



CITY OF MERRILL
COMMITTEE OF THE WHOLE
AGENDA • MONDAY OCTOBER 16, 2023

Budget Session	City Hall Council Chambers	6:00 PM
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- To attend remotely call 260-502-5247 PIN 244 040 095 #
- I. Call to Order
 - II. Roll Call
 - III. Public Comment
 - IV. Consider approving the minutes from the previous meeting:
 - 1. Minutes from the September 26th meeting
 - V. General Agenda Items:
 - 1. Sewer Utility - 2024 Budget Request
 - 2. Consider potential 2.5% Sewer Rate adjustments (2024 through 2028)
 - 3. Water Utility - 2024 Budget Request
 - 4. Landfill Remediation - 2024 Budget Request
 - 5. 2024 Capital Budget Requests - updated after 09/26/23 Committee of the Whole:
 - a. Utility Capital
 - b. Infrastructure Investments
 - c. City Capital
 - 6. General Fund - Tax Levy Operations - 2024 Budget Requests
 - 7. Update on overall City Fund - Tax Levy 2024 Budget
 - VI. Establish next meeting
 - VII. Adjournment

COMMITTEE OF THE WHOLE
Tuesday, September 26, 2023
6:30 PM – Audit Presentation and Budget
Common Council Chambers

I. Call to order

The meeting was called to order at 6:30 PM by Mayor Steve Hass with the following attending:

Paul Russell – District 1
 Michael “Gus” Caylor – District 2
 Nathan Meyer – District 3
 LaDonna Fermanich – District 4
 Dick Lupton – District 5
 Mike Rick – District 6
 Mark Weix – District 7
 Steve Sabatke – District 8

Other’s present: Mayor Hass, Finance Director Unertl, City Attorney Hayden, Police Chief Bennett, Public Works/City Engineer Akey, Facilities Maintenance Manager Wszalek, Fire Chief Klug, Library Director Ollhoff, Enrichment Center Director Mrachek, Information Technology Manager Brown, Park & Recreation Director Wendorf, Street Superintendent Bonack, Transit Director Brummond, Utility Operations Manager Steinagel, Gary Hartwig, Alan Wix, Todd and Renea Frederick, Tina Scott, Jon Trautman from CLA, Brian Reilly from Ehlers and Merrill Community Media. City Clerk Anderson-Malm and Building Inspector/Zoning Administrator were excused.

II. Roll Call was taken.

III. Public Comment: There was no public comment

IV. Minutes from previous meeting:

Aldersperson Rick made a motion to approve the minutes from July 11th. Aldersperson Meyer seconded and the motion carried.

V. General Agenda Items:

1. Presentation of 2022 Audit Reports – Jon Trautman from CLA – He gave an overview of the 2022 Audit Reports and answered questions from the Council.

2. TID report and borrowing update – Brian Reilly from Ehlers – He gave an overview of the TIDS and borrowing and answered questions from the Council.

3. 2024 Capital budget requests:

Utility – Utility Operations Manager Steinagel reported on the capital requests.

Infrastructure Investments – Public Works Director/City Engineer Akey and Street Superintendent Bonack reported on the capital requests.

Aldersperson Sabatke motioned to remove the Gebert Park Roads project from the 2024 budget. Aldersperson Meyer seconded. The motion carried on an 8/1 voice vote. Aldersperson Weix voted no.

City Capital – The City capital projects were reviewed and discussed with the following motions:

Mayor Hass motioned to remove the public address system. Aldersperson Sabatke seconded. The motion carried on an 8/1 voice vote. Aldersperson Fermanich voted no.

Aldersperson Sabatke motioned to remove the power project north of the grand stand at the Festival Grounds. Aldersperson Caylor seconded. The vote was 4/4 on a roll call vote. Alderspersons Russell, Meyer, Rick and Weix voted no. Mayor Hass was the deciding vote and voted no.

Aldersperson Caylor motioned to reduce the library carpet request from \$125,000 to \$5,350.00. Aldersperson Rick seconded and the motion carried on a voice vote.

Mayor Hass motioned to keep Ott's Park boat landing and dock, Riverside Park dock, Nicholas Bridge and table and chairs for the Smith Center and AGRA Pavilion and to eliminate the rest of the requests. Aldersperson Rick seconded and the motion carried.

Information Technology requests – Information Technology Manager Brown updated the Committee regarding the requests. After discussion, Aldersperson Fermanich made a motion to approve the requests except for the voice gateways. Aldersperson Rick seconded. The motion carried on a 5/4 roll call vote. Aldersperson's Russell, Lupton, Rick and Sabatke voted no.

