

**CITY OF MERRILL
BOARD OF PUBLIC WORKS
WEDNESDAY, AUGUST 28, 2024 MINUTES
REGULAR MEETING CITY HALL COUNCIL CHAMBERS 5:15 PM**

- I. Call to Order** Mayor Hass called the meeting to order at 5:15 pm
Present: Mayor Hass, Alderperson Rick, Alderperson Caylor, Alderperson Rutkowski
Present Not Voting: City Administrator/Public Works Director/City Engineer Rod Akey, Ron Liberty, City Attorney Thomas Hayden, Street Superintendent Dustin Bonack, Utility Superintendent Gabe Steinagel, Building/Zoning Administrator Darin Pagel, Finance Director Ley, Alderperson Weix, Assistant Engineer Novitch, Merrill Community Media. City Clerk Anderson-Malm was excused.
- II. Consider approving minutes from the previous meeting**
 - 1. Minutes from the June 26th meeting. There was no July meeting.**
- Alderperson Rick motioned to approve. Alderperson A. 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 the vouchers. Alderperson A. Caylor seconded and the motion passed.
 - 2. Review of the 2024 Sanitary Survey** - Utility Superintendent Steinagel highlighted items from the report.
 - 3. Water & Sewer Operation Monthly Report - Utility Superintendent Steinagel** - The report was presented and questions were answered.
 - 4. Discuss 2025 Capital Requests - Utility** - Utility Superintendent Steinagel highlighted the items for the 2025 Capital Utility Requests. Mayor Hass motioned to forward the 2025 Capital Utility Requests to the Capital Budget Meeting. Alderperson Rutkowski seconded and the motion passed.
- IV. Street Department Agenda Items**
 - 1. Discuss and approve the Street Department Vouchers** - Alderperson Rick motioned to approve. Alderperson A. Caylor seconded and the motion passed.
 - 2. Discuss 2025 Capital Requests - Streets** - Street Superintendent Bonack highlighted the items on the 2025 Street Capital Requests. Alderperson Rick motioned to forward the 2025 Street Capital Requests to the Capital Budget Meeting. Alderperson Rutkowski seconded and the motion passed.
- V. General Agenda Items for Consideration**

1. **Discuss 2025 Capital Projects** - City Administrator Akey presented the 2025 Capital Projects to the committee and answered questions. Alderperson A. Caylor motioned to forward to the 2025 Capital Projects to the Capital Budget Committee of the Whole. Mayor Hass seconded and the motion passed.
2. **Consider selling City-owned properties (see attached list)** - CAPWDCE Akey updated the committee with the list of city-owned properties and asked for 1905 Jackson Street to be added. Alderperson Rutkowski motioned to put the city-owned properties out for bid, including 1905 Jackson Street. Alderperson Rick seconded and the motion passed.
3. **Consider a land parcel exchange with Fremarq to facilitate the trail connection and storm water discharge (see map attached)** - CAPWDCE Akey updated the committee. Following discussion, Alderperson A. Caylor motioned to approve the land parcel exchange with Fremarq and forward to the September Council meeting. Alderperson Rutkowski seconded and the motion passed. Alderperson Rick voted no.

VI. 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 Ruckowski seconded and the motion passed.

VII. Date and Time of Next Meeting - Wednesday, September 25th at 5:15 pm

VIII. Public Comment There was public comment, no microphone was used. The public comment was not audible.

IX. Adjournment Alderperson Rick motioned to adjourn. Alderperson A. Caylor seconded and the motion passed. The meeting was adjourned at 6:37 pm.

Minutes respectfully submitted by City Clerk Anderson-Malm via the recording from the City of Merrill website.

The minutes are in draft form until approved at the next scheduled meeting.