



CITY OF MERRILL
BOARD OF PUBLIC WORKS
MINUTES • WEDNESDAY MARCH 22, 2017

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, Street Superintendent Dustin Bonack, Building Inspector/Zoning Administrator Darin Pagel, City Attorney Tom Hayden, Ryan Peacock, Tonia Speener and City Clerk Bill Heideman.

2. Preliminary items:

1. Vouchers

Motion (Schwartzman/Norton) to approve.

RESULT:	APPROVED
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3. Other agenda items for consideration:

1. Continue consideration of City Band request for temporary parking on band concert nights (Wednesdays). The Police Department & Fire Department did not approve this request.

This item has been discussed at previous meetings. Information was distributed.

It was suggested that the "status quo" might be the best option at this time. If someone representing the band wants to approach the property owners to make a change to the parking setup, it could possibly be changed.

No action was taken at this time.

2. Continue consideration of request from Mark Raymer for angle parking on North Pine Street.

It has been determined that the fire trucks would be able to turn the corner if the request is approved.

Mark Raymer has agreed to do the snow removal at the site.

City Administrator Johnson stated that there was no reason to not approve the request.

Motion (Lokemoen/Norton) to approve, with the stipulation that Mark Raymer would be responsible for costs associated with approving the request.

RESULT: APPROVED

3. Ordinance on street opening restricted dates.

Public Works Director/City Engineer Akey explained that he is asking to remove the dates specified in the ordinance. Instead, he, Street Superintendent Bonack and City Administrator Johnson would use their discretion to approve/disapprove any Street Opening Permit applications.

Alderman Lokemoen responded that he would rather see the dates remain, except for emergency situations.

Alderman Schwartzman suggested that the dates could remain, but the ordinance language could be clarified to allow staff justification to approve projects in certain situations.

No action was taken at this time.

4. Petition and resolution authorizing the vacation of a part of an alley between Third Street and Fourth Street, abutting the Prairie River. Petition was submitted by the Merrill Historical Society.

City Attorney Hayden requested that this item be referred to the April meeting. Without objection, it was so ordered.

5. Discuss minimum garbage cleanup fee, similar to snow & ice, weed fees.

Building Inspector/Zoning Administrator Pagel is requesting that a minimum fee be established when the City cleans up garage. This fee would be similar to the fee issued for snow, ice and weed removal.

Currently, the fee is at the discretion of City staff. Alderman Lokemoen stated he would like to see fees established at cost plus 20-25%.

City Attorney Hayden will draft an ordinance for consideration at the April meeting. No action was taken at this time.

6. Consider request for 15-minute loading zone parking on Scott Street, by 801 East First Street.

Chris Malm has submitted a request that either "15 minute maximum parking" or "No Parking - Loading Zone" signage be placed on Scott Street, adjacent to the west side of 801 East First Street.

There was no objection to the request. The request will be granted.

4. Monthly Reports:

1. Building Inspector/Zoning Administrator Pagel

The report was in the meeting packet.

The 2017 sidewalk project contract has been awarded.

The Street Department will be doing some grinding this year.

2. Public Works Director/City Engineer Akey

The report was in the meeting packet.

Public Works Director/City Engineer Akey reviewed the status of the 2017 projects. A press release related to the Center Avenue project has been issued.

Next month's agenda will include discussion of the Bicycle Plan.

3. Consider placing monthly reports on file

Motion (Schwartzman/Norton) to place on file.

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

Wednesday, April 26th, 2017 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 4:30 P.M.