

**CITY OF MERRILL
BOARD OF PUBLIC WORKS
WEDNESDAY, MAY 1, 2024 MINUTES
REGULAR MEETING CITY HALL COUNCIL CHAMBERS 5:30 PM**

- I. Call to Order** Mayor Hass called the meeting to order at 5:30 pm
Present: Mayor Hass, Alderperson Rick, Alderperson Andrew Caylor, Alderperson Rutkowski
Present Not Voting: City Administrator/Public Works Director/City Engineer Rod Akey, Ron Liberty, Utility Superintendent Gabe Steinagel, Street Superintendent Dustin Bonack,
Excused: City Attorney Thomas Hayden, Building Inspector/Zoning Administrator Pagel
Others present: City Clerk Anderson-Malm, Ernie McCarthy, Gary Porath, Alderperson Lass, Finance Director Ley, Merrill Community Media
- II. Consider approving minutes from the previous meeting**
 - 1. Minutes from the March 27 meeting.** - Alderperson Rick motioned to Approve. Alderperson Caylor seconded and the motion Passed.
- III. Water and Sewer Agenda Items**
 - 1. Discuss and approve the Water & Sewer Vouchers** - Alderperson Rick motioned to Approve. Alderperson Caylor seconded and the motion Passed.
 - 2. Water & Sewer Operation Monthly Report - Utility Superintendent Steinagel** - Utility Superintendent Steinagel updated the committee with some items from his report.
- IV. Street Department Agenda Items**
 - 1. Discuss and approve the Street Department Vouchers** - Alderperson Rick motioned to Approve. Alderperson Caylor seconded and the motion Passed.
 - 2. Discussion and consideration regarding a petition to vacate a 204-foot portion of E 5th Street from St. John Lutheran Church for the expansion of a daycare facility, improved parking, and increased safety of school children.** - CA/PWD/CE Akey discussed the petition and stated there were no issues, all required signatures were collected, and the City would maintain an easement for utilities. The only revision suggested was to create a rounded curve at the end of Court and 5th Street. The reason was for ease of plowing and to reduce unauthorized parking. Gary Porath from St. John Lutheran Church was granted floor privileges and answered questions from the committee. Alderperson Rick motioned to forward the petition to City Plan. Mayor Hass seconded and the motion passed.
 - 3. Discussion and consideration regarding blue information signs for the Merrill Historical Society.** - Ernie McCarthy from the Historical Society, was

given floor privileges and explained the reason for the request. The signs would draw visitors to the Historical Society Museum. The total cost of 3 signs was estimated to be approximately \$300.00. Mr. McCarthy will take this number back to their committee for discussion. No action was taken.

4. **Discuss and consider the annual large item pickup for the City of Merrill residents.** - Street Superintendent Bonack will monitor this issue throughout the summer and will bring this back to the committee in December. No action was taken.
5. **Discuss and consider the update to Chapter 14, Article II, Section 14-36 Regulation on length of lawn and grasses.** - Mayor Hass motioned to approve the update and forward it to the Common Council. Alderperson Rick seconded and the motion passed.
6. **Discuss and consider the update to Chapter 30, Article II, Section 30-37 Unauthorized disposal of garbage, refuse or solid waste.** - Mayor Hass motioned to approve the update and forward it to the Common Council. Alderperson Rick seconded and the motion passed.
7. **Discuss and consider the update to Chapter 32, Article IV, Section 32-91 Snow and ice removal from sidewalks.** - Alderperson Rick motioned to approve the update and forward it to the Common Council. Alderperson Rutkowski seconded and the motion passed.

V. Monthly Reports

1. **Monthly Report - Building Inspector/Zoning Administrator Pagel -**
2. **Monthly Report - City Administrator/Public Works Director/City Engineer Akey -**
3. **Monthly Report - Street Superintendent Bonack -**
4. **Monthly Report - Street & Weed Commissioner Liberty -**
5. **Consider placing monthly reports on file** - Alderperson Rick motioned to place the monthly reports on file. Alderperson Caylor seconded and the motion passed.

VI. Date and Time of Next Meeting - Wednesday, May 22 at 5:15 PM

VII. Public Comment There was no public comment.

VIII. Adjournment Alderperson Rick motioned to Adjourn. Alderperson Caylor seconded and the motion passed. The motion was adjourned at 5:57 pm.

Minutes respectfully submitted by City Clerk Anderson-Malm

