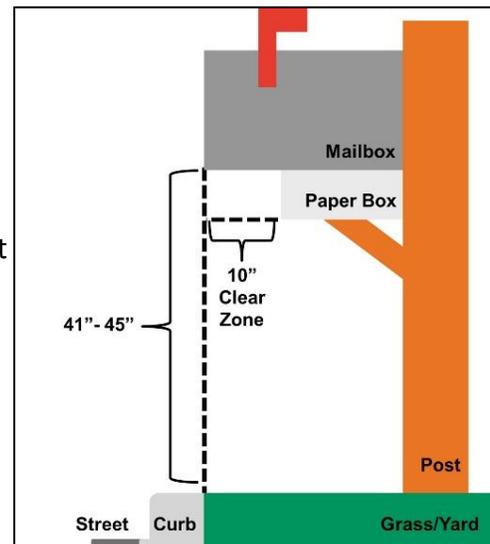
The Public Works Department may be requested by emergency services providers to assist during a winter weather-related situation such as an electrical outage, downed power line, water main break, major vehicle accident, etc. Calls received by emergency services personnel for emergency maintenance service will be sent to the proper Public Works staff members depending on the type of need.

Damage Complaints

Mailboxes, Fences, and Lawn Damage

Plow operators are instructed not to get too close to mailboxes. However, occasionally one is knocked over or struck. Operators shall report these occurrences to their supervisor. Lawn damage occurs when the plow blade rides over the curb and tears the lawn adjacent to the curb. This occurs more often in early or late season snowstorms when there is little or no frost in the ground. Operators shall note areas of damage and report to their supervisor.

A list of properties where damage has occurred shall be prepared each spring for repairs to be completed. A temporary mailbox may be installed in some cases until repairs are completed in the spring. It is the City of New Richmond's policy to repair damage to a mailbox, fence, or lawn when physically struck by City equipment. Mailboxes, fences, or other improvements within the right of way must be structurally installed to withstand the weight of snow rolling off the blade. Mailboxes must conform to U.S. Postal Service specifications for minimum height and setback. Mailboxes must also have a 10-inch clear-zone below the physical box. Therefore, newspaper boxes or ornaments must be at least 10 inches back from the front of the mailbox. Repairs to poorly installed or maintained items that fail due to snow load are the responsibility of the property owner. The Director of Public Works or Public Works Operations Manager shall have the authority to determine City responsibility for damage. Damage to non-standard mailbox assemblies (e.g. brick planters, mailboxes with custom lettering, larger than standard installation) shall be reimbursed on a sliding scale, based on the mailbox value.



Vehicular Damage

Should a City vehicle be involved in an accident with another vehicle, the appropriate officials (law enforcement, Director of Public Works, Public Works Operations Manager, insurance company) shall be notified. The Public Works Operations Manager or their designee should be consulted as to whether it is necessary for the equipment to return to the Public Works facility immediately for inspection, or at the end of the operation. All accidents shall be reported regardless of how minor they may be. City employees must comply with the City of New Richmond's Employee Handbook, including but not limited to Drug/Alcohol Free Workplace and Workplace Safety.

Curb Damage

Curb damage is investigated on a complaint basis. If the damage was done by a City plow, the repairs shall be completed by the City of New Richmond as soon as possible during the summer construction season. When damage is done by a private party or contractor, the Police Department shall investigate the incident with costs for repairs/replacement sent to the responsible party upon completion of the repair.

Parking Restrictions

Sec. 82-100. – Winter Parking

Overnight winter parking on residential streets shall be limited as follows: On even numbered days on the even numbered side of the street, on odd numbered days on the odd numbered side of the street; for the purposes of this section, an even numbered or odd numbered day will be the date as of 6:00 p.m. each day. This restriction is in effect from November 1 of each year to April 1 of the following year. Such restriction shall not apply to any vehicles involved in emergency calls.

Sidewalk Maintenance

Sec. 70-8. – Snow and Ice

(a) Removal

Within 24 hours after the cessation of any fall of snow, it shall be the duty of the owners and/or the occupants of any lot or parcel of land in the City to remove, or cause to be removed, the snow from any and all sidewalks adjacent to the premises of such owner or occupant, and to keep the same free and clear of snow and ice for the full width of the sidewalk.



