



CITY OF MERRILL
COMMITTEE OF THE WHOLE
AGENDA • TUESDAY JULY 11, 2023

Regular Meeting

City Hall Council Chambers

5:30 PM

To attend remotely call 605-865-2245 PIN 472 791 550 #

- I. Call to Order
- II. Roll Call
- III. Public Comment
- IV. Minutes from previous meeting:
 1. Consider approving the June 13th meeting minutes
- V. General Agenda Items:
 1. 2023 City of Merrill borrowing process - Brian Reilly from Ehlers
 2. Discussion and consideration on Election machines for 2024 - City Clerk Anderson-Malm
 3. Candidate Interviews for District 3
Nathan Meyer
- VI. Adjournment

COMMITTEE OF THE WHOLE
Tuesday, June 13, 2023
5:30 PM
Common Council Chambers

I. Call to order

The meeting was called to order at 5:30 PM by Mayor Steve Hass with the following attending:

Paul Russell – District 1
 Michael “Gus” Caylor – District 2
 Rick Blake – District 3
 LaDonna Fermanich – District 4
 Dick Lupton – District 5 - excused
 Mike Rick – District 6
 Mark Weix – District 7
 Steve Sabatke – District 8

Other’s present: Mayor Hass, City Clerk Anderson-Malm, Finance Director Unertl, City Attorney Hayden, Enrichment Center Director Mrachek, Library Director Ollhoff, Police Chief Bennett, Public Works/City Engineer Akey and Merrill Productions.

II. Roll Call was taken.

III. Public Comment: There was no public comment

IV. General Agenda Items:

1. Discussion and possible recommendation on EV (electric vehicle) charging stations.
 Public Works Director/City Engineer Akey provided additional information at the meeting from Wheeler’s Chevrolet regarding 5 vehicle charging stations.

The city would be spending roughly \$30,000 for electrical and paving work to accommodate the charging stations. There were a number of questions from the council members regarding this topic including budgeting for this expense. After further discussion, Alderperson Rick made a motion to forward this to a future Committee of the Whole meeting. Alderperson Blake seconded and the motion passed on an 8/0 voice vote.

2. Discussion and possible recommendation on overall make-up of committees and commissions.

Mayor Hass asked for direction from the council as to the number of people on committees. He explained the difficulty getting citizens to volunteer to sit on a

Attachment: 2023-06-13 COW minutes (10121 : Consider approving the June 13th meeting minutes)

committee. Alderperson Fermanich stated it is difficult to get people to volunteer however there should be more than the same people serving on multiple committees.

After further discussion, it was decided this would be brought back to the next Committee of the Whole meeting. No action was taken.

V. Closed Session:

City Attorney Hayden read the following statement regarding the closed session:

The Committee may convene in closed session pursuant to Wisconsin State Statutes Section 19.85 (1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, to discuss the Communications Specialist agreement, evaluation, employment contract and related matters.

A motion to enter into closed session was made by Alderperson Rick and seconded by Alderperson Sabatke. The motion carried on an 8-0 roll call vote.

Closed session commenced at 6:08 PM with City Clerk Anderson-Malm taking minutes without objection. Closed session included the following in addition to the Common Council, Mayor Hass, City Attorney Hayden, City Clerk Anderson-Malm, Finance Director Unertl, Interim Administrator's Akey and Bennett.

The council discussed the Communications Specialist agreement, evaluation, employment contract and related matters.

2. Approve minutes from the previous closed session:

Alderperson Caylor made a motion to approve the previous closed session minutes. Alderperson Rick seconded and the motion carried.

VI. Adjournment

The committee did not reconvene in open. Alderperson Caylor motioned to adjourn. Alderperson Rick seconded and the motion carried. The meeting was adjourned at 6:57 PM.

