

**CITY OF MERRILL
COMMON COUNCIL
TUESDAY, JULY 14, 2026 MINUTES
REGULAR MEETING CITY HALL COUNCIL CHAMBERS 7:00 PM**

- I. Call to Order** Mayor Hass called the meeting to order at 7:00 pm.
Present: D1 Alderperson A. Caylor, D2 Alderperson M. Caylor, D3 Alderperson Meyer, D4 Alderperson Fermanich, D5 Alderperson Holdorf, D6 Alderperson Sukow, D7 Alderperson Weix Jr., D8 Alderperson Rutkowski
Present Not Voting: City Administrator Akey, Finance Director Ley, City Clerk Anderson-Malm, Fire Chief Klug, Police Chief Bennett, Library Director Ollhoff, Utility Operations Manager Steinagel, Transit Director Brummond (remote), Enrichment Center Director Mrachek (remote), Heidi Weidenhof (remote), Cindy Christensen (Fair Board), Sue Kunkel (Fair Board), The Night Owl rep.
Excused: Building Inspector/Zoning Administrator Pagel, Street Superintendent Bonack, Park & Recreation Director Wendorf
- II. Invocation - Silent Prayer**
- III. Pledge of Allegiance** The Pledge of Allegiance was recited.
- IV. Roll Call** Roll call was taken with all eight Alderpeople in attendance.
- V. Common Council Meeting Expectations** The Council expectations were not included on the agenda in error.
- VI. Public Comment** Heidi Wieden Hof made a public comment remotely. She spoke about air pollutants that happen when burning and how it effects your health according to publications. She also mentioned a neighbor burns almost everyday.
- VII. Minutes from Previous Meeting**
 1. **Consider placing the minutes from the June 9th meeting on file.** - (D7 Alderperson Weix Jr./D8 Alderperson Rutkowski) motion/second to place minutes on file. The motion passed.
- VIII. Revenue and Expense Reports**
 1. **Discuss and consider the June Revenue and Expense Report.** - (D3 Alderperson Meyer/D1 Alderperson A. Caylor) motion/second to approve. The motion passed.
- IX. General Agenda Items for Consideration**
 1. **Employee Recognition:**
Brad Becker - Police Department - 30 years
Kevin Wendt - T.B. Scott Library - 10 years - The employees were recognized and will receive certificates.
 2. **2027 Budget Timeline** - Finance Director Ley presented the timeline which was included in the packet. It was the Council's decision to keep the timeline as presented.

X. Board of Public Works

- 1. Consider the State Municipal Financial Agreement. The Board of Public Works recommends approval.** - CA Akey explained the agreement that was provided in the packet. After discussion, (D8 Alderperson Rutkowski/D7 Alderperson Weix) motion/second to approve the \$100,000 for the State project. The motion passed.
- 2. Consider the rebuild of the Clarifier Thickener. The Board of Public Works recommends approval.** - CA/Akey and US Steinagel explained the reasoning for the rebuild and additional funds needed. The additional \$65,000 will come out of the Sewer Replacement Fund. Following discussion (D8 Alderperson Rutkowski/ D1 Alderperson A. Caylor) motion/second to approve the rebuild and additional funds coming out of the Sewer Replacement Fund. The motion passed.

XI. Health & Safety

- 1. Consider a temporary Class "B" beer license for the Lincoln County Fair Association from August 5th through August 9th at the Merrill Fairgrounds from 6:00 am - 12:00 midnight, in conjunction with the Lincoln County Fair. The Health & Safety Committee recommends approval.** - The original request stated 6:00 am start. The request was amended to have a start time of 12:00 pm (noon) and run until 12:00 am (midnight). (D7 Alderperson Weix/D8 Alderperson Rutkowski) motion/second to approve the revision. The motion passed. (D7 Alderperson Weix/D8 Alderperson Rutkowski) motion/second to approve the license request. The motion passed. D3 Alderperson Meyer recused himself from voting.
- 2. Consider a temporary Class "B" beer license for Trinity Lutheran Church for August 16th at Normal Park, from 9:00 am - 3:00 pm, in conjunction with a Trinity Block Party event. The Health & Safety Committee recommends approval.** - (D3 Alderperson Meyer/D2 Alderperson M. Caylor) motion/second to approve. The motion passed.
- 3. Consider an alcohol beverage license application for The Night Owl KH LLC, 129 N Prospect St. The Health & Safety Committee recommends approval.** - (D2 Alderperson M. Caylor/D7 Alderperson Weix Jr.) motion/second to approve. The motion passed.

