

1302120

**City of Merrill  
Board of Public Works  
Wednesday, January 23, 2013 at 5:30 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 Steve Hass and Alderman John Burgener.

Others Present Included: City Administrator Dave Johnson, City Attorney Tom Hayden, Building Inspector/Zoning Administrator Darin Pagel, Police Chief Ken Neff, Alderwoman Kandy Peterson, Duane Pfister 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 continuation of Street Dept. fuel surcharge of 2 cents/gallon**

Information was in the meeting packet.

At a meeting on December 13<sup>th</sup>, 2005, the Common Council established a two cents per gallon fuel surcharge to recover costs of fueling system improvements.

At a meeting on May 10<sup>th</sup>, 2012, the Common Council authorized the repair and updating of the City fueling site to meet State of Wisconsin licensing requirements.

To facilitate continued maintenance/improvements at the fueling site, Finance/Technology Director Unertl is recommending formal action to continue the two cents per gallon surcharge.

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Motion (Hass/Burgener) to continue, for an indefinite period, the two cents per gallon surcharge on all fuel used by City vehicles. Carried.

### **Review winter parking policy and consider potential changes**

Alderman Hass had requested that this item be placed on the agenda. An e-mail from Alderman Hass was in the meeting packet, along with a copy of City of Merrill Code of Ordinances Section 36-85 (Winter Parking Restrictions).

In his e-mail, Alderman Hass cited two instances of a private snow removal firm parking their vehicles on City streets during snow emergencies, which impeded and slowed the Street Department's snow plowing efforts.

Police Chief Neff will write a letter to the owner of the snow removal firm, to inform him that the Board of Public Works has concerns related to vehicles parked on the street when the Street Department needs to plow snow. No formal action was taken.

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

The report was in the meeting packet. Street Commissioner Lupton reported that there have been no major concerns with winter-related equipment. One new Street Department employee has already started work, and another one will be starting in March.

### **Monthly report – Exterior Maintenance**

The report was in the meeting packet. Discussion was held on the report.

### **Monthly report – Northwinds Inspection**

The report was in the meeting packet.

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

No report submitted. Mayor Bialecki reported verbally that the City Hall second floor remodeling project continues.

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

No report(s) submitted.

### **Next meeting**

Wednesday, February 20<sup>th</sup>, 2013 at 5:30 P.M.

### **Public Comment**

None.

**Adjournment**

Motion (Hass/Burgener) to adjourn. Carried. Adjourned at 5:47 P.M.

Minutes prepared and submitted by:

William N. Heideman, WCMC  
City Clerk