

**CITY OF MERRILL
PERSONNEL AND FINANCE COMMITTEE
MONDAY, MARCH 2, 2026 MINUTES**

REVISED PHONE NUMBER AND PIN CITY HALL COUNCIL CHAMBERS 6:00 PM

- I. **Call to Order** Chair M. Caylor called the meeting to order at 6:00 pm
Present: D2 Alderperson M. Caylor, D4 Alderperson Fermanich, D3 Alderperson Meyer
Present Not Voting: Mayor Hass, City Administrator Akey, Finance Director Ley, City Clerk Anderson-Malm, Fire Chief Klug, D1 Alderperson A. Caylor, D8 Alderperson Rutkowski, two individuals remote
- II. **Consider approving minutes from the previous meeting**
 1. **Minutes from the January 27th meeting.** - (D3 Alderperson Meyer/D4 Alderperson Fermanich) motion/second to place minutes on file. The motion passed.
- III. **Approval of Vouchers**
 1. **Discuss and consider approving the vouchers** - D4 Alderperson Fermanich had a question regarding library purchases. CA Akey answered the question. (D4 Alderperson Fermanich/D3 Alderperson Meyer) motion/second to approve the vouchers. The motion passed.
- IV. **General Agenda Items for Consideration**
 1. **Discuss and consider compensation for citizen members serving on committees.** - This item was carried over from the January meeting. Additional information was provided in the packet. Discussion occurred between the committee and administration. Some committee members are paid once per year, depending on the number of meetings. CA Akey said ordinance language clean-up will be brought to a future meeting. No further action was taken.
 2. **Discuss the disposal of the 2015 Freightliner Recycle Truck.** - (D3 Alderperson Meyer/D4 Alderperson Fermanich) motion/second to approve and open for discussion. CA Akey discussed the recycling truck. The truck could get up to \$10,000 to \$20,000 on WI Surplus, depending on the market. Following discussion, the motion passed.
 3. **Discuss and provide direction for future paramedic refresher training.** - Chief Klug addressed the committee and additional information was provided as requested. The overtime cost for attending the training was \$8,050. CA Akey stated this could be reviewed at a Health & Safety meeting during the monthly report portion of the agenda. Following discussion, (D2 Alderperson M. Caylor/D4 Alderperson Fermanich) motion/second to table this item for a future Personnel & Finance or Health & Safety meeting after consulting with legal counsel. The motion passed.
- V. **Monthly Reports**

1. **Monthly Report - Mayor Hass** - There were no questions.
2. **Monthly Report - City Administrator Akey** - There were no questions.
3. **Monthly Report - Finance Director Ley** - FD Ley answered questions.
4. **Monthly Report - City Attorney** - There were no questions.
5. **Monthly Report - City Clerk Anderson-Malm** - CC Anderson-Malm answered election questions.
6. **Monthly Report - Municipal Court** - There were no questions.
7. **Consider placing monthly reports on file** - (D3 Alderperson Meyer/D4 Alderperson Fermanich) motion/second to place monthly reports on file. The motion passed.

VI. Public Comment There was no public comment.

VII. Date and Time of Next Meeting - Tuesday, March 24th at 6:00 pm

VIII. Closed Session Chair M. Caylor read the closed session language. (D3 Alderperson Meyer/D4 Alderperson Fermanich) motion/second to enter into a closed session. The motion passed on a 3/0 roll call vote. The closed session began at 6:20 pm with the following present: Committee members, Mayor Hass, City Administrator Akey, Finance Director Ley, Fire Chief Klug, D1 Alderperson A. Caylor, D8 Alderperson Rutkowski. City Clerk Anderson-Malm recorded minutes without objection.

1. **Approve the minutes from the last Closed Session.** - (D3 Alderperson Meyer/D4 Alderperson Fermanich) motion/second to approve. The motion passed.
2. **The Committee may convene in closed session pursuant to Wisconsin State Statutes 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, to discuss future contract negotiations regarding the EMS contract.** - The committee discussed the future contract negotiations with the County regarding the EMS contract. The negotiation committee will include, Fire Chief Klug, City Administrator Akey, Finance Director Ley, Mayor Hass. No further action was taken.
3. **The Committee may convene in closed session pursuant to Wisconsin State Statutes Section 19.85(1)(f) considering financial, medical, social, or personal histories or disciplinary data of a specific person, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where paragraph (b) applies, which if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or**

investigations; to consider a request for unpaid leave of absence for a City employee. - The committee considered a request for an unpaid leave of absence for a City employee.

- 4. The Committee may convene in closed session pursuant to Wisconsin State Statutes Section 19.85 (1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; to discuss a reclassification of the Payroll/Benefits/HR Specialist position.** - Additional information was presented at the meeting. The committee discussed a reclassification request of the Payroll/Benefits/HR Specialist position.

IX. Reconvene in Open Session

- 1. The Committee may reconvene in open session for possible action related to the closed session items.** - (D3 Alderperson Meyer/D2 Alderperson M. Caylor) motion/second to reconvene in open session. The motion passed. The committee reconvened in open session at 7:36 pm. The following actions were completed in closed session:
Closed Session #1 - (D3 Alderperson Meyer/D4 Alderperson Fermanich) motion/second to approve the previous closed session minutes. The motion passed.
Closed Session #2 - no action was taken
Closed Session #3 - (D2 Alderperson M. Caylor/D4 Alderperson Fermanich) motion/second to approve the request for unpaid leave of absence for a city employee until April 14, 2026. The motion passed. D3 Alderperson Meyer abstained from the vote.
Closed Session #4 - (D3 Alderperson Meyer/D4 Alderperson Fermanich) motion/second to approve the reclassification for the Payroll/Benefits/HR Specialist position and send to the Common Council. The motion passed.

- X. Adjournment** (D3 Alderperson Meyer/D4 Alderperson Fermanich) motion/second to adjourn. The motion passed. The meeting adjourned at 7:38 pm.

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