



CITY OF MERRILL
PERSONNEL AND FINANCE COMMITTEE
MINUTES • TUESDAY JUNE 25, 2019

Regular Meeting

City Hall Council Chambers

5:00 PM

I. Call to Order

Alderman Russell called the meeting to order at 5:01 P.M.

Attendee Name	Title	Status	Arrived
Tim Meehean	Aldersperson - Eighth District	Present	
Paul Russell	Aldersperson - First District	Present	
Steve Osness	Aldersperson - Fourth District	Present	

Also in attendance: City Attorney Tom Hayden, Library Director Stacy Stevens, Alderman Rick Blake, Alderman Rob Norton, Becky Meyer, LaDonna Fermanich, Ryan Schwartzman, Lori Anderson Malm and City Clerk Bill Heideman. Finance Director Unertl participated via phone. A representative from Merrill Productions was present to videotape the meeting.

II. Vouchers:

1. Vouchers

Motion (Osness/Meehean) to place on file.

RESULT: PLACED ON FILE

III. Agenda items for consideration:

1. Consider writing off 2018 over-collected Personal Property tax bills for Checkered Churn (\$76.29), Susie's on Main (\$33.56) and The Fresh Botique (30.51).

Information was in the meeting packet.

Motion (Meehean/Russell) to approve all three write-offs.

RESULT: APPROVED & SENT TO COUNCIL **Next: 7/9/2019 7:00 PM**

2. Consider employee survey (draft).

A copy of the "draft" survey was in the meeting packet.

Discussion was held on the survey. Alderman Osness and Alderman Meehean agreed that Question #42 (If you could change one thing in the City what would it be?) should be deleted. There also seemed to be agreement that Question #43 (What should the City do to make it a better place to work?) should be reworded.

Alderman Osness stated his opinion that Question #47 (How many years have you worked for the City?) could potentially compromise confidentiality. Alderman Meehean suggested that perhaps this question could be reworded to include various “ranges” of years instead of asking for a specific number of years.

The survey was refereed back to City Administrator Johnson for editing. It will be on a future Personnel and Finance Committee agenda.

3. Concepts for 2020 Budget.

Information was in the meeting packet.

Discussion was held on the status of the state budget process and on 2020 City budget concepts. No action was taken.

IV. Monthly Reports:

1. Municipal Court

The monthly report was in the meeting packet.

2. Finance Director Unertl

The monthly report was in the meeting packet.

Finance Director Unertl reported that the three new buses will not be delivered or paid for until August of 2020. This delay may could change budget priorities.

3. City Attorney Hayden

The monthly report was in the meeting packet.

4. City Clerk Heideman

The monthly report was in the meeting packet.

City Clerk Heideman reported that five licensees have compliance issues that need to be resolved before they will be issued a new license. He added that all five have been notified and he is confident all will achieve compliance in order to receive new licenses.

5. City Administrator Johnson

The monthly report was in the meeting packet.

Alderman Meehean noted that the City has now assumed ownership of the Agra Pavilion.

6. Consider placing monthly reports on file

Motion (Meehean/Osness) to place on file.

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

Tuesday, July 23rd, 2019 at 5:00 P.M. on the City Hall Common Council Chambers.

VI. Public Comment Period

None.

VII. Adjournment

Motion (Meehean/Osness) to adjourn. Carried. Adjourned at 5:25 P.M.