

**Board of Public Works
of the City of Onalaska**

Tuesday, May 1, 2018

1

1 The Meeting of the Board of Public Works of the City of Onalaska was called to order at 6:30
2 p.m. on Tuesday, May 1, 2018. It was noted that the meeting had been announced and a notice
3 posted at City Hall.

4

5 Roll call was taken with the following members present: Mayor Joe Chilsen, Ald. Ron Gjertsen,
6 Ald. Kim Smith, Financial Services Director/Treasurer Fred Buehler, City Engineer Jarrod
7 Holter

8

9 Also Present: City Administrator Eric Rindfleisch, Assistant City Engineer Kevin Schubert, Ald.
10 Jim Binash, Ald. Diane Wulf

11

12 **Item 2 – Approval of minutes from previous meeting**

13

14 Motion by Ald. Gjertsen, second by Jarrod, to approve the minutes from the previous meeting as
15 printed and on file in the City Clerk’s Office.

16

17 On voice vote, motion carried.

18

19 **Item 3 – Public Input (limited to 3 minutes/individual)**

20

21 Mayor Chilsen called three times for anyone wishing to provide public input and closed that
22 portion of the meeting.

23

24 **Consideration and possible action on the following items:**

25

26 **Item 4 – Election of:**

27

28 A. Chair

29

30 Motion by Ald. Smith, second by Fred, to nominate and elect Mayor Joe Chilsen as Chair of the
31 Board of Public Works.

32

33 Mayor Chilsen called three times for any other nominations and closed the nomination process.

34

35 On voice vote, motion carried.

36

37 B. Vice Chair

38

39 Motion by Fred, second by Ald. Smith, to nominate and elect Ald. Ron Gjertsen as Vice Chair of
40 the Board of Public Works.

41

42 Mayor Chilsen called three times for any other nominations and closed the nomination process.

43

44 On voice vote, motion carried.

45

46 **Item 5 – Review and consideration of parking and travel restrictions along Horman**
47 **Boulevard**

48

49 Jarrod told board members an accident had occurred in this area and said the City Attorney’s
50 office informed him there are no laws pertaining to parking and travel restrictions along Horman
51 Boulevard. Jarrod referred to a map of Horman Boulevard and pointed out there are upper and
52 lower sections of the street, with a grass median in between. Jarrod described this area as being
53 “horseshoe shaped” and approximately 300 feet long. Jarrod noted the upper section of the
54 street, located to the east, is at a slightly higher elevation than the lower section. Jarrod next
55 referred to a photograph of a U.S. Mail truck and a blue truck parked on Horman Boulevard and
56 said the roadway is between 16 and 18 feet wide on each side. Jarrod explained that a motorist
57 attempted to pass the U.S. Mail truck by driving northbound while the mail truck was present.
58 Jarrod referred to the photograph, pointed out tire tracks in the snow, and told board members the
59 vehicle had slid into the mail truck. Jarrod noted that individuals are parking vehicles on the
60 house side of the area and said staff recommended instituting no parking along all the median
61 area, and also instituting a one-way street that would enter on the east side, proceed northbound,
62 go around, and exit onto Green Street on the west side. “Do Not Enter” and “One Way” signs
63 would be installed, and one-way traffic would be instituted.

64

65 Jarrod said there is not a law stating motorists cannot go northbound on the lower section of
66 Horman Boulevard and stated, “I would expect that common sense would tell you that you
67 would not drive through snow on the slope. But there are times when we have to clarify things
68 on the route you have to take. ... Typically, in a lot of these parking-type situations we do invite
69 the adjoining residents to come to the next Board of Public Works meeting, if you feel we should
70 do that. Or we could just leave it be if you don’t feel we should do anything. This is a low-
71 volume traffic area. There are only maybe seven or eight driveways on this whole stretch here.
72 I’m just looking for some direction.”

73

74 Ald. Gjertsen asked if perhaps 15 vehicles drive around the horseshoe each day.

75

76 Jarrod told Ald. Gjertsen more than 15 vehicles utilize Horman Boulevard per day, and he noted
77 the city reconstructed the street in 2016. Jarrod also noted there is a daycare located at one end,
78 and he estimated anywhere between 50 to 70 vehicles utilize the street per day.

79

80 For clarification, Ald. Smith asked if the citizens residing along Horman Boulevard have been
81 notified about the proposed no parking and one-way traffic restrictions.

82

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83 Jarrod said no and told Ald. Smith he typically brings forward proposals such as this to
84 determine if the Board of Public Works wishes to proceed. If so, staff will send residents along
85 Horman Boulevard letters asking them to attend the June 5 Board of Public Works meeting.
86 Jarrod said he believes this proposed change is significant enough that residents along Horman
87 Boulevard should be informed, adding he believes they should be invited to attend the June 5
88 Board of Public Works meeting.

89

90 Ald. Smith said she would like the residents to have the opportunity to provide input regarding
91 their preference, adding, “If no one shows up, we probably don’t need to do anything.”

92

93 Motion by Ald. Gjertsen, second by Fred, to hold a public hearing at the June 5 Board of Public
94 Works meeting regarding parking and travel restrictions along Horman Boulevard.

95

96 On voice vote, motion carried.

97

98 **Item 6 – Review and consideration of parking restrictions at 2nd Avenue & Main Street and**
99 **alley between 2nd Avenue and 3rd Avenue South of Main Street**

100

101 Jarrod referred to maps he had both included in board members’ packets and put on the screen
102 for viewing. Jarrod referred to an aerial photograph of downtown Onalaska and pointed out
103 David Reay’s Modern Diner + Tavern, Sue Kolve’s Salon and Day Spa, Del’s Auto & Marine,
104 and Colvin Dental. Jarrod referred to another photograph being shown to board members and
105 said, “What we’re seeing with the continued increased use of parking in the downtown area with
106 the Great River Landing and David Reay’s [is there is] increased usage in the area. Last month,
107 we looked at whether we should provide handicap parking in this area, and the Board of Public
108 Works voted to not approve any handicap parking. But a couple of other issues have come up.
109 One of them is, at the corner of State Trunk Highway 35, which is 2nd Avenue, and Main Street,
110 right at the radiuses we have found we have people parking very close to the end of the radius.
111 Two things happen. We are fortunate we do have a striped bicycle facility here that gives a little
112 bit of room between the travel lane. But when an MTU bus or a semi tries to make the corner,
113 they do come in conflict with this parking stall [the first one when a vehicle turns right off STH
114 35 North, on the south side of Main Street].” Jarrod said Police Chief Troy Miller told him the
115 first parking stall on the north side of Main Street also comes into conflict at times when a
116 vehicle turns right onto STH 35 North. Jarrod said staff recommends instituting no parking 15
117 feet in from the end of the radius. Staff would paint and install signage this summer.

