



CITY OF MERRILL

COMMON COUNCIL

AGENDA • TUESDAY DECEMBER 12, 2023

Regular Meeting

City Hall Council Chambers

7:00 PM

To attend remotely call 434-886-0081 PIN 654 345 027 #

- I. Call to Order
- II. Invocation - Pastor Mike Zahn - United Methodist Church
- III. Pledge of Allegiance
- IV. Roll Call
- V. Public Comment
- VI. Minutes of previous Common Council meeting:
 1. Consider placing the minutes from the November 14, 2023 Common Council meeting on file
- VII. Revenue & Expense Reports:
 1. Consider approving the November Revenue & Expense Reports
- VIII. General Agenda Items:
 1. Consider the employment agreement of the City Administrator/Public Works Director/City Engineer
 2. Consider approving the adjustment of 2024 Utility Service Fees. This is being brought directly to the Common Council.
- IX. Health & Safety:
 1. Consider a change of agent for Krist Oil Company, dba Krist Food Mart #88, 105 S Center Avenue to Dana Wojciechowski. The Health & Safety Committee recommends approval.
 2. Consider an alcohol beverage license application for Nimrods LLC, 2501 W Main St. Merrill. The Health & Safety Committee recommends approval.
 3. Consider an alcohol beverage license applicaiton for Clark All Aboard, LLC, 315 E 2nd St, Merrill. The Health & Safety Committee recommends approval.
 4. Consider a temporary picnic license for Merrill Youth Softball Association (aka Merrill Fastpitch) on January 13, 2024 at the MARC, 1100 Marc Drive, in conjunction with a January Jamboree event to be held outside. The Health & Safety Committee recommends approval.
- X. Place Committee reports on file:
 1. Consider placing the following reports on file: Airport Commission, City Plan Commission, Transit Commission, Library Board, Marketing & Communications Committee, Health & Safety Committee, Merrill Enrichment Center and Redevelopment Authority

XI. Ordinances:

1. An Ordinance amending Chapter 38, Division 2, Section 38-152 Septic/holding tank and leachate rate. This is being brought directly to the Common Council.
2. An Ordinance amending Chapter 2, Article III, Section 2-56 Elections

XII. Resolutions:

1. A Resolution supporting the application by Winds & Paradox Inc, to WEDC funds for a building renovation at 419 W Main Street, Merrill, Wisconsin
2. A Resolution authorizing a development agreement by and between the City of Merrill, Wisconsin and Winds and Paradox, Inc. (dba Winds Paradox)

XIII. Mayor's Appointments:

1. Gary Schwartz replacing Kathy Lezotte on Tourism Commission term to expire 05/01/2024
2. Election Officials for 2024-2025

XIV. Mayor's Communications

XV. Adjournment

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.

**CITY OF MERRILL
COMMON COUNCIL
Tuesday, November 14, 2023 MINUTES
Regular Meeting City Hall Council Chambers 7:00 p.m.**

- I. Call to Order:** Mayor Hass called the meeting to order at 7:00 p.m. The following elected officials, department heads and residents were in attendance:

Elected Officials and Department Heads present: Mayor Hass, City Attorney Hayden, City Clerk Anderson-Malm, Finance Director Unertl, Public Works Director/City Engineer Akey, Library Director Ollhoff, Utility Operations Manager Steinagel, Facilities Maintenance Manager Wszalek, Fire Chief Klug, Information Technology Manager Brown, Street Superintendent Bonack, and Transit Director Brummond. Enrichment Center Director Mrachek, Park & Recreation Director Wendorf, Police Chief Bennett were remote. Building Inspector/Zoning Administrator Pagel was excused.

Others in attendance: Sister Celine, Sister Kathy, Captain Bacher, Emily Ley, Todd and Renea Frederick and Merrill Media Communications.

- II. Invocation** – Sisters Celine and Sister Kathy from Sisters of Holy Cross sang a blessing

- III. Pledge of Allegiance** was recited.

- IV. Roll Call** was taken and the following alderperson's were in attendance:

Paul Russell – First District	Absent
Michael "Gus" Caylor – Second District	Present
Nathan Meyer – Third District	Present
LaDonna Fermanich – Fourth District	Present
Dick Lupton – Fifth District	Present
Mike Rick - Sixth District	Remote
Mark Weix – Seventh District	Present
Steve Sabatke – Eighth District	Present

- V. Public Comment** – There was no public comment

- VI. Public Hearing on proposed 2024 Budget:**

City Attorney Hayden read the public hearing notice. Alderperson Caylor made a motion to open the public hearing. Alderperson Meyer seconded and the motion carried.

There was no one to speak on the 2024 Budget.

Alderperson Meyer made a motion to close the public hearing. Alderperson Lupton seconded and the motion carried.

- VII. Minutes from previous meeting:**

Alderperson Caylor made a motion to place the minutes from the October 10, 2023 Common Council meeting on file. Alderperson Weix seconded and the motion carried.

VIII. Revenue and Expense Reports:

Alderson Fermanich made a motion to place the October revenue and expense reports on file. Alderson Meyer seconded and the motion carried.

IX. 2024 Budget:

Finance Director Unertl updated the Council with the budget information. Alderson Fermanich inquired about borrowing in 2024 and asked how Moody's downgrading will impact borrowing. Finance Director Unertl explained the borrowing will be unrated and a local bank has expressed interest.

Alderson Sabatke made a motion to cancel the repaving the city parking lots. The motion died for the lack of a second.

Alderson Sabatke made a motion to eliminate the administrative assistant from the Fire Department. The motion died for the lack of a second.

Alderson Fermanich stated 73% of the budget goes to wages and benefits. She wanted to go on record that going forward this will need to be reviewed and citizens need to understand this will mean cutting services or staff. Mayor Hass thanked her for bringing this to everyone's attention.

X. General Agenda Items:

1. Employee Years of Service Recognition – Joseph Weckwerth 15 years – Parks & Recreation
Mayor Hass thanked Joseph Weckwerth for his dedication to the City.

2. Consider lifting the hiring freeze to replace the administrative assistant at the Street Department – Alderson Caylor inquired about consolidating positions; discussion followed. Mayor Hass stated hiring would help with the transition to a new person considering the last day of employment is December 28, 2023. Interim CA Akey informed the Council this will be posted internally for 5 days before posting outside.

Alderson Meyer made a motion to approve lifting the hiring freeze in the Street Department in order to replace the administrative assistant. Alderson Weix seconded and the motion carried on a 6/1 voice vote. Alderson Sabatke voted no.

XI. Personnel & Finance Committee:

1. Consider approving the candidate for the Finance Director position – Alderson Meyer made a motion to approve the candidate for Finance Director. Alderson Caylor seconded and the motion carried.

Mayor Hass introduced Emily Ley (pronounced Lee) to the Council. Her start date is January 2, 2024.

XII. Board of Public Works:

1. Consider and approve the high bids for city owned property – Alderson Sabatke made a motion to approve the high bids for city owned property. Alderson Lupton seconded and the motion carried.

XIII. Marketing & Communications Committee:**1. Consider and approve the Midwest Communications marketing agreement of \$29,808 –**

Alderson Sabatke made a motion to approve the marketing agreement. Alderson Meyer seconded and the motion carried on a 6/1 voice vote. Alderson Rick voted no.

XIV. City Plan Commission:**1. Consider and approve the Conditional Use Permit for Wisconsin Public Service –**

Alderson Sabatke made a motion to approve the CUP for Wisconsin Public Service. Alderson Meyer seconded and the motion carried.

XV. Health & Safety Committee:**1. Consider a change of agent for S&S Bar (Merrill Social & Sick Benefit Society) to James**

Helman – Alderson Caylor made a motion to change the agent of S&S Bar to James Helman. Alderson Lupton seconded and the motion carried.

XVI. Consider placing the committee reports on file – Alderson Meyer made a motion to place the committee reports on file. Alderson Lupton seconded and the motion carried.**XVII. Ordinances:**

1. City Attorney Hayden read the Ordinance adopting the 2024 City of Merrill Budget and establishing the tax levy for year 2023. Alderson Caylor made a motion to suspend the rules and give the second and third readings by title only. Alderson Meyer seconded and the motion carried. City Attorney Hayden gave the Ordinance the second and third readings by title only.

Alderson Lupton made a motion to adopt the Ordinance. Alderson Meyer seconded and the motion carried on a 7/0 roll call vote.

2. City Attorney Hayden read the Ordinance amending Chapter 38, Division 2, Section 38-149 Sewer Service Charges. Alderson Caylor made a motion to suspend the rules and give the second and third readings by title only. Alderson Meyer seconded and the motion carried. City Attorney Hayden gave the Ordinance the second and third readings by title only.

Alderson Meyer made a motion to adopt the Ordinance. Alderson Lupton seconded and the motion carried on a 7/0 roll call vote.

XVIII. Mayor's Appointments:

Alderson Caylor made a motion to approve Nathan Meyer to the Tourism Commission with a term to expire 05/01/2024. Alderson Lupton seconded and the motion carried.

XIX. Mayor's Communications:

Mayor Hass read the following communications:

November 17 and December 1 and 8 is Wiggle Giggle and Shake at 10:30-11:30 at the Library

November 22 – 1:00-3:30 Critic's choice movie at the Library

November 25th – Shop Small, Shop Local

November 29 – Family Story time at the Library

December 2 – Christmas Parade and Park Lane Luminaire

December 2 and 3 – O'Tannenbaum Tour at St. Stephens

December 5 – Gingerbread edible house craft at the Library

December 9 – Craft and vendor sale at Les and Jim’s

December 13 – City of Merrill Tour of lights – register online or call Transit to reserve your seat on the bus.

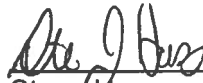
The City of Merrill is continuing to look for Transit drivers.

With the upcoming deer hunting season, I wish everyone a safe and successful hunt and a Happy Thanksgiving

- XX. Adjournment** - Alderperson Lupton made a motion to adjourn. Alderperson Meyer seconded and the motion carried. The meeting was adjourned at 7:28 pm.

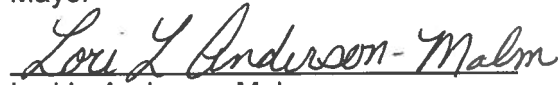
The complete Ordinance is available on the City of Merrill website: <https://www.ci.merrill.wi.us/>

Minutes respectfully submitted by Lori L Anderson-Malm – City Clerk



Steve Hass

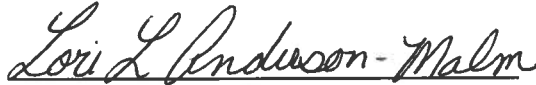
Mayor



Lori L. Anderson-Malm

City Clerk

I, Lori L. Anderson-Malm, City Clerk of the City of Merrill, Wisconsin, do hereby certify that the Mayor approved the above action of the Common Council on November 17th, 2023.



Lori L. Anderson-Malm

City Clerk



City of Merrill

Treasurer

Kathy Unertl, Finance Director
 1004 E 1st St, Merrill, WI 54452
 Phone: (715) 536-5594 | Fax: (715) 539-2668
 kathy.unertl@ci.merrill.wi.us

Date: December 5, 2023

To: Mayor Steve Hass
 Alderpersons

From: Kathy Unertl, Finance Director

RE: November 2023 - Revenue & Expense Reports

Revenues – General Fund:

State of Wisconsin Shared Revenues of \$2,638,803.12 was received on 11/20/2023 (see following listing).

Consistent with budgeted amounts except:

- Interest Income is already at \$193,424 which is \$163,818 over the \$29,606 budgeted amount. This will entirely offset the lower Water Utility 2023 PILOT amount.

Expenses – General Fund:

The following expenses continue to be monitored.

- Diesel and Unleaded Fuel expenses.
- Snow & Ice – Operating Supplies has expended \$59,524 of the \$67,500 budgeted level. There is potential that December 2023 winter conditions could result in an overage.
- Wisconsin Public Service electric and natural gas expenses. Personnel & Finance Committee has requested updated review of the main City facilities every-other-month.

City of Merrill - State Shared Revenues

2023 Revised Amounts

		Revised Amount	July Payment	Nov. Payment
10-40000-43400	Expenditure Restraint	\$293,552.93	\$293,552.93	\$0.00
10-40000-43410	Shared Revenue	\$3,045,106.50	\$456,765.98	\$2,588,340.52
10-40000-43415	Supplemental Shared Revenue	\$0.00	\$0.00	\$0.00
10-40000-43420	Utility Aid - State	\$59,004.10	\$8,541.50	\$50,462.60
		<u>\$3,397,663.53</u>	<u>\$758,860.41</u>	<u>\$2,638,803.12</u>

State Aids - 2023-11-20

Revised: 11/19/2023

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	4,363,956.00	3,218.04	4,236,985.99	97.09	126,970.01
Intergovernmental	4,457,013.25	2,638,803.12	4,459,152.32	100.05	(2,139.07
Licenses and Permits	40,120.00	1,130.50	41,372.00	103.12	(1,252.00
Fines, Forfeits, & Pen.	117,500.00	7,238.72	109,545.00	93.23	7,955.00
Public Charges-Services	8,600.00	504.95	6,914.82	80.40	1,685.18
Miscellaneous Revenues	129,031.00	9,743.07	299,137.33	231.83	(170,106.33
TOTAL Non-Departmental	9,116,220.25	2,660,638.40	9,153,107.46	100.40	(36,887.21
<u>Municipal Court</u>					
Intergov Charges (Misc.)	8,175.00	600.00	5,432.00	66.45	2,743.00
TOTAL Municipal Court	8,175.00	600.00	5,432.00	66.45	2,743.00
<u>City Attorney</u>					
Intergov Charges (Misc.)	9,000.00	0.00	6,388.95	70.99	2,611.05
Miscellaneous Revenues	35,000.00	0.00	0.00	0.00	35,000.00
TOTAL City Attorney	44,000.00	0.00	6,388.95	14.52	37,611.05
<u>Mayor</u>					
Miscellaneous Revenues	2,500.00	0.00	0.00	0.00	2,500.00
TOTAL Mayor	2,500.00	0.00	0.00	0.00	2,500.00
<u>City Admin./PW Director</u>					
Intergovernmental	45,000.00	0.00	0.00	0.00	45,000.00
Miscellaneous Revenues	17,667.00	0.00	0.00	0.00	17,667.00
TOTAL City Admin./PW Director	62,667.00	0.00	0.00	0.00	62,667.00
<u>Elections - AVERAGED</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
TOTAL Elections - AVERAGED	0.00	0.00	0.00	0.00	0.00
<u>Treasurer/Finance Dir.</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Licenses and Permits	400.00	1,629.85	4,771.66	192.92	(4,371.66
Miscellaneous Revenues	43,826.00	0.00	0.00	0.00	43,826.00
TOTAL Treasurer/Finance Dir.	44,226.00	1,629.85	4,771.66	10.79	39,454.34
<u>City Maintenance</u>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL City Maintenance	0.00	0.00	0.00	0.00	0.00

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Over-Collected Taxes</u>					
Miscellaneous Revenues	750.00	0.00	45.21	6.03	704.79
TOTAL Over-Collected Taxes	750.00	0.00	45.21	6.03	704.79
<u>Police</u>					
Intergovernmental	184,774.00	15,204.90	220,109.16	119.12	(35,335.16)
Public Charges-Services	14,000.00	1,370.10	12,022.49	85.87	1,977.51
Intergov Charges (Misc.)	11,336.00	0.00	8,221.97	72.53	3,114.03
Miscellaneous Revenues	0.00	3,901.30	4,031.30	0.00	(4,031.30)
TOTAL Police	210,110.00	20,476.30	244,384.92	116.31	(34,274.92)
<u>Traffic Control</u>					
Miscellaneous Revenues	0.00	0.00	22,742.03	0.00	(22,742.03)
TOTAL Traffic Control	0.00	0.00	22,742.03	0.00	(22,742.03)
<u>Fire Protection</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Public Charges-Services	13,050.00	600.00	4,085.00	31.30	8,965.00
Intergov Charges (Misc.)	221,899.00	0.00	221,898.60	100.00	0.40
Miscellaneous Revenues	0.00	0.00	1,558.60	0.00	(1,558.60)
TOTAL Fire Protection	234,949.00	600.00	227,542.20	96.85	7,406.80
<u>Ambulance/EMS</u>					
Intergovernmental	1,198,137.00	83,564.77	924,041.53	77.12	274,095.47
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Ambulance/EMS	1,198,137.00	83,564.77	924,041.53	77.12	274,095.47
<u>Bldg. Inspection/Zoning</u>					
Licenses and Permits	43,500.00	1,585.00	45,960.30	105.66	(2,460.30)
Miscellaneous Revenues	5,258.00	0.00	0.00	0.00	5,258.00
TOTAL Bldg. Inspection/Zoning	48,758.00	1,585.00	45,960.30	94.26	2,797.70
<u>City Engineering</u>					
Miscellaneous Revenues	123,733.00	0.00	0.00	0.00	123,733.00
TOTAL City Engineering	123,733.00	0.00	0.00	0.00	123,733.00
<u>Street Superintendent</u>					
Miscellaneous Revenues	22,427.00	0.00	0.00	0.00	22,427.00
TOTAL Street Superintendent	22,427.00	0.00	0.00	0.00	22,427.00
<u>Garage Maintenance</u>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Garage Maintenance	0.00	0.00	0.00	0.00	0.00

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Operations Support (M&E)</u>					
Intergovernmental	368,500.00	36,192.94	312,413.77	84.78	56,086.23
Miscellaneous Revenues	0.00	348.00	1,878.50	0.00	(1,878.50)
TOTAL Operations Support (M&E)	368,500.00	36,540.94	314,292.27	85.29	54,207.73
<u>Roads</u>					
Intergovernmental	84,000.00	1,422.80	141,606.02	168.58	(57,606.02)
Licenses and Permits	0.00	2,719.32	3,519.32	0.00	(3,519.32)
Public Charges-Services	2,500.00	0.00	9,839.60	393.58	(7,339.60)
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Roads	86,500.00	4,142.12	154,964.94	179.15	(68,464.94)
<u>Snow and Ice</u>					
Intergovernmental	0.00	0.00	865.70	0.00	(865.70)
Public Charges-Services	10,000.00	4,900.00	7,100.00	71.00	2,900.00
TOTAL Snow and Ice	10,000.00	4,900.00	7,965.70	79.66	2,034.30
<u>Stormwater Maintenance</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Stormwater Maintenance	0.00	0.00	0.00	0.00	0.00
<u>Street Painting-Marking</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
TOTAL Street Painting-Marking	0.00	0.00	0.00	0.00	0.00
<u>Street Lighting</u>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Street Lighting	0.00	0.00	0.00	0.00	0.00
<u>Stormwater Plan/Const.</u>					
Miscellaneous Revenues	0.00	0.00	17,414.03	0.00	(17,414.03)
TOTAL Stormwater Plan/Const.	0.00	0.00	17,414.03	0.00	(17,414.03)
<u>Airport</u>					
Public Charges-Services	26,000.00	545.00	24,615.66	94.68	1,384.34
Miscellaneous Revenues	0.00	17,171.04	17,171.04	0.00	(17,171.04)
TOTAL Airport	26,000.00	17,716.04	41,786.70	160.72	(15,786.70)
<u>Transit</u>					
Specials (Utility Rev.)	257,500.00	109,938.71	251,444.58	97.65	6,055.42
Intergovernmental	77,500.00	0.00	64,008.00	82.59	13,492.00
Public Charges-Services	122,000.00	10,425.90	92,970.83	76.21	29,029.17
Miscellaneous Revenues	2,500.00	812.80	5,911.36	236.45	(3,411.36)
TOTAL Transit	459,500.00	121,177.41	414,334.77	90.17	45,165.23

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Garbage Collection</u>					
Miscellaneous Revenues	1,000.00	0.00	723.21	72.32	276.79
TOTAL Garbage Collection	1,000.00	0.00	723.21	72.32	276.79
<u>Recycling</u>					
Intergovernmental	32,750.00	0.00	32,628.59	99.63	121.41
Miscellaneous Revenues	1,500.00	850.00	1,380.00	92.00	120.00
TOTAL Recycling	34,250.00	850.00	34,008.59	99.30	241.41
<u>Weed & Nuisance Control</u>					
Public Charges-Services	7,500.00	3,500.00	4,400.00	58.67	3,100.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Weed & Nuisance Control	7,500.00	3,500.00	4,400.00	58.67	3,100.00
<u>MEC - Enrichment</u>					
Intergovernmental	12,500.00	0.00	12,500.00	100.00	0.00
Public Charges-Services	15,649.00	0.00	0.00	0.00	15,649.00
TOTAL MEC - Enrichment	28,149.00	0.00	12,500.00	44.41	15,649.00
<u>Library</u>					
Intergovernmental	484,602.00	1,557.00	486,372.00	100.37	(1,770.00
Public Charges-Services	2,600.00	308.65	3,609.85	138.84	(1,009.85
Miscellaneous Revenues	0.00	379.00	9,994.14	0.00	(9,994.14
TOTAL Library	487,202.00	2,244.65	499,975.99	102.62	(12,773.99
<u>Parks</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Public Charges-Services	28,000.00	695.00	22,600.72	80.72	5,399.28
Miscellaneous Revenues	0.00	0.00	7,219.11	0.00	(7,219.11
TOTAL Parks	28,000.00	695.00	29,819.83	106.50	(1,819.83
<u>Recreation Programs</u>					
Public Charges-Services	50,500.00	0.00	37,240.05	73.74	13,259.95
TOTAL Recreation Programs	50,500.00	0.00	37,240.05	73.74	13,259.95
<u>Cable Franchise Adm</u>					
Licenses and Permits	5,000.00	0.00	0.00	0.00	5,000.00
TOTAL Cable Franchise Adm	5,000.00	0.00	0.00	0.00	5,000.00
<u>MARC - Smith Center</u>					
Public Charges-Services	68,750.00	6,510.89	60,000.50	87.27	8,749.50
Miscellaneous Revenues	0.00	0.00	1,209.25	0.00	(1,209.25
TOTAL MARC - Smith Center	68,750.00	6,510.89	61,209.75	89.03	7,540.25

