

**City of Merrill  
Committee of the Whole  
Wednesday, August 13, 2014 at 5:30 P.M.  
City Hall Common Council Chambers  
1004 East First Street**

Committee of the Whole members present (8 of 9): Mayor Bill Bialecki, Alderman Peter Lokemoen (Second District), Alderman Ryan Schwartzman (Third District), Alderwoman Kandy Peterson (Fourth District), Alderman John Burgener (Fifth District), Alderman Dave Sukow (Sixth District), Alderman Rob Norton (Seventh District) and Alderman Tim Meehean (Eighth District). Alderman Chris Malm (First District) had an excused absence.

Other attendees included: City Administrator Dave Johnson, City Attorney Tom Hayden, Utility Superintendent Kim Kriewald, Street Commissioner Richard Lupton, Airport Manager/FBO John Miller (arr. 5:43), Building Inspector/Zoning Administrator Darin Pagel, Fire Chief Dave Savone (arr. 5:47), Finance Director Kathy Unertl, City Hall Maintenance Supervisor Ramona Vanderkam, Parks and Recreation Director Dan Wendorf (arr. 5:55), Police Captain Corey Bennett, Lincoln County Community Development Educator Art Lersch, Tammy Saal, Kate Drewek, Jared Haas, Mike Saal (arr. 6:14) 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 5:30 P.M.

**Public Comment**

None.

**Consider strategic planning document**

The draft strategic planning document was in the meeting packet.

Lincoln County Community Development Educator Lersch commented that the strategic planning document that he prepared includes several benchmarks that can be used to measure progress. He issued a reminder that the document is a framework only, and that the plan will evolve over time as things change and circumstances dictate.

Motion (Sukow/Norton) to approve the document as presented. Carried.

A resolution related to the document will be considered by the Common Council at their meeting on September 9<sup>th</sup>, 2014.

### **Consider bids for West First Street Utilities Improvements**

City Administrator Johnson reported that four bids were received and that the bids were opened on August 11<sup>th</sup>.

Becher-Hoppe Engineering and City staff recommend approval of the low bid of \$111,198 from Steen Construction, Inc.

Alderman Norton stated that he would prefer approval of the bid of \$124,909.50 from Merrill Gravel and Construction Co. Inc. He noted that, although this is not the lowest bid (second lowest), he supports this bid because it is from a local company, and part of the reason he was elected was to support local businesses. Alderman Lokemoen responded that he recalled an incident years ago when the lowest bid was not approved, and it led to companies refusing to submit future bids.

**140892**

Motion (Sukow/Peterson) to approve the bid of \$111,198 from Steen Construction, Inc. Carried.

### **Water & Sewer Committee recommendations re: cross-connection services**

City Administrator Johnson reported that the Wisconsin Department of Natural Resources (DNR) has informed the City that the City has not been conducting cross-connection inspections in a timely manner. The City has informed the DNR that the City conducts inspections predominantly in the winter months, while concentrating on building exterior maintenance issues during the warmer weather. The DNR has replied that this is not satisfactory.

Based on this, Utility Superintendent Kriewald has discussed this with officials from HydroDesigns Inc., a company that provides cross-connection services. As a result of that discussion, HydroDesigns Inc. has submitted a proposal and professional services agreement for consideration. The agreement would be for five-years, with a monthly City cost of \$1,340, for a total cost of \$80,400.

Alderman Schwartzman and Alderman Sukow stated that, before an agreement is approved, they would like to be informed of the funding source to pay for it.

**140991**

Motion (Sukow/Norton) to approve the proposal and professional services agreement with HydroDesigns Inc. for cross-connection control services. The monthly City cost would be \$1,340, for a total of \$80,400 for the five-year duration of the agreement.

Motion (Meehean/Schwartzman) to add language to the motion that, prior to the agreement being approved, the funding source to pay for the agreement is to be determined and documented.

It was agreed that the motion to amend would be incorporated into the original motion.

The motion, as amended, carried.

**Presentation of GIS capabilities**

Kate Drewek, City GIS Specialist, and Jared Haas, Lincoln County Land Information, gave a presentation on the capabilities of the Geographic Information System (GIS).

No action was taken.

**Adjournment**

Motion (Burgener/Norton) to adjourn. Carried. Adjourned at 6:26 P.M.

Minutes prepared and submitted by:

William N. Heideman, CMC, WCMC  
City Clerk