118

119 Jarrod said the second part pertains to the alleyway between 2nd Avenue and 3rd Avenue South.
120 This alley goes through from Main Street to Irvin Street. Jarrod referred to an aerial map
121 showing Sue Kolve’s Salon and Day Spa and David Reay’s, and he noted Sue Kolve’s parking
122 lot is set up for one-way traffic. Motorists exiting off 3rd Avenue South proceed into angled
123 parking stalls, and the only way out is to proceed through the alley. Jarrod said there have been

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124 occasions when a delivery driver will park in the alley and told board members there has been a
125 significant amount of conflict in this area with Sue Kolve's customers attempting to exit the
126 parking lot. Jarrod said he is recommending that the city institute 100 feet of no parking,
127 stopping, or standing. Doing so will assist with the vehicle traffic exiting Sue Kolve's, and the
128 city also will be able to enforce an ordinance.

129

130 Ald. Smith asked where David Reay's takes its deliveries.

131

132 Jarrod pointed on the map to a rear door and said David Reay's ownership has been informed the
133 city does not object to them utilizing the southern portion of the alley unless there is a difficulty
134 that is currently unseen. Jarrod pointed on the map to the southern portion of the alley and said,
135 "If they would take their deliveries south of this area in the alley, there really are no other
136 accesses to the alley in the back. They would allow the patrons at Sue Kolve's to leave via this
137 access. The problem is, they take the easiest route they can. They come in from the south end of
138 the alley, drive in, park the back of the truck right next to the door, which is the closest point, and
139 then block the alley."

140

141 Ald. Smith asked if there is a way for delivery drivers to turn around, also asking if the alley is
142 one way going out.

143

144 Jarrod told Ald. Smith the alley is bidirectional, noting that it is possible for drivers to enter off
145 Main Street and exit onto Irvin Street. Jarrod said, "Part of the problem is if they do that, it's
146 easier for them to get out on Main Street than Irvin Street. But there's really no reason that a
147 semi or a straight-cab truck would not be able to get out or in either end. This has not been
148 brought to the public. You could have a public hearing. We did send out a letter for downtown
149 handicap parking to all the downtown businesses. The only businessowner who showed up was
150 Sue Kolve. I don't think she had as much of an opinion about the handicap parking as this
151 parking problem when she was giving her public comment [at the April 3 Board of Public Works
152 meeting]."

153

154 Ald. Smith asked Jarrod to point out on the map the location of the proposed handicap parking
155 stalls.

156

157 Jarrod said one handicap parking stall was proposed for in front of David Reay's, and another
158 was proposed for in front of Del's.

159

160 Ald. Gjertsen said, "All of this was foreseen and discussed as this was unfolding. The problems
161 we have with David Reay's were discussed in detail. I would think that it would be in his best
162 interest to try to get his delivery people to deliver ... The option is, we're going to have a public
163 meeting, and that's what is going to happen anyway. I don't understand why he is ... Work with
164 him."

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165
166 Jarrod told Ald. Gjertsen he had spoken with David Reay's owner/operator, Matt Boshka, sent
167 multiple emails, and also visited the restaurant in late April when a delivery truck was parked in
168 the alley and waiting for the restaurant to open. Jarrod said the delivery driver had parked his
169 vehicle so that it was blocking the alley, and Jarrod also said the delivery driver told him he only
170 makes deliveries on Mondays and other individuals make deliveries on other days. Jarrod said,
171 "Without the signage there, I think it's going to be an enforcement thing for the Police
172 Department. I think it usually happens approximately the same time every day. If one of those
173 drivers gets a \$50 ticket for not parking properly, I think that's probably going to get the point
174 across more so than me going out there and saying, 'You shouldn't be doing this.' "

175
176 Mayor Chilsen asked Jarrod the name of the delivery company.

177
178 Jarrod said he believes it is Sysco, but he is not certain. Jarrod stressed Sysco is not the only
179 party blocking the alley, noting the beer distributor and the liquor distributor also have done so.
180 Jarrod told Mayor Chilsen the situation has somewhat improved and said the delivery drivers
181 "have been making attempts to get better. It's better than it was when [David Reay's] first
182 opened. But I think you need to have the signage in this location to really drive it home, and
183 then continue to have it happen." Jarrod said there also are instances when a motorist will park
184 in the alley while dropping off someone and remain there.

185
186 Fred mentioned STH 35 and said, "The street didn't shrink. That problem has been there this
187 whole time and nobody has complained."

188
189 Jarrod said, "Correct. It has been there before. I have noticed vehicles parked, especially in this
190 location previously. But there wasn't as a high of a demand for parking in the downtown area,
191 so we didn't see it parked full all the time. Now, it's pretty much parked full all the time."

192
193 Fred said, "So it's more of an enforcement issue."

194
195 Jarrod said the city must have an ordinance on the books so it can be enforced. Jarrod also noted
196 it currently is a legal parking spot.

197
198 Fred asked, "Isn't that approximately 12 feet from a section that's already no parking, stopping
199 or standing?"

200
201 Jarrod said, "Not at this corner [STH 35 and Main Street]. You can park from end of radius in.
202 You have to be 5 feet from a driveway. As far as I know, we don't have any ordinance on the
203 intersection beyond the end of radius. If you park down into the radius or into the crosswalk you
204 would be in violation. But this [parking spot on the south side of Main Street] is a legal parking
205 spot."

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206
207 Fred noted there is a no-parking sign present and said, “The numerous times that I’ve gone
208 through people are parking below the sign.”

209
210 Mayor Chilsen noted he had looked at the sign to which Fred had referred and said no parking is
211 allowed from 2 a.m. to 6 a.m.