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Aquatic Center</u>					
Intergovernmental	50,000.00	0.00	50,000.00	100.00	0.00
Public Charges-Services	90,000.00	0.00	71,203.35	79.11	18,796.65
TOTAL Aquatic Center	140,000.00	0.00	121,203.35	86.57	18,796.65
TOTAL REVENUE	12,917,503.25	2,967,371.37	12,386,255.44	95.89	531,247.81
EXPENDITURES					
<u>Common Council</u>					
Personnel Services	37,140.00	2,246.66	25,993.23	69.99	11,146.77
Contractual Services	3,500.00	0.00	759.95	21.71	2,740.05
Supplies & Expenses	9,635.00	1,560.94	7,539.30	78.25	2,095.70
TOTAL Common Council	50,275.00	3,807.60	34,292.48	68.21	15,982.52
<u>Municipal Court</u>					
Personnel Services	96,944.00	7,869.71	86,593.08	89.32	10,350.92
Contractual Services	500.00	0.00	0.00	0.00	500.00
Supplies & Expenses	3,800.00	30.13	3,114.53	81.96	685.47
Capital Outlay	500.00	0.00	495.00	99.00	5.00
Technology	6,025.00	0.00	6,103.00	101.29	(78.00
TOTAL Municipal Court	107,769.00	7,899.84	96,305.61	89.36	11,463.39
<u>City Attorney</u>					
Personnel Services	222,490.00	17,791.28	197,452.47	88.75	25,037.53
Contractual Services	16,500.00	0.00	14,120.21	85.58	2,379.79
Supplies & Expenses	6,250.00	120.94	4,331.55	69.30	1,918.45
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL City Attorney	245,240.00	17,912.22	215,904.23	88.04	29,335.77
<u>Mayor</u>					
Personnel Services	26,915.00	2,070.20	23,950.09	88.98	2,964.91
Supplies & Expenses	950.00	0.00	273.02	28.74	676.98
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL Mayor	27,865.00	2,070.20	24,223.11	86.93	3,641.89
<u>City Admin./PW Director</u>					
Personnel Services	88,917.00	0.00	0.00	0.00	88,917.00
Contractual Services	650.00	0.00	0.00	0.00	650.00
Supplies & Expenses	12,100.00	0.00	0.00	0.00	12,100.00
Technology	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL City Admin./PW Director	102,667.00	0.00	0.00	0.00	102,667.00

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Personnel - HR</u>					
Contractual Services	9,750.00	255.05	5,125.25	52.57	4,624.75
Supplies & Expenses	250.00	62.95	152.95	61.18	97.05
TOTAL Personnel - HR	10,000.00	318.00	5,278.20	52.78	4,721.80
<u>City Clerk</u>					
Personnel Services	84,067.00	6,527.01	75,191.33	89.44	8,875.67
Contractual Services	500.00	0.00	0.00	0.00	500.00
Supplies & Expenses	4,500.00	0.00	3,553.62	78.97	946.38
Capital Outlay	0.00	0.00	0.00	0.00	0.00
Technology	4,750.00	258.76	5,289.25	111.35	(539.25)
TOTAL City Clerk	93,817.00	6,785.77	84,034.20	89.57	9,782.80
<u>Clerk/Treasurer Staff</u>					
Personnel Services	166,740.00	19,962.27	153,452.21	92.03	13,287.79
Supplies & Expenses	2,550.00	1,133.16	2,089.31	81.93	460.69
TOTAL Clerk/Treasurer Staff	169,290.00	21,095.43	155,541.52	91.88	13,748.48
<u>Elections - AVERAGED</u>					
Personnel Services	27,975.00	0.00	14,524.88	51.92	13,450.12
Contractual Services	11,500.00	0.00	6,356.25	55.27	5,143.75
Supplies & Expenses	6,025.00	0.00	1,871.02	31.05	4,153.98
Technology	0.00	0.00	600.00	0.00	(600.00)
TOTAL Elections - AVERAGED	45,500.00	0.00	23,352.15	51.32	22,147.85
<u>Treasurer/Finance Dir.</u>					
Personnel Services	126,952.00	9,867.24	113,864.79	89.69	13,087.21
Contractual Services	6,350.00	1,172.80	7,293.36	114.86	(943.36)
Supplies & Expenses	26,150.00	1,594.20	24,959.05	95.45	1,190.95
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL Treasurer/Finance Dir.	159,452.00	12,634.24	146,117.20	91.64	13,334.80
<u>Information Technology</u>					
Personnel Services	72,605.00	4,854.02	56,329.81	77.58	16,275.19
Technology	107,395.00	1,173.43	70,221.49	65.39	37,173.51
TOTAL Information Technology	180,000.00	6,027.45	126,551.30	70.31	53,448.70
<u>Assessment of Property</u>					
Contractual Services	32,000.00	0.00	21,375.00	66.80	10,625.00
Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
TOTAL Assessment of Property	32,000.00	0.00	21,375.00	66.80	10,625.00
<u>Independent Auditing</u>					
Contractual Services	17,250.00	0.00	25,791.71	149.52	(8,541.71)
Technology	1,540.00	0.00	1,548.00	100.52	(8.00)
TOTAL Independent Auditing	18,790.00	0.00	27,339.71	145.50	(8,549.71)

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>City Maintenance</u>					
Personnel Services	130,740.00	15,561.10	122,777.93	93.91	7,962.07
Contractual Services	79,160.00	7,087.58	80,284.03	101.42	(1,124.03
Supplies & Expenses	15,800.00	1,761.89	15,364.48	97.24	435.52
Capital Outlay	7,000.00	465.01	4,352.43	62.18	2,647.57
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL City Maintenance	232,700.00	24,875.58	222,778.87	95.74	9,921.13
<u>City Maint-Library</u>					
Personnel Services	0.00	75.66	1,733.41	0.00	(1,733.41
Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
TOTAL City Maint-Library	0.00	75.66	1,733.41	0.00	(1,733.41
<u>City Maint-Fire Station</u>					
Personnel Services	0.00	0.00	31.27	0.00	(31.27
TOTAL City Maint-Fire Station	0.00	0.00	31.27	0.00	(31.27
<u>Livingston Building</u>					
Contractual Services	2,500.00	63.59	1,863.49	74.54	636.51
TOTAL Livingston Building	2,500.00	63.59	1,863.49	74.54	636.51
<u>Over-Collected Taxes</u>					
Supplies & Expenses	600.00	0.00	868.94	144.82	(268.94
TOTAL Over-Collected Taxes	600.00	0.00	868.94	144.82	(268.94
<u>Insurance/Employee</u>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
Fixed Charges	358,250.00	43,181.73	363,279.06	101.40	(5,029.06
TOTAL Insurance/Employee	358,250.00	43,181.73	363,279.06	101.40	(5,029.06
<u>Police</u>					
Personnel Services	2,696,139.00	330,368.13	2,379,499.33	88.26	316,639.67
Contractual Services	47,600.00	166.00	40,654.38	85.41	6,945.62
Supplies & Expenses	79,250.00	1,898.58	48,516.57	61.22	30,733.43
Fixed Charges	0.00	0.00	0.00	0.00	0.00
Capital Outlay	11,000.00	0.00	3,268.04	29.71	7,731.96
Technology	29,000.00	26,576.73	29,407.63	101.41	(407.63
TOTAL Police	2,862,989.00	359,009.44	2,501,345.95	87.37	361,643.05
<u>Traffic Control</u>					
Personnel Services	10,192.00	1,547.15	8,742.73	85.78	1,449.27
Supplies & Expenses	15,758.00	515.71	10,104.91	64.13	5,653.09
TOTAL Traffic Control	25,950.00	2,062.86	18,847.64	72.63	7,102.36

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Fire Protection</u>					
Personnel Services	1,580,299.00	193,700.81	1,401,685.51	88.70	178,613.49
Contractual Services	24,125.00	1,488.71	22,169.24	91.89	1,955.76
Supplies & Expenses	71,000.00	5,678.48	55,994.10	78.86	15,005.90
Capital Outlay	0.00	0.00	0.00	0.00	0.00
Technology	6,000.00	258.76	7,032.34	117.21	(1,032.34
TOTAL Fire Protection	1,681,424.00	201,126.76	1,486,881.19	88.43	194,542.81
<u>Fire Protection-Hydrants</u>					
Contractual Services	0.00	0.00	0.00	0.00	0.00
TOTAL Fire Protection-Hydrants	0.00	0.00	0.00	0.00	0.00
<u>Ambulance/EMS</u>					
Personnel Services	1,064,820.00	143,223.50	960,845.32	90.24	103,974.68
Contractual Services	24,850.00	1,488.68	22,166.21	89.20	2,683.79
Supplies & Expenses	101,967.00	8,807.78	88,085.76	86.39	13,881.24
Fixed Charges	0.00	0.00	0.00	0.00	0.00
Technology	6,500.00	0.00	6,464.20	99.45	35.80
TOTAL Ambulance/EMS	1,198,137.00	153,519.96	1,077,561.49	89.94	120,575.51
<u>Bldg. Inspection/Zoning</u>					
Personnel Services	158,525.00	13,381.58	145,744.23	91.94	12,780.77
Contractual Services	450.00	11.37	112.65	25.03	337.35
Supplies & Expenses	3,975.00	92.50	2,789.60	70.18	1,185.40
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL Bldg. Inspection/Zoning	162,950.00	13,485.45	148,646.48	91.22	14,303.52
<u>City Sealer</u>					
Contractual Services	4,800.00	0.00	2,000.00	41.67	2,800.00
TOTAL City Sealer	4,800.00	0.00	2,000.00	41.67	2,800.00
<u>City Engineering</u>					
Personnel Services	123,233.00	6,483.14	73,194.37	59.40	50,038.63
Contractual Services	1,500.00	0.00	2,923.75	194.92	(1,423.75
Supplies & Expenses	2,000.00	0.00	857.17	42.86	1,142.83
Technology	2,000.00	258.76	413.33	20.67	1,586.67
TOTAL City Engineering	128,733.00	6,741.90	77,388.62	60.12	51,344.38
<u>Street Commissioner</u>					
Personnel Services	4,305.00	331.24	3,832.11	89.02	472.89
Contractual Services	250.00	22.75	225.24	90.10	24.76
Supplies & Expenses	800.00	0.00	464.59	58.07	335.41
TOTAL Street Commissioner	5,355.00	353.99	4,521.94	84.44	833.06

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Street Superintendent</u>					
Personnel Services	104,677.00	11,341.10	93,790.59	89.60	10,886.41
Supplies & Expenses	1,200.00	0.00	673.91	56.16	526.09
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL Street Superintendent	105,877.00	11,341.10	94,464.50	89.22	11,412.50
<u>Garage Maintenance</u>					
Personnel Services	200.00	0.00	268.37	134.19	(68.37
Contractual Services	29,850.00	1,289.29	30,198.87	101.17	(348.87
Supplies & Expenses	18,500.00	98.12	10,082.68	54.50	8,417.32
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL Garage Maintenance	48,550.00	1,387.41	40,549.92	83.52	8,000.08
<u>Operations Support (M&E)</u>					
Personnel Services	217,924.00	20,408.83	211,677.64	97.13	6,246.36
Contractual Services	3,024.00	0.00	2,736.00	90.48	288.00
Supplies & Expenses	381,850.00	10,284.20	407,988.59	106.85	(26,138.59
Technology	575.00	0.00	0.00	0.00	575.00
TOTAL Operations Support (M&E)	603,373.00	30,693.03	622,402.23	103.15	(19,029.23
<u>Roads</u>					
Personnel Services	237,959.00	40,031.62	205,064.58	86.18	32,894.42
Supplies & Expenses	95,250.00	6,190.62	103,552.66	108.72	(8,302.66
TOTAL Roads	333,209.00	46,222.24	308,617.24	92.62	24,591.76
<u>Street Cleaning</u>					
Personnel Services	48,495.00	13,687.11	54,074.07	111.50	(5,579.07
Supplies & Expenses	2,900.00	31.46	2,733.07	94.24	166.93
TOTAL Street Cleaning	51,395.00	13,718.57	56,807.14	110.53	(5,412.14
<u>Snow and Ice</u>					
Personnel Services	199,474.00	884.02	166,048.09	83.24	33,425.91
Contractual Services	1,600.00	0.00	1,575.00	98.44	25.00
Supplies & Expenses	69,500.00	0.00	62,164.82	89.45	7,335.18
TOTAL Snow and Ice	270,574.00	884.02	229,787.91	84.93	40,786.09
<u>Stormwater Maintenance</u>					
Personnel Services	37,900.00	3,015.56	34,621.71	91.35	3,278.29
Contractual Services	2,000.00	0.00	0.00	0.00	2,000.00
Supplies & Expenses	22,500.00	0.00	25,353.73	112.68	(2,853.73
TOTAL Stormwater Maintenance	62,400.00	3,015.56	59,975.44	96.11	2,424.56
<u>Street Painting-Marking</u>					
Personnel Services	19,800.00	0.00	23,237.97	117.36	(3,437.97
Supplies & Expenses	20,000.00	0.00	8,280.25	41.40	11,719.75
TOTAL Street Painting-Marking	39,800.00	0.00	31,518.22	79.19	8,281.78

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Street Leave Expenses</u>					
Personnel Services	69,452.00	4,427.43	43,871.02	63.17	25,580.98
TOTAL Street Leave Expenses	69,452.00	4,427.43	43,871.02	63.17	25,580.98
<u>Street Lighting</u>					
Personnel Services	0.00	0.00	403.43	0.00	(403.43
Contractual Services	161,500.00	16,078.32	144,326.00	89.37	17,174.00
TOTAL Street Lighting	161,500.00	16,078.32	144,729.43	89.62	16,770.57
<u>Stormwater Plan/Const.</u>					
Contractual Services	4,000.00	0.00	2,500.00	62.50	1,500.00
TOTAL Stormwater Plan/Const.	4,000.00	0.00	2,500.00	62.50	1,500.00
<u>Airport</u>					
Personnel Services	981.00	322.16	1,947.48	198.52	(966.48
Contractual Services	118,669.00	16,309.61	105,309.72	88.74	13,359.28
Supplies & Expenses	22,825.00	3,264.22	27,078.86	118.64	(4,253.86
TOTAL Airport	142,475.00	19,895.99	134,336.06	94.29	8,138.94
<u>Transit</u>					
Personnel Services	409,161.00	38,017.98	349,066.24	85.31	60,094.76
Contractual Services	4,000.00	184.02	3,884.65	97.12	115.35
Supplies & Expenses	93,350.00	10,761.11	58,162.11	62.31	35,187.89
Fixed Charges	32,325.00	0.00	31,622.40	97.83	702.60
Technology	4,995.00	159.24	4,285.79	85.80	709.21
TOTAL Transit	543,831.00	49,122.35	447,021.19	82.20	96,809.81
<u>Garbage Collection</u>					
Personnel Services	98,488.00	6,846.35	65,872.86	66.88	32,615.14
Supplies & Expenses	112,900.00	12,237.69	113,516.77	100.55	(616.77
Capital Outlay	50,000.00	4,148.60	39,533.04	79.07	10,466.96
TOTAL Garbage Collection	261,388.00	23,232.64	218,922.67	83.75	42,465.33
<u>Recycling</u>					
Personnel Services	125,779.00	10,537.58	72,558.48	57.69	53,220.52
Supplies & Expenses	107,950.00	11,406.04	115,104.05	106.63	(7,154.05
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL Recycling	233,729.00	21,943.62	187,662.53	80.29	46,066.47
<u>Weed & Nuisance Control</u>					
Personnel Services	10,765.00	149.62	7,783.50	72.30	2,981.50
Contractual Services	250.00	0.00	0.00	0.00	250.00
Supplies & Expenses	1,500.00	0.00	528.00	35.20	972.00
TOTAL Weed & Nuisance Control	12,515.00	149.62	8,311.50	66.41	4,203.50

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Health Officer</u>					
Personnel Services	5,813.00	0.00	5,813.12	100.00	(0.12)
Supplies & Expenses	75.00	0.00	0.00	0.00	75.00
TOTAL Health Officer	5,888.00	0.00	5,813.12	98.73	74.88
<u>MEC - Enrichment</u>					
Personnel Services	164,485.00	15,653.24	146,779.83	89.24	17,705.17
Contractual Services	600.00	68.91	672.31	112.05	(72.31)
Supplies & Expenses	1,975.00	0.00	234.32	11.86	1,740.68
Technology	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL MEC - Enrichment	168,060.00	15,722.15	147,686.46	87.88	20,373.54
<u>Library</u>					
Personnel Services	794,981.00	74,123.70	688,937.55	86.66	106,043.45
Contractual Services	47,400.00	2,668.10	52,949.16	111.71	(5,549.16)
Supplies & Expenses	47,500.00	4,089.85	56,013.05	117.92	(8,513.05)
Fixed Charges	9,400.00	0.00	13,391.00	142.46	(3,991.00)
Capital Outlay	0.00	0.00	3,375.05	0.00	(3,375.05)
Print Media - Library	51,000.00	5,627.92	40,533.16	79.48	10,466.84
Non-Print Media-Library	16,001.00	1,084.27	12,756.06	79.72	3,244.94
Technology	45,363.00	2,989.60	28,276.46	62.33	17,086.54
TOTAL Library	1,011,645.00	90,583.44	896,231.49	88.59	115,413.51
<u>Parks</u>					
Personnel Services	309,796.00	29,162.24	276,685.40	89.31	33,110.60
Contractual Services	34,000.00	4,037.46	31,661.16	93.12	2,338.84
Supplies & Expenses	46,950.00	3,751.35	45,991.17	97.96	958.83
Fixed Charges	0.00	0.00	0.00	0.00	0.00
Capital Outlay	18,500.00	6,075.09	16,910.61	91.41	1,589.39
TOTAL Parks	409,246.00	43,026.14	371,248.34	90.72	37,997.66
<u>Athletic Park Lights</u>					
Contractual Services	1,750.00	81.37	1,202.50	68.71	547.50
Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
TOTAL Athletic Park Lights	1,750.00	81.37	1,202.50	68.71	547.50
<u>Ott's Park Lights</u>					
Contractual Services	1,450.00	103.38	925.68	63.84	524.32
Supplies & Expenses	50.00	0.00	0.00	0.00	50.00
TOTAL Ott's Park Lights	1,500.00	103.38	925.68	61.71	574.32
<u>Recreation Programs</u>					
Personnel Services	217,738.00	14,690.47	188,914.39	86.76	28,823.61
Contractual Services	5,450.00	439.03	6,661.30	122.23	(1,211.30)
Supplies & Expenses	23,325.00	1,291.57	25,029.25	107.31	(1,704.25)
TOTAL Recreation Programs	246,513.00	16,421.07	220,604.94	89.49	25,908.06

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Community/Events</u>					
Personnel Services	3,300.00	193.41	3,789.39	114.83	(489.39
Supplies & Expenses	20,200.00	140.00	20,009.00	99.05	191.00
TOTAL Community/Events	23,500.00	333.41	23,798.39	101.27	(298.39
<u>Decorations & Banners</u>					
Personnel Services	2,775.00	145.66	1,027.23	37.02	1,747.77
Contractual Services	300.00	0.00	325.61	108.54	(25.61
Supplies & Expenses	5,000.00	0.00	0.00	0.00	5,000.00
Capital Outlay	1,500.00	49.61	1,143.61	76.24	356.39
TOTAL Decorations & Banners	9,575.00	195.27	2,496.45	26.07	7,078.55
<u>Outside Agencies</u>					
Supplies & Expenses	44,889.00	0.00	44,388.65	98.89	500.35
TOTAL Outside Agencies	44,889.00	0.00	44,388.65	98.89	500.35
<u>MARC - Smith Center</u>					
Personnel Services	40,850.00	4,566.34	38,530.46	94.32	2,319.54
Contractual Services	52,450.00	2,410.20	44,125.25	84.13	8,324.75
Supplies & Expenses	13,150.00	4,548.85	11,320.48	86.09	1,829.52
Capital Outlay	5,000.00	0.00	3,574.03	71.48	1,425.97
TOTAL MARC - Smith Center	111,450.00	11,525.39	97,550.22	87.53	13,899.78
<u>Aquatic Center</u>					
Personnel Services	94,430.00	1,596.57	101,932.62	107.95	(7,502.62
Contractual Services	52,170.00	1,447.09	24,808.36	47.55	27,361.64
Supplies & Expenses	50,900.00	(375.00)	63,059.78	123.89	(12,159.78
Technology	2,500.00	0.00	1,176.00	47.04	1,324.00
TOTAL Aquatic Center	200,000.00	2,668.66	190,976.76	95.49	9,023.24
<u>Economic Development</u>					
Contractual Services	20,200.00	0.00	20,200.00	100.00	0.00
TOTAL Economic Development	20,200.00	0.00	20,200.00	100.00	0.00
<u>Transfers</u>					
Transfers	26,945.00	0.00	26,945.00	100.00	0.00
TOTAL Transfers	26,945.00	0.00	26,945.00	100.00	0.00
TOTAL EXPENDITURES	13,132,282.00	1,305,819.85	11,549,608.06	87.95	1,582,673.94
REVENUES OVER/ (UNDER) EXPENDITURES	(214,778.75)	1,661,551.52	836,647.38	0.00	(1,051,426.13

