

**CITY OF MERRILL
BOARD OF PUBLIC WORKS
WEDNESDAY, JUNE 26, 2024 MINUTES
REGULAR MEETING CITY HALL COUNCIL CHAMBERS 5:15 PM**

- I. Call to Order** Alderperson Rick chaired the meeting and called the meeting to order at 5:15 pm.
Present: Mayor Hass (remote), Alderperson Rick, Alderperson Caylor, Alderperson Rutkowski
Present Not Voting: City Administrator/Public Works Director/City Engineer Rod Akey, City Attorney Thomas Hayden, Finance Director Emily Ley, Street Superintendent Dustin Bonack, Building/Zoning Administrator Darin Pagel
Excused: Ron Liberty, Utility Superintendent Gabe Steinagel
Others present: City Clerk Anderson-Malm, Alderperson Lass, Alderperson Weix, Merrill Community Media
- II. Consider approving minutes from the previous meeting**
 - 1. Minutes from the May 1st meeting** - Alderperson Rutkowski motioned to place minutes on file. Alderperson A. Caylor seconded and the motion passed.
- III. Water and Sewer Agenda Items**
 - 1. Discuss and approve the Water & Sewer Vouchers** - Alderperson A. Caylor motioned to approve. Alderperson Rutkowski seconded and the motion passed.
 - 2. Water & Sewer Operation Monthly Report - Utility Superintendent Steinagel** - The report was in the packet. Utility Superintendent Seinagel was excused from the meeting.
- IV. Street Department Agenda Items**
 - 1. Discuss and approve the Street Department Vouchers** - Alderperson Rutkowski motioned to approve. Alderperson A. Caylor seconded and the motion passed.
 - 2. Consider bids for the M2024-03 O'Day Street sidewalk project; the information will be provided at the meeting.** - Information was provided at the meeting. Alderperson A. Caylor motioned to approve the bid from SD Ellenbecker for \$45,600.00 for the O'Day Street sidewalk and forward to the July 9th Common Council. Alderperson Rutkowski seconded and the motion carried.
 - 3. Consider bids for the M2024-04 Parking Lot paving project; the information will be provided at the meeting.** - Information was provided at the meeting. Alderperson Rutkowski motioned to approve the bid from American Asphalt for \$86,520.00 with the understanding of a budget

amendment proposal at the July 9th Common Council meeting. Alderperson A. Caylor seconded and the motion carried.

V. Monthly Reports

1. **Monthly Report - Building Inspector/Zoning Administrator Pagel** - The report was included in the packet and questions were answered.
2. **Monthly Report - City Administrator/Public Works Director/City Engineer Akey** - The report was included in the packet. Some projects were highlighted.
3. **Monthly Report - Street Superintendent Bonack** - The report was included in the packet. Some highlights were discussed and questions were answered.
4. **Monthly Report - Street & Weed Commissioner Liberty** - The report was included in the packet. There were no questions.
5. **Consider placing monthly reports on file** - Alderperson Rutkowski motioned to place monthly reports on file. Alderperson A. Caylor seconded and the motion passed.

VI. Date and Time of Next Meeting - Wednesday, July 24th at 5:15 pm

VII. Public Comment There was no public comment.

VIII. Adjournment Alderperson A. Caylor motioned to adjourn. Alderperson Rutkowski seconded and the motion passed. The meeting was adjourned at 5:32 pm.

Minutes respectfully submitted by City Clerk Anderson-Malm