



**CITY OF MERRILL
COMMON COUNCIL**

AGENDA • TUESDAY, JANUARY 13, 2026

Regular Meeting

City Hall Council Chambers

6:30 PM

To attend remotely call 484-302-2631 PIN 285 150 110 #

I. Call to Order

II. Invocation - Pastor William Hohman - New Testament Church

III. Pledge of Allegiance

IV. Roll Call

V. Common Council Meeting Expectations

The City of Merrill respects the role of our elected officials. Alderpersons and Department Heads are committed to working in collaboration to provide our citizens with the best decision-making for our city's future. This meeting is a formal event and professional conduct is the expectation of all in attendance.

VI. Public Comment

VII. Minutes from Previous Meeting

1. Consider placing the minutes from the December 9th meeting on file

VIII. Revenue and Expense Reports

1. The reports for the period ending December 31, 2025, will be provided at the February Common Council meeting.

IX. General Agenda Items for Consideration

1. Consider the 2026-2028 Police Union Contract. This is being brought directly to the Council by Mayor Hass.
2. Lincoln County Economic Development Corporation 2025 Year-End Summary

X. Acknowledge Committee Reports

1. Acknowledge the following monthly reports: Library Board, Housing Authority, Marketing & Communications, Park & Recreation Commission, Transit Commission, Airport Commission and Merrill Enrichment Center.

XI. Ordinances

1. A Charter Ordinance eliminating the Street Commissioner as an elected officer - second reading.

XII. Resolutions

1. A Resolution authorizing the vacation of an alley located in block nine of Wolf River Lumber Company's addition (S. Foster St.)

XIII. Mayor's Communications

XIV. Adjournment

The Merrill City Hall is accessible to the physically disadvantaged. If special accommodations are needed, please contact the Merrill City Hall at (715) 536-5594.

**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.

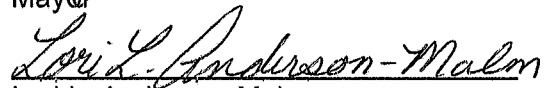
XV. Adjournment (D3 Alderperson Meyer/D1 Alderperson A. Caylor) motion/second to adjourn. The motion passed. The meeting was adjourned at 7:07 pm.

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>

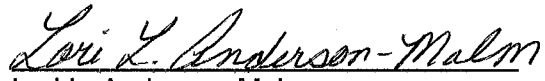


Steve Hass
Mayor



Lori L. Anderson-Malm
City Clerk

I, Lori L. Anderson-Malm, City Clerk of the City of Merrill, Wisconsin, do hereby certify that the Mayor approved the above action of the Common Council on December 22nd, 2025.



Lori L. Anderson-Malm
City Clerk

**AGREEMENT BETWEEN THE
CITY OF MERRILL
AND THE
MERRILL PROFESSIONAL POLICE ASSOCIATION
~~2024-2025~~
~~2026-2028~~**

Table of Contents

<u>ARTICLE</u>	<u>PAGE</u>
1 PURPOSE OF AGREEMENT.....	3
2 RECOGNITION.....	3
3 RESERVATION OF RIGHTS.....	3
4 HOURS.....	4
5 DELEGATES.....	5
6 SALARIES.....	5
7 WORKER'S COMPENSATION.....	7
8 VACATION.....	8
9 SENIORITY.....	9
10 LONGEVITY.....	9
11 PAID HOLIDAY.....	9
12 LEAVES.....	10
13 INSURANCE.....	11
14 CLOTHING ALLOWANCE.....	12
15 COMPENSATION FOR TRAINING.....	12
16 RULES AND REGULATIONS.....	13
17 GRIEVANCE PROCEDURE.....	13
18 SUSPENSION, DISMISSAL AND REDUCTION IN RANK.....	14
19 DEFENSE OF OFFICERS BY THE CITY ATTORNEY.....	15
20 AMENDMENT PROVISION.....	15
21 SAVINGS CLAUSE.....	15
22 NO OTHER AGREEMENT.....	15
23 CHANGES IN THE TERMS OF AGREEMENT.....	16
24 TERM OF AGREEMENT.....	16
25 GENDER.....	16
26 UNION DUES DEDUCTION.....	16
27 SCHEDULING.....	17
28 STAFFING.....	17
29 PROMOTIONS.....	18
30 PEHP PLAN.....	19
31. LATERAL TRANSFER.....	19
SIGNATURE PAGE.....	19
APPENDIX "A" SALARIES.....	20
APPENDIX "B" SENIORITY.....	22
APPENDIX "C" K9 PROGRAM.....	23

ARTICLE 1 – PURPOSE OF AGREEMENT

It is the intent and purpose of the parties hereto that this agreement shall promote and improve working relations between the City of Merrill Professional Police Association, hereinafter referred to as the Association, and to set forth herein rates of pay, hours of work, and other terms and conditions of the employment to be observed by the parties hereto.

ARTICLE 2 – RECOGNITION

This agreement made and entered into at Merrill, Wisconsin, pursuant to the provision of the Code of Ordinances of the City of Merrill and Wisconsin Statutes between the City of Merrill, Wisconsin, a municipal corporation as municipal employer with the Chief of Police as its agent, thereafter referred to as the City, and the Merrill Professional Police Association as sole bargaining agent for the police officers of the Association, excluding the Chief of Police, Captains, and Lieutenants, who shall be considered supervisory personnel

ARTICLE 3 – RESERVATION OF RIGHTS

The Association recognizes the right of the City and Chief of Police to operate and manage its affairs in all respects. The Association recognizes the exclusive right of the Chief of Police to establish departmental rules and procedures.

The City and the Chief of Police have the exclusive right and the authority to schedule overtime work as required in the manner most advantageous to the City commensurate with the applicable ordinances or resolutions providing for overtime compensation as outlined in this Agreement to members of the bargaining unit.

It is understood by the parties that every duty connected with operations enumerated in job descriptions is not always specifically described and it is intended that all such duties shall be performed by the employees.

The Chief of Police, and the Police and Fire Commission reserve the right to discipline or discharge for cause. The City reserves the right to lay off personnel of the department. The City and the Chief of Police shall determine work schedules consistent with the Agreement and establish methods and processes by which such work is performed. The City and the Chief of Police shall have the right to transfer employees within the Police Department in a manner most advantageous to the City.

The City, the Chief of Police and the Police and Fire Commission shall retain all rights and authority to which by law they are entitled.

The City shall have the exclusive authority to transfer any governmental operation now conducted by it to another unit of government, providing it meets with the approval of the

Common Council upon transfer, all agreements are terminated including this Agreement as pertaining to personnel of the Department affected by the transfer.

The Association recognizes that the City has statutory and charter rights and obligations in contracting for matters relating to municipal operations. The right of contracting or subcontracting is vested in the City.

All full-time employees hired after 1/31/2016, shall reside within a ~~20~~45-mile radius of the City of Merrill jurisdictional limits (boundaries), no later than 60 days after the completion of their probationary period. The powers, rights, and/or authority claimed by the City, are not to be exercised in a manner that will undermine the Association or as an attempt to evade the provision of this Agreement or to violate the spirit, intent or purpose of this Agreement.

ARTICLE 4 - HOURS

The work schedule shall be 2 days on duty, followed by 2 days off duty followed by 3 days on duty, followed by 2 days off duty, followed by 2 days on duty, followed by 3 days off duty, on a continuing 2-2, 3-2, 2-3 schedule. The schedule allows no less than 12 patrol officers on alternating weekends, Friday, Saturday and Sunday off. The work day shall be 12 hours in length. Overtime shall be paid or compensatory time be given for all hours which are worked in excess of the regular 12 hour day or the regular 2-2, 3-2, 2-3 schedule. Since officers will be scheduled to work an average total of 2190 hours per year, City will provide each officer working this schedule an additional 110 hours of Kelly time. Additionally, all Patrol Officers will receive 16 hours of Kelly time and in cases where an officer has 15 years of service, he/she will receive 8 additional hours of Kelly time, for a total of 24 hours after 15 years. All Kelly time shall be used within the calendar year received.

INVESTIGATOR/SRO: The SRO and Investigator's work week will be 5 days on followed by 2 days off. Each shift will be 8 hours in length. Additionally the SRO and Investigators will receive 32 hours of Kelly time and in cases where an officer has 15 years of service, he/she will receive an additional 16 hours of Kelly time for a total of 48 hours after 15 years. All Kelly time shall be used with the calendar year received.

KELLY TIME ADMINISTRATION: Kelly time is deposited on January 1st of each year based upon a projection of days worked, working schedule, and years of service. Kelly time earned in conjunction with years of service will be given on the next January 1st following the actual anniversary. There will be no Kelly time proration after the 1st of the year except in the case of separation, retirement, or a change in working hours. Bonus Kelly days beyond the description previously provided will be granted consistent with a full working day, either 8 hours or 12 hours, after completion of the following years of service: 18, 21, 24, 27.

WORK BREAKS: Officers will be entitled to a 30 minute lunch break and two 15 minute breaks during their 12 hour shift. Officers working an 8 hour shift will be entitled to a 30 minute lunch break. Officers will remain available for calls during their lunch/breaks.

ARTICLE 5 – DELEGATES

The City agrees to allow two (2) delegates of the Merrill Professional Police Association to attend the Wisconsin Professional Police Association annual convention with pay. The Merrill Professional Police Association shall provide sufficient notice of convention dates and delegate attendees to the Captain and/or Chief of Police. No overtime shall be created to allow for delegates to attend the convention.

ARTICLE 6 – SALARIES

Salaries shall be paid in accordance with the salary schedule set forth in Appendix attached hereto and made a part thereof by reference.

Individual salaries for new positions or substantially changed positions will be established by special negotiation at any time during the term of this Agreement, insofar as this does not conflict with paragraphs 2 and 3 of Article 3 - Reservation of Rights.

SHIFT DIFFERENTIAL. Shall be as follows:

Officers working the 6:00 am **shift** to 6:00 pm shift will be paid a shift differential of \$220.00 yearly.

Officers working the 12:00 pm to 12:00 am shift will be paid a shift differential of \$550.00 yearly.

Officers working the 3:00 pm **shift** to 3:00 am shift will be paid a shift differential of \$770.00 yearly.

Officers working the 6:00 pm **shift** to 6:00 am shift will be paid a shift differential of \$990.00 yearly.

CERTIFICATION PAY: In recognition that police officers are required to maintain proficiency or certifications in work related fields, each officer shall receive \$600.00 annually. Certification pay shall be paid at the rate of \$.2884 per hour (\$600 annually).