*** END OF REPORT ***

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

20 -Remedial Action-Landfill

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Remediation Action</u>					
Taxes (or Utility Rev.)	26,945.00	(26,945.00)	0.00	0.00	26,945.00
TOTAL Remediation Action	26,945.00	(26,945.00)	0.00	0.00	26,945.00
TOTAL REVENUE	26,945.00	(26,945.00)	0.00	0.00	26,945.00
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>Remediation Action</u>					
Personnel Services	11,280.00	606.37	8,661.36	76.79	2,618.64
Contractual Services	19,767.00	260.44	19,315.03	97.71	451.97
Capital Outlay	0.00	0.00	4,826.18	0.00	(4,826.18)
TOTAL Remediation Action	31,047.00	866.81	32,802.57	105.65	(1,755.57)
TOTAL EXPENDITURES	31,047.00	866.81	32,802.57	105.65	(1,755.57)
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	(4,102.00)	(27,811.81)	(32,802.57)	0.00	28,700.57
	=====	=====	=====	=====	=====

*** END OF REPORT ***

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

21 -Police - SRO

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Police-SRO</u>					
Taxes (or Utility Rev.)	62,661.00	0.00	62,661.00	100.00	0.00
Intergovernmental	<u>65,161.00</u>	<u>0.00</u>	<u>31,039.08</u>	<u>47.63</u>	<u>34,121.92</u>
TOTAL Police-SRO	127,822.00	0.00	93,700.08	73.31	34,121.92
TOTAL REVENUE	127,822.00	0.00	93,700.08	73.31	34,121.92
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>Police-SRO</u>					
Personnel Services	124,922.00	15,176.83	109,785.60	87.88	15,136.40
Supplies & Expenses	500.00	0.00	549.00	109.80	(49.00
Fixed Charges	<u>2,400.00</u>	<u>0.00</u>	<u>1,968.00</u>	<u>82.00</u>	<u>432.00</u>
TOTAL Police-SRO	127,822.00	15,176.83	112,302.60	87.86	15,519.40
TOTAL EXPENDITURES	127,822.00	15,176.83	112,302.60	87.86	15,519.40
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	(15,176.83)	(18,602.52)	0.00	18,602.52
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

24 -Merrill Festival Grounds

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Camping Improvements</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
TOTAL Camping Improvements	0.00	0.00	0.00	0.00	0.00
<u>Merrill Festival Grounds</u>					
Taxes (or Utility Rev.)	46,000.00	0.00	46,000.00	100.00	0.00
Public Charges-Services	12,500.00	0.00	15,090.25	120.72	(2,590.25
Miscellaneous Revenues	4,750.00	4,670.75	5,833.72	122.82	(1,083.72
TOTAL Merrill Festival Grounds	63,250.00	4,670.75	66,923.97	105.81	(3,673.97
<u>Room Tax</u>					
Taxes (or Utility Rev.)	125,000.00	4,735.95	92,907.14	74.33	32,092.86
TOTAL Room Tax	125,000.00	4,735.95	92,907.14	74.33	32,092.86
<u>Bierman Building</u>					
Public Charges-Services	9,500.00	2,145.00	15,075.00	158.68	(5,575.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Bierman Building	9,500.00	2,145.00	15,075.00	158.68	(5,575.00
TOTAL REVENUE	197,750.00	11,551.70	174,906.11	88.45	22,843.89
=====					
EXPENDITURES					
=====					
<u>Camping Improvements</u>					
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL Camping Improvements	0.00	0.00	0.00	0.00	0.00
<u>Merrill Festival Grounds</u>					
Personnel Services	10,965.00	29.42	9,124.97	83.22	1,840.03
Contractual Services	35,964.00	4,262.88	27,388.90	76.16	8,575.10
Supplies & Expenses	6,500.00	2,065.56	6,787.36	104.42	(287.36
Capital Outlay	15,700.00	0.00	14,285.03	90.99	1,414.97
TOTAL Merrill Festival Grounds	69,129.00	6,357.86	57,586.26	83.30	11,542.74
<u>Room Tax</u>					
Supplies & Expenses	98,000.00	0.00	60,835.23	62.08	37,164.77
TOTAL Room Tax	98,000.00	0.00	60,835.23	62.08	37,164.77

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

24 -Merrill Festival Grounds

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Bierman Building</u>					
Personnel Services	11,052.00	1,886.31	12,633.17	114.31	(1,581.17
Contractual Services	18,750.00	2,301.25	19,005.26	101.36	(255.26
Supplies & Expenses	4,125.00	299.79	4,498.61	109.06	(373.61
Capital Outlay	0.00	0.00	3,203.00	0.00	(3,203.00
TOTAL Bierman Building	33,927.00	4,487.35	39,340.04	115.95	(5,413.04
TOTAL EXPENDITURES	201,056.00	10,845.21	157,761.53	78.47	43,294.47
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	(3,306.00)	706.49	17,144.58	0.00	(20,450.58
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

25 -Community Development

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>CDBG Grants/Loans</u>					
Miscellaneous Revenues	229,525.00	2,745.25	279,527.33	121.79	(50,002.33
TOTAL CDBG Grants/Loans	229,525.00	2,745.25	279,527.33	121.79	(50,002.33
<u>Community Development</u>					
Taxes (or Utility Rev.)	10,000.00	0.00	10,000.00	100.00	0.00
Intergov Charges (Misc.)	34,500.00	0.00	0.00	0.00	34,500.00
TOTAL Community Development	44,500.00	0.00	10,000.00	22.47	34,500.00
TOTAL REVENUE	274,025.00	2,745.25	289,527.33	105.66	(15,502.33
=====	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>CDBG Grants/Loans</u>					
Special Services	150,500.00	0.00	189,471.78	125.89	(38,971.78
TOTAL CDBG Grants/Loans	150,500.00	0.00	189,471.78	125.89	(38,971.78
<u>Community Development</u>					
Personnel Services	48,737.00	4,253.27	44,020.05	90.32	4,716.95
Contractual Services	400.00	11.37	112.59	28.15	287.41
Supplies & Expenses	1,975.00	48.00	790.38	40.02	1,184.62
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL Community Development	51,112.00	4,312.64	44,923.02	87.89	6,188.98
TOTAL EXPENDITURES	201,612.00	4,312.64	234,394.80	116.26	(32,782.80
=====	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	72,413.00	(1,567.39)	55,132.53	0.00	17,280.47
=====	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

27 -Merrill Airport Fuel

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Aviation Fuel</u>					
Intergovernmental	0.00	45,000.00	45,000.00	0.00	(45,000.00
Public Charges-Services	76,000.00	5,608.35	93,058.85	122.45	(17,058.85
Miscellaneous Revenues	0.00	0.00	15,000.00	0.00	(15,000.00
TOTAL Aviation Fuel	76,000.00	50,608.35	153,058.85	201.39	(77,058.85
TOTAL REVENUE	76,000.00	50,608.35	153,058.85	201.39	(77,058.85
=====					
EXPENDITURES					
=====					
<u>Aviation Fuel</u>					
Personnel Services	0.00	0.00	959.80	0.00	(959.80
Contractual Services	4,925.00	301.01	4,146.67	84.20	778.33
Special Services	78,000.00	187.41	92,262.06	118.28	(14,262.06
Fixed Charges	5,625.00	0.00	6,525.00	116.00	(900.00
Capital Outlay	0.00	0.00	6,600.00	0.00	(6,600.00
TOTAL Aviation Fuel	88,550.00	488.42	110,493.53	124.78	(21,943.53
TOTAL EXPENDITURES	88,550.00	488.42	110,493.53	124.78	(21,943.53
=====					
REVENUES OVER/ (UNDER) EXPENDITURES	(12,550.00)	50,119.93	42,565.32	0.00	(55,115.32
=====					

*** END OF REPORT ***

*** END OF REPORT ***

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

30 -Debt Service

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Debt Service</u>					
Taxes (or Utility Rev.)	3,095,643.48	0.00	3,054,111.16	98.66	41,532.32
Miscellaneous Revenues	0.00	1,523.25	16,834.61	0.00	(16,834.61)
Other Financing Sources	37,870.00	0.00	14,722.00	38.88	23,148.00
TOTAL Debt Service	3,133,513.48	1,523.25	3,085,667.77	98.47	47,845.71
TOTAL REVENUE	3,133,513.48	1,523.25	3,085,667.77	98.47	47,845.71
=====	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>Debt Service</u>					
Debt Service	1,791,352.36	0.00	1,781,809.07	99.47	9,543.29
TOTAL Debt Service	1,791,352.36	0.00	1,781,809.07	99.47	9,543.29
<u>TID - Debt Service</u>					
Debt Service	1,336,604.48	0.00	1,337,827.15	100.09	(1,222.67)
TOTAL TID - Debt Service	1,336,604.48	0.00	1,337,827.15	100.09	(1,222.67)
TOTAL EXPENDITURES	3,127,956.84	0.00	3,119,636.22	99.73	8,320.62
=====	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	5,556.64	1,523.25	(33,968.45)	0.00	39,525.09
=====	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

43 -TID #3 - East Side

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #3 - East Side</u>					
Taxes (or Utility Rev.)	991,440.08	0.00	991,440.07	100.00	0.01
Intergovernmental	47,294.52	0.00	47,294.42	100.00	0.10
TOTAL TID #3 - East Side	1,038,734.60	0.00	1,038,734.49	100.00	0.11
TOTAL REVENUE	1,038,734.60	0.00	1,038,734.49	100.00	0.11
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>TID #3 - East Side</u>					
Personnel Services	3,800.00	0.00	0.00	0.00	3,800.00
Contractual Services	2,650.00	0.00	2,400.00	90.57	250.00
Special Services	25,000.00	25,000.00	25,000.00	100.00	0.00
Fixed Charges	792,982.00	0.00	792,982.00	100.00	0.00
Capital Outlay	0.00	0.00	0.00	0.00	0.00
Transfers	237,500.00	0.00	0.00	0.00	237,500.00
TOTAL TID #3 - East Side	1,061,932.00	25,000.00	820,382.00	77.25	241,550.00
TOTAL EXPENDITURES	1,061,932.00	25,000.00	820,382.00	77.25	241,550.00
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	(23,197.40)	(25,000.00)	218,352.49	0.00	(241,549.89)
	=====	=====	=====	=====	=====

*** END OF REPORT ***

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

44 -TID #4 - Thielman/P Ridge

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #4 -Thielman/P Ridge</u>					
Taxes (or Utility Rev.)	167,685.32	0.00	167,685.32	100.00	0.00
Intergovernmental	23,877.64	0.00	23,877.64	100.00	0.00
TOTAL TID #4 -Thielman/P Ridge	191,562.96	0.00	191,562.96	100.00	0.00
TOTAL REVENUE	191,562.96	0.00	191,562.96	100.00	0.00
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>TID #4 -Thielman/P Ridge</u>					
Personnel Services	6,325.00	0.00	0.00	0.00	6,325.00
Contractual Services	2,400.00	0.00	1,984.00	82.67	416.00
Special Services	0.00	0.00	0.00	0.00	0.00
Fixed Charges	96,559.00	0.00	96,635.82	100.08	(76.82
Capital Outlay	0.00	0.00	0.00	0.00	0.00
Transfers	115,000.00	0.00	0.00	0.00	115,000.00
TOTAL TID #4 -Thielman/P Ridge	220,284.00	0.00	98,619.82	44.77	121,664.18
TOTAL EXPENDITURES	220,284.00	0.00	98,619.82	44.77	121,664.18
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	(28,721.04)	0.00	92,943.14	0.00	(121,664.18
	=====	=====	=====	=====	=====

*** END OF REPORT ***

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

45 -TID #5 - Hwy 107/Taylor

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #5 - Hwy 107/Taylor</u>					
Taxes (or Utility Rev.)	14,131.63	0.00	14,131.63	100.00	0.00
Intergovernmental	137.00	0.00	137.21	100.15	(0.21
TOTAL TID #5 - Hwy 107/Taylor	14,268.63	0.00	14,268.84	100.00	(0.21
TOTAL REVENUE	14,268.63	0.00	14,268.84	100.00	(0.21
=====					
EXPENDITURES					
=====					
<u>TID #5 - Hwy 107/Taylor</u>					
Personnel Services	376.00	0.00	0.00	0.00	376.00
Contractual Services	400.00	0.00	650.00	162.50	(250.00
Fixed Charges	2,317.00	0.00	2,317.07	100.00	(0.07
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL TID #5 - Hwy 107/Taylor	3,093.00	0.00	2,967.07	95.93	125.93
TOTAL EXPENDITURES	3,093.00	0.00	2,967.07	95.93	125.93
=====					
REVENUES OVER/ (UNDER) EXPENDITURES	11,175.63	0.00	11,301.77	0.00	(126.14
=====					

*** END OF REPORT ***

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

46 -TID #6 - Downtown

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #6 - Downtown</u>					
Taxes (or Utility Rev.)	113,251.78	0.00	113,251.78	100.00	0.00
Intergovernmental	2,844.00	0.00	2,844.45	100.02	(0.45
Miscellaneous Revenues	0.00	7,507.00	14,648.44	0.00	(14,648.44
TOTAL TID #6 - Downtown	116,095.78	7,507.00	130,744.67	112.62	(14,648.89
TOTAL REVENUE	116,095.78	7,507.00	130,744.67	112.62	(14,648.89
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>TID #6 - Downtown</u>					
Personnel Services	2,985.00	0.00	0.00	0.00	2,985.00
Contractual Services	2,400.00	61.34	2,881.36	120.06	(481.36
Special Services	10,000.00	0.00	12,044.62	120.45	(2,044.62
Fixed Charges	32,271.00	0.00	32,361.00	100.28	(90.00
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL TID #6 - Downtown	47,656.00	61.34	47,286.98	99.23	369.02
TOTAL EXPENDITURES	47,656.00	61.34	47,286.98	99.23	369.02
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	68,439.78	7,445.66	83,457.69	0.00	(15,017.91
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

47 -TID #7 - N Center Ave

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #7 - N Center Ave</u>					
Taxes (or Utility Rev.)	552,655.70	0.00	152,655.70	27.62	400,000.00
Intergovernmental	1,476.00	0.00	1,475.77	99.98	0.23
Miscellaneous Revenues	60,000.00	1,000.00	1,000.00	1.67	59,000.00
TOTAL TID #7 - N Center Ave	614,131.70	1,000.00	155,131.47	25.26	459,000.23
TOTAL REVENUE	614,131.70	1,000.00	155,131.47	25.26	459,000.23
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>TID #7 - N Center Ave</u>					
Personnel Services	9,575.00	0.00	804.73	8.40	8,770.27
Contractual Services	12,900.00	0.00	2,650.00	20.54	10,250.00
Special Services	0.00	0.00	0.00	0.00	0.00
Fixed Charges	164,425.00	0.00	158,704.47	96.52	5,720.53
Capital Outlay	390,000.00	0.00	996.80	0.26	389,003.20
TOTAL TID #7 - N Center Ave	576,900.00	0.00	163,156.00	28.28	413,744.00
TOTAL EXPENDITURES	576,900.00	0.00	163,156.00	28.28	413,744.00
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	37,231.70	1,000.00	(8,024.53)	0.00	45,256.23
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

48 -TID #8 - West Side

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #8 - West Side</u>					
Taxes (or Utility Rev.)	628,440.41	0.00	128,440.41	20.44	500,000.00
Intergovernmental	3,668.00	0.00	3,667.68	99.99	0.32
Public Charges-Services	200.00	0.00	175.00	87.50	25.00
Miscellaneous Revenues	50,000.00	55.00	55.00	0.11	49,945.00
TOTAL TID #8 - West Side	682,308.41	55.00	132,338.09	19.40	549,970.32
<u>TID #8 - 201 S Prospect</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
TOTAL TID #8 - 201 S Prospect	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUE	682,308.41	55.00	132,338.09	19.40	549,970.32
=====					
EXPENDITURES					
=====					
<u>TID #8 - West Side</u>					
Personnel Services	29,030.00	0.00	52,435.24	180.62	(23,405.24
Contractual Services	9,650.00	0.00	2,258.00	23.40	7,392.00
Special Services	212,500.00	75.00	166,805.83	78.50	45,694.17
Fixed Charges	310,595.00	0.00	165,156.93	53.17	145,438.07
Capital Outlay	275,000.00	11,900.00	227,156.84	82.60	47,843.16
TOTAL TID #8 - West Side	836,775.00	11,975.00	613,812.84	73.35	222,962.16
<u>TID #8 - 201 S Prospect</u>					
Special Services	0.00	0.00	0.00	0.00	0.00
TOTAL TID #8 - 201 S Prospect	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	836,775.00	11,975.00	613,812.84	73.35	222,962.16
=====					
REVENUES OVER/ (UNDER) EXPENDITURES	(154,466.59)	(11,920.00)	(481,474.75)	0.00	327,008.16
=====					

*** END OF REPORT ***

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

49 -TID#9 -WI River/S Center

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #9-WI River/S Center</u>					
Taxes (or Utility Rev.)	400,000.00	0.00	0.00	0.00	400,000.00
Intergovernmental	4,896.00	0.00	4,895.81	100.00	0.19
Public Charges-Services	0.00	0.00	375.00	0.00	(375.00
Miscellaneous Revenues	37,500.00	0.00	0.00	0.00	37,500.00
TOTAL TID #9-WI River/S Center	442,396.00	0.00	5,270.81	1.19	437,125.19
TOTAL REVENUE	442,396.00	0.00	5,270.81	1.19	437,125.19
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>TID #9-WI River/S Center</u>					
Personnel Services	22,506.00	0.00	0.00	0.00	22,506.00
Contractual Services	6,400.00	660.70	8,155.25	127.43	(1,755.25
Special Services	10,000.00	0.00	2,503.83	25.04	7,496.17
Fixed Charges	32,450.00	0.00	22,450.00	69.18	10,000.00
Capital Outlay	370,000.00	0.00	61.11	0.02	369,938.89
TOTAL TID #9-WI River/S Center	441,356.00	660.70	33,170.19	7.52	408,185.81
TOTAL EXPENDITURES	441,356.00	660.70	33,170.19	7.52	408,185.81
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	1,040.00	(660.70)	(27,899.38)	0.00	28,939.38
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

40 -TID No. 10 - Fox Point

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
TID #10-Fox Point					
Taxes (or Utility Rev.)	733,335.22	0.00	58,355.22	7.96	674,980.00
Public Charges-Services	0.00	0.00	425.00	0.00	(425.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL TID #10-Fox Point	733,335.22	0.00	58,780.22	8.02	674,555.00
TOTAL REVENUE	733,335.22	0.00	58,780.22	8.02	674,555.00
=====	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
TID #10-Fox Point					
Personnel Services	4,575.00	0.00	10,818.20	236.46	(6,243.20
Contractual Services	7,400.00	0.00	900.00	12.16	6,500.00
Special Services	0.00	0.00	10,000.00	0.00	(10,000.00
Fixed Charges	29,125.00	0.00	14,125.00	48.50	15,000.00
Capital Outlay	665,000.00	0.00	410,895.90	61.79	254,104.10
TOTAL TID #10-Fox Point	706,100.00	0.00	446,739.10	63.27	259,360.90
TOTAL EXPENDITURES	706,100.00	0.00	446,739.10	63.27	259,360.90
=====	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	27,235.22	0.00	(387,958.88)	0.00	415,194.10
=====	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

41 -TID No. 11- Apartments

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #11 - Apartments</u>					
Taxes (or Utility Rev.)	636,061.06	0.00	236,061.06	37.11	400,000.00
Intergovernmental	16,304.81	0.00	16,304.81	100.00	0.00
Public Charges-Services	0.00	0.00	0.00	0.00	0.00
TOTAL TID #11 - Apartments	652,365.87	0.00	252,365.87	38.68	400,000.00
TOTAL REVENUE	652,365.87	0.00	252,365.87	38.68	400,000.00
=====					
EXPENDITURES					
=====					
<u>TID #11 - Apartments</u>					
Personnel Services	15,406.00	509.16	7,947.87	51.59	7,458.13
Contractual Services	2,900.00	0.00	2,665.00	91.90	235.00
Special Services	150,000.00	100,000.00	140,000.00	93.33	10,000.00
Fixed Charges	119,115.00	0.00	108,414.87	91.02	10,700.13
Capital Outlay	287,500.00	5,941.81	286,787.31	99.75	712.69
TOTAL TID #11 - Apartments	574,921.00	106,450.97	545,815.05	94.94	29,105.95
TOTAL EXPENDITURES	574,921.00	106,450.97	545,815.05	94.94	29,105.95
=====					
REVENUES OVER/ (UNDER) EXPENDITURES	77,444.87	(106,450.97)	(293,449.18)	0.00	370,894.05
=====					

