

**CITY OF MERRILL
PERSONNEL AND FINANCE COMMITTEE
TUESDAY, JULY 22, 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 M. Caylor, D4 Alderperson Fermanich, D3 Alderperson Meyer
Present Not Voting: Mayor Hass, City Administrator Akey, Finance Director Ley, City Clerk Anderson-Malm, D7 Alderperson Weix, Fire Chief Klug, Police Chief Bennett

- 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 June 24th meeting** - (D3 Alderperson Meyer/D4 Alderperson Fermanich) motion/second place minutes on file. The motion passed.

- IV. **General Agenda Items for Consideration**
 1. **Discuss and consider the disposal of a former SRO squad car.**
- Following a brief discussion, (D4 Alderperson Fermanich/D3 Alderperson Meyer) motion/second to dispose of the SRO squad car, a 2018 Ford Taurus, through Wisconsin Surplus Auction. The motion passed.
 2. **Discuss and consider a request for disposal of Street Department vehicles.** - (D3 Alderperson Meyer/D4 Alderperson Fermanich) motion/second to dispose of Street Department vehicles, as presented, through the Wisconsin Surplus Auction site. The motion passed.
 3. **Information regarding the \$421,000 donation from the Bierman Foundation spent on ambulance equipment.** - The information was included in the packet. No action was taken.
 4. **Consider 2025 Budget Amendment #2** - (D4 Alderperson Fermanich/D3 Alderperson Meyer) motion/second to send the 2025 Budget Amendment #2 to the Common Council. The motion passed.
 5. **Consider the 2026 budgets for submission to Lincoln County: Ambulance - EMS and TB Scott Public Library** - (D2 Alderperson M. Caylor/D3 Alderperson Meyer) motion/second to forward the 2026 EMS and T.B. Scott Library budgets to the County. The motion passed.

6. **Discuss purchasing policy revisions.** - Finance Director Ley provided additional information at the meeting and led the discussion. She will take the edits and suggestions and provide a policy at the August meeting.

V. Monthly Reports

1. **Monthly Report - Mayor Hass** - No additional questions.
2. **Monthly Report - City Administrator Akey** - No additional questions.
3. **Monthly Report - Finance Director Ley** - FD Ley answered questions.
4. **Monthly Report - City Clerk Anderson-Malm** - No additional questions.
5. **Monthly Report - Municipal Court** - No additional questions. It was suggested Krista write a monthly report for outside Counsel.
6. **Consider placing monthly reports on file** - (D4 Alderperson Fermanich/D3 Alderperson Meyer) motion/second place monthly reports on file. The motion passed.

VI. Public Comment There was no public comment.

VII. Date and Time of Next Meeting - Tuesday, August 26th at 6:00 pm

VIII. Adjournment (D3 Alderperson Meyer/D4 Alderperson Fermanich) motion/second adjourn. The motion passed. The meeting 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.