



**CITY OF MERRILL**  
**PERSONNEL AND FINANCE COMMITTEE**  
**AGENDA • TUESDAY, MARCH 25, 2025**

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**Regular Meeting** **City Hall Council Chambers** **6:00 PM**

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To attend remotely call 562-419-2302 PIN 705 593 038 #

**I. Call to Order**

**II. Consider approving minutes from the previous meeting**

1. Minutes from the February 25th meeting

**III. Approval of the Check Summary Report**

1. Discuss and consider approving the check summary report.

**IV. General Agenda Items for Consideration**

1. Consider a 2025 Budget Amendment.

**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

**VI. Public Comment**

**VII. Date and Time of Next Meeting - Tuesday, April 29th at 6:00 pm**

**VIII. Closed Session**

1. Consider approving the minutes from the previous closed sessions - January 28th and February 25th
2. The Committee may convene in closed session pursuant to Section 19.85 (1)(c) of the Wisconsin State Statutes for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; to conduct the annual performance evaluation for the City Administrator.
3. The Committee may convene in closed session pursuant to Wisconsin State Statutes Section 19.85 (1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; to review the proposals received for outside counsel.

## **IX. Reconvene in Open Session**

1. The Committee may reconvene in open session for potential action on the closed session item.

## **X. Adjournment**

The Merrill City Hall is accessible to the physically disadvantaged. If special accommodations are needed, please contact the Merrill City Hall at (715) 536-5594.

**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.*

Vendor #	Name	Bank	Check #	Check Amount	Check Date	Check Type	Invoice Desc
1	MERRILL ELEMENTARY PTO	1	185669	100.00	06/28/2024	VOID CHECK	SEC REF
003188	BMO HARRIS BANK	1	776	22,263.56	02/05/2025	DRAFT	HSS20250207
000036	EFTPS	1	777	16,406.08	02/05/2025	DRAFT	FEDERAL WITHHOLDING TAX
000037	WI DEPT OF REVENUE	1	778	2,591.07	02/05/2025	DRAFT	STATE TAX WITHHOLDING
000152	LINCOLN CO. TREASURER	1	779	704,260.56	02/12/2025	DRAFT	Feb Tax ACH
000545	NORTHCENTRAL TECH COLLEGE	1	780	183,701.07	02/12/2025	DRAFT	Feb Tax ACH
003188	BMO HARRIS BANK	1	781	217,688.35	02/12/2025	DRAFT	HSF20250214
000036	EFTPS	1	782	63,514.64	02/12/2025	DRAFT	FEDERAL WITHHOLDING TAX
000037	WI DEPT OF REVENUE	1	783	12,366.66	02/12/2025	DRAFT	STATE TAX WITHHOLDING
000152	LINCOLN CO. TREASURER	1	784	1,096.46	02/18/2025	DRAFT	2024 DNR PILOT
001537	MERRILL AREA PUBLIC SCHOOLS	1	785	1,371.50	02/19/2025	DRAFT	2024 DNR PILOT
000545	NORTHCENTRAL TECH COLLEGE	1	786	286.01	02/19/2025	DRAFT	2024 DNR PILOT
003188	BMO HARRIS BANK	1	787	223,169.48	02/25/2025	DRAFT	HSF20250228
000036	EFTPS	1	788	65,106.10	02/25/2025	DRAFT	FEDERAL WITHHOLDING TAX
000037	WI DEPT OF REVENUE	1	789	12,757.50	02/25/2025	DRAFT	STATE TAX WITHHOLDING
000110	WI RETIREMENT SYSTEM	1	790	182,471.69	02/28/2025	DRAFT	ELECTED
005537	SABRINA WAGNER	1	188240	28.00	02/04/2025	REGULAR	CRAFTS SOLD AT MEC
000268	BAKER & TAYLOR L0280842	1	188243	701.62	02/05/2025	REGULAR	ACCT # 216389 L028084 2 B00000
000270	BAKER & TAYLOR L5471172	1	188244	31.76	02/05/2025	REGULAR	ACCT # 216389 L547117 2 B00000
000271	BAKER & TAYLOR L5491882	1	188245	73.10	02/05/2025	REGULAR	ACCT # 216389 L549188 2 B00000
003189	CDW GOVERNMENT	1	188246	102.45	02/05/2025	REGULAR	CUSTOMER # 10937747
000665	CENGAGE LEARNING INC - GALE	1	188247	227.12	02/05/2025	REGULAR	ACCT # 153415
000131	ETCO ELECTRIC SUPPLY	1	188248	32.17	02/05/2025	REGULAR	ORDER # 1495625
004398	DONNA J PLAUTZ	1	188249	23.66	02/05/2025	REGULAR	JANUARY MILEAGE
001753	RMHC OF MARSHFIELD INC.	1	188250	80.00	02/05/2025	REGULAR	CASUAL FRIDAY DONATION
000276	T.B. SCOTT LIBRARY-PETTY CASH	1	188251	23.20	02/05/2025	REGULAR	PETTY CASH REIMB
1	AFR HOLDINGS LLC	1	188252	128.35	02/05/2025	REGULAR	AFR HOLDINGS REFUN
1	DAWN OR RICK ARGALL	1	188253	151.48	02/05/2025	REGULAR	ARGALL LC REFUND
1	JS HOPE LLC	1	188254	11.00	02/05/2025	REGULAR	JS HOPE LLC REFUND
1	KATHLEEN BARNES	1	188255	1,798.83	02/05/2025	REGULAR	K. BARNES TAXREFUN
001121	TOWN OF PINE RIVER	1	188256	500.00	02/05/2025	REGULAR	2025-01
001243	ARING EQUIPMENT COMPANY INC.	1	188257	287.27	02/05/2025	REGULAR	911277
001521	BAY TOWEL INC	1	188258	860.08	02/05/2025	REGULAR	4771997
000212	FASTENAL COMPANY	1	188259	953.43	02/05/2025	REGULAR	WIWUAU230116
002248	JX ENTERPRISES INC.	1	188260	218.60	02/05/2025	REGULAR	17234327P
000078	MAC QUEEN EQUIPMENT	1	188261	3,766.76	02/05/2025	REGULAR	P36965
000540	NAPA AUTO PARTS	1	188262	686.63	02/05/2025	REGULAR	117371
000551	NORTHWAY COMMUNICATIONS	1	188263	2,736.00	02/05/2025	REGULAR	ANNUAL
001352	SOUTHSIDE TIRE CO. INC.	1	188264	6,892.52	02/05/2025	REGULAR	10221681
004983	WHITE CAP L.P.	1	188265	913.19	02/05/2025	REGULAR	50029819308
004912	LORI ANDERSON-MALM	1	188294	87.83	02/07/2025	REGULAR	02/07/2025
005417	ARCHIVE SOCIAL LLC	1	188295	3,978.60	02/07/2025	REGULAR	321059
1	AVENUE TITLE	1	188296	10.00	02/07/2025	REGULAR	SA REFUND
005424	BIG DADDY'S PARTY RESOURCES	1	188297	8,000.00	02/07/2025	REGULAR	DOWN PYMT. 2025 FIRE WORKS
001843	CHARTER COMMUNICATIONS	1	188298	3,114.07	02/07/2025	REGULAR	171335201012125
003603	CITY OF TOMAHAWK	1	188299	315.00	02/07/2025	REGULAR	JAN MUNI COURT
000117	CITY TREASURER	1	188300	8,184.22	02/07/2025	REGULAR	2025 TRANSIT ANNUAL RENT
004432	DANIEL DUGINSKI	1	188301	208.88	02/07/2025	REGULAR	CLOTHING ALLOWANCE
005545	RYAN DUNN	1	188302	89.00	02/07/2025	REGULAR	TRAVEL REIMBURSEME
004671	DAYLAN ENKERS	1	188303	96.00	02/07/2025	REGULAR	TRAINING REIMBURSEMENT
005274	HAENCO LLC	1	188304	379.92	02/07/2025	REGULAR	13893
000983	HORST DISTRIBUTING INC	1	188305	244.99	02/07/2025	REGULAR	SPRING RAKE CONNECT STRAP
001161	LINCOLN CO ABSTRACT CO INC.	1	188306	40.00	02/07/2025	REGULAR	RECORDING FEE
000716	LINCOLN CO TREASURER	1	188307	1,474.45	02/07/2025	REGULAR	JAN MUNI COURT
000041	MERRILL ACE HARDWARE	1	188308	454.05	02/07/2025	REGULAR	2/7/25PARKS
002204	PREMIER TOUCHLESS DRYING SYSTEMS	1	188309	768.00	02/07/2025	REGULAR	SIGN BOARD - AUNTIE RAY'S
003891	JASON RAASCH	1	188310	181.06	02/07/2025	REGULAR	BOOT/CLOTHING REIMB
000817	REI ENGINEERING INC.	1	188311	433.32	02/07/2025	REGULAR	PROFESSIONAL LAND
004731	RHYME	1	188312	83.49	02/07/2025	REGULAR	AR803933
004523	RHYME BUSINESS PRODUCTS	1	188313	26.00	02/07/2025	REGULAR	38365017
000580	STAINLESS SPECIALISTS	1	188314	519.00	02/07/2025	REGULAR	GENERAL REPAIRS
000257	STATE OF WI - COURT FINES	1	188315	3,655.37	02/07/2025	REGULAR	JANUARY MUNICIPAL COURT
1	BREY MELISSA	1	188316	168.60	02/10/2025	REGULAR	COURT WITNESS
000020	AFLAC	1	188317	737.86	02/12/2025	REGULAR	AFA20250214

