

**CITY OF MERRILL
BOARD OF PUBLIC WORKS
WEDNESDAY, March 29, 2023 - MINUTES**

Regular Meeting City Hall Council Chambers 5:15 p.m.

Members Present: Mayor Hass, Alderpersons Sabatke, Lupton and Rick (remote)

Others Present: City Attorney Hayden, Public Works Director/City Engineer Akey, Street Superintendent Bonack, Utility Superintendent Steinagel, Building Inspector/Zoning Administrator Pagel, City Clerk Anderson-Malm, Alderperson Weix and Merrill Productions.

Street & Weed Commissioner Liberty was excused

I. Call to Order - Mayor Hass called the meeting to order at 5:15 p.m.

II. Consider approval of meeting minutes from March 1, 2023

A motion to approve the March 1 minutes was made by Alderperson Lupton. The motion was seconded by Alderperson Sabatke and was carried.

III. Water and Sewer Agenda Items:

1. Water and Sewer Vouchers

Alderperson Lupton motioned to place the Water and Sewer vouchers on file. Alderperson Sabatke seconded and the motion carried.

2. Water and Sewer Operation Monthly Report – Steinagel

Utility Superintendent Steinagel highlighted some items on his report including the PFAS information. Alderperson Lupton motioned to place the water and sewer operation monthly report on file. Alderperson Sabatke seconded and the motion carried.

IV. Street Department Agenda Items:

1. Street Department Vouchers

Alderperson Lupton made a motion to approve the Street Department vouchers. Alderperson Sabatke seconded and the motion carried.

2. Discuss and consider an update to the street opening permit:

Street Superintendent Bonack spoke about the updates for the street opening permit. A copy of the permit was included in the packet with revisions indicated.

Mayor Hass made a motion to approve the updated Street Opening permit.

Alderperson Lupton seconded and the motion carried. It was also indicated this would not need to go to the Common Council.

3. Discussion and consideration on the West Side bus stop concern

Merrill Police Department monitored the area and did not see an issue but will continue to monitor and report if anything changes. The possibility of starting with an advanced warning sign to alert motorists was discussed. No further action was taken.

4. Consider a request from BMO bank to install a pneumatic tube across the alley right-of-way between the bank and drive-thru located at 900 E Main St.

Public Works Director/City Engineer Akey discussed this request. The City will encourage an underground tube if possible. If the overhead tube is the option agreed upon, the overhead clearance will be 17 feet.

After discussion, Chair Hass made a motion to approve the request from BMO bank to install a pneumatic tube underground or overhead at 17 feet between the bank and drive-thru located at 900 E Main St.

V. Monthly Reports:

All monthly reports were included in the packet. PWDCE Akey mentioned he notify the committee of any budget constraints to control costs. There were no other questions regarding any of the monthly reports. Alderperson Lupton made a motion to place the monthly reports on file. Alderperson Sabatke seconded and the motion carried.

VI. Determine date and time of next meeting:

The next regular meeting will be Wednesday, April 26 at 5:15 PM

VII. Public Comment

There was no public comment

VIII. Adjournment

Alderperson Lupton made a motion to adjourn. Alderperson Sabatke seconded and the motion carried. The meeting was adjourned at 5:29 PM.

Prepared by: Lori L Anderson-Malm - City Clerk