OVERTIME PAY: All hours authorized by the Chief or officer in charge which are worked in excess of the regular eight (8) or twelve (12) hour shift shall be deemed overtime and compensated at time and one-half of the officer's normal hourly rate.

The parties by mutual agreement may agree that compensatory time be given in lieu of payment as provided by this section. If compensatory time is given, the same shall be at the rate of time and one-half.

Overtime shall be rounded up or down to the nearest quarter hour.

COMPENSATORY TIME: The Chief shall grant compensatory time to be scheduled where sufficient staffing exists so that the City incurs no overtime obligation. It is understood that this scheduled compensatory time cannot be withdrawn when unforeseen staffing shortages due to sick time requests or similar requests occur.

Officers may not carry a balance in excess of 96 hours of compensatory time at any time during each year. Officers may not carry over a balance greater than 48 hours into the following year. Excess compensatory time balances must be paid out by December 15th or used by December 31st.

Compensatory time carried over into the next year shall be taken as leave in that year and shall not be paid out. Requests to use carried over compensatory time are subject to the same staffing considerations otherwise present and will be used on an as-available basis.

CALL-IN-PAY: Any officer called to work in addition to their normal schedule of hours shall be paid two hours pay for the call, plus time and one half for the time spent with no minimum. Call-in pay shall not be paid if an Officer is held over from a prior shift, or is called in at least 48 hours in advance of the starting time of the overtime, or for voluntary shift changes between officers.

OVERTIME SELECTION: In the event that the number of patrol officers on duty drops below the minimum staffing levels to support daily patrol operations, a manpower shortage has occurred. Also if the Supervisor or Officer in Charge determines that additional sworn officers are needed for work duties to support daily patrol operations and no special training, or skills are needed to perform the duties, a manpower shortage has occurred. Overtime in which special training or skills are needed, or overtime worked as part of a continuing investigation involving the officers working the overtime is not a manpower shortage and the city may assign overtime in a manner most advantageous to the city. Special enforcement activity overtime (i.e: Click-it, Fall Ride mutual aid, grant funded traffic enforcement) is not an essential component of daily patrol operations. It will be offered based on seniority.

The Union acknowledges any absence of a Non-union Patrol Lieutenant ~~or Patrol Captain~~ may be offered to Patrol Lieutenants/~~Patrol Captains~~ prior to offering the overtime hours to a Union Patrol Officer. If offered to a Union Patrol Officer the following applies:

Overtime will first be offered to Union Patrol Officers and SRO on a seniority basis by the considerations prescribed below (Appendix B):

1. A full shift of overtime is considered anything reasonably believed to be greater than 4 hours. Full shifts of overtime shall initially be offered as the entire shift. If the full shift is not accepted by an officer in whole then the shift may be split or the shift may be assigned to the least senior patrol officer available.
2. A partial shift of overtime is a shift reasonably believed to be 4 hours or less. In the event a partial shift needs to be filled, a hold-over may be assigned for the first 4 hours of a shift from the previous shift personnel. An early call-in may be assigned for the last 4 hours of a shift to those officers who are scheduled to work the next contiguous shift. Those assignments shall be offered to the applicable officers by seniority. If there are no volunteers or if a shift remains vacant the shift shall be filled according to the full shift selection process previously described.
3. Officers known to be unavailable for the overtime opportunity may be omitted from the call-in process. (i.e: vacation time, Kelly time, compensation time, sick leave, or family leave during the overtime opportunity)
4. In the event of an emergency a general exception to the seniority call-in is recognized.
5. Officers shall not work beyond 16 hours of duty in a 24 hour period, consecutive or otherwise, unless the exception is authorized by ~~an Officer in Charge~~, Lieutenant, Captain, or the Chief of Police. Additionally, Officers should have at least 8 hours of rest between assigned shifts.

If no Union Patrol Officers accept the overtime opportunity according to the previously referenced seniority-based call-in process, then the overtime may be offered to Union Detectives and Patrol Lieutenants/~~Patrol Captains~~ prior to ordering a Union Patrol Officer to accept overtime

COURT TIME: Any officer reporting to duty for Court outside of their normal shift will be compensated at their overtime rate with a minimum of 2 hours. Any officer, whose court appearance is canceled after 5 p.m. of the business day before the court appearance, shall be compensated 2 hours at their overtime rate.

EDUCATION PAY: Officers, who have obtained at least an Associate Degree in Criminal Justice, a related field, or 60 college credit hours in lieu of a degree, shall receive an annual education benefit of \$360.00. Officers who have additionally obtained a bachelor's degree shall receive an annual education benefit of \$720.00. Education Pay shall be paid at the rate of \$.1731 per hour (\$360 annually) or \$.3462 per hour (\$720 annually).

ARTICLE 7 – WORKER'S COMPENSATION

Worker's compensation shall be governed in accordance with the Wisconsin Statutes and shall be the exclusive remedy of an injured employee against the City of Merrill.

Provided that and for so long as an employee has accumulated sick leave time and is receiving worker's compensation, that employee shall receive full salary. The difference between the worker's compensation and the employee's full salary shall be paid by the

City and deducted from his sick leave time according to the percentage that the amount of money contributed by the City of Merrill bears to that employee's full salary.

ARTICLE 8 – VACATION

The Chief of Police shall administer the vacation schedule according to the terms of this agreement. The Chief of Police shall reserve the right to determine the number of personnel to be on vacation at any one time in order to insure maximum protection and safety of the City.

The vacation accrual policy for the Police Department shall be as follows:

96 hours after 1 year of service

144 hours after 5 years of service

192 hours after 10 years of service

240 hours after 15 years of service

Vacation picks shall be completed by January 1st and shall be made on the basis of seniority by rotation. Officers will be allowed to select and lock in up to 50% of the vacation hours they will accrue that year on each turn of the rotation.

Officers who will accrue 96 or more hours of vacation shall be required to select a minimum of 24 hours.

Officers who will accrue 144 or more hours of vacation shall be required to select a minimum of 36 hours.

Officers who will accrue 192 or more hours of vacation shall be required to select a minimum of 48 hours.

Officers who will accrue 240 hours of vacation shall be required to select a minimum of 60 hours.

Vacation selections shall commence no later than October 1st of each year. The two vacation selection rounds shall be completed as soon as practical by the employees, but no later than January 1st of the following year.

Vacation selection during the selection process shall be in the form of whole shifts or working days. In the event an officer does not schedule his vacation by January 1, the

officer will take it on an "as available" basis after all other vacation has been scheduled. When taken on an "as available" basis, Vacation time, Compensatory time, or Kelly time may be used in ½ hour increments.

Vacation Carry Over Limits

Maximum annual vacation carry over in the union Police Department employees shall be as follows:

Beginning effective 12-31-2020 and thereafter: 144 hours may be carried over to the next year

ARTICLE 9 – SENIORITY

The Department will have a seniority list to include all bargaining unit members of the Department by length of service (Appendix B). Permanent shifts, subject to other listed limitations, will be selected on an annual basis. The annual schedule, with no shift assignments, shall be posted by August 1st of each year to allow officers to complete shift selections. Seniority shall prevail in the selection of the positions available on each shift. In addition, Officers may note their "on-day" group preference (A shift or B shift) during the shift selection process. The "on-day" preference is non-binding to the final assignment and only serves as input to consider during the final schedule construction process. Shift selections, which are the responsibility of the employee, shall be completed no later than September 1st of each year. New Officers may select shifts during the shift selection process after completion of their probationary status. Otherwise, each new employee will be assigned a permanent shift as directed by the Chief of Police. Assignments will be made in a manner most advantageous to the City while balancing the need for continuity in supervision of new employees.

Shifts for bargaining unit members who have yet to complete probation with the City of Merrill Police Department will be assigned in the following manner; During their field training program, shifts can be assigned on a weekly basis. Upon completion of field training the Chief of Police will assign a vacant shift to be worked for the remainder of the calendar year.

ARTICLE 10 – LONGEVITY

Longevity payments shall be made to all officers according to the following plan: After five (5) years of continuous service at the Merrill Police Department \$2.50 per month paid service retroactive to the first day of employment.

Longevity will be computed and paid once a year on or about December 1.

ARTICLE 11 – PAID HOLIDAYS

In lieu of defined or otherwise recognized holidays, all officers will receive 140.25 hours of holiday pay calculated at their normal hourly rate. Holiday pay shall be paid once a year on or about December 1.

ARTICLE 12 – LEAVES

SICK LEAVE: Sick leave shall be administered by the Chief of Police as per City Personnel Policies for Sick Leave, except that notwithstanding any other provision contrary thereto in said City Personnel Policies, sick leave shall accumulate at the rate of one 12 hour day for each month of service worked in the calendar year based on the 12 hour schedule and at the rate of one 8 hour day for each month for all others. Sick leave shall not accrue if an employee is on an unpaid leave during an entire calendar month.

FUNERAL LEAVE: Funeral leave shall be administered by the Chief of Police as per City Personnel Policies for Death in Family. The City Policies on Funeral Leave shall be incorporated into this Agreement language.

LEAVE OF ABSENCE WITHOUT PAY: Requests for leave of absence without pay for justifiable reasons shall be made by written application on a form provided by the Clerk-Treasurer's Office and be submitted at least two (2) weeks prior to the anticipated leave. Emergency leave requests would be the exception.

1. For a leave not to exceed three (3) consecutive days, the request shall be submitted for approval to the Chief of Police.
2. For a leave in excess of three (3) consecutive days, the officer shall make a request to the **City Administrator Personnel Director** after securing the approval of the Chief of Police.

ACCRUED SICK LEAVE CREDIT: All officers covered by the agreement who actually retire from the City Service and apply within sixty (60) days of the last day paid for a retirement annuity from the Wisconsin Retirement Fund shall have their sick leave credits from the time of retirement converted to a monetary value (allowable hours of accumulated sick leave times normal hourly rate of pay received immediately prior to retirement), which the City shall deposit in Post-Employment Health Plan (PEHP).

If an officer retires before their 62nd birthday, but after their 50th birthday, the officer may then remain a member of the City's insurance group until age sixty-five (65). Retired is defined for purposes of this section, as drawing a pension check from the Wisconsin Retirement Fund. The officer shall be responsible for the entire premium as charged to the City for such insurance, paid by the 10th of the month prior to the month for which coverage is desired.

The maximum number of hours an officer will be entitled to so convert is a total of 1300 hours.

ACCRUED SICK LEAVE INCENTIVE CREDIT: Officers shall receive one personal (kelly) day off when the officer does not use sick leave during a calendar year. Said kelly day will be granted in the year following the year in which it was earned.