Vendor #	Name	Bank	Check #	Check Amount	Check Date	Check Type	Invoice Desc
005087	ASSURITY LIFE INSURANCE COMPANY		1 188318	911.38	02/12/2025	REGULAR	ASR20250214
001994	DELTA DENTAL		1 188319	1,964.51	02/12/2025	REGULAR	DFD20250214
000024	FIRE LOCAL #847		1 188320	1,187.73	02/12/2025	REGULAR	FUD20250214
004838	GREAT WEST TRUST CO		1 188321	9,465.00	02/12/2025	REGULAR	ROT20250214
000030	MADISON NATIONAL LIFE		1 188322	514.23	02/12/2025	REGULAR	DIS20250214
000104	MPPA		1 188323	303.55	02/12/2025	REGULAR	MP120250214
002974	NATIONWIDE TRUST COMPANY FSB		1 188324	518.00	02/12/2025	REGULAR	PPE20250214
002169	SECURITY BENEFIT		1 188325	432.00	02/12/2025	REGULAR	FHR20250214
003681	VOYA INSTITUTIONAL TRUST CO		1 188326	630.00	02/12/2025	REGULAR	VOR20250214
002555	AMERICAN WELDING & GAS INC.		1 188329	167.35	02/14/2025	REGULAR	0010637191
000081	BAJA'S		1 188330	392.50	02/14/2025	REGULAR	18684
002088	BOB'S WEST 64		1 188331	398.87	02/14/2025	REGULAR	2023 DURANGO OIL CHG.
000091	BOUND TREE MEDICAL LLC		1 188332	668.32	02/14/2025	REGULAR	SAMPLING LINE FILTER LINE
000069	BRANDT EXTINGUISHERS RECHARGING		1 188333	207.25	02/14/2025	REGULAR	RECHARGE EXTINGUISHERS
002809	CARQUEST OF MERRILL		1 188334	1,379.59	02/14/2025	REGULAR	253001
003747	CENTRAL WISCONSIN WHOLESALE		1 188336	129.92	02/14/2025	REGULAR	30892
004375	CINTAS CORPORATION		1 188337	1,887.59	02/14/2025	REGULAR	MEC - LOGO MATS
002026	COMPLETE CONTROL INC		1 188338	345.50	02/14/2025	REGULAR	DDC TECH PROGRAMMER
002552	ENTRANCE TECHNOLOGIES 1 LLC		1 188339	135.00	02/14/2025	REGULAR	PREV. MAINT AGMNT.
1	FREDERICK RENEA		1 188340	250.00	02/14/2025	REGULAR	SEC. DEP REF
002661	FRONTIER		1 188341	374.62	02/14/2025	REGULAR	02/14/2025
005169	GFL ENVIRONMENTAL		1 188342	3,824.25	02/14/2025	REGULAR	512824
005274	HAENCO LLC		1 188343	177.00	02/14/2025	REGULAR	IPC 14 PAD DRIVER
001705	IROW		1 188344	45.00	02/14/2025	REGULAR	CONFIDENTIAL SHREDDING
000759	J. WENNING GRINDING & SUPPLY INC		1 188345	126.50	02/14/2025	REGULAR	77 ZAMBONI KNIFE
003675	LIEBERS EXCAVATING & TRUCKING LLC		1 188346	500.00	02/14/2025	REGULAR	REFUND-ST. OPENING BOND
000151	LINCOLN CO SHERIFF'S OFFICE		1 188347	45,000.00	02/14/2025	REGULAR	911 DISPATCH SHARE - 2025
000314	LINCOLN CONTRACTORS		1 188348	304.39	02/14/2025	REGULAR	S85805
005223	MCHS OCCUPATIONAL HEALTH		1 188349	200.00	02/14/2025	REGULAR	ANNUAL CONSORTIUM FEE
000041	MERRILL ACE HARDWARE		1 188350	781.81	02/14/2025	REGULAR	01/31/2025
000517	MERRILL AREA CHAMBER		1 188353	8,404.53	02/14/2025	REGULAR	2024 - 4TH QTR ROOM TAX
001537	MERRILL AREA PUBLIC SCHOOLS		1 188354	880,923.12	02/14/2025	REGULAR	FEB. 2024 TAX ROLL SETTLEMENT
000540	NAPA AUTO PARTS		1 188355	327.07	02/14/2025	REGULAR	TARPSTRAP
005293	KENDALL NELSON		1 188356	151.42	02/14/2025	REGULAR	MILEAGE REINBURSEMENT
000336	NIENOW ELECTRIC INC		1 188357	3,052.29	02/14/2025	REGULAR	CITY HALL BASEMENT - LED
001487	NORTHCENTRAL TECHNICAL COLLEGE		1 188358	225.00	02/14/2025	REGULAR	INSTRUCTOR DEV. COURSE
002711	O'REILLY AUTO PARTS		1 188359	57.33	02/14/2025	REGULAR	2327185349
003876	PARK CITY AVIATION LLC		1 188360	2,575.78	02/14/2025	REGULAR	JAN. 2025 BI-MONTHLY PYMT.
002452	POWER HOUSE LAWN & LEISURE		1 188361	189.90	02/14/2025	REGULAR	01/14/2025
002599	PRECISION LASER CUTTING LLC		1 188362	302.00	02/14/2025	REGULAR	BLADES FOR HOLLAND SNOW
004523	RHYME BUSINESS PRODUCTS		1 188363	191.26	02/14/2025	REGULAR	AGMNT. #018-1755405-000-FIRE
003549	ROCKWOOD HOSPITAL FOR PETS		1 188364	169.50	02/14/2025	REGULAR	APOQUEL TABLETS
005546	SHIELD PROTECTION PRODUCTS LLC		1 188365	383.70	02/14/2025	REGULAR	SPP SPRAY
001042	SIRCHIE ACQUISITION CO. LLC		1 188366	786.64	02/14/2025	REGULAR	TEST 05 DUQUENOIS
000258	STATE INDUSTRIAL PRODUCTS		1 188367	761.99	02/14/2025	REGULAR	903656184
003551	STERLING WATER INC		1 188368	113.90	02/14/2025	REGULAR	50# BAGS OF SOLAR SALT
002488	SUNRISE BROADCASTING LLC		1 188369	532.00	02/14/2025	REGULAR	MERRILL PARK & REC SPORTS
002127	SWIDERSKI EQUIPMENT INC		1 188370	394.39	02/14/2025	REGULAR	IH34297
003517	TRANSUNION RISK AND ALTERNATIVE		1 188371	75.00	02/14/2025	REGULAR	172022-202501-1
005536	TRIAD SERVICE CENTER INC		1 188372	1,605.29	02/14/2025	REGULAR	EXCHANGE NEW PEDAL PAD
004228	ULTIMATE SAFETY CONCEPTS INC		1 188373	330.40	02/14/2025	REGULAR	HYDROGEN
002501	VERIZON WIRELESS		1 188374	909.01	02/14/2025	REGULAR	6104889891
000284	VIP ALL-VALUE		1 188375	1,010.48	02/14/2025	REGULAR	TONER
004806	WEX BANK		1 188376	28.24	02/14/2025	REGULAR	FUEL PURCHASES
000656	WISCONSIN PUBLIC SERVICE		1 188377	17,493.86	02/14/2025	REGULAR	02/14/2025
1	MERRILL ELEMENTARY PTO		1 188378	100.00	02/14/2025	REGULAR	SEC REF
005248	AMAZON CAPITAL SERVICES INC.		1 188379	2,838.81	02/14/2025	REGULAR	ACCOUNT# A29JIWFIAEUZST
000268	BAKER & TAYLOR L0280842		1 188382	110.84	02/14/2025	REGULAR	ACCT # 216389 L028084 2 B00000
000271	BAKER & TAYLOR L5491882		1 188383	173.34	02/14/2025	REGULAR	ACCT # 216389 L549188 2 B0000
000274	CENTER POINT LARGE PRINT		1 188384	46.74	02/14/2025	REGULAR	CUST # 54452
002026	COMPLETE CONTROL INC		1 188385	699.59	02/14/2025	REGULAR	CUSTOMER CODE: MER006
000128	ELAN FINANCIAL SERVICES		1 188386	1,236.20	02/14/2025	REGULAR	ACCT # 5472 1102 2200 0197
000839	MERRILL ACE HARDWARE		1 188387	106.38	02/14/2025	REGULAR	ACCT # 81867
000517	MERRILL AREA CHAMBER		1 188388	340.00	02/14/2025	REGULAR	CHAMBER BUCKS

