

**CITY OF MERRILL  
CITY PLAN COMMISSION  
TUESDAY, NOVEMBER 4, 2025 MINUTES  
REGULAR MEETING    CITY HALL COUNCIL CHAMBERS    6:00 PM**

- I. Call to Order** Mayor Hass called the meeting to order at 6:00 pm  
Present: Mayor Hass, Melissa Schroeder (remote), Chad Krueger, D8 Alderperson Rutkowski, Jim Finucan  
Present Not Voting: Building/Zoning Administrator Darin Pagel, City Clerk Anderson-Malm, Derek Burgener, Ryan Trumbley  
Excused: City Administrator Rod Akey, Alli Henkelman  
Absent: Ralph Sturm
  
- II. Minutes from Previous Meeting**
  - 1. Consider placing the minutes from the September 2nd meeting on file**  
- (D8 Alderperson Rutkowski/ Krueger) motion/second to place minutes on file. The motion passed.
  
- III. Public Hearing**
  - 1. Public Hearing** - Mayor Hass read the public hearing notice.  
(Schroeder/Krueger) motion/second to open the public hearing. The motion passed. The public hearing opened at 6:02 pm. Building Inspector/Zoning Administrator Pagel gave an overview of the project. There was no one to speak for or against the project. (D8 Alderperson Rutkowski/Krueger) motion/second to close the public hearing. The motion passed. The public hearing closed at 6:04 pm.
  
  - 2. Primetime Estates LLC, requesting a Condominium Plat under M.M.C. Sec 111-3 at 604 Eugene Street, City of Merrill, Lincoln County, Wisconsin. Legally described in PIN # 251-3106-152-0236.**  
- (Schroeder/Finucan) motion/second to approve. The motion passed.
  
- IV. General Agenda Items for Consideration**
  - 1. Discuss and consider vacating the alley between 603 & 605 S Foster St.**  
- Building Inspector/Zoning Administrator Pagel updated the committee regarding the alley vacation. (D8 Alderperson Rutkowski/Krueger) motion/second to approve. The motion passed.
  
- V. Public Comment** There was no public comment.
  
- VI. Adjournment** (Schroeder/D8 Alderperson Rutkowski) motion/second to adjourn. The motion passed. The meeting adjourned at 6:06 pm.

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