*** END OF REPORT ***

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

42 -TID # 12 - Weinbrenner

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
TID #12 - Weinbrenner					
Taxes (or Utility Rev.)	25,393.90	0.00	25,393.90	100.00	0.00
TOTAL TID #12 - Weinbrenner	25,393.90	0.00	25,393.90	100.00	0.00
TOTAL REVENUE	25,393.90	0.00	25,393.90	100.00	0.00
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
TID #12 - Weinbrenner					
Personnel Services	2,575.00	0.00	208.24	8.09	2,366.76
Contractual Services	900.00	0.00	975.00	108.33	(75.00)
Special Services	0.00	0.00	0.00	0.00	0.00
Fixed Charges	7,775.00	0.00	7,775.00	100.00	0.00
Capital Outlay	30,000.00	0.00	0.00	0.00	30,000.00
TOTAL TID #12 - Weinbrenner	41,250.00	0.00	8,958.24	21.72	32,291.76
TOTAL EXPENDITURES	41,250.00	0.00	8,958.24	21.72	32,291.76
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	(15,856.10)	0.00	16,435.66	0.00	(32,291.76)
	=====	=====	=====	=====	=====

*** END OF REPORT ***

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

53 -TID No. 13 - Industrial

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #13 - Industrial</u>					
Taxes (or Utility Rev.)	208.13	0.00	208.13	100.00	0.00
TOTAL TID #13 - Industrial	208.13	0.00	208.13	100.00	0.00
TOTAL REVENUE	208.13	0.00	208.13	100.00	0.00
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>TID #13 - Industrial</u>					
Personnel Services	1,650.00	0.00	0.00	0.00	1,650.00
Contractual Services	900.00	0.00	650.00	72.22	250.00
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL TID #13 - Industrial	2,550.00	0.00	650.00	25.49	1,900.00
TOTAL EXPENDITURES	2,550.00	0.00	650.00	25.49	1,900.00
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	(2,341.87)	0.00	(441.87)	0.00	(1,900.00)
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

54 -TID #14 - Car Wash

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #14 - Car Wash</u>					
Taxes (or Utility Rev.)	13,357.58	0.00	13,357.58	100.00	0.00
TOTAL TID #14 - Car Wash	13,357.58	0.00	13,357.58	100.00	0.00
TOTAL REVENUE	13,357.58	0.00	13,357.58	100.00	0.00
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>TID #14 - Car Wash</u>					
Personnel Services	1,850.00	0.00	0.00	0.00	1,850.00
Contractual Services	650.00	0.00	400.00	61.54	250.00
Special Services	40,000.00	0.00	40,000.00	100.00	0.00
TOTAL TID #14 - Car Wash	42,500.00	0.00	40,400.00	95.06	2,100.00
TOTAL EXPENDITURES	42,500.00	0.00	40,400.00	95.06	2,100.00
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	(29,142.42)	0.00	(27,042.42)	0.00	(2,100.00)
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

52 -Capital Projects

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	503,000.00	27,108.24	141,749.07	28.18	361,250.93
Specials (Utility Rev.)	10,000.00	1,227.11	8,316.49	83.16	1,683.51
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Public Charges-Services	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	0.00	0.00	253,032.31	0.00	(253,032.31
Other Financing Sources	0.00	0.00	0.00	0.00	0.00
TOTAL Non-Departmental	513,000.00	28,335.35	403,097.87	78.58	109,902.13
<u>Streets - Sealcoat</u>					
Taxes (or Utility Rev.)	60,000.00	0.00	0.00	0.00	60,000.00
TOTAL Streets - Sealcoat	60,000.00	0.00	0.00	0.00	60,000.00
<u>Streets - Concrete</u>					
Taxes (or Utility Rev.)	85,000.00	0.00	0.00	0.00	85,000.00
Specials (Utility Rev.)	10,000.00	267.30	8,931.79	89.32	1,068.21
TOTAL Streets - Concrete	95,000.00	267.30	8,931.79	9.40	86,068.21
<u>Streets - Resurfacing</u>					
Taxes (or Utility Rev.)	100,000.00	0.00	0.00	0.00	100,000.00
TOTAL Streets - Resurfacing	100,000.00	0.00	0.00	0.00	100,000.00
TOTAL REVENUE	768,000.00	28,602.65	412,029.66	53.65	355,970.34
=====					
EXPENDITURES					
=====					
<u>Streets - Sealcoat</u>					
Personnel Services	0.00	0.00	1,544.96	0.00	(1,544.96
Supplies & Expenses	60,000.00	0.00	54,957.70	91.60	5,042.30
TOTAL Streets - Sealcoat	60,000.00	0.00	56,502.66	94.17	3,497.34
<u>Streets - Concrete</u>					
Personnel Services	41,300.00	2,046.55	34,042.03	82.43	7,257.97
Supplies & Expenses	53,700.00	866.25	22,288.60	41.51	31,411.40
TOTAL Streets - Concrete	95,000.00	2,912.80	56,330.63	59.30	38,669.37
<u>Streets - Resurfacing</u>					
Personnel Services	23,000.00	3,495.83	18,629.13	81.00	4,370.87
Supplies & Expenses	77,000.00	3,065.44	23,409.76	30.40	53,590.24
TOTAL Streets - Resurfacing	100,000.00	6,561.27	42,038.89	42.04	57,961.11

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

52 -Capital Projects

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Capital Outlay/Projects</u>					
Personnel Services	0.00	918.42	11,041.73	0.00	(11,041.73)
Capital Outlay	<u>463,000.00</u>	<u>7,308.75</u>	<u>337,632.75</u>	<u>72.92</u>	<u>125,367.25</u>
TOTAL Capital Outlay/Projects	463,000.00	8,227.17	348,674.48	75.31	114,325.52
<u>Financing Costs</u>					
Debt Service	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Financing Costs	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	718,000.00	17,701.24	503,546.66	70.13	214,453.34
REVENUES OVER/ (UNDER) EXPENDITURES	50,000.00	10,901.41	(91,517.00)	0.00	141,517.00

*** END OF REPORT ***

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

62 -Water Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	124,885.00	7,418.36	116,984.92	93.67	7,900.08
Specials (Utility Rev.)	(1,438.00)	0.00	0.00	0.00	(1,438.00)
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Public Charges-Services	1,830,470.00	87,060.65	1,653,478.38	90.33	176,991.62
Intergov Charges (Misc.)	26,250.00	2,636.41	24,535.88	93.47	1,714.12
Miscellaneous Revenues	500.00	1,473.49	16,181.60	236.32	(15,681.60)
Other Financing Sources	0.00	0.00	0.00	0.00	0.00
TOTAL Non-Departmental	1,980,667.00	98,588.91	1,811,180.78	91.44	169,486.22
TOTAL REVENUE	1,980,667.00	98,588.91	1,811,180.78	91.44	169,486.22
=====					
EXPENDITURES					
=====					
<u>Non-Departmental</u>					
Work Orders - Utility	122,500.00	489.78	84,593.07	69.06	37,906.93
TOTAL Non-Departmental	122,500.00	489.78	84,593.07	69.06	37,906.93
<u>Pumping Expenses</u>					
	92,500.00	1,944.50	81,131.96	87.71	11,368.04
TOTAL Pumping Expenses	92,500.00	1,944.50	81,131.96	87.71	11,368.04
<u>Water Treatment Expenses</u>					
	73,250.00	3,556.24	71,536.37	97.66	1,713.63
TOTAL Water Treatment Expenses	73,250.00	3,556.24	71,536.37	97.66	1,713.63
<u>Trans & Distribution Exp</u>					
	280,500.00	12,305.28	247,071.29	88.08	33,428.71
TOTAL Trans & Distribution Exp	280,500.00	12,305.28	247,071.29	88.08	33,428.71
<u>Customer Accts Expenses</u>					
	97,750.00	8,196.06	98,141.42	100.40	(391.42)
TOTAL Customer Accts Expenses	97,750.00	8,196.06	98,141.42	100.40	(391.42)
<u>Admin & General Expenses</u>					
	828,250.00	22,662.74	336,680.60	40.65	491,569.40
TOTAL Admin & General Expenses	828,250.00	22,662.74	336,680.60	40.65	491,569.40

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

62 -Water Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Contract Work</u>					
	<u>2,000.00</u>	<u>119.64</u>	<u>675.20</u>	<u>33.76</u>	<u>1,324.80</u>
TOTAL Contract Work	2,000.00	119.64	675.20	33.76	1,324.80
<u>Taxes</u>					
	<u>415,000.00</u>	<u>2,648.20</u>	<u>294,448.90</u>	<u>70.95</u>	<u>120,551.10</u>
TOTAL Taxes	415,000.00	2,648.20	294,448.90	70.95	120,551.10
<u>Debt Service</u>					
	<u>36,179.00</u>	<u>0.00</u>	<u>36,179.16</u>	<u>100.00</u>	<u>(0.16)</u>
TOTAL Debt Service	36,179.00	0.00	36,179.16	100.00	(0.16)
 TOTAL EXPENDITURES	 1,947,929.00	 51,922.44	 1,250,457.97	 64.19	 697,471.03
	=====	=====	=====	=====	=====
 REVENUES OVER/ (UNDER) EXPENDITURES	 32,738.00	 46,666.47	 560,722.81	 0.00	 (527,984.81)
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

63 -Sewer Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	8,500.00	6,785.20	72,918.70	857.87	(64,418.70)
Specials (Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Intergov Charges (Misc.)	7,500.00	2,096.20	7,514.85	100.20	(14.85)
Miscellaneous Revenues	1,500.00	1,473.49	16,181.60	78.77	(14,681.60)
Other Financing Sources	0.00	0.00	0.00	0.00	0.00
Public Charges-Services	1,648,775.00	79,731.06	1,464,103.02	88.80	184,671.98
Other Charges-Services	170,000.00	20,211.10	225,682.61	132.75	(55,682.61)
TOTAL Non-Departmental	1,836,275.00	110,297.05	1,786,400.78	97.28	49,874.22
TOTAL REVENUE	1,836,275.00	110,297.05	1,786,400.78	97.28	49,874.22
=====					
EXPENDITURES					
=====					
<u>Non-Departmental</u>					
Work Orders - Utility	345,000.00	183.44	184,047.61	53.35	160,952.39
TOTAL Non-Departmental	345,000.00	183.44	184,047.61	53.35	160,952.39
<u>Contract Work</u>					
	500.00	0.00	110.48	22.10	389.52
TOTAL Contract Work	500.00	0.00	110.48	22.10	389.52
<u>Taxes - SS/Medicare</u>					
	39,500.00	3,825.75	35,926.95	90.95	3,573.05
TOTAL Taxes - SS/Medicare	39,500.00	3,825.75	35,926.95	90.95	3,573.05
<u>Operations</u>					
	295,250.00	12,831.54	302,092.91	102.32	(6,842.91)
TOTAL Operations	295,250.00	12,831.54	302,092.91	102.32	(6,842.91)
<u>Maintenance</u>					
	322,500.00	23,417.42	249,216.03	77.28	73,283.97
TOTAL Maintenance	322,500.00	23,417.42	249,216.03	77.28	73,283.97
<u>Customer Accts Expenses</u>					
	123,500.00	10,166.36	112,275.28	90.91	11,224.72
TOTAL Customer Accts Expenses	123,500.00	10,166.36	112,275.28	90.91	11,224.72

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

63 -Sewer Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Admin & General Expenses</u>					
	485,500.00	27,974.89	377,418.45	77.74	108,081.55
TOTAL Admin & General Expenses	485,500.00	27,974.89	377,418.45	77.74	108,081.55
<u>Taxes & Depreciation</u>					
	362,000.00	0.00	0.00	0.00	362,000.00
TOTAL Taxes & Depreciation	362,000.00	0.00	0.00	0.00	362,000.00
<u>Transfers</u>					
	10,200.00	0.00	10,564.01	103.57	(364.01
TOTAL Transfers	10,200.00	0.00	10,564.01	103.57	(364.01
 TOTAL EXPENDITURES	 1,983,950.00	 78,399.40	 1,271,651.72	 64.10	 712,298.28
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	(147,675.00)	31,897.65	514,749.06	0.00	(662,424.06
	=====	=====	=====	=====	=====

*** END OF REPORT ***

*** END OF REPORT ***

*** END OF REPORT ***

*** END OF REPORT ***

*** END OF REPORT ***

*** END OF REPORT ***

*** END OF REPORT ***

Attachment: Revenue and Expense Reports - November 2023 (10626 : Consider approving the November Revenue & Expense Reports)

CITY OF MERRILL EMPLOYMENT AGREEMENT – CITY ADMINISTRATOR/PUBLIC WORKS DIRECTOR/CITY ENGINEER

This agreement for employment of a City Administrator is entered into effective January 1, 2024 by and between the CITY OF MERRILL (hereinafter “EMPLOYER”) and Rod Akey (hereinafter “EMPLOYEE”).

COMMENCEMENT DATE

This full-time employment agreement shall commence no later than January 1, 2024 and is subject to termination as set forth in ARTICLE IX.

ARTICLE I DUTIES AND RESPONSIBILITIES OF EMPLOYEE

The EMPLOYEE shall have those duties and responsibilities as set forth in the City Ordinances and the job description (attached) enacted or established by the City of Merrill relative to the position of City Administrator. The Administrator, subject to the limitations defined in ordinances and resolutions to be adopted by the City of Merrill, from time to time, and the laws of the State of Wisconsin, shall be the Administrator, Public Works Director and City Engineer of the City, responsible to the Mayor and the Common Council for proper administration of the business affairs of the City, the Statutes of the State of Wisconsin, the ordinances of the City of Merrill, and the resolutions and directives of the Mayor and Common Council.

The EMPLOYEE shall be subject to all provisions set forth in the Personnel Policy for the City of Merrill that are not in conflict with terms of this agreement.

ARTICLE II SALARY

The annual salary of the Employee pursuant to this Employment Agreement shall be \$129,625.60 per year (Current Administrative Grade 21 Step 9) effective the commencement date. Salary payments shall be made to the EMPLOYEE at the same time periods as are in effect for other non-represented employees of the City of Merrill. The annual salary for future years shall be determined annually with the salary to be effective January 1 through December 31 of the applicable calendar year. Future annual salary shall be based on performance reviews and merit steps within assigned compensation Grade, which take into consideration adherence to goals and objectives established by the Mayor and Common Council.

ARTICLE III HOURS OF WORK

It is recognized that EMPLOYEE shall devote substantial time outside normal office hours and in excess of forty (40) hours per week to City business. Employee shall not be eligible for overtime pay or compensatory time off. EMPLOYEE shall exercise reasonable discretion in taking time off during regular business hours when appropriate, as long as his work is performed in a timely and appropriate manner and designated City staff are informed of when the EMPLOYEE will next be available.

ARTICLE IV HEALTH AND LIFE INSURANCE

The EMPLOYER agrees to provide a health insurance plan and a life insurance plan for the EMPLOYEE. The health insurance and life insurance plans shall have the same benefits as are currently in effect for other non-represented employees of the City of Merrill.

ARTICLE V RETIREMENT BENEFITS

The EMPLOYEE will be enrolled in the Wisconsin Retirement System, which serves as the City's pension program. The EMPLOYER will pay Employer-Required Contributions. Employees in General classification are required by Wisconsin Statutes to contribute the Employee-Required Contributions.

ARTICLE VI VACATIONS

Balance as City Engineer carried forward The EMPLOYEE shall earn and receive vacation in accordance with the same benefits as currently in effect for other non-represented employees of the City of Merrill.

ARTICLE VII HOLIDAYS, PERSONAL LEAVE, SICK LEAVE AND FUNERAL LEAVE

Balance as City Engineer carried forward The EMPLOYEE shall receive holidays, personal leave, sick leave and funeral leave in accordance with the same benefits as currently in effect for other non-represented employees of the City of Merrill.

ARTICLE VIII MILEAGE REIMBURSEMENT

If available, the City pool car should be utilized for City business. In the event it is not available, the EMPLOYEE shall have a privately owned motor vehicle available for duties associated with this agreement and shall be reimbursed for the use of a private motor vehicle utilized in the course of his employment on a per mile basis at the IRS approved mileage reimbursement rates and documented per City personnel policies. All reimbursements shall be payable on a monthly basis.

ARTICLE IX CELLULAR TELEPHONE

The City shall provide the EMPLOYEE with a “smartphone” similar to those provided for some other City Department Heads to conduct City business. Personal use of the telephone shall conform to City policy.

ARTICLE X PROFESSIONAL FEES

The EMPLOYER shall be responsible for the payment of EMPLOYEE’S costs of maintaining membership in the Wisconsin City/County Management Association, (WCMA), and the International City/County Management Association, (ICMA). The EMPLOYEE may attend annual conferences of the WCMA and the ICMA whenever sufficient funds are available and if authorized by the Mayor and Common Council.

ARTICLE XI APPOINTMENT, EMPLOYEE TERMINATION

The Administrator shall be appointed on the basis of merit with due regard to training, experience, administrative ability and general fitness for the office, by a majority vote of the Common Council. The Administrator shall be appointed for an indefinite term.

Because the EMPLOYEE is an “at will employee”, the Administrator may be discharged or terminated at any time without reason and without cause by a majority vote of the Common Council.

If termination is without cause, the EMPLOYEE shall receive written notice of termination. In such a termination without cause, the EMPLOYEE shall receive six months’ salary and health insurance coverage as severance compensation OR six months of termination notice with no severance compensation OR any combination of severance compensation and termination notice providing six months of financial protection, as determined by the Common Council. If EMPLOYER chooses to provide severance compensation, it shall be paid at the EMPLOYEE’S

current salary payable at the time of normal City pay periods and shall be deemed a consulting fee. This consulting fee and services associated therewith shall cease upon the earlier of either the EMPLOYEE becoming re-employed or at the end of the aforementioned six-month period of notice and/or severance compensation. The EMPLOYEE agrees not to file for Unemployment Compensation benefits until after aforesaid six month period has expired.

If termination is for cause, defined as malfeasance, misfeasance, or willful misconduct in office, the EMPLOYEE shall be terminated immediately upon written notice and is not entitled to severance compensation.

If the EMPLOYER decides to eliminate or alter the City Administrator position, the EMPLOYEE will be allowed to remain the Public Works Director/City Engineer and will be lowered to Grade 20 Step 11.

The parties agree that the EMPLOYEE may terminate this agreement by giving the EMPLOYER a minimum of 30-calendar days written notice prior to the EMPLOYEE'S final day of employment. The EMPLOYEE'S final day of employment shall be defined as the last day of actual work in service to the EMPLOYER.

ARTICLE XII DURATION

This Agreement shall be effective immediately and shall remain in full force and effect for an indefinite period. This agreement may be modified in writing at any time subject to approval by both the EMPLOYER and the EMPLOYEE. Termination of this agreement shall be in accordance with Article XI and the salary shall be determined annually in accordance with Article II.

ARTICLE XIII PERFORMANCE EVALUATION

A review of the EMPLOYEE'S performance shall be conducted every six months during the first two years of employment and then at least once annually thereafter on or around the anniversary date of employment by the Common Council according to procedures and criteria determined by the EMPLOYER and the Personnel and Finance Committee. The review shall include an evaluation of the EMPLOYEE'S Performance in accomplishing such goals and objectives as the Mayor and Common Council may establish, from time to time, which shall be generally attainable given the annual operating and capital budgets of the City and the other resources and time available to the EMPLOYEE. The review process shall provide to the EMPLOYEE an adequate opportunity to discuss the evaluation with the Common Council.

ARTICLE XIV OUTSIDE EMPLOYMENT

The employment provided by this Agreement shall be the EMPLOYEE's sole employment, except that EMPLOYEE may engage in activities outside the employment, such as teaching and consulting, provided that such activities do not impede or interfere with the EMPLOYEE'S employment responsibilities hereunder, do not result in a conflict of interest and are approved by the Common Council after consultation with the EMPLOYEE.

ARTICLE XV INDEMNIFICATION

EMPLOYER shall defend, save harmless and indemnify the EMPLOYEE against any tort, professional liability claim or other demand or legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of the EMPLOYEE'S duties as Administrator, provided that such alleged act or omission does not constitute intentional conduct. The EMPLOYER will pay the amount of any settlement or judgment resulting from such a claim against the EMPLOYEE to the extent permitted by law.

The indemnification provided by this Article, notwithstanding any provision to the contrary herein, shall not be construed as a waiver or release by the EMPLOYER of any coverage, payment or benefit otherwise due in respect to any policy of insurance or other source of indemnity owned by or available to the EMPLOYER in respect to acts or omissions of the EMPLOYEE, the EMPLOYER, any of its officers or agents. In addition, the indemnification provided for in the Article shall not constitute a waiver, or affect in any manner, any immunity from suit or liability or limitation in an award of damages otherwise available to the EMPLOYER by virtue of any statute or common law.

ARTICLE XVI SEVERABILITY

If any Article or section of this Agreement, or any amendment thereof should be held invalid by operation of law or by any tribunal of competent jurisdiction or if compliance with or enforcement of any provision herein should be restrained by such tribunal, then the remainder of this Agreement and any amendment thereof shall not be affected thereby.