Vendor #	Name	Bank	Check #	Check Amount	Check Date	Check Type	Invoice Desc
000540	NAPA AUTO PARTS		1 188389	19.99	02/14/2025	REGULAR	ACCT # 400009440
004660	CONVERTING UNLIMITED TAPE LLC		1 188390	328.98	02/17/2025	REGULAR	EVIDENCE TAPE
000128	ELAN FINANCIAL SERVICES		1 188391	2,887.39	02/17/2025	REGULAR	AMAZON FLASH THUMB DRIVE
000107	SECURIAN FINANCIAL GROUP INC.		1 188393	3,400.09	02/17/2025	REGULAR	MARCH 2025 PREMIUM
000665	CENGAGE LEARNING INC - GALE		1 188403	114.35	02/19/2025	REGULAR	ACCT # 153415
004375	CINTAS CORPORATION		1 188404	238.77	02/19/2025	REGULAR	PAYER# 18280979
002331	CNA SURETY DIRECT BILL		1 188405	126.00	02/19/2025	REGULAR	BOND # 70080544 / CO. 0601
000204	DAVE'S COUNTY MARKET		1 188406	53.93	02/19/2025	REGULAR	ACCT # 708
004389	EO JOHNSON COMPANY INC		1 188407	51.00	02/19/2025	REGULAR	ACCT # 6000604
002661	FRONTIER		1 188408	108.70	02/19/2025	REGULAR	ACCT #715-536-7909-010384-5
004658	LEIGH YAWKEY WOODSON MUSEUM		1 188409	300.00	02/19/2025	REGULAR	START WITH ART
002660	PLAYAWAY PRODUCTS LLC		1 188410	56.99	02/19/2025	REGULAR	SALES ORDER # 442236
000377	REINDL PRINTING INC		1 188411	295.00	02/19/2025	REGULAR	EF BROCHURE - JOB # 210639
000276	T.B. SCOTT LIBRARY-PETTY CASH		1 188412	4.40	02/19/2025	REGULAR	PETTY CASH REIMB
000656	WISCONSIN PUBLIC SERVICE		1 188413	3,944.96	02/19/2025	REGULAR	ACCT # 0403371156-00003
002555	AMERICAN WELDING & GAS INC.		1 188414	145.53	02/20/2025	REGULAR	MARC ACCT BC646 CYL RENT
005421	ASCENDANCE TRUCKS LLC		1 188415	991.59	02/20/2025	REGULAR	XA174002409:01
005115	ASPIRUS INC		1 188416	99.00	02/20/2025	REGULAR	JANUARY 2025 BLOOD DRAWS
000038	ATCO INTERNATIONAL		1 188417	317.60	02/20/2025	REGULAR	POP UP SWIPES
000081	BAJA'S		1 188418	10.15	02/20/2025	REGULAR	LITTLE DRIBBLERS T-SHIRTS
001926	BOND TRUST SERVICES CORPORATION		1 188419	2,400.00	02/20/2025	REGULAR	SERIES 2016B PAYING AGENT FEE
000204	DAVE'S COUNTY MARKET		1 188420	61.79	02/20/2025	REGULAR	MEAT-ENRICHMENT CENTER
000128	ELAN FINANCIAL SERVICES		1 188421	2,999.92	02/20/2025	REGULAR	111-78273213260218
002505	FOLEY'S TREE SERVICE LLC		1 188423	2,625.00	02/20/2025	REGULAR	1309 RIVER ST TREE REMOVAL
002661	FRONTIER		1 188424	339.61	02/20/2025	REGULAR	02.10.25 - 03.09.2025
005274	HAENCO LLC		1 188425	59.46	02/20/2025	REGULAR	10 DAY CREDIT FOR INV 14111
003315	IMAGE TREND		1 188426	826.37	02/20/2025	REGULAR	ELITE RESCUE SUPPORT
001017	JANSSEN HEATING & COOLING		1 188427	495.00	02/20/2025	REGULAR	3/4 HP BLOWER MOTOR SERVICE
003786	JOHN FABICK TRACTOR CO		1 188428	4,687.40	02/20/2025	REGULAR	PIWA0188699
000861	LINCOLN CO ECONOMIC DEV CORP		1 188429	27,000.00	02/20/2025	REGULAR	2025 BUDGET ALLOCATION
000313	LINCOLN CO TREASURER'S OFFICE		1 188430	12,935.60	02/20/2025	REGULAR	367060
000157	LONDERVILLE STEEL		1 188433	295.27	02/20/2025	REGULAR	7049525
1	MENDOZA MARIA		1 188434	100.00	02/20/2025	REGULAR	SEC DEP REFUND
000041	MERRILL ACE HARDWARE		1 188435	21.58	02/20/2025	REGULAR	JANUARY CHARGES
000328	MERRILL WATER UTILITY		1 188436	2,647.23	02/20/2025	REGULAR	3.10.25 DUE DATE
000694	MERRILL YOUTH HOCKEY		1 188437	75.00	02/20/2025	REGULAR	2/13/2025 PIZZA PARTY
004086	NASSCO INC.		1 188438	490.49	02/20/2025	REGULAR	DISPENSER HAND TOWELS
002039	NEW ERA TECHNOLOGY		1 188439	218.00	02/20/2025	REGULAR	PROOFPPOINT ANTI SPAM
000634	PERSONNEL EVALUATION INC.		1 188440	70.00	02/20/2025	REGULAR	53872
004890	PJ'S TRUCKING LLC		1 188441	9,516.96	02/20/2025	REGULAR	89606
005459	RENNING LEWIS & LACY S.C.		1 188442	63.00	02/20/2025	REGULAR	TELE CONF
003549	ROCKWOOD HOSPITAL FOR PETS		1 188443	169.50	02/20/2025	REGULAR	APOQUEL TABLETS DASTY
000546	SCHAEFFER MFG CO		1 188444	20,349.31	02/20/2025	REGULAR	4855461
003815	SHERWIN-WILLIAMS		1 188445	735.40	02/20/2025	REGULAR	60181
1	SLAVINSKY JOHN		1 188446	195.90	02/20/2025	REGULAR	CDL REIMBURSE
005183	STENSTROM PETROLEUM SERVICES		1 188447	504.36	02/20/2025	REGULAR	STENSTROM PETROLEUM
004228	ULTIMATE SAFETY CONCEPTS INC		1 188448	317.63	02/20/2025	REGULAR	RAE SENSOR MODULE LEL
000578	USA BLUE BOOK		1 188449	314.68	02/20/2025	REGULAR	INV00597891
000656	WISCONSIN PUBLIC SERVICE		1 188450	23,299.56	02/20/2025	REGULAR	02/21/2025 GROUP BILLING
000426	TED NICKEL		1 188451	567.17	02/20/2025	REGULAR	TAX OVERPAY
000041	MERRILL ACE HARDWARE		1 188453	19.96	02/21/2025	REGULAR	JANUARY DISCOUNT
000592	WI EMERGENCY MANAGEMENT		1 188454	550.00	02/24/2025	REGULAR	CITY 2024 TIER II REPORT
000020	AFLAC		1 188455	737.86	02/25/2025	REGULAR	PREMIUM PER ATTACHED
005087	ASSURITY LIFE INSURANCE COMPANY		1 188456	911.38	02/25/2025	REGULAR	PREMIUM PER ATTACHED
001994	DELTA DENTAL		1 188457	1,925.07	02/25/2025	REGULAR	DENTAL PREMIUM
000024	FIRE LOCAL #847		1 188458	1,121.13	02/25/2025	REGULAR	UNION DUES
004838	GREAT WEST TRUST CO		1 188459	9,465.00	02/25/2025	REGULAR	WIS DEF COMP - ROTH
000030	MADISON NATIONAL LIFE		1 188460	497.73	02/25/2025	REGULAR	DISABILITY PREMIUM
000104	MPPA		1 188461	303.55	02/25/2025	REGULAR	DUES-UNION POLICE
002974	NATIONWIDE TRUST COMPANY FSB		1 188462	481.00	02/25/2025	REGULAR	PAYROLL PER ATTACHED
002169	SECURITY BENEFIT		1 188463	48.00	02/25/2025	REGULAR	HRA PLAN # 770094
003681	VOYA INSTITUTIONAL TRUST CO		1 188464	630.00	02/25/2025	REGULAR	VOYA DEF COMP-- ROTH
004904	ASPIRUS HEALTH PLAN		1 188465	108,434.90	02/26/2025	REGULAR	REITREE HEALTH MARCH 2025
005098	MARY AKEY		1 188467	217.00	02/27/2025	REGULAR	02.18.25 ELECTION

