

**CITY OF MERRILL
BOARD OF PUBLIC WORKS
WEDNESDAY, November 30, 2022 - MINUTES**

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

Members Present: Mayor Steve Hass, Alderpersons Steve Sabatke and Dick Lupton
Aldersperson Mike Rick was 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, Aldersperson Weix, Gary Schwartz, Don Heil and Merrill Productions video operator

Street & Weed Commissioner Ron 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 October 26, 2022

A motion to approve the October 26th minutes was made by Aldersperson Sabatke. The motion was seconded by Aldersperson Lupton and was carried.

III. Water & Sewer Agenda Items:

1. Water and Sewer Vouchers

Aldersperson Lupton made a motion to accept the vouchers. Aldersperson Sabatke seconded and the motion carried.

2. Water and Sewer Operations Report

Utility Superintendent Steinagel provided his report in the packet and was available to answer any questions.

3. Consider adjustment of 2023 Utility Service Fees

Utility Superintendent Steinagel discussed the annual 3% rate increase. He spoke about increases in supplies. The adjustment of the 2023 utility service fees will be forwarded to the December 13th Common Council meeting.

IV. Street Department Agenda Items:

1. Street Department Vouchers

Aldersperson Lupton made a motion to approve the Street Department vouchers. Aldersperson Sabatke seconded and the motion passed.

2. Consider selling a piece of city property located between W. 5th Street and W. 6th Street in the 200 block.

Public Works Director/City Engineer Akey reported on this property. A survey would be completed and the owners of the adjoining properties would split this property down the middle. This would then be retained as part of their parcels.

Aldersperson Rick motioned to sell the piece of city property between W 5th and W 6th Streets in the 200 block and forward to the December 13th Common Council. Aldersperson Lupton seconded and the motion carried.

3. Consider allowing the Lion's Club to place service club signs at the entrances to the city.

Don Heil, representative of the Lion's Club, was granted permission to speak. He mentioned the Lion's Club would provide the signs and the signs are usually approximately 30" in diameter. He answered questions from the committee.

Public Works Director/City Engineer Akey will research costs for a framed structure.

After discussion it was decided this would be brought back to the committee on a future agenda when costs and prices are obtained.

4. Consider developing an RFP to sell the city airport service hangar.

Gary Schwartz was granted permission to speak. He provided additional information at the meeting regarding the discussion and decision for the sale of the FBO hangar from the Airport Commission's meeting. He answered questions from the committee.

Aldersperson Sabatke motioned to develop an RFP to sell the city FBO hangar and forward this to the January Committee of the Whole. Aldersperson Lupton seconded and the motion carried.

V. Monthly Reports:

Monthly Report – Building Inspector Pagel – the report was included in the agenda packet.

Monthly Report – Public Works Director/City Engineer Akey – the report was included in the agenda packet.

Monthly Report - Street Superintendent Bonack – the report was included in the agenda packet. He was asked about recycling costs and stated the costs will be increasing about 15%.

Aldersperson Sabatke brought up recycling issued regarding plastics and questioned the need for recycling these types of products. Public Works Director/City Engineer Akey

stated the State Statute requiring recycling and also stated the city does receive some money for recycling.

It was decided this item would be on the January agenda for further discussion.

Monthly Report - Street & Weed Commissioner Liberty – the report was handed out at the meeting. Mr. Liberty was excused from the meeting.

VI. Next Meeting – it was decided the next meeting would be the Call of the Chair

VII. Public Comment Period

There was no public comment.

VIII. Adjournment

A motion was made by Alderperson Lupton to adjourn. Alderperson Sabatke seconded. The meeting was adjourned at 5:50 P.M.

Prepared by: Lori L Anderson-Malm - City Clerk