

**CITY OF MERRILL
PERSONNEL AND FINANCE COMMITTEE
TUESDAY, AUGUST 27, 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 Caylor, Alderperson Fermanich, Alderperson Meyer
Others present: Mayor Hass, City Administrator Akey, City Attorney Hayden,
Finance Director Ley, Police Chief Bennett, Alderperson Weix. City Clerk
Anderson-Malm was excused.
- II. **Consider approving minutes from the previous meeting**
 1. **Minutes from the July 23rd meeting** - Alderperson Fermanich motioned to place minutes on file. Alderperson Meyer seconded and the motion passed.
- III. **Approval of Vouchers**
 1. **Discuss and consider approving the vouchers** - Alderperson Fermanich motioned to approve. Alderperson Meyer seconded and the motion passed.
- IV. **General Agenda Items for Consideration**
 1. **Discuss and consider the acceptance of a grant from the Bierman Family Foundation for portable radios for Merrill Police and Fire Departments.** - Alderperson Meyer motioned to approve for discussion. Alderperson Fermanich seconded and the motion passed. Chair M. Caylor and Police Chief Bennett updated the committee regarding the grant for portable radios. Following discussion the motion to approve passed.
 2. **Consider adding a second, full-time School Resource Officer (SRO) - 100% MAPS funded** - Police Chief Bennett updated the committee regarding the request. Alderperson Meyer motioned to approve and send it to the September Council. Alderperson Fermanich seconded and the motion passed.
 3. **Clarification of the recently approved LTE (recruit) office position.**
- Police Chief Bennett clarified that the candidate needed to be a sworn officer. No further action was required.
 4. **Discussion regarding Closed Sessions** - Mayor Hass addressed the committee regarding closed sessions for boards and commissions. City Attorney Hayden addressed the committee and read specific wording from the League of Municipalities attorney. No further action was required.
 5. **Update on delinquent personal property tax - Grecian Delight** - Finance Director Ley updated the committee. No further action was taken.
 6. **Budget timeline and update** - The budget timeline was included in the packet. The committee decided on a Budget - Committee of the Whole to be

scheduled on Monday, September 23rd at 6:00 pm following the Health & Safety Committee meeting. The items to discuss will be Capital requests, Airport Capital requests and Utility Capital requests.

V. Monthly Reports

1. **Monthly Report - Mayor Hass -**
2. **Monthly Report - City Administrator Akey -**
3. **Monthly Report - Finance Director Ley -**
4. **Monthly Report - City Attorney Hayden -**
5. **Monthly Report - City Clerk Anderson-Malm -**
6. **Monthly Report - Municipal Court -**
7. **Consider placing monthly reports on file** - Alderperson Meyer motioned to place the 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, September 24th at 6:00 pm

VIII. Adjournment Alderperson Meyer motioned to adjourn. Alderperson Fermanich seconded and the motion passed. The meeting was adjourned at 6:33 pm.

Minutes respectfully submitted by City Clerk Anderson-Malm via the recording on the City website.

The minutes are in draft form until approved at the next scheduled meeting.