

**Minutes of the Board of Public Works Committee**  
**Held on Monday, February 6, 2017 at 5:30 p.m. Pursuant to Notice Duly Given.**  
**City Hall Conference Room**

1. Meeting Called to Order by Vice-Chairperson Anderson at 5:30 p.m.

2. Roll Call: Darrell Anderson, Howard Schaden & Nathan Stamsta

Excused: Roger Reed, Dean Reed & Mayor Heier

Also Present: Superintendent of Public Works Jeremy Wusterbarth and Deputy Clerk/Treasurer Lauren Resch as recording secretary

3. Approval of Agenda

**Moved by Stamsta, seconded by Schaden to approve the agenda as presented**

**Motion carried upon verbal voice vote.**

**3 ayes**

4. Approval of the December 19th, 2016 Meeting Minutes

**Moved by Schaden, seconded by Stamsta to approve the December 19th, 2016 meeting minutes**

**Motion carried upon verbal voice vote.**

**3 ayes**

5. Public Input

Wusterbarth stated that he will definitely be having one employee retire this year, and the possibility of a second. He distributed a job description for the mechanic position for the Board to review. He will find out about the second position within the week. He plans to begin advertising for the mechanic position in March.

Anderson mentioned that the trailer park near Merrill Lane could use salt from the corner of Merrill Lane toward the river. He stated that the people who live in the trailer park need to walk to get their mail at the central mail box and it had been quite icy lately, making it difficult for them to do so. Wusterbarth stated he will mention it to his driver.

Anderson also stated that people have mentioned to him that there are issues with parking at the recycling center with the new layout and people can't reach the dumpsters. Wusterbarth plans to talk to the recycling attendant about this and will put temporary pipe stands out with parking instructions. They plan to restripe everything when the weather warms up.

Anderson also said that he would like the driver that handles Merrill Lane to refrain from pushing the snow up into his driveway, as that could bust up his blacktop.

6. Correspondence

a. Recycling Update

Wusterbarth stated that the biggest issue at this time is still educating people about the new dates, comingling and not using plastic bags to separate their items. He also handed

out information regarding the cost savings of the new program and explained what was on the handouts. The projected savings is expected to be approximately \$18,000.

**7. DISCUSSION/RECOMMENDATION ON THE FOLLOWING:**

- a) Approval to Pay Compass Materials for Road Salt in the Amount of \$12,537.13  
(Invoice to be Handed Out at Meeting)

**Moved by Stamsta, seconded by Schaden to approve the Invoice from Compass Materials for Road Salt in the Amount of \$12,537.13**

**Motion carried upon verbal voice vote.**

**3 ayes**

- b) Discussion/Recommendation on Recycling Center Attendant Position  
Wusterbarth informed the Board that Norm Bushmaker plans to be done by the end of February. He stated that he advertised the position and then went on to explain the city's hiring policy. He said that he received four applications for this position. He suggested that the Board make the recommendation to the Wage and Personnel Committee to interview all four applicants.

**Moved by Stamsta, seconded by Schaden to Interview Four Applicants for the Recycling Center Attendant Position.**

**Motion carried upon verbal voice vote.**

**3 ayes**

8. Review Accounts Payable Reports from January

**Moved by Schaden, seconded by Stamsta to accept the Accounts Payable Report from January.**

**Motion carried upon verbal voice vote.**

**3 ayes**

9. Report/Approval of Attendance of Seminars/Meetings/Conferences – None

10. Next Meeting Date and Time – Nothing to schedule at this time

11. Adjournment

**Moved by Schaden, seconded by Stamsta to adjourn**

**Motion carried upon verbal voice vote.**

**3 ayes**

**Meeting adjourned at 6:08 p.m.**

Minutes submitted by:  
Lauren Resch  
Deputy Clerk/Treasurer