Minutes prepared by: Lori Anderson-Malm – City Clerk

Attachment: 2023-06-13 COW minutes (10121 : Consider approving the June 13th meeting minutes)

City of Merrill - 2023 Borrowing/Capital

Notes - 10 Years:

			Budget Amount	Revised Amount	Change
Streets	Seal Coating	E. Main St. (Park to Memorial)	\$60,000	\$60,000	\$0
Parks	Aquatic Center Repairs	Preliminary - Pending Costs	\$0	\$50,000	\$50,000
Library	Fire Panel & Access Controls	Replacements	\$35,000	\$35,000	\$0
			\$95,000	\$145,000	\$50,000

Bonds - 20 Years:

			Budget Amount	Revised Amount	Change	
Streets	Wood Chipper	Replacement	\$75,000	\$56,650	(\$18,350)	
Streets	Resurfacing	Extending Street Lifespan	\$100,000	\$70,000	(\$30,000)	
Streets	Sidewalk/Concrete	Replacements	\$85,000	\$85,000	\$0	
Streets	Michler Crest (from 2022 bid)	Paving & Curb/Gutter as needed	\$75,000	\$75,000	\$0	Streets
						\$286,650
Parks	Tractor (Mowing/Snow)	Old unit to City Maintenance	\$70,000	\$70,000	\$0	
Parks	Deferred from 2021 & 2022	Connecting Trail - RB to Prairie	\$50,000	\$50,000	\$0	Parks
						\$120,000
TID No. 8	W 3rd St. (Lincoln Wood)	Utility & Street Reconstruction	\$75,000	\$75,000	\$0	
TID No. 8	Webster St. (2022 Budget)	Sanitary Sewer Lift Station	\$55,000	\$55,000	\$0	
TID No. 8	Webster St.	Curb, Gutter, & Paving	\$130,000	\$130,000	\$0	
TID No. 8	Webster St.	Streetlighting	\$70,000	\$70,000	\$0	TID8
TID No. 8	Webster St. Apartments	Development Incentive	\$200,000	\$200,000	\$0	\$530,000
						TID10
TID No. 10	E 10th St. (Center Ave to Lake St)	Utility & Street Reconstruction	\$640,000	\$740,000	\$100,000	\$740,000
TID No. 11	N Chippewa St.	Utilities & Street Reconstruction	\$185,000	\$185,000	\$0	TID8
TID No. 11	Rock Ridge Apartments	Last Phase 2 Dev. Incentive	\$100,000	\$100,000	\$0	\$285,000
			\$1,910,000	\$1,961,650	\$51,650	
						\$1,961,650

The City of Merrill currently uses the DS200 scanner/tabulator and AutoMark machines for elections. The machines are from ES&S (Elections Systems & Software).

The AutoMARK machines are more than 15 years old and run on Windows 7 which is no longer supported by Microsoft. The DS200 machines need a software update (which is already included in our maintenance agreement).

ExpressVote is the voting system that would replace the AutoMark machines and are ADA compliant. This new voting system is lightweight (25 lbs), easy to use and can reduce costs by not using the traditional pre-printed paper ballot.

The ExpressVote can be used for in-person absentee voting. Special Voting Deputies can also use this machine when going to Bell Tower and Pine Crest instead of having to take traditional ballots.

Additional information can be viewed at www.essvote.com

The total for 8 ExpressVote machines is \$29,848.00. A detailed order sheet has been included with all information regarding this purchase.

Starting in 2025, municipalities will be responsible for the yearly maintenance for the DS200's and ExpressVote machines which will be approx. \$424.00 per machine. Lincoln County has been paying this however; they need to pass this expense onto the municipalities.

Election Fees have not been established for the 2024 elections which include: ballot creation, election test decks, envelopes, election paperwork and ballot printing.

Dustin Brown and I attended the meetings at the County building, participated in the product demos and discussed the best option for the City of Merrill. ExpressVote was the most cost effective and user-friendly option we were given.



Election Equipment Order Form

Submitted by _____
 Municipality _____
 Address _____
 City/State/Zip _____

Item	Price per unit	Quantity	Total	Notes
Express Vote (includes battery, ADA Keypad, Headphones, Power Supply w/AC Corc One (1) 4GB Memory Device, Ballot Tray, and Shipping and Handling	\$ 3,950.00	8	\$ 31,600.00	Price locked until December 31, 2024
USB/Thumb Drives	\$ 115.00	9	\$ 1,035.00	
DS200 Software Upgrade	\$ -		\$ -	included per our maintenance agreement
Acceptance training & installation ExpressVote (manuals included)	\$ 110.00	1	\$ 110.00	per municipality
Tabulation Equipment installation	\$ 111.00	8	\$ 888.00	per machine
ExpressVote Ballots 250 per pack (14" and 17" cards)	\$ 38.75	4	\$ 155.00	
Optional Equipment			\$ -	
Ballot Box (lower)	\$ 825.00		\$ -	
Ballot Box (upper)	\$ 550.00	0	\$ -	Warranty does not cover wear and tear, battery replacement, a accidental/intentional damage.
Rolling Ballot Tote Bin	\$ 395.00		\$ -	
Collapsible Ballot Bag	\$ 75.00		\$ -	
Credits			\$ -	
Express Vote Maintenance (Silver HMA & Firmware)	\$ (180.00)	8	\$ (1,440.00)	waived for first year - 2024
AutoMark recycle credit	\$ (250.00)	7	\$ (1,750.00)	
Equipment Grant	\$ (750.00)	1	\$ (750.00)	Requires municipality to purchase equipment and submit receipt with grant request. By opting for this you are signifying your municipality will be purchasing outright.
Total:			\$ 29,848.00	

