

**CITY OF MERRILL
PERSONNEL & FINANCE COMMITTEE
TUESDAY, June 27, 2023 - MINUTES**

Regular Meeting

City Hall Council Chambers

6:00 p.m.

Members Present: Chairperson Russell, Alderperson Fermanich, Alderperson Caylor

Others Present: Mayor Hass, City Attorney Hayden, City Clerk Anderson-Malm, Finance Director Unertl, Public Works Director/City Engineer Akey, Police Chief Bennett, Alderperson Weix, Alderperson Lupton, Alderperson Sabatke, outside Counsel Robert Burns and Merrill Productions video operator

I. Call to Order – Chairperson Russell called the meeting to order at 6:00 PM.

II. Public Comment – There was no public comment

III. Closed Session:

City Attorney Hayden read the following four statements regarding closed session:

2. The Committee may convene in closed session pursuant to Wisconsin State Statutes 19.85(1)(c) and (f) to consider employment promotion, compensation or performance evaluation data of an employee over which the governmental body has jurisdiction and to consider financial, medical, social or personal histories of disciplinary data of specific persons, preliminary consideration or specific personnel problems or the investigation of charges against specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon any person referred to in such histories or data or involved in such problems or investigations, to continue review of recently reported incident(s) related to City employee(s) and to review the personnel file and status of a City employee.

3. The Committee may convene in closed session pursuant to Wisconsin State Statutes Section 19.85 (1) (c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, to discuss reclassification form/request submitted by a Transit employee, review of personnel file, job description and related matters per reclassification request.

4. The Committee may convene in closed session pursuant to Wisconsin State Statutes 19.85 (1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session to discuss negotiations with Lincoln County regarding the Emergency Services Dispatch contract.

5. The Committee may convene in closed session pursuant to Wisconsin State Statutes 19.85 (1)(c) and (e) for considering employment promotion, compensation or performance valuation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and deliberating or negotiating the purchasing

of public properties, the investing of competitive or bargaining reasons require a closed session for purposes of discussing fire union and police union collective bargaining strategy.

Aldersperson Caylor made a motion to go into closed session. Aldersperson Fermanich seconded and the motion carried on a 3/0 roll call vote. The committee entered into closed session at 6:04 PM with the following present for topics #1 and #2: Chair Russell, Aldersperson Caylor, Aldersperson Fermanich, Mayor Hass, City Clerk Anderson-Malm, Interim Administrators Akey and Bennett, Aldersperson Weix, Aldersperson Sabatke, Aldersperson Lupton and outside counsel Robert Burns.

City Clerk Anderson-Malm recorded the minutes without objection.

#1 Aldersperson Caylor made a motion to approve the minutes from the previous closed sessions from March 28, April 13 and May 23, 2023. Aldersperson Fermanich seconded and the motion carried.

#2 The Committee heard a review from outside counsel Robert Burns regarding recently reported incident(s) related to and to review the personnel file and status of a City employee.

#3 The Committee discussed the reclassification form/request submitted by a Transit employee, review of personnel file, job description and related matters per reclassification request.

#4 The Committee discussed negotiating with Lincoln County regarding the Emergency Services Dispatch contract.

#5 The Committee discussed fire union and police union collective bargaining strategy.

IV. Reconvene in Open:

The Committee reconvened in open session at 7:32 PM. No actions or motions from closed session were communicated.

V. Vouchers:

Aldersperson Caylor made a motion to approve the May vouchers. Aldersperson Fermanich seconded and the motion carried.

VI. Minutes from previous meeting:

Aldersperson Fermanich made a motion to approve the minutes from the May 23rd meeting. Aldersperson Caylor seconded and the motion carried.

VII. Agenda Items for Consideration:

1. Discuss Internal Fraud Controls and related matters per our auditors – City Attorney Hayden provided additional information at the meeting regarding fraud controls.

Mayor Hass stated that the auditors requested this information be discussed with the Committee.

2. Review and discuss the 2024 Budget Time Frames and Budget Criteria draft – Finance Director Unertl discussed the draft and provided additional schedules. It was decided shorter Committee of the Whole budget meetings were preferred.

Aldersperson Fermanich suggested having Ehlers attend a meeting prior to borrowing to explain the city's financial situation. No action was taken.

VIII. Monthly Reports:

Chair Russell mentioned all reports were included in the packet. Aldersperson Fermanich asked about the election machines and City Clerk Anderson-Malm explained. There were no further questions

IX. Establish date and time of next meeting: Tuesday, July 25 at 6:00 PM

X. Adjournment:

Aldersperson Caylor made a motion to adjourn. Aldersperson Fermanich seconded and the motion carried. The meeting was adjourned at 7:50 PM.

Minutes prepared by: Lori Anderson-Malm – City Clerk