



CITY OF MERRILL
BOARD OF PUBLIC WORKS

MINUTES • WEDNESDAY SEPTEMBER 1, 2021

Regular Meeting

City Hall Council Chambers

5:15 PM

1. Call to Order

Mayor Woellner called the meeting to order at 5:15 P.M.

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

Others present (either in-person or remotely) included: City Administrator Dave Johnson, Public Works Director/City Engineer Rod Akey, Street Superintendent Dustin Bonack, Building Inspector/Zoning Administrator Darin Pagel, Utility Operations Manager Gabe Steinagel, City Attorney Tom Hayden, Alderman Steve Hass, Alderman Rick Blake, Bea Lebal, Jon Malm, Pat Burg and City Clerk Bill Heideman. Merrill Productions was present to videotape the meeting.

2. Water & Sewer Agenda Items:

1. Water & Sewer Vouchers

The vouchers were in the meeting packet.

Motion (Rick/Van Lieshout) to approve.

RESULT: APPROVED

2. 2022 Capital Requests

Information on the four 2022 capital requests was in the meeting packet

Utility Operations Manager Steinagel reported on the requests, as follows:

1. One ton truck (\$50,000)
2. Secondary Clarifier Rehab (\$60,000)
3. Well 4 Rehab (\$57,000)
4. Landfill Blower (\$9,000)

Motion (Van Lieshout/Sabatke) to refer to the 2022 budget process.

RESULT: REFER TO BUDGET PROCESS

3. Operations Report

Utility Operations Manager Steinagel reviewed the report.

3. BPW Agenda Items:

1. Board of Public Works Vouchers

The vouchers were in the meeting packet.

Street Superintendent Bonack answered a question on a voucher.

Motion (Sabatke/Van Lieshout) to approve.

RESULT:	APPROVED
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2. Continue discussion and take potential action(s) related to the former American Legion Building (now known as the Livingston Center).

Mayor Woellner reported that, after the further review, the legal opinion of the City's outside legal counsel has not changed. The opinion of the outside legal counsel is that the City owns the property.

Mayor Woellner recommends writing a formal letter to the Merrill Historical Society asking them to vacate the property if they are no longer using it. Once the property is vacated, Mayor Woellner would propose that the property be sold via bids, with the profits from the sale used to establish a grant program for non-profit organizations.

Motion (Sabatke/Van Lieshout) to recommend that the City relinquish all claim to the property in the event the Merrill Historical Society sells the property to a non-profit organization. Motion failed.

Motion (Woellner/Van Lieshout) to recommend that the City relinquish all claims to ownership of the Livingston Building (former American Legion Building) in exchange for the City receiving a \$10,000 payment from the Merrill Historical Society at the time the building is sold by the Merrill Historical Society.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 9/14/2021 6:00 PM
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3. Street Use Permit application from The Haunted Sawmill to close the street in the area in front of the Haunted Sawmill (Hendricks Street from East Seventh Street to East Eighth Street) from 5:00 P.M. to 1 A.M. on the following dates in 2021: October 8, October 9, October 15, October 16, October 22, October 23, October 29, October 30 and October 31, in conjunction with a haunted house event.

A copy of the application was in the meeting packet.

Motion (Van Lieshout/Rick) to approve.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 9/14/2021 6:00 PM
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4. Petition for paving on Summit Avenue, Bramble Way and Wildwood Lane. City Engineer/Public Works Director Akey recommends that the petition be referred to the 2022 budget process for consideration.

A copy of the petition was in the meeting packet.

Motion (Rick/Van Lieshout) to refer to the 2022 budget process.

RESULT: REFER TO BUDGET PROCESS**5. 2022 Capital Request for Front End Loader**

Street Superintendent Bonack reported on the request (\$135,000).

Alderman Rick suggested that the option of leasing should be explored.

Motion (Van Lieshout/Sabatke) to refer to the 2022 budget process.

RESULT: REFER TO BUDGET PROCESS**6. Bids for Webster Street extension.**

There was a request to alter the order of agenda items in order to consider this item immediately after the agenda item related to the front end loader. Without objection, it was so ordered.

Public Works Director/City Engineer Akey distributed the bid results. Three bids were received.

Public Works Director/City Engineer Akey recommends that the Tenth Street project be delayed until 2022 and to proceed with the Webster Street extension project.

Motion (Rick/Sabatke) to refer the bids to the Common Council, with no recommendation.

RESULT: REFERRED TO COUNCIL**Next: 9/14/2021 6:00 PM****7. Review drainage issues on Ninth Street (Mill Street to Poplar Street) and on Third Street (Grand Avenue to Logan Street). City Engineer/Public Works Director Akey recommends that this be referred to the 2022 budget process for consideration.**

Public Works Director/City Engineer Akey reported that flooding in the area is a concern. There are also other issues on Mill Street going north. Addressing those issues is the rationale for including Mill Street as one of the proposed 2022 projects.

8. Discuss potential projects for 2022.

A preliminary list of potential 2022 projects was distributed.

Public Works Director/City Engineer Akey reviewed the list.

The Water and Sewer portions of projects can be funded via American Rescue Plan funds.

Motion (Van Lieshout/Sabatke) to refer the list to the 2022 budget process. Motion carried.

Locations for R/V parking were discussed. This item was not on the agenda or the proposed project list. No action was taken.

4. **Monthly Reports:**

1. **Building Inspector/Zoning Administrator Pagel**

The report was in the meeting packet.

Working on issues related to garbage and painting.

2. **Public Works Director/City Engineer Akey**

The report was in the meeting packet.

Public Works Director/City Engineer Akey reported on the status of current projects.

3. **Street Superintendent Bonack**

The report was in the meeting packet.

The Street Department has been dealing with an unusual number of "washouts" this year.

Street Superintendent Bonack provided a verbal update on current Street Department projects.

4. **Street & Weed Commissioner Liberty**

The report was in the meeting packet.

5. **Consider placing monthly reports on file**

Motion (Van Lieshout/Rick) to place on file.

RESULT:	PLACED ON FILE
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5. **Establish date, time and location of next regular meeting**

Wednesday, September 29th, 2021 at 5:15 P.M. in the City Hall Common Council Chambers.

6. **Public Comment Period**

None.

7. **Adjournment**

Motion (Sabatke/Woellner) to adjourn. Carried. Adjourned at 6:34 P.M.