

1504120

**City of Merrill  
Board of Public Works  
Wednesday, March 25, 2015 at 4:00 P.M.  
City Hall Basement Conference Room, 1004 East First Street**

Members Present (4 of 5): Mayor Bill Bialecki (Chairperson), Street Commissioner Richard Lupton, Alderman Rob Norton and Alderman Peter Lokemoen. Alderman Ryan Schwartzman had an excused absence.

Others Present Included: City Administrator Dave Johnson, City Attorney Tom Hayden, Building Inspector/Zoning Administrator Darin Pagel, Alderwoman Kandy Peterson and City Clerk Bill Heideman.

**Call to order**

Mayor Bialecki called the meeting to order at 4:00 P.M.

**Vouchers**

The vouchers were in the meeting packet.

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

**Consider petition for direct annexation from Nortrax (Township of Pine River)**

The cost benefit analysis related to the requested annexation has been submitted and was included in the meeting packet.

Motion (Norton/Lokemoen) to recommend approving the annexation and referring this recommendation to the City Plan Commission. Carried.

**Consider M-2 2015 Sidewalk Maintenance Bids**

Building Inspector/Zoning Administrator Pagel had requested that this item be placed on the agenda. The bid tab report was distributed at the meeting. Three bids were received. The low bid of \$111,670 was received from S.D. Ellenbecker Inc.

1504121

Motion (Lokemoen/Lupton) to approve the bid from S.D. Ellenbecker Inc. (\$111,670) for the M-2-2015 Sidewalk Maintenance Project. Carried.

### **Consider relocating the Farmer's Market to the downtown area**

Mayor Bialecki had placed this item on the agenda. He explained that, due to concerns related to "wear and tear" on the lawn at Normal Park, consideration is being given to relocating the Farmer's Market to the downtown area. The area being considered is East Main Street, between Mill Street and Scott Street. While the Farmer's Market is being conducted, barricades would be placed to prohibit vehicular traffic through the area of the market.

After discussion, it was determined that no formal action on this item is necessary. The City will proceed with the steps necessary to relocate the Farmer's Market to the area discussed.

### **Wisconsin MS4 Storm Water permit and permit compliance**

Street Commissioner Lupton had requested that this item be placed on the agenda. He has prepared the annual MS4 Storm Water permit and permit compliance report and it will be submitted to the Wisconsin Department of Natural Resources (DNR) by the March 31<sup>st</sup> deadline. A copy of the report was in the meeting packet.

No action on this item was necessary, requested or taken.

### **Tandem axle dump truck (2) and dump box (2) bids**

Street Commissioner Lupton had requested that this item be placed on the agenda. The bid tab report was distributed at the meeting. Eight bids were received for the City purchase of two tandem axle truck chassis. Three bids were received for the City purchase of two stainless steel dump boxes.

The low bid for the purchase of the trucks was from V & H Trucks (bid price with trades = \$149,798). The low bid for the purchase of the chassis was from Monroe Truck Equipment, Inc. (bid price with options = \$61,288). Street Commissioner Lupton recommends approving the low bid for both purchases.

Motion (Lokemoen/Norton) to approve the bid from V & H Trucks (bid price with trades = \$149,798) for the City purchase of two tandem axle truck chassis and approve the bid from Monroe Truck Equipment, Inc. (bid price with options = \$61,288) for the City purchase of two stainless steel dump boxes. Carried.

Note: These purchases have already been budgeted. Therefore, no Common Council action is necessary.

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

The report was in the meeting packet.

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

The report was in the meeting packet. Building Inspector/Zoning Administrator Pagel reported that building demolition at 900 East First Street will occur within two weeks. Demolition of the house at 122 South Prospect Street is also pending.

Discussion was held on the precise location of sidewalk that will be installed on Memorial Drive as part of the M-2-2015 Sidewalk Maintenance Project.

In 2015, the Building Inspection department will be responsible for enforcing garbage related issues. The Police Department will be addressing issues related to potential “junk” vehicles.

**Monthly report – City Hall Maintenance Supervisor**

None.

**Monthly report from contracted engineering firms**

No reports were submitted.

**Next meeting**

Wednesday, April 29<sup>th</sup>, 2015 at 4:00 P.M. Note: Alderman Norton stated that, based on this meeting date and time, the Water and Sewer Committee meeting would be scheduled for Wednesday, April 29<sup>th</sup>, 2015 at 5:00 P.M.

**Public Comment**

None.

**Adjournment**

Motion (Lupton/Lokemoen) to adjourn. Carried. Adjourned at 4:28 P.M.

Minutes prepared and submitted by:

William N. Heideman, CMC, WCMC  
City Clerk