



**CITY OF MERRILL  
BOARD OF PUBLIC WORKS**

**MINUTES • WEDNESDAY SEPTEMBER 25, 2019**

**Regular Meeting**

**City Hall Council Chambers**

**5:30 PM**

1. Call to Order

Mayor Woellner called the meeting to order at 5:00 P.M.

Attendee Name	Title	Status	Arrived
Rob Norton	Aldersperson - Seventh District	Present	
John M. Van Lieshout	Aldersperson - Fifth District	Excused	
Derek Woellner	Mayor	Present	
Steve Sabatke	Alderman - Eighth District	Present	

Also in attendance: City Administrator Dave Johnson, Public Works Director/City Engineer Rod Akey, Street Superintendent Dustin Bonack, Building Inspector/Zoning Administrator Darin Pagel, City Attorney Tom Hayden, Brenda Mueller, Tom Mueller 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 (Norton/Woellner) to approve.

**RESULT: APPROVED**

3. Other agenda items for consideration:

1. Address safety concerns for pedestrian crossing on River Bend Trail and West Main Street (west of State Street).

Representing the River District Development Foundation of Merrill, Brenda Mueller expressed safety concerns related to the area on the City's west side where State Highway 64 intersects with the River Bend Trail. She noted that, at this time, there is no type of signage or warnings that this is a trail crossing. As the trail expands, she explained that even more hikers will be using the trail, which makes safety even more critical.

Alderman Norton suggested that a small stop sign could be installed. Brenda Mueller responded that a sign would be an option, but she is not sure how effective that would be for children, especially smaller children.

Public Works Director/City Engineer Akey reported that sign installation will certainly be a part of the trail expansion project, and that consideration will be given to making that area as safe as possible for all.

No action was taken at this time.

2. **Discuss City property located between Glen Drive and Crescent Drive.**  
Property (0.3 acres) was dedicated to the City when the area was developed.

A map of the site being discussed was in the meeting packet.

City Attorney Hayden explained that when the subdivision was created, an area was dedicated to be used as “greenspace”. This area has now become problematic, from both a legal and a maintenance perspective.

One option suggested was to give the land away to the adjoining property owners. The person who donated this area to the City is now deceased, so it would be necessary to contact his heirs to see if they would agree to such a transfer.

Alderman Sabatke stated that he has contacted several adjoining property owners, and they stated that they would be interested in a land transfer.

City Attorney Hayden requested that he be allowed to continue conducting research on this issue, and then report back at the next meeting. Without objection, it was so ordered. No action was taken at this time.

4. **Monthly Reports:**

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

The report was in the meeting packet.

Public Works Director/City Engineer Akey provided a verbal status report on current projects.

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

The report was in the meeting packet.

Building Inspector/Zoning Administrator Pagel reported that he is wrapping up painting and garbage issues for this year. He is also working on 2020 budget preparation.

3. **Street Superintendent Bonack**

The report was in the meeting packet.

Street Superintendent Bonack reviewed the report.

4. **Street & Weed Commissioner Liberty**

The report was in the meeting packet.

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

Motion (Norton/Woellner) to place 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, October 23<sup>rd</sup>, 2019 at 5:30 P.M. in the City Hall Common Council Chambers.

Alderman Norton announced that a Water and Sewage Disposal Committee meeting has also been scheduled for October 23<sup>rd</sup>. That meeting will also be in the City Hall Common Council Chambers and will begin at 5:00 P.M.

6.        **Public Comment Period**

Alderman Sabatke stated that he had contacted several downtown businesses to discuss the possibility of “blending in” the backs of their buildings with the River Bend Trail. He was told that this has been attempted in the past.

Alderman Sabatke stated that, without objection, he would continue work on this project.

7.        **Adjournment**

Motion (Norton/Woellner) to adjourn. Carried. Adjourned at 5:46 P.M.