



CITY OF MERRILL
BOARD OF PUBLIC WORKS

MINUTES • WEDNESDAY JANUARY 25, 2017

Regular Meeting City Hall Council Chambers 5:30 PM

1. Call to Order

Mayor Bialecki called the meeting to order at 5:00 P.M.

Table with 4 columns: Attendee Name, Title, Status, Arrived. Rows include Pete Lokemoen, Ryan Schwartzman, Rob Norton, and Bill Bialecki.

Also in attendance: City Administrator Dave Johnson, Public Works Director/City Engineer Rod Akey, Street Superintendent Dustin Bonack, Building Inspector/Zoning Administrator Darin Pagel, City Attorney Tom Hayden, Finance Director Kathy Unertl, Alderwoman Kandy Peterson, Alderwoman Mary Ball, Linda Becker, Greg Eichelkraut, Sandy Gipple, Matt Hanson, Tom Fox, Dave Sukow, Diane Thoune, David Johns, Heather O'Neill, Kathy Palazzo, Kortney Pike, Julie Beversdorf-Krizan, Kevin Lange, Leah Nelson, Troy Nelson, Donna Dietrich, Gary Dietrich, Jody Lokemoen, Greg Hehling, Jay Lokemoen, Hollie Haskins, Dave Olson, Franklin Thomaschefskey and City Clerk Bill Heideman.

2. Preliminary items:

1. Vouchers

Motion (Schwartzman/Norton) to approve.

RESULT: APPROVED

3. Other agenda items for consideration:

1. City Band request for temporary parking on band concert nights (Wednesdays).

Information from the City Band was distributed. This issue will be considered at the February Board of Public Works meeting. No action taken at this time.

2. Request for Code of Ordinances variance to not install curb and gutter when resurfacing Rio Grande Drive in 2017.

Alderman Lokemoen reported that it would be more cost-effective to resurface Rio Grande Drive, but to not install curb and gutter. This would require a "variance" to the ordinance pertaining to street projects.

Motion (Lokemoen/Norton) to approve.

RESULT: APPROVED & SENT TO COUNCIL Next: 2/14/2017 7:00 PM

3. Place "No Truck Route" signs on Cottage Street and Taylor Street.

Alderman Norton remarked that adequate signage/painting is critical on streets that are designated as “truck routes”, as well as for streets that are not truck routes.

This issue will be on the agenda of the February Board of Public Works meeting. No action was taken at this time.

4. Alley repair policy.

Public Works Director/City Engineer Akey stated that he had requested this agenda item to clarify the definition of an “improved” alley. He wants to ensure that the current policy is being followed.

Alderman Lokemoen suggested continuation of the current policy of not repairing any alleys that have not been “opened up”.

No action was taken.

5. Mini excavator bids.

Public Works Director/City Engineer Akey reviewed the bids. He recommends approving the \$65,650 bid from Fabick Cat.

Alderman Schwartzman requested that floor privileges be granted to representatives of Nortrax. Without objection, it was so ordered.

Representing Nortrax, Tom Fox and Matt Hanson asked questions and expressed their concerns with the bidding process.

Alderman Lokemoen stated that he does not have extensive knowledge of equipment, and would therefore concur with the recommendation made by City staff. Mayor Bialecki agreed, stating that he would also concur with the City staff recommendation.

Public Works Director/City Engineer Akey stated that City employees tested the various machines and preferred the Fabick Cat.

Motion (Lokemoen/Schwartzman) to approve the bid of \$65,650 from Fabick Cat.

RESULT:	APPROVED
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6. Dozer bids.

Public Works Director/City Engineer Akey reviewed the bids. He recommends approving the \$97,389 bid from Fabick Cat.

Motion (Lokemoen/Schwartzman) to approve the bid of \$97,389 from Fabick Cat.

RESULT:	APPROVED
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7. "No parking" restrictions at the intersection of West Main Street and State Street.

Public Works Director/City Engineer Akey recommends that painting and signage be used to highlight places in this area where parking is prohibited
No action was necessary, requested or taken.

8. Stop sign/street sign combo bracket.

Street Superintendent Bonack reported that using a bracket to create combination stop signs/street signs would result in cost savings. The Street Department was authorized to implement the installation of these combo units.

9. Fence replacement on N. Center Avenue, north of Pine Ridge Restaurant, on the west side of the street.

Public Works Director/City Engineer Akey reported that this fence needs replacing. It was initially put up by the state. Public Works Director/City Engineer Akey will be contacting the state to discuss options.

No action was necessary, requested or taken.

10. Options for snow plowing/removal in downtown angle parking locations.

Sandy Gipple (owner of Images) stated that, in her opinion, the current snowplowing process downtown is dangerous, with people constantly getting stuck or falling. She is not in favor of the angle-parking.

It was suggested that temporary parallel parking signs could be erected, but that might just lead confusion.

It was decided to seek input and reevaluate the current process. There does not seem to be a viable solution at this time, and no action was taken.

11. Recommendation from December 7, 2016 Parks and Recreation Commission meeting to locate the skate park on existing parking area south of 1105 East Main Street.

Mayor Bialecki had requested that he be allowed to change the order of agenda items, and consider this agenda item immediately after the vouchers were considered. Without objection it was so ordered.