Additional Information:

ExpressVote Training: Covers one day of hardware training on the ExpressVote and also to go over the changes with the ElectionWare DS200. ES&S typically does a morning and afternoon class and includes the municipal clerk + 1 (such as a deputy clerk, chief inspector or election inspector). Larger municipalities could bring more attendees. Basically all the people who will be responsible for operating the equipment to get trained. Training manuals are provided.

Maintenance waiver for the first year: ExpressVote Maintenance will be waived for the first year. DS200 Maintenance, \$244.13 will not be waived the first year.

USB/Thumb Drives: DS200 requires 4GB to support new software (current thumb drives are 2GB)



ExpressVote®

Universal Voting System

Avoids Overvoting
The intuitive interface also alerts voters of ballot exceptions, like undervotes.

Easier-to-Read Ballots
Visual aids include high contrast and zoom functionality.

Multilingual
Supports any language in audio and 12+ in text.

Simple Activation
The voter inserts a card to activate the voting session. After voting is complete, the vote summary card is dispensed for voter review.

ADA-Friendly
Audio-tactile keypad enables voters to control audio and navigate the ballot. The front access panel (above) features a headphone jack and a port for a sip-and-puff device or two-position rocker switch.

ExpressVote

1 Insert Card

2 Touch Selections

3 Verify Selections

Page 1 of 1 Review Selections

DEMO COUNTY/STATE
DEMOCRATIC ELECTION
11/03/2024
PRECINCT 1, PRECINCT 1
PROVISIONAL BALLOT
VOTER ID: 123456789
PRESIDENT: DEMOCRAT
U.S. REPRESENTATIVE DISTRICT 1: EVAN EDWARDS
GOVERNOR: HARRY HARRIS
BOARD OF COMMISSIONERS: LISA LEWIS, NINA RODRIGUEZ
VOTING QUESTION: 10

An Accessible System with a Voter-Verifiable Paper Record

The ExpressVote is a reliable, secure and efficient system for election officials and their staff, poll workers and voters. The paper-based ExpressVote combines touchscreen voting technology with an integrated thermal printer to produce a paper record for tabulation.

ExpressVote® Universal Voting System

EASY ELECTION
MANAGEMENT

- Reduces costs by eliminating the need for printing and storing traditional pre-printed paper ballots.
- Simplifies post-election management because there are no unclear marks to adjudicate. Voters are prompted in real-time to address over/undervotes.
- Produces a voter-verifiable paper record that is scanned, tabulated and saved for auditing purposes.
- Maximizes your investment as it can be used many ways — in precincts and vote centers, during early voting and on Election Day.

A GREAT EXPERIENCE
FOR VOTERS

- Enables all eligible voters to make their selections privately and independently. It is a fully compliant Americans with Disabilities Act (ADA) voting solution.
- Improves voter confidence because the interface prompts them if they've under/overvoted a contest.
- Provides voters the opportunity to review their selections twice before tabulation — on the summary screen and on the printed card.

POLL WORKERS
LOVE IT

- Shorter Election Day for poll workers — six steps to open and two to close so they don't need to arrive as early or stay as late.
- Small, lightweight and easy to move and store.
- No ink to replace on Election Day.

SECURITY YOU
CAN COUNT ON®

The ExpressVote offers so many security features, we couldn't include them all here. To learn more about the great lengths we go to protect our systems and data, visit essvote.com/feature/security.

“Canvass and hand count went very smoothly; that ballot was easy to read and easy to determine the voter's intent. No overvotes.”