VI. Establish next budget meeting – Monday, October 16 at 6:00 PM

VII. Adjournment – Aldersperson Meyer motioned to adjourn. Aldersperson Rick seconded and the motion carried. The meeting was adjourned at 8:29 PM.

Minutes prepared by: Lori Anderson-Malm – City Clerk using the video from the city website and minutes from Mayor Hass

CITY OF MERRILL

SEWER UTILITY

2024 BUDGET REQUEST

For 10/16/2023 Committee of Whole

Revised: 10/9/2023

CITY OF MERRILL
APPROVED BUDGET REPORT
AS OF: SEPTEMBER 30TH, 2023

5.1.a

63 -Sewer Fund
Non-Departmental

	2021 ACTUAL	2022 ACTUAL	(-----2023-----) CURRENT BUDGET	(-----2023-----) Y-T-D ACTUAL	(-----2023-----) PROJECTED YEAR END	(-----2024-----) REQUESTED BUDEGT	(-----2024-----) BUDGET CHANGE	(-----2024-----) PROPOSED BUDGET
REVENUES								
=====								
Taxes (or Utility Rev.)								
40000-41150 M.J.C. Work Revenue	520	6,359	5,000	1,209	7,500	5,000	0	5,000
40000-41195 Interest-Capital Replacement	730	12,998	3,500	57,978	80,000	80,000	76,500	80,000
TOTAL Taxes (or Utility Rev.)	1,250	19,356	8,500	59,187	87,500	85,000	76,500	85,000
Specials (Utility Rev.)								
40000-42225 Sale of Equipment	0	3,000	0	0	0	0	0	0
TOTAL Specials (Utility Rev.)	0	3,000	0	0	0	0	0	0
Intergov Charges (Misc.)								
40000-47700 Interest - Sewer Bills	10,441	9,322	7,500	4,695	6,000	7,500	0	7,500
TOTAL Intergov Charges (Misc.)	10,441	9,322	7,500	4,695	6,000	7,500	0	7,500
Miscellaneous Revenues								
40000-48100 Interest - Investments	181	3,190	1,500	13,191	15,000	15,000	13,500	15,000
TOTAL Miscellaneous Revenues	181	3,190	1,500	13,191	15,000	15,000	13,500	15,000
Other Financing Sources								
40000-49777 TID Capital Contribution	163,091	327,607	0	0	0	0	0	0
TOTAL Other Financing Sources	163,091	327,607	0	0	0	0	0	0
40000-49777 TID Capital Contribution	PERMANENT NOTES: Pending 2023 and 2024 TID Contributions.							
Public Charges-Services								
40000-62221 Metered - Residential	1,049,955	1,038,001	1,070,000	803,449	1,052,500	1,055,000	(15,000)	1,055,000
40000-62222 Metered - Commercial	273,204	282,365	280,000	204,341	284,000	285,000	5,000	285,000
40000-62223 Metered - Industrial	70,593	112,522	84,000	60,562	112,500	112,500	28,500	112,500
40000-62224 Metered - Municipal	109,838	104,025	112,000	70,800	110,000	112,000	0	112,000
40000-62225 Metered - Multi-Family Res	79,790	81,172	87,000	60,348	84,500	87,500	500	87,500
40000-62275 Industrial Monitoring Rev.	15,125	15,125	15,775	11,150	15,125	15,125	(650)	15,125
TOTAL Public Charges-Services	1,598,505	1,633,211	1,648,775	1,210,650	1,658,625	1,667,125	18,350	1,667,125
40000-62221 Metered - Residential	PERMANENT NOTES: Common Council action of 11/9/2022 - Sanitary Sewer rate increase of 2.5% for 2023. There was no 2022 fee adjustment.							
40000-62221 Metered - Residential	CURRENT YEAR NOTES: Pending - Request for five-year annual increase of 2.5% (for 2024 - 2028). Potential increased 2024 revenue is not included.							

