



CITY OF MERRILL
CITY PLAN COMMISSION
AGENDA • TUESDAY, JULY 7, 2026

Regular Meeting

City Hall Council Chambers

6:00 PM

To attend remotely call 956-752-6402 PIN 429 023 300 #

I. Call to Order

II. Minutes from Previous Meeting

1. Consider placing the minutes from the April 13th meeting on file

III. General Agenda Items for Consideration

1. Discussion and consideration to vacate and discontinue the following described street and alleys. This was recommended by the Board of Public Works Committee:

Jessie Court ROW south of Delmore Drive
Alley south of E 9th Street and west of N Kyes Street
Alley south of River Street and west of S Nast Street
Alley east of S Kyes Street and south of Logan Avenue

IV. Public Comment

V. Adjournment

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

**CITY OF MERRILL
CITY PLAN COMMISSION
MONDAY, APRIL 13, 2026 MINUTES
REGULAR MEETING CITY HALL COUNCIL CHAMBERS 6:00 PM**

- I. **Call to Order** 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
Present Not Voting: Building/Zoning Administrator Darin Pagel, City Administrator/Public Works Director/City Engineer Rod Akey, City Clerk Anderson-Malm, Derek Burgener
Excused: Jim Finucan

- II. **Minutes from Previous Meeting**
 1. **Consider placing the minutes from the March 3rd meeting on file.**
- (Sturm/Schroeder) motion/second to place minutes on file. The motion passed.

- III. **Public Hearing**
 1. **Public Hearing Notice** - City Clerk Anderson-Malm read the public hearing notice. Darin gave a brief description of the rezoning request. Additional information was provided at the meeting.
(Schroeder/Henkelman) motion/second to open the public hearing. The motion passed. No spoke for or against the rezoning request.
(Krueger/Henkelman

 2. **Derek Burgener, requesting rezoning under M.M.C. Sec 113-430 from Industrial to R-5 Residential at 121 Valley Street, aka 1208 W 1st Street, City of Merrill, Lincoln County, Wisconsin. Legally described in PIN# 251-3106-152-0086. An additional map will be provided at the meeting.**
- Following the public hearing, BIZA Pagel suggested that if the rezoning request is approved, it is contingent on a certified survey map of the property.
(D8 Alderperson Rutkowski/Krueger) motion/second to approve the request and forward it to the Common Council, with the stipulation a certified survey map be completed of the property. The motion passed.

- IV. **Public Comment** There was no public comment.

- V. **Adjournment** (Henkelman/Schroeder) motion/second to adjourn. The motion passed. The meeting was adjourned at 6:05 pm.

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

VACATION RECOMMENDATION

(See list below)

TO: Board of Public Works
City of Merrill, Wisconsin

1. The City of Merrill Engineering Department hereby recommends to the Board of Public Works of the City of Merrill, Wisconsin, to vacate and discontinue the following described street and alleys in said City, in accordance with Section 66.296, Wisconsin Statutes, to-wit:

Jessie Court ROW South of Delmore Drive

Alley South of E 9th Street & West of N Kyes Street

Alley South of River Street & West of S Nast Street

Alley East of S Kyes Street & South of Logan Avenue

2. Reasons for recommending vacation are as follows:

The street and alleys listed above have never been improved to gravel or asphaltic pavement. Given the current use of said street and alleys, the City of Merrill Engineering Department recommends the described vacations are in the best interest of the City of Merrill and its residents.

3. Approval of the proposed vacations has been received from all owners of land abutting the street or alley to be vacated. Draft resolutions and aerial images of the street and alleys to be vacated are attached below. Vacations approved at the Board of Public Works will be referred to the City Plan Commission for consideration and recommendation to the Common Council in accordance with *Merrill, Wis., Code of Ordinances Ch. 32, § 99 (2025)*.

Legal Description

The parcel of land described as Pleasant Acres City Street – Jessie Court, being part of the Northeast Quarter of the Northeast Quarter (NE ¼ NE ¼) and the Southeast Quarter of the Northeast Quarter (SE ¼ NE ¼), Section Twenty-three (23), Township Thirty-one (31) North, Range Six (6) East, City of Merrill, Lincoln County, Wisconsin.



Legal Description

The first alley South of E 9th Street, West of N Kyes Street, East of Chestnut Street, in the City of Merrill, Wisconsin, more particularly described as follows, to-wit: That certain east-west alley south of Lots Five (5), Six (6), Seven (7), and Eight (8), of Block Six (6) of the McCord and Kollock's Addition, being part of the Southeast Quarter of the Northeast Quarter (SE ¼ NE ¼), Section Twelve (12), Township Thirty-one (31) North, Range Six (6) East, City of Merrill, Lincoln County, Wisconsin.



Legal Description

The first alley South of River Street, West of South Nast Street, East of South Van Rensselaer Street, in the City of Merrill, Wisconsin, more particularly described as follows, to-wit: That certain north-south alley west of Lots One (1), and Four (4), of Block One (1) of the Mary Poor's Addition, of Government Lot Five (5), Section Twelve (12), Township Thirty-one (31) North, Range Six (6) East, City of Merrill, Lincoln County, Wisconsin.



