CITY OF RIPON

100 Jackson Street • Ripon, Wisconsin 54971-1396

PUBLIC WORKS COMMITTEE MEETING

LOCATION: City Hall Conference Room
DATE: Thursday, August 20th, 2020
TIME: 5:30 p.m.

AGENDA

1. Call to order/roll call
2. Approval of agenda
3. Public communications and comment
4. Approve meeting minutes – July 23, 2020
5. Discussion items
   a. Picnic tables in city-owned green space downtown
   b. Bicycle rack downtown
6. Suggestions for agenda items for next meeting
7. Project updates and staff reports
8. Announce next meeting date: Thursday, September 17th at 5:30 p.m.
9. Adjourn

Please contact Karen at 748-4916 or kbaranczyk@cityofripon.com prior to this meeting if you are unable to attend.

It is possible that members of and possibly a quorum of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

PUBLIC WORKS COMMITTEE MEETING
July 23, 2020

PRESENT: Dave Gallops, Paige Kane, Al Schraeder
ABSENT: Jeff Liddicoat, Tom Rogers
OTHERS: Public Works Director Ehrenberg, City Administrator Rich, Councilmember Schatzinger

Schraeder called the meeting to order at 5:30 p.m.

Approval of agenda
Gallops moved and Kane seconded a motion to approve the agenda as presented. Motion carried.

Public communications and comment
No one from the public was present to address the Committee.

Approve meeting minutes – March 12th
Schraeder moved and Gallops seconded a motion to approve the March 12th minutes as presented. Motion carried.

Discussion items
Picnic tables in city-owned green space downtown
Schraeder inquired about who brought forth the idea, the costs, and the impact to the public works department. Ehrenberg stated there would be a cost for the tables, it takes two crew members to move the tables for mowing, and the hand mower would need to be used instead of the riding mower. There is also the issue of sanitization and debris removal. There is no light, so there is the potential for vandalism. This would impact the department's time. Ehrenberg stated he spoke with Councilmember Jolene Schatzinger, and the request came from Ripon Main Street. Ehrenberg suggested perhaps Ripon Main Street could lease the space for a nominal fee. Schraeder noted a certificate of insurance would be needed and Main Street would be responsible for maintenance. Ehrenberg shared that he discussed the idea with Chief Wallner, and when the sun sets this could become a congregating and loitering place. If that happens then staff might have to remove the tables due to public safety. Councilmember Schatzinger suggested just one picnic table. The idea came from constituents looking for more outdoor seating downtown. There was a table there years ago, but it had to be removed. Chamber Director Mansmith supports the idea. Schatzinger recommended looking at a plan for the green space. Ehrenberg suggested Main Street could refurbish the benches that were removed for safety reasons. Kane, also a Ripon Main Street board member and on their Beautification Committee, informed the Committee that seating at Rotary Square is being discussed. All the restaurants have outdoor dining, and with the existing benches and what is planned for Rotary Square, questioned the overall usage of picnic tables. Ehrenberg added that

businesses have the opportunity for street cafes. Adding work to the department, while the budget is shrinking, is a concern. Schraeder suggested planning with this Committee on how to accomplish this, use the spaces, and keep attractive. A collaborative group with Ripon Main Street, the BID Board and the Chamber was suggested and seen as an opportunity. Schraeder volunteered to reach out to Ripon Main Street and the Chamber.

Bicycle rack downtown

Ehrenberg reported that Councilmember Howard Hansen requested the bicycle rack downtown, due to the great business the ice cream shop is getting. Public Works has a bike rack that was removed from the NFL building when it was sold. The suggested placement for the bicycle rack was on the American House side of the street. The opposite side was suggested as a better location. Kane inquired about snow removal. Ehrenberg stated that Craig Tebon handles the downtown sidewalk snow removal. The bicycle rack is permanent but could be modified so it could be removed the winter months. Schraeder suggested this may be another topic where input from Ripon Main Street may be advantageous, since they remove the snow, water the flowers, etc.

Dump tickets

Ehrenberg explained how the current dump ticket system works. The public works secretary prints the numbered dump tickets, which are sold at city hall, Ace and Websters. The tickets are collected at the dump and returned to the secretary, who checks the ticket numbers off the list as they are used. Tickets sold in prior years have been showing up twice. They have already been marked off the list. There are also tickets that have been unused for years. Recently, ticket holders have been asked to sign the back of their ticket with their name and phone number. The last four "recycled" tickets have been tracked down where they came from. There are 155 unused tickets outstanding at the old $15 price, going back to 2010. The current price is $25. Schraeder noted the tickets were purchased, so the city has the revenue, and the city has no loss if the tickets aren't used. The proposal is to require a ticket holder to turn the old ticket in for a new ticket. Gallops inquired how the tickets could be "recycled" and Ehrenberg said he could only speculate. Kane inquired if a bar code could be used. Expiration dates were also discussed. A new color could be used every year. Old tickets at Ace and Webster's would need to be exchanged for new tickets. May 2020 ticket sales were $2,635, and year-to-date sales are $5,885. The budget for the year is $10,000. Collection at the compost center was discussed, with perhaps an automatic ticket dispensing machine. Ehrenberg will research and look at what other communities are doing.

Suggestions for agenda items for next meeting

Schraeder suggested a columbarium update. Please contact Ehrenberg, Rich, or Schraeder with other suggestions.

Announce date and time for next committee meeting

Rich will ask Karen to poll the Committee members for a time that works for everyone.

With no other business before the Committee, Kane moved and Gallops seconded a motion to adjourn. Motion carried. Schraeder declared the meeting adjourned at 6:23 p.m.

Respectfully submitted,
Lori Rich, City Administrator