CITY OF MERRILL
APPROVED BUDGET REPORT
AS OF: SEPTEMBER 30TH, 2023

5.1.a

63 -Sewer Fund
Non-Departmental

	2021 ACTUAL	2022 ACTUAL	(----- 2023 -----) CURRENT BUDGET	(----- 2023 -----) Y-T-D ACTUAL	(----- 2023 -----) PROJECTED YEAR END	(----- 2024 -----) REQUESTED BUDEGT	(----- 2024 -----) BUDGET CHANGE	(----- 2024 -----) PROPOSED BUDGET
Other Charges-Services								
40000-63350 Other Operating Revenues	169,172	221,892	170,000	185,670	225,000	225,000	55,000	225,000
TOTAL Other Charges-Services	169,172	221,892	170,000	185,670	225,000	225,000	55,000	225,000

TOTAL REVENUES	1,942,640	2,217,579	1,836,275	1,473,393	1,992,125	1,999,625	163,350	1,999,625
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EXPENDITURES
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Work Orders - Utility								
50000-07-00700 WO-Tap Service	0	0	0	(133)	0	0	0	0
50000-07-01023 IT Network Improvements	0	0	0	0	0	81,350	81,350	81,350
50000-07-55100 Confined Space Rescue	0	0	0	336	336	0	0	0
50000-07-55200 Wireless Replacements	0	0	7,500	0	7,500	0	(7,500)	0
50000-07-55225 Phosporus Analyzer	0	0	30,000	0	30,000	0	(30,000)	0
50000-07-55525 Lift Station - 6th Ward	0	0	0	0	0	200,000	200,000	200,000
50000-07-55637 Boiler Replace - Main Bld	0	0	90,000	0	90,000	0	(90,000)	0
50000-07-55640 M-1-2024 Project-Sewer	0	0	0	0	0	0	0	0
50000-07-55645 M-1-2023 - Sewer	0	0	27,500	18,498	27,500	0	(27,500)	0
50000-07-55647 Lining - Sewer Mains	0	0	50,000	20,460	50,000	130,000	80,000	130,000
50000-07-55783 Facility Plan - WWT	0	0	90,000	44,185	90,000	30,000	(60,000)	30,000
50000-07-56335 WWT Plant-Gates	0	0	0	0	0	0	0	0
50000-07-62512 Sewer 1-Ton Truck	0	0	50,000	50,590	50,590	50,000	0	50,000
50000-07-62544 Sewer Jet/Vactor Truck	0	0	0	0	0	0	0	0
TOTAL Work Orders - Utility	0	0	345,000	133,936	345,926	491,350	146,350	491,350

50000-07-5522Phosporus Analyzer

PERMANENT NOTES:
Through Sewage Replacement Fund.

50000-07-5552Lift Station - 6th Ward

PERMANENT NOTES:
Through Sewer Replacement Fund.

50000-07-5564M-1-2023 - Sewer

PERMANENT NOTES:
Michler Crest delayed till 2023 (contract awarded 3/2022).

50000-07-5564Lining - Sewer Mains

PERMANENT NOTES:
Effective 2019, up to \$50,000 into Non-Lapsing account for lining sewer mains. In 2024, Cottage St. project (W. 4th St. to W. Main St.)

50000-07-6251Sewer 1-Ton Truck

PERMANENT NOTES:
Through Sewer Replacement Fund.

50000-07-6254Sewer Jet/Vactor Truck

PERMANENT NOTES:
Although Vactor truck will be ordered in 2024, delivery and

63 -Sewer Fund
Non-Departmental

	2021	2022	(----- 2023 -----)	(----- 2024 -----)				
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
payment first anticipated in 2025. Through Sewer Reolacement Fund and sale of existing truck.								
TOTAL EXPENDITURES	0	0	345,000	133,936	345,926	491,350	146,350	491,350
REVENUE OVER/ (UNDER) EXPENDITURES	1,942,640	2,217,579	1,491,275	1,339,457	1,646,199	1,508,275	17,000	1,508,275

CITY OF MERRILL
APPROVED BUDGET REPORT
AS OF: SEPTEMBER 30TH, 2023

63 -Sewer Fund
Contract Work

	2021	2022	(----- 2023 -----)		(----- 2024 -----)			
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
EXPENDITURES								
=====								
53717-00-41600 Merc., Job., & Contract Work	0	0	500	110	500	500	0	500
TOTAL	0	0	500	110	500	500	0	500
TOTAL EXPENDITURES	0	0	500	110	500	500	0	500

63 -Sewer Fund
Taxes - SS/Medicare

	2021	2022	(----- 2023 -----)			(----- 2024 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
EXPENDITURES								
=====								
54080-00-51000 SS/Medicare Taxes	36,912	40,786	39,500	29,272	41,250	42,000	2,500	42,000
TOTAL	36,912	40,786	39,500	29,272	41,250	42,000	2,500	42,000
TOTAL EXPENDITURES	36,912	40,786	39,500	29,272	41,250	42,000	2,500	42,000

