

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

## 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        | Aldersperson - Eighth District | Present |         |
| Mike Rick            | Aldersperson - Sixth District  | Present |         |

Other attendees (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, City Attorney Tom Hayden, I/T Manager Dustin Brown and City Clerk Bill Heideman. Merrill Productions was present to videotape the meeting.

2. Preliminary items:

## 1. Vouchers

Motion (Sabatke/Van Lieshout) to approve.

**RESULT:           APPROVED**

3. Agenda items for consideration:

1. Consider offer submitted to purchase city-owned property at 1405 Mathews Street. Note: Information related to the offer will be presented at the meeting.

No information was in the meeting packet, nor was any documentation distributed at the meeting.

City Administrator Johnson reported that he has received an offer for the property. The building on the property is currently being razed. He reported that an adjoining property owner (500 S. Foster Street) has offered to purchase the property from the City for \$5,100. In his opinion, this is a "good" offer.

Motion (Rick/Van Lieshout) to approve the purchase.

**RESULT:**           **APPROVED & SENT TO COUNCIL**                                 Next: 5/11/2021 6:00 PM

**Next: 5/11/2021 6:00 PM**

2. Consider application from Brent Scantlin and related resolution for partial alley vacation in 1400 block of West Main Street.

The application and related resolution were in the meeting packet.

Note: The City Plan Commission is also required to consider this application.

Motion (Van Lieshout/Sabatke) to recommend approval and refer this recommendation to the City Plan Commission.

**RESULT:           APPROVED**

**3. Review of and potential changes to brush pickup policy.**

Information was in the meeting packet.

Street Superintendent Bonack stated that he was seeking this change to prevent residents and contractors from using the City as a brush cleanup service. He offered two possible options to address this concern. One would be to limit the time that the crew would spend at a property (five or ten minutes). The other option would be to limit the dimensions of the brush pile.

Motion (Woellner/Sabatke) to amend the policy to allow the pickup of brush piles limited to the following dimensions: No more than four (4) feet high, no more than six (6) feet wide and no more than ten (10) feet long.

**RESULT:           APPROVED**

**4. Monthly Reports:**

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

The report was in the meeting packet. Building Inspector/Zoning Administrator Pagel did not attend the meeting.

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

The report was in the meeting packet.

Public Works Director/City Engineer gave a verbal status report on the Superior Street project. The Poplar Street project should be starting in a couple of weeks.

Development opportunities are being sought and researched.

**3. Street Superintendent Bonack**

The report was in the meeting packet.

Street Superintendent Bonack reported that the Street Department is preparing for seal coating.

**4. Street & Weed Commissioner Liberty**

The report was in the meeting packet. Street & Weed Commissioner Liberty did not attend the meeting.

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

Motion (Rick/Van Lieshout) to place on file.

|                                      |
|--------------------------------------|
| <b>RESULT:</b> <b>PLACED ON FILE</b> |
|--------------------------------------|

5.      Establish date, time and location of next regular meeting  
Wednesday, May 26<sup>th</sup>, 2021 at 5:30 P.M. in the City Hall Common Council Chambers.
6.      Public Comment Period  
None.
7.      Adjournment  
Motion (Van Lieshout/Sabatke) to adjourn. Carried. Adjourned at 5:54 P.M.