MILITARY SERVICE LEAVE:

While on active military duty or training of 6-months or less, the Employer shall make up the difference between the military compensation received and the employees current salary.

In addition to the above, employees requesting an unpaid leave of absence for military service are covered consistent with Federal Law.

DONATION OF TIME: Officers will be allowed to donate vacation time, kelly hours, and/or compensatory time to other officers who have exhausted their sick leave and are in need of additional ~~sick leave time-off~~.

ARTICLE 13 – INSURANCE

HEALTH INSURANCE:

For 2024, Officers shall pay 11.00% of the health insurance premiums as an employee contribution. For 2025, effective December 24, 2024, the Officers shall pay 11.5% of the health insurance premium if the premium to the City increases by 6% or less, and 12.00% if the premium increase to the City is greater than 6% and up to 12%, and 12.50% if the increase in premiums to the City is greater than 12%. If the premium for non-union employees remains at 11.00% in 2021, the same rate shall apply to union personnel.

The Employee shall be responsible for the single or family annual deductible.

The City shall contribute the same amount to HSA accounts for Police Union personnel, single and family plans, as that contributed for non-union employees or other union employees.

Notwithstanding Article 13 – Insurance (portions of which the parties acknowledge is a prohibited subject of bargaining), the design and selection of the health care coverage plan will be determined by the City in accordance with the provisions of 2011 Wisconsin Acts 10 and 32 and the statutory language it created in Wis. Stat. 111.70(4)(mc)(6). In the event this statutory language is amended, repealed or otherwise declared invalid such that the issues addressed in Article 13 are no longer prohibited subjects of bargaining prior to the

expiration of this agreement, the design and selection of the health care coverage plan shall be made in accordance with the language of this article.

LIFE INSURANCE: The City agrees to pay its share of the costs, and in addition, one hundred percent (100%) of the officer's contribution in the State Life Insurance Program based on annual earnings. An officer not wishing to participate in the Life insurance Programs must sign a waiver of insurance form available in the Clerk-Treasurer's Office. The City shall double the amount of coverage.

WISCONSIN RETIREMENT FUND:

All employees shall pay the entire employee required share to the Wisconsin Retirement Fund, equal to general municipal employees.

ARTICLE 14 – CLOTHING ALLOWANCE

Clothing allowance shall be administered by the Chief of Police. Officers shall be compensated \$1000 annually. Probationary officers will receive an additional \$100.00 for the first year. However, in the Probationary officer's 2nd year the amount received will be pro-rated based on length of service during their first year of employment with the City of Merrill Police Department. It is hereby agreed that the clothing allowance shall be paid to the officers each year in January.

The City will furnish badges, holsters, service pistols, and primary use body armor to each officer.

If, during a new police officer's probationary period or any extensions thereof, the police officer is terminated or resigns, said police officer shall return to the department all equipment purchased pursuant to the uniform allowance.

If a police officer's uniform (including prescription eyewear) is damaged in the line of duty, excluding damages due to, or resulting from, ordinary wear, the employer shall bear the cost of repair or replacement thereof on the following basis. The Chief shall determine whether repair or replacement is necessary. If the Chief decides that repair is to be undertaken, the Chief shall pay to the officer the reasonable cost of repairing. If the Chief determines that repair is not feasible, he/she shall direct that the officer be paid one hundred percent (100%) of the cost of replacing the article and the officer shall surrender the damaged item to the Chief.

ARTICLE 15 - COMPENSATION FOR TRAINING

All training programs shall be administered by the Chief of Police and the Police Department Training Officer.

Full Days of Training : A Full Day of Training is a scheduled training time period, including class breaks and lunch of 8 hours or more. Officers who attend a training session which are “Full Days of Training” will be credited with a full work shift (8 or 12 hours) equal to their standard work shift.

Partial Days of Training: Training sessions of less than 8 hours of scheduled training are considered “Partial Days of Training”. Officers on a scheduled shift will be required to complete their standard work shift on those days before and/or after the training is completed. During the non-training time periods of a “Partial Days of Training”, officers may elect to use off-time as governed by other sections of this agreement.

In order to facilitate the attendance of an officer at training on a date otherwise scheduled as an off-day the city may convert one or more of the officers normally scheduled work shifts into straight-time off. The city will select those dates but it is permissible for the officer and administration to agree on what date(s) are selected for conversion into off-time. As a general rule such dates should be within the same pay period of the training date, whenever possible.

If an officer attending training works beyond their normal shift hours (8 or 12) after receiving a compensation shift off, the officer will be compensated with overtime pay for the actual hours worked beyond their normal shift hours.

If no compensation shift switch occurs the officer will work the training session on overtime for actual hours worked.

If an officer is assigned to attend training and lodging is necessary the costs of lodging will be the responsibility of the city.

Travel time to and from training is included in actual hours worked.

ARTICLE 16 - RULES AND REGULATIONS

The rules and regulations of the Merrill Police Department including those approved by the Common Council of the City of Merrill, as revised from time to time are hereby made a part, of the Agreement.

ARTICLE 17 - GRIEVANCE PROCEDURE

The procedure under this article provides an orderly method to present and settle grievances which may arise between the Association and the City, as to the meaning of application of or compliance with provisions of this agreement. It is a further purpose of this grievance procedure to assure observance of the terms and work relationships set forth in this agreement. The grievance procedure is available to the Association and is limited to matters covered by the Agreement.

Grievances shall be settled by steps as follows:

A. Any officer covered by this agreement who has a grievance shall within ten (10) days after the officer is aware of cause for a grievance, report such grievance in writing individually or with an Association Representative to the Chief of Police. The Chief of Police or designee shall investigate the grievance thoroughly. The Lieutenant, Captain or Chief of Police shall furnish the grievant(s) and the Association with a written answer to the grievance. In the event no satisfactory agreement has been reached within ten (10) days between the grievant(s) and the Department Head, the grievance will advance to step 2.

B. If the grievance is not settled at the first step, the grievance shall be presented in writing within ten (10) days of the answer to the Personnel and Finance Committee or Police and Fire Commission, whichever authority has jurisdiction on any particular grievance.

1. If the grievance shall be deemed under the jurisdiction of the Police and Fire Commission, the grievance shall therefore be governed by Section 62.13 of the Wisconsin Statutes. The Police and Fire Commission shall within ten (10) days set up an informal meeting with all parties involved up to this point. Within ten (10) days, (Saturdays, Sundays and Holidays excluded), after this meeting a determination shall be made and reduced to writing and copies submitted to all parties involved.
2. All other grievances relating to wages, hours and working conditions or any other matter under jurisdiction of the Personnel and Finance Committee shall be directed to same. The Personnel and Finance Committee shall within ten (10) days set up an informal meeting with all parties involved up to this point. Within ten (10) days, (Saturdays, Sundays and Holidays excluded) after this meeting a determination shall be made and reduced to writing and copies submitted to all parties involved.

C. If the grievance is not settled with the Committee or the Police and Fire Commission the aggrieved party may within thirty (30) days of the answer from either commission or committee, submit the grievance to the Wisconsin Employment Relations Commission for its staff to appoint an arbitrator. The decision of the arbitrator will be final and binding on all parties, except for judicial review, pursuant to statute.

D. The Association may appoint representatives of the Association and shall inform the City of the names of the individuals so appointed and of any change thereafter made in such appointments. The City shall allow the representative the necessary time to process grievances during the course of the duty day, as long as it does not interfere with their regular work responsibilities.

ARTICLE 18 - SUSPENSION, DISMISSAL AND REDUCTION IN RANK

Suspension, dismissal and reduction in rank of employees from the Police Department shall be governed by Section 62.13 of the Wisconsin Statutes.

All newly hired permanent employees shall be considered probationary for a period of one year from their date of employment with the Merrill Police Department. Probationary employees may be discharged without recourse to the grievance procedure.

Continued employment beyond the probationary period above noted is hereby defined as evidence of satisfactory completion of probation.

A permanent employee is hereby defined as a person hired to fill a full time position in the Table of Organization. The seniority of a permanent employee who has satisfactorily completed probation shall date from their date of employment.

Proper records indicating status of the officer shall be maintained. Seniority shall be established for each officer, and shall consist of the total calendar time elapsed since the date of their employment. Seniority rights terminate upon discharge, resignation or retirement.

ARTICLE 19 - DEFENSE OF OFFICERS BY THE CITY ATTORNEY

The City or its authorized agent shall defend actions brought against any officer growing out of any acts done in the course of his/her employment or out of any alleged breach of duty as such officer.

Any judgment obtained against such officer shall be paid by the City, provided the officer acted in good faith.

ARTICLE 20 - AMENDMENT PROVISION

This Agreement is subject to amendment, alteration or addition only by a subsequent written agreement between and executed by the City and the Association where mutually agreeable.

The waiver of any breach, term or condition of the agreement by either party shall not constitute a precedent in the future enforcement of all its terms and conditions.

ARTICLE 21- SAVINGS CLAUSE

If any Article or Section of this Agreement or any addendum thereto should be held invalid by operation of law or by any tribunal of competent jurisdiction, or if compliance with or enforcement of any Article or Section should be restrained by such or be affected thereby, and the parties shall enter into immediate collective bargaining negotiations for the purpose of arriving at a mutually satisfactory replacement of such Article or Section.

ARTICLE 22 - NO OTHER AGREEMENT

The employer agrees not to enter into any other Agreement, written or verbal, with any individual covered by the agreement, individually or collectively, which in any way conflicts with the provisions of this agreement. **This does not prohibit the signed parties from engaging in side letters of agreement which supplement this parent agreement.**

ARTICLE 23 - CHANGES IN THE TERMS OF THIS AGREEMENT

If either party desires to negotiate any changes in this Agreement to become effective after the end of the term of this Agreement or any extension thereof, it shall notify the other party in writing of its desire to enter into such negotiations, on or before July 1, 2028 following such notification and specifically within the next 120 days, the parties hereto shall meet and engage in negotiations.

ARTICLE 24 - TERM OF AGREEMENT

This Agreement shall become effective as of January 1, 2026, and remain in full force and effect to and including December 31, 2028 and shall renew itself for additional one year periods thereafter unless either party pursuant to Article 23 has notified the other party in writing that it desires to alter or amend this Agreement at the end of the contract period.

It is agreed by and between the parties that the terms and conditions of the Employment Agreement as contained herein shall be binding on both parties. The Agreement may be reopened by mutual agreement of the parties hereto.

ARTICLE 25 - GENDER

Any and all references to the genders of "he" or "she" in this contract or the reference to "employee" shall be synonymous with the term of the police officer.