(b) Failure to Remove

In case of failure or neglect of any owner or occupant of any land or parcel of land to remove the snow from sidewalks as specified in Subsection (a) of this section within the time set forth in said subsection and, after 24 hours after the cessation of any fall of snow, the owner or occupant has failed to remove such snow from sidewalks as specified in Subsection (a) of this section, the Public Works Director shall remove or cause the snow to be removed from any and all sidewalks and cross-sidewalks that may be so neglected by the owner or occupant, and shall charge the expense of so doing at a rate as established by resolution by the Common Council. The charges shall be set forth in a statement to the City Clerk who, in turn, shall mail the same to the owner, occupant, or person in charge of said premises. If said statement is not paid in full within 30 days thereafter, the City Clerk shall enter the charges in the tax roll as a special tax against said lot or parcel of land, and the same shall be collected in all respects like other taxes upon real estate, or as provided under Wis. Stats. § 66.0703

(c) Deposits Prohibited

Except as provided herein, no person shall deposit or cause to be deposited any snow or ice taken and removed from his premises or elsewhere upon any sidewalk, alley, parkway, public place or street in the City, provided however, that the person, firm, or corporation depositing such snow shall, within one hour thereafter, cause the same to be removed from such street.

(d) Nuisance

The deposit of any snow or ice upon any sidewalk, alley or street of the City contrary to the provisions of this chapter shall be and is declared to be a nuisance, and in addition to the penalty provided for violation of this section, the City may similarly remove any snow or ice so deposited and cause the cost of said removal to be charged to the owner or occupant of the property from which said snow or ice has been removed.

Sidewalk Maintenance Enforcement

Due to limited staff availability, much of the enforcement of Section 70-8 is complaint-driven. After a recent snowfall, City staff utilize a combination of door hangers and phone calls to property owners as a courtesy reminder, before proceeding to remove the snow from the sidewalks and charging the expense to the property owner.

Mailboxes

The City of New Richmond will typically plow within the confines of curb line to curb line of a street. During frequent periods of heavy snowfall accumulations when storage areas for snow on the right-of-way are limited, there may be times when plows cannot physically place the snow from the curb line of the street up onto the adjacent right-of-way. The adjacent resident shall be responsible for clearing snow around their mailbox to assure delivery of the mail.

Pavement Condition Definitions (Provided by MnDOT)

Bare Pavement	Bare Wheel Paths	Plowed and Treated	Plowed to Snowpack
 <p data-bbox="204 1530 496 1793">May be wet. Accurate and precise plowing and chemical use may be needed to achieve this condition and maintain normal traffic speeds.</p>	 <p data-bbox="526 1625 800 1852">Some slush may remain. Plowing and chemical applications have been made. The roadway is open to near-normal travel.</p>	 <p data-bbox="829 1530 1117 1757">Wheel paths may or may not be visible, some snowpack remaining, plowing and chemical use performed.</p>	 <p data-bbox="1162 1583 1398 1772">Maintenance is being performed, but snowpack remains across the roadway.</p>

Tips for Citizens

Patience and a cooperative attitude are essential for getting through the winter plowing season. When citizens, private plowing contractors, and City staff work together, we can reduce frustrations that sometimes accompany winter snowstorms. There are many things that citizens can do to minimize plowing-related problems for themselves and to assure that City staff can do the most effective job possible. Some tips include:

- Follow the City of New Richmond’s winter parking regulations to ensure more effective plowing and to avoid a citation.
- Don’t allow children to build snow forts and tunnels in the snow banks adjacent to the curb, or to play near the curbs, as snow plow operators have limited visibility.
- If trash/recycling pickup day coincides with plowing activities, make sure your trash and recycling bins are well behind the curb or in the driveway so the plow will not hit them.
- Residents may find it less frustrating to wait until the plow trucks have completed their street before cleaning the end of their driveway. City plow trucks are designed to discharge snow to the sides of the street and are not designed to skip individual driveway areas.
- Snow from the bottom of the driveway should be shoveled to the right as you’re facing the street. This will reduce the amount of snow being placed back into the driveway during the next plowing.
- Residents or business owners hiring contractors to plow their driveways should remind the contractor about state and local laws that prohibit pushing or placing snow back into or across the street. Doing so not only creates hazards for drivers, but also makes it difficult for the Public Works Department to keep the streets clean.
- Residents who have experienced lawn damage in the past may wish to mark their yard line with flexible stakes. These can help snow plow operators avoid future damage.

