



**CITY OF MERRILL**  
**BOARD OF PUBLIC WORKS**  
**MINUTES • WEDNESDAY MAY 25, 2016**

**Regular Meeting**

**City Hall Council Chambers**

**4:00 PM**

1. Call to Order

Mayor Bialecki called the meeting to order at 5:00 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, City Attorney Tom Hayden, Public Works Director/City Engineer Rod Akey, Street Superintendent Dustin Bonack, Building Inspector/Zoning Administrator Darin Pagel, Finance Director Kathy Unertl, Utility Superintendent Kim Kriewald, Police Chef Ken Neff, Alderwoman Kandy Peterson, 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. Consider Street Use Permit Applications from Ott's Garage Teen Center, 805 E. Main Street, on August 11th & August 19th, 2016. The Board of Public Works recommends approval.

Motion (Lokemoen/Norton) to approve.

**RESULT: APPROVED & SENT TO COUNCIL** **Next: 6/14/2016 7:00 PM**

2. Discuss transfer of duties of the Tree Board to the Park & Recreation Commission

Mayor Bialecki reported that the Tree Board was formed in about the year 2000, but has seldom had meetings since. City staff is recommending that the Tree Board be eliminated. Based on this recommendation, it would be necessary to transfer the duties and responsibilities of the Tree Board. It was mentioned that the Parks and Recreation Commission is currently responsible for the oversight of trees on public property, and it was also noted that the Parks and Recreation Director also holds the title of City Forester.

Motion (Norton/Schwartzman) to transfer all the duties and responsibilities of the Tree Board to the Parks and Recreation Commission and/or the City Forester.

<b>RESULT:</b>	<b>APPROVED</b>
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### 3. East Sixth Street Reconstruction bids due 5-23-16

Six bids were received. Public Works Director/City Engineer Akey reported that the low bidder was Ruotsala Concrete Construction. He researched that company and also contacted them to ensure that they were a reputable firm and that they were comfortable with their bid. Based on that research and discussion, Public Works Director/City Engineer Akey recommends approving the bid of \$917,262 from Ruotsala Concrete Construction.

Motion (Schwartzman/Lokemoen) to approve the bid of \$917,262 from Ruotsala Concrete Construction, Ironwood, MI.

<b>RESULT:</b>	<b>APPROVED &amp; SENT TO COUNCIL</b>	<b>Next: 6/14/2016 7:00 PM</b>
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### 4. Discuss Merrill Festival Grounds proposed land swap with the Lincoln County Humane Society

City Administrator Johnson reported that the Lincoln County Humane Society plans on installing a fence near their facility to accommodate a dog park. If it is installed, it would physically interfere with several events at the Merrill Festival Grounds. Based on this, City staff is proposed a trade of land between the City and the Humane Society. City Administrator Johnson added that, at this time, he is only seeking approval of a "conceptual" land swap. A overhead photo of the area was distributed.

Under this conceptual plan, the same amount of land would be traded. City Administrator Johnson indicated that, at this time, no type of swap has yet been approved by the Humane Society.

Motion (Lokemoen/Norton) to approve further negotiations with the Lincoln County Humane Society on a potential land swap.

<b>RESULT:</b>	<b>APPROVED</b>
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### 5. Ordinance Amending Chapter 113, Article VI, Section 113-168 Off-Street Parking Restrictions in Residential Areas

City Attorney Hayden provided verbal details on the a draft ordinance, which was included in the meeting packet.

Enforcement seems to be the problem, specifically the timeliness of enforcement, given the amount of time it takes for cases to move through the court system.

Alderman Lokemoen stated that other cities have implemented similar ordinances, and he sees no reason that Merrill cannot create and approve one as well.

City Attorney Hayden and Alderman Lokemoen will continue to work on the draft ordinance. This issue will be on the next Board of Public Works meeting agenda.

**RESULT:****REFERRED TO BPW****Next: 6/29/2016 4:00 PM****4. Monthly Reports:****1. Building Inspector/Zoning Administrator Pagel**

The report was in the meeting packet.

Building Inspector/Zoning Administrator Pagel reported that he has been working on several complaints related to garbage in yards. Sidewalk work for 2016 is scheduled to begin in about a week.

**2. Public Works Director/City Engineer Akey**

The report was in the meeting packet.

Public Works Director/City Engineer Akey reported that work at the Merrill Festival Grounds continues. Curb and gutter will be installed on Eugene Street as part of that project. Bids on the East Sixth Street project have been received and opened. Bids on the Park Street project are due soon.

Street marking was discussed.

**3. Consider placing monthly reports on file**

Motion (Schwartzman/Lokemoen) to place the monthly reports on file.

**RESULT:****PLACED ON FILE****5. Establish date, time and location of next regular meeting**

Wednesday, June 29<sup>th</sup>, 2016 at 4:00 P.M. in the City Hall Common Council Chambers.

**6. Public Comment Period**

None.

**7. Adjournment**

Motion (Schwartzman/Norton) to adjourn. Carried. Adjourned at 4:35 P.M.