

**CITY OF MERRILL
COMMON COUNCIL
TUESDAY, MARCH 10, 2026 MINUTES
REGULAR MEETING CITY HALL COUNCIL CHAMBERS 6:30 PM**

- I. Call to Order** Mayor Hass called the meeting to order at 6:30 pm.
Present: D1 Alderperson A. Caylor, D2 Alderperson M. Caylor, D3 Alderperson Meyer (remote), D4 Alderperson Fermanich, D5 Alderperson Holdorf (remote), D6 Alderperson Rick, D7 Alderperson Weix Jr., D8 Alderperson Rutkowski
Present Not Voting: Building Inspector/Zoning Administrator Pagel, City Administrator Akey, Finance Director Ley, Fire Chief Klug, Park & Recreation Director Wendorf, Police Chief Bennett, Transit Director Brummond (remote), City Clerk Anderson-Malm, Brian Riley - Ehlers, Pastor Jon Chapa, Sara Guild (remote)
Excused: Library Director Ollhoff, Street Superintendent Bonack
- II. Invocation - Pastor Jon Chapa - Trinity Lutheran Church**
- III. Pledge of Allegiance**
- IV. Roll Call** Roll call was taken. All 8 Alderpeople were present or remote.
- V. Common Council Meeting Expectations**
- VI. Public Comment** There was no public comment.
- VII. Minutes from Previous Meeting**
 - 1. Consider placing the minutes from the February 10th meeting on file** - (D6 Alderperson Rick/D7 Alderperson Weix Jr.) motion/second to place minutes on file. The motion passed.
- VIII. Revenue and Expense Reports**
 - 1. Discuss and consider the February Revenue and Expense Summary Report** - (D1 Alderperson A. Caylor/D6 Alderperson Rick) motion/second to approve. The motion passed.
- IX. General Agenda Items for Consideration**
 - 1. Employee Recognition:**
Janalynn Johnson - 10 years - Fire Department - Jana was recognized with a certificate.
 - 2. Presentation by Ehlers Public Finance Advisors and consideration of the 2026 Borrowing.** - Brian Riley from Ehlers updated the Council with TID information and the 2026 proposed borrowing plan. He answered questions from the Council. Following discussion, (D7 Alderperson Weix/D1 Alderperson A. Caylor) motion/second to accept the borrowing schedule and proceed as presented. Discussion followed regarding the reason for a motion. D7 Alderperson Weix withdrew his motion. D1 Alderperson A. Caylor agreed to

withdraw the motion. No formal motion was taken. There was a consensus of the Council to move forward with the proposal as presented.

X. Board of Public Works

- 1. Consider terminating the existing Sewer Easement for N Pine Ridge Ave with Zastrow property (aka Doug and Cindy, LLC). The Board of Public Works recommends approval.** - (D1 Alderperson A. Caylor/D6 Alderperson Rick) motion/second to approve. D6 Alderperson Rick questioned the termination. CA Akey answered the question. Following discussion, the motion passed.
- 2. Consider a Cell Tower Lease extension with T-Mobile Central, LLC. The Board of Public Works recommends approval.** - (D1 Alderperson A. Caylor/D8 Alderperson Rutkowski) motion/second to approve. D6 Alderperson Rick questioned the cell tower lease. CA Akey responded and answered the question. Following discussion, the motion passed.
- 3. Consider an update to the 2026 Street Opening permit fees. The Board of Public Works recommends approval.** - (D1 Alderperson A. Caylor/D6 Alderperson Rick) motion/second to approve. The motion passed.

XI. City Plan Commission

- 1. Consider an amendment to M.M.C. Section 113-317(n) for the removal of Conditional Use language. The City Plan Commission recommends approval.** - (D6 Alderperson Rick/D8 Alderperson Rutkowski) motion/second to approve. The motion passed.

XII. Personnel & Finance

- 1. Consider a reclassification of the Payroll/Benefits/HR Specialist position. The Personnel & Finance Committee recommends approval.** - (D2 Alderperson M. Caylor/D8 Alderperson Rutkowski) motion/second to approve. The motion passed.
- a. Revisions to the Payroll/Benefits/HR Specialist job description.** - (D4 Alderperson Fermanich/D2 Alderperson M. Caylor) motion/second to approve. The motion passed.