Vendor #	Name	Bank	Check #	Check Amount	Check Date	Check Type	Invoice Desc
001638	NORBERT ASHBECK	1	188468	238.00	02/27/2025	REGULAR	02.18.25 ELECTION
003070	GARY BOES	1	188469	340.00	02/27/2025	REGULAR	02.18.25 ELECTION
005475	KIMBERLY BROHMANN	1	188470	196.00	02/27/2025	REGULAR	02.18.25 ELECTION
005409	COLEEN HAMANN	1	188471	196.00	02/27/2025	REGULAR	02.18.25 ELECTION
000244	MICHAEL J. HAMANN	1	188472	196.00	02/27/2025	REGULAR	02.18.25 ELECTION
000248	GREGORY D. HARTWIG	1	188473	255.00	02/27/2025	REGULAR	02.18.25 ELECTION
004881	WILLIAM HELMUTH	1	188474	196.00	02/27/2025	REGULAR	02.18.25 ELECTION
004065	JEFFREY J. HINZ	1	188475	259.25	02/27/2025	REGULAR	02.18.25 ELECTION
005099	JILL INDREBO	1	188476	340.00	02/27/2025	REGULAR	02.18.25 ELECTION
002099	KATHY IWEN	1	188477	196.00	02/27/2025	REGULAR	02.18.25 ELECTION
003927	SHARON JAEGER	1	188478	229.50	02/27/2025	REGULAR	02.18.25 ELECTION
004062	MARJORIE JOHNSON	1	188479	192.50	02/27/2025	REGULAR	02.18.25 ELECTION
004060	KAY KLUG	1	188480	196.00	02/27/2025	REGULAR	02.18.25 ELECTION
003228	DENNIS KNOTT	1	188481	217.00	02/27/2025	REGULAR	02.18.25 ELECTION
005235	BARBARA KREFT	1	188482	210.00	02/27/2025	REGULAR	02.18.25 ELECTION
004877	JERRY LEOPOLD	1	188483	196.00	02/27/2025	REGULAR	02.18.25 ELECTION
004743	JOHN LOESEL	1	188484	98.00	02/27/2025	REGULAR	02.18.25 ELECTION
005418	PHILLIP B LUCE	1	188485	196.00	02/27/2025	REGULAR	02.18.25 ELECTION
005197	CHRISTOPHER A. MALM	1	188486	182.00	02/27/2025	REGULAR	02.18.25 ELECTION
004951	ELIZABETH MCCRANK	1	188487	238.00	02/27/2025	REGULAR	02.18.25 ELECTION
005442	DAN NELLES	1	188488	238.00	02/27/2025	REGULAR	02.18.25 ELECTION
005476	SUE NELLES	1	188489	192.50	02/27/2025	REGULAR	02.18.25 ELECTION
004302	CYLDE NELSON	1	188490	238.00	02/27/2025	REGULAR	02.18.25 ELECTION
004063	JEAN PERKINS	1	188491	114.75	02/27/2025	REGULAR	02.18.25 ELECTION
005151	LINDA PETERSON	1	188492	98.00	02/27/2025	REGULAR	02.18.25 ELECTION
005504	WENDY JO PLAUTZ	1	188493	196.00	02/27/2025	REGULAR	02.18.25 ELECTION
005231	MICHAEL PORATH	1	188494	255.00	02/27/2025	REGULAR	02.18.25 ELECTION
005225	GARY PORATH	1	188495	192.50	02/27/2025	REGULAR	02.18.25 ELECTION
004884	PATRICIA RAASCH	1	188496	196.00	02/27/2025	REGULAR	02.18.25 ELECTION
005101	KATHRYN ROHDE	1	188497	238.00	02/27/2025	REGULAR	02.18.25 ELECTION
004844	BARBARA ROTHLSBERG	1	188498	14.00	02/27/2025	REGULAR	02.18.25 ELECTION
005182	REBECCA RUTKOWSKI	1	188499	196.00	02/27/2025	REGULAR	02.18.25 ELECTION
005477	DEBORAH SCHLEIF	1	188500	98.00	02/27/2025	REGULAR	02.18.25 ELECTION
003002	MELISSA SCHROEDER	1	188501	195.50	02/27/2025	REGULAR	02.18.25 ELECTION
004059	KATHLEEN SHERIDAN	1	188502	196.00	02/27/2025	REGULAR	02.18.25 ELECTION
005508	KRISTINE SMITH	1	188503	87.75	02/27/2025	REGULAR	02.18.25 ELECTION
000259	STACY STEVENS	1	188504	192.50	02/27/2025	REGULAR	02.18.25 ELECTION
004888	LAURIE THIEL	1	188505	238.00	02/27/2025	REGULAR	02.18.25 ELECTION
004842	DAVID VIESSELMANN	1	188506	98.00	02/27/2025	REGULAR	02.18.25 ELECTION
003933	KELLEEN WISTEIN	1	188507	192.50	02/27/2025	REGULAR	02.18.25 ELECTION
005100	ALLEN WIX	1	188508	210.00	02/27/2025	REGULAR	02.18.25 ELECTION
005389	KARLA YORDE	1	188509	192.50	02/27/2025	REGULAR	02.18.25 ELECTION
004487	AT & T MOBILITY	1	188510	544.70	02/28/2025	REGULAR	JAN 12 - FEB 11 2025
005340	BATTERIES PLUS LLC	1	188511	61.90	02/28/2025	REGULAR	12PK 3V LITHIUM
000069	BRANDT EXTINGUISHERS RECHARGING	1	188512	69.00	02/28/2025	REGULAR	ANNUAL EXT. INSPECTION
001471	BURKE TRUCK & EQUIPMENT INC	1	188513	121.47	02/28/2025	REGULAR	INV/2025/00198
004981	CAPITAL ONE	1	188514	123.67	02/28/2025	REGULAR	PARK & REC WHISTLES
003920	ENTRANCE SYSTEMS	1	188515	1,015.28	02/28/2025	REGULAR	FRONT & BACK GATE SERVICE
002661	FRONTIER	1	188516	344.56	02/28/2025	REGULAR	02.28.2025
005274	HAENCO LLC	1	188517	134.24	02/28/2025	REGULAR	INVOICE 14112 PAID NET 15
004411	HARTLAND LUBRICANTS & CHEMICALS	1	188518	644.74	02/28/2025	REGULAR	SI301122
004958	INSIGHT FS	1	188519	22,088.35	02/28/2025	REGULAR	700019662
1	JAHNKE CORETTA	1	188520	100.00	02/28/2025	REGULAR	AGRA SEC REF
001639	KLUG'S COUNTRY GOLD LTD	1	188521	10.05	02/28/2025	REGULAR	FD ENGRAVING
005267	M&M SERVICE INC	1	188522	490.25	02/28/2025	REGULAR	0157257-IN
005550	MERRILL PETROLEUM LLC	1	188523	62.76	02/28/2025	REGULAR	PD REGULAR FUEL 14.15 GAL
000694	MERRILL YOUTH HOCKEY	1	188524	12.00	02/28/2025	REGULAR	2.17.25 PIZZA PARTADD CHARGE
004582	MLD AUTO REPAIR LLC	1	188525	34.73	02/28/2025	REGULAR	350213004
001487	NORTHCENTRAL TECHNICAL COLLEGE	1	188526	780.00	02/28/2025	REGULAR	FACILITY RENTAL POLICE DEPT
000551	NORTHWAY COMMUNICATIONS	1	188527	2,315.28	02/28/2025	REGULAR	184676
002711	O'REILLY AUTO PARTS	1	188528	11.97	02/28/2025	REGULAR	2327-263589
004482	OVERLAND TRANSPORTATION	1	188529	594.75	02/28/2025	REGULAR	EMPLOYEE PHYSICAL
003876	PARK CITY AVIATION LLC	1	188530	2,806.78	02/28/2025	REGULAR	FEB 2025 PMNT #2
001496	PINE RIDGE CONVENIENCE STORE	1	188531	125.36	02/28/2025	REGULAR	1018653

Vendor #	Name	Bank	Check #	Check Amount	Check Date	Check Type	Invoice Desc
000573	POMASL FIRE EQUIPMENT	1	188532	458.00	02/28/2025	REGULAR	99307
002452	POWER HOUSE LAWN & LEISURE	1	188533	65.98	02/28/2025	REGULAR	220000014091
002323	POWERPLAN	1	188534	869.66	02/28/2025	REGULAR	2473663
000586	QUILL CORPORATION	1	188535	44.45	02/28/2025	REGULAR	3 HD BINDER QTY 5
000631	RAY O'HERRON CO. INC.	1	188536	8,092.00	02/28/2025	REGULAR	9MM AMMO
000377	REINDL PRINTING INC	1	188537	210.00	02/28/2025	REGULAR	TIME CARDS
004954	RELIANT FIRE APPARATUS INC.	1	188538	176.78	02/28/2025	REGULAR	FASTENER 1/4 TURN HOSEBED
004731	RHYME	1	188539	30.25	02/28/2025	REGULAR	PARKS CONTRACT 1518606-01
004523	RHYME BUSINESS PRODUCTS	1	188540	178.24	02/28/2025	REGULAR	PD COPIER 020-1879831-000
001121	TOWN OF PINE RIVER	1	188541	300.00	02/28/2025	REGULAR	2025-02
002501	VERIZON WIRELESS	1	188542	919.76	02/28/2025	REGULAR	01.13 THRU 02.12 CELL PHONES
1	'KATHLEEN SCHWARTZMAN'	4	188241	136.72	02/04/2025	REGULAR	REFUND OP
1	'CHELSEA JARGSTORF-BENBEREK'	4	188242	122.00	02/04/2025	REGULAR	OP - REFUND
004374	AgSOURCE COOPERATIVE SERVICES	4	188266	122.00	02/06/2025	REGULAR	PS-INV390977
002119	ALL AMERICAN GASKET INC	4	188267	482.40	02/06/2025	REGULAR	19443
001521	BAY TOWEL INC	4	188268	804.40	02/06/2025	REGULAR	4772000
002809	CARQUEST OF MERRILL	4	188270	209.19	02/06/2025	REGULAR	10846-252913
000811	CENTRAL CARPET & FLOORING INC	4	188271	2,183.60	02/06/2025	REGULAR	ORD# 12-314
000381	CITY OF MERRILL	4	188272	20,000.00	02/06/2025	REGULAR	020625
001556	CORE & MAIN LP	4	188273	2,236.15	02/06/2025	REGULAR	W303398
000206	DIGGERS HOTLINE	4	188274	2,208.30	02/06/2025	REGULAR	250 1 56501 PREPAY
000131	ETCO ELECTRIC SUPPLY	4	188275	23.46	02/06/2025	REGULAR	3476940
000632	FERGUSON ENTERPRISES #1550	4	188276	497.45	02/06/2025	REGULAR	9543326
002661	FRONTIER	4	188277	186.98	02/06/2025	REGULAR	013125
000221	GRAINGER	4	188278	519.14	02/06/2025	REGULAR	9373218776
001017	JANSSEN HEATING & COOLING	4	188279	377.85	02/06/2025	REGULAR	28808
000351	LGIP	4	188280	8,750.00	02/06/2025	REGULAR	020625
000328	MERRILL WATER UTILITY	4	188281	386.35	02/06/2025	REGULAR	011525
000911	MOTION INDUSTRIES INC.	4	188282	1,007.66	02/06/2025	REGULAR	WI06-00905970
000337	NORTH CENTRAL LABORATORIES	4	188283	467.94	02/06/2025	REGULAR	514056
001392	PACE ANALYTICAL SERVICES LLC	4	188284	479.40	02/06/2025	REGULAR	2540156936
000586	QUILL CORPORATION	4	188285	211.07	02/06/2025	REGULAR	42495548
003883	RIVER'S EDGE LP	4	188286	114.00	02/06/2025	REGULAR	DEL REC# 4593
004070	SAND COUNTY ENVIRONMENTAL INC	4	188287	2,391.30	02/06/2025	REGULAR	8791
001811	SGS ENVIRONMENTAL CONTRACTING	4	188288	1,687.50	02/06/2025	REGULAR	30521
000751	SJE Inc	4	188289	515.91	02/06/2025	REGULAR	CD99555494
003416	THERMO ELECTRON NORTH AMERICA	4	188290	898.00	02/06/2025	REGULAR	9021525472
000284	VIP ALL-VALUE	4	188291	131.06	02/06/2025	REGULAR	0116454-001
000299	WAL-MART COMMUNITY/CAPITAL ONE	4	188292	91.94	02/06/2025	REGULAR	1660392429
000727	ZIEBELL'S DOOR COMPANY	4	188293	1,530.00	02/06/2025	REGULAR	21544
003108	AIRGAS USA LLC	4	188328	640.17	02/12/2025	REGULAR	5512900996
001747	DEPT OF NATURAL RESOURCES	4	188394	90.00	02/19/2025	REGULAR	WATER CERT BELFIOR
000206	DIGGERS HOTLINE	4	188395	23.80	02/19/2025	REGULAR	250 1 56501
000313	LINCOLN CO TREASURER'S OFFICE	4	188396	280.43	02/19/2025	REGULAR	15875
000041	MERRILL ACE HARDWARE	4	188397	15.46	02/19/2025	REGULAR	ACCT DISC
004523	RHYME BUSINESS PRODUCTS	4	188398	127.26	02/19/2025	REGULAR	38478524
001811	SGS ENVIRONMENTAL CONTRACTING	4	188399	6,565.00	02/19/2025	REGULAR	30523
000592	WI EMERGENCY MANAGEMENT	4	188400	655.00	02/19/2025	REGULAR	2024 TIER II
000656	WISCONSIN PUBLIC SERVICE	4	188401	17,814.04	02/19/2025	REGULAR	5352562644
003021	WI LAND INFORMATION ASS	4	188452	460.00	02/20/2025	REGULAR	ANNUAL CONF 2025
<b>TOTAL</b>				<b>3,144,490.35</b>			



Date: March 3, 2025  
To: Mayor Hass, City Alders  
From: Emily Ley, Finance Director

## Merrill Budget Amendment Process

State Statutes require the City to amend our budget whenever we change the amounts of appropriations stated in the budget or the purpose for which the money will be used. A two-thirds vote of the governing body is required to amend a budget, and the municipality must either publish a Class 1 notice of the amendment within 15 days after amending the budget or post a notice of the changes on the municipality's website within 15 days after any change is made. Wis. Stat. § 65.90(5)(ar).

