



## CITY OF MERRILL

### PERSONNEL AND FINANCE COMMITTEE

MINUTES • TUESDAY NOVEMBER 24, 2020

Virtual Meeting

Virtual Meeting

5:15 PM

#### I. Call to Order

Mayor Woellner called the meeting to order at 5:17 P.M.

| Attendee Name | Title                          | Status | Arrived |
|---------------|--------------------------------|--------|---------|
| Rick Blake    | Aldersperson - Third District  | Remote |         |
| Steve Osness  | Aldersperson - Fourth District | Remote |         |
| Steve Hass    | Aldersperson - Second District | Remote |         |

The following also attended the meeting virtually: Mayor Derek Woellner (arr. 5:23), City Administrator Dave Johnson, Finance Director Kathy Unertl, City Attorney Tom Hayden, Alderman Mike Rick, Alderman Paul Russell, Alderman Steve Sabatke, Police Chief Corey Bennett Fire Chief Josh Klug, Information Technology Manager Dustin Brown and City Clerk Bill Heideman.

#### II. Vouchers:

##### 1. Vouchers

Finance Director Unertl was asked a question on a voucher, and will conduct research and provide the committee with an answer to the question.

Motion (Osness/Blake) to approve the vouchers.

**RESULT: APPROVED**

#### III. Agenda items for consideration:

##### 1. Disposal of Fire Department equipment (trailer and 6-wheel UTV) via Wisconsin Surplus Auction

Information was in the meeting packet.

Fire Chief Klug explained that this was not initially put on the agenda because he did not think that the threshold disposal amount that would require prior committee approval would be exceeded.

Alderman Hass suggested that, when these type of disposals are pending, department heads should contact their oversight committee chair to ensure that the correct procedures are being followed prior to disposal.

Motion (Blake/Osness) to approve the equipment sale.

**RESULT: APPROVED**

##### 2. Request for Community Care Paramedic position (Limited Term Employee) in the Fire Department

Information was in the meeting packet.

Alderman Osness noted that new information has been distributed. He has not time to review that information. Based on that, he suggested delaying consideration of this until the December meeting.

Alderman Hass raised concerns regarding the possibility that creating this position could increase the chances of COVID-19 being spread to the Fire Department.

Fire Chief Klug explained this rationale for requesting the position. He apologized for receiving the additional information too late to be included in the agenda packet. He would like to get the position approved and filled as soon as possible. In his opinion, time is of the essence.

Motion (Osness/Blake) to delay consideration of this until the December meeting.

|                |                |
|----------------|----------------|
| <b>RESULT:</b> | <b>CARRIED</b> |
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### 3. CARES Act as it relates to Fire and Police personnel

No information was included in the meeting packet.

City Administrator Johnson reported that the CARES Act precludes Police Department and Fire Department personnel from receiving this benefit, unless a municipality takes action to include them. If there is action to approve the inclusion of Police Department and Fire Department personnel, City Administrator Johnson does not recommend doing it retroactively.

Motion (Osness/Hass) to include the Police Department and Fire Department in benefits associated with the CARES Act, back to the beginning date of the CARES Act.

|                |                                       |                                |
|----------------|---------------------------------------|--------------------------------|
| <b>RESULT:</b> | <b>APPROVED &amp; SENT TO COUNCIL</b> | <b>Next: 12/8/2020 6:00 PM</b> |
|----------------|---------------------------------------|--------------------------------|

### 4. Extension of the Families First Coronavirus Response Act

This item was part of an amended agenda. Information was included in an amended meeting packet.

The Families First Coronavirus Response Act expires on December 30<sup>th</sup>, 2020. At this time, no action has been taken at the federal level to extend the provisions of the act regarding additional sick leave for COVID-19.

City Administrator Johnson recommends that the City extend the provisions of the act, using an “open-ended” expiration date for the time being. Based on future action(s) at the federal level, the expiration date could be amended by the City in the future.

Motion (Osness/Blake) to extend the provisions of the Families First Coronavirus Response Act, using an “open-ended” expiration date.

**RESULT:****APPROVED & SENT TO COUNCIL****Next: 12/8/2020 6:00 PM**

**5. Resolution deferring repayment of General Fund Advance to the Landfill Fund from 2021 to 2027**

Information, including the proposed resolution, was in the meeting packet.

Alderman Hass and Alderman Osness expressed concerns that it appears the resolution pushes debt further down the road, instead of addressing debt.

Alderman Russell requested that the rules be suspended and floor privileges be granted to any Common Council member wanting to speak on this issue. Without objection, it was so ordered.

Finance Director Unertl reported that there is no cost associated with the resolution, as it only transfers funds from one account to another. City Administrator Johnson and Mayor Woellner agreed with her assessment.

Alderman Rick responded that, although there are currently no activities requiring these funds at the landfill, future circumstances could dictate that the funds are necessary and available for use.

Motion (Blake/Osness) to approve.

**RESULT:****DISAPPROVED, SENT TO COUNCIL****Next: 12/8/2020 6:00 PM**

**IV. Monthly Reports:**

**1. Municipal Court**

The report was in the meeting packet.

**2. Finance Director Unertl**

The report was in the meeting packet.

**3. City Attorney Hayden**

The report was in the meeting packet.

**4. City Clerk Heideman**

The report was in the meeting packet.

**5. City Administrator Johnson**

The report was in the meeting packet.

**6. Consider placing monthly reports on file**

Motion (Osness/Blake) to place on file.

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| <b>RESULT:</b> <b>PLACED ON FILE</b> |
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V.      Establish date, time and location of next regular meeting

Tuesday, December 29<sup>th</sup>, 2020 at 5:15 P.M. This will be a virtual-only meeting.

VI.      Public Comment Period

None.

VII.      Adjournment

Motion (Osness/Blake) to adjourn. Carried. Adjourned at 5:59 P.M.