

**MINUTES**  
**COMMITTEE-OF-THE-WHOLE WORK SESSION**  
**December 7, 2020**  
**City Council Chambers**

MEMBERS PRESENT: Mayor Stiehm. Council Member Steve King

MEMBERS APPEARING ELECTRONICALLY: Council Members Paul Fischer, Rebecca Waller, Laura Helle, Jason Baskin, Council Member-at-Large Jeff Austin

MEMBERS ABSENT: Council Member Joyce Poshusta

STAFF PRESENT: City Administrator Craig Clark, Director of Administrative Services Tom Dankert, Police Chief David McKichan, Park and Rec Director Kevin Nelson

STAFF APPEARING ELECTRONICALLY: Planning and Zoning Administrator Holly Wallace, Fire Chief Jim McCoy, Human Resources Director Trish Wiechmann, Public Works Director Steven Lang, Library Director Julie Clinefelter, City Clerk Ann Kasel and Assistant City Engineer Mitch Wenum

OTHERS APPEARING ELECTRONICALLY: Austin Daily Herald, Oballa Oballa, Michael Postma, Tom Klapperich, Lori Volz, David Krenz

Mayor Stiehm opened the meeting at 6:28 p.m.

**Item No. 2 – 2020 Street Project Summary**

Assistant City Engineer Mitch Wenum provided a summary of the 2020 street projects. He stated it was the first year that incentives were implemented and one project contractor received a \$2,000 incentive. He suggested to continue with the incentive program but it's not likely it will speed up the contractors.

**Item No. 1 – 4<sup>th</sup> Street and 3<sup>rd</sup> Avenue NW Stop Light Study**

Assistant City Engineer Mitch Wenum stated the City worked with the contractor WHKS to complete a stop light study at 4<sup>th</sup> Street and 3<sup>rd</sup> Avenue NW. He stated the traffic signal was originally constructed in 1968 and it is due for replacement. Mr. Wenum stated the City completed traffic counts on the roads surrounding the area in September of 2020.

He reviewed the criteria for the placement of a stoplight, 4-way stop and a two-way stop. He stated the intersection met the criteria for a two-way stop, with the traffic stopping on 3<sup>rd</sup> Avenue. A two-way stop light study was tested from October 22, 2020 to November 6, 2020

with public input received during and after the study. He noted that during school pick up and drop off times it was difficult for pedestrians.

Business Owner Tom Klapperich stated he is opposed to closing 3<sup>rd</sup> Avenue to his business.

Mr. Wenum reviewed design concepts for the intersection including a 4-way signal light at the intersection at a cost of \$358,000; placement of a 4-way signal light with pedestrian bump outs at the school crossing at a cost of \$624,000, a two-way stop sign with pedestrian bump outs at a cost of \$358,000; and two options that included the closure of 3<sup>rd</sup> Avenue NW with various pedestrian bump outs and flashing lights at a cost from \$397,000 to \$431,000. Public Works Director Steven Lang noted closing 3<sup>rd</sup> Avenue will improve the turning issues off 4<sup>th</sup> at the intersection. Mr. Wenum noted if 3<sup>rd</sup> Avenue were closed they would have to work with Pacelli for student drop off.

Mr. Wenum recommended to close 3<sup>rd</sup> Avenue with a stop sign on the East side of 3<sup>rd</sup> Avenue. This option would include bump outs and pedestrian crossing lights and has an estimated cost of \$397,000. He stated the Engineering Department met with Austin High School and Pacelli and they were supportive of the Engineering Department's recommendation.

Mr. Wenum noted they also did a study on the 4<sup>th</sup> Avenue and 4<sup>th</sup> Street intersection and noted in the future it meets the criteria for a signal light. He noted that the City may want to realign 4<sup>th</sup> Avenue and make a 4 way stop intersection. He also noted that a roundabout might be an option for the intersection.

Council Member Fischer stated he liked the idea of closing off 3<sup>rd</sup> Avenue in front of Pacelli for safety purposes. He spoke in support of the engineer's recommendation.

Council Member Baskin also spoke in favor of the recommendation to improve traffic flow.

Council Member Helle supported the recommendation. She stated there is currently concern about the safety of the intersection.

Council Member Waller stated she was partial to option 2 where 3<sup>rd</sup> Avenue is not closed off.

Council Member King spoke in support of the recommendation.

Council Member-at-Large Austin stated he likes the recommended option for safety.

Moved by Council Member Fischer, seconded by Council Member King, to recommend Option 5, the engineering recommendation, for the intersection. Carried.

The item will be presented to Council via a feasibility report at a future work session.

**Item No. 3 – Ordinance for the sale of surplus property and policy for the donation of surplus property**

City Administrator Craig Clark presented a proposed ordinance for the sale of surplus property and a proposed policy for the donation of surplus property. He stated the ordinance hasn't been modified for quite a long time and it is prudent to increase the threshold from \$500, which currently requires Council approval.

The new ordinance would allow staff to sell or dispose of any items under \$500. Items between \$5,000 and \$25,000 would require Council approval and could be sold only by auction. Items over \$25,000 would require Council approval and publication of the sale.

Mr. Clark also proposed changes in the policy for donation to a non-profit. This threshold would also increase to \$5,000 and items would need to be approved by Council.

Moved by Council Member-at-Large Austin, seconded by Council Member King, recommending approval of the revised sale of excess property ordinance and revised donation to non-profit policy. Carried.

The item will be on the December 21, 2020 Council Agenda.

**Item No. 3 - Administrative Report**

No Report.

**Item No. 4 – Open Discussion**

None.

Moved by Council Member-at-Large Austin, seconded by Council Member Fischer, adjourning the meeting at 7:22 p.m.

Respectfully Submitted,

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Ann M. Kasel  
City Clerk