Merrill City Ordinance requires written recommendation from the Personnel and Finance Committee to the Common Council in order to transfer any portion of an unencumbered balance of an appropriation to any other purpose, a two-thirds vote of the Common Council to approve the transfer, and mandates that notice of any transfers (amendments) be published in the city's official newspaper (Sec. 18-22).

### Discussion/questions:

- The ordinance does not specify what the written recommendation to Council should include or who should provide it. I suggest amending to the ordinance to eliminate "written" so that budget amendments go to Council for consideration upon the recommendation of P&F (mirrors the process of all other P&F items forwarded to Council for approval).
- Costs for block publishing in the FotoNews are considerable (\$500) and state law provides an alternative to post the amendment on our website. I suggest we consider amending the City Ordinance to remove "in the official newspaper of the city" so our ordinance mirrors state law and allows for publishing on the City's website.

## 2025 Budget Amendment #1

Attached is a list of 10 requested amendments to the 2025 budget.

Five of the requested amendments relate to projects or purchases approved and funded in 2024 but not completed in the calendar year. The request is to carryover unused funds into 2025 to allow for the completion of the projects. In each case, funds (either levied or borrowed in 2024) are available for the project and are necessary to finish the project.

1. **Merrill Fair Ground Electrical Upgrades**– This project was budgeted in 2024 and included in the 2024A GO Borrowing. Nothing has been spent to day and the requested carryover is \$50,000.
2. **TID #7 Spruce Street Extension** – Construction of Spruce Street was included in the 2024 budget and construction is in progress. Funding for the project was included in the 2024B NAN borrowing and the requested carryover is \$432,124 to complete the project.
3. **IT Improvements** – Funding was provided in 2024 for the following IT projects: Firewall upgrades, replacement of core network switches, replacement of standard switches, and new security cameras. At the time the 2025 budget was adopted, we assumed carryover of \$221,800 for the balance of the projects. However, we made considerable progress at the end of 2024 and will only need \$188,750 for complete the projects.
4. **River Bend Connecting Trail** – This project connects the River Bend Trail to Prairie Trails. It began in 2021 but the connection travels through the Spruce St. subdivision and was delayed while design work and construction was completed. The City will continue trail work in 2025. \$50,000 was included in the City's 2024A borrowing for the connecting trail project. The carryover balance is \$32,600.



Date: March 3, 2025  
To: Mayor Hass, City Alders  
From: Emily Ley, Finance Director

5. **Tandem Axel Plow Truck** – This is a replacement street department plow truck for snow removal and salt application. Due to long lead times, delivery of the truck is delayed until 2025. \$360,000 was included in our 2024A GO borrowing for purchase of the truck. The truck chassis was paid for in 2024 (\$137,000) and the balance will be due in 2025 for the plow attachments.

Other requested amendments:

6. **Street Department Furnace Replacements (NEW)** – Replacement of four unit heaters in the Street Department (two in the main garage and two in the east building). The total cost is \$27,364 and *will be included in the 2025 debt issuance*. This item was not included in the adopted 2025 budget.
7. **Armory Building Purchase (NEW)** – The city purchased the former Armory Building for \$400,000 on March 20, 2025. Funding for the purchase was provided by a generous donation from the Bierman Family Foundation (\$400,000). This item was not included in the adopted 2025 budget.
8. **Festival Grounds Manager/Social Media Contractor (Update)** – After the 2025 budget was adopted, city council authorized creating the Festival Grounds Manager/Social Media Contractor position. This is a \$0 change to the budget, but updates the budget accounts for the new position.
9. **Merrill Fair Grounds Campground Improvement Funds (Update)** – the 2025 budget included revenues of \$100,000 from Lincoln County ARPA funds for campground improvements at the Merrill Fair Ground. Those funds were received late in 2024 the requested budget amendment reduces the 2025 budget by \$100,000.
10. **Archive Social (Error Correction)** – this item was mistakenly omitted from the 2025 budget. It is funded through the marketing budget (cable franchise fees) and was \$3,979 in 2025.

A breakdown of the requested budget amendments is attached. I've also attached a summary showing the impacts of the amendments by fund.

## 2025 Budget Amendment #1

		2025 Adopted Budget	Requested Change	2025 Amended Budget	Notes:
1.)	<b>MFG Electrical Improvements (2024 Project Carryover)</b>				
	24-55225-08-75790 Barn-Electrical Imp.	35,000	15,000	50,000	Carryover project
	Net Change	35,000	15,000	50,000	
2.)	<b>TID 7 Spruce St. Extension (2024 Project Carryover)</b>				
	47-57100-08-24000 Street Improvements	-	172,888	172,888	Carryover project
	47-57100-08-26000 Water Improvements	-	146,700	146,700	
	47-57100-08-26500 Sanitary Sewer Improvements	-	112,536	112,536	
	Net Change	-	432,124	432,124	
3.)	<b>IT Improvements (2024 Project Carryover)</b>				
	52-57001-08-26924 IT Improvements	221,800	(33,050)	188,750	
	Net Change	221,800	(33,050)	188,750	
4.)	<b>River Bend Connecting Trail (2022 Project Carryover)</b>				
	52-57001-08-27590 Parks-Connecting Trail	48,640	(16,040)	32,600	Carryover project
	Net Change	48,640	(16,040)	32,600	
5.)	<b>2024 Plow Truck (2024 Project Carryover)</b>				
	52-57001-08-31000 Streets - Equip/Vehicles	200,000	223,000	423,000	Carryover project
	Net Change	200,000	223,000	423,000	
6.)	<b>DPW Garage Furnace Replacements (New)</b>				
	52-57001-08-31500 Streets - Building Imp	-	27,364	27,364	4 Furnace Replacements
	Net Change	-	27,364	27,364	
7.)	<b>Armory Purchase (New)</b>				
	10-40000-48950 Miscellaneous Revenues	-	(400,000)	(400,000)	Bierman Donation
	10-51630-08-57140 Buildings & Plant Capital	-	400,000	400,000	
	Net Change (revenues less expenses)	-	-	-	
8.)	<b>Festival Grounds Manager/Social Media Contractor</b>				
	24-55225-02-15000 Festival Grounds Manager	12,000	(12,000)	-	Account updates
	24-55225-01-21000 Wages - Perm - Regular	-	11,810	11,810	
	24-55225-01-51000 Social Security-Medicare	-	171	171	
	24-55225-01-55000 Life Insurance	-	18	18	
	26-55305-03-47557 Social Media Contractor	32,500	(32,500)	-	
	26-55305-01-21000 Wages - Perm - Regular	-	31,985	31,985	
	26-55305-01-51000 Social Security-Medicare	-	465	465	
	26-55305-01-55000 Life Insurance	-	50	50	
	Net Change	44,500	-	44,500	
9.)	<b>MFG Campground ARPA \$ (2024)</b>				
	24-45237-43800 Lincoln County-Reimb	(100,000)	100,000	-	Funds received 2024
	Net Change	(100,000)	100,000	-	
10.)	<b>Archive Social (Error Correction)</b>				
	26-55305-03-46400	-	3,979	3,979	Add to the Budget
	Net Change	-	3,979	3,979	

**2025 Budget Amendment #1 Summary**

<b>Fund</b>	<b>10</b>	<b>24</b>	<b>26</b>	<b>47</b>	<b>52</b>	<b>Fund Source</b>
	<b>General</b>	<b>MFG</b>	<b>Marketing</b>	<b>TID 7</b>	<b>Capital</b>	
MFG Electrical		50,000				2024A Proceeds
Spruce St. Ext				432,124		2024B Proceeds
IT Improvements					188,750	2024A Proceeds
River Bend Trail					32,600	2024A Proceeds
DPW Plow Truck					423,000	2024A Proceeds
DPW Furnaces					27,364	2025 Borrowing
Armory	-					Donation
MFG/Social Media		-	-			No change
MGF ARPA		-				\$ Received in 2024
Archive Social			3,979			Cable Franchise Fees
<b>Net Impact</b>	<b>-</b>	<b>50,000</b>	<b>3,979</b>	<b>432,124</b>	<b>671,714</b>	



**Office of the Mayor**  
**Steve J. Hass, Mayor**

1004 East First Street • Merrill, Wisconsin • 54452  
Phone: 715.536.5595  
E-mail: [steve.hass@ci.merrill.wi.us](mailto:steve.hass@ci.merrill.wi.us)

March report to P&F:

Met with County Health Inspector about the kitchen at the Expo

Met with Department heads as needed

Met with citizens and alderpeople as requested

Attended new Firefighter swearing in ceremony

Attended LCED board meeting

Met with gun show promoter, delivered keys to the Expo for the event ,stopped at the event at the Expo throughout the two day event to make sure things were good

Picked up keys after the event, met with the promoter

Radio interview on WJMT before the Council meeting

Recorder Mayors communications after the Council meeting for U-tube

Attended Business After Hours

Attended Merrill Fast pitch fundraiser

Attended Ultimate Ice Racing awards banquet and spoke Thanking them for the Event

Attended meeting for potential development planning

Attended Fire fighter badge pinning ceremony



## City of Merrill

City Administrator

Public Works Dir./City Engineer

Roderick Akey, PE

1004 E First Street, Merrill 54452

(715) 536-5594 Rod.Akey@ci.merrill.wi.us

### **REPORT TO PERSONNEL AND FINANCE COMMITTEE**

**3-25-2025**

#### **ITEMS ADDRESSED SINCE LAST REPORT**

- Continue exploring development options, various city lots
- Attended meetings with the UW Extension on Rural Entrepreneurial Venture program
- Attended LCEDC meeting
- Working on personnel issues, vacancies, annual reviews
- Continue working on the Strategic Plan update
- Finalized purchase of the Merrill Armory
- Public works and engineering items will be included in the BPW report

## **MEMO**

TO: Personnel and Finance Committee

FROM: Emily Ley, Finance Director

RE: March 2025 Report

### **March Tax Settlement (February collections):**

Last month the city collected roughly \$640,915 in total collections including taxes, special assessments and charges and delinquent utility charges. YTD collections are \$10,271,734, which is 74.6% of the total to be collected. At this point last year, the city had collected \$10,469,840 or 72.6% of total collections. A copy of the March 2025 Settlement is attached. The city will continue to collect taxes through 6/30/25.