VERA MCCORMICK,
KANAWHA, WEST VIRGINIA, COUNTY CLERK

SPECIFICATIONS

Ballot style capacity: Up to 15,000

Languages supported: Any language in audio and 12+ in text

Assistive devices supported: Headphones, audio-tactile keypad, rocker switch device, sip-and-puff device

Dimensions (H x W x D):



Operational - 16" x 20" x 17"

Weight: 25 pounds

Battery backup: 2-4 hours



Stored - 17" x 20" x 5"

For more information visit www.essvote.com



DS200[®]

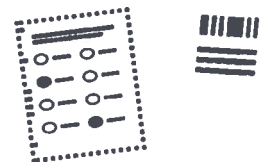
Precinct Scanner & Tabulator



Enhanced Voting Experience

The DS200 is a precinct-based scanner and vote tabulator equipped with the latest in ES&S' patented technology. Fully certified and compliant with EAC guidelines, the DS200 enhances the voting experience for voters and election officials alike. Our patented Intelligent Mark Recognition (IMR[®]) and patented Positive Target Recognition & Alignment Compensation (PTRAC[®]) technologies ensure even the most poorly marked ballots are read accurately and consistently — protecting voter intent. All of this is designed to make everyone's job easier.

3.0.0 | © 2021 Election Systems & Software, LLC. For certification details, visit essvote.com/certification



11 14-inch flat ballots processed per minute

DS200® — Precinct Scanner & Tabulator

ACCURATE



The DS200 combines the ES&S-patented IMR® and PTRAC® systems to accurately track and pinpoint target locations. This technology accommodates ballots inserted at angles or with erroneous marks to uphold voter intent. This precision improves the reliability of elections.

RELIABLE



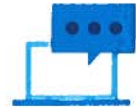
Having both battery backup and thermal paper means you never have to worry about power outages or printer ink. The DS200 includes redundant data storage.

SECURE



Like all ES&S tabulation equipment, the DS200 includes physical security features such as locking panels and security seals to secure sensitive components and election files, and a key-locked case for transport and shipping. The DS200 operating system controls, limits and detects unauthorized access to all critical data. The system also includes safeguards, such as data encryption and digital signatures, that help protect sensitive data and verify authenticity, including certification of all firmware.

COMPATIBLE



Works in conjunction with:

- ExpressVote® Universal Voting System
- DS450® High-Throughput Scanner & Tabulator
- DS850® High-Speed Scanner & Tabulator
- DS950® High-Speed Scanner & Tabulator
- Electionware® Election Management Software
- AutoMARK® Ballot Marking Device
- Election Reporting Manager®



**The election yesterday went so well,
I hugged my DS200 at the end of the night."**

ANNETTE STASHEK, COUNTY CLERK
PORTAGE COUNTY, WISCONSIN

For more information visit www.essvote.com

LETTER OF INTENT TO SERVE ON MERRILL COMMON COUNCIL

Full Name: Nathan Meyer

Address: 208 East 4th Street Merrill, WI 54452

E-Mail: Nathan.meyer.218@gmail.com

Cell Phone: 715-218-8365

Are you over the age of 18? Yes

Employment History:

- Merrill Community Media (formerly Merrill Productions, aka MP3)
 - December 2009 – Present
- Pine Ridge Mobil
 - September 2011 – September 2015
- InterFlex Group
 - September 2015 – April 2016
- Lincoln Lanes
 - September 2019 – September 2022

Educational Background:

- Merrill High School Class of 2011

Political Experience:

- Filmed city meetings since September of 2009
- Lincoln County Fair Board member since June of 2021

Signature: _____



Date: _____

6-21-23

Attachment: D3 Nathan Meyer (10129 : Nathan Meyer)

June 25th, 2023
Merrill, WI

Lori Anderson-Malm
City Clerk
Merrill City Hall,
1004 East First Street
Merrill, WI 54452

Dear Ms Anderson-Malm,

This letter is in support of Nathan Meyer's application to be appointed to the city council to serve out the unexpired term of outgoing Alderman Rick Blake, District 3. I have known Mr. Meyer since I began serving on the Lincoln County Board of Supervisors and the Merrill Historic Preservation Committee three years ago. As you probably know, he attended many public meetings in his capacity as videographer for city events and that is where I first got to know him. What was notable about him was that he did not simply do his job and leave, but also took an active interest in the events that he was witnessing while he worked. His care and concern for the welfare of our community was immediately evident in conversations I had with him often as these meetings were concluding and as I got to know him better.

