

**CITY OF MERRILL
BOARD OF PUBLIC WORKS
WEDNESDAY, JULY 29, 2026 MINUTES
REGULAR MEETING CITY HALL COUNCIL CHAMBERS 5:15 PM**

- I. Call to Order** Roll Call: Mayor Hass called the meeting to order at 5:15 pm
Present: Mayor Hass, D1 Alderperson A. Caylor, D8 Alderperson Rutkowski, D6 Alderperson Sukow
Present Not Voting: City Administrator/Public Works Director/City Engineer Rod Akey, Street Superintendent Dustin Bonack, Utility Superintendent Gabe Steinagel, Finance Director Ley, City Clerk Anderson-Malm, City Engineer Novitch
Excused: Building/Zoning Administrator Darin Pagel

II. Consider approving minutes from the previous meeting

1. **Minutes from the June 24th meeting.** - (D8 Alderperson Rutkowski/D6 Alderperson Sukow) motion/second to place minutes on file. The motion passed.

III. General Agenda Items for Consideration

1. **Consider revisions to the Monthly Voucher Reports** - Finance Director Ley explained the reasoning for revising the monthly voucher reports. They will be a more efficient way to show the monthly transactions.

IV. 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.
3. **Review of 2027 Capital Projects: Filter Valves, Loader Replacement, Aerial Photo Project, South Center Generator, Digester Pump, Water Utility filter roof replacement** - US Steinagel explained the following 2027 Capital Projects which were included in the packet.
 1. Aerial photo project - this is a joint project with the County and is done every 3 years for GIS. The city's portion is \$17,000. A question was asked if this could be done every 6 years instead. US Steinagel will research that request before the budget meeting.
 2. Filter valves - this would be replacing 2 valves. Pressure release valves are replaced every 7-8 years.
 3. Loader replacement - the loader was received from the Street Department and is now beyond its useful life. They will be looking for a used larger unit. The old loader will be listed on an auction site.
 4. S. Center generator - this has been a problem for 5 years. The parts are hard to find and something more reliable is needed.

5. Digester pump - there are 3 pumps in the digester building. One pump would be replaced. The old pump would be kept for parts.

6. Water Utility filter roof replacement - this roof was put in 2012 and is leaking in one area. The east part of the roof would be replaced with a rubber roof without rock.

Following discussion, (Mayor Hass/D8 Alderperson Rutkowski) motion/second to forward the 2027 capital projects to the budget meeting. The motion passed.

V. 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. **Review Capital Equipment Requests: 10 year Capital Plan, Single Axle Plow Truck, Manhole Cutter Request** - The 10 year Capital Plan was included in the packet. Street Superintendent Bonack explained the following 2027 capital requests:
 1. Single axle plow truck - these trucks are from 2006. They are looking to replace this truck with one with wings to better clean-up snow. The current truck does not have the hydraulic capabilities to have wings attached. There is a 2-year lead time for this type of vehicle. A question was asked if it would be possible to replace one at a time. SS Bonack said this could be a possibility.
 2. Manhole cutter request - SS Bonack explained the process and how this piece of equipment would be beneficial. Plover will be bringing their manhole cutter to Merrill to work on the Taylor Street project.
 3. N. Center Avenue street lights - this request would remove the public service lights and replace them with city owned lights. There would be 4-5 lights replaced.Following discussion, (Mayor Hass/D6 Alderperson Sukow) motion/second to forward the Capital requests to the budget meeting. The motion passed.
3. **Consider a resolution authorizing the vacation of an alley located north of lots thirteen and fourteen of block three of VR Willards addition (south of E 6th St, east of Blaine St, north of E 5th St)** - (Mayor Hass/D8 Alderperson Rutkowski) motion/second to approve and forward to City Plan. The motion passed.
4. **Consider a resolution authorizing the vacation of a (ROW) right of way located at the south-west corner of G.R. Sturdevant's addition (Logan Ave).** - (D8 Alderperson Rutkowski/D1 Alderperson A. Caylor) motion/second to approve and forward to City Plan. The motion passed.
5. **Consider a resolution authorizing the vacation of a portion of land in Mary Poor's addition (by S Nast St and Logan Ave).** - (D1 Alderperson A. Caylor/D8 Alderperson Rutkowski) motion/second to approve and forward to City Plan. The motion passed.

VI. 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** - CA Akey highlighted the infrastructure projects.
- 3. Monthly Report - Street Superintendent Bonack** - SS Bonack highlighted some items from his report.
- 4. Consider placing monthly reports on file** - (D8 Alderperson Rutkowski/D6 Alderperson Sukow) motion/second to place monthly reports on file. The motion passed.

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

VIII. Public Comment None.

IX. Adjournment (D1 Alderperson A. Caylor/D6 Alderperson Sukow) motion/second to adjourn. The motion passed. The meeting adjourned at 5:43 pm.

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