### **Cash and Investments:**

Attached is the 2/28/25 cash report. Total cash and investment on hand are \$16,309,167 (all funds). With the exception of the T.B. Scott Free Library Endowment, all bank accounts are reconciled as of 02/28/25. The endowment accounts are reconciled annually.

2025 General Fund interest earnings are \$68,127 (+19.1% from TYD 2024).

### **Update on ongoing projects:**

- **2024 Audit:** Our 2024 audit field work is April 7<sup>th</sup>.
- **2025 Borrowing:** Project bids were received and we have begun working with Ehlers on borrowing for our 2025 projects.
- **Banking tools:** We are working to expand our use of online and ACH payments for our routine payroll deduction payments. Using online tools to manage large, routine expenses allows us to make payments more efficiently, more secure and timely, and at a modest savings compared to printing and mailing paper checks. We continue to follow all recommended fraud control policies.
- **Capital Budget Development:** City departments have begun initial work compiling information capital requests. The goal is to have a ten year list of our capital needs so that we can create a longer term financing plan. Each year the Council would adopt a Capital Budget and projects can be evaluated and moved around as the City's needs change, but this will give us some structure and planning tools to help us control debt, limit impacts on tax rates, and maintain city services. Capital projects lists are due from May 9<sup>th</sup>.

**March Settlement of 2024 Tax Roll  
General Property Tax Only**

Tax District: City of Merrill

County: Lincoln

Community Code: 35251

<b>PART I</b>	<b>Taxes Levied</b>	<b>Percent</b>	<b>Allocated Share</b>
<b>A. 1.State Taxes</b>	-	<b>0.000000000</b>	-
<b>B. 1. Portion of State Special Charges Upon County</b>	-		
2. Portion of County Tax Levied Over Entire Tax District	2,383,555.73		
3. Special Purpose			
4. Special Purpose			
5. Special Purpose			
<b>Total County Taxes - Sum of B1 thru B5</b>	<b>2,383,555.73</b>	<b>0.173010091</b>	<b>110,269.51</b>
<b>C. Special District Codes and Names</b>			
1.			
2.			
3.			
<b>D. Other Special Purpose District Taxes</b>			
1. Total Tax Increment (TIF)	1,817,553.24	0.131926872	84,084.75
2.			
3.			
4. Other State Special Charges			
5. County Special Charges			
6. All Other Town, Village or City Taxes	5,972,667.00	0.433525277	276,311.15
7. Surplus Funds Applied to Tax Roll			
8. Overrun - Underrun	0.06	0.000000004	-
<b>Total Tax District Taxes</b>	<b>7,790,220.30</b>	<b>0.565452153</b>	<b>360,395.90</b>
<b>E. School District Codes and Names</b>			
1. Number 3500 School District of Merrill Area	<b>2,981,466.61</b>	<b>0.216409376</b>	<b>137,930.42</b>
2.			
3.			
4.			
5.			
1. Number 1500 North Central Technical College	<b>621,732.58</b>	<b>0.045128381</b>	<b>28,762.97</b>
2.			
3.			
<b>G - 1. Total General Property Taxes - Real and Personal</b>	<b>13,776,975.22</b>	<b>1.000000000</b>	<b>637,358.80</b>

Column 1.

Column 2.

Column 3.

Column 4.

\* Must agree with Line 5 Part II.

**PART II**

Total Collections on Hand (less P&I)	640,912.77	(1)	
Less: Collections of Special Charges	-	(2)	
Less: Collections of Special Assessments	(1,037.68)	(3)	
Less: Collections of Delinquent Utilities	(2,516.29)	(4)	
Collections of General Property Taxes (Line 1 minus Lines 2, 3 and 4)	<u>637,358.80</u>	(5)	
Percentage (Line 5 Divided by Line 6)			<u>0.046262608</u>
Total General Property Taxes (Line G-1 From Part I)	<u>13,776,975.22</u>	(6)	

**March Tax Settlement:**

Lincoln County	000152	10-24-4000	\$ 110,269.51
Merrill Area School District	001537	10-24-5000	\$ 137,930.42
Northcentral Technical College	000545	10-24-7000	\$ 28,762.97
Total			\$ 276,962.90

**Municipal Treasurer's Settlement - Lincoln County  
City of Merrill - Tax Roll For 2024 Levy for 2025 Collection**

	State	County	TIF	City	MAPS	NC Tech.	Over/Under	Total	City & TIF & Under
Amount Due	0.00	2,383,555.73	1,817,553.24	5,972,667.00	2,981,466.61	621,732.58	0.06	13,776,975.22	7,790,220.30

**0.745572519 % Paid**

	0.00	1,777,113.650	1,355,117.748	4,453,056.381	2,222,899.571	463,546.726	0.045	<b>10,271,734.120</b>	Calculated by %
--	------	---------------	---------------	---------------	---------------	-------------	-------	-----------------------	-----------------

**Paid Through City of Merrill**

	State	County	TIF	City	MAPS	NC Tech.	Over/Under	Total	City & TIF & Under
January	0.00	962,583.58	734,007.14	2,412,022.99	1,204,046.03	251,082.69	0.02	5,563,742.45	3,146,030.15
February	0.00	704,260.56	537,025.86	1,764,722.24	880,923.12	183,701.07	0.02	4,070,632.87	2,301,748.12
March	0.00	110,269.51	84,084.75	276,311.15	137,930.42	28,762.97	0.00	637,358.80	360,395.90
April	0.00							0.00	0.00
Lottery Credit	0.00							0.00	0.00
May	0.00							0.00	0.00
June	0.00							0.00	0.00
July (With unpaid PP)	0.00							0.00	0.00
<b>Total Payments</b>	<b>0.00</b>	<b>1,777,113.65</b>	<b>1,355,117.75</b>	<b>4,453,056.38</b>	<b>2,222,899.57</b>	<b>463,546.73</b>	<b>0.04</b>	<b>10,271,734.12</b>	<b>5,808,174.17</b>

<b>Balance - County</b>	<b>0.00</b>	<b>606,442.08</b>	<b>462,435.49</b>	<b>1,519,610.62</b>	<b>758,567.04</b>	<b>158,185.85</b>	<b>0.02</b>	<b>3,505,241.10</b>	1,982,046.13
		<b>606,442.08</b>		<b>1,982,046.12</b>					

April + Lottery	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
-----------------	------	------	------	------	------	------	------	------	------

Added unpaid Personal Property to July Settlement spreadsheet (i.e. City responsible for future collection).

	Calculated	% Paid
Total Real Estate	\$10,271,734.12	
Total Personal Property	\$0.00	
Lottery Credit Payment	\$0.00	0.00
With Unpaid PP	0.00	
<b>Total</b>	<b>10,271,734.12</b>	<b>0.745572519</b>
<b>Discrepancy</b>	<b>\$0.00</b>	

**CITY OF MERRILL  
CASH AND INVESTMENTS  
February 28, 2025**

Account Name	Interest Rate	Balance
<b>NICOLET BANK</b>		
Main Checking	0.70% General Fund	3,239,428.40
General ICS	4.75% Landfill	55,024.89
	SRO	41,848.54
	Merrill Fair Grounds	155,817.01
	Community Development	171,407.68
	Reserved Non-Lapsing	883,247.12
	Aviation Fuel	7,543.24
	Debt Service	1,105,962.97
	TID #3	517,166.22
	TID #4	(38,735.96)
	TID #5	28,836.74
	TID #6	(295,328.64)
	TID #7	504,041.14
	TID #8	(315,975.37)
	TID #9	(147,481.12)
	TID #10	89,447.31
	TID #11	49,166.42
	TID #12	21,952.45
	TID #13	(15,752.84)
	TID #14	(117,493.99)
	Capital Projects	876,601.04
	Water Fund	1,050,886.45
	Sewer Fund	852,481.86
Aviation Fuel	0.00% Aviation Fuel	10,273.10
Shopkeep	0.00% General Fund	1,393.13
CVR	0.70% General Fund	57,504.20
Com Dev SBA	0.70% Community Development	161,622.88
Com Dev Housing	0.70% Community Development	162,656.10
CivicPlus	0.00% General Fund	3,163.97
Grant	0.00% General Fund	-
<b>LOCAL GOVERNMENT INVESTMENT POOL (LGIP)</b>		
	4.39% General Fund	-
	4.39% Water Fund	123,586.32
	4.39% Sewer Fund	-
	4.39% Debt Service	184,842.39
<b>BMO HARRIS BANK</b>		
	0.00% General Fund	257,459.51
<b>INCREDIBLE BANK</b>		
General	3.25% General Fund	292,575.55
Joint Court	0.00% General Fund	269.77
TID 3 DSRF	3.25% Debt Service	482,404.37
Library Endowment	5.25% Library Endowment	218,875.96
Capital Borrowing	3.25% Capital Projects	52,016.82
Utility	3.25% Water Fund	989,833.80
Sewer Replacement	3.25% Sewer Fund	2,153,613.27
<b>PARK CITY CREDIT UNION (PCCU)</b>		
SBA Facade	0.10% Community Development	5.00
SBA Facade	0.10% Community Development	52,905.68
<b>CROSSBRIDGE COMMUNITY BANK</b>		
TB Scott Library	Library Endowment	81,840.79
<b>EDWARD JONES INVESTMENTS</b>		
Jane Zander Trust	Library Endowment	1,678,271.83
TB Scott Library	Library Endowment	356,118.83
<b>Total Cash and Investments:</b>		<b>16,041,324.83</b>

