



**CITY OF MERRILL  
BOARD OF PUBLIC WORKS**

**MINUTES • THURSDAY SEPTEMBER 29, 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, Street Superintendent Dustin Bonack, City Attorney Tom Hayden, Finance Director Kathy Unertl, Police Chief Ken Neff, Alderwoman Mary Ball, Alderman John Burgener (arr. 4:33) and City Clerk Bill Heideman. A representative from the Cable Access Channel was present to videotape the meeting.

2. Preliminary items:

1. Vouchers

Motion (Schwartzman/Norton) to approve.

**RESULT: APPROVED**

3. Other agenda items for consideration:

1. Request for proposals (RFP) response on potential sale of city property at 300 S. Alexander Street. The Board of Public Works recommends approving the \$10,000 offer from C&D Excavating, LLC and DC Disposal.

One response was received to the Request for Proposal (RFP) documents sent by the City. This was a single, joint offer of \$10,000 from C&D Excavating, LLC and DC Disposal. If they purchase the property, it would be developed by both businesses. At this time, there is no development plan beyond stating that their intent is to erect a 5,000 square feet (or more) building for use by both businesses.

Alderman Lokemoen suggested that the sale may need to be contingent on the property being rezoned.

Motion (Lokemoen/Schwartzman) to approve the offer received.

**RESULT: APPROVED & SENT TO COUNCIL**      **Next: 10/11/2016 7:00 PM**

2. Consider request to take the following bids directly to the Common Council for consideration at the October 11th, 2016 meeting: Meadow Lane - bid due October 4th, City lots paving - bid due October 6th and Parks ADA project paving - bid due October 6th.

Motion (Schwartzman/Lokemoen) to approve the request.

|                |                 |
|----------------|-----------------|
| <b>RESULT:</b> | <b>APPROVED</b> |
|----------------|-----------------|

3. Draft agreement from the State of Wisconsin - Department of Transportation for a proposed connecting highway change for the city to take over Grand Avenue from Marc Drive to Champagne Street. The Board of Public Works recommends approval.

Public Works Director/City Engineer Akey reported. Although the State of Wisconsin has indicated that this transfer would be advantageous to the City when applying for future grants, the state did not specify any actual dollar amount that the City could realize as a result of the agreement.

The pros and cons of the agreement were discussed.

Motion (Norton/Schwartzman) to approve the draft agreement.

|                |                                       |                                 |
|----------------|---------------------------------------|---------------------------------|
| <b>RESULT:</b> | <b>APPROVED &amp; SENT TO COUNCIL</b> | <b>Next: 10/11/2016 7:00 PM</b> |
|----------------|---------------------------------------|---------------------------------|

4. Consider placing flashing pedestrian crossing lights at various intersections. The Board of Public Works recommends purchasing, from Carmanah, three pairs of R920 rectangular rapid flashing beacons. The three pairs would be installed at the intersection of Sales Street and East Main Street, at the intersection of Center Avenue and East Sixth Street and at the intersection of West Main Street and State Street.

The meeting packet contained information on pedestrian crossing lights. Police Chief Neff reported that, with school in session, the intersection at Sales Street and East Main Street is very busy. Crossing lights could eliminate the necessity of a crossing guard at this intersection.

Mayor Bialecki suggested that the intersection at West Main Street and State Street also be given consideration for crossing lights.

Police Chief Neff reported that the Police Department will increase their efforts to provide public education and awareness on vehicular traffic yielding to pedestrians at crosswalks.

The approximate cost of a pair of crossing lights is \$8,100, but the cost could be reduced somewhat by not purchasing all the accessories.

Motion (Norton/Schwartzman) to purchase, from Carmanah, three pairs of R920 rectangular rapid flashing beacons. The three pairs would be installed at the intersection of Sales Street and East Main Street, at the intersection of Center Avenue and East Sixth Street and at the intersection of West Main Street and State Street.

|                |                                       |                                 |
|----------------|---------------------------------------|---------------------------------|
| <b>RESULT:</b> | <b>APPROVED &amp; SENT TO COUNCIL</b> | <b>Next: 10/11/2016 7:00 PM</b> |
|----------------|---------------------------------------|---------------------------------|

5. Discussion on having a city-wide brush pickup twice a year.

Street Superintendent Bonack is suggesting that the Street Department implement a new brush pickup policy, in which brush would be picked up by the Street Department twice a year. He suggested early spring and late fall as times to schedule this pickup.

Motion (Norton/Schwartzman) to implement a new brush pickup policy, with brush pickup occurring two times a year.

**RESULT: APPROVED**

**6. Review 2017 proposed construction project list.**

Public Works Director/City Engineer Akey led the discussion. Mayor Bialecki suggested the East Tenth Street project (Sales Street to Memorial Drive), to replace the East Sixth Street project. Various other projects were suggested and discussed.

Research and staff discussion on the projects will continue. The projects will be discussed as part of the Committee of the Whole 2017 Budget meeting on October 21<sup>st</sup>.

No action was taken at this time.

**4. Monthly Reports:**

**1. Building Inspector/Zoning Administrator Pagel**

There was no written report this month.

Building Inspector/Zoning Administrator Pagel reported that fiscal issues related to the 2016 sidewalk maintenance project are being addressed.

Several demolitions are proceeding.

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

Public Works Director/City Engineer Akey reported on several current projects. Parking lot paving and chip sealing are ongoing.

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

Motion (Schwartzman/Lokemoen) to place on file.

**RESULT: PLACED ON FILE**

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

Wednesday, October 26<sup>th</sup>, 2016 in the City Hall Common Council Chambers.

**6. Public Comment Period**

Alderswoman Ball remarked that she thought the new brush pickup policy would be beneficial.

**7. Adjournment**

Motion (Schwartzman/Lokemoen) to adjourn. Carried. Adjourned at 4:41 P.M.