Snow Plow Routes and Priorities

Public Works staff divide the city into geographical territories in order to achieve greater efficiency when it comes to snow removal. Streets are assigned a snow removal priority on a 1-3 scale as shown in Appendix A. In general, Knowles Avenue and streets by local schools and Westfields Hospital & Clinic receive first priority. Collector streets receive the next priority, followed by local streets and cul-de-sacs. It takes considerably longer to clear snow from cul-de-sacs than other “uninterrupted” stretches of streets. Given their low traffic volume, cul-de-sacs may not be cleared during the first 48 hours following a snowstorm while resources are focused on higher priority streets. In some neighborhoods, where there is not adequate room on the boulevard for snow storage and snow piles jeopardize visibility and safety, snow may be loaded and removed by City staff. St. Croix County is responsible for winter maintenance on county highways. The City of New Richmond has agreements with the Town of Richmond in regards to winter maintenance for “border roads” 125th Street and 175th Street. 140th Street is subject to incidental plowing by both the City of New Richmond and the Town of Richmond.

Municipal Parking Lots and Alleys

The City of New Richmond is responsible for clearing snow from municipal parking lots and alleys. Efforts will be made to the extent possible to clear snow from municipal parking lots and alleys at a time when doing so is least disruptive to local businesses. Snow piles may be created temporarily in some municipal parking lots until snow can be loaded and removed, which may result in a temporary reduction in parking stalls.

Trail System

Snow shall be cleared from all trails, with the exception of the Nature Center Trail, Doar Prairie Trail, and Freedom Park Trail. Trails will not be maintained to a bare pavement condition. Handwork will not be performed and surface irregularities and slippery conditions may result. No sanding or ice control will be performed.

The cross country ski trails at the New Richmond Golf Club require a minimum of twelve inches of snow before grooming by City staff. Snow removal from streets, parking lots, alleys, and multi-use trails will receive priority before cross country ski trails are groomed.

Assisting Stranded Motorists

Public Works personnel shall not attempt to remove a private citizen's stuck vehicle from ditches, snow banks, or other impediments. Public Works Staff may assist stranded motorists by contacting law enforcement.

Potholes

Late winter can bring continuous freezing and thawing cycles, which in turn can lead to the formation of potholes. In the winter months, a temporary patch can be made using a cold-mix asphalt product, until a later date when weather conditions are more favorable for more permanent hot-mix patching. Citizens who notice a pothole of concern can report it utilizing the Keep It Beautiful! citizen report form on the City's website, www.newrichmondwi.gov.



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MEMORANDUM

TO: Public Works Committee
FROM: Jeremiah J. Wendt, PE, Director of Public Works
DATE: January 9, 2019
SUBJECT: W 1st Street Parking

Background

The City was approached in December by the owner of a rental property on Knowles Ave near W 1st Street to discuss options for overnight parking. Several questions came up including the following:

- Could spaces on-street or in public lots could be designated for residents?
- Is alternate side parking was allowed on Minnesota Avenue?
- Could alternate side parking be considered on West 1st St?

Based on past conversations with the Public Works Committee, staff indicated that designating spaces on street or in public lots was not a practice that had been approved. Staff also explained the alternate side parking policies were in effect on Minnesota Avenue, and that we would evaluate the possibility of using alternate side parking on W 1st Street.

After analyzing the current snow removal process on W 1st Street, Staff does not feel that alternate side parking would be feasible, particularly with the priority given to having parking spaces plowed and available in the morning in that location.

Recommendation

Staff invited the property owners to the Public Works Committee meeting to discuss this issue. After analysis, staff does not recommend any changes to the parking regulations in this area. We do recommend, and try to facilitate where possible, shared parking arrangements with adjacent property owners, and will continue to do that in this case.



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MEMORANDUM

TO: Public Works Committee

FROM: Jeremiah J. Wendt, PE, Director of Public Works

DATE: January 9, 2019

SUBJECT: Snowblower Equipment

Background

As part of the City's snow removal routine, the Public Works Department removes snow from Knowles Avenue, one block of the side streets adjacent to Knowles Ave in the downtown area, and City owned parking lots in the downtown area. In most areas of the City, the snow can be left in banks along the street, but because of the sidewalks, the lack of building setbacks, and the amount of parking in these areas, the snow must be completely removed.

This task is accomplished by creating windrows of snow, which are then conveyed into the back of a dump truck by a loader-mounted snowblower. The use of a snowblower in this application has become standard practice in downtowns over the last several decades, and it allows for the snow hauling process to be completed in one night.

