

**CITY OF MERRILL
CITY PLAN COMMISSION
TUESDAY, FEBRUARY 3, 2026 MINUTES
REGULAR MEETING CITY HALL COUNCIL CHAMBERS 6:00 PM**

- I. **Call to Order** Roll Call: Mayor Hass called the meeting to order at 6:00 pm
Present: Mayor Hass, Melissa Schroeder, Alli Henkelman, Chad Krueger, D8 Alderperson Rutkowski, Ralph Sturm, Jim Finucan
Present Not Voting: Building/Zoning Administrator Darin Pagel, City Administrator/Public Works Director/City Engineer Rod Akey, City Clerk Anderson-Malm, Erin Smith (ODC), Joe Stumpner (JAS Construction), Jon Malm (Woodsconsin LLC), Kent Johnson

- II. **Minutes from Previous Meeting**
 1. **Consider placing the minutes from the November 4, 2025 meeting on file** - (Schroeder/Henkelman) motion/second to place minutes on file. The motion passed.

- III. **Public Hearing**
 1. **Public Hearing Notice** - The public hearing document was read by City Clerk Anderson-Malm. Building Inspector/Zoning Administrator Pagel gave a brief explanation of each item on the public hearing notice.

 2. **JAS Enterprises, LLC., requesting a Planned Unit Development for a Multifamily Residential Development at 703 S. Center Avenue.** - (D8 Alderperson Rutkowski/Krueger) motion/second to open the first public hearing. The motion passed. The first public hearing opened at 6:03 pm. Joe Stumpner from JAS Construction spoke to the committee regarding his request. Chad Krueger questioned the ability of having an 8-family unit on that property. BI/ZA Pagel and City Administrator Akey said there was not an issue. Following a brief discussion (Schroeder/Henkelman) motion/second to close the public hearing. The motion passed, and the first hearing closed at 6:06 pm. There were no additional questions or discussion with the commission following the hearing. (D8 Alderperson Rutkowski/Storm) motion/second to approve the request for JAS Enterprises and send to the Common Council. The motion passed.

 3. **Opportunity Development Center Inc, requesting rezoning from Public to Business at 508 Eugene Street (formerly Highland Community Church)** - (Sturm/D8 Alderperson Rutkowski) motion/second to open the second public hearing. The motion passed. The second hearing opened at 6:07 pm. BI/ZA Pagel updated the committee on the rezoning request. Erin Smith from Opportunity Development Center Inc. (ODC) spoke to the commission stating they are currently renting a building and have out-grown that facility and are looking for a larger space. She said they currently serve around 25 individuals and offer day services. (Schroeder/Mayor Hass) motion/second to close the public hearing. The motion passed. The second hearing closed at 6:10 pm. The commission had no additional questions following the hearing.

(Schroeder/Henkelman) motion/second to approve the request and forward it to the Common Council with recommendation. The motion passed.

4. Jon Malm, Woodsconsin, LLC, requesting a Conditional Use for placement of a shipping container at 705 S. Center Avenue.

- (Henkelman/D8 Alderperson Rutkowski) motion/second to open the third public hearing. The motion passed. The third public hearing opened at 6:12 pm. BI/ZA Pagel updated the committee regarding shipping containers and the city ordinance. Jon Malm from Woodsconsin, LLC spoke to the commission regarding his request. He stated he is requesting the permanent placement of a container, approximately 10 x 20, that holds additional product. He provided the commission with a photograph of the container. Discussion occurred between commission members regarding what the approval or denial would mean. BIZA Pagel stated the issue with an approval would set a precedent. The Plan Commission/Common Council created the ordinance to avoid permanent shipping containers in areas not zoned industrial. Mayor Hass stated there were other people/businesses that requested permanent shipping containers and all were denied. (Schroeder/Henkelman) motion/second to close the third hearing. The motion passed. The third public hearing closed at 6:22 pm. (D8 Alderperson Rutkowski/Krueger) motion/second to deny the conditional use. The motion passed.

IV. Public Comment There was no public comment.

V. Adjournment (Schroeder/Mayor Hass) motion/second to adjourn. The motion passed. The meeting adjourned at 6:24 pm.

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