

**CITY OF MERRILL
BOARD OF PUBLIC WORKS
WEDNESDAY, OCTOBER 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, D6 Alderperson Rick, D1 Alderperson A. Caylor, D8 Alderperson Rutkowski
Present Not Voting: City Administrator/Public Works Director/City Engineer Rod Akey, Street Superintendent Dustin Bonack, Utility Superintendent Gabe Steinagel, Building/Zoning Administrator Darin Pagel, City Clerk Anderson-Malm (remote)
Excused: Ron Liberty

- II. **Consider approving minutes from the previous meeting**
 1. **Minutes from the September 24th meeting** - (D6 Alderperson Rick/D8 Alderperson Rutkowski) motion/second to place minutes on file. 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 motion passed.
 2. **Water & Sewer Operation Monthly Report - Utility Superintendent Steinagel** - Utility Superintendent Steinagel highlighted some items from the report and answered 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 motion passed.
 2. **Discuss and consider vacating the alley between 603 and 605 S Foster Street.** - City Administrator/Public Works Director/City Engineer Akey explained the alley vacation to the committee. It is only a portion of the alley. This will be forwarded to the City Plan Commission and to the Common Council. Following discussion, (D6 Alderperson Rick/D1 Alderperson A. Caylor) motion/second to approve. The motion passed.

- V. **Monthly Reports**
 1. **Monthly Report - Building Inspector/Zoning Administrator Pagel** - The report was included in the packet.
 2. **Monthly Report - City Administrator/Public Works Director/City Engineer Akey** - The report was included in the packet.

3. **Monthly Report - Street Superintendent Bonack** - The report was included in the packet and questions were answered.
 4. **Monthly Report - Street & Weed Commissioner Liberty** - The report was given verbally by Mayor Hass.
 5. **Consider placing monthly reports on file** - (D6 Alderperson Rick/D8 Alderperson Rutkowski) motion/second to place monthly reports on file. The motion passed.
- VI. Date and Time of Next Meeting - Wednesday, November 26th at 5:15 pm or Call of the Chair** The next meeting will be Call of the Chair.
- VII. Public Comment** There was no public comment.
- VIII. Adjournment** (D6 Alderperson Rick/D1 Alderperson A. Caylor) motion/second to adjourn. The motion passed. The meeting was adjourned at 5:23 pm.

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