

**CITY OF MERRILL
BOARD OF PUBLIC WORKS
WEDNESDAY, October 25, 2023 - MINUTES**

Regular Meeting City Hall Council Chambers 5:15 p.m.

Members Present: Mayor Hass, Alderperson Sabatke, Alderperson Lupton and Alderperson Rick.

Others Present: Public Works Director/City Engineer Akey, City Attorney Hayden, City Clerk Anderson-Malm, Street Superintendent Bonack, Building and Inspector/Zoning Administrator Pagel, Todd Kleinschmidt and Merrill Community Media. Utility Superintendent Steinagel and Street & Weed Commissioner Liberty were excused.

- I. **Call to Order** – Mayor Hass called the meeting to order at 5:15 PM.
- II. **Consider approval of meeting minutes from September 27, 2023**
Alderperson Rick motioned to approve the September 27th minutes. Alderperson Lupton seconded and the motion carried.
- III. **Water and Sewer Agenda Items:**
 1. **Water and Sewer Vouchers**
Alderperson Rick motioned to approve the vouchers. Alderperson Sabatke seconded and the motion carried.
 2. **Water & Sewer Operation Monthly Report – Utility Superintendent Steinagel** –
The report was in the packet. There were no additional questions.
- IV. **Street Department Agenda Items:**
 1. **Street Department Vouchers**
Alderperson Lupton made a motion to approve the Street Department vouchers. Alderperson Rick seconded and the motion carried.
 2. **Discuss and consider asphalt plans for the storage facility at 1601 S Hwy K** –
additional information was provided at the meeting. Building Inspector/Zoning Administrator Pagel supplied information regarding standard policy for permits. After discussion, Mayor Hass made a motion to extend the request until June 15, 2024. Alderperson Sabatke seconded and the motion carried.
 3. **Consider bids for city owned property** – additional information was provided at the meeting. Following discussion, Alderperson Rick made a motion to accept the high bids for the city owned properties and forward to the Common Council. Alderperson Sabatke seconded and the motion carried.
 4. **Discuss and consider snow removal from 101 N Polk Street from January 2023** –
Street Superintendent Bonack discussed the information that was provided in the packet regarding the issue of snow removal from 101 N Polk Street from January 2023. Property Manager Todd Kleinschmidt was present at the meeting and allowed to address the committee. He stated the owners live out of state and the notice was

delivered to the property address so they did not receive the notice. Building Inspector/Zoning Administrator Pagel stated all notices are sent to the property address listed on the tax bill and this information would need to be changed at Lincoln County. Following additional discussion, Alderperson Rick made a motion to deny the reduction of the \$300.00 for shoveling from January 2023. Alderperson Lupton seconded and the motion carried.

V. Monthly Reports:

The reports were included in the packet. There were no additional questions. Alderperson Lupton motioned to place the reports on file. Alderperson Rick seconded and the motion carried.

VI. Date and time of next meeting – Wednesday, November 20 at 5:15 PM

VII. Public Comment – There was no public comment

VIII. Adjournment – Alderperson Rick made a motion to adjourn. Alderperson Lupton seconded and the motion carried. The meeting was adjourned at 5:31 PM.

Minutes respectfully submitted by: Lori L Anderson-Malm - City Clerk