The City owns two snowblowers for this purpose: a 1977 SMI blower and a 1998 Wildcat blower. Both manufacturers have gone out of business since the machines were produced, making repair parts difficult to come by. While the Wildcat is newer, the design of the machine is less effective and less robust. The performance and maintenance issues have limited it to a backup role only.

The SMI on the other hand, has generally proved very reliable and has been used as the primary blower for 40 years. Unfortunately, in the first use of this year, the machine was rendered inoperable. Staff, after 2 weeks, were finally able to locate all of the parts necessary to complete a repair, which is still in process. The Wildcat was used in the most recent snow event, but because of the repairs done over the years, is showing obvious signs of failure.

Staff have researched several options to address the issue and ensure the continued reliability of our winter operations. We have consulted with municipalities in Wisconsin and Minnesota, and almost all

are using either SnoGo machines manufactured by Wausau Equipment Company out of New Berlin, WI, or machines manufactured by JA Larue out of Quebec, Canada. Three options are highlighted below:

- Purchase of a new machine for approximately \$127,000 - \$148,000, to serve the next 20 years
- Purchase of a used 2013 SnoGo machine for approximately \$98,000, to serve the next 15 years
- Repair the existing SMI, with a new unit added to the CIP for 2020, to serve the next 20 years

Financial Analysis

A cash flow analysis was conducted based upon the various equipment options listed above. This analysis is used to help determine the cost of the investment. The table below outlines the financial impact:

	New Blower	Used 2013 SnoGo Blower
Purchase Price	\$127,000-\$170,000	\$98,000
Contingency Cost		\$5,000
Useful Life	20 year	15 years
Estimated Salvage Value:	\$22,500	\$15,000
Term of Loan	4 years	3 years
Interest Rate	4.25%	4.25%
Total Cost of Purchase (P&I)	\$141,200-\$164,600	\$109,500
Net Present Value	\$(14,278 – 18,909)	\$(11,755)

Based upon the financial analysis conducted, investment in the used 2013 blower shows the least cost of ownership. However, there are several additional criteria to consider in addition to the financial impact such as: serviceability, warranty and user experience of the equipment. While the 2013 blower has the least cost of ownership, the equipment has had prior service issues which are concerning about the long term durability of the equipment. Additionally, staff have gotten more positive feedback about the LaRue blowers than the SnoGo units, and the cost of a new LaRue is significantly less than a comparable SnoGo. Investment in a new blower would serve the needs of the city for the next 20 years, providing full warranty coverage and reduce downtime related to repairs and maintenance of the equipment. Additionally, based on the expected repair of the SMI blower, we can get through this season, and add a new blower to the CIP for 2020, thus not impacting the 2019 budget which has already been set.

Recommendation

Staff recommend moving forward with repairs on the SMI blower to get us through this winter season, with the addition of a new blower to the CIP for 2020.



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MEMORANDUM

TO: Public Works Committee

FROM: Jeremiah Wendt, Director of Public Works
Joel Enders, Management Analyst

DATE: January 9, 2019

SUBJECT: 2019 Sidewalk Plan

BACKGROUND

At the beginning of each year staff develops a plan for the construction of new sidewalks and the repair/replacement of existing sidewalks based on current needs and the adopted budget. The Public Works Committee reviews the plan, makes a recommendation, and authorizes staff to advertise for bids. After bids are received, the Sidewalk Plan, proposed bid contract, and special assessment resolutions (if necessary) are presented to the Common Council for consideration.

The proposed 2019 Sidewalk Plan, attached, identifies approximately 5,170 square feet of sidewalk for replacement in 21 different locations across the City. 1,805 square feet of this total is adjacent to City property, including Paperjack Park (180 SF) and the Cemetery (1,625 SF). There are no areas identified for construction of new sidewalks in 2019.

Estimated costs borne by the City for proposed sidewalk replacement and construction total \$24,418.75, about 81 percent of the total amount budgeted (\$30K) for sidewalk maintenance in 2019. Where sidewalks are being repaired or replaced, property owners are assessed 50% of costs based on adjacent footage. Where sidewalks are newly constructed or adjacent to City property, the City pays for 100% of costs (Section 70-3 of the New Richmond Code of Ordinances).

Note that Wis. Stats. §66.0703 requires a preliminary resolution, public notices, public hearing, and a final resolution before assessments can be assigned to individual property owners. Staff anticipate Council consideration of bid results and preliminary resolution at the March 11 meeting, followed by public hearing/final resolution consideration at the April 8 meeting.

