

1307120

**City of Merrill
Board of Public Works
Wednesday, June 26, 2013 at 5:30 P.M.
City Hall Common Council Chambers, 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, Alderwoman Kandy Peterson, Alderman Dave Sukow, Mark Raymer, Ryan Peacock, Kortney Pike 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.

Alderman Hass requested that, in the future, the vouchers related to contracted engineering services be more specific, by indicating the project/work to which each voucher is related. Mayor Bialecki agreed with this, stating that just a number does not tell anyone anything.

Motion to approve the vouchers carried.

Petition to vacate portions of Arthur Street, Thomas Street and John Street

Information was in the meeting packet. A petition requesting the vacation of portions of Arthur Street, Thomas Street and John Street has been submitted. The petition is also scheduled to be considered by the City Plan Commission at a meeting on July 2nd, 2013.

City Attorney Hayden distributed three resolutions related to the request.

Building Inspector/Zoning Administrator Pagel reported that, if the vacations are approved, the result would be that the lot owned by one of the petitioners would be undevelopable.

A neighbor spoke from the audience, stating that he did not think this property owner, or her agent, were aware of this. Based on that, Building Inspector/Zoning Administrator Pagel recommended that no action be taken at this time. He also recommends that the agent for this property owner be contacted to inform her that her client's lot would be undevelopable if the vacations are approved.

No action was taken at this time. It was announced that the City Plan Commission will not consider the request until it can be ascertained that the property owners still want to proceed with the request.

Consider request from Mark Raymer for angle parking on Pine Street

Mark Raymer has submitted a request for the installation of six parking spots (angle parking) on North Pine Street, at 1502 West Main Street. This request was initially discussed at the April 24th, 2013 Board of Public Works meeting. At that meeting, no action was taken on the request. Information was included in the meeting packet.

Street Commissioner Lupton raised concerns that, if the request is granted, there would be problems with the ladder fire truck being able to turn onto the street. He bases these concerns on tests conducted by Fire Department personnel.

Building Inspector/Zoning Administrator Pagel asked Mark Raymer if he had considered parking on the opposite side of the street. Mark Raymer replied that he had considered it briefly, but had dismissed that idea as not being practical.

Alderman Malm stated that the City should be promoting development and that Mr. Raymer is willing to spend his own money on this project. Based on those facts, Alderman Malm urged that the request be granted if at all possible and if it does not compromise public safety. He suggested scheduling a meeting of "interested" parties at the site to discuss and conduct testing related to the request. The following would be asked to attend that meeting: Mark Raymer, Street Commissioner Lupton, Fire Chief Savone and City Administrator Johnson. The proposed meeting would be held sometime before the July Board of Public Works meeting.

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

Public Hearing (6:00 P.M.) - 2013 sidewalk maintenance project

City Attorney Hayden read the public hearing notice.

Motion (Hass/Malm) to open the public hearing. Carried.

Building Inspector/Zoning Administrator Pagel provided a verbal summary of the project. The area of the project is generally confined to the First Ward and Second Ward, east of Center Avenue. The project includes approximately 12,000 to 13,000 square feet of sidewalk. The project also includes curb, gutter and concrete for the parking lot on East Main Street (former Courtview Apartments site).

Project bids will be sought shortly, and the deadline for submitting bids will be July 23rd, 2013. If the project is approved, a final resolution related to it will be on the August Common Council meeting agenda.

Nobody spoke for or against the project or the resolution.

Motion (Hass/Malm) to close the public hearing. Carried.

1307121

Motion (Hass/Malm) to approve the 2013 sidewalk maintenance projects for an area generally confined to the First Ward and the Second Ward, east of Center Avenue, and also the project including curb, gutter and sidewalk for the parking lot on East Main Street (former Courtview Apartments site). Carried.

If the projects are approved at the July 9th, 2013 Common Council meeting, a final resolution on the projects will be prepared and included on the August 13th, 2013 Common Council meeting agenda.

Consider removal of street curb @ Center City Citgo, 105 S. Center Ave.

