



**CITY OF MERRILL  
BOARD OF PUBLIC WORKS**

**MINUTES • WEDNESDAY OCTOBER 25, 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, Building Inspector/Zoning Administrator Darin Pagel, City Attorney Tom Hayden, Alderwoman Mary Ball and City Clerk Bill Heideman. Street Superintendent Dustin Bonack had an excused absence.

2. Preliminary items:

1. Vouchers

Motion (Schwartzman/Lokemoen) to place on file.

**RESULT: PLACED ON FILE**

3. Other agenda items for consideration:

1. Request to improve alleyway at 1306 E. 8th Street (from September meeting)

This was originally discussed at the September meeting. At that meeting, the Board approved a request from Julie and Robert Bucknell (1306 East Sixth Street) to improve the alley in that area, using rotten granite.

Since that September meeting, Alderman Lokemoen has called attention to the state statute that requires that, before alley improvement can be approved, 1/3 of the area property owners must sign a petition. Public Works Director/City Engineer Akey stated that he was unsure of whether the requester can obtain the required number of signatures.

It was noted that two residences are currently using the alleyway for garage access.

The board will not take any action until it has been determined whether the requester can obtain the required number of signatures.

2. Continue review/discussion related to garbage collection policy

This was originally discussed at the September meeting.

Public Works Director/City Engineer Akey reported that he has received feedback from Common Council members, and that several are opposed to the changes being proposed. Based on that feedback, he is seeking input from the board on how to proceed.

After discussion, no action was taken. It was agreed that this item should continue to be discussed, and it will be on the November meeting agenda.

**3. Gateway North LLC (Gary Schwartz) requesting a right-of-way lease for signage at the AmericInn, 3300 E. Main Street**

City Attorney Hayden reported that Gateway North, LLC (Gary Schwartz) has requested preparation and approval of a right-of-way lease for signage at the AmericInn, 3300 East Main Street. The lease agreement would include the standard City conditions and costs.

Motion (Lokemoen/Schwartzman) to approve.

<b>RESULT:</b>	<b>APPROVED &amp; SENT TO COUNCIL</b>	<b>Next: 11/14/2017 7:00 PM</b>
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**4. Traffic accident report for North Prospect Street (Grand Ave to Third St)**

The report was distributed at the meeting. Alderman Lokemoen stated that it appeared there were not an inordinate number of accidents in that area. Based on that information, he suggested that no action be taken.

No action was taken.

**4. Monthly Reports:**

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

The report was in the meeting packet.

Building Inspector/Zoning Administrator Pagel reported on the Grand Avenue project. He is currently doing preliminary work on the 2018 sidewalk project. \$90,000 has been budgeted for 2018 sidewalk work.

Discussion and potential adjustment(s) to permit fees will be an item on the November meeting agenda.

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

The report was in the meeting packet.

Public Works Director/City Engineer Akey provided additional verbal information on various projects and Street Department work.

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

Motion (Schwartzman/Norton) 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, November 29<sup>th</sup>, 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 4:28 P.M.