XII. Acknowledge Committee Reports

- 1. Acknowledge and discuss the following committee reports: T.B. Scott Library Board, Merrill Housing Authority, Airport Commission, Marketing & Communications, Enrichment Center, Health & Safety, Personnel & Finance, Board of Public Works and City Planning Commission.** - The reports were acknowledged. There were no additional questions.

XIII. Ordinances

- 1. Consider a change in wording to the City's open burning ordinance, Section 20-52. Health & Safety recommends approval.** - City Clerk Anderson-Malm read the Ordinance. D2 Alderperson M. Caylor, motioned to suspend the rules and give the second and third readings by title only. D8 Alderperson Rutkowski seconded and the motion carried. City Clerk Anderson-Malm gave the Ordinance the second and third readings by title only. (D3 Alderperson Meyer/D8 Alderperson Rutkowski) motion/second to approve. The motion carried on an 8/0 roll call vote.

XIV. Resolutions

- 1. Consider revising Resolution 1804 in regards to the vacation and discontinuation of the alley in block 16 of Mathew's and McCord's addition in accordance with Section 66.296, Wisconsin Statutes. -**

RESOLUTION NO. 1804

A RESOLUTION AUTHORIZING THE VACATION OF THE EAST/WEST ALLEY IN BLOCK 16 OF MATHEWS AND MCCORD'S ADDITION

WHEREAS, a petition was filed by adjourning property owners (collectively referred herein as the "Petitioner") requesting the vacation of the east/west alley in Block 16 of the Mathews and McCord's Addition; and,

WHEREAS, the east/west alley to be vacated is more particularly described as Block 16 of the Mathews and McCord's Addition. (west boundary of the block is N. Center Avenue, east boundary is Cedar Street, north boundary is E. 9th Street and the south boundary is E. 8th Street); and,

WHEREAS, the Common Council referred the petition and this resolution to the City Plan Commission to hold a public hearing pursuant to the requirements of Wis. Stats., Sec. 66.296; and,

WHEREAS, the Plan Commission held a hearing on September 3, 2002 at 7:00 p.m., due public notice having been given and those interested having been given the opportunity to speak on the issues before the Commission; and,

WHEREAS, the Plan Commission has recommended that the vacation of the alley be approved because the alley has never been used as an alley and the abutting property owners are currently using the alley for residential and business use and wish to provide for legal use of the alley.

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 14th day of July 2026, that the east/west alley in Block 16 of Mathews and McCord's Addition be vacated because it has never been used as an alley and the abutting property owners wish to provide for legal use of the alley.

City Clerk Anderson-Malm read the Resolution. CA Akey explained this was approved in 2002 and the errors were not noticed. This revision cleans up

the description, so the resolution can be recorded properly. Following discussion (D2 Alderperson M. Caylor/D8 Alderperson Rutkowski) motion/second to approve the revision. The motion passed.

2. **A Resolution adopting the Merrill Sewer Service Area Plan update for 2025-2050. The City Plan Commission recommends approval.**
- RESOLUTION NO. _____

ADOPTING THE MERRILL SEWER SERVICE AREA PLAN UPDATE FOR 2025-2050

WHEREAS, The City of Merrill adopted its current Sewer Service Area Plan in 1996 as required by Federal Clean Water Act legislation and State Administrative Code N.R. 121 to protect water quality; and

WHEREAS, in order to continue compliance with these regulations the City of Merrill, with assistance from the North Central Wisconsin Regional Planning Commission, has undertaken the necessary planning process to update the Merrill Sewer Service Area Plan; and

WHEREAS, through meetings of the Merrill Sewer Service Area Policy Advisory Committee and City of Merrill Plan Commission, including a public hearing, information was provided, analyzed, and considered for inclusion in the Plan update; and

WHEREAS, the Plan update identifies environmentally sensitive areas and proposes environmentally sound sewer service extension goals, objectives, and policies that will protect water quality within the sewer service area boundary; and

WHEREAS, the Plan update also identifies policies and procedures to make future amendments to this Plan;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 14th day of July, 2026, having considered the recommendation of the City Plan Commission, hereby adopts the Merrill Sewer Service Area Plan Update, 2025-2050.

