

1312120

**City of Merrill  
Board of Public Works  
Wednesday, December 4, 2013 at 5:30 P.M.  
City Hall Basement Conference Room, 1004 East First Street**

Members Present (4 of 5): Street Commissioner Richard Lupton, Alderman Steve Hass, Alderman John Burgener and Alderman Chris Malm (arr. 5:33).

Others Present Included: City Administrator Dave Johnson, City Attorney Tom Hayden, Building Inspector/Zoning Administrator Darin Pagel, Alderman Dave Sukow, David Drewek, Kate Drewek, Duane Pfister and City Clerk Bill Heideman. A student was in attendance to videotape the meeting for the Cable Access Channel.

**Call to order**

In the absence of Mayor Bialecki, Alderman Hass called the meeting to order at 5:30 P.M.

**Vouchers**

The vouchers were in the meeting packet.

City Administrator Johnson answered questions on two vouchers. Voucher #17406 was related to the new Walmart and Voucher #17408 was related to general engineering, surveying and architectural consulting related to North Pine Ridge Avenue and East Sixth Street.

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

**Request from Kate Drewek: Address stormwater issues @ 506 E. Riverside Ave.**

Information was in the meeting packet.

Kate Drewek reported that her and her husband, David, recently purchased a home at 506 East Riverside Avenue. She reported that there is one storm pipe that drains into their property. As a result, stormwater and other garbage collect on the Drewek's property. All other storm pipes in that area, except that one, drain into the Wisconsin River.

The Dreweks are concerned because the garbage is unsightly as well as posing a potential health hazard.

Alderman Hass suggested contacting the Wisconsin Department of Natural Resources DNR to help determine options to address this issue.

Street Commissioner Lupton was directed to contact the DNR to discuss this issue and evaluate options. Street Commissioner Lupton will submit his findings to a future meeting.

No formal action was taken at this time.

### **Options for selling Wittman Heights Subdivision lots**

Information was in the meeting packet.

Options for selling the City-owned lots in the Wittman Heights subdivision are being considered. City Administrator Johnson reported that, due to a lack of comparable sales in that area, a realtor was unable to place a reasonable value on the lots. Therefore, City staff recommends that the lots be advertised for sale by sealed bid.

Building Inspector/Zoning Administrator Pagel suggested contacting the City assessor to obtain proposed minimum bid(s) if the lots are sold by sealed bid.

City staff will contact the City assessor to obtain a reasonable value for the lots. City Attorney Hayden was directed to contact the League of Wisconsin Municipalities to determine the options for legally disposing of the lots. These findings will be submitted to the next meeting.

No formal action was taken at this time.

### **Resolution designating River Bend Trail part of City's transportation system**

A proposed resolution was in the meeting packet. The resolution would designate the River Bend Trail as part of the City's transportation system.

A map (referred to in the resolution as "Exhibit A") was distributed at the meeting.

City Administrator Johnson reported that, in order to be eligible for transportation grants, the City must make this designation. He stated that there would be no cost to the City if the resolution was adopted. He also said there would be no negative consequences to the City.

Motion (Lupton/Malm) to recommend adopting the resolution. Carried.

The proposed resolution will be on the December 10<sup>th</sup>, 2013 Common Council meeting agenda.

**Resolution designating Park & Rec. & Parks Dept. River Bend Trail managers**

A proposed resolution was in the meeting packet. The resolution would designate the Parks and Recreation Commission and the City Parks Department as managers of the River Bend Trail.

A map (referred to in the resolution as “Exhibit A”) was distributed at the meeting.

City Administrator Johnson reported that, if the resolution is adopted, the Parks and Recreation Commission and the Parks Department would be responsible for maintaining the trail. They would then bill the River Bend Trail Foundation, because the foundation has agreed to pay for maintaining the trail.

Alderman Hass and Alderman Burgener both stated that they have concerns related to maintenance costs in the future. They are fearful that, at some point, the River Bend Trail Foundation will be unwilling or unable to pay for trail maintenance, and the costs will be borne by City taxpayers. They both stated that they are not opposed to the trail, but they do have concerns related to cost.

It was suggested that this discussion continue at the next meeting. Representatives of the River Bend Trail Foundation and the Parks and Recreation Commission would be invited to that meeting to provide input and participate in the discussion.

No action was taken at this time.

**Consider month-by-month renewal of recycling contract with Schulz’s**

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

The City currently has had a recycling contract with Schulz’s Recycling Inc., but is in the process of implementing a new recycling program. Until the new program is in effect, Street Commissioner Lupton recommends that the contract with Schulz’s Recycling be extended on a month-by month basis. Schulz’s Recycling has agreed to this.

A copy of the proposed contract extension was in the meeting packet. City Attorney Hayden reported that the document has a few inconsistencies, but that he is comfortable with the concept and recommends the extension. He is confident that he can work out the details with Street Commissioner Lupton and Schulz’s Recycling.

Motion (Burgener/Malm) to recommend extending the month-by-month recycling contract with Schulz’s Recycling Inc. Carried.

Per City Attorney Hayden, no Common Council action on the motion is necessary.

**Consider disposing of two nonoperational portable steam boilers**

Street Commissioner Lupton had requested that this item be placed on the agenda. He reported that the Street Department is in possession of two nonoperational portable steam boilers. They have both been condemned and their only value would be for scrap.

Motion (Burgener/Malm) to authorize Street Commissioner Lupton to dispose of, for scrap, the two nonoperational portable steam boilers. Carried.

Per City Attorney Hayden, no Common Council action on the motion is necessary.

**Monthly report - Street Commissioner**

The report was in the meeting packet. Street Commissioner Lupton reported that Christmas decorations are in place for the Christmas season.

**Monthly report – Exterior Maintenance**

The report was in the meeting packet. Building Inspector/Zoning Administrator Pagel noted that several exterior maintenance issues have been addressed and resolved in the last month.

**Monthly report – Northwinds Inspection**

The report was in the meeting packet. Building Inspector/Zoning Administrator Pagel reported that he is working on several cross-connection issues.

**Monthly report – City Hall Maintenance Supervisor**

No written report was submitted, and City Hall Maintenance Supervisor Vanderkam was not at the meeting. Alderman Hass suggested that, in the future, City Hall Maintenance Supervisor Vanderkam be directed to submit a written monthly report.

**Monthly report from contracted engineering firms**

No report(s) submitted.

**Place monthly reports on file**

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

**Next meeting**

Wednesday, January 22<sup>nd</sup>, 2014 at 5:30 P.M.

**Public Comment**

Duane Pfister agreed with the comments made by Alderman Hass and Alderman Burgener regarding the maintenance of the River Bend Trail. He added that, in his opinion, funds for maintaining the trail should be a part of the City budget.

Duane Pfister also urged that steps be taken to ensure that the land that the City acquired for the River Bend Trail is covered under insurance.

Building Inspector/Zoning Administrator Pagel reported that the unimproved lots on Alexander Street currently have a value of approximately \$14,000.

**Adjournment**

Motion (Burgener/Malm) to adjourn. Carried. Adjourned at 6:28 P.M.

Minutes prepared and submitted by:

William N. Heideman, CMC, WCMC  
City Clerk