

**CITY OF MERRILL
BOARD OF PUBLIC WORKS
WEDNESDAY, AUGUST 27, 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 A. Caylor (5:22 pm),
D8 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 (remote)
- II. **Consider approving minutes from the previous meeting**
 1. **Minutes from the July 23rd meeting.** - (D6 Alderperson Rick/D8
Alderperson Rutkowski) motion/second place minutes on file. The motion
passed.
- III. **Water and Sewer Agenda Items**
 1. **Discuss and approve the Water & Sewer Vouchers** - (D8 Alderperson
Rutkowski/D6 Alderperson Rick) motion/second approve. The motion passed.
 2. **Water & Sewer Operation Monthly Report - Utility Superintendent
Steinagel** - US Steinagel highlighted items from his report.
 3. **Discuss and consider the Heinen Septic's application to discharge
septate at the Wastewater Treatment Plant.** - (D6 Alderperson Rick/D8
Alderperson Rutkowski) motion/second approve. The motion passed.
 4. **Approve the 2026 Capital Improvement Plan** - Utility Superintendent
Steinagel went over the 2026 Capital Improvement Plan and answered
questions. Following discussion (Mayor Hass/D6 Alderperson Rick)
motion/second to approve and forward to the Committee of the Whole Budget
meeting. The motion passed.
- IV. **Street Department Agenda Items**
 1. **Discuss and approve the Street Department Vouchers** - (D6 Alderperson
Rick/D8 Alderperson Rutkowski) motion/second approve. The motion passed.
- V. **General Agenda Items for Consideration**
 1. **Discuss and consider a street use permit for the Merry Merrill Market on
December 13, 2025, from 5:00 pm - 10:00 pm from Main Street, Courtside
Furniture to the Cosmo Theater in conjunction with the Merry Merrill
Market Downtown Christmas Event.** - (D6 Alderperson Rick/D8 Alderperson
Rutkowski) motion/second approve. The motion passed.
 2. **Approve 2026 Capital Improvement Plan** - Street Superintendent Bonack
discussed the items from the 2026 Capital Improvement Plan and answered

questions. Following discussion, (Mayor Hass/D8 Alderperson Rutkowski) motion/second to approve and forward to the Committee of the Whole budget meeting.

VI. Monthly Reports

- 1. Monthly Report - Building Inspector/Zoning Administrator Pagel - BI/ZA**
Pagel gave a verbal report and answered questions.
- 2. Monthly Report - City Administrator/Public Works Director/City Engineer Akey - CA/PWD/CE**
Akey highlighted items from his report and answered questions.
- 3. Monthly Report - Street Superintendent Bonack** - There were no questions.
- 4. Monthly Report - Street & Weed Commissioner Liberty** - There were no questions.
- 5. Consider placing monthly reports on file** - (D6 Alderperson Rick/D8 Alderperson Rutkowski) motion/second place monthly reports on file. The motion passed.

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

VIII. Public Comment There was no public comment.

IX. Adjournment (D6 Alderperson Rick/D8 Alderperson Rutkowski) motion/second adjourn. The motion passed. The meeting was adjourned at 5:40 pm.

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