



**CITY OF MERRILL
BOARD OF PUBLIC WORKS**

MINUTES • WEDNESDAY NOVEMBER 18, 2015

Regular Meeting

City Hall Council Chambers

4:00 PM

1. Call to Order

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

Attendee Name	Title	Status	Arrived
Pete Lokemoen	Aldersperson - Second District	Present	
Ryan Schwartzman	Aldersperson - Third District	Present	
Rob Norton	Aldersperson - Seventh District	Present	
Bill Bialecki	Mayor	Present	
Dick Lupton	Street Commissioner	Present	

Other attendees included: City Administrator Dave Johnson, City Attorney Tom Hayden, Building Inspector/Zoning Administrator Darin Pagel, Finance Director Kathy Unertl, Alderman Dave Sukow, Kortney Pike, Roger Drewek, Bill Dinges, Marianne Dinges, Corey Zellner (arr. 4:05), Bryan Weckwerth and City Clerk Bill Heideman.

2. Preliminary items:

1. Vouchers

The vouchers were in the meeting packet.

Motion (Schwartzman/Lokemoen) to approve the vouchers.

RESULT: APPROVED

3. Other agenda items for consideration:

1. Request from Corey Zellner to discuss Street Department storm damage cleanup policies and procedures.

Street Commissioner Lupton reported on the Street Department policy related to charges for pickup of limbs/branches. Corey Zellner has received a bill for such a pickup, and Mr. Zellner has requested that those policies and procedures be discussed.

Street Commissioner Lupton provided details on this pickup and subsequent billing. Alderman Schwartzman stated that he sees no problem with the current policy.

No action was taken.

2. Request for traffic signage at the intersection of East Eighth Street and Hollywood Drive.

Street Commissioner Lupton reported that he had researched this and does not see the need for signage at this intersection. Alderman Schwartzman agreed with that assessment.

No action was taken.

3. Discuss future of former landfill site on Mathews Street (Wire Products property).

City Attorney Hayden stated that, in his opinion, no action is necessary at this time.

No action was taken.

4. Discuss snow removal in the East Side Business District.

Street Commissioner Lupton reported that the method of plowing and removing snow would be changed in certain areas downtown where angle parking has now been installed. In those areas, snow will be plowed to the side of the street before being picked up.

No action was taken.

5. Ordinance amending Code of Ordinances Section 18-122, related to Special Assessment Installment Payment procedures.

A copy of the proposed ordinance and related information were in the meeting packet.

The proposed ordinance would change the terms and conditions for the various special assessment payment plan options. Alderman Lokemoen stated that, in his opinion, the \$300 minimum amount to be eligible for a special assessment plan was a bit low. The current minimum is \$500. However, he was comfortable with the remaining proposed ordinance changes.

Motion (Lokemoen/Norton) to recommend approving the ordinance and forwarding it to the Common Council.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 12/8/2015 7:00 PM
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6. Ordinance amending Code of Ordinance Chapter 32, Article IV, Section 32-88(f)(1), related to bond refunds for street openings.

A copy of the proposed ordinance was in the meeting packet.

City Attorney Hayden reported that the proposed ordinance would add language to state that, if an entity has submitted a bond for a street opening and now wants that bond refunded, a written refund request from them would be required.

Motion (Lokemoen/Lupton) to recommend approving the ordinance and forwarding it to the Common Council.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 12/8/2015 7:00 PM
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4. Monthly Reports:

1. Street Commissioner Lupton

The monthly report was in the meeting packet.

2. Building Inspector/Zoning Administrator Pagel

The monthly report was in the meeting packet.

3. Consider placing monthly reports on file

Motion (Schwartzman/Lokemoen) to place the monthly reports on file.

RESULT:	PLACED ON FILE
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5. Establish date, time and location of next regular meeting

Wednesday, December 23rd, 2015 at 4:00 P.M., in the City Hall Common Council Chambers.

6. Public Comment Period

Alderman Dave Sukow complimented Street Commissioner Lupton and the entire Street Department for the high-quality work they performed when addressing a street issue recently.

Bill Dinges asked if policies related to mobile restaurants would be discussed. He was informed that this could be discussed at a future meeting.

Corey Zellner addressed the issue discussed earlier in meeting, regarding the bill he received from the City for brush pickup after storm damage. He stated that not everyone has access to the equipment necessary to haul limbs/brush to the landfill, so hauling to the landfill should not be the only option available. He reported that he has contacted other municipalities, and in most cases those municipalities will cleanup storm damage at no charge to the resident. He suggested that a "green" dump site should be established in the City.

7. Adjournment

Motion (Schwartzman/Lokemoen) to adjourn. Carried. Adjourned at 4:18 P.M.