

**CITY OF MERRILL
PERSONNEL AND FINANCE COMMITTEE
TUESDAY, FEBRUARY 25, 2025 MINUTES
REGULAR MEETING CITY HALL COUNCIL CHAMBERS 6:00 PM**

- I. Call to Order** Alderperson Fermanich, acting as Chair, called the meeting to order at 6:00 pm

Present: D4 Alderperson Fermanich, D3 Alderperson Meyer

Present Not voting: Mayor Hass, City Administrator Akey, City Attorney Hayden, Finance Director Ley, City Clerk Anderson-Malm, Alderperson Weix, Greg Hartwig, Merrill Community Media

Excused: D2 Alderperson Michael Caylor

II. Approval of the Check Summary Report

- 1. Discuss and consider approving the check summary reports for December and January.** - D3 Alderperson Meyer motioned to approve. D4 Alderperson Fermanich seconded and the motion passed.

III. Consider approving minutes from the previous meeting

- 1. Minutes from the January 28th meeting** - D3 Alderperson Meyer motioned to place minutes on file. D4 Alderperson Fermanich seconded and the motion passed.

IV. General Agenda Items for Consideration

- 1. Discuss and consider the 2025-2026 proposed maintenance contract for Bowmar Appraisal.** - Alderperson Meyer motioned to approve and forward it to the Council. Alderperson Fermanich seconded and the motion passed.
- 2. Discuss and consider advertising for the City Attorney position.**
- Alderperson Meyer motioned to approve the request to advertise for the City Attorney position. Alderperson Fermanich seconded and the motion passed.
- 3. Discuss and consider wording for a funeral leave policy.** - Mayor Hass led the discussion. The current policy does not include grandparents-in-law. Following the discussion, Alderperson Meyer motioned to add a 1-day funeral leave for grandparents-in-law and great-grandparents-in-law to our funeral policy and forward this to the Council for final approval. Alderperson Fermanich seconded and the motion passed.
- 4. Update on City Investments** - Finance Director Ley addressed the committee regarding the information provided in the packet.

- V. Monthly Reports** All reports were included in the packet. Questions were answered favorably.

- 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 reports on file. Alderperson Fermanich seconded and the motion passed.

VI. Public Comment None.

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

VIII. Closed Session

1. **The Committee may convene in a closed session pursuant to Wisconsin State Statutes Section 19.85 (1)(c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; to discuss a current/retired employee's sick leave funds.**
- City Attorney Hayden read the closed-session language. Alderperson Meyer motioned to enter into a closed session. Alderperson Fermanich seconded, and the motion passed on a 2/0 roll call vote. The committee entered into a closed session at 6:29 pm with the following attending: Alderperson Fermanich, Alderperson Meyer, Mayor Hass, City Administrator Akey, City Attorney Hayden, Finance Director Ley, Alderperson Weix, Greg Hartwig, and City Clerk Anderson-Malm, who recorded minutes without objection. Greg Hartwig left the closed session at 6:33 pm. The committee discussed sick leave funds.

IX. Reconvene in Open Session

1. **The Committee may reconvene in an open session for potential action on the closed session item.** - Alderperson Fermanich motioned to reconvene in an open session. Alderperson Meyer seconded and the motion passed. The committee reconvened in open session at 6:39 pm. Greg Hartwig joined the committee. No action was taken in the closed session; the policy stands as it is written.

X. Adjournment Alderperson Meyer motioned to adjourn. Alderperson Fermanich seconded and the motion passed. The meeting was adjourned at 6:40 pm.

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