Dated for reference purposes this ____ day of _____, 2023

EMPLOYEE

CITY OF MERRILL, EMPLOYER

Rod Akey
City Administrator/City Engineer

Steve J. Hass,
Mayor, City of Merrill

Lori Anderson-Malm,
City Clerk, City of Merrill

CITY OF MERRILL
CITY ADMINISTRATOR JOB DESCRIPTION AND DUTIES

GENERAL NATURE OF POSITION

This is a highly responsible position providing professional services to support the Mayor and Common Council of the City of Merrill.

Under the policy guidance and supervision of eight-member Council and Mayor, the Administrator serves as the Chief Administrative Officer to direct and coordinate work of professional consultants; directly supervise departments of finance/technology, office of city attorney, water and sewage utilities, street department, enrichment center, maintenance supervisor, and transit; supervise work of police, fire, parks and recreation, airport, and library departments; and coordinate operations with elected officials consisting of the City Clerk, and Municipal Court Judge.

The Administrator provides research, analysis, and guidance in areas of finance, personnel operations, economic development, redevelopment, land use, and other policy areas as requested by the Mayor or Common Council.

The Administrator facilitates effective relations between elected and appointed officials, citizens, employees, and professional service providers.

The Administrator assures that all laws and ordinances are faithfully executed.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Mayor and Common Council

- a. Attends all meetings of the Common Council and provides support for their work as requested including prepares reports, analyses, options, and recommendations on policies and operational matters both directly and in coordination with other city personnel.
- b. Coordinates the implementation of all actions taken by the Common Council.
- c. Initiates short- and long-range financial, strategic, and work implementation plans for Mayor and Common Council consideration; implements plans to meet goals as directed; reports progress regularly and recommends changes, if needed.
- d. Keeps abreast of changes in state and federal funding and laws having an impact on the City and brings concerns to the attention of the Common Council.

2. **Other Boards, Committees and Commissions**

- a. Attends meetings of the Personnel and Finance Committee. Attends other City committees, boards and commissions as necessary to meet needs of the City.
- b. Attends meetings of other governmental agencies and civic groups on behalf of the City as directed by the Mayor and Council.

3. **Economic Development**

- a. Promotes the economic well-being and growth of the City through public and private sector cooperation.
- b. Provides leadership for the City's economic development team related to use of economic development loans, Tax Incremental Financing (TIF), development agreements, grant writing, and other economic development tools.
- c. Coordinates business/industrial development and job retention activities.
- d. Develops and maintains positive working relationships with State of Wisconsin, Lincoln County, and regional economic development agencies/organizations, as well as the Merrill Area Chamber of Commerce.
- e. Provides oversight for Community Development housing and economic development loan programs.

4. **Finance**

- a. Coordinates the development of the Annual Budget.
 - 1) Reviews budget requests submitted by each department and makes recommendations to the Mayor and/or Common Council.
 - 2) Organizes annual budget process and directs production of operating, capital improvements, enterprise, and other budgets for Common Council review and approval.
 - 3) Analyzes and prepares reports on the fiscal impact of proposals and alternative funding sources as directed by the Mayor and/or Common Council.
- b. Manages the implementation of the approved Annual Budget and all of its funds.
 - 1) With Finance Director assistance monitors the expenditures of public funds per approved policies and procedures.

c. Seeks out alternative funding sources including appropriate grants, public-private partnerships, and fee systems to broaden and supplement city tax revenues.

5. **City Personnel**

- a. Provides leadership to promote productivity and good employee relationships within and among all departments.
- b. Evaluates and recommends the appointment, promotion, supervision, and termination of Departments Heads to the Personnel and Finance Committee and/or other appropriate committees, commissions, and boards.
- c. Directly supervise departments of finance/technology, office of city attorney, water and sewage utilities, enrichment center, maintenance supervisor, and transit; supervise work of police, fire, parks and recreation, airport, and library departments; and coordinate operations with elected officials consisting of the City Clerk, Street Commissioner, and Municipal Court Judge.
- d. Promotes service quality, efficiency, and organizational improvement in all departments, agencies, and offices of the City.
 - 1) With the Mayor, Common Council, and appropriate committees, commissions, and boards, develops performance goals for departments and, at least annually, evaluates the performance of all department heads appointed by the Common Council.
 - 2) Encourages professional development and training to improve job-related knowledge and skills.
 - 3) Advises department heads in the recruitment, training, management, and evaluation of employees.
 - 4) Reviews grievances and provides recommendations to the Personnel and Finance Committee.
- e. Participates in negotiations with collective bargaining units under the direction of the Personnel and Finance Committee and brings tentative agreements to the Common Council for ratification.

6. **Legal Matters**

- a. Consults with the City Attorney regarding legal matters as necessary before recommending action to the Common Council.

7. **Citizen and Media Relations**

- a. Monitors service request/complaint responses by appropriate department.
- b. Act as senior public information officer for the City, with the responsibility of assuring that the news media and community are kept informed about the operations of the City and that all open meeting rules and regulations are followed.

8. **Other Duties as may be assigned by Mayor and Common Council**

- a. Other duties and related work as may be necessary and assigned to fulfill the responsibilities of this position and the needs of the City.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience

- 1. Graduation from an accredited four-year college or university with a degree in public administration, business, political science, urban affairs or a closely related field; a Master's Degree in public administration or business administration preferred.
- 2. Five years of progressive experience as a municipal administrator or manager.
- 3. Demonstrated leadership skills.
- 4. Experience in development collaborative teams in a public environment.
- 5. Experience in economic development, redevelopment, and land use to promote vision of the City.

Necessary Knowledge, Skills and Abilities:

- 1. Comprehensive knowledge, experience, and skill in planning and administering municipal budgets as well as planning, directing and administering municipal programs.
- 2. Working knowledge of personnel and human resources, risk management, public works, public safety, and economic development.
- 3. Ability to establish and maintain effective working relationships with employees, city officials and the public; efficiently and effectively administer municipal government with a variety of departmental structures; ability to provide leadership skills; and carry out assigned projects.
- 4. Ability to maintain composure and professionalism while dealing with multiple tasks with a high level of responsibility and within the public domain.

5. Ability to analyze complex issues, to prepare concise written reports, and to develop and consider the implications of alternative courses of action.
6. Ability to effectively communicate orally in large and small group settings.
7. Proficiency with commonly used office applications; e.g. Microsoft Office programs.

This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

City of Merrill - Water and Sewage Service Charges			3% Increases
	2022	2023	2024
Water Tap 3/4" (Includes Corp.)	\$126.95	\$243.74	\$251.05
	3.0%	92.0%	3.0%
Water Tap 1" (Includes Corp.)	\$154.75	\$296.74	\$305.64
	3.0%	91.8%	3.0%
Water Tap 1 1/2" (Includes Corp.)	\$475.50	\$489.77	\$504.45
	3.0%	3.0%	3.0%
Water Tap 2"	\$531.75	\$760.93	\$783.80
	3.0%	43.1%	3.0%
Flush Private Hydrant	\$336.04	\$346.12	\$356.50
	3.0%	3.0%	3.0%
Water Tap - Larger than 2"	At Cost	At Cost	At Cost
Raise "New" Curb Boxes	At Cost	At Cost	At Cost
Sewer Tap 4" (Includes Saddle)*	\$154.65	\$159.30	\$164.10
	3.0%	3.0%	3.0%
Sewer Tap 6" (Includes Saddle)	\$173.95	\$179.17	\$184.55
	3.0%	3.0%	3.0%
Public Labor Charge	\$47.45	\$48.87	\$50.35
	3.0%	3.0%	3.0%
Backhoe & Operator	\$107.70	\$110.95	\$114.30
	3.0%	3.0%	3.0%
Thawing Machine (Including personnel - 2)	\$115.77	\$119.25	\$122.85
Outside normal hours - \$15.00/hr.	3.0%	3.0%	3.0%
for machine plus labor cost	3.0%		
Valve Turned on at curb stop (PSC)	PSC	PSC	PSC
Reinstallation of meter/valving curb stop (PSC)	PSC	PSC	PSC
Jet Vactor Truck (Including personnel - 2)	\$201.00	\$207.05	\$213.25
Outside normal hours - \$79.00/hr.	3.0%	3.0%	3.0%
for truck plus labor cost.			

Attachment: W&S Service Charges - 2024 (10627 : Consider approving the adjustment of 2024 Utility Service Fees.)

Reviewed by
Board of Public Works - _____

City of Merrill - Water and Sewage Service Charges			3% Increases
	2022	2023	2024
Laboratory Cost - Test Observation Wells	\$2,610.00	No Longer Service	No Longer Service
	3.0%		
B.O.D. Test	\$40.00	\$41.20	\$42.45
	3.0%	3.0%	3.0%
Suspended Solids Test	\$19.30	\$19.88	\$20.48
	3.0%	3.0%	3.0%
Total Solids Test	\$19.30	\$19.88	\$20.48
	3.0%	3.0%	3.0%
PH Test	\$13.60	\$14.01	\$14.43
	3.0%	3.0%	3.0%
C.O.D. Test	\$31.35	\$32.29	\$33.25
	3.0%	3.0%	3.0%
Phosphorus Test	\$38.57	\$39.73	\$40.93
	3.0%	3.0%	3.0%
Holding Tank Disposal	\$10.76	\$11.08	\$11.41
	3.0%	3.0%	3.0%
Fixed Charge Per Load - Holding Tank	\$12.46	\$12.83	\$13.22
	3.0%	3.0%	3.0%

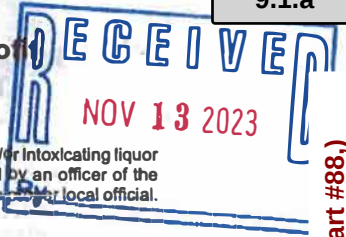
Attachment: W&S Service Charges - 2024 (10627 : Consider approving the adjustment of 2024 Utility Service Fees.)

Reviewed by
Board of Public Works - _____

#88

Schedule for Appointment of Agent by Corporation / Nonprofit
Organization or Limited Liability Company

Submit to municipal clerk.



All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the local official.

To the governing body of: ☐ Town ☐ Village of Merrill County of Lincoln
☒ City

The undersigned duly authorized officer/member/manager of Krist Oil Company
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as
Krist Food Mart #88

(Trade Name)
located at 105 South Center Avenue, Merrill, WI 54452

appoints Dana Wojciechowski
(Name of Appointed Agent)
423 S Superior Street, Antigo, WI 54409
(Home Address of Appointed Agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

☐ Yes ☒ No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? ☐ Yes ☒ No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? Life

Place of residence last year 423 S Superior St., Antigo, WI 54409

For: Krist Oil Company
By: _____
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

ACCEPTANCE BY AGENT

I, Dana Wojciechowski, hereby accept this appointment as agent for the
(Print / Type Agent's Name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

Dana Wojciechowski 11-08-2023 Agent's age 37
(Signature of Agent) (Date)
423 S Superior St, Antigo, WI 54409 Date of birth 05/09/1986
(Home Address of Agent)

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY
(Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on _____ by _____ Title _____
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

Attachment: Krist Oil Agent Change, Wojciechowski (10628 : Consider a change of agent for Krist Oil Company, dba Krist Food Mart #88,)

Original Alcohol Beverage
License Application

FOR CLERKS ONLY	9.2.a
Municipality	City of Merrill
License Period	

License(s) Requested

09816

- ☐ Class "A" Beer \$ _____ ☐ "Class A" Liquor \$ _____
- ☒ Class "B" Beer \$ 58 ☒ "Class B" Liquor \$ 292.00
- ☐ "Class C" Wine \$ _____ ☐ "Class A" Liquor (Cider Only) \$ 0
- ☐ Reserve "Class B" Liquor \$ _____ ☐ "Class B" (Wine Only) Winery \$ _____

License Fees	\$ <u>350</u>
Publication Fee	\$ <u>10.00</u>
Background Check	\$ _____
Total Fees	\$ <u>360.00</u>

Part A: Premises/Business Information

1. Legal Business Name (registered entity name or individual's name if sole proprietorship)

NIMRODS LLC

2. Trade Name or DBA

NIMRODS

3. Premises Address

2501 W. MAIN ST MERRILL, WI 54452

4. County

LINCOLN

5. Municipality

6. Aldermanic District

7. Mailing Address (if different from premises address)

2501 W. MAIN ST MERRILL, WI 54452

8. FEIN

93-4031459

9. Wisconsin Seller's Permit Number

456-1031518382-04

10. Premises Phone

702-834-2749

11. Premises Email

desiree@nimrodsllc.com

12. Entity Type (check one)

- ☐ Sole Proprietor ☐ Partnership ☒ Limited Liability Company ☐ Corporation ☐ Nonprofit Organization

13. Premises Description - Describe the building or buildings where alcohol beverages are to be sold and stored. Describe all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. Alcohol beverages may be sold and stored ONLY on the premises described in this application. Attach additional sheets if necessary.

Alcohol to be served in the bar area and outside beer garden.

To be stored walk in cooler, behind the bar and Storage room.

Part B: Questions

1. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit a copy of Responsible Beverage Server Training Course Certificate ☒ Yes ☐ No
2. Does the applicant business or its partners, officers, directors, managing members, or agent hold a direct or indirect interest in any alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? ☐ Yes ☒ No
If yes, please explain using the space below. Attach additional sheets if necessary.

Part C: For Corporate/LLC Applicants Only

1. State of Registration WISCONSIN		2. Date of Registration 10/2023	
3. Is the applicant business owned by another corporation or LLC? If yes, please provide the name and FEIN of the parent company below, include parent company members in Part D, and attach Form AT-103 for all of the parent company's principal members, managers, officers, or directors ☐ Yes ☒ No			
Name of Parent Company		FEIN of Parent Company	
4. Does the parent company or any of its officers, directors, managing members, or agent hold any direct or indirect interest in any other alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? ☐ Yes ☒ No If yes, please explain using the space below. Attach additional sheets if necessary.			
5. Agent's Last Name SANFORD		Agent's First Name HAILEE	
		Phone 702 755-3455	

Part D: Individual Information

A Supplemental Questionnaire, Form AT-103, must be completed and attached to this application for each person involved in the applicant business and any parent company as indicated in Part C. Persons in the applicant business include: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all managing members and agent of a limited liability company.

List the full name, title, and phone number for each person below. Attach additional sheets if necessary.

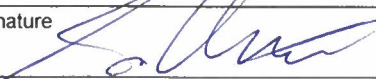
Last Name	First Name	Title	Phone
ALEXANDER	SEAN	OWNER	406 253 0527
ALEXANDER	DESIREE	OWNER	702 834 2749
SANFORD	HAILEE	AGENT	702 755 3455

Part E: Attestation

Who must sign this application?

- sole proprietor • one general partner of a partnership • one corporate officer • one managing member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature 		Date 11/09/2023	
Name (Last, First, M.I.) ALEXANDER, SEAN D.			
Title OWNER	Email sachewie@hotmail.com	Phone 406 253 0527	

Part F: For Clerk Use Only

Date application was filed with clerk 11-10-23	Date reported to governing body	Date provisional license issued (if applicable)
Date license granted	License number 09816	Date license issued
Signature of Clerk/Deputy Clerk		

#09809

Form
AT-106Original Alcohol Beverage
License Application

FOR CLERKS ONLY	
Municipality	City of Merrill
License Period	1-1-24 to 6-30-24

License(s) Requested

- ☐ Class "A" Beer \$ _____ ☐ "Class A" Liquor \$ _____
☒ Class "B" Beer \$ 50 ☒ "Class B" Liquor \$ 250
☐ "Class C" Wine \$ _____ ☐ "Class A" Liquor (Cider Only) \$ _____
☐ Reserve "Class B" Liquor \$ _____ ☐ "Class B" (Wine Only) Winery \$ _____

License Fees	\$ 300.00
Publication Fee	\$ 10.00
Background Check	\$
Total Fees	\$ 310.00

Part A: Premises/Business Information

1. Legal Business Name (registered entity name or individual's name if sole proprietorship) Clark All Aboard LLC		
2. Trade Name or DBA All Aboard		
3. Premises Address 315 East 2nd St.		
4. County Lincoln	5. Municipality Merrill	6. Aldermanic District 5
7. Mailing Address (if different from premises address) 712 Superior Street		
8. FEIN 93-4118025	9. Wisconsin Seller's Permit Number 456103152547102	
10. Premises Phone (715) 536-1829	11. Premises Email clarkaallc@gmail.com	
12. Entity Type (check one) ☐ Sole Proprietor ☐ Partnership ☒ Limited Liability Company ☐ Corporation ☐ Nonprofit Organization		
13. Premises Description - Describe the building or buildings where alcohol beverages are to be sold and stored. Describe all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. Alcohol beverages may be sold and stored ONLY on the premises described in this application. Attach additional sheets if necessary. The main level consists of a large common area with a bar, 2 bathrooms, a small cleaning closet, a walk in cooler, and a hallway behind bar w/basement stairwell. Lower level is large basement.		

Part B: Questions

1. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit a copy of Responsible Beverage Server Training Course Certificate ☒ Yes ☐ No
2. Does the applicant business or its partners, officers, directors, managing members, or agent hold a direct or indirect interest in any alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? ☐ Yes ☒ No
 If yes, please explain using the space below. Attach additional sheets if necessary.

Part C: For Corporate/LLC Applicants Only

1. State of Registration Wisconsin		2. Date of Registration 10/26/23	
3. Is the applicant business owned by another corporation or LLC? If yes, please provide the name and FEIN of the parent company below, include parent company members in Part D, and attach Form AT-103 for all of the parent company's principal members, managers, officers, or directors ☐ Yes ☒ No			
Name of Parent Company		FEIN of Parent Company	
4. Does the parent company or any of its officers, directors, managing members, or agent hold any direct or indirect interest in any other alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? ☐ Yes ☐ No If yes, please explain using the space below. Attach additional sheets if necessary.			
5. Agent's Last Name Clark		Agent's First Name Seth	
		Phone (715) 432-2692	

Part D: Individual Information

A Supplemental Questionnaire, Form AT-103, must be completed and attached to this application for each person involved in the applicant business and any parent company as indicated in Part C. Persons in the applicant business include: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all managing members and agent of a limited liability company.

List the full name, title, and phone number for each person below. Attach additional sheets if necessary.

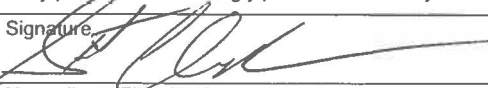
Last Name	First Name	Title	Phone
Seth	Clark		(715) 432-2692
			—

Part E: Attestation

Who must sign this application?

- sole proprietor • one general partner of a partnership • one corporate officer • one managing member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature 		Date 10/28/2023	
Name (Last, First, M.I.) Clark, Seth, A.			
Title Managing Member		Email clarkaallc@gmail.gov	
		Phone (715) 432-2692	

Part F: For Clerk Use Only

Date application was filed with clerk 11/6/2023	Date reported to governing body	Date provisional license issued (if applicable)
Date license granted	License number	Date license issued
Signature of Clerk/Deputy Clerk		

09808

9.4.a

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10-Application Date: 11-1-23
☐ Town ☐ Village ☒ City of Merrill
County of Lincoln

The named organization applies for: (check appropriate box(es))

- ☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
☐ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning _____ and ending _____ and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

- ☒ Bona fide Club ☐ Church ☐ Lodge/Society
☐ Veteran's Organization ☐ Fair Association or Agricultural Society
☐ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Merrill Youth Softball Association (aka Merrill Fastpitch)(b) Address 702 S. Center Ave ; Merrill
(Street) ☐ Town ☐ Village ☐ City

(c) Date organized _____

(d) If corporation, give date of incorporation _____

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐

(f) Names and addresses of all officers:

President CHAD KROEGER 2715 Glen DriveVice President BRADDOY STRENGBELLSecretary JESSICA TIERETreasurer KRISTINA OSNESS(g) Name and address of manager or person in charge of affair: Renee Krueger
2715 Glen Dr; Merrill WI

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 1100 Marc Drive

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? _____

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: This will be an outdoor event held outside on theMARC premise

3. Name of Event

(a) List name of the event January Samboree(b) Dates of event 1-13-24

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer [Signature]
(Signature / Date)M45A
(Name of Organization)Date Filed with Clerk 11/3/23

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

City of Merrill

Airport Commission Meeting at Merrill Airport Terminal

Wednesday, November 15, 2023 at 6:00 PM

Voting Members present: Joe Malsack, Gary Schwartz, Mark Wiex Jr (Alderman), Lyle Baner via phone, Gary Schulz via phone.

Public Present: Larry Wenning, Steve Krueger.

1. Gary Schwartz called the meeting to order at 6:00 PM.
2. Approval of Minutes: No meeting in October due to not enough voting members present. No minutes to approve.
3. Approval of Vouchers: Reviewed, and Joe Malsack made a motion to pay vouchers. Mark Wiex seconded. Motion passed.
4. Runway 16/34 Project status: Gary Schwartz had a meeting with FAA and BOA in Appleton at the WAMA Convention. FAA working on justification process for crosswind runways. FAA is thinking of using operations counts on runways by using ADSB. Gary asked how many aircraft have ADSB, only 50% FAA responded. So how can they justify usage of a runway with only 50% data. They are changing regulations as they are going along. Fifteen airports in Wisconsin are on the list of losing funding on crosswind runways.
5. Update Entitlement Projects 2022/23: Grass planting did not get done and will be finished in spring. Final payment will be made after work completed in spring.
6. Discussion/Decision Acquisition Fuel Farm Maintenance, issues/parts: Gary talked with Shannon from M&M and they will rebid repairs. Waiting on estimate.
7. Discussion/Decision Airport Manager/FBO Contract Update: Not sure if anyone signed the contract yet.
8. Discussion/Decision Jet A fuel truck: Rich not present to discuss.
9. Update Airport Signage: Joe M. no report, been sick and did not work on.
10. Update F-84 Monument: No update due to Rich's absence. Allen Haus has been deployed for 3 months. Coming home soon, possibly next meeting will have more information.