Legal Description

A part of Block Three (3) of Mrs. Stewart's Addition to Jenny (now Merrill) located in Government Lot Five (5) of Section Twelve (12), Township Thirty-one (31) North, Range Six (6) East, City of Merrill, Lincoln County, Wisconsin; more particularly described as follows:

The East-West 20 foot wide alley lying adjacent to and South of Lots One (1), Two (2), Three (3), Four (4), and Five (5) of said Block Three (3), all in said Mrs. Stewart's Addition to Jenny (now Merrill).



RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING THE VACATION OF A STREET LOCATED AT
PLEASANT ACRES CITY STREET – JESSIE COURT**

WHEREAS, The City of Merrill Engineering Department has requested the vacation of a portion of a street; and,

WHEREAS, the street to be vacated is described as: In the City of Merrill, Lincoln County, Wisconsin:

The parcel of land described as Pleasant Acres City Street – Jessie Court, being part of the Northeast Quarter of the Northeast Quarter (NE ¼ NE ¼) and the Southeast Quarter of the Northeast Quarter (SE ¼ NE ¼), Section Twenty-three (23), Township Thirty-one (31) North, Range Six (6) East, City of Merrill, Lincoln County, Wisconsin.

WHEREAS, the Board of Public Works on June 24, 2026 and the City Plan Commission on July 7, 2026 have recommended such vacation;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 14th day of July, 2026, that the following described street be vacated:

The parcel of land described as Pleasant Acres City Street – Jessie Court, being part of the Northeast Quarter of the Northeast Quarter (NE ¼ NE ¼) and the Southeast Quarter of the Northeast Quarter (SE ¼ NE ¼), Section Twenty-three (23), Township Thirty-one (31) North, Range Six (6) East, City of Merrill, Lincoln County, Wisconsin.

BE IT FURTHER RESOLVED, that the City hereby declares that the street 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

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE VACATION OF AN ALLEY LOCATED SOUTH OF E 9TH STREET & WEST OF N KYES STREET

WHEREAS, The City of Merrill Engineering Department 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 first alley South of E 9th Street, West of N Kyes Street, East of Chestnut Street, in the City of Merrill, Wisconsin, more particularly described as follows, to-wit: That certain east-west alley south of Lots Five (5), Six (6), Seven (7), and Eight (8), of Block Six (6) of the McCord and Kollock's Addition, being part of the Southeast Quarter of the Northeast Quarter (SE ¼ NE ¼), Section Twelve (12), Township Thirty-one (31) North, Range Six (6) East, City of Merrill, Lincoln County, Wisconsin.

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The first alley South of E 9th Street, West of N Kyes Street, East of Chestnut Street, in the City of Merrill, Wisconsin, more particularly described as follows, to-wit: That certain east-west alley south of Lots Five (5), Six (6), Seven (7), and Eight (8), of Block Six (6) of the McCord and Kollock's Addition, being part of the Southeast Quarter of the Northeast Quarter (SE ¼ NE ¼), Section Twelve (12), Township Thirty-one (31) North, Range Six (6) East, 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

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE VACATION OF AN ALLEY LOCATED SOUTH OF RIVER STREET & WEST OF S NAST STREET

WHEREAS, The City of Merrill Engineering Department 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 first alley South of River Street, West of South Nast Street, East of South Van Rensselaer Street, in the City of Merrill, Wisconsin, more particularly described as follows, to-wit: That certain north-south alley west of Lots One (1), and Four (4), of Block One (1) of the Mary Poor's Addition, of Government Lot Five (5), Section Twelve (12), Township Thirty-one (31) North, Range Six (6) East, City of Merrill, Lincoln County, Wisconsin.

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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

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE VACATION OF AN ALLEY LOCATED EAST OF S KYES STREET & SOUTH OF LOGAN AVENUE

WHEREAS, The City of Merrill Engineering Department 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:

A part of Block Three (3) of Mrs. Stewart's Addition to Jenny (now Merrill) located in Government Lot Five (5) of Section Twelve (12), Township Thirty-one (31) North, Range Six (6) East, City of Merrill, Lincoln County, Wisconsin; more particularly described as follows:

The East-West 20 foot wide alley lying adjacent to and South of Lots One (1), Two (2), Three (3), Four (4), and Five (5) of said Block Three (3), all in said Mrs. Stewart's Addition to Jenny (now Merrill).

WHEREAS, the Board of Public Works on June 24, 2026 and the City Plan Commission on July 7, 2026 have recommended such vacation;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 14th day of July, 2026, that the following described alley be vacated:

A part of Block Three (3) of Mrs. Stewart's Addition to Jenny (now Merrill) located in Government Lot Five (5) of Section Twelve (12), Township Thirty-one (31) North, Range Six (6) East, City of Merrill, Lincoln County, Wisconsin; more particularly described as follows:

The East-West 20 foot wide alley lying adjacent to and South of Lots One (1), Two (2), Three (3), Four (4), and Five (5) of said Block Three (3), all in said Mrs. Stewart's Addition to Jenny (now Merrill).

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