CITY OF MERRILL

COMMON COUNCIL

AGENDA ● TUESDAY APRIL 21, 2020

Reorganizational Meeting **Virtual Meeting** **6:00 PM**

To attend virtual meeting, call 347-896-0991 and meeting PIN 844952512

I. Call to Order

II. Silent Prayer

III. Pledge of Allegiance

IV. Roll Call for current Common Council

V. Public Comment Period

VI. Introduction of Common Council members

VII. Roll Call for newly-elected Common Council

VIII. Elections and Mayor's Appointments:

1. Elect President of the Common Council
2. Elect Alderperson member of the City Plan Commission
3. Mayor's Appointments of Alderpersons to City sub-committees
4. Consider 60-day extension for citizen members serving on City sub-committees

IX. Other Agenda Item(s):

1. Consider Small Business Emergency Support Program.

X. Resolutions:

1. A Resolution designating official newspaper for the City of Merrill.
2. A Resolution designating official depositories for the City of Merrill.

XI. Mayor's Address

XII. Adjournment

William N. Heideman, CMC, WCMC
City Clerk

The Merrill City Hall is accessible to the physically disadvantaged. If special accommodations are needed, please contact the Merrill City Hall at (715) 536-5594.

APRIL 21, 2020

CITY OF MERRILL
MAYOR'S APPOINTMENTS
(Alderpersons to sub-committees)

Personnel & Finance Committee
Alderman Hass, Chair
Alderman Osness
Alderman Blake

Board of Public Works
Alderman Van Lieshout
Alderman Sabatke
Alderman Rick

Health & Safety Committee
Alderman Russell, Chair
Alderman Hass
Alderman Blake

Water & Sewer Committee
Alderman Osness, Chair
Alderman Rick
Alderman Weix

Community Development Comm.
Alderman Russell

Zoning Board of Appeals

City Plan Commission
Ald. Elected by Common Council

Airport Commission
Alderman Weix

Police & Fire Commission
Alderman Russell

Parks & Recreation Commission
Alderman Van Lieshout

Housing Authority
Alderman Blake

Festival Grounds Committee
Alderman Van Lieshout, Chair
Alderman Sabatke
Alderman Rick

Enrichment Center Committee
Alderman Russell

Redevelopment Authority
Alderman Sabatke
Val Mindak
(filling an unexpired term)

Board of Review
Common Council President
Alderman Osness
Alderman Hass
Alderman Van Lieshout

Attachment: Mayor's Appointments (4915 : Mayor's Appointments)

MERRILL SMALL BUSINESS EMERGENCY SUPPORT PROGRAM

PURPOSE

This financial program is intended to provide short-term financial assistance to the local small businesses located in the City that have been impacted by the unanticipated March 17, 2020 and subsequent state-mandated shutdown orders in response to the COVID-19 outbreak.

CRITERIA

1. The applicant must be a local, non-franchise business with 25 or fewer employees as of March 17, 2020.

2. The applicant must be located within the City limits of Merrill and must have been operating and open to the general public as of March 17, 2020, with the exception of strictly seasonal businesses that otherwise reasonably anticipated opening by April 24, 2020.

3. The applicant must be presently in a state of total closure or be unable to operate one or more of the main facets of its business, such as dine-in food and drink sales, as a result of any state-mandated closure order related to COVID-19 on or after March 17, 2020. Businesses able to continue operations remotely or while in compliance with social distancing guidelines are not eligible.

4. Applications will be processed in the order received.

5. **The maximum award for the one-time only grant is $1,500. An additional $1,500 no interest loan is available with a three year maximum payback period.**

6. All grant and loan proceeds must be used for the following documented business expenses that became due after March 17, 2020:

   A. Monthly building loan mortgage or rent payment.
   B. Monthly gas, electric and water utility bills.

7. Payroll expenses will not be eligible for grant or loan funds.

8. The grant funds are not available to those businesses that have received other forms of city financial assistance in the 2020 calendar year.

9. The grant funds will not be available after COVID-19 related state orders resulting in the subject business interruptions have been officially lifted.

INFORMATION

Applications and/or further information pertaining to the Emergency Business Assistance Grant Program can be obtained by contacting the Merrill City Administrator at 715-536-5594 or by email at: david.johnson@ci.merrill.wi.us.

Attachment: Small Business Loan Grant Program (4917 : Consider Small Business Emergency Support Program)

MERRILL SMALL BUSINESS EMERGENCY SUPPORT PROGRAM
GRANT APPLICATION

Attachment: Small Business Loan Application (4917 : Consider Small Business Emergency Support Program)

1. APPLICANT INFORMATION

Name _____

Address_____

_____

_____

Phone _____

E-Mail _____

2. BUSINESS INFORMATION

Business Name _____

Business Address _____

3. GRANT ELIGIBILITY CONFIRMATION

Is this a non-franchise business? YES / NO (circle one)

Was the business in operation and open to the general public as of March 17, 2020? YES / NO (circle one); or

Is the business a strictly seasonal business that reasonably anticipated opening by April 24, 2020? YES / NO (circle one)