Attachment: Monthly Reports (10633 : Consider placing the following reports on file:)

11. Airport General Maintenance: Quote for garage doors and openers. Rich is looking into. Moving the garage cost is approx. \$8000, concrete work approx. \$7000. We were reimbursed \$15000 for the use of the terminal as an office for the entitlement projects this summer. This will help offset the cost of the garage. Garage doors cost installed rough estimate \$2500. We sold rock to Interstate Landscaping for the hangar project and estimated refund to us is approximately \$4000-6000 to help with that expense. Garage will need some repair work next year so we will need to budget for it. AWOS not working. White light on beacon not working.

12. Chairman's Report: BOA asked Gary to be a part of the selection process for the engineering firm for the new t hangar and maintenance building. Becher Hoppe was awarded the contract. If everything works, we may have the foundations in place by fall of next year. We have another aircraft coming to Merrill from Minn. Rep. Callahan met with Mayor Hass along with City and airport representatives at the Terminal. Rep. Callahan may attempt to get a 1-time State Economic Grant for improvements to the Merrill Airport. Coffman Associates are working on the Master Plan, and the second meeting will be held in January. BOA is conducting an economic impact study of the airport, which is what Rep. Callahan needs for the grant. This project is scheduled to be completed in the spring of 24.

13. Aviation Happenings: We have a new FAA administrator finally. New aircraft company from New Zealand coming to US and manufacturing here due to larger market. Similar aircraft to Icon and with better safety.

14. Public Comment: WIFI north end not working, talking with Dustin at the city.

15. Agenda Items for Next Meeting: WIFI on south side of airport. T-Hangar Use Policy.

16. Adjournment: Joe M. made a motion to adjourn, Mark W. seconded. Motion passed.

Minutes prepared by Joe Malsack

Attachment: Monthly Reports (10633 : Consider placing the following reports on file:)

**CITY OF MERRILL
CITY PLAN COMMISSION
Tuesday, November 7, 2023**

Regular Meeting

City Hall Council Chambers

6:00 p.m.

- I. **The meeting was called to order** by Mayor Hass at 6:00 PM.
Members Present: Mayor Steve Hass, Alderperson Steve Sabatke, Melissa Schroeder, Alli Henkelman, Robert Reimann and Ralph Sturm. Kyle Gulke was excused.

Others Present: City Attorney Hayden, City Clerk Anderson-Malm, Building Inspector/Zoning Administrator Pagel, Public Works Director/City Engineer Akey, Leah VanSall from WPS, Aaron Kenealy from Edge Consulting and Merrill Community Media.

- II. **Minutes of previous meeting** – Melissa Schroeder made a motion to approve the minutes from the August 1st meeting. Alli Henkelman seconded and the motion carried.

III. **Public Hearing at 6:00 PM:**

City Attorney Hayden read the public hearing notice. Ralph Sturm made a motion to open the public hearing. Robert Reimann seconded and the motion carried. Building Inspector/Zoning Administrator Pagel gave a brief description about the request.

Leah VanSall from Wisconsin Public Service and Aaron Kenealy from Edge Consulting addressed the Commission and answered all questions.

Following discussion, Melissa Schroeder made a motion to close the public hearing. Robert Reimann seconded and the motion carried.

The Commission discussed the items that were addressed during the public hearing. Alderperson Sabatke made a motion to approve with the condition that Common Council approval is necessary prior to Wisconsin Public Service entering into a lease agreement with any third party for space on the tower. Alli Henkelman seconded and the motion carried. The request will be forwarded to the November 14th Common Council meeting.

IV. **Public Comment:**

There was no public comment

V. **Adjournment:**

Robert Reimann motioned to adjourn the meeting. Melissa Schroeder seconded and the motion carried. The meeting was adjourned at 6:07 PM.

Minutes prepared by Lori L. Anderson-Malm City Clerk

Attachment: Monthly Reports (10633 : Consider placing the following reports on file:)

Transit Commission Meeting November 20, 2023 Minutes

Present: Mr. Rick Blake – Chairperson, Ms. Sue Kunkel- remote, Ms. Jill Weber, Ms. Denise Ziech -, Ms. Sara Doerr and Brad Brummond – Transit Administrator

1) Call to order: 4:00pm

2 Public Comment – None

3) Approval of October , 2023 minutes

A motion to approve minutes of the September 2023 regular meeting was made by Ms. Sue Kunkel and seconded by, Ms. Jill Weber. All ayes, motion approved unanimously.

4) Administrator's Report:

- A. Ridership – holding steady
- B. Employee Status – Still short had interest from a gentleman for the part time afternoon
- C. Budget- passed with 4th full time in event need to go that route for staffing
- D. Tour of lights- set December 13, 2023 again be judging decorating contest
- E. Recruitment- on Indeed not use Midwest Communications at this time

A motion to approve Administrators report was made by Ms. Sue Kunkel and seconded by Ms. Sara Doerr. All ayes, motion approved unanimously.

5) Future Agenda Items: Admin Report, tour of lights, radio, recruitment

6) Next meeting date will be December 18, 2023 at 4:00pm. Meeting will be held at the Council Chambers in City Hall, 1004 E 1st St, Merrill, WI 54452.

7) Adjournment - A motion to adjourn was made by Ms. Sara Doerr and seconded by Ms. Jill Weber. All ayes, motion approved unanimously.

Respectfully submitted by:

Brad Brummond
Transit Administrator

Attachment: Monthly Reports (10633 : Consider placing the following reports on file:)

T. B. Scott Free Library · Board of Trustees
Minutes of the Regular Meeting October 18, 2023

Opening

President Michael Geisler called the regular meeting of the Board of Trustees to order at 4:01 p.m. in the Library Community Room. Present: Michael Caylor, Darcy Dalsky, Chris Grunenwald, Audrey Huftel, Richard Mamer, Ryan Martinovici, and Elizabeth McCrank. Also present: Laurie Ollhoff, Andrea Bennett, Tena Gnewuch, Donna Plautz, and camera operator.

No public comment was made.

Consent items

E. McCrank/A. Huftel/C to approve the minutes of the regular meeting of September 20, 2023.

A. Huftel/D. Dalsky/C to accept the monthly Unaudited Revenue and Expense Report for September 2023.

E. McCrank/R. Martinovici/C accept the Monthly Statistical Report for September 2023. E. McCrank commented on the statistics and the continued growth of library resource use and program attendance.

Reports/discussion items/action items

- A. M. Caylor/C. Grunenwald/C** to approve the **Standard of Conduct for Library Patrons Policy**. Review was required since the lifting of the COVID19 precautions in May 2023 and for the addition of inclusive language in its introduction as noted by L. Ollhoff.
- B. R. Martinovici/E. McCrank/C** to approve the **Public Use of Meeting Rooms**. L. Ollhoff presented minor revisions related to cancellation notification and signage allowed in the library for meetings scheduled at the library. Questions concerning revisions by E. McCrank were addressed by L. Ollhoff.
- C. MSR Design Youth Services Update** was provided by Lauren Gardner, Interior Designer with MSR Design via BlueJeans virtual attendance. L. Gardner reviewed a PowerPoint presentation that provided an overview of the plan and the resulting draft of a schematic drawing of the Youth Services Activity/Meeting Room. Questions brought forward by Board members were addressed by L. Gardner. Next steps will be to have the final rendering of the schematic design prepared for project quote by a local contractor to ascertain approximate costs to determine the breadth of a capital fund drive.
- D. 2024-2028 Long Range Plan Survey Update** was provided by L. Ollhoff. The Community Survey has gone live. Individuals may complete the Survey online or on paper. Paper copies are available at all service desks and will be entered into the Survey bank manually. The deadline for completion of the Survey is November 15, 2023. Data from the Survey will be gathered, reviewed, and summarized in a Final Report to the Board at the January 2024 Board of Trustees Meeting.
- E. Strategic Plan Goals and Objectives #4**. L. Ollhoff provided updates on Strategic Plan Goals and Objective #4. No further discussion.
- F. Wisconsin Trustee Essential #6: Evaluating the Library Director**. L. Ollhoff provided copies of Trustee Essential #6 for review and questions. No further discussion.

Library Director's Report

- Library program highlights announced.
- Nothing to report from the Wisconsin Valley Library System representative Diane Peterson.
- Friends of the Library is getting ready for the Fall Book Sale to be held from October 26 – October 28. There is no room for books in the Friends' closet. Books have got to go. Extra efforts are being made to make books available for purchase. Cat Oftedahl, library staff, has joined the Friends of the Library and has taken on the task of bagging children's books to be purchased on an ongoing basis until such time that the Friends' closet can store incoming donations sufficiently.

Attachment: Monthly Reports (10633 : Consider placing the following reports on file:)

- The Library Donation portal has gone live and can be found at <https://www.tbscottlibrary.org/donate-to-the-library/>. An updated endowment fund brochure is in printing at Reindl Printing and will be distributed to the funeral homes in the area and provided with the URL for the Donate to the Library page.
- The Library's 2nd Staff Development Day was well received by all staff in attendance from T.B. Scott Free Library and the Tomahawk Public Library. Michelle Dennis from the Hedburg Public Library in Janesville, WI, did an outstanding job sharing her knowledge as the Director of Security and offered up numerous scenarios for staff members to discuss and apply.
- The November Staff Development Day to be held on Friday, November 10, will focus on dementia-friendly library training. Certified trainers from the ADRC of Central Wisconsin will facilitate the workshop which will put the Library on the state and national map as a dementia-friendly library. This is just one step in the development of a dementia-friendly community.
- The Northern Wisconsin ILS Consortium Exploration (NICE) Team continues to meet as it works through the process of consolidating the Wisconsin Valley Library Service and Northern Waters Library Service systems into one. NICE Team updates related to the pending consolidation can be found at <https://nicelibraries.org/>.
- An invitation was extended to the Library Board of Trustees to attend the unveiling of the street marker honoring Natalie Scribner, the Library's longest serving librarian, from 1922 – 1948. The unveiling will take place on Monday, October 23, 2023, @12 p.m. at the street sign corner of Polk Street and Main Street. A press release with this announcement can be found in the FotoNews.

President's remarks

- Thank you to everyone.

R. Martinovici/M. Caylor/C moved to adjourn the meeting at 4:32 p.m. The next regular business meeting of the Board of Trustees is scheduled for November 15, 2023, at 4:00 p.m. in the Library Community Room.

Respectfully submitted,
Laurie Ollhoff, Secretary

CITY OF MERRILL
MARKETING & COMMUNICATIONS COMMITTEE
Tuesday, November 14, 2023 - MINUTES
Regular Meeting City Hall Council Chambers 5:15 p.m.

Present: Chair Fermanich, Alderperson's Weix and Meyer, Scott Steele, Renea Frederick and Sarah Sturm. Dan Wendorf, Tammie Mrachek and John Greenwood were excused.

Also Present: Interim CA Akey, City Clerk Anderson-Malm and IT Manager Brown.

- I. Chair Fermanich called the meeting to order at 5:15 PM.
- II. **Approval of previous meeting minutes** - Alderperson Meyer made a motion to approve the October 19th meeting minutes. Alderperson Weix seconded and the motion carried.
- III. **General Agenda Items:**
 1. **Discussion and approval of final draft of wedding planner ad** – Chair Fermanich reviewed the ad that was provided at the meeting. Scott Steele suggested adding a URL to the ad. Following discussion, Alderperson Meyer made a motion to approve the final draft of the wedding planner ad with the URL added. Alderperson Weix seconded and the motion carried.
 2. **Discussion and consideration of Visitor's Guide options** – Chair Fermanich reviewed the handout that was supplied at the meeting. Sarah Sturm from the Merrill Chamber said they are ordering 13,000 guides this year compared to 10,000 in 2023. A motion was made by Alderperson Meyer to approve the Visitor Guide options. Alderperson Weix seconded and the motion carried.
 3. **Discussion and update of the Tour of Lights on December 13, 2023** – Chair Fermanich provided SMS Savall's summary for the tour.
 4. **Discussion and update of Food Truck-a-palooza on May 18, 2024** – Chair Fermanich reviewed the information that was provided in the packet. Following a brief discussion, no further action was taken.
 5. **Update on Street Banners** – Chair Fermanich gave a brief update of the street banners.
- IV. **Monthly Reports and Updates:**
 1. **Monthly Report – Social Media Specialist Savall** – The reports were included in the packet.

Alderperson Meyer made a motion to place the reports on file. Alderperson Weix seconded and the motion carried.

Chair Fermanich reminded the committee to get all information regarding upcoming events to Hallie.
- V. **Public Comment** - There was no public comment.
- VI. **Next meeting date: Call of the Chair**

Marketing & Communications – November 14, 2023

Attachment: Monthly Reports (10633 : Consider placing the following reports on file:)

- VII. **Adjournment** – Alderperson Meyer made a motion to adjourn. Alderperson Weix seconded and the motion carried. The meeting was adjourned at 5:41 PM.

Minutes respectfully submitted by City Clerk - Lori Anderson-Malm

Attachment: Monthly Reports (10633 : Consider placing the following reports on file:)

**CITY OF MERRILL
HEALTH & SAFETY COMMITTEE
MONDAY, November 27, 2023 - MINUTES
Regular Meeting City Hall Council Chambers 5:15 p.m.**

Members Present: Chair Weix and Alderperson Rick. Alderperson Caylor was excused.

Others present in person or remote: City Clerk Anderson-Malm, Fire Chief Klug, Police Chief Bennett, Deputy Health Officer Ashbeck, Renea Krueger, Desiree Alexander, Shawn Alexander, Seth Clark, Brent Clark and Merrill Community Media.

- I. Chair Weix called the meeting to order at 5:15 p.m.
- II. **Minutes from the October 23, 2023 meeting:**
Alderperson Rick motioned to place the minutes on file. Chair Weix seconded and the motion carried.
- III. **Nuisance Complaints & Vouchers:**
 1. **Nuisance Complaints** – Deputy Health Officer Ashbeck reported on the nuisance complaints that were in the agenda packet.
 2. **Vouchers** – The vouchers were not included in the packet. They will be put in the January 2024 meeting for approval.
- IV. **General Agenda Items:**
 1. **Consider a change of agent for Krist Oil Co to Dana Wojciechowski** – Alderperson Rick motioned to approve the change of agent. Chair Weix seconded and the motion carried.
 2. **Consider an alcohol beverage license application for Nimrods LLC, 2501 W Main St** – Alderperson Rick motioned to approve the alcohol beverage license. Chair Weix seconded and the motion carried.
 3. **Consider an alcohol beverage license application for Clark All Aboard LLC, 315 E 2nd St** – Alderperson Rick motioned to approve the alcohol beverage license. Chair Weix seconded and the motion carried.
 4. **Consider a temporary picnic license for Merrill Youth Softball Association for a January Jamboree held on January 13, 2024 at the MARC** – Renea Krueger was at the meeting to supply more details regarding the jamboree. Alderperson Rick motioned to approve the picnic license. Chair Weix seconded and the motion carried.
- V. **Monthly Reports:**
 1. Monthly Report – Fire Chief Klug – The report was in the packet.
 2. Monthly Report – Police Chief Bennett – The report was in the packet.
 3. Monthly Report – Lincoln County Humane Society – The report was in the packet.

Attachment: Monthly Reports (10633 : Consider placing the following reports on file:)

4. Alderperson Rick motioned to place the reports on file. Chair Weix seconded and the motion carried.

VI. **Establish date and time of next regular meeting:**

There is no December meeting. The next regular meeting is Monday, January 22, 2024.

VII. **Public Comment**

There was no public comment

VIII. **Adjournment**

Alderperson Rick motioned to adjourn. Chair Weix seconded and the motion carried. The meeting was adjourned at 5:22 PM.

Minutes prepared by: Lori L Anderson-Malm City Clerk

Attachment: Monthly Reports (10633 : Consider placing the following reports on file:)

November 16th '23 MEETING MINUTES**Merrill Enrichment Center Committee**

Meeting was held on November 16th, 2023 at 2:15pm

Merrill Enrichment Center Conference Room – 303 N. Sales Street

Present: Laura Bertagnoli (Chair), Nathan Meyer (Alderpersion) Gene Bebel, Sharon Anderson, Sharon Harvey, Teresa Baker, Rod Akey, Tom Hayden, Kathy Unertl

Excused: Jennifer Clark (ADRC representative)

1. Opening

- a. Bertagnoli called the meeting to order.

2. Consent Items

- a. Motion by Bebel second by Meyer to approve October '23 minutes.
- b. Motion by Meyer second by Bebel to approve Oct/Nov '23 vouchers. Motion carried.

3. Public Comment**4. Operations**

- a. As a result of discussion in the September MEC Committee meeting, Director shared a slightly revised Policy/Registration Document for our Fall Craft & Market with the Committee. The revision was in line 10 and stated “this may be enforced”, referring to suggestive or vulgar language (printed or spoken) not allowed. Director requested City Attorney Tom Hayden presence for discussion on this topic. Bebel suggested handing this out to all crafters on the day of the show next year. Bertagnoli added to hand a sheet out if the situation arises. Director agreed. Anderson asked if someone in next fall’s show was promoting a political party in a respectful way, is that ok. Akey stated it’s in the eye of the beholder and someone will always be offended. Hayden said this all comes down to speech, including community standards. He also stated the MEC staff has clear authority to enforce this. His recommendation is to include the following statement; “The MEC can decline to accept or allow any items if such display are deemed unacceptable in the best interest of the Center.” (see final revision below) Hayden also stated we can’t do much better than what we have in place with this addition. Director shared that many people respect our standards for what we will and will not accept in our shop.
- b. Akey stated 100% of revenue/fees associated with the MEC activities should go to pay for wages of MEC staff in the City, all fees collected (ex: Park & Rec) go into operations to fund positions. Wages increase ever year so we should be increasing our fees based on the economy. Bebel stated that when we first opened the doors at the new center we did not receive clear direction on how this would work. He asked how we are covered in addition to our user fees. Akey stated tax levies help with that. Akey also confirmed the revenue being taken from the MEC only funds the MEC staff, not any other departments. Director shared that we use our activity fees to run activities. If that money is taken in full each year, eventually we may not have money to offer activities. Director stated her concern that we may have to increase activity fees, which in turn would result in losing participants. Director is very concerned about our community members overall well-being as a result of this increase. Bertagnoli asked a clarifying question that current fees help offset program offerings and staff costs. Unertl confirmed. Bertagnoli also voiced the committees concern for the long term existence of the MEC if our fees are not able to cover our operating costs. She also is concerned about increasing fees especially for those who cannot afford extra fees. These are going to be difficult discussions. Baker asked if we could start an ‘Angel Fund.’ Bertagnoli and Director shared that we have discussed this option in the past and agreed this would be a difficult undertaking, involving discretion, verifying income, etc. Bebel agreed. This is not a direction we will be taking. Further discussion continued with clarifying questions regarding the needed funds for the MEC to continue operations. Director asked Finance Director Unertl if she could provide an estimate on how much revenue we would need to contribute over the next three years. Unertl stated that 2024-5 may not be as much as 2026 but to plan on 9k each year on top of what we are already contributing.
- c. Thanksgiving numbers were already over 200 with a week left for reservations. Christmas Joy numbers were low at only 14 but it is quite early for that outreach. We are hoping for 75+. There is no sit down meal this year, only delivery.
- d. We received our first Endowment fund donation of \$100.

5. ADRC

- a. Not present.

6. Discussion

Attachment: Monthly Reports (10633 : Consider placing the following reports on file:)

- a. We hope to offer a Health Fair in the first quarter of the New Year. Director will reach out to community partners to see how many are interested.

7. Adjournment

- a. Motion to adjourn by Meyer second by Harvey.

The next meeting date is **January 19th, 2023 at 2:15pm at the MEC.** *Vouchers will be available for review 10 minutes prior to meeting time.*

Respectfully submitted
TMrachek



Tammie Mrachek
 Director
Merrill Enrichment Center
City of Merrill
 (715) 536-4226
MEC@ci.merrill.wi.us
 303 North Sales St., Merrill, WI
 54452
www.ci.merrill.wi.us



Follow Us:



Merrill Enrichment Center
 303 N. Sales Street, Merrill, WI 54452
 715-536-4226
Saturday, September 28th, 2024
 9:00 a.m.-2:00 p.m.
Fall Craft & Market Vendor Guidelines

Spaces are first come first serve, we are reaching out to previous & new Crafters/ Vendors this year. Please return registration and payment to reserve your space

1. Deadline for all applications is Thursday, August 1st; late applications may be accepted if space is available.
2. Full payment must be included with the application, checks preferred.
(Spots are reserved once registration, payment & ALL requested info has been received.)
3. If you need to cancel, the deadline for a full refund is August 30th. There are no refunds after this date.
4. Please send pictures of some of your items, by email or message our Facebook page. Pictures will be used to promote the event.
5. **All spaces are 10' x 10'.**
 1- 8' table and chairs provided (no tablecloths included). Crafters can bring tables as long as they fit in the space provided.
6. Location requests cannot be guaranteed.
7. **Set up time:**
 - a. **Thursday, September 26th: 1:00 PM - 4:00. We are not responsible for items set up on Thursday.**
 - b. **Saturday 7:00 AM – 8:45 AM**
8. Note: Vehicles must be moved to designated parking areas after unloading.
9. Vendors are responsible for their own display, setup and removal.
10. **Suggestive or vulgar language (printed or spoken) will not be allowed. The MEC can decline to accept or allow any items if such display are deemed unacceptable in the best interest of the Center. No alcoholic beverages, drugs, guns, knives.**
11. With the exception of vendors, we request that all items are handcrafted.
12. **Please do not begin packing up until 1:50pm. Any early packing up will forfeit space reservation for future show. Must be out by 2:45pm.**
13. We ask that you assist in clean up at the end of the day. Please remove all trash that has collected in and around your space. We thank you in advance for your cooperation in this matter.

