

1304120

**City of Merrill
Board of Public Works
Wednesday, March 27, 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, Alderman Dave Sukow, Alderman Ryan Schwartzman, Alderwoman Kandy Peterson, Tonia Speener and City Clerk Bill Heideman. A student was in attendance to videotape the meeting for the Cable Access Channel.

Call to order

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

Vouchers

The vouchers were in the meeting packet. Mayor Bialecki questioned why vouchers related to the Parks and Recreation department were included in the packet. He surmised that those vouchers should be reviewed by the Parks and Recreation Commission, rather than the Board of Public Works. Mayor Bialecki suggested that there should be better communication related to vouchers. He is assuming that the Park and Recreation Commission is unaware of the vouchers in question.

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

Building Inspector report on outstanding orders at 410 North Prospect Street

Building Inspector/Zoning Administrator Pagel had requested that this item be placed on the agenda. He reported that Alderman Hass had requested a status report on the orders written for this property. Building Inspector//Zoning Administrator Pagel provided a verbal status report.

No action taken.

Directional signs at Northcentral Technical College Public Safety Complex

Street Commissioner Lupton had requested that this item be placed on the agenda. He reported that Northcentral Technical College has requested that directional signs be erected to aid citizens seeking the NTC Public Safety Center for Excellence. Street Commissioner Lupton mentioned that Northcentral Technical College is willing to pay for the signs. The current plan is to install 11 signs, some of which will require posts. Street Commissioner Lupton reported that he has not had any discussion with Northcentral Technical College on who would pay for the posts. He stated that the Street Department would install the signs as time permits. There was no objection to this.

No formal action was necessary, requested or taken.

Discuss Taylor Street repair and repaving project

Street Commissioner Lupton had requested that this item be placed on the agenda. He reported that he has been having discussions with the Town of Merrill regarding the upcoming Taylor Street repair and repaving project. It appears likely that the Town of Merrill will postpone the project until 2014. After discussion, the Board concluded that doing the project in 2014 would be better for the City as well.

No action was taken.

Consider installation of masking fence at 818 E. First St. (former J & J Bakery)

Mayor Bialecki had requested that this item be placed on the agenda. He stated that he would like to see the Street Department erect a masking fence at 818 East First Street, the former J & J Bakery property.

After discussion the Street Department was directed to explore various options. No action was taken.

Discuss Normal Park City/County agreement re: downtown parking spaces

Mayor Bialecki had requested that this item be placed on the agenda. He reminded the Board that, when the City of Merrill assumed ownership of the Lincoln County Normal block, the City agreed to pay Lincoln County \$1, plus provide Lincoln County with ten downtown parking stalls. He noted that Lincoln County periodically reminds the City that, to date, Lincoln County has not yet received the parking stalls.

After discussion, Mayor Bialecki was directed to discuss this with Lincoln County, in order to determine parking stall options and locations that Lincoln County would deem acceptable.

Research and discussion on this will continue, and this item will be on the April meeting agenda. No formal action taken at this time.

Consider City participation in Wisconsin DOT study on Hwy 64 future use

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

City Administrator Johnson reported that the Wisconsin Department of Transportation (WDOT) has asked the City of Merrill to participate in a study of future needs for State Highway 64, taking into account possible future development along the State Highway 64 corridor. The study would be funded through WDOT reimbursement (maximum of \$25,000) to the City. If the City desires any additional work after the \$25,000 is expended, the additional costs would be the City's responsibility. The study would be conducted by the North Central Wisconsin Regional Planning Commission.

City Administrator Johnson recommends that City participation in the study be approved, with the caveat that the cost of the study does not exceed the \$25,000 WDOT reimbursement amount.

Motion (Hass/Lupton) to approve City participation in the study. The cost of City participation is not to exceed the \$25,000 that will be provided by the Wisconsin Department of Transportation. Carried.

Per City Attorney Hayden, no Common Council action on the motion is necessary.

Monthly report - Street Commissioner

The report was in the meeting packet. Street Commissioner Lupton reported that he is still looking to purchase a bucket truck.

Monthly report – Exterior Maintenance

The report was in the meeting packet. Building Inspector/Zoning Administrator Pagel noted that orders are now also being written on commercial properties.

Monthly report – Northwinds Inspection

The report was in the meeting packet. Building Inspector/Zoning Administrator Pagel reported that he has begun work on 2013 sidewalk maintenance projects.

Monthly report – City Hall Maintenance Supervisor

No report was submitted and City Hall Maintenance Supervisor Pampuch was not in attendance.

Mayor Bialecki reported that the City Hall odor problem has been resolved. It has been determined that odor was being caused by cooking on the second floor. This type of cooking has now been prohibited.

Monthly report from contracted engineering firms

No report(s) submitted.

Next meeting

Wednesday, April 24th, 2013 at 5:30 P.M.

Public Comment

None.

Adjournment

Motion (Hass/Burgener) to adjourn. Carried. Adjourned at 6:08 P.M.

Minutes prepared and submitted by:

William N. Heideman, WCMC
City Clerk