

**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.

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