



CITY OF MERRILL
BOARD OF PUBLIC WORKS
MINUTES • WEDNESDAY JUNE 27, 2018

Regular Meeting

City Hall Council Chambers

4:00 PM

1. Call to Order

Mayor Woellner 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 & Council President	Present	
Rob Norton	Aldersperson - Seventh District	Excused	
Derek Woellner	Mayor	Present	

Others in attendance included: City Administrator Dave Johnson, Public Works Director/City Engineer Rod Akey, Street Superintendent Dustin Bonack, Street and Weed Commissioner Ron Liberty, Building Inspector/Zoning Administrator Darin Pagel, City Attorney Tom Hayden, Maintenance Supervisor Nick Wszalek, Elizabeth Mc Crank, Bev King, Erin McCarthy, Sarah Litzer, Don Litzer, Katy Baker, Kyle Gulke (arr. 4:13) and City Clerk Bill Heideman.

Several people had requested that the public comment period be moved to the beginning of the meeting, as they wished to comment before decisions were made on certain agenda items.

Alderman Schwartzman suggested that, rather than moving the public comment period, the public be allowed to comment on agenda items as they are considered. Without objection, it was so ordered.

2. Preliminary items:

1. Vouchers

Motion (Schwartzman/Lokemoen) to approve.

RESULT:	APPROVED
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3. Other agenda items for consideration:

1. Street User Permit application from Ott's Garage Youth Center to close a portion of the street in the vicinity of Ott's Garage, 805 East Main Street, from 3:00 P.M. to 9:00 P.M. on Wednesday, August 1st, 2018, in conjunction with an extreme sports/music youth event.

Motion (Schwartzman/Lokemoen) to approve.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 7/10/2018 7:00 PM
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2. Street Use Permit application from Ballyhoo's to close Prospect Street (from Grand Avenue to West Main Street) from 11:00 A.M. to 11:00 P.M. on Saturday, July 28th, 2018, for Lobsterfest event.

Motion (Lokemoen/Schwartzman) to approve.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 7/10/2018 7:00 PM
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3. Consider bids on potential sales of two City-owned properties (206 N. Thomas Street and 511 Logan Street). City Administrator Johnson recommends approving the \$500 bid on 2016 N. Thomas Street and the \$5,000 bid on 511 Logan Street.

City Administrator Johnson reported that three bids were received, One bid on the 206 N. Thomas Street property was received, and two bids on the 511 Logan Street property were received. He noted that he has learned that the Parks and Recreation Department would like to continue to use that area as available parking for Athletic Park events. Therefore, City Administrator Johnson is now requesting that the 511 Logan Street bid be rejected, and that the property be incorporated into the Athletic Park property description.

Elizabeth Mc Crank spoke against any improvements to the 511 Logan Street property, citing concerns for potential flooding. Public Works Director/City Engineer Akey stated that he is favor of the 511 Logan Street property remaining greenspace, noting that it is used for parking only 2-3 times per year.

The bid on the 206 N. Thomas Street property was from an abutting property owner, who plans on adding it to his property description.

Motion (Lokemoen/Schwartzman) to approve the bid of \$500 on the 206 N. Thomas Street property. Note: The motion did not include any action on the 511 Logan Street property.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 7/10/2018 7:00 PM
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4. Consider request from the Merrill Historical Society Inc. to amend Resolution 1571, passed by the City of Merrill Common Council on March 9th, 1999. In this resolution, the City agreed to the transfer of the American Legion Building (now known as the Livingston Center) to the Merrill Historical Society, but the City retained a reversionary clause to the property. The resolution stipulates "that the in the event that the Merrill Historical Society, Inc. cease to use the Property or building for the Society's collection center, the property and any improvements thereon revert to the City of Merrill's ownership.". The Merrill Historical Society is now requesting that the reversionary clause and the rights contained therein be relinquished/extinguished by the City, to enable the Merrill Historical Society to sell the property.

City Administrator Johnson distributed a map showing the Livingston Center and surrounding area.

Alderman Schwartzman announced that, because he is a member of the Merrill Historical Society Board of Directors, he would be abstaining on any vote on this issue.

Elizabeth Mc Crank, a Merrill Historical Society member, has concerns related to the request. In her opinion, approving the request would set a bad precedent.

City Administrator Johnson stated that the facility does not work well as a storage facility. He stated that the society is planning to eventually build a new storage building at the current Merrill Historical Society site on Third Street.

Sarah Litzer, a Merrill Historical Society member, stated that she does not want to see the request approved at this time.

It was mentioned that all Merrill Historical Society meetings are open to all members.

Katy Baker, a Merrill Historical Society member, agrees that the facility should not be used for storage, but she wants the society to retain ownership of this historic building.

Motion (Lokemoen/Woellner) to reject the request, pending further discussion/action on the future of the facility and surrounding area. Motion carried, with Alderman Schwartzman abstaining.

5. Consider changing priorities for City Hall improvements - Pneumatic Controls Conversion for Police Department wing.

Information was included in the meeting packet.

Maintenance Supervisor Wszalek reported that there are problems controlling the temperature in various areas of City Hall, including the Police Department.

Motion (Schwartzman/Lokemoen) to approve taking the necessary budgetary steps to facilitate the modernization of the Pneumatic Controls for the Police Department wing at City Hall.

RESULT:	APPROVED
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4. Monthly Reports:

1. Building Inspector/Zoning Administrator Pagel

The monthly report was in the meeting packet.

Building Inspector/Zoning Administrator Pagel reported that exterior maintenance and garbage cleanup issues are being addressed.

It is anticipated that 2018 sidewalk maintenance work will begin in early July.

2. Public Works Director/City Engineer Akey

The monthly report was in the meeting packet.

Public Works Director/City Engineer Akey gave a verbal update on the status of three projects.

3. Street Superintendent Bonack

The monthly report was in the meeting packet.

Street Superintendent Bonack added that work on the boulevard in the 800 block of East First Street has been completed.

4. Street & Weed Commissioner Liberty

The monthly report was in the meeting packet. Street and Weed Commissioner Liberty reviewed the report.

5. Consider placing monthly reports on file

Motion (Schwartzman/Lokemoen) to place on file.

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

Wednesday, July 25th, 2018 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 4:30 P.M.