

**CITY OF MERRILL
BOARD OF PUBLIC WORKS
WEDNESDAY, JANUARY 29, 2025 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 A. Caylor, Alderperson Rutkowski
Present Not Voting: City Administrator/Public Works Director/City Engineer Rod Akey, Ron Liberty, Street Superintendent Dustin Bonack, Utility Superintendent Gabe Steinagel, Building/Zoning Administrator Darin Pagel, City Clerk Anderson-Malm, Scarlett Bonack, Merrill Community Media
Excused: Alderperson Mike Rick
- II. **Consider approving minutes from the previous meeting**
 1. **Minutes from the October and November 2024 meetings.** - Alderperson A. Caylor motioned to place the October and November minutes on file.
Alderperson Rutkowski 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** - US Steinagel highlighted items from his report and answered questions.
- 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.
- V. **General Agenda Items for Consideration**
 1. **Discuss and consider the contract regarding the hanging banners on the street poles.** - CA Akey informed the committee that the company is contracted until May 2025, meaning the banners remain on the street poles until 2026. This will be included on an agenda for discussion later in the year.
 2. **Review the Public Works Improvement Policy** - CA Akey explained the public works improvement policy stating this change would require an Ordinance revision. Alderperson A. Caylor motioned to revise the Public Works Improvement Policy from August 1st to June 1st and forward this to the February Common Council. Alderperson Rutkowski seconded and the motion passed.
- 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** - All reports were included in the packet and all questions were answered. Alderperson Rutkowski motioned to place the reports on file. Alderperson A. Caylor seconded and the motion passed.

VII. Date and Time of Next Meeting - Wednesday, February 26 at 5:15 pm

VIII. Public Comment There was no public comment.

IX. Adjournment Alderperson Rutkowski motioned to adjourn. Alderperson A. Caylor seconded and the motion passed. The meeting adjourned at 5:26 pm.

Minutes respectfully submitted by City Clerk Anderson-Malm
Minutes are in draft form until approved at the next scheduled meeting