



**CITY OF MERRILL
BOARD OF PUBLIC WORKS**

MINUTES • WEDNESDAY SEPTEMBER 27, 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, Maintenance Supervisor Nick Wszalek, Alderwoman Mary Ball, Alderman John Burgener, Alderwoman Kandy Peterson, Alderman Tim Meehean (arr. 4:23), Jackie Jackson, Diane Thoune, Lori Anderson-Maim (arr. 4:13) and City Clerk Bill Heideman. Building Inspector/Zoning Administrator Darin Pagel and City Attorney Tom Hayden had excused absences.

2. Preliminary items:

1. Vouchers

Motion (Schwartzman/Norton) to approve.

RESULT: APPROVED

3. Other agenda items for consideration:

1. Request to improve alleyway at 1306 East Eighth Street

A copy of the request letter was in the meeting packet. The request is to improve the alley using rotten granite.

Motion (Norton/Schwartzman) to approve.

RESULT: APPROVED

2. Petition for Direct Annexation from Lincoln County for right-of-way on County Road "G".

This petition will also be on the October 3rd, 2017 City Plan Commission meeting agenda.

Motion (Schwartzman/Norton) to approve.

RESULT: APPROVED

3. Petition for Direct Annexation from Max Peterson and Grant Peterson, for land they own in the Town of Merrill. At the September 12th, 2017 Common Council meeting, this petition was referred to the Board of Public Works and the City Plan Commission.

This item will also be on the October 3rd, 2017 City Plan Commission meeting agenda.

Motion (Schwartzman/Lokemoen) to approve.

4. City Hall (Police Department) roof project bids

Maintenance Supervisor Wszalek reported on the bidding process.

Motion (Norton/Lokemoen) to approve the bid of \$40,425 (Duro-Last with Ultrafold, 50 MIL) from Kimmons Roofing and Ventilation, LLC.

RESULT: APPROVED & SENT TO COUNCIL

Next: 9/27/2017 4:30 PM

5. Tree removal on the north side of the Festival Grounds

Public Works Director/City Engineer Akey noted that the East Sixth Street is included on the 2018 potential project list. Based on this, he is suggesting that the trees on the north side of the Festival Grounds be removed and replaced with curb and gutter. The possibility of installing a fence around the entire grounds at some point was also mentioned.

Alderman Schwartzman suggested that, if trees are to be removed, the trees on the east side of the Festival Grounds should be removed at the same time.

No action was necessary, requested or taken at this time.

6. Garbage collection policy

Currently, a single family residence is allowed two bags of garbage, a two family residence is allowed two bags total and a three family residence is allowed three bags total.

Street Superintendent Bonack is suggesting increasing the number of bags allowed to two per family in both two and three family residences.

Consideration of this item will continue at the next meeting, at which time more information will be available.

7. 2018 Project List

At 4:30 P.M., Mayor Bialecki announced a recess so that the special Common Council meeting could be held.

At 4:47 P.M., Mayor Bialecki called the Board of Public Works meeting back to order.

Board of Public Works Director/City Engineer reviewed the project list, and noted the projects that, in his opinion, could be removed from the list or delayed if necessary. He was asked to reprioritize the list and resubmit it to the next meeting for consideration.

No action was taken at this time.

8. Transfer, to the Merrill Area Housing Authority, the lot at 1102 Van Buren Street.

This was part of an amended agenda, and was considered after the agenda item related to runoff at 2402 Jenny Court.

If the transfer is approved, a house would be moved to the empty lot and the Merrill Area Housing Authority would pay a Payment in Lieu of Taxes (PILOT).

Motion (Norton/Schwartzman) to approve the transfer.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 9/27/2017 4:30 PM
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9. Concerns from James and Jackie Jackson related to water runoff in the vicinity of their residence at 2402 Jenny Court.

This was part of an amended agenda.

Mayor Bialecki requested that he be allowed to change the order of agenda items, and this item be considered immediately after the agenda item related to the garbage collection policy. Without objection, it was so ordered.

Public Works Director/City Engineer Akey explained that he has discussed the situation with Jackie Jackson, and has provided her with options to address her concerns. Jackie Jackson stated that she would like to see the installation of a berm.

Public Works Director/City Engineer will continue to discuss this with S.C. Swiderski, LLC.

No action was taken at this time.

4. 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/Norton) to place on file.

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

Wednesday, October 25th, 2017 at 4:00 P.M. in the City Hall Common Council Chambers.

6. Public Comment Period

None.

7. Adjournment

Motion (Schwartzman/Lokemoen) to adjourn. Carried. Adjourned at 4:54 P.M.