

**CITY OF MERRILL
PERSONNEL AND FINANCE COMMITTEE
TUESDAY, NOVEMBER 19, 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, Police Chief Bennett, Fire Chief
Klug, Alderperson Lass.
- 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. **The October minutes will be in the next scheduled meeting packet.** - No action.
- IV. **General Agenda Items for Consideration**
 1. **Discussion on disposing of previous duty weapons and surplus ammunition.** - Police Chief Bennett discussed disposing of duty weapons and surplus ammunition. Previously, local gun dealers with an FFL (Federal Firearms License) would bid on the weapons and then sell them to the officers. The weapons can not be sold directly to officers. Following discussion, Alderperson M. Caylor motioned to transfer the duty weapons to officers through an FFL (Federal Firearms Licensed) dealer at no greater than \$275.00 with the remaining ammunition and holsters, not claimed, to Wisconsin Surplus Auction for sale. Alderperson Meyer seconded and the motion passed and will be forwarded to the December Council.
 2. **Discussion on disposing of the 2020 F150 squad.** - Alderperson Meyer motioned to dispose of the 2020 F150 through the Wisconsin Surplus auction and forward it to the Common Council. Alderperson M. Caylor seconded and the motion passed.
 3. **Discussion on replacing the Administrative Assistant/Evidence Manager position - pending retirement** - Following discussion, Alderperson Meyer motioned to keep the Administrative Assistant/Evidence Manager position in the Police Department following the up-coming retirement. Alderperson Fermanich seconded and the motion passed and will be forwarded to the December Council.
 4. **Discussion regarding future hires and end-of-employment buy-outs for sick leave and vacation.** - This is an unbudgeted liability for the City. The

committee discussed municipalities offering a PEP plan for employees to use instead of a lump-sum payout. This would be for future hired employees and would not affect current employees. Following discussion, Alderperson M. Caylor motioned for future hires, the maximum bankable sick leave at 800 hours with a maximum PEP payout at 800 hours for non-union employees upon retirement. Alderperson Fermanich seconded, and the motion passed and will be forwarded to the December Council.

5. **Discussion regarding the 2025 Holiday schedule.** - The 2025 holiday schedule was provided at the meeting. Alderperson Meyer motioned for city offices to be closed on December 26, 2025. Alderperson Fermanich seconded and the motion passed.

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** - All reports were included in the packet. Alderperson M. Caylor asked City Clerk Anderson-Malm to have the voter statistics on the city's Facebook page. Alderperson Meyer motioned to place the 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 - December meeting - Call of the Chair

VIII. Adjournment Alderperson Meyer motioned to adjourn. Alderperson Fermanich seconded and the motion passed. The meeting was adjourned at 6:44 pm.

Minutes respectfully submitted by City Clerk Anderson-Malm
Minutes are in draft form until approved at the next scheduled meeting.