ARTICLE 26 - UNION DUES DEDUCTION DUES DEDUCTION: The Employer agrees to deduct monthly dues in the amount certified by the WPPA/LEER from pay of employees who individually sign a dues deduction authorization form supplied by the WPPA/LEER. In addition, the Local Association may authorize local dues which shall be deducted in conjunction with the WPPA/LEER dues. The Employer shall deduct the combined monthly dues amount equally divided on a pay period basis for each employee requesting such deduction, upon receipt of such form and shall remit the total of such deductions, with a list of employees from whom such sums have been deducted, to the WPPA/LEER or Local Association if applicable, after each of the applicable pay periods in one lump sum each

month. Authorization of dues deduction by a voluntary member may be revoked upon notice in writing to the Employer, WPPA or to the Local Association. No employee shall be required to join the Association, but membership in the Association shall be made available to all employees in the bargaining unit who apply consistently with either the WPPA or local Association Constitution and By-Laws. No employee shall be denied membership because of race, color, creed, sex, or any other protected class as defined by law.

ARTICLE 27 – SCHEDULING

Officers requesting time off shall enter their request utilizing the scheduling system. Likewise, timely review and the approval or denial will also be made utilizing the scheduling system. The City agrees that once a request for time off has been granted, said time off cannot be canceled unless said cancellation is done at least fourteen days prior to the scheduled time off.

After the vacation selection process is complete, any subsequent time off requests shall be either approved or denied within seven days of receipt, based upon the known staffing needs at that time. Once approved, those days will be entered on the twelve-month work schedule. Likewise, any time off requests made with less than fourteen days' notice (i.e. short notice) shall be made utilizing the scheduling system, these requests will be addressed by a supervisor as soon as practical and based upon the known staffing needs at the time of the request.

Partial blocks of time off (less than a full shift) will be scheduled consistent with the known staffing needs at the time of the request, subject to the following conditions. Partial blocks of time off cannot be cancelled unless the cancellation is done at least fourteen days prior to the scheduled time off. Additionally, the Officer may be offered the ability to rescind the time off.

If when honoring partial blocks of time-off results in overtime, for that time off request or any concurrent shortage, that shortage shall be filled by the overtime selection process described in article 6. If that overtime is unfilled by union patrol officers the partial block of time off may be cancelled. Partial blocks of time off cancelled with less than fourteen days of notice shall result in two hours of call time being paid to the employee.

Officers will be given at least fourteen-day notice prior to any type of mandatory shift change, except in an emergency. Any officer whose scheduled shift is changed without the minimum fourteen-day notice will receive 2 hours of call time pay. In addition, the City will not change an officer's shift to allow for the purpose of granting time off. This shall not apply to voluntary switches among the officers.

ARTICLE 28 – STAFFING

In consideration of implementation of combined dispatch service between the City of Merrill and Lincoln County, the Chief of Police, Administrative Captain, Investigative Lieutenant, and Investigator(s) will not count toward patrol minimum staffing requirements.

Nothing in this Agreement constitutes the establishment of a minimum staffing requirement for the Police Department and any decision regarding the filling of vacancy on a shift shall be determined by the Police Chief or designee for each specific shift, in accordance with the collective bargaining agreement.

Despite the language in Article 3 of this agreement, there shall be no layoffs during the term of this contract and the City shall maintain current staffing levels during this contract term.

DETECTIVES:

Any Patrol Officer assigned as a Detective shall be paid at the Detective rate of pay. Detectives are assigned following a selection process and formal assignment by the Chief of Police to the Detective position. While assigned as a Detective, the Officer will continue to earn seniority as a Patrol Officer. However, during the assignment period, and as it relates to Article 6 - Overtime Selection, the Detective position will be recognized as a Detective. The Officer filling the Detective position is eligible to apply for any vacancies that occur during the time the Officer is acting as the Detective. Should the Officer be awarded another position, the filling of the Detective position shall be consistent with this provision. Upon the termination of the assignment the Detective will voluntarily return to his/her previous position and pay, which will be not be recognized as a demotion or layoff. A detective may be removed from the assignment for legitimate reasons articulated by the Chief of Police. Legitimate reasons may include but are not limited to: removal for cause, reassignment due to a restructuring of the department, reassignment request by the detective. The Detective position shall be an assignment for the employee(s) selected to the position after 01/01/2024. ~~The current Detective will be treated as a promoted employee as outlined in the 2022-2023 Collective Bargaining Agreement.~~ The Detective assignment shall be for a period of 5 years. Detectives are not limited to the number of 5 year assignment terms and may reapply for the assignment.

~~The School Resource Officer (SRO) is recognized as a dedicated resource to the school district when school is in session. During the recognized school year, the SRO, in that role, will not count toward patrol minimum staffing requirements. Outside of the school year and outside of school-related responsibilities, the SRO will count as patrol minimum staffing during their normal shift.~~

SCHOOL RESOURCE OFFICERS:

1. The School Resources Officers are assigned by the Chief of Police for a period of 3 years. School Resources Officers are not limited to the number of 3 year assignment periods and may reapply for the assignment. While assigned as a

School Resource Officer, the Officer will continue to earn seniority as a Patrol Officer.

2. Upon termination of the assignment period or upon voluntary termination of the assignment, the School Resource Officer will voluntarily return to their seniority position in patrol, unless selected for another available position. Termination of the assignment is not considered a demotion or layoff.
3. A School Resource Officer may be removed from the assignment for legitimate reasons articulated by the Chief of Police. Legitimate reasons may include but are not limited to: removal for cause, reassignment due to restructuring of the department, restructuring of the department due to staffing needs, reassignment request by the SRO.
4. The School Resource Officers (SRO's) are recognized as a dedicated resource to the school district when school is in session. During the recognized school year, the SRO(s) will not count toward patrol minimum staffing requirements. Outside of the school year and outside of school-related responsibilities, the SRO will count as patrol minimum staffing only when assigned to Patrol. One SRO may be assigned to the Detective Bureau outside of the school year.
5. The School Resource Officer position(s) are largely funded by the Merrill Area Public Schools school district. Both parties recognize the unlikelihood of the City of Merrill to maintain funding for those positions should the agreement with the school district ever be cancelled. Accordingly, the School Resource Officer positions are exempted from the no-layoff clause in article 28 of the Collective Bargaining Agreement. In that instance, the assignments would be terminated and up to 2 layoffs may commence according to officer seniority, starting with the least senior sworn personnel

ARTICLE 29 - PROMOTIONS

A promoted officer is required to complete a trial period of one (1) year, during which time the officer shall receive pay compatible with that of the promoted position. If the officer is not retained in the new position or if the officer does not wish to remain in said position, the officer may return to his/her former position at the former rate without loss of previous rights. ~~Such return shall not be considered a demotion. This Section applies to all promotions within the Police Department.~~

ARTICLE 30- PEHP PLAN

The City of Merrill agrees to participation the Life Insurance and Health Plan for Collectively Bargained Public Employee (variable employee benefit agreement - "Plan"); the City will contribute the following into each bargaining unit employee’s account:

\$37.00 Per Pay Period, plus an additional annual contribution of \$370.

ARTICLE 31 – LATERAL TRANSFERS

Police Officers hired after January 1, 2020 who possess substantially similar full-time experience may be eligible for lateral transfer benefits, as determined by the Chief of Police. Credit for prior years of service will only be applied to the pay structure as referenced in Appendix A and the vacation accrual structure as determined by Article 8. No other benefits, especially a seniority advantage, may be granted with lateral transfer benefits. Officers receiving lateral transfer benefits may be given credit up to and for no more than 7 years of substantially similar full-time experience. In the case of existing employees, lateral transfer benefits shall never be retroactively paid for periods of time already lapsed. For each year of continued service, the lateral entry officer shall progress within the pay and vacation schedule at the advanced rate, whenever applicable.

CITY OF MERRILL

MERRILL PROFESSIONAL POLICE ASSOCIATION

Dated: _____

Dated: _____

Mayor

Union President

City Administrator

Union Officer

WPPA/LEER Representative

Appendix A

Appendix A of the prior Labor Agreement shall be amended to reflect the following increase for Police Officer, Police Officer 1, Police Officer 2, Investigator and SRO. The hourly wage is based on 2080 hours

<u>Effective December 15, 2025 – 3.0%</u>	<u>Annual</u>	<u>Hourly</u>
Police Officer	\$72,688.27	\$34.946
Police Officer 1 – After four (4) years of service	\$74,719.33	\$35.923
Police Officer 2 – After seven (7) years of service	\$77,162.53	\$37.097
Detective	\$81,254.95	\$39.065
SRO	\$79,282.01	\$38.116
<u>Effective December 14, 2026 – 3.0%</u>		
Police Officer	\$74,868.92	\$35.995
Police Officer 1 – After four (4) years of service	\$76,960.91	\$37.000
Police Officer 2 – After seven (7) years of service	\$79,477.41	\$38.210
Detective	\$83,692.60	\$40.237
SRO	\$81,660.48	\$39.260
<u>Effective December 27, 2027 – 4.0%</u>		
Police Officer	\$77,863.68	\$37.434
Police Officer 1 – After four (4) years of service	\$80,039.35	\$38.480
Police Officer 2 – After seven (7) years of service	\$82,656.50	\$39.739
Detective	\$87,040.30	\$41.846
SRO	\$84,926.89	\$40.830

Entry level pay schedules for all officers hired by the City of Merrill shall be as follows:

Probationary Police officers will receive 100% of the police officer's rate.

- A. The City shall make every reasonable effort to keep certification courses available for all officers.

