

**CITY OF MERRILL
BOARD OF PUBLIC WORKS
WEDNESDAY, FEBRUARY 25, 2026 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, 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
Excused: D6 Alderperson Mike Rick, Ron Liberty

- II. **Consider approving minutes from the previous meeting**
 1. **Minutes from the January 28th meeting.** - (D8 Alderperson Rutkowski/D1 Alderperson A. Caylor) 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 updated the committee and highlighted some items.
 3. **Consider terminating the existing Sewer Easement for N Pineridge Ave with Zastrow property (AKA Doug and Cindy, LLC).** - CA/PWD/CE Akey explained the easement going to the gravel pit. Zastrow would like to build south of the easement. He explained it is best to vacate the easement and, if needed in the future, a lift station could be created. Following discussion (D8 Alderperson Rutkowski/D1 Alderperson A. Caylor) motion/second to terminate the Pine Ridge easement and forward it to Council. The motion passed.
 4. **Consider a Cell Tower Lease extension with T-Mobile Central, LLC.** - CA/PWD/CE Akey the city has had this lease since 2001 and is proposing the 1st amendment to the lease. This would be approximately \$27,000 per year T-Mobile Central, LLC would pay to the city. This amount would increase every 5 years by 10 percent. (D1 Alderperson A. Caylor/D8 Alderperson Rutkowski) motion/second to accept the agreement and forward it to Council. The motion passed.

- IV. **Street Department Agenda Items**
 1. **Discuss and approve the Street Department Vouchers** - (D1 Alderperson A. Caylor/D8 Alderperson Rutkowski) motion/second to approve. The motion passed.

2. **Update to the 2026 Street Opening Permit** - Street Superintendent Bonack explained the update to the committee. The changes factor in the cost of materials. (D8 Alderperson Rutkowski/D1 Alderperson A. Caylor) motion/second to approve and forward to Council. The motion passed.

V. **Monthly Reports**

1. **Monthly Report - Building Inspector/Zoning Administrator Pagel** - There were no questions.
2. **Monthly Report - City Administrator/Public Works Director/City Engineer Akey** - Some items were highlighted. There were no additional questions.
3. **Monthly Report - Street Superintendent Bonack** - Some items were highlighted. There were no additional questions.
4. **Consider placing monthly reports on file** - (D8 Alderperson Rutkowski/D1 Alderperson A. Caylor) motion/second to place monthly reports on file. The motion passed.

VI. **Date and Time of Next Meeting - Wednesday, March 25th at 5:15 pm**

VII. **Public Comment** There was no public comment.

VIII. **Public Hearing starting at 6:00 pm** The committee paused the meeting at approximately 5:30 and resumed at 6:00 for the public hearing portion of the agenda.

1. **Notice of Public Hearing** - The meeting resumed at 6:00 pm for the public hearing. The notice was read by City Clerk Anderson-Malm. (D1 Alderperson A. Caylor/D8 Alderperson Rutkowski) motion/second to open the public hearing. The motion passed. There was no one to speak for or against the hearing in-person or remote. (D8 Alderperson Rutkowski/D1 Alderperson A. Caylor) motion/second to close the public hearing. The motion passed.
2. **Discuss and consider a preliminary resolution of intent to exercise special assessment powers by police power.** - There were no further questions from the committee regarding the notice. (Mayor Hass/D8 Alderperson Rutkowski) motion/second to approve the Resolution and forward to the Council with approval. The motion passed.

IX. **Adjournment** (D1 Alderperson A. Caylor/D8 Alderperson Rutkowski) motion/second to adjourn. The motion passed. The meeting adjourned at 6:03 pm.

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