



CITY OF MERRILL
BOARD OF PUBLIC WORKS
MINUTES • WEDNESDAY JULY 28, 2021

Regular Meeting

City Hall Council Chambers

5:15 PM

1. Call to Order

In the absence of Mayor Woeller, Alderman Van Lieshout called the meeting to order at 5:16 P.M.

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

Others in attendance (either in-person or remotely) included: City Administrator Dave Johnson, Finance Director Kathy Unertl, Public Works Director/City Engineer Rod Akey, Street Superintendent Dustin Bonack, Building Inspector/Zoning Administrator Darin Pagel, Utility Operations Manager Gabe Steinagel, City Attorney Tom Hayden, I/T Manager Dustin Brown, Alderman Rick Blake, Alderman Mark Weix, Alderman Steve Hass, Jon Malm, Pat Burg, Bea Lebal, Harry Wallace, Mike Ravn, Gordon Smukowski and City Clerk Bill Heideman. Merrill Productions was present to videotape the meeting.

2. Water & Sewer Agenda Items:

1. Water & Sewer Vouchers

The Water and Sewer vouchers were in the meeting packet.

Alderman Sabatke asked questions related to the vouchers.

Motion (Rick/Sabatke) to approve.

RESULT: APPROVED

2. Discussion on 303 Cottage Street

Gordon Smukowski distributed information and shared verbal information related to continuing problems with the sewer lateral at 303 Cottage Street. He asked what is planned to prevent future problems.

Utility Operations Manager Steinagel admitted that there have been problems in that sewer main over the last twenty years. A plumber did a "bad job", and roots have historically grown from the main into the lateral.

It was noted that the current policy is that the property owner is responsible for the sewer lateral and the City is responsible for the sewer main. Utility Operations Manager Steinagel asked Mr. Smukowski to call the City immediately if he detects any problems.

No formal action was taken.

3. Discussion on Water Tower Repair/Funding.

Utility Operations Manager Steinagel reported that there is leak in the Taylor Street Water Tower. Two quotes to conduct repairs have been received. One quote is for approximately \$111,000 and the other is for approximately \$180,000.

Motion (Sabatke/Rick) to approve the low quote of \$111,280 from KLM Engineering Inc. to replace two pipes on the Taylor Street Water Tower, using American Rescue Plan funding.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 8/10/2021 6:00 PM
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4. Discussion on Sewer Lining

Utility Operations Manager Steinagel reported that there are two areas where there are holes in the sewer lining. One area is near the Sixth Ward Lift Station and the other is on West Main Street. One quote to perform the necessary repairs (approximately \$38,000) has been received.

It was reported that this is a maintenance issue, so no Board of Public Works action is necessary. City staff is authorized to facilitate the necessary repairs.

5. Discussion on 2021 Sanitary Sewer Survey Report

A copy of the report was in the meeting packet.

Utility Operations Manager Steinagel reported that there were no major deficiencies and progress is being made in many areas.

No action on the report was necessary, requested or taken.

6. Operations Report

The report was in the meeting packet.

Utility Operations Manager Steinagel reviewed the report.

3. BPW Agenda Items:

1. Board of Public Works Vouchers

The Board of Public Works vouchers were in the meeting packet.

Motion (Sabatke/Rick) to approve.

RESULT:	APPROVED
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2. Appeal of lawn mowing charges at 101 N. Polk Street

Information was in the meeting packet.

A gentleman speaking on behalf of the property owner presented his case. Street Superintendent Bonack then gave his response.

Motion (Van Lieshout/Rick) to reduce the June and July lawn mowing fees for 101 N. Polk Street by 50%,

RESULT: APPROVED**3. Appeal of lawn mowing charges at 308 Cooper Street**

Information was in the meeting packet.

A lady representing the resident presented her case.

Motion (Sabatke/Rick) to reduce the June and July lawn mowing fees for 308 Cooper Street by 50%,

RESULT: APPROVED**4. Consider potential action(s) related to the former American Legion Building (now known as the Livingston Center), including the request from the Merrill Historical Society to release the reversionary clause in exchange for \$10,000.**

Information was in the meeting packet.

City Administrator Johnson referred to a memo from City Attorney Hayden. The memo notes that, in 1991, the City rescinded a reversionary clause related to the property.

Motion (Rick/Sabatke) to refer to the City's legal counsel.

RESULT: CARRIED**5. Discuss W. Riverside Ave. alley to possibly vacate (301 - 311 W. Riverside Ave.)**

Public Works Director/City Engineer Akey reported that historically, in similar cases, the property owner would request a vacation, and then the City would take the steps necessary to transfer the property to the adjoining property owner.

Public Works Director/City Engineer Akey was authorized to proceed with this. The subject will be discussed further at a future meeting. No formal action was taken at this time.

6. Discuss W. Riverside Ave. street light options (Tannery Drive to State St.)

Public Works Director/City Engineer Akey stated that he would like to contact the property owners in the area to get their opinion on street lighting. He was authorized to do so.

No action was taken at this time.

7. Consider Fiber Phase 3 Bids.

The deadline for submission of bids was July 27th.

City Administrator Johnson reported that the low bid (\$159,277.35) was from Underground Systems. He added that City staff recommends approving that bid.

Motion (Rick/Sabatke) to approve the bid of \$159,277.35 from Underground Systems.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 8/10/2021 6:00 PM
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4. Monthly Reports:

1. Building Inspector/Zoning Administrator Pagel

The report was in the meeting packet.

2. Public Works Director/City Engineer Akey

The report was in the meeting packet.

Public Works Director/City Engineer Akey provided verbal updates on current projects.

3. Street Superintendent Bonack

The report was in the meeting packet.

Street Superintendent Bonack provided additional verbal details to the report.

4. Street & Weed Commissioner Liberty

The report was in the meeting packet.

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, September 1st, 2021 at 5:15 P.M. on the City Hall Common Council Chambers.

6. Public Comment Period

Mike Ravn stated the Merrill Historical Society is hoping to save the Livingston Center. He suggested that a viable option is to sell the building to Jon Malm. Since 1999, the Merrill Historical Society has investing approximately \$57,000 in the building. Mr. Ravn indicated that the Merrill Historical Society is interested in getting all or some of that money back, and suggested that the City should give money to the Merrill Historical Society in the event the building is sold by the City.

Jon Malm shared details on his plans for the former American Legion Building, if he purchases it.

7. Adjournment

Motion (Rick/Sabatke) to adjourn. Carried. Adjourned at 6:36 P.M.