How many employees did your business have as of March 17, 2020? _____

Is the business presently in a state of total closure or unable to operate one or more of the main facets of the business, as a result of any state-mandated closure order related to COVID-19 on or after March 17, 2020? YES / NO (circle one)

(continue to next page)

Please briefly describe how the state-mandated closure or business operation modification requirements are impacting your business (please feel free to add additional pages if necessary):

_____

_____

_____

_____

4. GRANT REQUEST SUMMARY

ELIGIBLE MONTHLY BUSINESS EXPENSES (MUST BECOME DUE AFTER MARCH 17, 2020)	**EXPENSE AMOUNT**
Building Loan Mortgage or Rent Payment	**$**
Monthly Gas, Electric & Water/Sewer Utility Bills	**$**
TOTAL GRANT REQUEST AMOUNT	**$**

LOAN REQUEST SUMMARY

ELIGIBLE MONTHLY BUSINESS EXPENSES (MUST BECOME DUE AFTER MARCH 17, 2020)	**EXPENSE AMOUNT**
Building Loan Mortgage or Rent Payment	**$**
Monthly Gas, Electric & Water/Sewer Utility Bills	**$**
TOTAL LOAN REQUEST AMOUNT	**$**

5. REQUIRED APPLICATION ATTACHMENTS

To receive full consideration, copies (PDF is acceptable) of all the statements/invoices for the above referenced eligible expenses that apply to the grant request must be included with the application.

6. CERTIFICATION

I, the undersigned, certify that I have received and read the criteria for receiving a City of Merrill Small Business Emergency Support Grant. I certify that all information provided herein is true and accurate to the best of my knowledge. I further certify that I have completed this application and have provided the required documented expenses in accordance with the grant guidelines.

Applicant Signature _____

Applicant Name (print or type) _____

Date _____

Attachment: Small Business Loan Application (4917 : Consider Small Business Emergency Support Program)

MERRILL SMALL BUSINESS EMERGENCY SUPPORT GRANT ACCEPTANCE

You have been awarded a Grant of $_____ based on your documented expenses and needs per the program guidelines. Your signature below indicates acceptance of and agreement with Grant requirements.

_____ _____

Date Signature

_____

Name, Business (print)

FOR THE CITY OF MERRILL

_____ _____

Date Signature

Attachment: Grant Acceptance (4917 : Consider Small Business Emergency Support Program)

MERRILL SMALL BUSINESS EMERGENCY SUPPORT PROGRAM LOAN AGREEMENT

I, _____, agree to pay the City of Merrill the sum of $_____, receipt of which is acknowledged. Repayment is to be made within three years of the date of the loan agreement. No payment shall be less than $500 per year, with the first payment due within one year of the date of the loan agreement. There is no penalty for early repayment. Payments shall be made to Merrill Small Business Emergency Support Program, c/o City Hall, Merrill, WI.

_____ _____

Date Signature (and title) of borrower

_____

Business name & address

FOR THE CITY OF MERRILL

_____ _____

Date Signature

Attachment: Loan Agreement (4917 : Consider Small Business Emergency Support Program)

RESOLUTION NO. _____

A RESOLUTION DESIGNATING OFFICIAL NEWSPAPER FOR THE CITY OF MERRILL

WHEREAS, Section 985.03 of the Wisconsin Statutes requires the designation of an official newspaper for the printing of all the City's Official Business; and,

WHEREAS, the Merrill FotoNews has qualified for such designation.

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 21st day of April, 2020, that the Merrill FotoNews of Merrill, Lincoln County, Wisconsin, shall be and is hereby designated, until further action, as the official newspaper for the City of Merrill.

Recommended by: The Common Council

CITY OF MERRILL, WISCONSIN

Moved: _____

_____
Derek Woellner
Mayor

Passed: _____

_____
William N. Heideman
City Clerk

Attachment: Resolution designating official newspaper (4911 : Resolution - Official newspaper for City)

RESOLUTION NO. ____

A RESOLUTION DESIGNATING OFFICIAL DEPOSITORIES FOR THE CITY OF MERRILL, WISCONSIN

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 21st day of April, 2020, that the following financial institutions shall be qualified as public depositories under Chapter 34 of the Wisconsin Statutes, and shall be and hereby are designated until further action as public depositories for all public monies coming into the hands of the Treasurer for the City of Merrill, Lincoln County, Wisconsin:

BMO Harris Bank, Merrill, Lincoln County, Wisconsin
mBank, Merrill, Lincoln County, Wisconsin
incrediblebank, Merrill, Lincoln County, Wisconsin
Local Government Investment Pool, State of Wisconsin Treasurer
Merrill Community Bank – Branch of Tomahawk Community Bank, Merrill, Lincoln County, Wisconsin
Park City Credit Union, Merrill, Lincoln County, Wisconsin
Associated Bank, N.A., Merrill, Lincoln County, Wisconsin
Edward Jones, Merrill, Lincoln County, Wisconsin

Recommended by: The Common Council

Moved: _____

Passed: _____

CITY OF MERRILL, WISCONSIN

_____
Derek Woellner
Mayor

_____
William N. Heideman
City Clerk

Attachment: Resolution designating official depositories (4912 : Resolution - Official depositories for City)