



CITY OF MERRILL
PERSONNEL AND FINANCE COMMITTEE
MINUTES • TUESDAY APRIL 23, 2019

Regular Meeting

City Hall Council Chambers

5:00 PM

I. Call to Order

Alderman Russell called the meeting to order at 5:00 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	

Others in attendance: Mayor Derek Woellner, City Administrator Dave Johnson, City Attorney Tom Hayden, Library Director Stacy Stevens, Alderman Rick Blake, Alderman Rob Norton (arr. 5:36 P.M.), Lori Anderson Malm, LaDonna Fermanich 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

The vouchers were in the meeting packet.

Motion (Meehean/Osness) to place on file.

RESULT: PLACED ON FILE

III. Agenda items for consideration:

1. Discussion of 2020 budget and tax target goals.

Mayor Woellner had requested that this item be included on the agenda. A spreadsheet detailing various budget percentage increases/decreases was distributed at the meeting.

Alderman Meehean speculated that it might be premature to establish 2020 budgetary goals.

Discussion was then held on the terms "tax rate", "tax levy" and "taxes". Alderman Meehean stated that a tax rate increase does not lead to the same percentage increase in actual taxes.

Mayor Woellner stated that his goal at this time is to keep any tax percentage increase under the annual cost-of-living increase.

Tax Increment Districts (TIDs) and Tax Increment Financing (TIF) were then discussed, particularly how they relate to taxes.

Discussion on the 2020 budget will continue at the May 14th, 2019 Committee of the Whole meeting. No action was taken at this time.

2. Review and discussion of draft 2020 budget development process and time frames.

Information was in the meeting packet.

Finance Director Unertl reviewed the time frames. It was agreed that the budget preparation "time frame" be accelerated whenever possible, particularly on items that the City can control. Alderman Russell suggested that the time frames be accelerated by 30 days.

No formal action taken at this time.

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 added that some local assessments have increased.

3. City Attorney Hayden

The monthly report was in the meeting packet.

City Attorney Hayden reminded everyone that Legal Administrative Assistant/Paralegal Diane Wais is retiring. Her last day will be June 3rd.

4. City Clerk Heideman

The monthly report was in the meeting packet.

5. City Administrator Johnson

The monthly report was in the meeting packet.

Alderman Meehean commented that he was pleased to see that the Employee Safety Committee has resumed meeting.

No further steps will be taken on the recent Fire Department grievance.

6. Consider placing monthly reports on file

Motion (Meehean/Osness) to place on file.

RESULT: PLACED ON FILE

V. Establish date, time and location of next meeting(s):

A special meeting has been scheduled for 5:00 P.M. on Tuesday, April 30th, 2019. It will be held in the City Hall Common Council Chambers.

The next regular meeting will be held at 5:00 P.M. on Tuesday, May 21st, 2019, also in the City Hall Common Council Chambers.

VI. Public Comment Period

None.

VII. Adjournment

Motion (Meehean/Osness) to adjourn. Carried. Adjourned at 5:43 P.M.