212
213 Ald. Gjertsen said, “We’re already fighting a parking issue downtown that’s only going to get
214 worse. You take two parking spots away, and that problem goes someplace else.”

215
216 Jarrod told Ald. Gjertsen he agrees with him that parking is at a premium downtown.

217
218 Ald. Gjersten said, “The way I see that is, you fix it there and it creates something else
219 somewhere else. It’s not a high-speed issue. It’s not going to be a traffic accident issue. It’s an
220 inconvenience for the bus drivers, and they’re pretty handy drivers. More than anything, I would
221 be more worried about the semi drivers [because] they’re not regularly on that street. If they do
222 hit something, it’s going to be a bumper cover. We were talking about an issue like this the last
223 meeting where we have low-speed incidents and it’s not an injury deal.”

224
225 Motion by Ald. Gjertsen, second by Fred, to hold a public hearing at the June 5 Board of Public
226 Works meeting regarding parking restrictions at 2nd Avenue & Main Street and alley between 2nd
227 Avenue and 3rd Avenue South of Main Street.

228
229 On voice vote, motion carried.

230
231 **Item 7 – Review and consideration of East Main Street traffic/speed study including**
232 **roadway lane configurations**

233
234 Jarrod said board members’ packets include a copy of a traffic study performed by Short Elliott
235 Hendrickson and highlighted the following:

236
237 **Spot Speed Studies**
238 Speed readings were collected Wednesday, February 14, 2018. Pavement conditions were dry to
239 facilitate obtaining free flow vehicle speed readings under normal driving conditions. SEH
240 obtained more than 100 speed readings in each direction of travel per the Wisconsin Department
241 of Transportation traffic data collection procedures. The following data and results were
242 obtained:

243
244 **Site No. 1: East Main Street, 850 feet west of Midwest Drive/Larkspur Lane**

Direction of Travel	West	East
Posted Speed Limit	40 mph	40 mph

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247	Average Speed	35.2 mph	34.1 mph
248	50 th Percentile	35.3 mph	33.9 mph
249	85 th Percentile	39.3 mph	38.1 mph
250	10 mph Pace	32 to 41 mph	30 to 39 mph

251

Site No. 2: East Main Street, 750 feet west of Market Place/Marcou Road

253	Direction of Travel	West	East
254	Posted Speed Limit	40 mph	40 mph
255	Average Speed	34.6 mph	34.6 mph
256	50 th Percentile	34.4 mph	33.8 mph
257	85 th Percentile	38.4 mph	38.5 mph
258	10 mph Pace	31 to 40 mph	30 to 39 mph

259

260 Jarrod said the 85th Percentile, which is typically utilized to establish a speed limit per the
261 WisDOT FDM Manual, is below the 40-mph speed limit that is currently posted.

262

Traffic Counts

264 Jarrod noted that Site No. 1 was the Speed Study and said traffic was picked up just west of the
265 Meadow Wood Subdivision. Jarrod said that site had approximately 9,300 vehicles per day. Site
266 No. 2, located behind Home Depot, had approximately 6,300 vehicles per day. Jarrod said the
267 traffic volumes are not as high as they are near the Coulee Golf Bowl on East Main Street, noting
268 that while a majority of the traffic traveling on East Main Street continues toward State Trunk
269 Highway 16, a significant portion also turns onto Theater Road.

270

Lane Configuration

272 Jarrod said SEH was authorized to examine lane configuration once the traffic statistics had been
273 calculated. Jarrod noted there currently is a four-lane lane configuration and said that generally
274 roadway Level of Service (LOS) is controlled by intersections. Jarrod noted the report states that
275 based on the collected volumes, East Main Street is a suitable location for a lane reduction
276 between the signalized intersections of Theater Road and Market Place. Jarrod read the
277 following from this section of the report: "*The Wisconsin DOT provides guidance on the
278 viability of converting four-lane undivided roadways to three-way, two-way left-turn lane
279 (TWLTL) roadways, also known as a 'Road Diet.' First of all, TWLTLs remove left turning
280 vehicles from the through lanes, which can reduce delay to through vehicles. Second, they can
281 lead to a reduction in rear-end and sideswipe collisions. Furthermore, TWLTLs provide spatial
282 separation between opposing lanes of traffic, which can lead to a reduction in head-on
283 collisions. Finally, TWLTLs can also function as a lane for emergency vehicles.*" Jarrod noted
284 the report does not state that there is a bottleneck in this section with the presence of a
285 sidewalk/pedestrian system. Jarrod pointed out there is a narrow boulevard measuring
286 approximately 3 feet between the sidewalk and the curb, and the curb lane is in relative close
287 proximity to the sidewalks.

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288
289 Jarrod addressed the fourth paragraph of this section of the report and said WisDOT provides
290 general guidance that a three-lane cross-section (two through lanes with a center TWLTL) is best
291 suited with an average daily traffic count of 15,000 to 17,500 or less. Further, in the case of East
292 Main Street a reduction from four lanes to three lanes also can provide traffic calming and space
293 for bicycle facilities. Jarrod noted no one would be allowed to pass another vehicle if the
294 number of lanes was reduced from four to three.

295
296 Jarrod said SEH was tasked to examine three lanes versus four lanes and went through some of
297 the attributes of what a three-lane road could be. Jarrod referred to a cross-section being shown
298 to board members and pointed out the sidewalk, a 3-foot boulevard, and four 11-foot travel lanes.
299 If the road is configured, there would be a 14-foot center left-turn lane and one through lane each
300 way that would measure 11 feet. Jarrod referred to a diagram drawn by SEH and pointed out
301 Theater Road and Eagle Bluff Court, and he also noted there currently are two through lanes, a
302 left-turn lane, and a right-turn lane for eastbound traffic East Main Street. Jarrod said if the
303 proposed road configuration moves forward, “you would throw it down in front of the Pet Me
304 Scratch Me driveway in the DOT-allotted 200-foot distance, and it would go to one lane.” Jarrod
305 next showed board members drawings of eastbound East Main Street and said the
306 reconfiguration would continue to the intersection of East Main Street and Market Place.

