

1501120

**City of Merrill  
Board of Public Works  
Wednesday, December 17, 2014 at 4:00 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 Ryan Schwartzman, Alderman Rob Norton and Alderman Peter Lokemoen

Others Present Included: City Attorney Tom Hayden, Finance Director Kathy Unertl, Building Inspector/Zoning Administrator Darin Pagel, Police Chief Ken Neff, Alderwoman Kandy Peterson, Marijean Hoppe, Tonya Speener, 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 4:00 P.M.

**Vouchers**

The vouchers were in the meeting packet.

Motion (Schwartzman/Lokemoen) to approve the vouchers, as presented.  
Carried.

**Review & discuss parking on State St. & Cottage St. (Main St. to Grand Avenue)**

Mayor Bialecki had placed this item on the agenda.

On December 9<sup>th</sup>, 2014, the Common Council adopted Ordinance 2014-27, which designated truck routes in the City. In light of this, safety concerns have been raised regarding currently allowing parking on both sides of State Street and Cottage Street, between Main Street and Grand Avenue. It was noted that Cottage Street is narrow, which led to a suggestion that parking be allowed only on one side of that street.

After discussion, the board authorized Street Commissioner Lupton and Police Chief Neff to research this issue further and use their own discretion to amend the current parking policy on State Street and Cottage Street if they deem it necessary. No formal action was taken.

### **Evaluate City Hall heating system and recommend replacement option**

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

As a result of long-running problems and complaints related to the City Hall heating system, the Common Council approved having Sommerville Inc. evaluate the present system and provide options to rectify the current problems. Sommerville has provided a report detailing their evaluation. The report also included three options to address the problems. A copy of the report was in the meeting packet.

City Administrator Johnson is recommending that Option #3 in the report be approved. Option #3 includes replacing the existing steam heating system with electric baseboard radiation. The estimated cost of this option is \$123,800.

Motion (Schwartzman/Lokemoen) to approve Option #3. Carried.

No Common Council action on the motion is necessary.

### **Consider engineering firm for Superior St. project (budgeted for 2015)**

Alderman Lokemoen raised the possibility of adding an on-staff engineer. He also suggested that perhaps this position could be combined with the Geographic Information System (GIS) position, which is already a budgeted position.

Mayor Bialecki responded that City Administrator Johnson recommends that one of three engineering firms be selected to draft the plans for the upcoming Superior Street project. Alderman Lokemoen recommended Akey Engineering Service. The board suggested that City Administrator Johnson get quotes from all three firms before a decision is made.

No action was taken at this time. This item will be on the January Board of Public Works meeting agenda.

### **Discuss new weight limits for City roads, as approved by Ordinance 2014-27**

On December 9<sup>th</sup>, 2014, the Common Council adopted Ordinance 2014-27, which designated truck routes in the City. In Sections 36-166 and 36-167, the ordinance also includes 8,000 pound weight limits for vehicles.

Alderman Norton reported that he has had discussions with several of his constituents regarding the vehicle weight limits included in the ordinance. The prevailing opinion from those discussions was that the weight limits are restrictive and should be raised. A proposed ordinance was in the meeting packet. The ordinance would raise the weight limits from 8,000 pounds to 12,000 pounds.

Alderman Norton recommends that the limits be raised to 20,000 pounds. He stated that this weight limit would not compromise safety or street conditions, but would not be too restrictive for vehicular transportation of materials.

Motion (Norton/Schwartzman) to recommend adopting the ordinance, with Sections 36-166 and 36-167 amended to state 20,000 pounds as the maximum weight allowed. Carried.

The proposed ordinance will be on the January 13<sup>th</sup>, 2015 Common Council meeting agenda.

### **Establish date and time for 2015 Capital Improvements Hearings**

Building Inspector/Zoning Administrator Pagel reported that hearings are necessary for the 2015 Sidewalk Maintenance Program and for the project involving the sidewalk extension on Memorial Drive. He suggested that the hearings be held at 6:00 P.M. on the same day as the January Board of Public Works meeting.

After discussion, the 2015 Capital Improvements Hearings were scheduled for 6:00 P.M. on Wednesday, January 28<sup>th</sup>, 2015. The hearings will be held in the City Hall Common Council Chambers.

### **Monthly report - Street Commissioner**

The report was in the meeting packet. Mayor Bialecki requested that the Street Department repair a large pothole near Pine Ridge Avenue. Street Commissioner Lupton will address this request.

### **Monthly report – Building Inspector/Zoning Administrator**

The report was in the meeting packet. Building Inspector/Zoning Administrator Pagel reported that a house on East Seventh Street will be razed the first week in January. Raze orders have been issued for a house on Prospect Street.

### **Monthly report – City Hall Maintenance Supervisor**

No written report was submitted. City Hall Maintenance Supervisor Vanderkam was not at the meeting.

### **Monthly report from contracted engineering firms**

No report(s) submitted. Mayor Bialecki noted that Becher-Hoppe has been addressing drainage and other issues related to the new Walmart.

**Next meeting**

Wednesday, January 28<sup>th</sup>, 2015. The time of the meeting will be announced at a later date. As noted earlier, public hearings will be included on that meeting agenda.

**Public Comment**

None.

**Adjournment**

Motion (Lokemoen/Schwartzman) to adjourn. Carried. Adjourned at 4:27 P.M.

Minutes prepared and submitted by:

William N. Heideman, CMC, WCMC  
City Clerk