FYI: Food will be available for purchase.

Contact: MEC@ci.merrill.wi.us

Attachment: Monthly Reports (10633 : Consider placing the following reports on file:)

**CITY OF MERRILL
CITY PLAN COMMISSION
Tuesday, December 5, 2023**

Regular Meeting

City Hall Council Chambers

6:00 p.m.

- I. **The meeting was called to order** by Mayor Hass at 6:00 PM.
Members Present: Mayor Steve Hass, Alderperson Steve Sabatke, Melissa Schroeder, Alli Henkelman, Robert Reimann, Ralph Sturm and Kyle Gulke.

Others Present: City Attorney Hayden, City Clerk Anderson-Malm, Building Inspector/Zoning Administrator Pagel, Public Works Director/City Engineer Akey, Police Chief Bennett, Library Director Laurie Ollhoff, Mike Geissler, Alderperson Fermanich, Barb and Gary Emerich, Thomas Woyte, Brian Lee and Merrill Community Media.

- II. **Minutes of previous meeting** – Melissa Schroeder made a motion to approve the minutes from the November 7th meeting. Alli Henkelman seconded and the motion carried.

III. **Public Hearing at 6:00 PM:**

City Attorney Hayden read the public hearing notice. Robert Reimann made a motion to open the public hearing. Ralph Sturm seconded and the motion carried. Building Inspector/Zoning Administrator Pagel gave a brief description about the request.

Mayor Hass invited the public to comment either for or against the requested rezoning.

Library Director Laurie Ollhoff made a comment concerning the parking. There are library patrons and young children that utilize the parking area in the library. There is congestion with the middle school. She would like to see a parking plan before the library makes any further recommendations.

Thomas Woyte – building manager of the proposed museum – He stated he was hired by Mr. Lee as the project manager in October. He gave an explanation of his background.

BIZA Pagel spoke about the expectations that were to be brought to this meeting such as a plan including a parking plan for the space. No plans have been received. Construction/destruction has taken place inside the building with no rezoning permit granted.

Mr. Lee and Mr. Woyte answered questions and concerns from the Commission. They stated installation of cameras was completed but they are not hooked up. It was also discovered a plumber entered the building for repairs after BIZA Pagel stated all progress needed to stop due to no rezoning permit. Lack of or bad communication was the reason for continued development without a rezoning permit.

City Attorney Hayden stated the continued actions are contrary to what came out of this board and all activity must cease and be chalked up to bad communication. All activity must cease until a permit to rezone is granted by the Commission.

Alderperson Fermanich – spoke as a citizen and as an Alderperson and stated Ordinances are in place for a reason and need to be followed.

Attachment: 2023-12-05 City Plan Minutes (10633 : Consider placing the following reports on file:)

Additional comments were made by the Commission.

Melissa Schroeder made a motion to close the public hearing. Robert Reimann seconded and the motion carried.

Alderson Sabatke made a motion to table the request. Mayor Hass seconded.

BIZA Pagel asked what happens if this request is tabled. City Attorney Hayden explained that no action will take place unless the City Plan Commission takes up the issue. The owner can reapply for a new permit with more information regarding their plans.

Following a brief discussion the motion to table carried.

IV. **Public Comment:**

There was no public comment

V. **Adjournment:**

Robert Reimann motioned to adjourn the meeting. Allie Henkelman seconded and the motion carried. The meeting was adjourned at 6:30 PM.

Minutes prepared by Lori L. Anderson-Malm City Clerk

City of Merrill
Meeting of Redevelopment Authority (RDA)

Wednesday, December 6, 2023 at 8:00 a.m.
City Hall Common Council Chambers

RDA Present: Steve Hass, Mark Bares, Steve Sabatke, Rebecca Rutkowski, Tony Kusserow and Gary Hartwig

RDA Excused: Clyde Nelson

Others: Alderpersons LaDonna Fermanich and Nathan Meyer, City Clerk Lori Anderson-Malm, Finance Director Kathy Unertl, City Attorney Tom Hayden, City Public Works Director/City Engineer Rod Akey. City Building Inspector/Zoning Administrator Darin Pagel, Police Chief Corey Bennett, Elsa Duranceau from Lincoln County Economic Development Corp. (LCEDC), Stephanie Springborn from Winds and Paradox, Inc., Kristen Fish-Peterson of Redevelopment Resources, Todd Frederick, and City Social Media Specialist Hallie Savall. Peterson set up the Merrill Productions camera until the meeting adjournment into the Closed Session.

Call to Order: Chair Hass called the meeting to order at 8:00 a.m.

Consider approval of RDA meeting minutes from November 1, 2023:

Motion (Bares/Rutkowski) to approve the meeting minutes from November 1. Carried.

Public Comments: None.

Consider resolution authorizing a development agreement by and between the City of Merrill, Wisconsin and Wendorf Construction LLC for residential development (TID No. 7):

Akey reported that City staff had met with Dave Wendorf from Wendorf Construction LLC and some revisions to the agreement were being finalized. Anticipated property acquisition closing is planned for January 2024. Consideration of the revised development agreement will be on a future RDA meeting agenda.

Update on redevelopment plans for Mathias Building and potential requests for City of Merrill assistance (419 W. Main St. – TID No. 8):

Stephanie Springborn of Winds & Paradox Inc. updated status of redevelopment plans for 419 W. Main St. (Mathias Building). The Federal HUD grant application deadline has been extended to December 11, 2023 and Springborn requested City letter of support.

There has been preliminary award of \$200,000 WEDC (Wisconsin Economic Development Corp.) Community Development Investment grant. This is a pass through grant which requires a formal City of Merrill Resolution.

Motion (Kusserow/Hartwig) to recommend resolution authorizing submission of the Community Development Investment grant to WEDC. Carried.

Attachment: 2023-12-06 RDA Minutes (10633 : Consider placing the following reports on file:)

Update on 2023 Tax Increment generation and historical trends:

Unertl reported that the total 2023 Tax Increment is \$2,559,191 to support 2024 TID budgets.

There was spreadsheet graph highlighting tax increment \$ trend from 2007 through 2023. Unertl advised that the 1/1/2016 revaluation process resulted in overstating of TID increment in 2017 which was adjusted in 2018.

Update on 2024 Tax Increment District (TID) budget requests:

Unertl advised the 2024 TID budgets should result in about \$500,000 reduction in the City General Fund Advances.

Next RDA Meeting: Tentatively scheduled for Wednesday, February 7, 2024 at 8:00 a.m.

Closed Session:

Chair Hass read the following: The RDA may convene in closed session per Wis. Stats. Sec. 19.85(1)(e) – 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 consider:

- a) Negotiation of potential TID development incentives to facilitate future redevelopment (TID No. 8 – Mathias Building)

Motion (Bares/Rutkoski) to move into Closed Session. Motion carried 6 – 0 on roll call vote at 8:47a.m.

Stephanie Springborn, Elsa Duranceau, and Kristen Fish-Peterson responded to RDA Commissioner and City staff questions. They then left the Closed Session.

Items discussed included the potential TID cash development incentive amount and potential City of Merrill letter of support for Federal HUD grant application,

Motion (Bares/Sabatke) to reconvene in Open Session at 9:30 a.m. Carried.

The following actions were taken on Closed Session matter:

Motion (Hass/Rutkowski) to recommend the resolution authorizing a development agreement by and between the City of Merrill, Wisconsin & Winds and Paradox, Inc. with total cash development incentive of \$80,000 (i.e. with \$40,000 after completion of the rehabilitation project and \$40,000 the year following completion). Carried.

Motion (Hass/Bares) to authorize a City of Merrill letter of support for the Federal HUD grant application upon further City staff research. Carried.

Adjournment: (Bares/Rutkowski) to adjourn at 9:35 a.m. Carried.

Minutes prepared by RDA Secretary Kathy Unertl

CITY OF MERRILL

1004 EAST FIRST STREET
MERRILL, WI 54452-2586

AN ORDINANCE: By BPW

Re: Amending Chapter 38, Division 2, Section 38-152 Septic/holding tank and leachate rate

ORDINANCE NO. 2023-

Introduced: _____

1st Reading: _____

2nd Reading: _____

3rd Reading: _____

Committee/Commission Action: _____

AN ORDINANCE

The Common Council of the City of Merrill, Wisconsin, does ordain as follows:

Section 1. Chapter 38, Division 2, Section 38-152 of the Code of Ordinances for the City of Merrill is amended as follows:

(a) Rates for holding tank waste, septic tank wastes and leachate for discharges are as follows:

- (1) Flow. A rate of \$6.30/1,000 gallons (\$4.72), based on 450 ppm total suspended solids and 750 ppm BOD, to be adjusted annually based on subsection (b) of this section.
- (2) Biochemical oxygen demand. A rate of \$0.675/lb. in excess of normal strength (250 mg/l).
- (3) Total suspended solids. A rate of \$0.660/lb. in excess of normal strength (250 mg/l).
- (4) Phosphorous. A rate of \$7.51/lb. in excess of normal strength (10 mg/l).
- (5) Nitrogen (NH₃-N). A rate of \$2.60/lb. in excess of normal strength (10 mg/l).
- (6) Minimum charge.
 - a. Holding tank discharge: A rate of ~~\$11.08~~ **\$11.41**/1,000 gallons.
 - b. Septic tank discharge: A rate of \$100.80/1,000 gallons.
 - c. Fixed charge per load regardless of volume or contents: A rate of ~~\$12.83~~ **\$13.22** per load.

- (b) Without specific analysis, septic tank concentrations of BOD shall be assumed at 7,000 mg/l and total suspended solids shall be assumed at 15,000 mg/l. Holding tank waste concentrations shall be based on average concentrations determined by each private hauler as a result of tests analyzed on their loads at least once every five loads delivered to the sewage treatment plant. Analysis of septic and holding tank wastes shall be averaged on an annual basis and a flow rate based in gallons or cubic feet will be determined for the succeeding year. The sewage utility shall have the right to test more frequently in its sole discretion. The assumed values of BOD and suspended solids may be adjusted based on any tests so conducted. Any test so conducted shall be done by the wastewater treatment plant laboratory. In the event of a dispute, the private hauler may request and independently test a split sample at a laboratory certified and registered with the state.

Section 2. Severability. In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

Section 3. Repeal and Effective Date. All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Moved by: _____

Adopted: _____

Approved: _____

Published: _____

Approved:

Steve J. Hass, Mayor

Attest:

Lori Anderson-Malm, City Clerk

CITY OF MERRILL

1004 EAST FIRST STREET
MERRILL, WI 54452-2586

AN ORDINANCE:

Re: Amending Chapter 2, Article III, Section 2-56
Elections

ORDINANCE NO. 2023-

Introduced: _____

1st Reading: _____

2nd Reading: _____

3rd Reading: _____

Committee/Commission Action: _____

AN ORDINANCE

The Common Council of the City of Merrill, Wisconsin, does ordain as follows:

Section 1. Chapter 2, Article III, Section 2-56 of the Code of Ordinances for the City of Merrill is amended to read as follows:

Sec. 2-56. Elections.

- (a) *Annual city election.* The annual city election shall be held on the first Tuesday in April.
- (b) *Polling hours.* The polls for all elections shall open at 7:00 a.m. and close at 8:00 p.m. The rules for the provision of voting booths, ballots, election officials and all of the rules for the conduct of elections under state law shall apply to elections in the city.
- (c) *Election officials.* There shall be 7 election officials per polling location. If the City Clerk determines, due to anticipated voter turnout, that the polls might be efficiently staffed with less than 7 election officials, the number of election officials may be reduced as the Clerk believes to be appropriate.
- (d) *Shifts for election officials.* Election officials shall work 14 hours and may split shifts per the Clerk's discretion.

Section 2. Severability. In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

Section 3. Repeal and Effective Date. All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Moved by: _____
Adopted: _____
Approved: _____
Published: _____

Approved: _____
Steve J. Hass, Mayor
Attest: _____
Lori Anderson-Malm, City Clerk

Attachment: Ordinance Election Workers (10637 : An Ordinance amending Chapter 2, Article III, Section 2-56 Elections)

RESOLUTION NO. _____

**RESOLUTION SUPPORTING THE APPLICATION BY
WINDS & PARADOX, INC. TO WEDC FUNDS FOR A BUILDING
RENOVATION AT 419 WEST MAIN STREET, MERRILL, WISCONSIN**

WHEREAS, Winds & Paradox, Inc. is the owner of the building located at 419 West Main St. in Merrill, Wisconsin. The business is engaged, among other things, in the business of renovating, updating, and maintaining buildings, constructing and facilitating apartments and commercial opportunities; and

WHEREAS, it is necessary that funds be procured for that project, including a grant applied for by the City of Merrill for Winds & Paradox, Inc. through the Wisconsin Economic Development Corporation (WEDC); and

WHEREAS, this project will provide needed housing and commercial space; and

WHEREAS, this project will utilize a previously vacant building and add to the City's tax base; and

WHEREAS, these funds will be used to renovate, update, and maintain the property and improve and enhance the building at 419 West Main Street and the City of Merrill will act as a pass through agent for funds received, will approve regular progress reports and ensure that annual audits are completed; and

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 12th day of December, 2023, that the City of Merrill hereby supports speedy approval of the grant application by the City of Merrill for WHEREAS, Winds & Paradox, Inc. to the WEDC in furtherance of this project to provide needed housing and commercial space, and further, wishes WHEREAS, Winds & Paradox, Inc. the best of luck in their endeavor, and further urges WEDC to expeditiously handle the grant application, approval, and related matters

Recommended by: Redevelopment
Authority

CITY OF MERRILL, WISCONSIN

Moved: _____

Steve J. Hass
Mayor

Passed: _____

Lori Anderson-Malm
City Clerk

From: Melinda Osterberg [mailto:melinda.osterberg@wedc.org]
Sent: Tuesday, November 28, 2023 12:42 PM
To: Akey, Rod
Subject: Merrill CDI Application

Rod,

I hope that this email finds you doing well.

I have provided an application for WEDC's [Community Development Investment Grant](#) to Stephanie Springborn for redevelopment of the Matthias Building. This is a pass through grant, similar to the Idle Sites Redevelopment Grant that Weinbrenner received in 2022. WEDC contracts with a municipality on behalf of a project.

The City will have some responsibilities associated with the grant including adopting a resolution authorizing submittal of the application to WEDC, acting as a pass through agent for grant funds, approving regular progressing reports, and ensuing that annual audits are complete. I would be happy to meet with you and the Common Council if that would be helpful to detail what the City's obligations are in regards to the grant.

I am sure this is relatively familiar given the recent grant for Weinbrenner, but always happy to help!

Have a wonderful day!

Melinda Osterberg

Regional Economic Development Director
 She/Her/Hers

Wisconsin Economic Development Corporation

Email: Melinda.Osterberg@wedc.org

Phone: 608-210-6786

WEDC @ The Hub
 2352 S. Park St., Suite 303
 Madison, WI 53713



Websites: InWisconsin.com | wedc.org

Newsletters: InWisconsin.com/subscribe



RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING A DEVELOPMENT AGREEMENT
BY AND BETWEEN THE CITY OF MERRILL, WISCONSIN AND
WINDS AND PARADOX, INC. (DBA WINDS PARADOX)**

WHEREAS, the Common Council of the City of Merrill created Tax Increment District (TID) No. 8 on September 27, 2011 and the development site is within TID No. 8; and,

WHEREAS, Winds and Paradox, Inc. has proposed renovation of the 419 West Main Street vacant building: and

WHEREAS, the City of Merrill finds that the proposed development and the fulfillment of the items and conditions of the attached Development Agreement are in the vital and best interest of the City of Merrill, the Merrill Redevelopment Authority and City residents and serves a public purpose in accordance with State law; and,

WHEREAS, expanded property tax will be generated, affordable residential rental units developed, and increased commercial activity generated to the City's west side from this development project; and,

WHEREAS, Winds and Paradox, Inc. has negotiated the development agreement to facilitate the redevelopment project and TID No. 8 cash development incentive of \$80,000.00.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 12th day of December, 2023, that the Mayor and City Clerk are authorized to sign the development agreement by and between the City of Merrill and Winds and Paradox, Inc. and to facilitate the implementation thereof.

Recommended by:
Redevelopment Authority (RDA)

CITY OF MERRILL, WISCONSIN

Moved: _____

Steve J. Hass
Mayor

Passed: _____

Lori Anderson-Malm
City Clerk

City of Merrill – TIF Development Incentive Overview

TID No. 8 (West Side Area)

Property Owner:	Winds and Paradox, Inc. (Stephanie Springborn)
Location:	419 W. Main St. (existing vacant building)
Development:	Potential for nine (9) residential units and two (2) first floor commercial units.
Investment:	Redevelopment improvements estimated at about \$1.2 to \$1.4 Million.
Employment:	Currently 1 full-time. Potential for future employment expansion through commercial rental spaces.
Infrastructure:	Tenant permit parking in the City Public Parking lot being developed at corner of W. Main St./ S. Prospect St.

TID Development Incentive:

RDA Commissioners recommended \$80,000:

\$40,000 upon redevelopment project completion;

and then \$40,000 by August 31st the following year.

TID Lifespan Tax Increment:

Spreadsheet provided – projected at over \$250,000 after preliminary consultation with City Assessor Kitt Koski (Bowmar Appraisal).

Unknown what the 1/1/2024 City market revaluation fiscal impact will be.

City of Merrill - Tax Increment District (TID) No. 8					
Projected Tax Increment Renovation - 419 W. Main St.					
Mathias Building - Winds and Paradox, Inc.					
Real Estate Assessments: PIN 251-3106-113-0251					
		Current		Projected	
		Valuations		Valuations	
		1/1/2023		After Rehab	
	Land	\$12,800	Land	\$12,800	
	Improved	\$128,100	Improved	\$900,000	
	Total	\$140,900		\$912,800	
Projected Increase				\$771,900	
Projected Tax Increment Renovation:					
Const.	Value	Revenue	Real Estate	Equalized	Total New
Year	Year	Year	Increment	Tax Rate	Increment
2023	2024	2025	\$771,900	\$23.39	\$18,055
	2025	2026	\$771,900	\$23.39	\$18,055
	2026	2027	\$771,900	\$23.39	\$18,055
	2027	2028	\$771,900	\$23.39	\$18,055
	2028	2029	\$771,900	\$23.39	\$18,055
	2029	2030	\$771,900	\$23.39	\$18,055
	2030	2031	\$771,900	\$23.39	\$18,055
	2031	2032	\$771,900	\$23.39	\$18,055
	2032	2033	\$771,900	\$23.39	\$18,055
	2033	2034	\$771,900	\$23.39	\$18,055
	2034	2035	\$771,900	\$23.39	\$18,055
	2035	2036	\$771,900	\$23.39	\$18,055
	2036	2037	\$771,900	\$23.39	\$18,055
	2037	2038	\$771,900	\$23.39	\$18,055
Projected Tax Increment					\$252,766
					Total



Lincoln County, WI
 Author: Public
 Date Printed: 10/23/2023



DISCLAIMER: The information depicted on this map is a compilation of public record information including aerial photography and other base maps. No warranty is made express or implied, as to the accuracy of the information used. The data layers are a representation of current data to the best of our knowledge and may contain errors. It is not a legally recorded map and cannot be substituted for field-verified information. Errors should be reported to Land Services Department, 801 North Sales St, Merrill, WI, 54452. Phone (715) 539-1087.

Attachment: TID8 419 W Main St Redevelopment Background (10639 : A Resolution authorizing a

Winds & Paradox, Inc., dba Winds Paradox
P.O. Box 29, 419 West Main Street
Merrill, Wisconsin 54452
(715) 218-8496

November 1, 2023

Introduction

In 2014, Winds & Paradox was incorporated at 419 West Main Street, Merrill, Wisconsin. I, Stephanie Springborn, am the sole owner of this building. My goal was and is to save and preserve the building.

In the first two years of ownership, I replaced the roof in its entirety, re-built the parapets which support the roof on the north and south sides, replaced the windows and doors, and tuckpointed the brickwork on all four sides. The interior upstairs has had the cinder block walls demolished and removed, creating an open space of almost 7000 square feet. Total improvements to date are \$615,000 with ongoing expenses related to professional support.

There is no lien or financing on the building. All property taxes are paid and up-to-date. Last year taxes alone were over \$4200. All property taxes paid since ownership of the building total \$40,000.

