



CITY OF MERRILL
BOARD OF PUBLIC WORKS
MINUTES • WEDNESDAY JULY 29, 2020

Regular Meeting

City Hall Council Chambers

5:30 PM

1. Call to Order

Mayor Woellner called the meeting to order at 5:35 P.M.

Attendee Name	Title	Status	Arrived
John M. Van Lieshout	Aldersperson - Fifth District	Present	
Derek Woellner	Mayor	Present	
Steve Sabatke	Alderman - Eighth District	Present	
Mike Rick	Aldersperson - Sixth District	Present	

Other attendees included: City Administrator Dave Johnson, Public Works Director/City Engineer Rod Akey, Street Superintendent Dustin Bonack, Street & Weed Commissioner Ron Liberty, City Attorney Tom Hayden, Alderman Rick Blake, Alderman Mark Weix, James Wedemeyer, Jon Krohn 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.

Street Superintendent Bonack answered two questions related to the vouchers.

Motion (Van Lieshout/Rick) to approve.

RESULT:	APPROVED
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3. Other agenda items for consideration:

1. Street Use Permit application from The Haunted Sawmill to close the street in the area in front of the Haunted Sawmill (Hendricks Street from East Seventh Street to East Eighth Street) from 5:00 P.M. to 1 A.M. on the following dates in 2020: October 9, October 10, October 16, October 17, October 23, October 24, October 30 and October 31, in conjunction with a haunted house event.

A copy of the permit application was in the meeting packet.

Motion (Van Lieshout/Rick) to approve.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 8/12/2020 6:00 PM
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2. Discussion on railroad crossings located between downtown area and the River Bend Trail.

Information was in the meeting packet.

Mayor Woellner reported that consideration is being given to installing a railroad crossing between the River Bend Trail and the downtown area. The crossing is necessary for safety reasons.

Alderman Sabatke speculated that it would take some time to apply for and hopefully receive a funding grant for this. Based on that, he urged that the process begin as soon as possible.

City Administrator Johnson replied that, before doing this, we need to have a plan. He added that the City would be dealing with both the Railroad Commissioner and Canadian National.

Without objection, Mayor Woellner granted floor privileges to Jon Krohn, President of the River District Development Foundation of Merrill.

Jon Krohn agrees with an earlier comment that the crossing should be offset. He would also like to see some type of fence or barricade installed immediately, as a safety measure.

Public Works Director/City Engineer Akey reported that a design plan would be the next step in the process. He estimates that September would be the earliest such a plan would be ready. In the meantime, research will be done on installing some type of fence or barricade.

No formal action was taken at this time.

3. Discussion and recommendation on garbage and recycling future options

Street Superintendent Bonack provided information on the current garbage/recycling policy and procedures. He then led discussion on various future options.

Mayor Woellner suggested the possibility of creating a utility for garbage services.

Motion (Rick/Van Lieshout) to seek and accept Request for Proposal documents for contracting garbage/recycling services.

RESULT:	CARRIED
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4. Consider survey of several lots on Riverside Avenue

A map was in the meeting packet.

The City owns property behind several homes on Riverside Avenue. The land is in a floodplain and is undevelopable. The adjoining property owners have expressed interest in acquiring the land. There are five property owners.

At a meeting on May 27th, 2020, the Board of Public Works passed a motion to contact the property owners about a potential purchase. Based on those contacts, there is still interest.

Public Works Director/City Engineer Akey has received a quote (\$3,000) from Riverside Land Surveying to survey and create two Certified Survey Maps of the area.

Discussion was held on the City paying ½ of the cost for this work, and the property owners paying the other half. City Attorney Hayden stated that, since there are technically no buyers at this time, the correct course of action would be to approve the entire amount. A decision on how to charge the purchasers for their share would be made later.

Motion (Rick/Van Lieshout) to approve the quote (\$3,000) from Riverside Land Surveying.

RESULT:	APPROVED
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5. Discuss petition for public works improvement process

Public Works Director/City Engineer Akey reviewed the process for submitting a petition for public works improvements. The deadline to submit petitions is August 1st, in order for the project to be considered for the following year.

Alderman Sabatke reported that he intends to submit a petition for project(s) on portions of River Street.

6. Discuss potential sales(s) of additional City property

Public Works Director/City Engineer Akey noted that the City has additional city-owned land that will never be developed. There has been discussion on selling this land. He recommends addressing this area by area throughout the City.

No action was necessary, requested or taken at this time.

7. Alley between East Eighth Street & East Ninth Street, between Cedar Street and Elm Street (to be discussed at August Board of Public Works meeting).

Public Works Director/City Engineer Akey reported that this will be discussed at the August meeting.

Property owners in the vicinity of the alley will be notified of the meeting.

4. Monthly Reports:

Note: Prior to the consideration of the monthly reports, Mayor Woellner announced that he had to depart. Alderman Van Lieshout agreed to serve as chairperson for the remainder of the meeting.

1. Building Inspector/Zoning Administrator Pagel

Reports for June and July were in the meeting packet.

2. Public Works Director/City Engineer Akey

The report was in the meeting packet.

Public Works Director/City Engineer Akey gave status reports on the Grand Avenue and Genesee Street projects.

3. Street Superintendent Bonack

The report was in the meeting packet.

Street Superintendent Bonack reviewed the report.

4. Street & Weed Commissioner Liberty

Reports for June and July were in the meeting packet.

Street Commission Liberty reviewed the reports.

5. Consider placing monthly reports on file

Motion (Rick/Sabatke) to place on file.

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

Wednesday, August 26th, 2020 at 5:30 P.M. in the City Hall Common Council Chambers.

6. Public Comment Period

None.

7. Adjournment

Motion (Rick/Sabatke) to adjourn. Carried. Adjourned at 6:16 P.M.