

1303120

**City of Merrill
Board of Public Works
Wednesday, February 20, 2013 at 5:30 P.M.
City Hall Basement Conference Room, 1004 East First Street**

Members Present (5 of 5): Mayor Bill Bialecki (Chairperson), Street Commissioner Richard Lupton, Alderman Steve Hass, Alderman John Burgener and Alderman Chris Malm.

Others Present Included: City Administrator Dave Johnson, City Attorney Tom Hayden, Building Inspector/Zoning Administrator Darin Pagel, City Hall Maintenance Supervisor Ramona Pampuch, Alderman Dave Sukow, Alderman Ryan Schwartzman, Alderwoman Kandy Peterson and City Clerk Bill Heideman.

Call to order

Mayor Bialecki called the meeting to order at 5:30 P.M.

Vouchers

The vouchers were in the meeting packet.

Motion (Hass/Malm) to approve the vouchers, as presented. Carried.

Consider Quit Claim Deed to Craig Nienow – Land near former Courtview Apt.

City Attorney Hayden had requested that this item be placed on the agenda. Information was in the meeting packet.

City Attorney Hayden explained that the proposed Quit Claim Deed encompasses a 2.5 foot strip of land along the west side of the former Courtview Apartments property, next to the Craig Nienow Law Office. Execution of the Quit Claim Deed would resolve a friendly boundary question between the City and Mr. Nienow. City Attorney Hayden recommends execution of the Quit Claim Deed.

1303121

Motion (Hass/Burgener) to approve a Quit Claim Deed to Craig Nienow for a 2.5 foot strip of land along the west side of the site of the former Courtview Apartments, next to the Craig J. Nienow Law Office, 1105 East Main Street. Carried.

Discussion and possible action on Tyler Street sidewalk

Building Inspector/Zoning Administrator Pagel had requested that this item be placed on the agenda. Information was distributed at the meeting.

Building Inspector/Zoning Administrator Pagel reported that he has sent letters to three Tyler Street property owners (402 Tyler Street, 404 Tyler Street and 406 Tyler Street), asking them if they would be opposed to removal of their sidewalk. He noted that the sidewalk at these three properties “leads to nowhere”, and that removal of the sidewalk would be helpful in establishing elevations in the area prior to building the new fire station.

Building Inspector/Zoning Administrator Pagel reported that all three property owners responded to the letter, and that all three indicated that they would not be opposed to the sidewalk being removed, as long as no costs associated with the removal would be charged to them.

Building Inspector/Zoning Administrator suggested that, if removal of the sidewalk is approved, the Street Department could do work associated with the removal. He also suggested that, if the sidewalk is removed, the City should pay for all costs if the sidewalk is reinstalled sometime in the future.

1303122

Motion (Hass/Burgener) to approve removal of the sidewalk on Tyler Street, at the following addresses: 402 Tyler Street, 404 Tyler Street and 406 Tyler Street. The Street Department would do the removal, at a time most convenient to them. If sidewalk is ever reinstalled at any or all of the three addresses, the City would be responsible for all costs associated with the reinstallation. Carried.

Consider installing flashing stop lights @ corner of East Ninth and Mill Streets

Mayor Bialecki had requested that this item be placed on the agenda. No information was in the meeting packet.

Mayor Bialecki stated that there are concerns with frequent instances of east-west automobile traffic failing to stop at the intersection of East Ninth Street and Mill Street. Based on these concerns, he is requesting that consideration be given to installing flashing stop lights at that intersection.

City Attorney Hayden stated that Finance/Technology Director Unertl has suggested that, if installation is approved, costs could be associated with Tax Increment District #7.

1303123

Motion (Hass/Burgener) to approve the installation of flashing stop signs (two) at the northeast and southwest corners of the intersection of East Ninth Street and Mill Street. Carried.

David Burgess request to waive snow removal charges @ 1805 E. First Street

David Burgess, New Prague, MN, has submitted a request to waive the charges associated with two instances when the Street Department removed snow and ice from the sidewalk at 1805 East First Street. The charges are: \$85 for December 14th, 2012 and \$85 for January 2nd, 2013, for a total of \$170. Mr. Burgess contends that he never received proper notice of the need to remove the ice and snow, and therefore the charges are without merit.

Alderman Hass stated that he has researched the issue, and in his opinion, the Street Department followed all procedures correctly and the charges for snow removal should remain in effect.

Motion (Hass/Burgener) to disapprove the request.

Alderman Hass requested that he be allowed to withdraw the motion. Without objection, it was so ordered.

No action was taken. Because no action was taken, the charges remain in effect.

Monthly report - Street Commissioner

The report was in the meeting packet. Alderman Hass complimented the Street Department for their work related to the recent ice storm.

Monthly report – Exterior Maintenance

The report was in the meeting packet.

Monthly report – Northwinds Inspection

The report was in the meeting packet.

Monthly report – City Hall Maintenance Supervisor

No report submitted. City Hall Maintenance Supervisor Pampuch reported verbally that the City Hall second floor remodeling project continues. Cross connections at City Hall have been completed.

Monthly report from contracted engineering firms

No report(s) submitted.

Next meeting

Wednesday, March 27th, 2013 at 5:30 P.M.

Public Comment

None.

Adjournment

Motion (Hass/Burgener) to adjourn. Carried. Adjourned at 5:50 P.M.

Minutes prepared and submitted by:

William N. Heideman, WCMC
City Clerk