Appendix B

MPPA seniority list

Employee	Rank	Date of Hire
Patrol Officers		
Brad J. Becker	1	6/3/1996
Joshua W. McCaskill	2	8/22/2011
Bryan Allen	3	1/29/2021
John Stubbe	4	1/24/2022
Trevor Asmundsen	5	8/8/2022
Brandon Lor	6	8/8/2022
Alex Shimanski	7	12/21/2023
Dawson Zibton	8	7/22/2024
Zachary Iribarren	9	10/28/2024
Emily Treglowne	10	6/11/2025
Ben Smith	11	6/11/2025
Boe Nienow	12	7/2/2025
Kailey Schmoll	13	12/22/2025
Investigators		
Wyatt Pufall	1	4/24/2017
SRO's		
Nicole Cimino	1	7/11/2005
Jonathan Sass	2	1/31/2022

Appendix C

City of Merrill Police Canine (K9) Program

1. The City shall be responsible for expenses related to its dog's care and maintenance, as deemed necessary by the City, e.g., outdoor pen, kennel, training supplies, as well as all required licenses, immunizations and medical visits. The immunizations and medical visits shall be provided by the City chosen veterinarian with prior approval, absent exigent circumstances. Decisions regarding the medical treatment for the canine will be made by the City.
2. The Canine Assisted Police Officer (K-9 Officer) agrees to perform daily care of the police dog. Dog care includes but is not limited to, training, exercise, feeding, grooming, cleaning the assigned vehicle, cleaning the kennel, and kennel upkeep. In return for these efforts, the K-9 officer shall be compensated as follows:
 - a. Receive one (1) hour release time, (this includes compensation for off days) which means work eleven (11) hours as opposed to the normal twelve (12) scheduled shift without loss of pay, which shall act as compensation to the officer for time spent on "dog care" during his/her actual days of work, days off, and benefit days (vacation, personal, holiday, sick). Benefit time when used will be tracked normally as an eleven (11) hour deduction.
 - b. Additional hours outside of the normal workday spent in extraordinary care of the canine must receive prior supervisory approval and will be paid under Article 6 - SALARIES of the Labor Agreement. The one-half (1/2) hour per day of compensation shall be paid for all applicable days minus any days that the dog is kenneled at the City's expense.
3. Employees assigned as canine handlers will not receive compensation for commuting to work, either under normal circumstances or those associated with recall.
4. Employees selected as canine handlers must make a five (5) year commitment with the understanding that the actual length of assignment may be influenced by the service life of the dog. The Chief of Police may reduce this time at his/her discretion.
5. Canine handlers will be provided with an appropriately equipped canine take home vehicle. Reasonable exceptions will be recognized, i.e. disabled vehicle, a vehicle in temporary disrepair, or the inability to provide/source a vehicle and appropriate accessories.
6. The K-9 Officer(s) shall make shift selections in accordance with Article 9 of the Collective Bargaining Agreement.

7. K-9 Officer(s) maybe held over one (1) hour to accommodate shift coverage shortages prior to the provisions of Article 6 – SALARIES, Section – OVERTIME SELECTION taking effect.
In such cases the K-9 Officer will be compensated at their overtime rate of pay.
8. An employee assigned as a canine handler will be required to carry a department issued cellular phone off-duty hours, unless there is prior approval from his or her supervisor.
9. If an employee or the dog is unable to perform in their respective capacities because of circumstances that remove them from work, e.g., illness or injury, the department reserves the right to terminate the assignment or reassign the dog to another handler. The one-half (1/2) hour of compensation awarded for care and maintenance of the canine will not apply if the handler's dog is reassigned. The compensation will be awarded to the person to whom the dog is assigned.
10. When the dog's service life as has been exhausted, the employee assigned as the canine handler at that time shall be allowed to purchase the dog for one (1) dollar. The final determination of a dog's useful service life shall be made by the Chief of Police or his/her designee. In the event ownership of the canine is transferred to the handler, all the City's responsibility for the dog shall cease.
11. The cost of kenneling services necessary to accommodate an employee's absence associated with paid time off, of one (1) work week or more will be borne by the City. Kenneling services necessitated by time off less than one week shall be at the expense of the handler. The City reserves the right to select the vendor who will provide kenneling services to their respective police canines. All kenneling services must receive prior approval. The officer may allow another person to provide home care for the dog instead of a kennel only if the person is approved by the Chief of Police.
12. The canine is the property of the City. The City will carry proper insurance coverage and indemnify the canine handler from liability resulting from the proper performance of job duties.
13. This Agreement expires at the end of the collective bargaining agreement in effect January 1,~~2024-2026~~ through December 31,~~2025-2028~~.
14. This Agreement shall be non-precedential for any and all purposes.
15. This agreement becomes effective on execution by the parties.



2025-26 LCEDC Strategic Plan

First Year Activity Summary

(January – December 2025)

GOAL 1: Be the Primary Resource for Business Development in Lincoln County

1a: Cultivate an environment that supports business innovation & entrepreneurship

- Assisted: 19 potential new entrepreneurs 6 entities exploring business recruitment/develop. activities
27 current County businesses 10 economic & community partners
- Participated on Merrill’s **Rural Entrepreneurial Venture (REV)** leadership team
 - Helped complete business interviews, review business feedback, and develop list of available resources
 - Taking steps to transition REV into a permanent community program under the LCEDC organization
- Developed proposal & secured funding for new Business Technical Assistance/Support program; launching in 2026

1b: Connect businesses to information and resources that will help them thrive

- Launched new EDC email communications list to share relevant information; sent **38 emails** during first 10 months
- Held 2nd annual **Economic Summit** in April 2025; hosted 96 attendees (50% representing businesses)
- Hosted **Economic Update with the Federal Reserve** event in October plus 3 business roundtables w/ presenter

1c: Identify opportunities to support the long-term success of current businesses

- Engaged more than a dozen current business reps in sharing timely feedback during Federal Reserve roundtables
- Connected at least two current businesses to resources that enabled them to expand their services
- Took preliminary steps to develop a new Local Business Roundtables program; launching in early 2026

1d: Help businesses pursue funding and other resources, including grants and loans

- Assisted Tomahawk business owner & City with WEDC *Community Development Investment* (CDI) grant application
- Provided info related to grants, loans, & other possible funding sources to dozens of business & community reps
- Began developing ideas for a new local small business grant/loan program in Tomahawk, Merrill, and/or countywide

GOAL 2: Actively Support a Thriving Workforce Pipeline

2a: Help employers access their desired quality and quantity of workers

- Explored ideas to collaborate with City of Merrill to provide additional workforce resources to Merrill area employers
- Reviewed collaboration opportunities with new North Central WI Workforce Development Board Exec Director & staff
- Met with NTC Dean and Broadband Commission Chair to discuss ideas for new broadband tech training program
- Helped Merrill HR Committee leadership find “employee succession” presenter for quarterly meeting

2b: Support high-speed broadband internet service installation & utilization across County

- Supported the *Lincoln County Broadband Commission* (LCBC) as Secretary and primary administrative contact
 - Developed the LCBC’s first official guidelines and formed a primary Action Team
- Responded to **25 county resident inquiries** related to internet service coverage
- Coordinated efforts to **ensure BEAD grant program participation** in partnership with LCBC Chair & Action Team
- Launched new Digital Pathways initiative to begin assessing & addressing issues related to internet/tech utilization

2c: Pursue additional housing development options to meet the local workforce need

- Engaged with **3** housing developers to explore 4 potential new projects in Tomahawk area; **1** project is in progress
- Assisted with development of **Central WI Regional Housing Study** in partnership with NCWRPC & Centergy
- Joined planning team for **2026 Central WI Housing Summit**; recruiting presenters from Lincoln County area
- Discussed county housing projects and available funding opportunities with state WHEDA representatives

2d: Participate in efforts to expand childcare access for Lincoln County employees

- Attended **6.5 meetings** of the Lincoln County Dream Up! childcare committee
- Compiled & provided info to help develop NCWRPC’s **2025 Lincoln County Childcare Needs Assessment report**
- Represented the employer perspective on a childcare discussion panel at Centergy’s Workforce Summit

GOAL 3: Serve as the Voice & Advocate for Economic Development in Lincoln County

3a: Collaborate with local governments on economic development activities

- Attended **114 local government meetings** w/ elected officials and/or staff; provided updates in March, May/June, & August
 - *Lincoln County = 47* *City of Merrill = 46* *City of Tomahawk = 21*
- Engaged w/ County staff & elected officials to help assess value of *Property Assessed Clean Energy (PACE)* program
- Contracted with City of Merrill to help administer the City's small business revolving loan fund program

3b: Engage with state and federal elected officials and staff on economic issues

- Advocated for policies to support a healthy business & economic environment during **2 advocacy events** in Madison
- Attended **listening sessions** for US Rep. Tiffany (Rhineland) and WI Sen. Felzkowski & Rep. Callahan (Merrill)
- Met one-on-one with WI Sen. Felzkowski and Rep. Callahan to discuss Lincoln County's economic/business issues
- Regularly engaged with US Rep. Tiffany & Sen. Baldwin's offices regarding funding opportunities and other issues
- Coordinated a special meeting with WI Secretary of State and LCEDC Board members/partners

3c: Partner with other economic development orgs (EDOs) to share info & education related to economic dev

- Jointly executed **Federal Reserve event & roundtables** in partnership with Grow North
- Was elected Secretary/Treasurer for Grow North Regional Economic Development Organization's Board of Directors
- Developed joint info session on government contracting basics with Langlade County EDC; postponed to 2026
- Hosted Centergy's Fall Economic Development Organizations (EDO) & Municipalities meeting in Merrill
- Provided administrative support for **Merrill Area Development Corporation (MADC)**

GOAL 4: Secure Sufficient Funding Sources to Reliably Achieve & Sustain EDC Goals

4a: Transition to a 501(c)3 nonprofit status to better align with the EDC's actual activities & increase opportunities for securing additional funding

- Updated LCEDC mission, vision, bylaws, strategic plan, and policies to align with 501c3 requirements.
- Completed and submitted official application for 501c3 status to IRS.
- **Approved for 501c3 status in December 2025**; status effective date was made retroactive to December 2024.

4b: Grow the pool of EDC investors to include both public and private contributors

- Launched new EDC Investors program to recruit more private contributions
 - Secured **3 first-time investors** in 2025
 - Retained **4 prior investors** for 2025 & 2026 (*County, City of Merrill, City of Tomahawk, & Merrill Area Dev. Corp*)
 - Confirmed **3 more new** first-time investors for 2026, plus received other 2 tentative commitments
- Incorporated single-event **paid sponsorships** into funding mix
 - **9 sponsors** for 2025 Economic Summit
 - **3 sponsors** for Federal Reserve event
- Held two community info sessions in late spring to raise awareness of LCEDC's activities and local impact

4c: Incorporate grant funding into the EDC income stream

- Completed & submitted 5 grant applications; explored options for 3 additional grants but did not submit applications
- **Awarded 3 new grants** to help support 2026 activities:
 - Federal USDA Rural Business Development Grant (RBDG) will help launch a new rural small business technical assistance support program in 2026
 - WEDC Small Business Technical Assistance (SBTA) state grant will help support continuation of the new technical assistance program through 2027
 - Entrepreneurship Support grant from Grow North EDO provided \$1,450 to help fund 2026 Economic Summit

Other Key LCEDC Activities & Accomplishments

Marketing & Engagement

- Updated and maintained **LCEDC website**; added events pages as needed; preparing to expand content in 2026
- Completed interview for July 2025 *Business in Focus* online magazine article highlighting Lincoln County activities
- Utilized social media, radio, and local news as appropriate to spread the word about LCEDC initiatives
- Set up new information & resources table outside EDC office

Staff Training & Education

- Participated in 50+ conferences, trainings, webinars, & informational sessions to ensure knowledge of key issues, topics & initiatives remains relevant and up to date
- Completed WEDA's week-long *Basic Economic Development Course (BEDC)* training program

**CITY OF MERRILL
LIBRARY BOARD
WEDNESDAY, OCTOBER 15, 2025 MINUTES
REGULAR MEETING COMMUNITY ROOM 4:00 PM**

I. Opening

- 1. Call to order and roll call** - M. Geisler called the meeting to order at 4PM. Present: K. Breitenmoser, A. Huftel, R. Martinovici, E. McCrank, B. Rothlisberg, Excused: D. Dalsky. Absent: C. Grunenwald, M. Weix. Also present were: L. Ollhoff, A. Bennett, 4:08PM - Brendan Blystone, community member.
- 2. Correspondence** - L. Ollhoff presented several thank you notes from library patrons praising staff and showing appreciation for library programming. No further correspondence.
- 3. Public Comment** - No public comment.