I quickly learned that his interests were not limited to what he was exposed to during working hours. An example of his outside interest is that Nathan takes an active role in the production of the County Fair and has been a member of the Fair Board for a considerable period of time. That board is a working board, and every member pulls weight every year to make the fair great. Nathan is no exception to that rule. What is exceptional is that as one of the youngest board members, he represents the future of the fair and the board's long-term commitment to a spectacular community event. In other words, he walks the walk.

Furthermore, I am a close acquaintance of the outgoing alder for District 3, Rick Blake, and feel comfortable that if you were to appoint Nathan to fill that seat, you would be remaining true to the wishes of those people who elected Mr. Blake. His commitment to the city has rivalled and been a model for Nathan for the entire time that I have known them both.

There is almost no one in the city (with the possible exception of the mayor, former city administrator, and some long-standing members of the common council,) who has been so thoroughly exposed to the issues and challenges confronting the city as has Nathan. Several generations of his family reside here and his choice to live here following his graduation from Merrill High School anchors him to multiple generations of Merrill residents. His extraordinary breadth of activity and issue

Attachment: D3 Nathan Meyer (10129 : Nathan Meyer)

familiarity makes him an excellent choice to fill the seat recently vacated by Rick. I strongly urge you to appoint him and thank you for your consideration of what is best for our city.

Best Regards,



Elizabeth McCrank
Lincoln County Board of Supervisors, District 3

Attachment: D3 Nathan Meyer (10129 : Nathan Meyer)

Merrill City Council
1004 East First Street
City of Merrill, WI 54452

June 28, 2023

Dear Members of the Merrill City Council:

I am writing this letter to support the appointment of Nathan Meyer to the Alderperson position of Merrill's 3rd District. I have known Nathan for over 5 years as a friend and a colleague on the Aware and Active Citizens of Merrill {AAC}. As a member of AAC, he has provided valuable videographer services and technological advice to our organization. His contributions have helped in the creation and development of the #Discover Merrill Story Map Walking Tour - - a video narrative of six early Merrill historical sites in downtown Merrill.

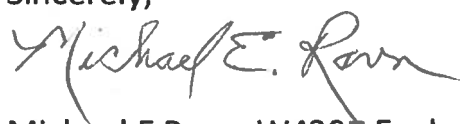
Reasons that favor Nathan Meyer's appointment include:

- He has skill sets in the area of information technology that can benefit the Council and citizens of Merrill
- For the past several years he has monitored and videotaped countless City of Merrill committee/Council meetings. While performing these duties, he has had a "front row seat" to observe the protocols, responsibilities, and issues that a Merrill alderperson faces.
- He has been an active member of the Lincoln County Fair Board which puts on a successful fair at Merrill Festival Grounds every summer. His yearlong commitment to this event cannot be minimized.
- With his background and experiences, he can offer an interesting perspective to the challenges and opportunities that Merrill city government must deal with.

If appointed, Nathan Meyer, will be an asset to the City Council of Merrill. He will work in a collaborative, positive way to represent the interests of his 3rd district constituents.

Thank you for your time, attention, and consideration.

Sincerely,



Michael E Ravn, W4397 Eagle Ridge Lane, Merrill WI 54452 715-218-8662

Attachment: D3 Nathan Meyer (10129 : Nathan Meyer)

THOMAS N. HAYDEN
806 Johnson Street
Merrill, WI 54452
thayden2239@charter.net

June 29, 2023

Mayor Hass
1004 East First Street
Merrill, WI 54452

Dear Mayor Hass:

It is my understanding that Nathan Meyer has filed his application to fill the unexpired term of alderperson Rick Blake in District 3. Please accept this note as my personal recommendation for his appointment to that seat.

I have had the pleasure of working with Nathan on a professional level on most matters pertinent to the CATV Committee, the MAPS technology contract, and related matters. Nathan is engaged, informed, polite, and businesslike and would be a great face for the 3rd District Alderman on the Common Council.

Obviously, in my position as City Attorney, I will be happy to work whomever you appoint, but please give Nathan consideration as you consider fully that vacancy in the Common Council.

Very truly yours,

CITY OF MERRILL

A handwritten signature in black ink, appearing to read "Tom Hayden", is written over the typed name and title.

Thomas N. Hayden, City Attorney

TNH/km

cc: Nathan Meyer

Attachment: D3 Nathan Meyer (10129 : Nathan Meyer)