

1308120

**City of Merrill  
Board of Public Works  
Wednesday, July 24, 2013 at 5:30 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 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, Finance Director/Treasurer/Comptroller/RDA Secretary Kathy Unertl, Transit Director Rich Grenfell, Alderwoman Kandy Peterson, Alderman Dave Sukow, Alderman Rob Norton, Alderman Ryan Schwartzman, Eric Malm, Gene Bebel, Judy Woller, Mark Gebert, Lisa Gebert, Rickey Scott, Jim Wedemeyer, Phil Valitchka, 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 5:33 P.M.

**Vouchers**

The vouchers were in the meeting packet.

Motion (Hass/Burgener) to approve the vouchers, as presented. Carried.

**Petition to restore three parking spots in 100 block of Scott Street**

Information was in the meeting packet.

At a meeting on April 24<sup>th</sup>, 2013, the Board of Public Works considered an ordinance to delete two-hour parking in the 100 block of North Scott Street. After discussion at that meeting, the board recommended approval of the ordinance, with the amendment that two-hour parking would still be allowed on the west side of the 100 block of North Scott Street.

At a meeting on May 14<sup>th</sup>, 2013, the Common Council adopted the ordinance. The result was the loss of three parking spots.

A petition, signed by twelve merchants from either the 800 block of East First Street or the 700 block of East Second Street, has now been received. The petition requests that the three parking spots be restored, in order to encourage people to do business in this area.

Alderman Hass stated that consideration of removing the parking spots had been properly placed on the agendas of both the Board of Public Works and the Common Council, and that those agendas were properly posted. Therefore, it is his opinion that there is no need to revisit the issue. Alderman Burgener agreed.

No action was taken.

### **Consider request from Mark Raymer for angle parking on Pine Street**

This has been an ongoing issue, and was part of an amended agenda. Mark Raymer has submitted a request for the installation of six parking spots (angle parking) on North Pine Street, at 1502 West Main Street.

At a Board of Public Works meeting on June 24<sup>th</sup>, 2013, a decision was made to schedule a meeting of “interested” parties at the site to discuss and conduct testing related to the request. The following were asked to attend: Mark Raymer, Street Commissioner Lupton, Fire Chief Savone and City Administrator Johnson.

It was reported that the meeting had not yet occurred, but had been scheduled for July 30<sup>th</sup>. Therefore, consideration of the request will continue at the August Board of Public Works meeting.

No action was taken at this time.

### **River District Development Foundation - Alternate route to Council Grounds**

This was part of an amended agenda. Information was made available at the time the amended agenda was posted.

The River District Development Foundation of Merrill is proposing a temporary alternate route for the River Bend Trail, from Main Street to Council Grounds State Park.

Alderman Hass suggested that the River District Development Foundation of Merrill schedule a public hearing on the alternate route.

Mayor Bialecki suggested that all residents who live along the proposed alternate route be notified personally of any meetings and/or hearings associated with the alternate route.

It was suggested that the meetings/hearings could be held at the Smith Center in the Merrill Area Recreational Complex (MARC), since many residents who would be affected live near that facility. Mayor Bialecki stated that he was in favor of the river trail project, but not at City expense.

Phil Valitchka asked that the Board of Public Works co-host any meetings, given the fact that the route would affect City streets.

Judy Woller urged the Board of Public Works to co-host any meetings held, to demonstrate that the City is a partner in the trail development process.

A public informational meeting will be scheduled to provide input to the public, answer their questions and address concerns.

No action was taken at this time.

### **Clarify vouchers to be included in Board of Public Works meeting packets**

Finance Director/Treasurer/Comptroller/RDA Secretary Unertl had requested that this item be placed on the agenda. She is seeking clarification on which vouchers should be included in future Board of Public Works packets.

Mayor Bialecki responded that vouchers related to Parks and Recreation projects should be reviewed by the Parks and Recreation Commission. He also asked that a description of the project be indicated on the voucher, rather than just a project number or general geographic description. The Board of Public Works does not need to see vouchers related to the utilities, unless they involve street projects that the Board of Public Works also oversees.

No action was necessary, requested or taken.

### **Consider 2013 sidewalk project bids**

The bids for the 2013 sidewalk project were opened on July 23<sup>rd</sup>, 2013. Building Inspector/Zoning Administrator Pagel distributed information on the bids. Two bids were received. Building Inspector/Zoning Administrator Pagel recommends approving the bid of \$109,829 from Quality Concrete.

Alderman Malm suggested that, because only two bids were received, it might be beneficial to do some research to determine the reason(s) that no other potential bidders submitted bids.

### **1308121**

Motion (Hass/Burgener) to approve the bid of \$109,829 from Quality Concrete for the M-2-2013 Sidewalk Maintenance Project. Carried.

**Monthly report - Street Commissioner**

The report was in the meeting packet.

**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.

**Place monthly reports on file**

Motion (Hass/Malm) to place the monthly reports on file. Carried.

**Next meeting**

Wednesday, August 28<sup>th</sup>, 2013 at 5:30 P.M.

**Public Comment**

Rickey Scott, owner of Skipper's Restaurant, stated that, if people had known earlier that consideration was being given to removing three parking spaces on Scott Street, people would have attended meetings to voice their opinion before a decision was made. He also stated that Skipper's has added parking spaces, therefore the City removal of other spaces is counterproductive to his efforts to increase parking. He questioned the necessity of two bus stops within a block of each other, and suggested that there are alternate methods available to provide the handicapped access to a particular business.

Mark Gebert stated that he and his wife enjoy walking to Skipper's in the summer, but during winter they prefer to drive there. He surmised that people are only going to walk so far to get to a business, and if they are forced to park some distance away from the business, they will instead go elsewhere. Therefore, it is his opinion that the removal of the three parking spaces hurts the business community in that area.

**Adjournment**

Motion (Hass/Burgener) to adjourn. Carried. Adjourned at 6:20 P.M.

Minutes prepared and submitted by:

William N. Heideman, CMC, WCMC  
City Clerk