

**CITY OF MERRILL  
COMMON COUNCIL  
TUESDAY, NOVEMBER 11, 2025 MINUTES  
REGULAR MEETING CITY HALL COUNCIL CHAMBERS 6:30 PM**

- I. **Call to Order** Mayor Hass called the meeting to order at 6:30 pm.  
Present: D1 Alderperson A. Caylor, D2 Alderperson M. Caylor, D3 Alderperson Meyer, D4 Alderperson Fermanich, D6 Alderperson Rick (remote), D7 Alderperson Weix Jr., D8 Alderperson Rutkowski  
Present Not Voting: Mayor Hass, City Administrator Akey (remote), Finance Director Ley, City Clerk Anderson-Malm, Facilities Maintenance Manager Brunett, Fire Chief Klug, Library Director Ollhoff, Park & Recreation Director Wendorf, Police Chief Bennett, Street Superintendent Bonack, Transit Director Brummond (remote), Pastor Bob Smallman, Lori Schult.  
Excused: D5 Alderperson Landis Holdorf
- II. **Invocation - Pastor Bob Smallman**
- III. **Pledge of Allegiance**
- IV. **Roll Call** Roll call was taken with 7 out of 8 present or remote.
- V. **Common Council Meeting Expectations**
- VI. **Public Comment** There was no public comment.
- VII. **Minutes from Previous Meeting**
  1. **Consider placing the minutes from the October 14th meeting on file.**  
- (D8 Alderperson Rutkowski/D7 Alderperson Weix Jr.) motion/second to place minutes on file. The motion passed.
- VIII. **Public Hearing**
  1. **Public Hearing on the Proposed 2026 Budget** - (D3 Alderperson Meyer, D8 Alderperson Rutkowski) motion/second to open the public hearing. The motion passed. Finance Director Ley gave a presentation on the proposed budget and answered questions from the Council. There was no public input during the public hearing. (D3 Alderperson Meyer/D8 Alderperson Rutkowski) motion/second to close the public hearing. The motion passed.
- IX. **October Incode Report**
  1. **Consider the October Incode Report** - (D2 M. Alderperson Caylor/D1 Alderperson A. Caylor) motion/second to approve. The motion passed.
- X. **2026 Budget**
  1. **2026 Budget to Adopt** - No action was taken until the Resolution portion of the agenda.
- XI. **City Plan Commission**

1. **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. The City Plan Commission recommends approval.** - (D8 Alderperson Rutkowski/D3 Alderperson Meyer) motion/second to approve. The motion passed.
2. **Consider vacating the alley between 603 & 605 S Foster St. The Board of Public Works and City Plan Commission recommend approval.** - (D1 Alderperson A. Caylor/D6 Alderperson Rick) motion/second to approve. The motion passed.

## **XII. Health & Safety**

1. **Consider a temporary "Class B" wine and Class "B" beer license for Devil's Creek Stump Jumpers Snowmobile Club on November 15th from 7:00 pm - 11:00 pm at the Merrill Expo Center in conjunction with a Sportsmen's Dance & Raffle event. The Health & Safety Committee recommends approval.** - (D7 Alderperson Weix Jr./D2 Alderperson M. Caylor) motion/second to approve. The motion passed.
2. **Consider an alcohol beverage license for Circle K #2746594, 3350 E Main Street. The Health & Safety Committee recommends approval.** - (D8 Alderperson Rutkowski/D7 Alderperson Weix Jr.) motion/second to approve. The motion passed.
3. **Consider a change of agent for Walgreen's #10574. The Health & Safety Committee recommends approval.** - (D3 Alderperson Meyer/D4 Alderperson Fermanich) motion/second to approve. The motion passed.

## **XIII. Personnel & Finance**

1. **Consider reclassifying a current position in the Police Department to Lead Administrative Assistant/Property Evidence Manager position pay grade 9. Personnel & Finance recommends approval. If approved, it is recommended to make this retroactive to July 28, 2025.** - (D2 Alderperson M. Caylor/D3 Alderperson Meyer) motion/second to approve the request without making it retroactive. The motion passed on a 5/2 voice vote. Police Chief Bennett answered questions regarding the request to make the reclassification retroactive.

