



**CITY OF MERRILL  
BOARD OF PUBLIC WORKS**

**MINUTES • WEDNESDAY NOVEMBER 28, 2018**

**Regular Meeting**

**City Hall Council Chambers**

**5:30 PM**

1. Call to Order

Mayor Woellner called the meeting to order at 5:30 P.M.

| Attendee Name        | Title                           | Status  | Arrived |
|----------------------|---------------------------------|---------|---------|
| Rob Norton           | Aldersperson - Seventh District | Present |         |
| John M. Van Lieshout | Aldersperson - Fifth District   | Present |         |
| Derek Woellner       | Mayor                           | Present |         |
| Steve Hass           | Aldersperson - Second District  | Present |         |

Also in attendance: City Administrator Dave Johnson, Finance Director Kathy Unertl (arr. 5:35), Public Works Director/City Engineer Rod Akey, Street Superintendent Dustin Bonack, Street and Weed Commissioner Ron Liberty, City Attorney Tom Hayden, Utility Operations Manager Gabe Steinagel, Alderman Steve Osness, Alderman Rick Blake, Police Chief Corey Bennett and City Clerk Bill Heideman. A student was in attendance to tape the meeting for Merrill Productions.

2. Preliminary items:

1. Vouchers (2 months)

Motion (Norton/Hass) to approve.

**RESULT: APPROVED**

3. Other agenda items for consideration:

1. City Hall basement rental request from Healthfirst-WIC program.

City Administrator Johnson reported that the Healthfirst-WIC program has submitted a request to rent space in the City Hall basement, in the area of the former Enrichment Center site.

Alderman Hass noted that the Enrichment Center was moved out of the basement for safety reasons, and he wondered if the same concerns would resurface if the same space was rented. City Administrator Johnson responded that the concerns for safety were because the Enrichment Center attendees were primarily elderly people, whereas the Healthfirst-WIC program serves primarily young mothers.

There was no objection to proceeding with the rental request, at a rate to be determined. No formal action was necessary, requested or taken.

2. Overnight winter street parking at 1219 East Main Street.

Public Works Director/City Engineer Akey reported that this request had previously been considered. At that time, the request was not approved.

Police Chief Bennett is not in favor of the request, citing the fact that approval would set a precedence.

It was noted that approval of this request could hamper the Street Department's snow removal efforts.

Motion (Hass/Norton) to disallow the request.

|                |                   |
|----------------|-------------------|
| <b>RESULT:</b> | <b>DISALLOWED</b> |
|----------------|-------------------|

**3. Request (verbal) on street handicap parking on the east side of Poplar Street, just north of Main Street.**

Alderman Norton has requested that this item be placed on the agenda. After discussion, no action was taken.

**4. Pederstrain crossing in the area of Foster Street and West Main Street.**

Mayor Woellner placed this item on the agenda. He received this request from a lady with safety concerns.

After discussion, it was decided that more information should be gathered, and that discussion of this should continue at a future meeting. No action was necessary, requested or taken at this time.

**5. Amendment to annexation procedures.**

Information on a revised policy regarding annexation procedures was in the meeting packet.

City Attorney Hayden noted that the revised policy would simplify the annexation procedures by removing the requirement to hold a public hearing. The Wisconsin State Statutes do not require holding a hearing, nor do City of Merrill ordinances.

There was no objection to implementing the new policy. No formal action was necessary, requested or taken.

**6. Preliminary Resolution of Intent to exercise Special Assessment powers by Police Power under Section 66.0703 of the Wisconsin Statutes.**

A copy of the preliminary resolution was in the meeting packet. The resolution includes potential 2019 projects.

Public hearings on the various projects will be held in early 2019.

Motion (Norton/Hass) to approve the preliminary resolution.

|                |                                     |                                 |
|----------------|-------------------------------------|---------------------------------|
| <b>RESULT:</b> | <b>APPROVED AND SENT TO COUNCIL</b> | <b>Next: 12/11/2018 7:00 PM</b> |
|----------------|-------------------------------------|---------------------------------|

7. Request (verbal) for "No Parking" on one side of the street for certain areas on Prospect Street.

Alderman Osness had requested that this item be placed on the agenda. It was noted that road is sufficiently wide to accommodate parking on both sides of the street. In the areas where vision is a concern, "No Parking" restrictions are already in effect.

No action was taken.

4. **Monthly Reports:**

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

The monthly reports (two) were in the meeting packet.

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

The monthly report was in the meeting packet.

3. **Street Superintendent Bonack**

The monthly reports (two) were in the meeting packet.

Streetlight installation on Thielman Street has been completed. Streetlight installation on East Sixth Street is pending.

Snow removal season is underway.

4. **Street & Weed Commissioner Liberty**

The monthly reports (two) were in the meeting packet.

Street and Weed Commissioner Liberty reviewed the reports.

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

Motion (Norton/Hass) to place the monthly reports on file.

|                |                       |
|----------------|-----------------------|
| <b>RESULT:</b> | <b>PLACED ON FILE</b> |
|----------------|-----------------------|

5. **Establish date, time and location of next regular meeting**

Wednesday, December 19<sup>th</sup>, 2018 at 5:30 P.M. on the City Hall Common Council Chambers.

6. **Public Comment Period**

None.

7. **Adjournment**

Motion (Norton/Van Lieshout) to adjourn. Carried. Adjourned at 5:57 P.M.