II. Consent Items

- 1. Minutes of regular meeting on September 17, 2025** - K. Breitenmoser/E. McCrank/C to approve the Minutes of the regular meeting on September 17, 2025. No discussion.
- 2. Vouchers for September 2025** - A. Huftel/K. Breitenmoser/C to approve the Vouchers for September 2025. No discussion.
- 3. Unaudited Monthly Income & Expense Report for September 2025** - E. McCrank/A. Huftel/C to approve the Unaudited Monthly Income & Expense Report for September 2025. E. McCrank commented on the increase of the electricity bill. No further discussion.
- 4. Monthly Statistical Report for September 2025** - E. McCrank/R. Martinovici/C to approve the Monthly Statistical Report for September 2025. E. McCrank commented on the Genealogy Room statistics. Questioned Genealogy Room setup. L. Ollhoff will meet with S. Karow and P. LaMontagne to confirm they are comfortable with the setup. E. McCrank further commented on use of the new Activity Room and use of other rooms. No discussion.

III. Reports/Discussion Items/Action Items

- 1. Action Item: Review and approve the Services of the Library Policy** - B. Rothlisberg/R. Martinovici/C to approve the Services of the Library Policy. M. Geisler noted minor changes. No further discussion.
- 2. Action Item: Review and approve the Sexual Harassment Policy** - A. Huftel/E. McCrank/C to approve the Secual Harassment Policy. L. Ollhoff noted there were no changes. No further discussion.

3. **Discussion Item: Strategic Goals & Action Steps #2** - L. Ollhoff presented documentation. No discussion.
 4. **Discussion Item: Wisconsin Trustee Essential Addendum** - L. Ollhoff presented documentation. No discussion.
- IV. Library Director's Report** L. Ollhoff presented the report with the following highlights: Began with program highlights to include the Library Open House; K. Morris, WVLS Board representative on Library Board, will end her term in December and will not be able to return for unforeseen reasons; will work with WVLS to find a replacement to begin in January 2026; Library/ADRC collaborative project to develop a 60+ Senior Dining Site that will be held the 2nd Wednesday of the month that began in October-great outreach with focused programming opportunities; RFID project is near its end and the library will tentatively go live with the security system on Tuesday, November 4; preparing for upcoming Staff Development Day focusing on neurodiversity in the workplace and libraries; L. Ollhoff, and E. Gelhausen will be attending the Wisconsin Library Association Conference the last week of October -- reports to be made to the Board after our attendance; L. Ollhoff will be participating in the Wisconsin Library Association Leadership Institute that runs over a period of six months to include in-person and virtual workshop attendance. One additional item of significance is our major book vendor, Baker & Taylor, announced they are closing at the end of December 2025. It is a big hit nationwide. We were experiencing some issues and knew something was up so we have been evaluating other book vendors and have set up accounts to continue ordering — patrons may see a lag in new titles, but we are working hard to purchase new books for the shelves. Nothing further to report.
- V. President's Remarks** M. Geisler thanked everyone for attending the meeting. Nothing further to report.
- VI. Date and Time of Next Meeting** Wednesday, November 19, 2025, @4PM.
- VII. Adjournment** R. Martinovici/K. Breitenmoser/C to adjourn at 4:32PM.

**CITY OF MERRILL
LIBRARY BOARD
WEDNESDAY, NOVEMBER 19, 2025 MINUTES
REGULAR MEETING COMMUNITY ROOM 4:00 PM**

I. Opening

- 1. Call to order and roll call** - M. Geisler called the meeting to order at 4PM. Present: C. Grunenwald, A. Huftel, R. Martinovici, E. McCrank, B. Rothlisberg, M. Weix. Excused: K. Breitenmoser, E. McCrank. Also present were: L. Ollhoff, A. Bennett, Todd Osness-community member, 4:08PM - Brendan Blystone-community member.
- 2. Correspondence** - No correspondence.
- 3. Public Comment** - No public comment.

II. Consent Items

- 1. Minutes of regular meeting on October 15, 2025.** - A. Huftel/R. Martinovici/C to approve the Minutes of the regular meeting on October 15, 2025. No discussion.
- 2. Vouchers for October 2025** - R. Martinovici/A. Huftel/C to approve the Vouchers for October 2025. No discussion.
- 3. Unaudited Monthly Income & Expense Report for October 2025** - A. Huftel/C. Grunenwald/C to approve the Unaudited Monthly Income & Expense Report for October 2025. No discussion.
- 4. Monthly Statistical Report for October 2025** - R. Martinovici/M. Weix/C to approve the Monthly Statistical Report for October 2025. M. Geisler commented on the room use numbers for the new Youth Services Activity/Meeting Room. L. Ollhoff elaborated on the room use and the demand for such a space. C. Grunenwald asked for clarification of the 85% increase. That increase is reflective of room use for meetings and other various other activities. That number does not include class visits. No further discussion.

III. Reports/Discussion Items/Action Items

- 1. Action Item: Approve Revised 2026 Library Budget** - C. Grunenwald/A. Huftel/C to approve the revised 2026 Library Budget. L. Ollhoff provided an explanation for the revision as it related to a slight reduction in Salary and Benefit costs. M. Weix asked for clarification on the percentage and dollar amount of the budget that is provided by the City of Merrill. L. Ollhoff explained how the city and county funding percentages are calculated, based upon circulation by city and county residents. The calculation is based upon a three-year average of patron circulation by city residents and non-city/county residents. L. Ollhoff referred to the Budget Request document included in the board meeting packet. No further discussion.

2. **Action Item: Approve Amended 2026 Budget - Library Closure Dates.Holiday List** - R. Martinovici/B. Rothlisberg/C to approve the amended 2026 Budget - Library Closure Dates.Holiday List. L. Ollhoff explained the addition of the Saturday, December 26, 2026, as it was an oversight in the previously approved listing. A. Huftel confirmed that this was aligned with past practice. L. Ollhoff confirmed. No further discussion.
3. **Discussion & Possible Action: Resignation of Darcy Dalsky & Todd Osness Appointment Recommendation** - M. Geisler provided background information related to the position vacancy on the Board. T. Osness, who was in attendance at the meeting, was introduced by M. Geisler. Informal introductions were made. Further discussion related to the position of Financial Secretary and Endowment Fund appointee and related action will be tabled to December's Board meeting. No further discussion.
4. **Discussion Item: "Name That Room" Campaign Review & Next Steps** - M. Geisler explained that the Board had not received any donation commitments related to the naming of the Youth Services Activity/Meeting Room space. As a result, the room will simply be named the Youth Services Acitivity Room. B. Rothlisberg suggested "The Pioneer Room." It's generic enough while highlighting what the library's young visitors to the space are doing while they are here, learning and exploring, which is the definition of a pioneer. Discussed next steps. Discussion continued with A. Bennett and B. Rothlisberg. The naming of the room will be added as an action time to December's meeting agenda. No further discussion.
5. **Discussion Item: Strategic Goals & Action Steps #3** - L. Ollhoff provided a brief review. No discussion.
6. **Discussion Item: Wisconsin Trustee Essential #1 - The Trustee Job Description** - M. Geisler presented. No discussion.

IV. Library Director's Report L. Ollhoff highlighted the following from the written report: Library Open House scheduled for Thursday, November 20, to celebrate the year's accomplishment — activity room completion, new collection security system, and the fantastic support and hard work of library staff. WVLS new board member appointment as of January 1, 2026, who most likely will be Jill Indrebo, as the recommended candidate to the Lincoln County Administration. Friends of the Library Book Sale went well. Very exciting and unexpected news that the Library will be receiving a \$10,000 gift from the Carnegie Foundation of New York as a continuing Carnegie Library in honor of the 250th Anniversary of the United States. The gift distribution is to take place sometime in January 2026 with no specific requirements related to the expenditure of the gift only that it benefit the patrons of the library and community members. M. Weix asked for some clarification on the requirements. L. Ollhoff provided the additional information related to how the money was designated for distribution. L. Ollhoff provided further explanation of RFID volunteer recognition and the documentation that is available for review. The "Thank You" gifts will be delivered to the volunteers over the next couple of weeks.

Shared follow-up information regarding the "Gather at the Table" dining collaboration with the ADRC, which is going quite well. L. Ollhoff provided information related to the new Food Drive and Mini Food Pantry that the Library will now provide; it is a service that other libraries provide, as well, and it is a good community service the library can adequately provide. No further discussion.