## **XIV. Acknowledge Committee Reports**

1. **Park & Recreation Commission, Committee of the Whole, Marketing & Communications, Merrill Enrichment Center, Transit Commission, Health & Safety, Personnel & Finance, Tourism Commission, Board of Public Works, City Plan and Merrill Housing Authority.** - The reports were acknowledged.

## **XV. Resolutions**

**1. A Resolution authorizing the vacation of an alley located in block nine of Wolf River Lumber Company's addition. - A RESOLUTION AUTHORIZING THE VACATION OF AN ALLEY LOCATED IN BLOCK NINE OF WOLF RIVER LUMBER COMPANY'S ADDITION**

WHEREAS, Mike Krueger has requested the vacation of a portion of an alley; and,

WHEREAS, the alley to be vacated is described as: In the City of Merrill, Lincoln County, Wisconsin:

The portion south of Lot Three (3), Block Nine (9) of the first alley south of Jackson Street, east of South Foster Street in the City of Merrill, Wisconsin, more particularly described as follows, to-wit: The portion of that certain east-west alley south of Lot Three (3) of Block Nine (9) of Wolf River Lumber Company's Addition and north of AP 609, City of Merrill, Lincoln County, Wisconsin.

WHEREAS, the Board of Public Works on October 29, 2025 and the City Plan Commission on November 4, 2025 have recommended such vacation;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 11<sup>th</sup> day of November, 2025, that the following described alley be vacated:

The portion south of Lot Three (3), Block Nine (9) of the first alley south of Jackson Street, east of South Foster Street in the City of Merrill, Wisconsin, more particularly described as follows, to-wit: The portion of that certain east-west alley south of Lot Three (3) of Block Nine (9) of Wolf River Lumber Company's Addition and north of AP 609, City of Merrill, Lincoln County, Wisconsin.

BE IT FURTHER RESOLVED, that the City hereby declares that the alley being vacated is not needed for public purposes and hereby declares that the portion vacated shall revert, to the extent permitted by law, to the adjoining property owners.

(D2 Alderperson M. Caylor/D7 Alderperson Weix Jr.) motion/second to approve. The motion passed.

**2. A Resolution approving a preliminary plat for a condominium development at 604 Eugene Street, City of Merrill - A RESOLUTION APPROVING A PRELIMINARY PLAT FOR CONDOMINIUM DEVELOPMENT AT 604 EUGENE STREET IN THE CITY OF MERRILL**

WHEREAS, the City of Merrill ("The Applicant") has applied for preliminary approval of a condominium plat pursuant to Code of Ordinances Sec.111-3 for land located at 604 Eugene Street, a plat being all of Lot 4, Block 1 of Sunset Estates, Located in Southwest ¼ of the Northwest ¼ of Section 15, Township 31 North, Range 6 East, City of Merrill, Lincoln County, Wisconsin; and

WHEREAS, The City Plan Commission considered the application at a hearing, duly noticed, and scheduled on November 4, 2025; and

WHEREAS, The City Plan Commission recommends approval of the preliminary condominium plat subject to certain conditions; and

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 11<sup>th</sup> day of November, 2025, that

1. The Common Council Adopts the City Plan Commissions findings and incorporates them into this resolution.
2. The proposed preliminary plat of Condominium Development at 604 Eugene St. presented by City of Merrill and prepared by REI and involving a condominium plat pursuant to Code of Ordinance Sec.111-3 for being all of Lot 4, Block 1 of Sunset Estates, Located in Southwest ¼ of the Northwest ¼ of Section 15, Township 31 North, Range 6 East, City of Merrill, Lincoln County, Wisconsin, City of Merrill, Lincoln County, Wisconsin is hereby approved.

BE IT FURTHER RESOLVED, That the applicant, City of Merrill is directed to record the plat with the Lincoln County Register of Deeds in accordance with the requirements of Chapter 111 of the Code of Ordinances of the City of Merrill.

(D8 Alderperson Rutkowski/D3 Alderperson Meyer) motion/second to approve. The motion passed.