307
308 Jarrod said, “We thought in good engineering practice we should look at that as an engineering
309 alternative. Once we received the report back, a couple of things I would point out is that we
310 really don’t have any accident history on this section of roadway.” Jarrod referred to the crash
311 analysis at the end of the report and noted there currently are 80.85 crashes per 100,000,000
312 vehicle miles traveled. This is well below the statewide average rate of 356.53 crashes per
313 100,000,000 vehicle miles traveled for local urban roadways. Jarrod said he believes it would be
314 “somewhat confusing” to the public to go from two lanes along East Main Street on the west side
315 of Theater Road to one through lane, and then “throating back out” at the East Main
316 Street/Market Place/Marcou Road intersection and going back to two lanes.

317
318 Jarrod said, “I think there are some benefits to this if we wanted to go through with it. Part of the
319 reason we did this study was because of citizen concerns that came about. We also moved
320 forward with this possible three-lane configuration because hopefully we’ll be paving this road
321 in June and July. We thought it was prudent that if we would move forward with this we need to
322 do it before the paving gets finished so we could stripe it properly. This is the opportune time
323 because we were going to stripe it anyway and this would be the time to go forward with it.”

324
325 **Truck Route Analysis**

326 According to the study, heavy vehicles accounted for less than 2 percent of the usage during the
327 time period in which the traffic data was collected. This means that out of the 9,300 vehicles that
328 utilize Site No. 1, approximately 200 are trucks. Jarrod read the following from this section of

329 the report: “Balancing the needs of commerce and the trucking industry, with the desire to
330 minimize the impacts of trucks on roadways and sensitive land uses, are factors to consider when
331 establishing a truck route.” Jarrod said that due to the accessibility of Interstate 90 in this area,
332 external-to-external truck trips are likely not utilizing East Main Street. Rather, a majority of the
333 truck traffic in this area is expected to be external-to-internal trips, meaning deliveries to Home
334 Depot and Wal-Mart, among other locations.

335

336 **Recommendation**

337 Based on the results of the traffic study, the following changes are recommended:

338

- 339 • Based on the 85th percentile speeds at both sites, it is recommended to post the roadway
340 as a 35-mph speed zone. Jarrod said he concurs with this recommendation, stating he
341 believes a 35-mph speed zone is an ideal fit. Jarrod also noted he has spoken with
342 citizens who walk along the roadway and said they have told him they would like to see
343 the speed limit reduced to 25 mph. Jarrod said, “I think part of when you’re setting a
344 speed limit is what is prudent with what cross-section you have, and what is the apparent
345 speed you feel you should be traveling. With the limited amount of access points along
346 this route, I think 25 mph would become a speed trap. I think it would really become an
347 area that would be very hard to enforce. It would be a constant enforcement action by the
348 Police Department.”
- 349 • It is recommended to keep East Main Street as part of the city’s designated truck route.
350 Jarrod said he concurs with this recommendation as the low percentage of trucks does not
351 warrant a change, adding that another count can be taken in one year to determine if there
352 have been any changes.
- 353 • It is recommended to restripe East Main Street from four travel lanes to two travel lanes
354 with a TWLWL. No changes should be made to the lane configurations of the signalized
355 intersections without additional analysis. Jarrod said, “This is the one where, looking at
356 it with what we have today with the low crash volume we have found, and with the
357 configuration currently of both intersections having four lanes going in and out of them,
358 my recommendation would be to probably keep the four lanes currently. I see merits to
359 having the three lanes – the traffic calming, the distance between the pedestrian walkway,
360 the sidewalk along that section will give us more buffer. But it’s one where I think it’s
361 going to be hard for the public to perceive why we made the change. There’s a lot of
362 information in this report for such a small report, and there are some far-reaching impacts
363 here that could be going on. Once again, we are planning on this project being rebuilt in
364 June or July. We could wait another month and look at this, but I think we have to make
365 a decision soon to be able to move forward with the project we have in the books.”

366

367 Ald. Gjertsen noted he had read the report and said it appears as though the truck traffic is
368 minimal. Ald. Gjertsen said, “I would recommend that we wouldn’t do anything there. The
369 crashes are low for the amount of traffic. [Regarding] the speed, you look at the averages.

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370 They're averaging about 35 [mph] out there now anyway."

371
372 Jarrod said, "I do believe once we repave the street, I believe the average speed of traffic will
373 probably go up about 3 to 5 mph once we repave the street. I think the newer street will
374 definitely help people. Right now, with the condition of the roadway surface the street is kind of
375 a natural traffic-calming measure."

376
377 Ald. Smith said she can see the recommendations are based on the findings of the report. Ald.
378 Smith noted she previously had worked with Eagle Bluff Elementary School to promote
379 pedestrian safety and said, "It was, and still is, a big concern in that area. I think this would only
380 help support that. Also, I think the multimodal transportation and the increased space between
381 the sidewalk and the flow of traffic would also be beneficial."

382
383 Motion by Ald. Smith, second by Jarrod, to proceed with the three recommendations made by
384 Short Elliott Hendrickson as part of the East Main Street traffic/speed study.

385
386 Fred said he opposes the motion because he believes the public will be confused by East Main
387 Street switching from two lanes to one. Fred also noted there have not been any issues over the
388 years.

389
390 Ald. Gjertsen said, "I'm vehemently opposed to changing that out there based on the
391 information. The school system up there is a separate entity. Their responsibilities are to supply
392 adequate transportation in and out of there. I travel that area a lot, and I don't see any situation
393 out there that I would be concerned with. I'm responsible for safety at school every day, and if it
394 was there I would recognize it."

395
396 Ald. Smith noted Jarrod had said East Main Street is being repaved and said the change will be
397 taking place after the repaving. Ald. Smith said, "I think the public will be expecting to be
398 different afterwards, so it will be the opportune time if there is a change to be made."

