



**CITY OF MERRILL**  
**BOARD OF PUBLIC WORKS**  
**MINUTES • WEDNESDAY JUNE 28, 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, Finance Director Kathy Unertl, Public Works Director/City Engineer Rod Akey, Street Superintendent Dustin Bonack, Building Inspector/Zoning Administrator Darin Pagel, City Attorney Tom Hayden, Alderwoman Mary Ball, Diane Thoun, Richard Bjorklund, Gary Schwartz, Diane Wais (arr. 4:30) and City Clerk Bill Heideman.

2. Preliminary items:

1. Vouchers

The vouchers were in the meeting packet.

Motion (Schwartzman/Lokemoen) to approve.

**RESULT: APPROVED**

3. Other agenda items for consideration:

1. Discussion on policies related to disposal of City property.

Building Inspector/Zoning Administrator Pagel had requested that this item be included on the agenda.

Discussion was held on the disposition of City-owned vacant lots.

No action was taken.

2. Consider Street Use Permit from Humphrey's Pub to close Genesee Street (from Main Street to the alley) from 5:00 p.m. to midnight on Thursday, August 10, 2017, for Crazy Days.

Motion (Schwartzman/Norton) to approve.

**RESULT: APPROVED & SENT TO COUNCIL**                      **Next: 7/11/2017 7:00 PM**

3. Signage and safety concerns on Cottage Street.

Richard Bjorklund, 307 Cottage Street, has submitted a letter related to traffic on Cottage Street. Mr. Bjorklund has concerns that City actions have resulted in the mixing of increased truck/vehicle traffic with bicycle traffic. He suggests that, to remedy this situation, stop signs be placed at each intersection on Cottage Street and the “No Parking” signs on the east side of Cottage Street be removed.

Public Works Director/City Engineer Akey stated that he has met with the Police Department and other City staff to discuss this issue. The result of that discussion was a suggestion that “No Truck Route” signs be placed on both ends of Cottage Street.

Mayor Bialecki suggested that stop signs be installed.

Alderman Lokemoen suggested that the “No Truck Route” signs be installed and then some time be taken to observe the results.

No action was taken at this time.

#### 4. Discuss traffic flow on North Pine Ridge Avenue.

Alderman Bialecki requested that, in order to accommodate Gary Schwartz, this agenda item be considered immediately after the vouchers. Without objection, it was so ordered.

Gary Schwartz explained that he has concerns with traffic backing up in the area of the driveway to his business. He has witnessed potential customers bypassing his business due to these traffic backups, which frequently block the driveway to his business.

Mayor Bialecki suggested striping/painting the road to remind drivers to refrain from blocking the driveway. Public Works Director/City Engineer Akey stated that he was not in favor of painting.

Mr. Schwartz noted that this a two-year old problem that was created due to increased traffic in the area.

City staff will continue to work with Mr. Schwartz to address his concerns. No formal action was taken at this time.

#### 5. Estimate for replacing pavers on East First Street from Scott Street to Mill Street (from May 2017 meeting).

An estimate was included in the meeting packet.

Motion (Lokemoen/Norton) to approve the \$11,700 estimate to replace pavers on the north side of East First Street (from Scott Street to Mill Street). The replacement is to match the look of the existing pavers as much as possible.

<b>RESULT:</b>	<b>APPROVED</b>
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#### 4. Monthly Reports:

##### 1. Building Inspector/Zoning Administrator

The report was in the meeting packet.

Building Inspector/Zoning Administrator Pagel reported that, weather permitting, the 2017 Sidewalk Maintenance project would begin soon.

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

The report was in the meeting packet.

Public Works Director/City Engineer Akey gave a verbal update on the 2017 street projects.

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

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

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

Wednesday, July 26<sup>th</sup>, 2017 at 4:00 P.M. in the City Hall Common Council Chambers.

**6. Public Comment Period**

None.

**7. Adjournment**

Motion (Norton/Schwartzman) to adjourn. Carried. Adjourned at 4:42 P.M.