

**CITY OF MERRILL  
COMMON COUNCIL  
TUESDAY, DECEMBER 9, 2025 MINUTES  
REGULAR MEETING CITY HALL COUNCIL CHAMBERS 6:30 PM**

- I. **Call to Order** The meeting was called to order by Mayor Hass at 6:30 pm.  
Present: D1 Alderperson A. Caylor, D2 Alderperson M. Caylor, D3 Alderperson Meyer, D4 Alderperson Fermanich, D5 Alderperson Holdorf, D6 Alderperson Rick (remote), D7 Alderperson Weix Jr., D8 Alderperson Rutkowski (remote)  
Present Not Voting: Mayor Hass, City Administrator Akey, Finance Director Ley, City Clerk Anderson-Malm, Pastor Johanna Doyle, Mike Giesler, Amber from Clifton Larsen (remote), Building Inspector/Zoning Administrator Pagel, Fire Chief Klug, Information Technology Manager Brown, Library Director Ollhoff, Park & Recreation Director Wendorf, Police Chief Bennett, Street Superintendent Bonack, Transit Director Brummond (remote), Utility Operations Manager Steinagel, various citizens remote.
- II. **Invocation - Pastor Johanna Doyle - The Gathering Table**
- III. **Pledge of Allegiance**
- IV. **Roll Call** Roll Call was taken with all 8 in-person 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 November 11th meeting on file** - (D3 Alderperson Meyer/D7 Alderperson Weix Jr.) motion/second to place minutes on file. The motion passed.
- VIII. **Revenue and Expense Reports**
  1. **Consider the November 2025 Revenue and Expense Report** - (D1 Alderperson A. Caylor/D4 Alderperson Fermanich) motion/second to approve. The motion passed.
- IX. **General Agenda Items for Consideration**
  1. **City of Merrill 2024 Audit Presentation** - Hard copy of audit packets were provided at the meeting. Amber from Clifton Larsen was remote and gave the audit presentation. She answered questions from the council. A hard copy of the audit will be kept in the City Clerk's office. Following the presentation and discussion, (D3 Alderperson Meyer/D2 Alderperson M. Caylor) motion/second to accept the 2024 audit as presented. The motion passed.
  2. **Discuss and consider an alcohol beverage license and a cigarette, tobacco, and electronic vaping device license for WI Cstore, 702 N Center Avenue. This is being brought directly to the Common Council.**

- (D2 Alderperson M. Caylor/D5 Alderperson Holdorf) motion/second to approve. The motion passed.

3. **Discuss and consider an alcohol beverage license for Zacatecas Mexican Grill, N2410 Hwy 107. This is being brought directly to the Common Council.** - (D1 Alderperson A. Caylor/D8 Alderperson Rutkowski) motion/second to approve. The motion passed.
4. **Discuss and consider a letter of intent to purchase a vacant lot at 809 Grand Avenue. This is being brought to the Council by Mayor Hass.** - (D6 Alderperson Rick/D3 Alderperson Meyer) motion/second to approve. The motion passed.

#### **X. Personnel & Finance**

1. **Consider the 2026-2028 Fire Union Contract. The Personnel & Finance Committee recommends approval.** - (D3 Alderperson Meyer/D5 Alderperson Holdorf) motion/second to approve. The motion passed.

#### **XI. Acknowledge Committee Reports**

1. **Acknowledge the following committee reports: Joint Review Board, Enrichment Center, Airport Commission, Park & Recreation Commission, Transit Commission and Personnel & Finance.** - The reports were acknowledged.

#### **XII. Ordinances**

1. **A Charter Ordinance eliminating the Street Commissioner as an elected officer.** - The first reading was done by City Clerk Anderson-Malm. No further action was required at this time.

#### **XIII. Mayor's Appointments**

1. **Consider the following Mayor's Appointments:  
Don Litzer to replace Steve Sabatke on the Historic Preservation Committee term to expire 5/1/2027  
Todd Osness to replace Darcy Dalsky on the T.B. Scott Library Board term to expire 5/1/2026** - (D2 Alderperson M. Caylor/D3 Alderperson Meyer) motion/second to approve. The motion passed.
2. **Election Officials for 2026-2027** - (D1 Alderperson A. Caylor/D5 Alderperson Holdorf) motion/second to approve. The motion passed.

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

Wednesday, December 10th, is the Tour of Lights

On Saturday, December 13th, Santa will be at the Pine River Fire Station

Packets are available to run for office; Alderman, Mayor, Municipal Court Judge and City Clerk.

Stop at the Enrichment Center for your last-minute gifts and see what they have to offer.

The Library has many programs available to sign-up for; check out their website. I would like to thank all the employees of the city along with the citizens for making Merrill the Best City Around, and I would like to wish everyone a Merry Christmas and a Happy New Year.

**XV. Adjournment** (D3 Alderperson Meyer/D1 Alderperson A. Caylor) motion/second to adjourn. The motion passed. The meeting was adjourned at 7:07 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>*