V. President's Remarks M. Geisler thanked everyone for their time and attendance. No further discussion.

VI. Date and Time of Next Meeting December 17, 2025, @4PM, in the Community Room.

VII. Adjournment A. Huftel/M. Weix/C to adjourn at 4:25PM.

**HOUSING AUTHORITY OF MERRILL WISCONSIN
SECTION 8 HOUSING
PARK PLACE & JENNY TOWERS
BOARD OF COMMISSIONERS
MEETING MINUTES**

Regular Meeting @ 7:00am

November 18, 2025

701 E Main St (Main Office)

1. Call to Order: Ian Cohrs called the meeting to order at 7:03am
2. Present: Sue Norenberg, Jeff Schneider, Ian Cohrs, Jim Finucan, Jessica Mudgett, Tom Hayden
3. Approval of the Agenda: Norenberg and Finucan made a motion to approve the agenda. Motion carried with all present voting aye.
4. Approval of Minutes: Schneider and Norenberg made a motion to approve minutes from the October 21, 2025 meeting. Motion carried with all present voting aye.
5. Schneider and Finucan made a motion to accept the appointment of Tom Hayden to the Housing Authority of Merrill Board of Commissioners. Motion carried with all present voting aye.
6. Schneider and Finucan made a motion to approve updates as presented to the Tenant Fee Schedule. Motion carried with all present voting aye.
7. Mudgett updated the board on making the change in accounting services and working through going back and updating bank records back to September.
8. The Executive Director presented Vacancy/Occupancy Updates
9. Director Updates: Mudgett updated the board on staffing, we are now down one maintenance staff and one administrative staff member. The board felt an ad in the paper for maintenance would be a good idea. Mudgett updated the board on what she found for the investment pool options and what we are currently receiving for interest, the board felt it was good to leave funds where they are. Mudgett updated the board on the possible future project.
10. Finucan and Schneider made a motion to have a market study done which could then be used for the future project. Motion carried with all present voting aye.
11. Maintenance Updates: Mudgett talked about recent hall carpet replacement on the 4th floor at Jenny Towers.
12. Next meeting was scheduled for December 16, 2025.
13. Adjournment: Motion made by Finucan and Schneider to adjourn at 8:01 a.m. Motion carried with all members present voting aye.

Merrill Enrichment Center Committee
Thursday November 20th, 2025 MEETING MINUTES
MEC Conference Room 303 N. Sales Street 2:15pm

Present: Laura Bertagnoli (Chair), Gene Bebel,
Sharon Harvey, Jay Tlusty, Carol Holz, Mark Weix (Aldersperson)
Jennifer Clark (ADRC representative), **Absent:** Elizabeth McCrank

Agenda

- I. **Opening (2:15)**
Bertagnoli called the meeting to order.
- II. **Consent Items**
 - a. Motion by Tlusty second by Holz to approve October '25 minutes. Motion carried.
 - b. Motion by Bebel second by Tlusty to approve Aug-Oct '25 vouchers.
- III. **Public Comment**
None
- IV. **ADRC**
 - a. Clark shared the results of the first offering of a Presentation focused on Balance and Falls. Cindy Caylor from Bone & Joint assisted in facilitated. They had 22 people attend. They taught 12 exercises that people can do at home. Bertagnoli asked the length of the offering and if it could be coupled with the health fair. Clark stated is was around 1.5 hours and felt the health fair already had booths that focused on Strength and balance testing and getting up from falls. Holz asked if they would have this offering again. Clark feels this will be a good offering to continue with, as the time commitment is less than the current Stepping On program. Clark stated possibly adding some guest experts as well.
 - b. Clark discussed an update to the Meals on Wheels program, stating there is now a waitlist through December for anyone new trying to get meals. They are looking into providing other options for these people such as mail order meals. They did look into transferring monies from congregate into MOW but that was not approved.
Bebel and Tlusty discussed the shrinking services within Lincoln County, one being childcare and the negative impact these canceled programs will have on our community.
Director shared the MEC will be a location for congregate meals hopefully beginning in February of 2026.
Weix shared that the library has a good pantry on the third floor. Director shared that ours are available in both entry ways.
- V. **Operations**
 - a. Director shared her disappointment, but not surprised that the MEC's budget request to get the Administrative Assistant position to 32 hours did not pass. We will make the same request next year. Committee discussion included getting the alderpersons here to visit so they can see first-hand how busy our days are. Director will email an invitation to that group. Weix suggested Director to put monthly newsletters in the Alderspersons mailboxes. Direct will begin doing that with our December newsletter. He also suggested that our attendees call their alderpersons to let them know how much they appreciate the MEC and all of the services we provide. Bebel and Holz suggested putting our attendance numbers in our monthly newsletters.
Director shared the detailed Reserved and Designated Fund Equity report from Finance Director Ley. Bertagnoli asked for charts like Director had provided in previous budget sessions. Director was told to simply provide the numbers without the charts for the budget packet. Committee agreed, including Aldersperson Weix, that charts would be much easier than a bunch of numbers. Director agrees and will create charts for future budgets.
Discussion continued regarding our balance in our accounts and wanted to confirm the \$10k

that will be moved to the City. Director confirmed. Bebel added that we use our money for our needs and prepare ahead of time prior to the next budget. Bebel added the city needs to remember that the Bierman Foundation funding is one of the main reasons the city is able to provide these invaluable services to our community.

- b. The Director is still waiting to hear from the United Way if our Grant request is approved. We are hopeful to find out by the end of the year.
- c. The MEC is partnering with St. Johns Lutheran Church this year for the Thanksgiving meal. There will be 250 meals delivered to our community members this year. We are thankful to be a partner in this annual outreach.
*The MEC will also host its 27th annual Christmas Outreach Program. The Church Mutual Choir will be performing beginning at 11am in the Expo area of our building. Refreshments and snacks will be served. All are welcome to attend. As part of this outreach, we will be delivering meals and gifts to those spending the holidays alone.
The committee suggested we invite alderpersons, city employees and the Mayor. Director will send an email invitation.
- d. The MEC is excited to be a location in the New Year for the ADRC's Gather at the Table congregate dining. Director shared that we are having a meeting on December 2nd to begin planning. We are hopeful this will also expand our presence in the community and increase attendance. The Library hosted two so far this year. Harvey attended and shared that the last meal at the TB Scott Free Library had around 40 people. A Medicare presentation preceded the meal and people were very interactive.

VI. **Discussion**

VII. **Adjournment** (3:15)

The next meeting will be January 15th, 2026 at 2:15pm in MEC Conference Room.

Respectfully submitted,

TMrachek

Tammie Mrachek

MEC Director

Enrichment Center Mission

To improve lives through social, physical, and educational opportunities.

**CITY OF MERRILL
PARKS AND RECREATION COMMISSION
WEDNESDAY, DECEMBER 3, 2025 MINUTES
REGULAR MEETING CITY HALL COUNCIL CHAMBERS 4:15 PM**

I. Call to Order Roll Call:

Present: Krueger, Malm, Gulke, D8 Alderperson Rutkowski
Present Not Voting: Parks Director Dan Wendorf
Excused: Steve Osness, Trisha Kubichek, Kyle Hahn
Absent: Chairperson Krueger called the meeting to order at 4:15 p.m.

II. Consider approving minutes from the previous meeting

1. **November 2025 Minutes** - (D8 Alderperson Rutkowski/ Gulke) motion/second to place minutes on file. The motion Passed.

III. Approval of Claims

1. **November 2025 Claims** - (D8 Alderperson Rutkowski/ Malm) motion/second to approve. The motion Passed.

IV. General Agenda Items for Consideration

V. Monthly Reports

1. **December 2025 Director's Report** - After asking if there were any questions on his report, Wendorf summarized his report pointing out that 2025 was another tremendous year for the Department. Wendorf went on to say thank all of the sponsors, volunteers, staff members, Parks & Recreation Commission, participants, parents, user groups and organizations, and everyone who visited our parks and participated in our programs to help make it another successful year. Wendorf also informed the Commission that the 2026 Budget was adopted at the November City Council Meeting and there were no late/last minute adjustments, which is a good thing. Wendorf said he is finishing up the 2025 Tree City USA Application and will have that done in plenty of time before the December 31st deadline.

VI. Date and Time of Next Meeting

1. **The next regularly scheduled meeting will be Wednesday, February 4th, 2026, at 4:15 p.m. at the Merrill City Hall. -**

VII. Public Comment There was no public comment.

VIII. Adjournment (D8 Alderperson Rutkowski/ Malm) motion/second to adjourn. The motion Passed.

**CITY OF MERRILL
TRANSIT COMMISSION
MONDAY, DECEMBER 15, 2025 MINUTES
REGULAR MEETING CITY HALL COUNCIL CHAMBERS 4:00 PM**

I. Call to Order Roll Call:

Present: Kunkel, Ziech, Ziech, Zastrow
Present Not Voting: Transit Administrator Brad Brummond
Excused: Brady Loos
Absent: Jill Weber

II. Public Comment

1. * - Steve Sabatke spoke on behalf of Veterans Coffee and Conversation. Will set up an account for Veterans to use for transportation to and from meetings.

III. Approval of previous meeting minutes

1. **Minutes** - (Kunkel/ Ziech) motion/second to approve. The motion Passed.

IV. Administrator's Report

1. **Report** - Discussion on November Ridership, staff level,radio call on December 9th, CSR complete, PTAP application complete, and recap of Tour of Lights.

V. General Agenda Items for Consideration

1. **Vets Coffee Club** - Discussion - Coffee and Conversation. Account will be set up and managed by MGR for Veterans rides. Limited availability of mobility device spaces on the bus. Rides will happen along with regular routing.
2. **Review of Extended Service Area** - Discussion of impact on service levels. At this time there is no impact.

VI. Agenda Items for Next Meeting

1. * - Update on Coffee and Conversation
2. * - review of minutes from Lincoln County Transportation meeting
3. * -

VII. Date and Time of Next Meeting January 19, 2026 4:00pm in Merrill City Hall Council Chambers

VIII. Adjournment (Kunkel/ Ziech) motion/second to adjourn. The motion Passed.

**CITY OF MERRILL
AIRPORT COMMISSION
WEDNESDAY, DECEMBER 17, 2025 MINUTES
REGULAR MEETING MERRILL AIRPORT TERMINAL 6:00 PM**

- I. **Call to Order** Gar Schwartz called the meeting to order at 6:00 pm
Present: Lyle Banser, Joe Malsack, Gary Schulz, Gary Schwartz
Present Not Voting: Rich McCullough (Airport Manager), Larry Wenning, Steve Krueger
Excused: D7 Alderperson Mark Weix Jr.
- II. **Consider approving minutes from the previous meeting**
 1. **Approve minutes from the November 26th meeting.** - (Malsack/Schulz) motion/second to place minutes on file. The motion passed.
- III. **Approval of Vouchers - Year-End Budget Discussion**
 1. **Consider the vouchers and reports.** - (Banser/Malsack) motion/second to approve. The motion passed. The financial reports were reviewed and discussed.
- IV. **General Agenda Items for Consideration**
 1. **Discussion Runway 16/34 Project** - Gary Schwartz has been in contact with Brenda at BOA and the ALP has started. This is the last step to get the runway going. 2028 to 2029, possible construction. She stated that the ALP possibly done toward spring.
 2. **Maintenance Hangar Status - discussion** - The contractor started to dig footings this week. Steel is supposed to arrive in January if all works. Gary has been in contact with NTC to help wash the steel after transportation, due to the fact that Butler Steel will not tarp the loads. Without washing there is no warranty on corrosion due to the salt on the highways. We are still hoping to finish the hangar by spring.
 3. **Follow-up on T Hangar Damage** - Herbies Hangar Doors will be back in spring. Merrill Sheet Metal is putting a quote together on roof vents. No update yet.
 4. **Update on current FBO Maintenance Hangar** - We have 2 interested parties. We will not get an appraisal until the new hangar gets close to finishing. Spring?
 5. **Airport Standards (policy and operations)** - Discussion followed, and we will be looking at and updating the current standards Gary Schulz had from 1995. These standards will help us keep flying aircraft in the hangars, not just for storage.
 6. **Update F-84 Monument** - There was no report.
 7. **Discussion/Decision - Airport General Maintenance** -

- a. **Lightning Damages Update** - Waiting on gate repair.
- b. **Status of Deer Ramps** - Rich had inspected and found the one deer inside the fence did go halfway up and turned around. He will be trying to get the deer out from inside the fence.
- c. **Trees growing through security fence - update** - No report, too cold to work. Brush cutting has started by the City and trying to get as much done as they can before the weather gets worse. Trees on approaches need to be removed. Rich is working on pinpointing which ones with the help from the FAA.
- d. **Status of Flag Pole** - Waiting on the city to begin installation.