RECOMMENDATIONS

Staff recommend approval of the proposed Sidewalk Plan and authorization to advertise for bids. Bid results will be included with this item when it is presented to the City Council.

ATTACHMENTS

1. 2018 Sidewalk Plan (descriptions, cost estimates and map)

ATTACHMENT 1: 2019 SIDEWALK PLAN

Sidewalk Replacement Schedule

Map ID	Address	Sq. Ft. Sidewalk	Warning Fields
1	229 N 2ND ST	100	0
2	210 N 2ND ST	75	0
3	269 N 1ST ST	90	0
4	257 WASHINGTON AVE S	200	8
5	305 WASHINGTON AVE S	265	16
6	371 WASHINGTON AVE S	150	0
7	145 W 2ND ST	240	16
8A	110 W 4TH ST	100	0
8B	110 W 4TH ST	100	0
9	258 S KNOWLES AVE	150	0
10	110 S GREEN AVE	75	0
11	601 E 2ND ST	250	0
12	506 E 2ND ST	250	0
13	371 E 3RD ST	180	0
14	309 S GREEN AVE	50	0
15	406 E 5TH ST	195	0
16	551 S ARCH AVE	385	0
17	606 S STARR AVE	100	0
18	636 S STARR AVE	360	0
19	651 S STARR AVE	50	0
20	620 S GREEN AVE (Cemetery)	1625	8
21A	524 E 11TH ST (Paperjack Park)	150	8
21B	524 E 11TH ST (Paperjack Park)	30	0
Total SF		5170	56
Cost per SF		\$6.50	\$31.25
Total Cost		\$33,605.00	\$1,750.00
City Share		\$22,668.75	\$1,750.00
Property Owner Share		\$10,936.25	N/A
Total City Cost		\$24,418.75	

NOTES

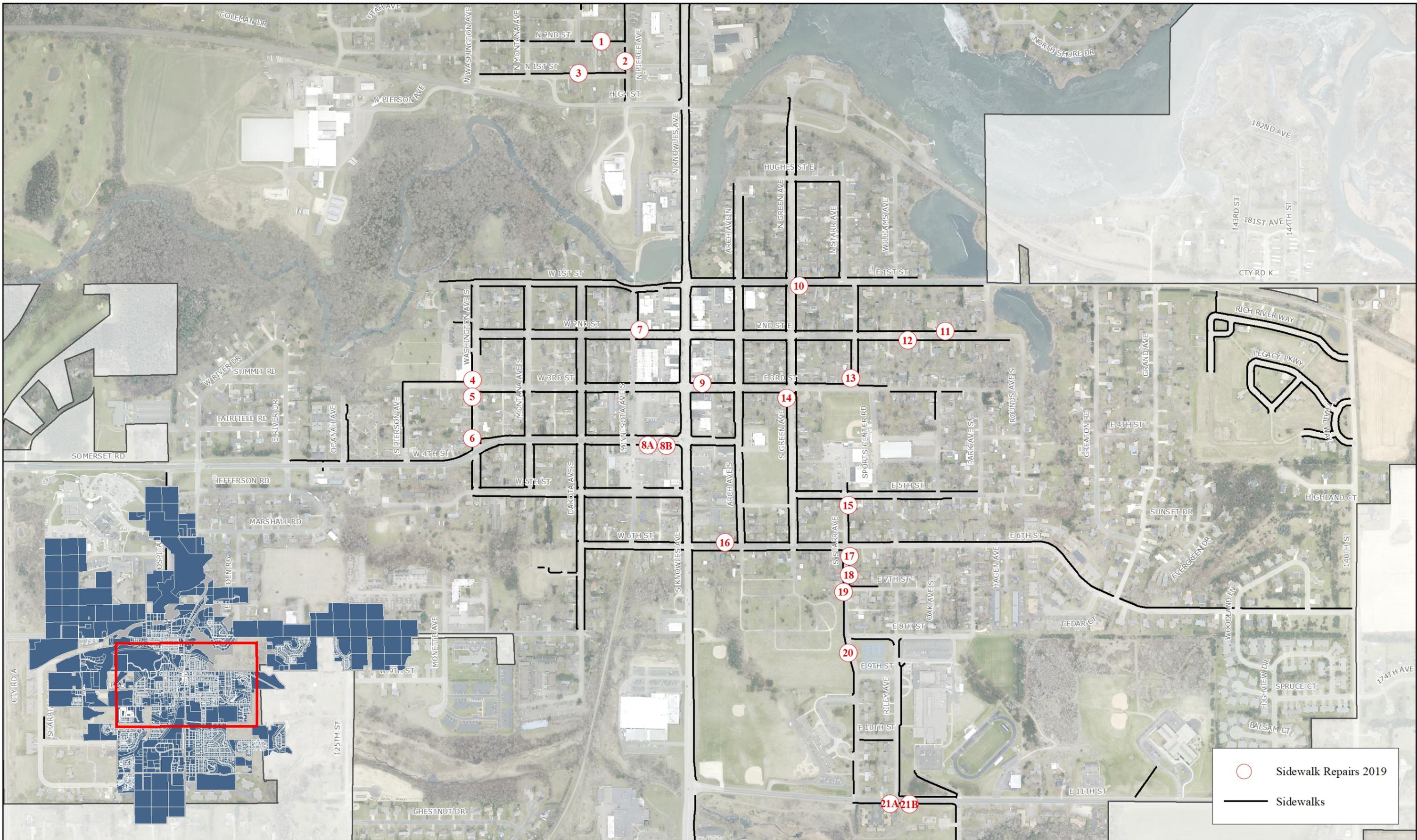
- *City pays full cost of Warning Fields
- *A/B denotes non-contiguous sections of sidewalk
- *Green highlight = city owned property

