

**CITY OF MERRILL
BOARD OF PUBLIC WORKS
WEDNESDAY, MARCH 26, 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, D6 Alderperson Rick, D1 Alderperson Caylor, D8 Alderperson Rutkowski
Present Not Voting: City Administrator/Public Works Director/City Engineer Rod Akey, Ron Liberty, Street Superintendent Dustin Bonack, Building/Zoning Administrator Darin Pagel, City Clerk Anderson-Malm, Nicholas Long (remote), Merrill Community Media
Excused: City Attorney Thomas Hayden, Utility Superintendent Gabe Steinagel
- II. **Consider approving minutes from the previous meeting**
 1. **Minutes from the February 26th meeting** - (D6 Alderperson Rick/D8 Alderperson Rutkowski) motion/second to approve the minutes. The motion passed.
- III. **Water and Sewer Agenda Items**
 1. **Discuss and approve the Water & Sewer Vouchers** - (D1 Alderperson A. Caylor/D8 Alderperson Rutkowski) motion/second to approve the Water and Sewer vouchers. The motion passed.
 2. **Water & Sewer Operation Monthly Report - Utility Superintendent Steinagel** - The report was included in the packet. There were no questions.
- IV. **Street Department Agenda Items**
 1. **Discuss and approve the Street Department Vouchers** - (D6 Alderperson Rick/D8 Alderperson Rutkowski) motion/second to approve the Street Department vouchers. D6 Alderperson Rick questioned purchasing salt in February or March. Street Superintendent Bonack stated the lack of storage, so salt is purchased as needed. Following that brief discussion, the motion passed.
- V. **General Agenda Items for Consideration**
 1. **Discuss and consider the invoice for snow removal at 303 Blaine St.**
- Street Superintendent Bonack explained the situation to the committee regarding the invoice for shoveling. Nicholas Long was remote and was given privileges to respond to the committee. Following a discussion, (D6 Alderperson Rick/D8 Alderperson Rutkowski) motioned/seconded to revise the invoice to \$150.00 for a one-time reduction. The motion passed.
 2. **Review and approve the updated Street Opening permit.** - Street Superintendent Bonack explained the updates to the Street Opening permit. Following a brief discussion, (D8 Alderperson Rutkowski/D1 Alderperson A.

Caylor) motioned/seconded to approve the updated Street Opening permit and forward it to Council. The motion passed.

VI. Monthly Reports

- 1. Monthly Report - Building Inspector/Zoning Administrator Pagel** - The report was in the packet. There were no questions.
- 2. Monthly Report - City Administrator/Public Works Director/City Engineer Akey** - The report was in the packet. CA/PWD/CE Akey provided additional information regarding an item on his report and answered questions.
- 3. Monthly Report - Street Superintendent Bonack** - The report was included in the packet. SS Bonack answered questions from the committee regarding plowing.
- 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** - (D6 Alderperson Rick/D8 Alderperson Rutkowski) motion/second to place the monthly reports on file. The motion passed.

VII. Date and Time of Next Meeting - Wednesday, April 30th at 5:15 pm

VIII. Public Comment There was no public comment.

IX. Adjournment (D6 Alderperson Rick/D8 Alderperson Rutkowski) motion/second to adjourn. The motion passed. The meeting was adjourned at 5:25 pm.

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