XIII. Acknowledge Committee Reports

- 1. Acknowledge the following monthly reports: Transit Commission, Merrill Housing Authority, Airport Commission, Marketing & Communications, Board of Public Works, Personnel & Finance, City Plan Commission**
- The monthly reports were acknowledged.

XIV. Resolutions

- 1. A Preliminary Resolution of intent to exercise special assessment powers by police power. The Board of Public Works recommends approval.** - City Clerk Anderson-Malm read Section A (1).

A PRELIMINARY RESOLUTION OF INTENT TO EXERCISE SPECIAL ASSESSMENT POWERS BY POLICE POWER UNDER SECTION 66.0703 OF THE WISCONSIN STATUTES.

RESOLVED, by the Common Council of the City of Merrill, Wisconsin:

A. The Common Council hereby declares its intention to exercise its power under Section 66.0703 Wisconsin Statutes, to levy special assessments under the police power upon all properties abutting the following improvements in the City of Merrill, Wisconsin:

1. Sidewalk inspection pursuant to sidewalk inspection program. Sidewalk maintenance area is city wide as deemed most needed:
 - a) Isolated sidewalk repairs requested or needed.
 - b) Driveway approaches requested or needed.
 - c) Curb and gutter requested or needed.
 - d) New sidewalk extensions as requested and/or approved by Board of Public Works.

B. The Common Council determines that the above improvements constitute an exercise of the police power and the amount assessed each parcel abutting on the street shall be on a reasonable basis as approved by the Common Council and which rates are in effect at the time of installation in accordance with special assessment procedures set forth in provisions of Chapter 18, Article III, Division 3 of the Code of Ordinances, City of Merrill, Wisconsin.

C. The assessments against any parcels of land may be paid in cash not later than November 1 of the year such improvements are made, or in installments as provided by Chapter 18, Article III, Division 3 of the Code of Ordinances, City of Merrill, Wisconsin. Rate of interest on installment payments shall be as set by Common Council action.

D. The City Engineering/Zoning Department shall, with respect to the items mentioned at paragraph A above, prepare a report consisting of:

1. Preliminary or final plans and specifications with maps of the improvements.
2. An estimate of the entire cost of the proposed work or improvements.
3. A schedule of the proposed assessments as to each parcel of property affected.
4. A statement that the properties against which the assessments are proposed are benefited and that the improvements constitute an exercise of the police power.

E. The City Engineering/Zoning Department shall complete and file such reports in the City Clerk's office for public inspection no later than February 4th, 2026.

The Board of Public Works of the City of Merrill shall hold a public hearing on Wednesday, February 25, 2026 at 6:00 p.m. The hearing shall be held in the Council Chambers in the City Hall, Merrill, Wisconsin, on the improvements mentioned in paragraph A above. The City Clerk shall cause a notice of said hearing to be published once as a Class I notice no later than February 13, 2026.

Recommended by the Board of Public Works
(D6 Alderperson Rick/D2 Alderperson M. Caylor) motion/second to approve.
The motion passed.

XV. Mayor's Appointments

- 1. Gary Hartwig - reappoint to Redevelopment Authority - term to expire April 2028** - (D8 Alderperson Rutkowski/D1 Alderperson A. Caylor) motion/second to approve. The motion passed.

XVI. Mayor's Communications Mayor Hass read the following communications:

Tonight, Caleb Thompson is receiving his Eagle Scout rank. He refurbished the totem pole at Normal Park. It looks great! Congratulations Caleb.

Thursday, March 12th at 6:30, there is a Mayoral candidate forum at the Merrill VFW.

March 14th, the Childrens Festival and Easter Egg Hunt will be held at the Expo Center from 10:00 am - 2:00 pm.

March 21st, Hop into Spring Craft Vendor Show will be at Les and Jim's, Merrill Eagles Club, Merrill VFW, and the Expo Center.

March 28th, at the Enrichment Center, is an Art and Crafts Destash event.

April 7th is the Spring Election. Please get out and vote.

The Merrill Enrichment Center and T.B. Scott Library have a lot of events and programs. Please stop in or check them out on the website.

With more Spring-line weather approaching, please be mindful of people walking and children playing.

XVII. Adjournment (D6 Alderperson Rick/D1 Alderperson A. Caylor) motion/second to adjourn. The motion passed. The meeting adjourned at 7:37 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>