Request

Winds Paradox is asking the city of Merrill to support the proposed development for the purposes of successful operation of the building thus maximizing its usefulness to members of the community.

More specifically, Winds Paradox is requesting the city of Merrill be approved of acting as the applicant for federal grant programs which define the city as applicant. (for example, the US Housing and Urban Development Hope VI Main Street Grant Program).

Winds Paradox is also requesting consideration and guidance in other incentive and development programs. For example, I would ask about the possibility of TID funding (Tax Increment District 8) and Low Interest Incentive Loans.

October/November 2023

Scope of project has been refined from phasing commercial first floor then second floor to now recognizing the need to explore second floor residential as well as first floor residential and commercial spaces.

The Economic Development office as well as my contractor and architect recommended to me that I investigate the residential development.

With the assistance of various programs - grants, loans, incentives - residential development is possible.

Early cost projections for the entire project are \$95 - \$110 per square foot or \$1.2 - \$1.4 million.

Benefits

Fulfillment of a housing need for young adults in transition from high school to work force, tech and trade school programs and community college.

Fulfillment of affordable, nice and appealing housing for this demographic.

Economic impact of the residential growth in the west side area of Merrill - local businesses benefit from this demographic immediately and future as the goal is the long term retention of this demographic.

The successful preservation and operation of a historically significant and beloved building.

Provide spaces for community groups and nonprofit groups for meetings and gatherings.

Increased property tax base for the city of Merrill.

Fulfillment of owner's mission to profitably operate the building.

Fulfillment of owner's mission to open the building to the public.

Fulfillment of owner's mission to provide local community a home for the arts.

Fulfillment of these missions while maintaining a business, profit model of operation.

Goal/End Result

I want to lease nine residential units - eight on the second floor and one on the first.

I would like to lease office type, commercial space on the first floor.

Early in the development, I envisioned and worked on the projections for owning and operating a coffee shop/light restaurant/bakery entity on Main Street.

The final commercial space on the first floor would be an art gallery.

The basement will be lit and available for storage units.

Available off street parking is available in the municipal lot near the former Lincoln County Bank building site.

The community of Merrill would enjoy the building and its operations.

I would have a supplemental income from operations.

Professional Support

Early/preliminary diagrams - Architect, Stacy Ness, KYE Studios

Early/preliminary quote - Contractor, Tim Finnegan, Finnegan Construction

Zachary Zahl, Mamer Accounting

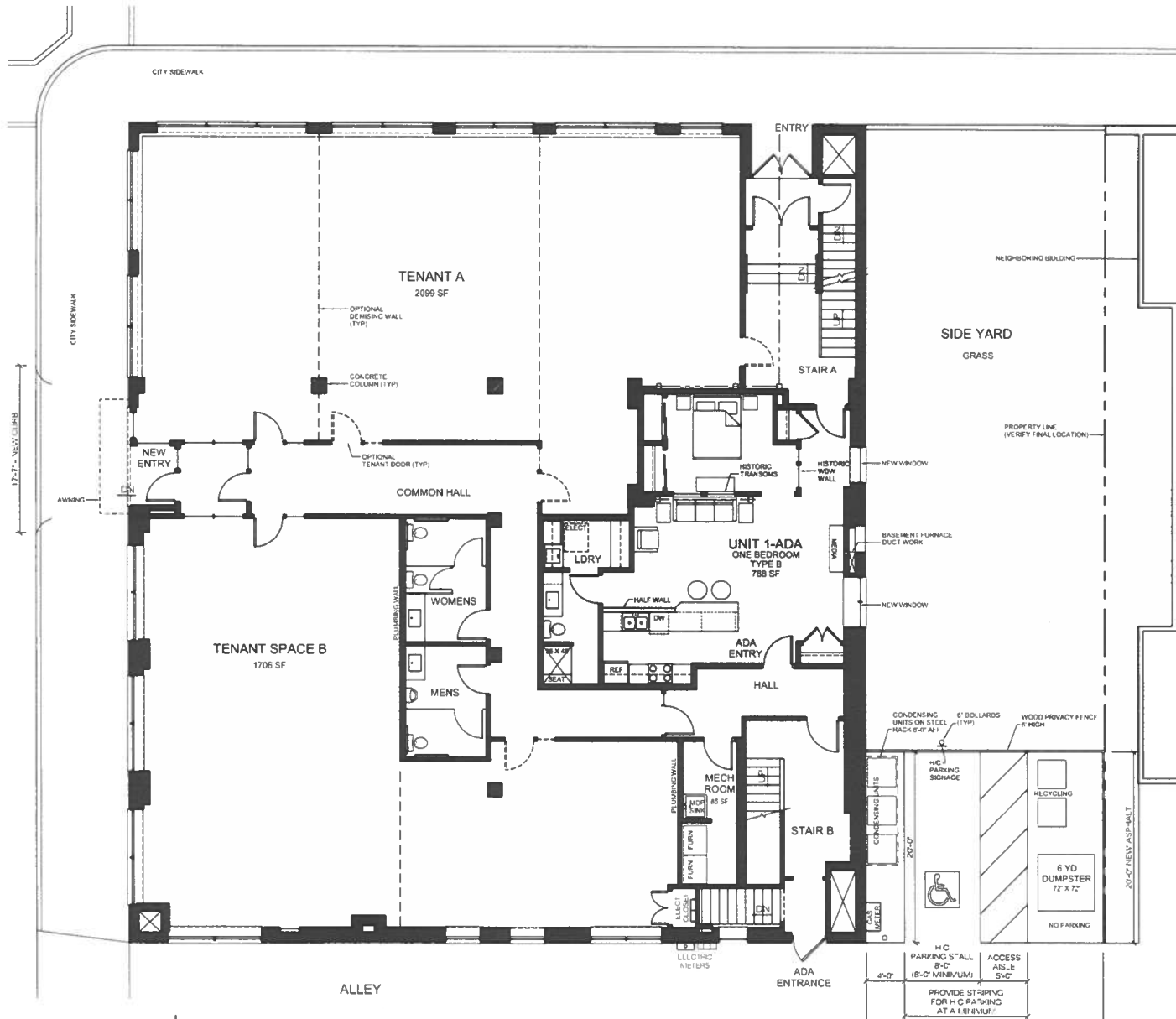
Elsa Duranceau, Economic Development, Lincoln County

Kevin Blake, First Webber Realty

Working with Park City Credit Union

Thank you!

Winds Paradox
A R T S



THE MATHIAS BUILDING

MIXED USE RESIDENTIAL REMODEL

FIRST FLOOR PLAN

3/32" = 1'-0"

10.23.23



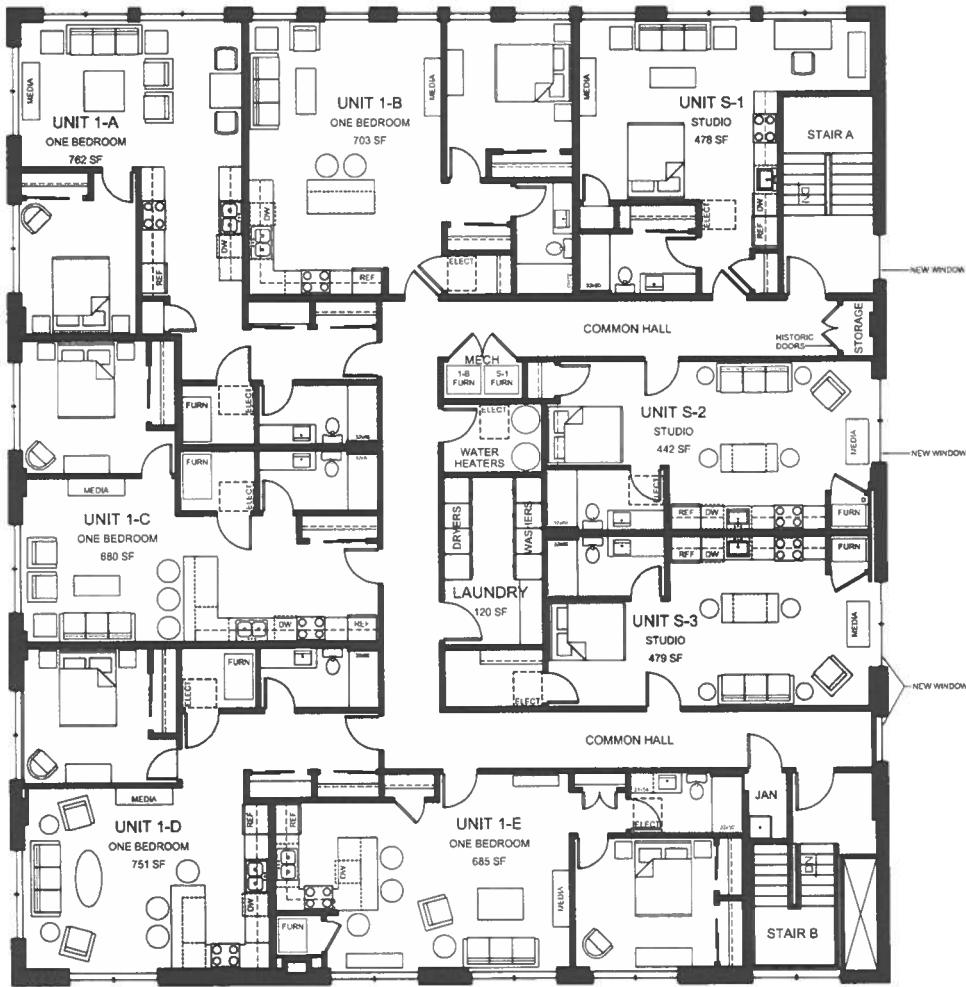
USE & AREAS

FLOOR	TYPE	TAG	AREA
1	COMMERCIAL		
	SINGLE TENANT*		4587 SF
	MULTIPLE TENANTS	TENANT A	2099 SF
		TENANT B	1706 SF
	RESIDENTIAL		
	ONE BEDROOM	UNIT 1-ADA	788 SF
2	RESIDENTIAL		
	ONE BEDROOM	UNIT 1-A	762 SF
		UNIT 1-B	703 SF
		UNIT 1-C	680 SF
		UNIT 1-D	751 SF
		UNIT 1-E	685 SF
	STUDIO	UNIT S-1	478 SF
		UNIT S-2	442 SF
		UNIT S-3	479 SF

* INCLUDES COMMON HALL & TOILET ROOMS

PRELIMINARY
NOT FOR CONSTRUCTION

KYE
STUDIO



THE
MATHIAS BUILDING
MIXED USE
RESIDENTIAL REMODEL

SECOND FLOOR PLAN
3/32" = 1'-0" 10.23.23



Attachment: TID8 419 W Main St Redevelopment Background (10639 : A Resolution authorizing a

**DEVELOPMENT AGREEMENT
BY AND BETWEEN THE
CITY OF MERRILL, WISCONSIN
WINDS & PARADOX, INC. (DBA WINDS PARADOX)**

THE DEVELOPMENT AGREEMENT (the “Agreement”) is entered into as of _____ 2024 by and between the City of Merrill, Wisconsin, (the “City”) a political subdivision of the State of Wisconsin and Winds & Paradox, Inc., (the “Developer”).

RECITALS

- A. The City desires to encourage economic development, the development of underutilized land, expand its tax base, housing options and create new jobs within the City.
- B. Wis. Stat. §66.1105 (the “Tax Increment Law”) provides the authority and establishes procedures by which the City may exercise powers necessary and convenient to carry out the purposes of the Tax Increment Law, cause project plans to be prepared, approve such plans, implement provisions and effectuate the purposes of such plans and finance such development through the use of tax incremental financing.
- C. Wis. Stat. §66.1333 (the “Redevelopment Law”) provides the authority and establishes the procedures by which the City acting through and by the Redevelopment Authority of the City of Merrill (the “RDA”) may exercise powers necessary and convenient to carry out the purposes of the Redevelopment Law, cause redevelopment plans to be prepared, approve such plans, borrow money and issue bonds, implement provisions and effectuate the purposes of such plans and finance redevelopment through the Redevelopment Law.
- D. The Developer proposes to purchase and rehabilitate a vacant building located within the Development Area (the “Project”).
- E. Winds & Paradox, Inc. owns an existing building described as:
- W 77'7" OF LT 19 PLAN OF PROSPECT PARK EX S 8'FOR ALLEY
BEG 77' & 7" E OF NW CR LT 19 TH S TO S LN SD LOT TH E 26'& 5" TH N
TO N LN SD LT TH W 26' 5" TO POB EX ALLEY PLAN OF PROSPECT
PARK
Located at: 419 West Main Street, Merrill, Wisconsin
- F. As an inducement to Developer to undertake the Development in TID 8, the City and the RDA intend to provide an incentive to Developer for project costs incurred to rehabilitate the vacant building within TID 8.

G. The City and RDA finds incentives to be necessary to encourage the Development in the Development Area and for Developer to undertake the Development in such a manner as to accomplish the City goals.

H. The City finds that the redevelopment and the fulfillment generally of the terms and conditions of this Agreement are in the vital and best interest of the City, RDA and City residents by expanding the tax base, housing options, creating new jobs and causing the redevelopment of underutilized property thereby serving a public purpose in accordance with state and local law.

I. Construction/remodeling will commence by August 1, 2024 and be completed by December 15, 2025.

NOW THEREFORE, in consideration of the promises and mutual obligations of the parties hereto, each of them does hereby covenant and agree with the other as follows:

ARTICLE I

Section 1.01 Initial Undertaking of the City of Merrill

The City has:

- a. Included the Development Area within TID #8, which was created by the Merrill Common Council on September 27, 2011.
- b. Reviewed the Business Plan of the Developer.
- c. Agreed to facilitate potential Federal and State grant applications.

The City agrees that it shall cooperate with Developer to facilitate Developer's performance under this Agreement.

Section 1.02 Initial Undertakings of the Developers

- a. Acquire all necessary real estate interests.
- b. Raise equity and financing necessary for the development.
- c. File appropriate permit applications with the City and/or State.
- d. Contract for planned improvements.

This development incentive is to facilitate improvements to an existing vacant commercial building for commercial businesses and nine (9) residential units.

ARTICLE II INCENTIVE PAYMENTS TO DEVELOPER

The City shall pay a cash TIF development incentive to the Developer in the amount of \$80,000.00. The development incentive will be paid:

\$40,000.00 within thirty days of project completion; and

\$40,000.00 by August 31st of the year following project completion.

ARTICLE III MISCELLANEOUS

Section 3.01 Restriction on Sale.

Prior to the earlier of January 1, 2038 or the date TID #8 is dissolved, Winds & Paradox, Inc. shall not sell, transfer, convey or assign the Development Area or any part thereof to any person, entity or in any manner which would render the Development Area exempt from property taxation without the prior written consent to the City. As an express condition for such consent, the City shall require purchaser to annually pay to the City an amount equal to all property taxes, which would have accrued to the Development Area if it were subject to property taxation. Any such payments shall be considered tax increment and shall be applied as set forth in above.

Section 3.02 Indemnification.

Winds & Paradox, Inc., its successors and assigns shall indemnify and save harmless and defend the City and its respective officers, agents and employees from any and all liabilities, suits, actions, claims, demands, losses, costs, damages and expenses of every kind and description, including attorney costs and fees for claims of any character, including liability and expenses in connection with the loss of life, personal injury or damage to property or any of them brought because of any injuries or damages received or sustained by any persons or property on account of or arising out of or occasioned wholly or in part by any act or omission on Developer's part or on the part of its agents, contractors, subcontractors, invitees or employees provided that the foregoing indemnification shall not be effective for any claims of the indemnified parties that are not contemplated by this Agreement or which constitute gross negligence or willful misconduct.

The City, its successors and assigns, to the extent permitted under Wisconsin law, shall indemnify and save harmless and defend the Developer and its respective officers, agents and employees from any and all liabilities, suits, action claims, demands, losses, costs, damages and expenses of every kind and description, including attorney costs and fees for claims of any character, including liability and expenses in connection with the loss of life, personal injury or damage to property or any of them brought because of any injuries or damages received or sustained by any persons or property on account of or arising out of or accessioned wholly or in part by any act or omission on the City's part or on the part of its agents, contractors, subcontractors, invitees or employees provided that the foregoing indemnification shall not be effective for any claims of the indemnified parties that are not contemplated by this Agreement or which constitute gross negligence or willful misconduct.

Section 3.03 No City Obligations.

The City shall have no obligations or liability for any obligations or responsibilities to any lending institution, architect, contractor or sub-contractor or any other party retained by Developers in the performance of its obligations and responsibilities under the terms and conditions of this Agreement. The Developers specifically agrees that no representation, statements, assurances or guarantees will be made by Developers to any third-party contrary to this provision. Notwithstanding anything aforesaid to the contrary, the Developer may assign the payments due it under this agreement to the Developer's lender, for collateral purposes only.

Section 3.04 Default.

a. Default and Notice of Default. In the event either party to this Agreement is in default hereunder (the "Defaulting Party") the other party (the "Non-Defaulting Party") shall be entitled to take any action allowed by applicable law, by virtue of said default, provided that Non-Defaulting Party gives the Defaulting Party written notice of default describing the nature of the default, what action, if any, is deemed necessary to cure the same and specifying a time period of not less than sixty (60) days in which the default may be cured by the Defaulting party. Notwithstanding the foregoing, if any default cannot reasonably be cured within sixty (60) days, the Non-Defaulting Party shall refrain from exercising remedies as long as a cure is being diligently pursued.

If either party fails to cure a default as permitted herein, the Non-Defaulting Party, without limiting its remedies under this Agreement, may compel performance by the Defaulting Party by bringing an action for specific performance. If after the specified time period for cure proceedings are initiated to cure an alleged default, the prevailing party in such proceedings shall be entitled to reimbursement from the other party for its reasonable attorney's fees and associated costs incurred in such proceedings.

b. Force Majeure. Neither party shall be responsible to the other party for any resulting losses if the fulfillment of any of the terms of this Agreement is delayed or

prevented by revolutions or other civil disorders, wars, acts of the enemies, strikes, fires, floods, acts of God, unusual weather, or by any other cause not within the control of the party whose performance was interfered with and which by the exercise of reasonable diligence such party is unable to prevent, whether of the class of causes herein above enumerated or not, and the time for performance shall be extended by the period of delay occasioned by any such cause.

Section 3.05 Non-Discrimination.

Neither the Development nor any portion thereof shall be used by any party in any manner to permit unlawful discrimination or unlawful restriction on the basis of race, creed, ethnic origin or identity, color, gender, marital status, familial status, age, handicap, sexual orientation, or national origin and the construction and operation of the Development shall be in compliance with all effective laws, ordinances, and regulations relating to discrimination on any of the foregoing grounds.

Section 3.06 Parties and Interest; Survival of Agreements.

Except as otherwise expressly provided herein, this Agreement is made solely for the benefit of the parties hereto and no other person, partnership, association, or corporation shall acquire or have any rights hereunder by virtue hereof. All representations and agreements in this Agreement shall remain operative and at full force and effect regardless of any investigation made by or on behalf of any party. No party may assign its rights under this Agreement without the written consent of the other party.

Section 3.07 Notices.

All notices, demand, certificates, or other communications under this Agreement shall be sufficiently given and shall be deemed given when hand-delivered or when mailed by first class mail postage pre-paid with property addresses indicated below:

To the City: City of Merrill, Wisconsin
 Attention: City Clerk
 1004 East First Street
 Merrill, Wisconsin 54452

With a copy: The City Attorney, City of Merrill

To the Developers: Winds & Paradox, Inc.
 Attn: Stephanie Springborn
 N2395 Glen Dr.
 Merrill, WI 54452

Any party may, by written notice to the other party, designate a change of address for the purposes of aforesaid.

Notary Public, State of Wisconsin
My commission_____

By _____
Stephanie Springborn, Owner

Personally appeared before me this ____ day of _____, 2024, the above named Stephanie Springborn to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, State of Wisconsin
My commission _____

2024-2025 Election Term - list of Election Workers				
Gary	Boes		Jean	Perkins
Jill	Indrebo		David	Viesselmann
Brenda	Mueller		Stacy	Stevens
Barb	Peterson		Gary	Porath
Mary	Akey		Marjorie	Johnson
Kathleen	Sheridan			
			Jeff	Hinz
Sharon	Jaeger		Allen	Wix
Kelly	Wistein		Kathryn	Rohde
Mike	Hamann		John	Loesel
Coleen	Hamann		Barb	Kreft
Karla	Yorde		Linda	Peterson
			Judy	Lange
Elizabeth	McCrank			
Laurie	Thiel		Denise	Latzig
Jerry	Leopold		Phil	Luce
Patricia	Raasch		Christine	Vorpagel
Jason	Schenzel		Steve	Sabatke (only if needed)
			Cathy	Robinson
Melissa	Schroeder		Janet	Thompson
Dennis	Knott		Scott	Griffin
Greg	Hartwig		Evelyn	Mousel-Cole
Kay	Klug		Arnold "Bud"	Genrich
Ron	Burrow		Tom	Hayden (only if needed)
Bill	Helmuth			
Clyde	Nelson			
Bill	Bialecki			
Karen	Radloff			
Heidi	Romatoski			
Barb	Rothlisberg			
Norb	Ashbeck			
Michael	Porath			
Laurel	Steinagel			
Rosalyn	Ponko			
Kathy	Iwen			
Kyle	Gulke			