

1310120

**City of Merrill
Board of Public Works
Wednesday, September 25, 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, Finance Director Kathy Unertl, City Hall Maintenance Supervisor Ramona Vanderkam, Alderwoman Kandy Peterson, Lynn Zentner, Sue Weith, Phil Valitchka, Mike Willman, Judy Woller, Gene Bebal, Collin Lueck (arr. 5:33 P.M.), Eric Malm (arr. 5:38 P.M.), Jim Wedemeyer, Gary Gartmann 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/Burgener) to approve the vouchers, as presented. Carried.

Consider signage placement for four self-guided walking paths

This agenda item was requested by Sue Weith and Lynn Zentner.

As a result of a recent workshop titled “For the Love of Merrill”, a group was formed to determine self-guided walking paths in the City of Merrill. The group has determined four paths, focusing on the following:

- Historical
- Retail
- Fitness
- Parks

This group is now seeking the approval and support of the Street Department to install signs along each of the paths. Representing the group, Sue Weith and Lynn Zentner gave a presentation on this proposed signage.

It was suggested that it might be preferable to place the signs on private property, rather than in the right-of-way. In that case, the City Plan Commission, not the Board of Public Works, would have jurisdiction.

It was noted that, to date, approximately half of the funding necessary for funding the signs has been collected.

Alderman Hass suggested that the group making the request determine where they want to place the signs, since the location would determine which City committee/board will have authority. In response, Sue Weith and Lynn Zentner agreed to begin determining the proposed sign locations. They will then contact Street Commissioner Lupton.

At this time, the board voiced no objections to the signs and seemed in favor of installing them.

No action was taken at this time.

Consider acquiring railroad-owned right-of-way for River Bend Trail

A proposed resolution was in the meeting packet. The resolution would approve the conveyance, from the Canadian National Railroad to the City of Merrill, a 12 acre parcel of abandoned right-of-way to be used as part of the River Bend Trail being developed.

The resolution is being proposed because the River Bend Foundation has applied for stewardship grant through the Knowles-Nelson Stewardship and Recreation Trail Act Grant Program. To ensure receipt of the grant, the land must be owned by a public entity. The River Bend Foundation has agreed to advance funds for purchase of the trail property, with the understanding that, when the City of Merrill receives the grant funds, those funds will be reimbursed to the River Trail Foundation.

It was mentioned that there is no doubt that, upon application, the grant will be awarded to the applicant. In short, the grant is a “sure thing”.

Motion (Hass/Burgener) to recommend approving the resolution. Carried.

The resolution will be on the October 8th, 2013 Common Council meeting agenda.

Continue discussion on potential changes garbage/recycle collection program

This was introduced at the August 28th, 2013 Board of Public Works meeting.

The expiration of the current recycling contract is imminent, and the current recycling process is outdated. Street Commissioner Lupton distributed information related to potential changes to improve the recycling program.

The changes being considered would result in:

- ✦ All recyclables could be placed in one container (no sorting)
- ✦ More kinds of recyclables could be picked up
- ✦ Reduction in garbage hauled to landfill, resulting in reduced tipping fees

If single stream recycling is implemented, it would require the purchase of an additional garbage truck. This new truck could then be used for collecting garbage, and the current truck, a 2009 model, could be used to collect recyclables. The approximate cost of the truck is \$160,000, but Street Commissioner Lupton explained that, if a truck is purchased, it is anticipated that garbage and recycling would not need any equipment replacement for the next eight to ten years. It was agreed that the potential truck purchase should be included in the 2014 capital projects discussion.

City Administrator Johnson stated that, if a recycling contract is considered, it should be for two years, with an option to extend for additional year(s). Based on his experience, he is not in favor of an automated system.

The board agreed to continue exploring this, and to include consideration of it as part of the 2014 budget process.

Street Commissioner Lupton was directed to prepare a proposal for future Committee of the Whole and/or Common Council consideration. No action was taken at this time.

Monthly report - Street Commissioner

The report was in the meeting packet. Street Commissioner Lupton added verbal information.

Monthly report – Exterior Maintenance

The report was in the meeting packet.

Monthly report – Northwinds Inspection

The report was in the meeting packet. Building Inspector/Zoning Administrator Pagel reported that 2014 sidewalk projects have been completed. Invoices related to the projects are being mailed this week.

Monthly report – City Hall Maintenance Supervisor

No report submitted. City Hall Maintenance Vanderkam and City Administrator Johnson provided verbal information related to potential 2014 City Hall capital projects.

Monthly report from contracted engineering firms

No report(s) submitted.

Next meeting

Wednesday, October 30th, 2013 at 5:30 P.M.

Public Comment

Gary Gartmann, a representative from Advanced Disposal (Weston, WI), introduced himself.

Adjournment

Motion (Hass/Burgener) to adjourn. Carried. Adjourned at 6:15 P.M.

Minutes prepared and submitted by:

William N. Heideman, CMC, WCMC
City Clerk