



**CITY OF MERRILL**  
**BOARD OF PUBLIC WORKS**  
**MINUTES • WEDNESDAY AUGUST 26, 2020**

**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
John M. Van Lieshout	Aldersperson - Fifth District	Present	
Derek Woellner	Mayor	Present	
Steve Sabatke	Alderman - Eighth District	Present	
Mike Rick	Aldersperson - Sixth 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, Alderman Steve Hass, Alderman Mark Weix, Ryan Schwartzman, Jim Whittinghill, David Hayes, Nancy Hayes, Candice Fechtner, Geoff Hooch, Brenton Vruwink, Rob Bucknell, Julie Bucknell, Bob Krueger, Roger Drewek, Mike Pulver, Kris Kleinschmidt and City Clerk Bill Heideman. A representative from Merrill Productions was present to videotape the meeting. Street & Weed Commissioner Ron Liberty was excused.

2. Preliminary items:

1. Vouchers

Motion (Van Lieshout/Rick) to approve.

<b>RESULT:</b>	<b>APPROVED</b>
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3. Other agenda items for consideration:

1. Appeal of invoice (\$316.50) for City removal of grass and weeds at 406 N. Genesee Street.

Information was in the meeting packet.

Street Superintendent Bonack reported that a property owner contacted him to appeal a bill (\$316.50) from the City. The bill was for the City removing tall grass and weeds at 406 N. Genesee St., a rental property owned by Michael Pulver.

Michael Pulver was at the meeting and explained that the people living at the property are elderly and it is difficult for them to maintain the property. Both the property owner and the person hired to maintain the property have been dealing with medical issues.

Motion (Rick/Van Lieshout) to approve a reduction in the bill from \$316.50 to \$100.

**RESULT: APPROVED**

2. Consider alley improvements for alley between East Eighth Street and East Ninth Street, between Cedar Street and Elm Street.

Public Works Director/City Engineer Akey reported that consideration of these improvements has been delayed by the COVID-19 pandemic.

The improvements would change the alley surface from grass to granite. This would make it easier for the Street Department to maintain the alley, especially in the winter.

Public Works Director/City Engineer Akey reported that he personally delivered a notice of the meeting to all landowners in the vicinity of the alley.

Candace Fechtner, 1309 East Ninth St., made comments and asked questions. She asked whether the property owners would have to pay for the improvements. She was told that they would not be required to pay for them via special assessment.

Rob and Julie Bucknell, 1308 East Eighth St., remarked that the alley has been grass since 1995. They stated that they have frequently has access problems and they are in favor of the improvements.

Mayor Woellner referenced an e-mail received from Joanne Drew, 1305 East Ninth St. She is opposed to the improvements for the following reasons:

- Granite will cause dust when vehicles drive through.
- Granite surface will likely attract more traffic.
- When plowed, granite will lead to gravel on her lawn & landscaping.
- Plowing salt-laden snow onto her property will cause damage.

Joanne Drew’s e-mail also asked two questions, as follows:

Will property owners receive a special assessment for the improvements? (NO).

Was a “poll” taken of property owners to get their opinion? (NO, but as noted earlier, they were informed of the meeting).

Motion (Van Lieshout/Rick) to recommend approving the improvements, and send this recommendation to the Common Council.

**RESULT: APPROVED & SENT TO COUNCIL** **Next: 9/8/2020 6:00 PM**

3. Hard surfacing of Zelich Custom parking lot

Building Inspector/Zoning Administrator Pagel reported that, in 2018, Max Zelich requested funding from the Redevelopment Authority for improvements, including parking lot hard-surfacing, at Zelich Customs, 2213 East Main Street. The funding was approved but the funds have not yet been released. City policy dictates that hard-surfacing must be completed by one year after the permit expires. In this case, that deadline is October 1<sup>st</sup>, 2020.

Building Inspector/Zoning Administrator Pagel is seeking input from the Board as to whether they would consider a deadline extension. Although Max Zelich was mailed an agenda for this meeting, he did not appear and did not submit an extension request.

The Board agreed to delay consideration of this until the September meeting. Max Zelich will be notified to appear at the September meeting to provide an extension request and/or his hard-surfacing timeline.

#### 4. Consider survey exhibit map for the property on Riverside Avenue

Public Works Director/City Engineer Akey reported that the cost of the map would be \$2,500. The City would pay \$1,500, and the other property owners would be charged the remaining \$1,000. Public Works Director/City Engineer is looking for a fair and consistent way to divide these charges among the property owners. He suggested the square footage method.

Without objection, Public Works Director/City Engineer Akey will proceed on this. No formal action was taken.

#### 5. Bids on contracting for garbage/recycling services

Information on the bids and other related information were in the meeting packet.

Street Superintendent Bonack noted that four bids were received. He then distributed information related to the costs associated with providing garbage/recycling services.

David Hayes, Brenton Vruwink and Geoff Hoock then made comments and asked questions related to the possibility of contracting for garbage/recycling services.

Motion (Van Lieshout/Sabatke) to recommend approving the low bid (\$10.36 per property) from Eagle Waste & Recycling, Inc., and send this recommendation to the 2021 Budget process.

<b>RESULT:</b>	<b>CARRIED</b>
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#### 6. Consider potential sales of City property in Aldermanic Districts 1 and 2:

Street Superintendent Bonack reported on seven properties in Aldermanic Districts 1 and 2 that could potentially be sold by the City. The seven properties are listed in the minutes that follow.

##### Alley between Cedar/Center/8th/9th

Street Superintendent Bonack reported.

**Alley between Chestnut/Kyes/7th/8th**

Street Superintendent Bonack

**Alley between Chestnut/Kyes/8th/9th**

Street Superintendent Bonack reported.

**Gap between Hope/Sales/3rd/6th**

Street Superintendent Bonack reported.

**Lincoln Lanes**

Street Superintendent Bonack reported.

**Sawmill**

Street Superintendent Bonack reported.

**Poplar/Spruce/9th right-of-way**

Street Superintendent reported.

Motion (Van Lieshout/Rick) to vacate the first four properties and, at this time, take no action on the other three properties. The properties to be vacated are as follows:

Alley between Cedar/Center/8<sup>th</sup>/9<sup>th</sup>  
 Alley between Chestnut/Kyes/7<sup>th</sup>/8<sup>th</sup>  
 Alley between Chestnut/Kyes/8<sup>th</sup>/9<sup>th</sup>  
 Gap between Hope/Sales/3<sup>rd</sup>/6<sup>th</sup>

<b>RESULT:</b>	<b>APPROVED</b>
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4. **Monthly Reports:**

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

The report was in the meeting packet.

Building Inspector/Zoning Administrator Pagel reported that the razing at 405 N. Genesee St. is pending.

Alderman Sabatke spoke in favor the City pursuing and assuming ownership of tax-delinquent properties as soon as possible.

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

The report was in the meeting packet.

Public Works Director/City Engineer Akey reported that the Grand Avenue project is near completion. Work is being done on the S. Genesee Street project. The project on East Sixth Street and Logan Street is pending.

Work also being done on potential private developments.

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.

Street and Weed Commissioner Liberty was excused from attending the meeting, so Mayor Woellner reviewed the report.

5. Consider placing monthly reports on file

Motion (Rick/Sabatke) 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, September 30<sup>th</sup>, 2020 at 5:15 P.M. on the City Hall Common Council Chambers.

6. Public Comment Period

None.

7. Adjournment

Motion (Van Lieshout/Rick) to adjourn. Carried. Adjourned at 6:48 P.M.