

1402120

**City of Merrill
Board of Public Works
Wednesday, January 22, 2014 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, Alderman Rob Norton, Alderman Dave Sukow, Alderwoman Kandy Peterson, Rod Akey (Akey Engineering Service), Sister Peggy Jackelen, Sister Mary Anne Rose, Duane Pfister 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. Alderman Hass asked for verification that vouchers for an East Sixth Street project were charges from 2013. He was told that they were from 2013.

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

Request for “Children at Play” sign on Oregon Street

Alderman Sukow had requested that this item be placed on the agenda. He reported that he received a request to install a “Children at Play” or similar sign at either the end of the 600 block or the beginning of the 700 block of South Oregon Street. He noted that, from personal observation, it is a somewhat blind and potentially dangerous intersection.

Alderman Hass stated that he has been told that, whenever a municipality installs this type of sign, they are accepting a certain amount of liability. City Attorney Hayden will research this liability issue.

This item will be placed on the February meeting agenda. No action was taken at this time.

Discuss 2014 Sidewalk Maintenance Program & related resolution

Information was in the meeting packet.

Building Inspector/Zoning Administrator Pagel reported that, in 2014, sidewalk maintenance work would be concentrated in the Aldermanic District #2.

City Attorney Hayden will draft a preliminary resolution on the 2014 Sidewalk Maintenance Program. It will be on the February 11th, 2014 Common Council meeting agenda.

Establish public hearing date for 2014 Sidewalk Maintenance Program

The public hearing on the 2014 Sidewalk Maintenance Program will be a part of the Board of Public Works meeting on Wednesday, February 26th, 2014. The public hearing will begin at 6:00 P.M.

Review and recommendations(s) on Taylor Street reconstruction project plans

Street Commissioner Lupton had requested that this item be placed on the agenda.

Rod Akey distributed bid documents related to the Taylor Street (Champagne Street to Jefferson Street) project. He reported that both the City of Merrill and the Town of Merrill will be involved in the Taylor Street reconstruction project. Both of them applied for grants to assist in paying for the project. The Town of Merrill was awarded a grant, but the City of Merrill was not awarded a grant. There are a few issues that will need to be addressed during construction.

It will be necessary to publish a Class 2 notice to receive bids for the project.

Motion (Hass/Malm) to authorize Street Commissioner Lupton to seek bids on the Taylor Street reconstruction project. Carried.

Note: No Common Council action on the motion is necessary.

Review and recommendation(s) on recycle contract with Eagle Waste

A copy of the proposed contract was in the meeting packet. Street Commissioner Lupton had requested that this item be placed on the agenda.

Street Commissioner Lupton reported that he is hoping the new recycling program will begin in April or May.

Alderman Malm requested that Street Commission Lupton get clarification on the amount that Eagle Waste will pay the City, and also get assurance that Eagle Waste will provide justification in any change in the payment amount.

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Motion (Hass/Malm) to approving the Single Stream Recycling Process Agreement with Eagle Waste and Recycling, Inc. Street Commissioner Lupton would be directed to get clarification on the amount that Eagle Waste will pay the City, and also get assurance that Eagle Waste will provide justification in any change in the payment amount.

Discuss collection of fluorescent light bulbs

Mayor Bialecki had requested that this item be placed on the agenda. He suggested the possibility of establishing a central collection place for large fluorescent light bulbs from residential properties only.

Street Commissioner Lupton will research this and report back to the board. This item will be placed on the February meeting agenda. No action was taken at this time.

Consider prohibiting parking on 100 & 200 blocks of S. Pier Street

Mayor Bialecki had requested that this item be placed on the agenda. Due to the pending opening of the new fire station, there may need to be some adjustments to parking in that area.

Alderman Hass suggested posting “No Parking” signs on the east side of Pier Street, from East First Street to East Third Street. It was also suggested that parking be prohibited on one side of Tyler Street.

Street Commissioner Lupton and Police Chief Neff were directed to research this issue and use their own discretion in regards to parking near the new fire station.

No formal action was taken.

Consider petition from Agra Industries to vacate portion of Water Street

Agra Industries Inc., 1211 Water Street, has paid the fee and submitted a petition requesting that a portion of Water Street be vacated. Information related to the petition was in the meeting packet, along with a related resolution.

Motion (Hass/Lupton) to recommend approving, as presented, the petition and resolution related to the request from Agra Industries to vacate a portion of Water Street, and to forward the recommendation to the City Plan Commission. Carried.

Monthly report - Street Commissioner

The report was in the meeting packet. Street Commissioner Lupton reported that the new truck has now been equipped and is being used. Bid specifications for the new garbage truck have been distributed. The Street Department has been dealing with a large quantity of snow this year. Alderman Hass complimented the Street Department for their efforts related to snow plowing and snow removal.

Monthly report – Northwinds Inspection

The report was in the meeting packet.

Monthly report – City Hall Maintenance Supervisor

The report was distributed at the meeting.

Monthly report from contracted engineering firms

No report(s) submitted.

Place monthly reports on file

Motion (Hass/Lupton) to place the monthly reports on file. Carried.

Next meeting

Wednesday, February 26th, 2014 at 5:30 P.M. As noted earlier, a public hearing on the 2014 Sidewalk Maintenance Program will begin that evening at 6:00 P.M.

Public Comment

Sister Peggy Jackelen inquired as to the possibility of Bell Tower being included in recycling/garbage collection. Mayor Bialecki responded that this and related issues would be on the February meeting agenda.

Adjournment

Motion (Hass/Burgener) to adjourn. Carried. Adjourned at 6:13 P.M.

Minutes prepared and submitted by:

William N. Heideman, CMC, WCMC
City Clerk