399
400 City Administrator Rindfleisch said he and Jarrod had discussed some of the concerns regarding
401 the plan, including the reduction of the lanes 200 feet after the intersection. City Administrator
402 Rindfleisch referred to one of the diagrams of the project and noted a "Bike Lane Ahead" sign
403 appears and neither goes nor ends anywhere – it simply exists. City Administrator Rindfleisch
404 said, "I think if there were to be some lane reductions in traffic flow, there are probably ways to
405 be tweaking it that would maybe make it a bit more palatable and safe in that direction. I'm
406 always a firm believer of the warrants if something is warranted to make some changes. I just
407 don't see that it is warranted to make changes here, although I do think speeds will increase, as
408 Jarrod pointed out. It's tough to do 40 [mph] on that road right now if you tried. As a test I
409 tried, and it's in bad shape. I do think speeds will increase, so I think this is an opportunity to see
410 with the increased speeds what will be a safe cross-section of that road. The options I had

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411 thought of with Jarrod in terms of using it, instead of reducing a lane but doing it at the
412 intersection prior to Theater Road where if two lanes turn south and only one lane continues on,
413 so there's a natural reduction there. The problem that way is if you're heading eastbound you
414 have a hill to make that turn to either merge over to the left of the through traffic up a hill before
415 you get to [AutoZone] at the intersection. There's no real easy answer to do that.

416

417 My concern with the lane ending is it actually increases speed. If there are two cars next to each
418 other they're both naturally going to speed up to try to get in front of each other where that lane
419 ends. I think it's counterproductive. I have concerns with the cross-section – not necessarily
420 because it's new, but I think the purpose of doing it is to create safety. I'm not sure there are
421 methodologies that really create safety, but I'll leave that to the traffic engineers.”

422

423 Motion restated:

424

425 To send forward to the Common Council the three recommendations made by Short Elliott
426 Hendrickson as part of the East Main Street traffic/speed study.

427

428 On voice vote, motion failed, 4-1 (Ald. Smith voted to approve).

429

430 Motion by Fred, second by Ald. Gjertsen, to reduce the speed along East Main Street from 40
431 mph to 35 mph.

432

433 Ald. Gjertsen referred to the data included in the study and noted a majority of the vehicles
434 already are traveling at 35 mph. Ald. Gjertsen said, “In anticipation of repaving that roadway, 35
435 [mph] seems logical to me there. It sounds like it may fix some of the potential problems we
436 have coming down the line versus creating more problems.”

437

438 Fred stated for clarification, “That's 35 [mph] from one end to the other.”

439

440 Jarrod noted the 25-mph zone starts by Pet Me Scratch Me Dog Daycare and said the 35 mph
441 would start there and end at Market Place. Jarrod added the speed limit would remain 25 mph
442 through the Theater Road intersection.

443

444 On voice vote, motion carried.

445

446 **Item 8 – Review and consideration of amendment #1 for East Main Street traffic/speed**
447 **study**

448

449 Jarrod referred to the copy of Amendment No. 1 included in board members' packets and said he
450 had authorized the traffic analysis at a cost of \$1,800. The cost of the first phase of drawings
451 before the board this evening is \$1,600. Jarrod said this was an addition of \$3,400 to the contract

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452 and told board members if they had voted to proceed with restriping East Main Street from four
453 lanes to two lanes with a TWLWL he would have recommending authorizing \$2,400 to finalize
454 the plans. Jarrod said that if the plans do not move forward, he is requesting the amendment for
455 \$3,400 for the study that included examining the three-lane versus the four-lane configuration.
456 This would be paid, as the study was, out of the 2018 Capital Improvements Budget for the
457 roadway project.

458

459 Motion by Jarrod, second by Ald. Gjertsen, to approve amendment #1 at a cost of \$3,400 for
460 East Main Street traffic/speed study.

461

462 On voice vote, motion carried.

463

464 **Item 9 – Review and consideration of utilizing consultant for traffic count data collection at**
465 **Green Coulee Road and East Main Street**

466

467 Jarrod said staff had sent out Requests for Proposals for consulting services for Green Coulee
468 Road and East Main Street intersection work that was included in the 2018 CIB. Jarrod said
469 those proposals will be taken through the June cycle of meetings and told board members, “What
470 we realized was included in that work was traffic counts to use as data for the project. What we
471 wanted to do was get traffic counts before school was out. We didn’t want to delay the project
472 until September to get school counts, so I had Kevin work on garnering traffic counts data. They
473 put out a TV camera for 12 hours, then it gets put into a computer model and they can basically
474 take all the counts off of that. What we have here is counts to be done at Green Coulee Road,
475 East Main Street, and both on/off ramps for the project. Those will also factor into how the
476 Green Coulee Road intersection is possibly reconstructed, and also the operations of the DOT
477 ramps because they’re going to want to know that information.

478

479 Once we actually got into this after the agenda went out, we started looking at this and the cost is
480 very reasonable for what we’re getting for information here. Staff is recommending we add 17th
481 Avenue South to this, so we would actually count at the same time the 17th Avenue intersection,
482 the on/off ramps at U.S. Highway 53, and Green Coulee Road. We would have four
483 intersections. Staff is recommending we do those four intersections with Gewalt Hamilton
484 Associates for a total cost of \$2,880. That would be paid out of the 2018 Capital Improvements
485 Budget out of the Green Coulee Road intersection preliminary design study.”

486

487 Motion by Ald. Gjertsen, second by Jarrod, to approve Gewalt Hamilton Associates for traffic
488 count data collection at Green Coulee Road and East Main Street, the U.S. Highway 53 on and
489 off ramps, and the 17th Avenue South intersection at a cost of \$2,880.

490

491 On voice vote, motion carried.

492

**Board of Public Works
of the City of Onalaska**

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13

493 **Item 10 – Review and consideration of lunch/work room renovations at the City of**
494 **Onalaska Public Works Facility**

495
496 Jarrod referred to a map of the Public Works Facility included in board members' packets and
497 noted the facility was constructed in 2007. Jarrod noted the following requested alterations have
498 been outlined on the map:

- 499
- 500 • A key fob would be installed on the door that goes into the office area, the SCADA room,
501 and the laboratory.
 - 502 • A door and key fob that would allow employees to access the lunch/break room and work
503 area off the main office area would be installed. The conference room also would be
504 relocated to this area. The current conference room would become an office. The
505 conference room would be located off the work/break room area. Employees would be
506 able to go through the conference room and access the current work area.
 - 507 • A wall would be constructed around the break room/kitchen area.
 - 508 • A new work area would be created, and three work stations would be created.
- 509

510 Jarrod referred to the map and an area labeled "Meter Storage" and said it has been a work space
511 enclosed in the center of the building. Jarrod said the goal is to move out this area and created
512 more storage and a better working area in the lunchroom. Jarrod also referred to a labeled work
513 area in the bottom half and said it would continue to be utilized for a workroom. Jarrod said the
514 goal is to move all the current workstations and told board members. "We've moved into an
515 environment where we're using tablet computers. We don't use as many PCs anymore in our
516 work area. We have eight tablet computers that people leave with to do locates. We have the
517 Inframap/GIS system on there. They're coming and going, so charging stations would be in this
518 area. We think after the reorganization of the Public Works Department that occurred
519 approximately one year ago this would lend to a better unification of using the lunchroom area as
520 a workroom and give us better flow in and out of the office area."

