

**CITY OF MERRILL
PERSONNEL AND FINANCE COMMITTEE
TUESDAY, MAY 28, 2024 MINUTES
REGULAR MEETING CITY HALL COUNCIL CHAMBERS 6:00 PM**

- I. **Call to Order** Chair M. Caylor called the meeting to order at 6:00 pm.
Present: Alderperson M. Caylor, Alderperson Fermanich, Alderperson Meyer
Others present: Mayor Hass, City Clerk Anderson-Malm, City Attorney Hayden,
City Administrator Akey, Finance Director Ley, Library Director Ollhoff, Police
Chief Bennett, Alderperson Lass, Alderperson Weix
- II. **Approval of Vouchers**
 1. **Discuss and consider approving the vouchers** - Alderperson Meyer motioned to approve. Alderperson Fermanich seconded and the motion passed.
- III. **Consider approving minutes from the previous meeting**
 1. **Minutes from the April 30th meeting** - Alderperson Fermanich motioned to place minutes on file. Alderperson Meyer seconded and the motion passed.
- IV. **General Agenda Items for Consideration**
 1. **Discuss and consider limited-term employment for Police Recruit Academy Training.** - Police Chief Bennett explained the reason for considering this as a tool for recruiting. He answered all the questions from the committee. Alderperson Fermanich made a motion to approve for discussion. Alderperson Meyer seconded and the motion carried. Further discussion occurred between the committee members, Finance Director Ley, City Administrator Akey, and Police Chief Bennett. Following discussion, the motion passed to approve the limited-term employment request for Police Recruit Academy Training.
 2. **Discuss and consider the approval to hire a Library Assistant II position at T.B. Scott Free Library as a result of an upcoming retirement.** - Upon consideration of the details with the provided information, it was determined this was a courtesy request to keep the committee informed. No action was needed.
- V. **Monthly Reports**
 1. **Monthly Report - Mayor Hass** - There were no questions.
 2. **Monthly Report - City Administrator Akey** - All questions were answered.
 3. **Monthly Report - Finance Director Ley** - All questions were answered.
 4. **Monthly Report - City Attorney Hayden** - There were no questions.
 5. **Monthly Report - City Clerk Anderson-Malm** - All questions were answered.

6. **Monthly Report - Municipal Court** - There were no questions.
7. **Consider placing monthly reports on file** - Alderperson Meyer motioned to place monthly reports on file. Alderperson Fermanich seconded and the motion passed.

VI. Public Comment There was no public comment.

VII. Date and Time of Next Meeting - Tuesday, June 25th at 6:00 PM

VIII. Closed Session

1. **The Committee may convene in closed session pursuant to Wisconsin State Statutes Section 19.85 (1) (c) for considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; for an update and discussion of the status of a city employee on extended leave.** - Chair M. Caylor read the closed-session statement. Alderperson Meyer motioned them to enter into closed session. Alderperson Fermanich seconded, and the motion passed on a 3/0 roll call vote. The committee entered into closed session at approximately 6:15 pm with the following present in addition to the committee members: Mayor Hass, City Attorney Hayden, City Administrator Akey, Finance Director Ley, City Clerk Anderson-Malm, Alderperson Weix, Alderperson Lass. City Clerk Anderson-Malm recorded the minutes without objection.

The committee received an update of the status of a city employee on extended leave.

2. **Approve the minutes from the previous closed session on February 27, 2024.** - Alderperson Meyer motioned to approve the previous closed-session minutes. Alderperson M. Caylor seconded and the motion passed.

IX. Reconvene in Open Session

1. **The committee may reconvene in open session to take action on the closed session item(s).** - The committee did not reconvene in open session.

X. Adjournment Alderperson Meyer motioned to adjourn. Alderperson Fermanich seconded and the motion passed. The committee adjourned from the closed session at 6:34 pm.

Minutes respectfully submitted by City Clerk Anderson-Malm