

Safe Streets and Roads for All
Demonstration Activity Subcommittee
October 23, 2024, 5:00 p.m.
Conference Room 5

1462 Strongs Avenue, Stevens Point WI 54481

Video can be accessed: <https://portagecovi.portal.civicclerk.com/event/7289/media>

MINUTES

1. Call to Order – The meeting was called to order by Kristen Johnson, Planner, Planning & Zoning Department.
Staff attending: Kristen Johnson, Adam Kuhn, City of Stevens Point Associate Planner/Zoning Administrator; Karmen Anderson, Village of Plover Planner; Patty Benedict, Recording Secretary
Subcommittee Members: Chris Johnson, Trevor Roark, Amie Tolbert, Jake Wilcox
Others attending: Scott Beduhn, City of Stevens Point Director of Public Works, Lucas Meddaugh, County Engineer, Portage County Highway Department, Jacob R. and Nicholas Rudolph
Attending remotely: John Campbell, Traffic Analysis & Design, Inc. (TADI)
2. PUBLIC NOTICE: Members of the public who wish to address the Committee on specific agenda items must register their requests at this time, with such comments subject to the reasonable control of the Committee Chair as set forth in Robert's Rules of Order.
3. Introductions
Members and staff introduced themselves and shared their interest in being on the subcommittee.
4. Purpose of Subcommittee
Kristen Johnson explained the subcommittee is tasked with overseeing and deciding where demonstration activities will take place by identifying dangerous areas in the county. Monitoring and data collection will take place. Recommendations will go into the safety action plan.
5. Elect Chairperson & Vice Chairperson
Kristen Johnson called for nominations for Chairperson. Jake Wilcox nominated Trevor Roark. Trevor Roark nominated Amie Tolbert. Nominations were closed after three calls. Trevor Roark withdrew. A majority vote for Amie Tolbert occurred by a show of hands. Amie Tolbert called for nominations for Vice Chairperson. Jake Wilcox nominated Trevor Roark. Nominations were closed after three calls. A majority vote for Trevor Roark occurred by voice vote.
6. Approve Meeting Transcription from August 27, 2024 Kick-off Meeting
The transcription was not included in the meeting packets. Motion to postpone until the next meeting by Trevor Roark, seconded by Jake Wilcox. Motion passed by voice vote.
7. Discuss Budget Available for Demonstration Activities
Adam Kuhn said the subcommittee is tasked over the next weeks and months to identify specific types and locations of demonstration activities. He noted funds are limited and to be aware of financial constraints when considering the types and quantities of demonstration activities. Some activities may be unique to a particular area, while others may be used at multiple locations. He will refer to the contract for the amount allocated for demonstration activities.
8. Discuss Ideas for Demonstration Activities
John Campbell explained the purpose of demonstration activities is to do temporary installments to try something that could be built permanently. He reviewed urban and rural examples included in meeting packets. Demonstration activity considerations and locations mentioned: painting speed limits and lines on pavement noting that using epoxy is costly, rural and urban intersection geometry, protected bike lanes with flexiposts and paint, County Road HH and Green Circle Trail crossing, Green Avenue intersections at 66 and 10, interchanges on state highways and county roads, County Roads HH and J, railroad crossings, wildlife crossings, speed studies in transition areas. John Campbell stated survey data, information from the Public Information meeting and safety analysis will be provided at future subcommittee meetings to guide specific location choices.
9. NEPA Requirements – due within 6 months – aim for March 2025
 - a. Map

b. Brief Description

10. Discuss Timeline for Demonstration Activities

Adam Kuhn suggested combining agenda items 9 and 10. John Campbell referred again to the examples included in meeting packets. For urban activities, he suggested May through September 2025, and for rural activities, May 2025 through April 2026. For activities such as pavement marking, he recommended a one-month evaluation period. Completing the activities under that timeframe, he feels there is time in the next months to select activities, locations, and file a map with proposed locations and brief descriptions with NEPA. Adam Kuhn asked members for their approval processes and timelines through their jurisdictions. Lucas Meddaugh stated when the activities and locations are decided, he will provide updates at Highway Committee meetings, held on the third Tuesday of each month. He handles permitting within the right-of-way and does not see any restrictions for temporary drums, cones, signs. Jake Wilcox estimated a maximum of eight weeks for approvals. John Campbell requested identifying types of activities and locations no later than January 15, giving the County and municipalities time to review, get feedback, and refine if needed. NEPA paperwork can be submitted in March, allowing six weeks for review. He believes information from the survey, Public Information meeting and other events will be available before Thanksgiving. It was suggested to give an update at the December 3 Traffic and Safety Commission meeting.

11. Staff Updates & Upcoming Activities

Meetings will be scheduled the beginning of December and January. Kristen Johnson stated the countywide survey is on the Planning and Zoning website and asked members to take the survey themselves and encourage citizens to take the survey by November 13. The Public Information meeting is October 29. An event booth will be set up at the Sustainability Fair at the UWSP Dreyfus University Center Laird Room on October 29 from 10 am to 2 pm. Volunteers are welcome. Kristen Johnson will email promotion materials for the Public Information meeting and the survey. Both have QR codes. Information will be posted on the website for future Task Force and subcommittee meetings as well as the Public Information meeting.

12. Adjourn

Doodle surveys will be sent to schedule the next meetings. Motion by Trevor Roark, second by Jake Wilcox to adjourn. Motion passed by voice vote. Meeting adjourned at 6:02 pm.

Respectfully submitted,
Patty Benedict
Administrative Associate II
Portage County Planning and Zoning Department