Fund	Account	Balance
<b>General Fund</b>		
	Nicolet Main Checking	3,239,428.40
	Nicolet CVR	57,504.20
	Nicolet Shopkeeper	1,393.13
	Nicolet CivicRec	3,163.97
	Nicolet Federal Grants	-
	Local Government Investment Pool	-
	Incredible Bank General	292,575.55
	BMO Payroll	257,459.51
	Incredible Bank Joint Court	269.77
<b>General Fund Total</b>		<b>3,851,794.53</b>
<b>Landfill</b>	Incredible Bank	<b>55,024.89</b>
<b>SRO</b>	Nicolet Main Checking	<b>41,848.54</b>
<b>Merrill Fair Grounds</b>	Nicolet Main Checking	<b>155,817.01</b>
<b>Community Dev.</b>	Nicolet Main Checking	171,407.68
	Nicolet CD	162,656.10
	Nicolet SBA	161,622.88
	PCCU CD	52,905.68
	PCCU SBA	5.00
<b>Community Development Total</b>		<b>548,597.34</b>
<b>Reserved Non-Lapsing</b>	Nicolet Main Checking	<b>883,247.12</b>
<b>Aviation Fuel</b>	Nicolet Main Checking	7,543.24
	Nicolet Aviation Fuel	10,273.10
<b>Aviation Fuel Total</b>		<b>17,816.34</b>
<b>Debt Service</b>	Nicolet Main Checking	1,105,962.97
	Local Government Investment Pool	184,842.39
	Incredible Bank	-
<b>Debt Service Total</b>		<b>1,290,805.36</b>
<b>TID #3</b>	Nicolet Main Checking	517,166.22
	Incredible Bank	482,404.37
<b>TID #3 Total</b>		<b>999,570.59</b>
<b>TID #4</b>	Nicolet Main Checking	(38,735.96)
<b>TID #5</b>	Nicolet Main Checking	<b>28,836.74</b>
<b>TID #6</b>	Nicolet Main Checking	(295,328.64)
<b>TID #7</b>	Nicolet Main Checking	<b>504,041.14</b>
<b>TID #8</b>	Nicolet Main Checking	(315,975.37)
<b>TID #9</b>	Nicolet Main Checking	(147,481.12)
<b>TID #10</b>	Nicolet Main Checking	<b>89,447.31</b>
<b>TID #11</b>	Nicolet Main Checking	<b>49,166.42</b>
<b>TID #12</b>	Nicolet Main Checking	<b>21,952.45</b>
<b>TID #13</b>	Nicolet Main Checking	(15,752.84)
<b>TID #14</b>	Nicolet Main Checking	(117,493.99)
<b>Capital Projects</b>	Nicolet Main Checking	876,601.04
	Incredible Capital Borrowing	52,016.82
<b>Capital Projects Total</b>		<b>928,617.86</b>
<b>Library Endowment</b>	Edward Jones Trust	1,678,271.83
	Edward Jones Endowment	356,118.83
	Incredible Bank Endowment	218,875.96
	CrossBridge Community Bank	81,840.79
<b>Library Endowment Total</b>		<b>2,335,107.41</b>
<b>Water Fund</b>	Nicolet Main Checking	1,050,886.45
	Incredible Utility	989,833.80
	Local Government Investment Pool	123,586.32
<b>Water Fund Total</b>		<b>2,164,306.57</b>
<b>Sewer Fund</b>	Nicolet Main Checking	852,481.86
	Incredible Sewer Replacement	2,153,613.27
<b>Sewer Fund Total</b>		<b>3,006,095.13</b>
<b>Total Cash and Investments:</b>		<b>16,041,324.83</b>

FUND-ACCT. NO.	ACCOUNT NAME	CASH	INVESTMENTS	FUND TOTAL
<b>10 -General Fund</b>				
=====				
10-11-1000	Claim on Cash - General	3,239,428.40		
10-11-1021	Police CVR Checking	57,504.20		
10-11-1023	Aviation Fuel - Nicolet Bank	10,273.10		
10-11-1025	Tomahawk-Court	269.77		
10-11-1027	Parks-MEC-ShopKeeper	1,393.13		
10-11-1029	CIVIC-REC Credit Cards	3,163.97		
10-11-1105	BMO - Direct Deposit	257,459.51		
10-11-1155	Federal Grants-Nicolet	0.00		
10-11-1275	Nicolet Bank-ICS		0.00	
10-11-1286	Investments-incrediblebank		292,575.55	
10-11-1289	ICS Invest-incrediblebank		0.00	
10-11-2735	LGIP - 01 GENERAL		0.00	
TOTAL 10 -General Fund		3,569,492.08	292,575.55	3,862,067.63
<b>20 -Remedial Action-Landfill</b>				
=====				
20-11-1000	Claim on Cash - Remediation	55,024.89		
TOTAL 20 -Remedial Action-Landfill		55,024.89	0.00	55,024.89
<b>21 -Police - SRO</b>				
=====				
21-11-1000	Claim on Cash - SRO	41,848.54		
TOTAL 21 -Police - SRO		41,848.54	0.00	41,848.54
<b>24 -Merrill Fairgrounds</b>				
=====				
24-11-1000	Claim on Cash - Festival	155,817.01		
TOTAL 24 -Merrill Fairgrounds		155,817.01	0.00	155,817.01
<b>25 -Community Development</b>				
=====				
25-11-1000	Claim on Cash - Com Dev	171,407.68		
25-11-1050	CD Checking-Nicolet Bank	162,656.10		
25-11-1060	PCCU Share - SBA Facade	5.00		
25-11-1250	CD-SBA - Nicolet Bank		161,622.88	
25-11-1275	PCCU-SBA Facade		52,905.68	
TOTAL 25 -Community Development		334,068.78	214,528.56	548,597.34
<b>26 -Reserved - Non-Lapsing</b>				
=====				
26-11-1000	Claim on Cash - Non-Lapsing	883,247.12		
TOTAL 26 -Reserved - Non-Lapsing		883,247.12	0.00	883,247.12

FUND-ACCT. NO.	ACCOUNT NAME	CASH	INVESTMENTS	FUND TOTAL
<b>27 -Merrill Airport Fuel</b>				
=====				
27-11-1000	Claim on Cash - Airport	7,543.24		
	TOTAL 27 -Merrill Airport Fuel	7,543.24	0.00	7,543.24
<b>30 -Debt Sevice</b>				
=====				
30-11-1000	Claim on Cash - Debt Service	1,105,962.97		
30-11-1289	ICS - TID3 DSRF		482,404.37	
30-11-2735	LGIP - DEBT SERVICE		184,842.39	
	TOTAL 30 -Debt Sevice	1,105,962.97	667,246.76	1,773,209.73
<b>40 -TID No. 10 - Fox Point</b>				
=====				
40-11-1000	Claim on Cash - TID #10	89,447.31		
	TOTAL 40 -TID No. 10 - Fox Point	89,447.31	0.00	89,447.31
<b>41 -TID No. 11- Apartments</b>				
=====				
41-11-1000	Claim on Cash - TID #11	49,166.42		
	TOTAL 41 -TID No. 11- Apartments	49,166.42	0.00	49,166.42
<b>42 -TID # 12 - Weinbrenner</b>				
=====				
42-11-1000	Claim on Cash - TID #12	21,952.45		
	TOTAL 42 -TID # 12 - Weinbrenner	21,952.45	0.00	21,952.45
<b>43 -TID #3 - East Side</b>				
=====				
43-11-1000	Claim on Cash - TID #3	517,166.22		
43-11-1286	TIF Invest-incrediblebank		0.00	
43-11-1289	ICS - TIDs incrediblebank		0.00	
	TOTAL 43 -TID #3 - East Side	517,166.22	0.00	517,166.22
<b>44 -TID #4 - Thielman/P Ridge</b>				
=====				
44-11-1000	Claim on Cash - TID #4	( 38,735.96)		
	TOTAL 44 -TID #4 - Thielman/P Ridge	( 38,735.96)	0.00	( 38,735.96)
<b>45 -TID #5 - Hwy 107/Taylor</b>				
=====				
45-11-1000	Claim on Cash - TID #5	28,836.74		
	TOTAL 45 -TID #5 - Hwy 107/Taylor	28,836.74	0.00	28,836.74

