

CITY OF MERRILL
PERSONNEL & FINANCE COMMITTEE
TUESDAY, January 24, 2023 - MINUTES
Regular Meeting City Hall Council Chambers 6:30 p.m.

Members Present: Chairperson Russell, Alderperson Fermanich, Alderperson Caylor

Others Present: Mayor Hass, City Attorney Hayden, City Clerk Anderson-Malm, Finance Director Unertl (remote), Public Works Director/City Engineer Akey, Police Chief Bennett, Library Director Ollhoff, Fire Chief Klug, Building Inspector/Zoning Administrator Pagel, Stephanie Pagel, Alderperson Lupton, Alderperson Weix, Shari Wicke, Jill Bostrom and Merrill Productions video operator

- I. **Call to Order** – Chairperson Russell called the meeting to order at 6:30 PM.

- II. **Vouchers – November and December**
Alderperson Caylor questioned a charge for garbage pickup. The question was answered favorably by PWD/CE Akey. Alderperson Fermanich thanked Finance Director Unertl for providing the information she requested. Alderperson Caylor made a motion to approve the vouchers for November and December. Alderperson Fermanich seconded and the motion carried.

- III. **Minutes from previous meeting(s):**
A motion was made by Alderperson Fermanich to approve the November 29th Regular and Closed meeting minutes. Alderperson Caylor seconded and the motion carried.

- IV. **Agenda Items for Consideration:**
 1. **Review and discuss the 2015 Grant Policy**
The Grant Policy was emailed to Alderpersons to review prior to the meeting. Mayor Hass provided a brief history of the policy. Alderperson Caylor stated in the original policy, grants were approved by the Personnel and Finance Committee. It was revised in 2015 to have the City Administrator approve the grant.

After further discussion, and motion revisions, Alderperson Caylor motioned to change the 3rd paragraph in the policy to read; Grants received, that are not considered annual grants, will be reported to Personnel and Finance for approval and acceptance. In addition, grants over \$50,000 will require a final report to Personnel and Finance after the grant is administered. Alderperson Fermanich seconded and the revised motion carried. This will be referred to the February Common Council meeting.

 2. **Consider writing off duplicate 2022 personal property tax bill – Merrill FotoNews**
Alderperson Caylor motioned to approve writing off the duplicate 2022 personal property tax bill for Merrill FotoNews. Alderperson Fermanich seconded and the motion carried.

3. Request to sell and dispose of 3 squad cars in 2023 via Wisconsin Surplus Auctions

Police Chief Bennett explained the reason for this request. This is the standard request when vehicles are no longer in service.

Aldersperson Fermanich motioned to approve the request to sell and dispose of 3 squad cars in 2023 via Wisconsin Surplus Auctions. Aldersperson Caylor seconded and the motion carried.

4. Discuss and consider accumulated sick leave payable at retirement

Aldersperson Fermanich explained the reason for this item on the agenda. Considering budget constraints, this is an item for discussion. Discussion occurred between the committee members, Mayor Hass and Interim City Administrators Akey and Bennett. Aldersperson Caylor mentioned this is a large unfunded liability. It was decided any change would not affect current employees. Aldersperson Caylor also stated Lincoln County offers this benefit however; the money can only be applied toward a health plan.

After further discussion it was decided this item would be brought back on the agenda in July for budget discussion.

V. Monthly Reports:

It was suggested going forward; the Mayor and Interim Administrators would have a Monthly Report.

1. Monthly Report – Finance Director Unertl

The Finance Director's report was in the packet.

2. Monthly Report – City Attorney Hayden

The report was in the agenda packet.

3. Monthly Report – City Clerk Anderson-Malm

The report was in the agenda packet.

4. Monthly Report – Municipal Court

The report was in the agenda packet.

5. Consider placing monthly reports on file

Aldersperson Caylor motioned to place the monthly reports on file. Aldersperson Fermanich seconded and the motion carried.

VI. Public Comment

There was no public comment.

VII. Establish date, time and location of next regular meeting

The next regular meeting will be Tuesday, February 28 at 6:00 PM

VIII. Adjournment

Aldersperson Fermanich made a motion to adjourn. Aldersperson Caylor seconded and the motion carried. The meeting was adjourned at 7:19 PM.

Minutes prepared by: Lori Anderson-Malm – City Clerk