Assessment by Parcel (Excludes City Owned Property)

Address	SF Sidewalk	Assessment
229 N 2ND ST	100	\$325.00
210 N 2ND ST	75	\$243.75
269 N 1ST ST	90	\$292.50
257 WASHINGTON AVE S	200	\$650.00
305 WASHINGTON AVE S	265	\$861.25
371 WASHINGTON AVE S	150	\$487.50
145 W 2ND ST	240	\$780.00
110 W 4TH ST	200	\$650.00
258 S KNOWLES AVE	150	\$487.50
110 S GREEN AVE	75	\$243.75
601 E 2ND ST	250	\$812.50
506 E 2ND ST	250	\$812.50
371 E 3RD ST	180	\$585.00
309 S GREEN AVE	50	\$162.50
406 E 5TH ST	195	\$633.75
551 S ARCH AVE	385	\$1,251.25
606 S STARR AVE	100	\$325.00
636 S STARR AVE	360	\$1,170.00
651 S STARR AVE	50	\$162.50
Total	3365	\$10,936.25

Sidewalk Plan Summary

Sq. Ft. to Replace (Resident)	3,365.0
Sq. Ft. to Replace (City Owned)	1,805.0
Sq. Ft. New Construction	0
Total Assessments	\$10,936.25
Total City Cost	\$24,418.75
2019 Sidewalk Maint. Budget	\$30,000.00



SIDEWALK REPAIRS 2019



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MEMORANDUM

TO: Public Works Committee

FROM: Jeremiah Wendt, Director of Public Works
Dave Pufall, Operations Manager

DATE: January 9, 2019

SUBJECT: Public Works Surplus Equipment

BACKGROUND

In the interest of continuous operational improvement, Public Works staff regularly review existing equipment inventory and identify opportunities for enhanced efficiencies, lower costs, higher quality of service, etc. As part of the 2019 review, staff identified several pieces of equipment during the consolidation of the Parks and Streets departments that are redundant, obsolete, or no longer serve an intended purpose. Selling these low-value items would free up shop space and allow more room to store current equipment. Depending on the particular item, sale proceeds will be deposited in the General Fund or the Parkland Trust fund.

Following is a list of items that staff would like to declare as surplus City property pursuant to Sec. 2-245 of the New Richmond Code of Ordinances and dispose of via public auction. The auction would be conducted through the WI Surplus Auction website, which staff have utilized successfully in the past.

- 1) Two roll up doors
- 2) Used playground equipment
- 3) Multi-level park & camp grills
- 4) Sediment logs
- 5) Approximately 200 18-gallon recycling bins
- 6) Two welding screens
- 7) Skateboard T-shirts (donate)
- 8) 20 gallon waste containers

- 9) Decorative commercial waste containers
- 10) Orange construction fence
- 11) Two grinder wheels
- 12) Two Briggs and Stratton motors
- 13) Office desks
- 14) Filing cabinets
- 15) Four 12' one way front plows
- 16) Grader V-plow
- 17) Sand blaster
- 18) Hydraulic floor jacks
- 19) Parts washer

RECOMMENDATIONS

Staff is requesting that the equipment noted above be declared surplus City property and that Staff be authorized to auction it publicly.