Information was in the meeting packet. City Administrator Johnson had requested that this item be placed on the agenda. He has received a request from the owner of Center City Citgo seeking permission to remove a ten foot area of street curb in front of Center City Citgo. The owner is making this request because removing the curb would enhance vehicle access to the business.

City Administrator Johnson stated the he contacted the Wisconsin Department of Transportation (DOT) to determine whether they have any concerns related to the request. The DOT replied that they have no major concerns.

Building Inspector/Zoning Administrator Pagel suggested that perhaps, if approved, this "project" could be included as part of the 2013 sidewalk maintenance program. If so, the property owner would be accessed 100% of the costs.

1307122

Motion (Hass/Lupton) to approve the removal of ten feet of street curb at Center City Citgo, 105 South Center Avenue, to enhance vehicle access to the business. If approved, the property owner would be 100% responsible for all costs associated with the removal. Carried.

Consider quotes for purchase of plow truck and associated equipment

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

He reported that five quotes have been received for the City purchase of a 2014 plow truck chassis and three quotes have been received for the City purchase of equipment to be used on the truck. Information on the quotes was in the meeting packet. Both the truck and the associated equipment are budgeted items.

Street Commissioner Lupton recommends approving the quote of \$78,814.04 from Quinlan's Equipment for the truck chassis and approving the quote of \$78,376.00 from Monroe Truck Equipment for the associated equipment.

1307123

Motion (Lupton/Hass) to approve the quote of \$78,814.04 from Quinlan's Equipment for the City purchase of a 2014 plow truck chassis and to approve the quote of \$78,376.00 from Monroe Truck Equipment for the City purchase of associated equipment for the truck. Carried.

Consider Town of Merrill offer to purchase 1988 bucket truck (amended agenda)

This item was part of an amended agenda. The Town of Merrill has submitted a written offer to purchase, for \$3,000, the 1988 Ford F350 Bucket Truck currently in the Street Department fleet.

Based on his research, Street Commissioner Lupton had determined that the offer is reasonable, and he recommends accepting the offer. The Street Department currently has two other trucks that can perform the same functions as the truck being considered for sale.

1307124

Motion (Hass/Burgener) to accept the offer from the Town of Merrill to purchase, for \$3,000, the 1988 Ford F350 Bucket Truck currently in the Street Department fleet. Carried.

Monthly report - Street Commissioner

The report was in the meeting packet. Building Inspector/Zoning Administrator Pagel thanked Street Commissioner Lupton and the Street Department for their prompt response when Street Department work is necessary at various properties.

Monthly report – Exterior Maintenance

The report was in the meeting packet.

Monthly report – Northwinds Inspection

The report was in the meeting packet.

Monthly report – City Hall Maintenance Supervisor

No report submitted.

Monthly report from contracted engineering firms

No report(s) submitted.

Next meeting

Wednesday, July 24th, 2013 at 5:30 P.M.

Public Comment

Alderman Sukow commented on the request from Mark Raymer discussed earlier in the meeting. Alderman Sukow recommended that, regardless of what decision(s) on the request, one parking spot on the east side of the street should be removed.

Mayor Bialecki asked Alderman Sukow if he was interested in attending the meeting at which Mr. Raymer's request will be discussed. Alderman Sukow agreed to attend.

Motion to convene in closed session

Motion (Hass/Malm) to convene in closed session pursuant to Wisconsin State Statutes 19.85 (1)(e), to deliberate the potential purchase of public property. Carried 4-0 on roll call vote.

Closed session – Consider purchase of public property

Convened in closed session at 6:25 P.M. Attending: Bialecki, Lupton, Hass, Burgener, Malm, Peterson, Sukow, Johnson, Hayden and Heideman.

City Attorney Hayden distributed a map and led discussion on the potential City purchase of a parcel of land on the City's east side. City Attorney Hayden was directed to continue discussion/negotiations on the potential purchase.

Adjournment

Motion (Hass/Burgener) to adjourn. Carried. Adjourned (from closed session) at 6:34 P.M.

Minutes prepared and submitted by:

William N. Heideman, CMC, WCMC
City Clerk