City Clerk Anderson-Malm read the title of the resolution. (D1 Alderperson A. Caylor/D3 Alderperson Meyer) motion/second to approve. CA/Akey explained the resolution. This is required by the DNR every 25 years. Following discussion, the motion passed.

3. **A Resolution honoring Cheryl Plautz for her service to the City of Merrill. - RESOLUTION NO.**

A RESOLUTION HONORING CHERYL L. PLAUTZ, FOR HER LONG-TIME SERVICE TO THE CITY OF MERRILL

WHEREAS, Cheryl Plautz, has served the City of Merrill as an Administrative Assistant for over 8 years, from November 27, 2017 to June 5, 2026; and,

WHEREAS, these years of service have been marked by dedication to the best interests of our community and citizens; and
WHEREAS, Cheryl Plautz has earned the admiration and respect of her fellow employees by the way in which she has carried out her duties; and
WHEREAS, Cheryl Plautz's skills and experience will be missed at the City of Merrill;
NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 14th day of July, 2026, that the Common Council, and the people of Merrill officially acknowledge with deep appreciation the dedicated and faithful service Cheryl Plautz has given the City of Merrill and commends her for those 8 years of service; and
BE IT FURTHER RESOLVED, that we hereby commend the meritorious and dedicated service of Cheryl Plautz, congratulate her upon the occasion of her retirement from the City of Merrill, and extend our warmest wishes for her enjoyment of continued prosperity in the years that lie ahead.

City Clerk Anderson-Malm read the resolution. (D3 Alderperson Meyer/D4 Alderperson Fermanich) motion/second to approve. The motion passed.

4. A Resolution honoring Richard Sparks for his contribution to the City of Merrill. - RESOLUTION NO.

A RESOLUTION HONORING RICHARD J. SPARKS FOR HIS EXTENDED SERVICE AND GREAT CONTRIBUTION TO THE CITY OF MERRILL

WHEREAS, Richard Sparks served the City of Merrill as a Firefighter-EMT from January 5, 1995, to May 9, 2026; and,
WHEREAS, Richard Spark's dedication to Fire service and to the City of Merrill and his hard work in virtually every area in which he was involved will be greatly missed by the Fire Department and Merrill's citizens; and,
WHEREAS, Richard Sparks has earned the admiration and respect of his fellow employees by the way in which he has carried out his duties; and,
WHEREAS, Richard Sparks' skills and experience will be missed by the City of Merrill Fire Department;
NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 14th day of July, 2026, that the Common Council, and the people of Merrill officially acknowledge with deep appreciation the faithful service Richard Sparks has given the City of Merrill Fire Department and commends him for those 31 years of service; and
BE IT FURTHER RESOLVED, that we hereby commend the meritorious and dedicated service of Richard Sparks, congratulate him upon the occasion of his retirement from the City of Merrill Fire Department, and extend our warmest wishes for his enjoyment of continued prosperity in the years that lie ahead.

City Clerk Anderson-Malm read the resolution. (D2 Alderperson M.

Caylor/D7 Alderperson Weix) motion/second to approve. The motion passed.

XV. Mayor's Communications Mayor Hass read the following communications:
July 19th, the EAA Airventure Cup race ends at the Merrill Municipal Airport. This is from 9:00 am until 4:00 pm at the terminal area on 1701 Champagne St. There will be a food truck onsite. Bring lawn chairs and blankets to watch the event.

August 5th - 9th is the Lincoln County Fair

August 14th there will be a ribbon cutting at the new maintenance hangar at 3:30 pm at the Airport. Lifelink helicopters will be present, weather permitting.

September 7th following the parade, events at the fairgrounds include the Lions Club car show. VFW is having a pin-up contest and the City of Merrill will announce the winner of the home/business decorating contest for the 250th Celebration of the United States. We are also considering the best dressed patriotic contest at the Labor Day celebration.

The City Band concerts are at Normal Park in the gazebo on Wednesdays and Gazebo Nights are on Thursdays through August.

The Merrill Enrichment Center and the T.B. Scott Library have numerous programs and activities throughout the year.

Mayor Hass thanked Bluejay 96.3 WJMT for the July 3rd Downtown Event and the UTube coverage of the fireworks. He received positive feedback for their fireworks coverage.

XVI. Adjournment (D3 Alderperson Meyer/D1 Alderperson A. Caylor) motion/second to adjourn. The motion passed. The meeting adjourned at 7:30 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>