CITY OF MERRILL
APPROVED BUDGET REPORT
AS OF: SEPTEMBER 30TH, 2023

5.1.a

63 -Sewer Fund
Operations

	2021	2022	(----- 2023 -----)		(----- 2024 -----)			
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
EXPENDITURES								
56150-00-82000 Operating Plant	46,169	72,490	63,000	56,461	65,750	66,750	3,750	66,750
56150-00-82010 Lab. Labor	62,297	63,882	67,500	49,703	65,000	67,250	(250)	67,250
56150-00-82100 Power & Fuel for Pumping	29,480	32,115	30,500	21,904	32,500	33,500	3,000	33,500
56150-00-82200 Power & Fuel for Aeration	37,914	41,508	44,000	31,914	42,750	44,000	0	44,000
56150-00-82210 Gas for Heat & Digesters	15,380	17,837	12,500	12,992	23,500	25,000	12,500	25,000
56150-00-82300 Chlorine	3,644	3,106	3,750	6,948	13,500	13,500	9,750	13,500
56150-00-82400 Phosphorous Removal Chem.	33,515	37,350	35,000	27,983	38,500	40,000	5,000	40,000
56150-00-82600 Other Chemicals	0	12,905	0	0	0	0	0	0
56150-00-82700 Other Operating Sup/Exp	3,726	5,051	5,500	6,504	7,500	7,500	2,000	7,500
56150-00-82705 Industrial Monitoring	9,395	13,094	9,000	9,717	12,500	12,500	3,500	12,500
56150-00-82710 Laboratory Supplies	13,219	14,423	12,500	9,745	15,000	15,000	2,500	15,000
56150-00-82720 Landfill Tipping Fees	4,597	2,827	4,500	2,368	4,500	4,500	0	4,500
56150-00-82800 Transportation	7,371	9,946	7,500	7,520	8,500	8,500	1,000	8,500
TOTAL	266,706	326,536	295,250	243,760	329,500	338,000	42,750	338,000
56150-00-82010 Lab. Labor			PERMANENT NOTES: Fourth Wastewater Operator position effective 2021.					
56150-00-82600 Other Chemicals			PERMANENT NOTES: In 2020 and 2022, Caustic Soda which is purchased on irregular basis.					
TOTAL EXPENDITURES	266,706	326,536	295,250	243,760	329,500	338,000	42,750	338,000

CITY OF MERRILL
APPROVED BUDGET REPORT
AS OF: SEPTEMBER 30TH, 2023

5.1.a

63 -Sewer Fund
Maintenance

	2021	2022	(----- 2023 -----)			(----- 2024 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
EXPENDITURES								
56152-00-83100 Sewer Main Maintenance	51,840	87,540	59,500	32,648	59,500	59,500	0	59,500
56152-00-83107 Televising of Sewers	22,395	17,076	15,000	9,704	15,000	15,000	0	15,000
56152-00-83110 Repair of Sewers	0	0	20,000	0	20,000	20,000	0	20,000
56152-00-83200 Lift Station Maintenance	38,089	27,281	27,500	22,430	27,500	27,500	0	27,500
56152-00-83300 Primary Maintenance	75,575	7,567	32,500	34,268	36,000	32,500	0	32,500
56152-00-83301 PSC Amortization Expense	0	0	0	0	0	0	0	0
56152-00-83310 Secondary Maintenance	52,929	44,219	50,000	28,111	45,000	50,000	0	50,000
56152-00-83320 Digesters Maintenance	24,339	28,050	30,000	12,851	30,000	30,000	0	30,000
56152-00-83330 Belt Press Maintenance	19,143	30,251	23,000	11,402	25,000	25,000	2,000	25,000
56152-00-83340 Sludge Disposal	12,414	18,674	10,000	12,675	17,500	17,500	7,500	17,500
56152-00-83400 Bldg./Grounds Maintenance	58,584	52,951	45,000	30,805	45,000	45,000	0	45,000
56152-00-83500 Maint of SCADA System	1,555	0	10,000	0	10,000	10,000	0	10,000
TOTAL	356,863	313,608	322,500	194,894	330,500	332,000	9,500	332,000
56152-00-83320 Digesters Maintenance	PERMANENT NOTES: Last cleaning/inspection expense \$54,320 in 2018. Likely next in 2024 or 2025.							
TOTAL EXPENDITURES	356,863	313,608	322,500	194,894	330,500	332,000	9,500	332,000