521

522 Jarrod referred to a page listing bids for the various projects and noted the following:

523

- 524 • Gorilla Security submitted a bid of \$4,864 to install the new key fobs and also install the
525 new door.
 - 526 • Wieser Brothers submitted the low bid of \$7,650 to install the wall and door opening in
527 the lunchroom/workroom.
 - 528 • Hoskins Electric submitted the low bid of \$1,240 to move outlets and computer
529 connections in the lunchroom/workroom.
 - 530 • The total cost for the project is \$13,754.
- 531

532 Jarrod said, "We had looked at the 2017 Equipment Budget, and we had a project to replace two
533 doors in the Public Works Facility, and we did some LED light replacement. We would reroute

Reviewed 5/3/18 by Kevin Schubert

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14

534 those dollars that were not spent for that project in a total of \$8,340 toward this project. We also
535 have security cameras in the 2018 Equipment Budget. We're still finalizing that project, but
536 even using the higher of the two bids we received, we still have a \$3,500 savings we would put
537 toward this project. I think that number will actually go down further once we solidify our prices
538 and quotes on that camera project. We would split the remaining \$2,000 between the 2018
539 Operating Budget between the four entities [Street, Water, Sanitary Sewer, Storm Sewer] that
540 would be using that area. We would cover the anticipated costs."

541
542 Motion by Fred, second by Ald. Smith, to approve lunch/work room renovations (\$4,864 for
543 Gorilla Security to install doors and key fobs, \$7,650 for Wieser Brothers to install a wall and a
544 door opening in the lunchroom/workroom, and \$1,240 for Hoskins Electric to perform electrical
545 work in the lunchroom/workroom for a total cost of \$13,754), at the City of Onalaska Public
546 Works Facility at a cost not to exceed \$13,840.

547
548 Fred asked Jarrod to confirm that the Inspection Department does not object to the modifications.

549
550 Jarrod said both the Electrical Inspector and the Commercial Building Inspector do not see any
551 problems related to the project, adding that both had visited the Public Works Facility.

552
553 On voice vote, motion carried.

554
555 **Item 11 – Review and consideration of Main Street & 12th Avenue South/Sand Lake Road**
556 **traffic report**

557
558 Jarrod noted a traffic report performed by Strand Associates for the intersection of Main Street
559 and 12th Avenue/Sand Lake Road has been included in board members' packets. Jarrod said this
560 was part of the design that was commissioned for the traffic signal upgrades at this intersection.
561 Jarrod referred to the bar graph included in the report and noted the heaviest use occurs in the
562 afternoon between 3 p.m. and 6 p.m. (a total of 4,956 vehicles). Jarrod also shared the following
563 information from the report:

564
565 **Existing Conditions Operations**

566 The signalized intersection of Main Street and 12th Avenue/Sand Lake Road operates at a Level
567 of Service "B", which Jarrod described as "a relatively high level of service." During the
568 afternoon peak hour, the intersection operates at a Level of Service "B" overall. All movements
569 operate at a Level of Service "B" or better with 95th percentile queues of 295 feet or less. Jarrod
570 said the intersection currently functions "at a pretty reasonable rate."

571
572 **Existing Geometry (2028) Operations**

573 During the afternoon peak hour, the intersection operates at a Level of Service "C" overall.
574 Jarrod said, "That means that 2028, with future traffic volumes, we would still be operating at a

575 Level of Service “C”. The next sentence, [which reads], ‘*The southbound left-turn movement*
576 *operates at a Level of Service “D” with 95th percentiles queues of 235 feet.*’ With that future
577 traffic volume, what’s currently operating at a Level of Service “B” would go down to a “D”,
578 which would be left turns that are currently southbound on Sand Lake Road turning to the
579 eastbound Main Street. Those turns generate the most conflicts at the intersection. They do
580 receive public comment quite often for requests of a left-turn arrow at that intersection. We have
581 studied that intersection. We actually had Mead & Hunt study that intersection in the early
582 2000s. We had SEH study the intersection in about 2010, and now we’ve had Strand do the
583 intersection. All three times, even though the traffic volumes have been increasing through the
584 intersection, it’s come back with a recommendation not to install the left-turn arrow.”

585

586 **Design Year (2028) Alternatives and Recommendations**

587 Strand analyzed adding a southbound left-turn protected phase to the intersection, and the
588 impacts to other intersection movements with the 2028 forecasted traffic volumes. Adding a
589 southbound left-turn protected phase to the intersection decreases the southbound left-turn
590 movement delay and queue, but increases delay and queues for other movements. Jarrod said
591 Strand is stating the rest of the intersection would be sacrificed if a left-turn arrow were to be
592 installed. With the southbound left-turn protected phase, the intersection operates at a Level of
593 Service “C” overall during the afternoon peak hour. Jarrod reminded board members he had said
594 the intersection would operate at a Level of Service “D” without the left-turn arrow. Therefore,
595 the Level of Service would not increase greatly by adding it. The northbound through/right
596 movement operates at a Level of Service “D” with 95th percentile queues of 540 feet compared
597 to a Level of Service “B” with 95th percentile queues of 360 feet without the southbound left-turn
598 protected phase. Jarrod said, “You would be restricting the movement of the through movements
599 to gain that left-turn movement. When you read the report, it’s only going to get an extra three
600 or four cars through that you’re not going to get through otherwise.”