FUND-ACCT. NO.	ACCOUNT NAME	CASH	INVESTMENTS	FUND TOTAL
<b>46 -TID #6 - Downtown</b>				
=====				
46-11-1000	Claim on Cash - TID #6	( 295,328.64)		
TOTAL 46 -TID #6 - Downtown		( 295,328.64)	0.00	( 295,328.64)
<b>47 -TID #7 - N Center Ave</b>				
=====				
47-11-1000	Claim on Cash - TID #7	504,041.14		
TOTAL 47 -TID #7 - N Center Ave		504,041.14	0.00	504,041.14
<b>48 -TID #8 - West Side</b>				
=====				
48-11-1000	Claim on Cash - TID #8	( 315,975.37)		
TOTAL 48 -TID #8 - West Side		( 315,975.37)	0.00	( 315,975.37)
<b>49 -TID#9 -WI River/S Center</b>				
=====				
49-11-1000	Claim on Cash - TID #9	( 147,481.12)		
TOTAL 49 -TID#9 -WI River/S Center		( 147,481.12)	0.00	( 147,481.12)
<b>50 -Library Fund</b>				
=====				
50-11-1000	Claim on Cash - Library Endow	0.00		
50-11-1210	Library Investments-Mamer		656,835.58	
50-11-1250	Zander Trust-Mamer		1,678,271.83	
TOTAL 50 -Library Fund		0.00	2,335,107.41	2,335,107.41
<b>52 -Capital Projects</b>				
=====				
52-11-1000	Claim on Cash - Capital	876,601.04		
52-11-1280	Capital/Borrow-incrediblebank		52,016.82	
TOTAL 52 -Capital Projects		876,601.04	52,016.82	928,617.86
<b>53 -TID No. 13 - Industrial</b>				
=====				
53-11-1000	Claim on Cash - TID #13	( 15,752.84)		
TOTAL 53 -TID No. 13 - Industrial		( 15,752.84)	0.00	( 15,752.84)
<b>54 -TID #14 - Car Wash</b>				
=====				
54-11-1000	Claim on Cash - TID #14	( 117,493.99)		
TOTAL 54 -TID #14 - Car Wash		( 117,493.99)	0.00	( 117,493.99)
<b>62 -Water Fund</b>				
=====				
62-11-1000	Claim on Cash - Water	1,050,886.45		
62-11-1340	Utility Invest-incrediblebank		989,833.80	
62-11-2735	LGIP 02 WATER		123,586.32	
TOTAL 62 -Water Fund		1,050,886.45	1,113,420.12	2,164,306.57

CITY OF MERRILL  
 CASH & INVESTMENTS BY FUND  
 AS OF: FEBRUARY 28TH, 2025

FUND-ACCT. NO.	ACCOUNT NAME	CASH	INVESTMENTS	FUND TOTAL
<b>63 -Sewer Fund</b>				
=====				
63-11-1000	Claim on Cash - Sewer	852,481.86		
63-11-2650	Capital Rep.-incrediblebank		2,153,613.27	
63-11-2735	LGIP 03 SEWER		0.00	
TOTAL 63 -Sewer Fund		<u>852,481.86</u>	<u>2,153,613.27</u>	<u>3,006,095.13</u>
<hr/>				
TOTAL CASH & INVESTMENTS		<u>9,212,816.34</u>	<u>6,828,508.49</u>	<u>16,041,324.83</u>
<hr/>				
<b>99 -Pooled Cash Control</b>				
=====				
99-11-1000	General Checking - Nicolet	8,720,091.56		
TOTAL 99 -Pooled Cash Control		<u>8,720,091.56</u>	<u>0.00</u>	<u>8,720,091.56</u>
<hr/>				
GRAND TOTAL ALL FUNDS		17,932,907.90	6,828,508.49	24,761,416.39

\*\*\* END OF REPORT \*\*\*

**CITY ATTORNEY**

**REPORT FOR MARCH 2025**

**FAIR GROUNDS:** The Gun Show was back at the Expo March 7-8, always a good crowd at that event. We had another Lange Auction and one other weekend rental for a banquet. All but one weekend is booked for April, we have a craft fair, another auction and the Trinity PTO auction.

**MUNICIPAL COURT:** Keeping busy with Merrill and Tomahawk Municipal Court. Several contested matters, but resolutions are still foreseeable.

**CITY HALL:** Trying to clean up loose ends on various matters/files before July. I'm considerably optimistic that will happen.

**DEVELOPMENT AGREEMENTS:** Dave Wendorf project proceeding nicely. Final plat recorded.

**BUILDING INSPECTION/ZONING:** Now comes Spring, when snow can't hide all ills.

**MISCELLANEOUS:** Things are moving along fairly smoothly – and quickly (I shouldn't have said that)! No leprechaun visits on St. Patrick's Day!

*“When was the last time you did something for the first time?”  
-John Maxwell*

<b>City Attorney</b>					
<b>MONTHLY REPORT</b>					
<b>February</b>					
		<b>February</b>	<b>January</b>	<b>December</b>	
<b>MUNICIPAL COURT</b>		2 weeks	2 weeks	1 week	
<b>TOTAL ADULT</b>		81	122	72	
Adult Ordinance		22	30	15	
Adult Traffic		59	92	57	
Total Adult Defendants		68	100	63	
Other Jurisdictions		0	0	0	
<b>TOTAL JUVENILE</b>		10	21	7	
Juvenile Ordinance		10	21	7	
Juvenile Traffic		0	0	0	
Total Juvenile Defendants		10	18	7	
<b>TRIALS</b>					
Pending Municipal Trials		2	2	1	
Pending Circuit Court Trials		0	0	0	
Pending Tomahawk		0	0	0	
<b>Other Court Matters</b>		<b>Beginning</b>	<b>New</b>	<b>Closed</b>	<b>Ending</b>
Deferred Prosecution Agree.					
<b>MERRILL DPA'S</b>	<b>December</b>	13	1	2	12
	<b>January</b>	12	1	0	13
	<b>February</b>	13	0	1	12
<b>TOMAHAWK DPA'S</b>	<b>December</b>	1	0	0	1
	<b>January</b>	1	0	0	1
	<b>February</b>	1	0	1	0
<b>TOMAHAWK</b>		<b>February</b>	<b>January</b>	<b>December</b>	
Total Adult & Juvenile		5	5	24	
Total Adult Defendants		2	4	12	
Ordinance Violation		2	0	7	
Traffic Violations		3	5	17	
Total Juvenile Defendants		2	0	4	

City Clerk Monthly Report  
March 2025

**Spring Election pre-election:** March has been a month of getting ready for the April 1<sup>st</sup> Spring Election. Absentee ballots were prepared March 6<sup>th</sup> & 7<sup>th</sup> and mailed on March 10<sup>th</sup>.

March 17<sup>th</sup> & 18<sup>th</sup> – Special Voting Deputies went to Bell Tower and Pine Crest. A few residents at Bell Tower weren't available when Gary and Jill visited, so they will go back on March 24<sup>th</sup> as their second visit.

In-person absentee voting started March 18<sup>th</sup> and goes through March 28<sup>th</sup>. So far, it has been pretty steady with voters. As of March 21<sup>st</sup>, we had 92 in-person voters and I mailed 380 requests. Out of the mailed ballots, 102 have been returned as of March 21<sup>st</sup>. For a comparison, we had 29 total in-person voters for the February Primary and 165 absentee ballot requests that were returned.

Election paperwork was received from the County on March 18<sup>th</sup>. I began putting that paperwork together for the Chief Inspectors and Election Workers.

The last week of March will include the public testing of election machines on March 24<sup>th</sup> at 1:00 pm in the Council Chambers. Poll books and absentee logs will be printed and verified starting at 5:00 pm on Friday, March 28<sup>th</sup> and finished on Saturday, March 29<sup>th</sup>. All will be ready-to-go to deliver to the polling locations on Monday, March 31<sup>st</sup>. All polling locations will be set-up for the election starting in the morning at City Hall and the MARC, then the Bierman Building in the afternoon. A big shout-out of "Thanks" goes to Scott and Dan at the MARC. They always have the room set-up and ready to go by the time we get there to get the machines in place. They also handle all the take-down at the MARC. The same with TJ, John, and Chuck, they move the chairs in the Chamber and get the machines to the locations and handle the take-down the day after. Dustin Brown is also always available to help with testing, set-up, and many other election tech items. I couldn't get an election set-up or taken down without all their help. It's very much appreciated!

Since there are only 2 elections in 2025, I'll work on cleaning up any paper registrations after the April election. Another project will be going through the permanent files (leases, contracts, agreements, etc) to create electronic files, if possible, for all permanent information. As needed, I'll help in the Treasurer's Department with filing/scanning, or other duties.

Throughout the month:  
Maintain the WisVote system; send letters when appropriate and monitor registrations and alerts.

Respectfully submitted,

*Lori L. Anderson-Malm*

City Clerk

## 2025 MERRILL and TOMAHAWK MUNICIPAL COURT

	JANUARY	FEBRUARY	MARCH	APRIL	May	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	YTD
<b>INITIAL APPEARANCES-Merrill (Docket)</b>													
1. Total Citations	137	81											218
2. Adult Citations	116	73											189
3. Juvenile Citations	21	8											29
4. Not Guilty Pleas (potential trials)	1	9											10

<b>INITIAL APPEARANCES-Tomahawk</b>													
1. Total Citations	3	4											7
2. Not Guilty Pleas (potential trials)	0	0											0

<b>TRIALS</b>													
1. Scheduled	1	0											1
2. Held	1	1											2
3. Rescheduled	0	0											0
4. Settled	2	1											3

<b>CASES DISPOSED</b>													
1. # Citations	151	136											287

<b>WRITS ISSUED</b>													
1. # Citations	SDC	SDC	SDC	SDC	SDC	SDC	SDC	SDC	SDC	SDC	SDC	SDC	0

<b>FINANCIALS</b>													
1. Amount Collected (Reported to State)	\$13,617.83	\$9,055.86											\$22,673.69
2. Amount Paid to County & State	\$5,129.82	\$2,989.64											\$8,119.46
3. Forf & Cost Retained by City	\$8,488.01	\$6,066.22											\$14,554.23
4. Add. Misc. fees collected	\$0.00	\$1.00											\$1.00
5. Add. Forf. Receipts from LCCC	\$0.00	\$0.00											\$0.00
<b>6. Total Revenue to the City</b>	<b>\$8,488.01</b>	<b>\$6,067.22</b>											\$14,555.23
7. Municipal Court Expenses	(\$14,693.21)	(\$7,876.54)											(\$22,569.75)
8. Net Revenue to the City of Tomahawk **	(\$225.00)	(\$120.00)											(\$345.00)
<b>9. Net Revenue to the City of Merrill</b>	<b>(\$6,430.20)</b>	<b>(\$1,929.32)</b>											(\$8,359.52)
10. Restitution Collected	\$130.94	\$83.00											\$213.94

adj for LCCC  
forf rec'ts

\*\*positive revenue to Tomahawk shows as negative cash flow to Merrill (in parenthesis)