



CITY OF MERRILL
BOARD OF PUBLIC WORKS
MINUTES • WEDNESDAY MARCH 27, 2019

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	Absent	
Derek Woellner	Mayor	Present	
Steve Hass	Aldersperson - Second District	Present	

Other attendees included: Public Works Director/City Engineer Rod Akey, Street Superintendent Dustin Bonack, Street & Weed Commissioner Ron Liberty, Building Inspector/Zoning Administrator Darin Pagel, City Attorney Tom Hayden, Tyler Torkelson, Tom English and City Clerk Bill Heideman. A representative from Merrill Productions was present to videotape the meeting.

2. Preliminary items:

1. Vouchers

The vouchers were in the meeting packet.

Motion (Hass/Norton) to approve.

RESULT: APPROVED

3. Other agenda items for consideration:

1. Petition to vacate alley - Merrill Historical Society (between 3rd & 4th Street)

The petition and a related draft resolution were in the meeting packet. This petition and resolution will also be considered at by the City Plan Commission at their April 3rd meeting.

Motion (Hass/Norton) to approve.

RESULT: APPROVED

2. Request from Tyler Torkelson to discuss snow removal charges for 2018 at 111 Oregon Street.

Tyler Torkelson distributed information and then addressed the board. He explained that he was working with his father on addressing snow removal issues, but somehow this did not get resolved. The bills are from 2018, and the total charges are \$800.

Motion (Hass/Norton) to disallow the request.

RESULT: DISALLOWED

3. Discuss locations for Rapid Flashing Beacon traffic control (Prospect & Main, Foster & Main).

No information was in the meeting packet.

Alderman Hass asked for a cost estimate. He was told that the cost would be approximately \$7,000 per "set".

Traffic information related to the intersection of Foster and Main is still be gathered.

Alderman Hass stated that, although the controls might be beneficial, they are also costly.

It was suggested that this controls be included in the discussion when preparing the 2020 budget.

No action was taken at this time.

4. Discuss replacing pavers on south side of East First Street (800 Block).

No information was in the meeting packet.

Street Superintendent Bonack reported that the pavers on the north side were removed on 2018. Plans are to continue paver removal in this area.

No action was necessary, requested or taken.

5. Discuss sidewalk program with the possibility of Street Department completing two blocks of proposed 2019 area.

No information was in the meeting packet.

Public Works Director/City Engineer Akey reminded everyone that all bids on the 2019 sidewalk maintenance project were rejected. He is now proposing that the Street Department could be responsible for two blocks of sidewalk installation in 2019, to determine the feasibility of using the Street Department for sidewalk maintenance. There was no objection to that proposal. No formal action was taken.

6. Discuss condition of Jackson Street (Eugene to Foster Street), rapid deterioration over spring break up. Possibly delay Poplar and Court Street project until 2020 and reconstruct Jackson Street in 2019.

No information was in the meeting packet.

Alderman Hass stated that he has driven to Jackson Street, and that it definitely needs work soon.

Alderman Norton suggested that. If the Poplar Street and Court Street projects are delayed until 2020, the property owners in those project areas should be “given a break” on their eventual special assessment bill, to avoid anticipated cost increases from 2019 to 2020.

Motion (Norton/Hass) to approve a project to reconstruct Jackson Street, and delay the N. Poplar Street (East Second Street East Fourth Street) Project and the N. Court Street (East Second Street to East Fifth Street) Project until 2020.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 4/9/2019 7:00 PM
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7. Discuss discontinuing placing of sand barrels in areas throughout the city.

No information was in the meeting packet.

Street Superintendent Bonack explained that it appears that placing sand barrels has led to the City “subsidizing” sidewalk materials for some people. He added that it does take time and money to install the barrels and ensure a steady and sufficient supply of sand.

Mayor Woellner stated that he would not be opposed to having sand available at certain City locations.

Discussion on this will continue at the September meeting. No action was taken at this time.

8. Discuss status of re-siding Street Department Garage.

No information was in the meeting packet.

Street Superintendent Bonack provided a verbal update on the project. Window measurements are currently being done.

4. Monthly Reports:

1. Public Works Director/City Engineer Akey

The monthly report was in the meeting packet.

Public Works Director/City Engineer Akey reported that bids on the M2019-01 East Main Street (Memorial Drive to Pine Ridge Avenue) Project will be brought directly to the April 9th, 2019 Common Council meeting for consideration.

2. Building Inspector/Zoning Administrator Pagel

The monthly report was in the meeting packet.

Building Inspector/Zoning Administrator Pagel reported that, with the onset of spring, exterior maintenance and garbage issues have begun to surface.

3. Street Superintendent Bonack

The monthly report was in the meeting packet.

Street Superintendent Bonack reported that the Overtime account will be over budget.

4. Street & Weed Commissioner Liberty

The monthly report was in the meeting packet.

Street & Weed Commissioner Liberty reviewed the report.

5. Consider placing monthly reports on file

Motion (Hass/Norton) to place on file.

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

Wednesday, April 24th, 2019 at 5:30 P.M. in the City Hall Common Council Chambers.

6. Public Comment Period

Tom English stated that he appreciated the sand barrels at various locations, but could live without them if they are removed. He suggested perhaps designating central location(s) for picking up sand.

Tom English then thanked the Street Department for their help in resolving a drainage issue at his residence. He stated that he would not oppose the installation of curb and gutter at his resident if that project is proposed.

7. Adjournment

Motion (Norton/Hass) to adjourn. Carried. Adjourned at 6:13 P.M.