



CITY OF MERRILL
PERSONNEL AND FINANCE COMMITTEE
MINUTES • TUESDAY JUNE 22, 2021

Regular Meeting

City Hall Council Chambers

5:15 PM

I. Call to Order

Alderman Hass called the meeting to order at 5:15 P.M.

Attendee Name	Title	Status	Arrived
Rick Blake	Aldersperson - Third District	Present	
Steve Osness	Aldersperson - Fourth District	Present	
Steve Hass	Aldersperson - Second District	Present	

Others in attendance: Finance Director Kathy Unertl, City Attorney Tom Hayden, Transit Director Brad Brummond, Alderman Mark Weix and City Clerk Bill Heideman. Merrill Productions was present to videotape the meeting. City Administrator Johnson had an excused absence.

II. Vouchers:

1. Vouchers

The vouchers were in the meeting packet.

Motion (Osness/Blake) to approve.

RESULT: APPROVED

III. Agenda items for consideration:

1. Consider disposal of outdated bus parts

A copy of the request was in the meeting packet.

Motion (Osness/Blake) to approve the disposal (sale) of the outdated bus parts, as determined by Transit Director Brummond.

RESULT: APPROVED

2. Consider Contact Person/Authorized Representative Designations - American Rescue Plan Act (ARPA)

Information was in the meeting packet.

Motion (Osness/Blake) to approve the designations of City Clerk Heideman as Contact Person and Finance Director Unertl as Authorized Representative for American Rescue Plan Act (ARPA) funding.

RESULT: APPROVED

IV. Monthly Reports:

1. Municipal Court

The report was in the meeting packet.

2. Finance Director Unertl

The report was in the meeting packet.

Finance Director Unertl provided additional details and answered questions related to her report.

3. City Attorney Hayden

The report was in the meeting packet.

4. City Clerk Heideman

The report was in the meeting packet.

5. City Administrator Johnson

The report was in the meeting packet.

6. Fire Department Callback Report

The report was in the meeting packet.

7. Consider placing monthly reports on file

Motion (Blake/Osness) to place the reports on file.

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

Tuesday, July 27th, 2021 at 5:15 P.M. in the City Hall Common Council Chambers.

VI. Public Comment Period

None.

VII. Adjournment

Motion (Osness/Blake) to adjourn. Carried. Adjourned at 5:22 P.M.