601

602 Jarrod read the following section of the report: “*Considering the impacts of the southbound left-*
603 *turn protected phase, and based on field observations, Strand recommends keeping the same*
604 *signal phasing at the Main Street and 12th Avenue/Sand Lake Road intersection with minor*
605 *signal timing improvements. ... The traffic signal timing improvements that are proposed will*
606 *update the vehicle clearance intervals and pedestrian intervals to current Wisconsin Manual of*
607 *Uniform Traffic Control Devices standards. The intersection approach maximum green light*
608 *times will also be revised and shortened to allow the traffic signal to be more responsive to*
609 *servicing all approaches during both peak and non-peak vehicle volume hours.”*

610

611 Jarrod said, “The first of two things we want to look at is how we want it to look once the
612 intersection signal project is done. Do we want to move forward with a left-turn arrow, or not a
613 left-turn arrow? That is the million-dollar question, and that is the question I get quite often. I’m
614 sure others have gotten that question from the public over the course of time. I will say if the
615 left-turn arrow is not installed we are going to ensure that the cabinet controlling features of the

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616 intersection will be sufficient to add it at a future date. We also are going to run the wires from
617 the cabinet, up the pole, and dead-end them in the pole so that all we would have to do in the
618 future is add the left-turn arrow at a really modest cost. Those would all be things we would
619 incorporate into the project to ensure that we did have it at a future date. I guess with what is
620 recommended here right now, I think we do not install the left-turn arrow. I know that's going to
621 be a disappointment to some citizens, but again, I think the data supports what we're trying to do
622 to keep all of the intersection moving as good as we can for all parts of the intersection."

623

624 Mayor Chilsen noted he receives several telephone calls regarding the installation of a left-turn
625 arrow at the intersection.

626

627 Jarrod noted he had spoken to the Traffic Engineer and asked if the intersection will fail if the
628 left-turn arrow is installed. Jarrod said the intersection will not fail and still will operate. Jarrod
629 also said, "Being in the community a long, long time and looking at our traffic patterns within
630 the community, I think we're going to see more northbound traffic on Sand Lake Road/12th
631 Avenue based upon our shopping areas as Crossing Meadows, [and] the employment that is
632 found in the City of La Crosse's industrial park. Those people are going to new residential
633 growth not only in Onalaska, but also in Holmen. I think you're going to see more northbound
634 cars in the afternoon as time goes on. I think that northbound queuing movement is going to get
635 longer and longer as the time goes on."

636

637 Ald. Gjertsen noted the board has discussed upgrading the cabinet and preparing it for a potential
638 left-turn signal. Ald. Gjertsen also said, "The information that we have kind of says we don't
639 need to do it now, and I agree with what you [Jarrod] are saying. There is no reason to do it
640 now."

641

642 Motion by Fred, second by Ald. Gjertsen, to leave things as is regarding the Main Street & 12th
643 Avenue/Sand Lake Road intersection.

644

645 Jarrod said, "As is, with the updating timing as outlined in the report."

646

647 Ald. Smith said, "And with the understanding that we will update the electrical within the
648 cabinet."

649

650 Jarrod said, "And with the understanding we will have the capacity to put [a left-turn signal] in if
651 the future need arises."

652

653 Mayor Chilsen said the motion is to leave things as is, with the understanding the wiring will be
654 updated to the box and the light itself, should the city need it in the future.

655

656 On voice vote, motion carried.

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657
658 Jarrod said a construction analysis was part of traffic impact analysis for this intersection. Jarrod
659 said, “During the time the intersection will get the wiring completed, we will have approximately
660 a three-week period where we will have no signal light due to the fact that the cabinet will be
661 removed. We’ll have to put in new wiring. There will be phases where we’ll have to switch
662 traffic from one side to the other to get all this work completed. The consultant is anticipating
663 it’s going to take three weeks to do this work. We are going to set up the contract with
664 incentives. It will have some sort of incentive per day. Each day they get it done below where
665 we think it is a reasonable threshold we will give them an incentive to make sure they get it done
666 as quick as possible.” Jarrod said that when the RFPs were written, “we had the consultant look
667 at this due to the fact we wanted to make sure that we did not either expend money that we did
668 not think we needed to do, or what options we had during construction.”

669
670 Jarrod said one of the options Strand Associates had provided is to install a four-way stop during
671 the three-week construction period. Stop signs would be put out, and certain lanes would be
672 closed. Jarrod said Strand representatives told him there would be a Level of Service “C” due to
673 the current traffic volumes, adding, “That assumes no traffic finds an alternate route.” Jarrod
674 reminded board members the intersection had to be closed down for three days this past winter
675 due to a water leak and said some motorists had found an alternate route. Jarrod said, “I think
676 the intersection will work with a four-way stop during the construction, but it will be an
677 inconvenience. Our alternative, which isn’t listed in the report, is to put up temporary signals.
678 That would be a separate bid item, and we could do that. But the consultant has stated it would
679 be anywhere from \$20,000 to \$25,000 to put up those temporary signals for that three-week
680 period. It’s either that or you’re going to have to hire someone to be a traffic. I guess in looking
681 at what the cost benefit is of having the temporary signals in – plus, it’s going to make the
682 project longer because it will probably take them three days to get the temporary signals in – it’s
683 my recommendation to have the stop signs put out during the three-week construction, with an
684 incentive in the contract to get them done sooner and not spend the money on the temporary
685 signals.”

686
687 Motion by Jarrod, second by Ald. Gjertsen, to install a temporary four-way stop at the
688 intersection of Main Street and 12th Avenue/Sand Lake Road during the traffic signal upgrades,
689 and also offer incentives to the vendor in lieu of installing temporary traffic signals.

690
691 Jarrod cautioned the public that the project will be a source of irritation and said staff will notify
692 the public via a news release and message boards before the project commences. Jarrod said,
693 “The whole reason we’re doing this project is the wiring is 35 years old. If that traffic signal
694 fails and we have to put out the stop signs and we’re trying to figure out how to do something
695 temporary we’re still going to be in a lot better place by having this project done at the end. It
696 may not look a lot different because we’re not changing out the poles, but it’s going to function
697 better once we’re done.”

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18

698
699 On voice vote, motion carried.

