



CITY OF MERRILL
BOARD OF PUBLIC WORKS

MINUTES • WEDNESDAY OCTOBER 28, 2020

Regular Meeting

City Hall Council Chambers

5:30 PM

1. Call to Order

Mayor Woellner called the meeting to order at 5:32 P.M.

Attendee Name	Title	Status	Arrived
John M. Van Lieshout	Aldersperson - Fifth District	Excused	
Derek Woellner	Mayor	Present	
Steve Sabatke	Alderman - Eighth District	Present	
Mike Rick	Aldersperson - Sixth District	Present	

Others in attendance: City Administrator Dave Johnson, Public Works Director/City Engineer Rod Akey, Street Superintendent Dustin Bonack, Street & Weed Commissioner Ron Liberty, Building Inspector/Zoning Administrator Darin Pagel, City Attorney Tom Hayden, Alderman Mark Weix, Alderman Paul Russell, Dale Bacher and City Clerk Bill Heideman. A representative from Merrill Productions was present to video tape the meeting.

2. Preliminary items:

1. Vouchers

Motion (Rick/Sabatke) to approve.

RESULT: APPROVED

3. Other agenda items for consideration:

1. Discussion on Yard Waste Collection

Yard waste collection information from neighboring municipalities was in the meeting packet. Street Superintendent Bonack reported on current City of Merrill collection policies and procedures.

Public Works Director/City Engineer Akey reported that the current system requires “dedicating” three workers to pick up leaves for four to six weeks in the fall.

Alderman Russell had questions related to the availability of receptacles at the compost site near the City Garage.

Mayor Woellner suggested using paper bags instead of plastic bags for yard waste. Public Works Director/City Engineer Akey responded that paper bags can be problematic when they get wet.

Street & Weed Commissioner Liberty noted that he has been issuing “door hangers” to people who have been putting leaves in storm sewers.

Public Works Director/City Engineer Akey speculated that one way to address this would be to strive to do a better job of informing the public on available options for yard waste disposal. There was agreement that increased efforts to inform the public would help.

Alderman Russell suggested that discussion on this should continue, and that the City should continue to conduct research to identify environmentally-friendly options.

No action was taken at this time.

2. Update on Riverside property transfer/survey

Public Works Director/City Engineer Akey distributed information.

This has been an ongoing issue. The cost of the survey is approximately \$4,000. It has been proposed that the City pay \$2,000 for the survey and the affected landowners pay the other \$2,000.

Public Works Director/City Engineer Akey has calculated the cost to each landowner, based on square footage. He will present these costs to the landowners to get their reaction.

Motion (Sabatke/Rick) to approve a 50/50 split (\$2,000 each) between the City and the affected landowners, to pay for the survey of the properties on Riverside Avenue being considered for transfer.

RESULT:	APPROVED
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3. Discuss Riverside Avenue centerline painting near Riverside Athletic Club

Currently, the road in that area is 36 feet in width (curb-to-curb). Moving the center line four feet would allow for pick-ups and drop-offs. If approved, the move would happen in May or June of 2021.

Mayor Woellner remarked that this could make it “tight” for bicycle traffic.

Motion (Rick/Sabatke) to move the center line four feet.

RESULT:	APPROVED
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4. Discuss the need for sidewalk on Riverside Avenue

Public Works Director/City Engineer Akey reported that installing sidewalk on Riverside Avenue has been discussed in the past. At the present time, there are no funds earmarked for this project. If such a project was approved, property owners would be subject to a special assessment to help pay for the sidewalk. Sidewalk will be installed as dictated by the terrain.

Public Works Director/City Engineer Akey will draft a preliminary plan/survey and also obtain input from property owners. No action was necessary, requested or taken at this time.

5. Discuss potential for municipal RV campground

Mayor Woellner had requested that this item be placed on the agenda. He explained that this concept is currently in the early stage of discussion.

Mayor Woellner reported that he was in Minnesota recently. The municipality he was at was “booming”, partially because of a municipal RV campground located near the downtown area. He stated that he has also received a phone call urging him to explore the possibility of a municipal RV campground.

Several potential site options for a campground were discussed.

Mayor Woellner is touting this as a low-cost way to bring people to Merrill. He will contact other municipalities to get more information. This will be discussed at future meeting(s). No action was necessary, requested or taken at this time.

4. Monthly Reports:

1. Building Inspector/Zoning Administrator Pagel

The report was in the meeting packet.

Building Inspector/Zoning Administrator Pagel commented that it was “business as usual” last month. Garbage issues are winding down with the onset of winter.

2. Public Works Director/City Engineer Akey

The report was in the meeting packet.

Public Works Director/City Engineer Akey reported that they are finishing the project in the area of Athletic Park. Work is being done on the River Bend Trail extension.

3. Street Superintendent Bonack

The report was in the meeting packet.

Street Superintendent Bonack reviewed the report. He noted that, with the changing of the seasons, this is a “transition” time for the Street Department.

4. Street & Weed Commissioner Liberty

The report was in the meeting packet.

Street & Weed Commissioner Liberty reviewed the report.

5. Consider placing monthly reports on file

Motion (Sabatke/Woellner) to place on file.

RESULT: PLACED ON FILE

5. Establish date, time and location of next regular meeting
Wednesday, November 18th, 2020 at 5:30 P.M. in the City Hall Common Council Chambers.
6. Public Comment Period
Mayor Woellner mentioned that poll workers are still needed for the November 3rd election.
7. Adjournment
Motion (Rick/Sabatke) to adjourn. Carried. Adjourned at 6:32 P.M.