### **3 A Resolution to adopt the 2026 City of Merrill Budget and Tax Levy**

#### **- A RESOLUTION TO ADOPT THE 2026 CITY OF MERRILL BUDGET AND TAX LEVY**

WHEREAS, the Common Council of the City of Merrill held a public hearing on the proposed 2026 Budget on Tuesday, November 11, 2025 at Merrill City Hall, 1004 East First Street, Merrill, Wisconsin, after due and proper notice of said hearing having been given in accordance with the provisions of Section 65.90, Wisconsin Statutes;

NOW THEREFORE BE IT RESOLVED, by the Common Council of the City of Merrill hereby adopts the 2026 General Fund Budget, as follows:

<b>REVENUES</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
Property Tax Levy	\$5,972,667	\$6,330,129
Other Taxes	229,250	235,100
Special Assessments	15,000	14,000

Intergovernmental Revenues	6,296,104	6,299,234
Licenses and Permits	178,170	168,770
Fines, Forfeits and Penalties	101,000	101,000
Public Charges for Services	541,475	546,325
Intergovernmental Charges	1,960,148	2,074,250
Miscellaneous Revenues	1,556,265	324,210
Other Financing Sources	2,018,228	2,477,823
<b>TOTAL REVENUE</b>	<b>\$18,868,306</b>	<b>\$18,570,841</b>
<b>EXPENDITURES</b>		
General Government	\$2,259,353	\$1,738,857
Public Safety	6,594,395	6,783,145
Public Works	3,347,665	3,316,726
Health and Human Services	191,391	198,445
Culture, Recreation and Education	2,678,715	2,470,654
Conservation & Development	17,500	18,500
Debt Service	1,686,188	1,876,519
Capital Outlay	2,066,154	1,317,624
Other Financing Uses	26,945	850,373
<b>TOTAL EXPENDITURES</b>	<b>\$18,868,306</b>	<b>\$18,570,841</b>

BE IT FURTHER RESOLVED, that the Common Council of the City of Merrill hereby authorizes a property tax levy of \$6,330,129 in support of the 2026 Budget; and the City Treasurer is directed to spread the tax levy upon the current tax roll of the City of Merrill.

(D3 Alderperson Meyer/D8 Alderperson Rutkowski) motion/second to approve. The motion passed on a 7/0 roll call vote.

#### **XVI. Mayor's Appointments**

- 1. Consider appointing Emily Gibson to the Police and Fire Commission, replacing Nicole Johnson, term to expire 05/01/2026** - (D3 Alderperson Meyer/D8 Alderperson Rutkowski) motion/second to approve. The motion passed.

#### **XVII. Mayor's Communications** Mayor Hass read the following communications:

Today, November 11th, is Veterans Day, a day to honor the veterans who sacrificed for our freedom. I would also like to honor Pastor Gustafson of Trinity Lutheran Church on his retirement from the military.

The Poker Run is November 15th.

Thanksgiving and hunting season are fast approaching. I'm wishing everyone a happy and safe holiday.

Winter parking restrictions start December 1st with odd/even parking and no overnight parking on the city streets.

Winter Wonderland is at the Agra Pavilion on December 5th.

The Christmas Parade is December 6th.

The O'Tannenbaum Tour is December 6th and 7th at St. Stephens Church.

The craft fair is in Merrill on December 6th.

Tour of Lights is December 10th. Call Merrill Transit to get a seat on the bus and sign up on the City's website to register your decorated home.

The winner of the "Name the Plow Truck" contest was Snow Boss and will be put on the side of the new city plow truck. The name was voted on the City's website and was submitted by the Washington Elementary School third grade class.

**XVIII. Adjournment** (D3 Alderperson Meyer/D7 Alderperson Weix Jr.) motion/second to adjourn. The motion passed. The meeting adjourned at 7:04 pm.

Minutes respectfully submitted by Lori L Anderson-Malm - City Clerk

*The minutes are in draft form until approved at the next scheduled meeting. Meeting minutes are available in the City Clerk's office and on the City of Merrill website. Complete Ordinances are available on the City of Merrill website. <https://www.ci.merrill.wi.us>*