700

701 **Item 12 – Review and consideration of bids received for 2018 Cemetery Fence Project**

702

703 Jarrod said three vendors had submitted bids on April 24 for the 2018 Cemetery Fence Project,
704 which includes continuing the fencing over the retaining wall along 12th Avenue and over to the
705 Hickory Street entrance. Phillips Fencing submitted the low apparent bid of \$55,535. Jarrod
706 noted Phillips' bid falls within the \$60,000 included within the 2018 CIB. Jarrod said there had
707 been a bid anomaly, noting there was a bid bond and a Certificate of Organization. It was not
708 with the bid, but it was submitted with Phillips' bidder proof on April 20. Jarrod said he had
709 consulted with City Attorney Sean O'Flaherty, who told him this was approvable.

710

711 Motion by Fred, second by Ald. Gjertsen, to award Phillips Fencing the 2018 Cemetery Fence
712 Project at a cost of \$55,535.

713

714 Ald. Smith asked Jarrod why the bids submitted by Moe Fencing (\$93,933) and Pember
715 Companies (\$104,389.22) were significantly higher.

716

717 Jarrod told Ald. Smith the engineer's estimate was \$90,000 and said, "I did not think they would
718 do this work for under \$90,000."

719

720 Ald. Smith asked Jarrod why only \$60,000 had been budgeted for the project.

721

722 Jarrod said the Cemetery Committee had come forward with a sum of \$60,000 and told Ald.
723 Smith the committee's members had obtained that estimate from Phillips Fencing, and therefore
724 \$60,000 was budgeted for the project. Jarrod said, "It wasn't budgeted to begin with. But at the
725 December [2017 Board of Public Works] Capital Improvements [Budget] meeting discussion it
726 was added back in as a project. In talking with the contractor, we wanted to make sure that they
727 didn't miss anything, and they had proper methods and means outlined that they would finish the
728 project. In talking to the contractor, they do a lot of residential work, so they're used to working
729 around obstructions, whereas some of the other contractors aren't. They had a lot of money in
730 traffic control for down by the road. Phillips Fencing did not include any traffic control because
731 they're going to work from the cemetery side. They have specialized equipment that they feel
732 like can get in without disturbing things. The other thing was [Phillips Fencing], as a good
733 citizen and as a good contractor, they wanted to do the project. They told us that they
734 intentionally bid this project at a level where they wanted to be a partner on the project and do
735 that. We don't necessarily know what that number is because it's a sealed bid and there's no bid
736 item for that. But they did indicate they wanted this project and they weren't hesitant about
737 doing the work."

738

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19

739 Ald. Gjertsen noted he has worked with Phillips Fencing and said it is a community-oriented
740 company that does “very good workmanship.” Ald. Gjertsen also said, “As far as the other one,
741 you are occasionally going to run into bids where companies do bid them up. They don’t want
742 the work for whatever the reason is.”

743

744 On voice vote, motion carried.

745

746 **Item 13 – Review and consideration of July meeting date**

747

748 Jarrod noted that Tuesday, July 3, the board’s normal meeting date, falls the night before
749 Independence Day and said staff is looking to move the Finance and Personnel Committee,
750 Administrative and Judiciary Committee, and Utilities Committee meetings to Thursday, July 5.
751 Jarrod asked if the board wishes to meet on July 3 or an alternate date, and he said that while he
752 will be on vacation the week of July 1-7 Kevin will be able to lead the meeting.

753

754 Ald. Smith asked if there is a conflict if the meeting is moved to the week of June 24-30.

755

756 Jarrod said the Plan Commission will meet Tuesday, June 26 and suggested that the board meet
757 Thursday, June 28 if members wish to move up the meeting. Jarrod noted the board has met the
758 Thursday before Independence Day in years past, and he also said Monday, July 2 is another
759 possible meeting date.

760

761 Motion by Ald. Gjertsen, second by Jarrod, to move the July Board of Public Works meeting to
762 6:30 p.m. on Monday, July 2.

763

764 On voice vote, motion carried.

765

766 **Item 14 – Pay Estimates: Strand Associates, Short Elliott Hendrickson, Inc., Davy**
767 **Engineering, and any other contractor/developer**

768

**BOARD OF PUBLIC WORKS
MONTHLY ESTIMATES**

769

770

771

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772

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<u>Contractor</u>	<u>Original Contract Amount</u>	<u>Change Orders</u>	<u>Paid to Date</u>	<u>Due this Estimate</u>
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1. STRAND ASSOCIATES
S. Kinney Coulee Lift Station

Reviewed 5/3/18 by Kevin Schubert

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20

780	Construction				
781	Estimate #14	\$ 28,300.00	\$ -	\$ 21,306.35	\$ 93.73
782					
783	2. STRAND ASSOCIATES				
784	6 th & Quincy Lift Station				
785	Design				
786	Estimate #3	\$ 59,900.00	\$ -	\$ 13,175.66	\$ 5,201.70
787					
788	3. STRAND ASSOCIATES				
789	12 th /Sand Lake & Main St. Traffic Signal				
790	Design				
791	Estimate #2	\$ 27,900.00	\$ -	\$ 3,440.00	\$ 8,100.00
792					
793	4. SEH INC.				
794	East Main Traffic/Speed Study				
795	Design				
796	Estimate #1	\$ 3,900.00	\$ -	\$ -	\$ 2,645.60
797					
798	5. SEH INC.				
799	Railroad Quiet Zone Study				
800	Design				
801	Estimate #1	\$ 11,900.00	\$ -	\$ -	\$ 255.16
802					
803	6. DAVY ENGINEERING				
804	French Road Booster Station				
805	Design				
806	Estimate #1	\$ 7,500.00	\$ -	\$ -	\$ 506.25
807					

808 Motion by Fred, second by Ald. Gjertsen, to approve the six pay estimates dated May 1, 2018.

809
810 On voice vote, motion carried.

811
812 **Adjournment**

813
814 Motion by Ald. Gjertsen, second by Jarrod, to adjourn at 7:44 p.m.

815
816 On voice vote, motion carried.

817
818
819 Recorded by:

820
821 Kirk Bey

Reviewed 5/3/18 by Kevin Schubert