

**CITY OF MERRILL  
PERSONNEL AND FINANCE COMMITTEE  
TUESDAY, JUNE 24, 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: D2 Alderperson Caylor, D4 Alderperson Fermanich, D3 Alderperson Meyer  
Present Not Voting: Mayor Hass, City Clerk Anderson-Malm, City Administrator Akey, Finance Director Ley, City Attorney Hayden, Library Director Ollhoff, Fire Chief Klug, Officer Becker, Merrill Community Media
- II. **Approval of Vouchers**
  1. **Discuss and consider approving the vouchers** - (D3 Alderperson Meyer/D4 Alderperson Fermanich) motion/second approve. The motion passed.
- III. **Consider approving minutes from the previous meeting**
  1. **Minutes from the May 27th meeting.** - (D4 Alderperson Fermanich/D3 Alderperson Meyer) motion/second place minutes on file. The motion passed.
- IV. **General Agenda Items for Consideration**
  1. **Discussion and possible action on disposing of the Dewalt Air Compressor from the Fire Station.** - City Administrator Akey explained the Dewalt Air Compressor issue to the committee. An Ordinance was found regarding the amount required to bring to the Personnel & Finance Committee; that amount is \$2,500. Fire Chief Klug arrived at 6:03 pm and answered questions from the committee. He will also find out the cost of the new compressor. Following the discussion, (D4 Alderperson Fermanich/D3 Alderperson Meyer) motion/second to sell the Dewalt Air Compressor on the Wisconsin Surplus Site. The motion passed.
  2. **Discuss a purchasing policy and budget amendments.** - Finance Director Ley explained various items regarding a purchasing policy and budget amendments. It was stated that a purchasing policy covers budgeted items, capital items and usually emergency provisions. Budget amendments are set up with the parameters as to when a budget amendment is completed. FD Ley will bring this item back in July with examples for further discussion and consideration. No action was taken at this time.
  3. **Review 2026 Preliminary Non-Union Payroll Budget** - Information was included in the packet. Finance Director Ley went over the information and answered questions from the committee.
- V. **Monthly Reports**
  1. **Monthly Report - Mayor Hass** - No additional questions.

2. **Monthly Report - City Administrator Akey** - Questions were asked and answered.
  3. **Monthly Report - Finance Director Ley** - No further questions.
  4. **Monthly Report - City Attorney Hayden** - The committee thanked Tom for his service to the City.
  5. **Monthly Report - City Clerk Anderson-Malm** - No further questions.
  6. **Monthly Report - Municipal Court** - No further questions.
  7. **Consider placing monthly reports on file** - (D3 Alderperson Meyer/D4 Alderperson Fermanich) motion/second place monthly reports on file. The motion passed.
- VI. Public Comment** Nathan Meyer - Spoke regarding Merrill Productions and the last meeting they would be recording. He thanked Slater and Draco and other students for their work. He also thanked the City and School District for the opportunity to work with Merrill Productions.
- VII. Date and Time of Next Meeting - Tuesday, July 22nd at 6:00 pm**
- VIII. Adjournment** (D3 Alderperson Meyer/D4 Alderperson Fermanich) motion/second adjourn. The motion passed. The meeting adjourned at 6:39 pm.

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