Motion (Lokemoen/Schwartzman) to refer back to the Parks and Recreation Commission, along with a statement that the Board of Public Works does not approve the currently proposed skate park location. Carried.

12. Re-evaluate/adjust 2017 Capital Improvement Project List (Center Avenue, from O'Day Street to Center Avenue bridge and from East Second Street to County Road G.

This item was part of an amended agenda. The order of agenda items was changed, so this item was considered immediately after the skate park location agenda item.

Due to the extensive deterioration of the surface of Center Avenue, Public Works Director/City Engineer Akey is recommending that a project to resurface and install curb and gutter (as needed) on Center Avenue (O'Day Street to County Highway G) be added to the 2017 project list. He also recommends that the following four projects be removed from the 2017 project list: East Sixth Street (Sales Street to Memorial Drive), East Sixth Street (Memorial Drive to Johnson Street), Thielman Street (Memorial Drive to Gem Street) and East Tenth Street (Sales Street to Memorial Drive). If these projects are removed from the 2017 project list, they would be considered again in 2018. Alderman Lokemoen and Alderman Schwartzman agree with these recommendations. Mayor Bialecki stated that would be in favor of also removing the Thielman Street (Memorial Drive to Gem Street) project from the 2017 project list.

Motion (Lokemoen/Norton) to adjust the project list by adding the Center Avenue (O'Day Street to County Highway G) project (Option 2) and removing the East Sixth Street (Sales Street to Memorial Drive), East Sixth Street (Memorial Drive to Johnson Street), Thielman Street (Memorial Drive to Gem Street) and East Tenth Street (Sales Street to Memorial Drive) projects.

RESULT:	APPROVED
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4. Public Hearings on the following projects (6:00 P.M.):

1. Poplar Street (East Fifth Street to East Sixth Street)

City Attorney Hayden read an "abbreviated" version of the public hearing notice.

Motion (Schwartzman/Lokemoen) to open the public hearings. Carried.

Julie Beversdorf-Krizan stated she was not in favor of replacing the curb and gutter, as she feels that there is nothing wrong with the existing curb and gutter.

Alderman Lokemoen read a letter from Kelly Davenport, who is also not in favor of curb and gutter replacement.

Alderman Lokemoen suggested that an inspection of the curb and gutter be done when weather permits. If it is determined that the curb and gutter do not need replacement, that portion of the project could be removed.

Motion (Norton/Lokemoen) to approve.

RESULT:	APPROVED
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2. Chestnut Street (East Sixth Street to East Eighth Street)

Kevin Lange asked whether the project would include tree removal. He was told the project would include tree removal.

Motion (Schwartzman/Lokemoen) to approve.

RESULT: APPROVED

3. Highland Drive (entire length), Edgewater Drive (West Grand Avenue to Highland Drive)

Gary Dietrich asked questions related to the special assessment for blacktopping. He was told that the assessment will be based on linear feet. Mr. Dietrich stated that he currently has well water. Alderman Lokemoen replied that, if the project is approved, Mr. Dietrich would receive City utilities.

Jody Lokemoen asked what determined that this project was being proposed. Alderman Lokemoen responded with historical information on the proposed project. Public Works Director/City Engineer remarked that, if the project is approved, upon completion it will improve the value of her property.

Jody Lokemoen asked if the project would be bid. She would told that it would be.

Jody Lokemoen then asked several questions and received answers related to the City's Special Assessment Plans.

Motion (Schwartzman/Norton) to approve.

RESULT: APPROVED

4. Francis Drive (East Sixth Street to East Eighth Street)

Nobody spoke during the public hearing on this project.

Motion (Schwartzman/Norton) to approve.

RESULT: APPROVED

5. Hollywood Drive (East Eighth Street to East Tenth Street)

Franklin Thomaschfsky asked a question related to the grade. He was told that the grade might be slightly different as a result of the project. He then asked when the project would begin, and was told that summer projects usually begin about the third week in June.

Motion (Norton/Schwartzman) to close the public hearings. Carried.

At 6:25 P.M., Mayor Bialecki announced a recess. He called the meeting back to order at 6:33 P.M.

Motion (Schwartzman/Lokemoen) to approve.

RESULT: APPROVED

6. East Tenth Street (North Sales Street to North Memorial Drive)

Earlier in the meeting this project was removed from the 2017 project list.

5. Monthly Reports:
 1. Building Inspector/Zoning Administrator Pagel
The report was in the meeting packet.
 2. Public Works Director/City Engineer Akey
The report was in the meeting packet.
 3. Consider placing monthly reports on file
Motion (Schwartzman/Lokemoen) to place on file.

RESULT: PLACED ON FILE

6. Establish date, time and location of next regular meeting
Wednesday, February 22nd, 2017 at 4:00 P.M., in the City Hall Common Council Chambers.
7. Public Comment Period
Heather O'Neill thanked the Parks and Recreation Director and the City for their support of the skate park project. She added that she took offense with certain comments made during the public comment portion of the December 13th, 2016 Common Council meeting.
8. Adjournment
Motion (Lokemoen/Schwartzman) to adjourn. Carried. Adjourned at 7:06 P.M.