



CITY OF MERRILL
BOARD OF PUBLIC WORKS
MINUTES • WEDNESDAY APRIL 27, 2016

Regular Meeting

City Hall Council Chambers

4:00 PM

1. Call to Order

Mayor Bialecki called the meeting to order at 4:00 P.M.

Attendee Name	Title	Status	Arrived
Pete Lokemoen	Aldersperson - Second District	Present	
Ryan Schwartzman	Aldersperson - Third District	Present	
Rob Norton	Aldersperson - Seventh District	Present	
Bill Bialecki	Mayor	Present	

Also in attendance: City Administrator Dave Johnson, Public Works Director/City Engineer Rod Akey, Building Inspector/Zoning Administrator Darin Pagel, City Attorney Tom Hayden, Finance Director Kathy Unertl, Street Superintendent Dustin Bonack, Alderwoman Kandy Peterson (arr. 4:30), Alderman John Burgener (arr. 4:40), Bill Zeitz, Duane Pfister and City Clerk Bill Heideman.

2. Preliminary items:

1. Vouchers

Motion (Schwartzman/Lokemoen) to approve.

RESULT: APPROVED

3. Other agenda items for consideration:

1. Continue consideration of appeal from Joseph Florian on bill he received for Street Department weed & grass cutting at 207 N. State St.

City Attorney Hayden reported that his research indicates that Joseph Florian was notified and had opportunity to pick up the certified mail that the City sent him regarding this issue. However, he apparently did not pick up that letter.

Motion (Schwartzman/Lokemoen) to disallow.

RESULT: DISALLOWED

2. Request from Bill Zeitz for \$85 reimbursement related to destruction of political sign.

Bill Zeitz appeared before the board and provided reasons for his refund request. He is requesting a refund because his political sign was removed from City right-of-way and subsequently destroyed.

Motion (Lokemoen/Norton) to disallow.

RESULT: DISALLOWED

- 3. Appeal by Tom Miller of \$100 invoice for Street Department snow shoveling at 703 S. Center Avenue on January 22, 2016.

Motion (Schwartzman/Lokemoen) to disallow.

RESULT: DISALLOWED

- 4. Review and discuss Code of Ordinances 32.91(c), related to placing snow on streets, and discuss memo from City Attorney Hayden on this issue.

City Attorney Hayden explained that, at this time, he would not favor amending the existing ordinance. The ordinance allows the placing of snow in the street as long as it does not impede traffic or reduce vision.

Alderman Lokemoen stated that he was not aware of any issues related to the existing ordinance.

No action was taken. It was suggested that the best course of action would be to enforce the existing ordinance.

- 5. Garbage Truck Bids received (Summary to be handed out at meeting)

Because this purchase has already been budgeted, no Common Council action is necessary.

Motion (Lokemoen/Schwartzman) to approve the bid of \$150,737 from McNeilus Truck and Manufacturing.

RESULT: APPROVED

- 6. Compact Track Loader bids due 4-28-16

Public Works Director/City Engineer Akey requested that, in the interest of time, he be allowed to use his discretion to select and recommend a bid. Without objection, he was granted that authorization.

No formal action was taken.

- 7. Eugene Street Reconstruction bids due 4-28-16

Public Works Director/City Engineer Akey requested authorization to bring the bids and any recommendation directly to the May 10th, 2016 Common Council meeting. Without objection, he was granted that authorization.

No formal action was taken.

RESULT: REFERRED TO COUNCIL **Next: 5/10/2016 7:00 PM**

- 8. Possible street work for 2017

Public Works Director/City Engineer Akey distributed a list of prospective 2017 street projects. Discussion was held on the projects on the list, as well as other projects. It was agreed that the list could change, based on financial circumstances and urgency of project. Finance Director Unertl suggested a five-year street project plan, in order to help determine what will be fiscally possible to accomplish.

No action taken.

9. Potential sale of multiple parcels of real estate in the vicinity of Alexander Street.

Public Works Director/City Engineer Akey distributed information. City Administrator Johnson announced that, if the sale of any of this land is approved, it would be necessary to accept bids. He added that one person has already expressed an interest in purchasing land in this area.

Motion (Norton/Schwartzman) to authorize Public Works Director/City Engineer Akey to prepare and distribute Request for Proposal (RFP) documents for potential land sale(s).

RESULT: APPROVED

10. Resolution authorizing the vacation of an alley located in Lot Two, Block Four of the original plat of Jenny (near the former Lincoln House site)

At a meeting on May 3rd, 2016, the City Plan Commission will also consider this alley vacation and associated resolution.

Motion (Lokemoen/Schwartzman) to recommend approval.

RESULT: APPROVED

11. Resolution authorizing the vacation of a part of Meadow Lane

At a meeting on May 3rd, 2016, the City Plan Commission will also consider this street vacation and associated resolution.

Motion (Schwartzman/Lokemoen) to recommend approval.

RESULT: APPROVED

12. Ordinance amending Chapter 2, Article IV, Section 2-81, to assign duties related to parking to the Board of Public Works.

Motion (Lokemoen/Schwartzman) to approve.

RESULT: APPROVED & SENT TO COUNCIL

Next: 5/10/2016 7:00 PM

13. Ordinance amending Chapter 113, Article VI, Section 113-168, related to off-street parking restrictions in residential areas

City Attorney Hayden provided details on the ordinance. He added that, in his opinion, the draft ordinance is ready to be considered for adoption, as he is not aware of any way it could be improved.

Alderman Lokemoen suggested that language related to City officials filing complaints be added to the draft ordinance.

City Attorney Hayden will continue “tweaking” the draft ordinance. He urged anyone with further potential ordinance amendments to contact him. No action was taken at this time.

4. Monthly Reports:

1. Building Inspector/Zoning Administrator Pagel

The annual concrete maintenance contract has been received.

2. Public Works Director/City Engineer Akey

The bidding process for certain projects is ongoing. There is a possibility of a special Common Council meeting to approve some project bids.

5. Establish date, time and location of next regular meeting

Wednesday, May 25th, 2016 at 4:00 P.M., in the City Hall Common Council Chambers.

6. Public Comment Period

None.

7. Adjournment

Motion (Schwartzman/Lokemoen) to adjourn. Carried. Adjourned at 4:55 P.M.