V. Chairman's Report

- 1. **Discussion/Decision to crack-fill 16/34 in 2026** - After discussion, Lyle Banser made a motion to crack fill and repaint 16/34 to help extend the life. Gary Schulz seconded, motion passed.
- 2. **Fuel Budget (27)** - Gary is working on a spreadsheet for profit and loss. We are also continuing to pay for the lights we have paid for.
- 3. **What is the airport going to be when it grows up - discussion** - Hangar space is the biggest concern. We will be losing 2 hangars on the 16/34 construction. We have to get over 50 aircraft on the field to help keep us in hopes of more federal funding.
- 4. **Community Events at the Airport - discussson** - Discussion followed and Air Cup race event with food and open gates. Joe Malsack wanted to have an open house when the new hangar is done and open it up to the public for the ribbon cutting. Have airplane rides, food and show off Rich's business at the airport. Joe will be organizing both of these events for the summer. Fliers about our airport and showing the available spaces open to build hangars. Possibly another movie night.

VI. Aviation Happenings None at this time due to the length of the meeting.

VII. Public Comment None.

VIII. Agenda Items for Next Meeting The annual budget, go over fuel P & L.

IX. Date and Time of Next Meeting - Wednesday, January 21st at 6:00 pm

X. Adjournment (Malsack/Banser) motion/second to adjourn. The motion passed.

Minutes prepared by Joe Malsack and published by City Clerk Anderson-Malm

Minutes are in draft form until approved at the next scheduled meeting.

**CITY OF MERRILL
MARKETING & COMMUNICATIONS COMMITTEE
THURSDAY, DECEMBER 18, 2025 MINUTES
REGULAR MEETING CITY HALL COUNCIL CHAMBERS 5:15 PM**

- I. **Call to Order** Chair Fermanich called the meeting to order at 5:15 pm
Present: D4 Alderperson Fermanich, D8 Alderperson Rutkowski
Present Not Voting: Social Media Specialist/Fairgrounds Coordinator Hallie Savall, Scott Steele, Sarah Sturm, City Administrator Akey, City Clerk Anderson-Malm, LCEDC Sarah Guild (remote)
Absent: D5 Alderperson Landis Holdorf
- II. **Consider approving minutes from the previous meeting**
 1. **Minutes from the October 16th meeting** - (D8 Alderperson Rutkowski/D4 Alderperson Fermanich) motion/second to place minutes on file. The motion passed.
- III. **General Agenda Items for Consideration**
 1. **Review the Revenue and Expense Reports** - The revenue and expense reports were reviewed. There were no questions.
 2. **Review the approved 2026 Marketing budget numbers** - Chair Fermanich reviewed the 2026 budget numbers.
 3. **Status and discussion of business marketing videos** - SMS/FC Savall and Scott Steele lead the discussion in reviewing the marketing videos. Nine short videos were shown at the meeting. The videos will rotate on YouTube and Facebook. Other information and goals were included in the packet. (D4 Alderperson Fermanich/D8 Alderperson Rutkowski) motion/second to approve the overall schedule. The motion passed. After viewing the videos, (D4 Alderperson Fermanich/D8 Alderperson Rutkowski) motion/second to approve the business videos and forward them to Mayor Hass for the January scheduled roll-out. The motion passed.
 4. **Review and discuss banner options** - Chair Fermanich stated, after further review, this will be put aside with a possible review at a later date. City Administrator Akey mentioned if feedback is received about no banners, this can be addressed again.
 5. **Grant updates** - SMS/FC Savall said \$1,200 was received from the Tourism Commission. She looked into the tourism grant from Wausau. However, it's needed to show hotel rooms in Wausau will be used. There was no action taken.
 6. **Tour of Lights update** - SMS/FC Savall updated the committee. There were 2 1/2 buses filled. Positive feedback was received. There were 16 homes on the tour. Homes on 6th Street received 1st and 3rd place, with a home on First Street that took 2nd place. She thanked the drivers who put in the extra time and work for this event.

7. **Food Truck update** - SMS/FC Savall updated the committee. There are 3 sponsors, 3 food trucks and 5 vendors who have committed to the May 2026 event so far. As a result of feedback, there will be a variety of food trucks. The trucks will be on a first registered basis. The hours will be 11:00 am - 6:00 pm.
8. **Chamber of Commerce update** - Sarah Sturm updated the committee with the following: The office is fully staffed once again. The annual banquet was a success. Visitor Guides will be out to the public in January. There are new board members. The Christmas card winner is Ryan Priebe. They are working on an event to get people to downtown and across-town businesses.
9. **Lincoln County Economic Development update** - Sarah Guild (remote) stated they are planning for the April 28th Economic Summit which will be held at the Expo Center in Merrill. The theme this year is Entrepreneurs and Small Business. The EDC received grants from the State and the Federal governments.

IV. Monthly Reports and Updates

1. **Monthly Report & Statistical Analytics - Social Media Specialist Savall**
- All reports were included in the packet. SMS/FC Savall highlighted some items and answered questions.
2. **Consider placing monthly reports on file** - (D8 Alderperson Rutkowski/D4 Alderperson Fermanich) motion/second to place monthly reports on file. The motion passed.

V. Public Comment There was no public comment.

VI. Date and Time of Next Meeting - Thursday, January 15th at 5:15 pm

VII. Adjournment (D8 Alderperson Rutkowski/D4 Alderperson Fermanich) motion/second to adjourn. The motion passed. The meeting was 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.

CITY OF MERRILL

1004 EAST FIRST STREET
MERRILL, WI 54452-2586

CHARTER ORDINANCE NO. 2025-

Introduced: December 09, 2025

1st Reading: December 09, 2025

2nd Reading: January 13, 2026

3rd Reading: _____

Committee/Commission Action: _____

A CHARTER ORDINANCE:

Re: Eliminating the Street Commissioner as an
elected officer.

CITY OF MERRILL, LINCOLN COUNTY, WISCONSIN A CHARTER ORDINANCE AMENDING CHAPTER 2, SECTION 9A OF THE 1894 CHARTER OF THE CITY OF MERRILL

The Common Council of the City of Merrill, Lincoln County, Wisconsin, do ordain as follows:

Section 1. Chapter 2, § 9A, of the 1894 Charter of the City of Merrill is hereby amended by the deletion of the position of elected street commissioner.

Section 2. Severability. In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

Section 3. Repeal. All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed.

Section 4. Effective Date. This Charter Ordinance shall take effect and be in full force and effect sixty (60) days after passage and publication unless within said period a referendum petition shall be filed as provided in Wis. Stat. § 66.0101(5), in which event this Charter Ordinance shall not take effect until it shall have been submitted to a referendum vote of the electors and approved by a majority of the electors voting thereon.

Approved:

Moved by: _____

Adopted: _____

Approved: _____

Published: _____

Steve J. Hass, Mayor

Attest: _____

Lori Anderson-Malm, City Clerk

RESOLUTION NO. _____

**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 13th day of January, 2026, 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.

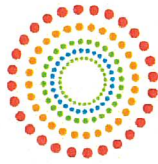
CITY OF MERRILL, WISCONSIN

Moved: _____

Steve J. Hass
Mayor

Passed: _____

Lori Anderson-Malm
City Clerk



MMC
MULTI MEDIA CHANNELS



AFFIDAVIT OF PUBLICATION

Merrill City Clerk
1004 E First Street
Merrill, WI 54452

STATE OF WISCONSIN}
COUNTY OF LINCOLN}

Tim Schreiber, being duly sworn, says:
That he is the North Central Region General Manager of the Merrill Foto News, a weekly newspaper of general circulation, printed and published in Lincoln County, Wisconsin; that the publication, a copy of which is attached hereto, was published in the said newspaper on the following dates:

November 13, 20 & 27, 2025

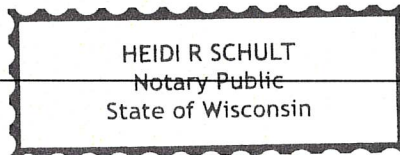
That said newspaper was regularly issued and circulated on those dates.



MultiMedia Channels North Central Region General Manager

Subscribed to and sworn to me this 27th day of November, 2025.


Heidi R. Schult, Lincoln County, Wisconsin



My commission expires May 3, 2026

Publication Cost: \$109.02

An affidavit cost of \$1 is included in the Publication Fees listed above.

Campaign ID: 83981 (Notice – Alley Vacation)

Customer No: 102248

Legals

7700

CITY OF MERRILL
1004 EAST FIRST STREET
MERRILL, WI 54452-2586
NOTICE OF ACTION ON AN
ALLEY VACATION

Notice is hereby given that a Resolution to vacate an Alley is to be acted upon by the Common Council of the City of Merrill, Wisconsin, at the meeting of the Common Council commencing at 6:30 p.m., January 13, 2026, at City Hall, Merrill, Wisconsin, on the following proposed Vacation Resolution, to wit:

1. Vacating that portion of an alley described as follows:

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.

This Notice of action is being taken pursuant to a recommendation of the Board of Public Works on October 29, 2025 and the City Plan Commission on November 4, 2025.

Any questions, please call City Administrator Rod Akey, at 715-536-5594.

Dated: November 6, 2025

CITY OF MERRILL, WISCONSIN

BY: Lori Anderson-Malm

City Clerk

Published November 13, 20 & 27, 2025

WNAXLP