

**CITY OF MERRILL
PERSONNEL AND FINANCE COMMITTEE
TUESDAY, JANUARY 28, 2025 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
Present Not Voting: Mayor Hass, City Clerk Anderson-Malm, City Attorney
Hayden, City Administrator Akey, Finance Director Ley, Police Chief Bennett, Fire
Chief Klug, Library Director Ollhoff, Alderperson Weix, Alderperson A. Caylor,
Allen Wix.
- II. **Approval of Vouchers - December & January vouchers will be provided at
the February meeting.**
- III. **Consider approving minutes from the previous meeting**
 1. **Minutes from the October and November 2024 meetings.** - Alderperson
Meyer motioned to place the minutes on file. Alderperson Fermanich
seconded and the motion passed.
- IV. **General Agenda Items for Consideration**
 1. **Discuss the parameters of conducting the City Administrator's annual
review.** - Mayor Hass provided review forms to the committee and Common
Council members. Council Members are encouraged to fill out the
paperwork. The papers will be received by City Attorney Hayden and a
summary will be given to the Personnel & Finance Committee. The review
will be completed in a Closed Session.
- 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 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 - Tuesday, February 25 at 6:00 pm**

VIII. Closed Session

- 1. The Committee may convene in closed session pursuant to Wisconsin State Statutes 19.85(1)(c) and (e) for considering employment promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session for purposes of; reviewing of contract and union negotiation in regards to hiring a Fire Fighter/Paramedic/EMT position and recruitment and retention strategies/union contract.** - City Attorney Hayden read the closed-session language. Alderperson Meyer motioned to go into closed session. Alderperson Fermanich seconded. The motion passed on a 3/0 roll call vote. The committee entered into closed at 6:08 pm with the following present in addition to the committee members; Mayor Hass, City Attorney Hayden, City Administrator Akey, Finance Director Ley, Fire Chief Klug, Police Chief Bennett, Alderperson Weix, Alderperson A. Caylor and City Clerk Anderson-Malm. City Clerk Anderson-Malm recorded minutes without objection.

The committee reviewed contract and union negotiation regarding hiring a Firefighter/EMT/Paramedic position and recruitment and retention strategies. Following the discussion, Alderperson Meyer motioned to adjourn from closed session. Alderperson Fermanich seconded and the motion passed.

IX. Reconvene in Open Session

- 1. The Committee may reconvene in open session for potential action on the closed session item.** - The committee did not return to open session.

X. Adjournment The committee was adjourned from closed session at 6:33 pm.

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