63 -Sewer Fund
Customer Accts Expenses

	2021	2022	(----- 2023 -----)			(----- 2024 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
EXPENDITURES =====								
56154-00-84000 Billing, Collection, Acct	97,583	100,959	88,500	70,883	102,500	105,500	17,000	105,500
56154-00-84150 Credit Card Fees	5,091	7,679	5,000	4,892	7,500	7,500	2,500	7,500
56154-00-84200 Meter Reading	6,681	6,055	7,000	4,590	7,000	7,000	0	7,000
56154-00-84500 Repair/Maintenance-Meters	20,317	14,452	23,000	11,551	23,000	23,000	0	23,000
TOTAL	129,671	129,145	123,500	91,916	140,000	143,000	19,500	143,000
56154-00-84000Billing, Collection, Acct. PERMANENT NOTES: Two full-time Utility Billing positions effective in 2017. Split 50% Water and 50% Sewer. Employee transition - August 2022.								
TOTAL EXPENDITURES	129,671	129,145	123,500	91,916	140,000	143,000	19,500	143,000

CITY OF MERRILL
APPROVED BUDGET REPORT
AS OF: SEPTEMBER 30TH, 2023

5.1.a

63 -Sewer Fund
Admin & General Expenses

		2021	2022	(----- 2023 -----) (----- 2024 -----)					
		ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
EXPENDITURES									
56156-00-21220	COVID-19 Leave	528	0	0	0	0	0	0	0
56156-00-85000	Admin & General Salaries	55,040	62,606	63,500	44,363	63,500	65,000	1,500	65,000
56156-00-85010	Computer & Software	22,746	22,599	37,500	35,083	37,500	60,500	23,000	60,500
56156-00-85013	Uncollectable-Del Tax	1,988	1,517	0	39	1,250	1,250	1,250	1,250
56156-00-85025	Fiber - Internet-PRI	6,000	6,000	6,000	4,500	6,000	6,000	0	6,000
56156-00-85045	GIS - Sewer Design	0	0	20,000	24,367	20,000	30,000	10,000	30,000
56156-00-85050	GIS - Sewer Components	1,746	3,571	5,000	1,257	5,000	5,000	0	5,000
56156-00-85100	Office Supplies & Expense	3,314	3,516	5,000	3,755	5,000	5,000	0	5,000
56156-00-85200	Outside Service Employed	13,771	18,598	20,000	17,485	20,000	20,000	0	20,000
56156-00-85220	Outside Lab Services	7,299	4,294	7,000	4,006	7,500	7,000	0	7,000
56156-00-85300	Insurance-Liability & Pro	52,420	56,000	55,000	51,229	51,121	53,500	(1,500)	53,500
56156-00-85400	WC Insurance	13,562	12,451	14,000	11,489	11,489	12,750	(1,250)	12,750
56156-00-85410	Employee Retirement-WRS	1,400	569	33,500	27,705	33,500	35,000	1,500	35,000
56156-00-85420	Employee Health Ins.	120,109	106,126	117,500	71,048	117,500	117,500	0	117,500
56156-00-85430	Employee Life Ins.	4,672	5,172	2,000	2,029	5,250	5,500	3,500	5,500
56156-00-85435	Sick Leave Lump Sum	6,163	6,169	0	0	0	0	0	0
56156-00-85437	Sewer Fringe Benefits	0	0	0	0	6,500	6,500	6,500	6,500
56156-00-85500	Regulatory Com. Expense	11,768	10,757	12,500	9,832	12,500	12,500	0	12,500
56156-00-85600	Misc General Expense	11,003	14,380	7,500	4,975	7,500	7,500	0	7,500
56156-00-93426	Contributed Plant Depreci	79,307	79,307	79,500	0	79,500	79,500	0	79,500
TOTAL		412,835	413,633	485,500	313,162	490,610	530,000	44,500	530,000
56156-00-8500	Admin & General Salaries	PERMANENT NOTES: Includes 25% of City Administrator/Public Works Director, 12.5% of IT Manager, and the Utility Manager.							
56156-00-8501	Computer & Software	PERMANENT NOTES: For 2024, include E-Mail to Cloud.							
56156-00-8504	GIS - Sewer Design	PERMANENT NOTES: GIS position with 37.5% to Water, 37.5% to Sewer, and 25.0% to General Fund.							
56156-00-8504	GIS - Sewer Design	CURRENT YEAR NOTES: In 2024, \$10,000 for new aerial photos.							
56156-00-8541	Employee Retirement-WRS	PERMANENT NOTES: Year-end audit adjustment - Pension GASB							
TOTAL EXPENDITURES		412,835	413,633	485,500	313,162	490,610	530,000	44,500	530,000

63 -Sewer Fund
Taxes & Depreciation

	2021	2022	(----- 2023 -----)	(----- 2024 -----)				
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
EXPENDITURES								
<u>=====</u>								
56170-00-40300 Depreciation on Plant	357,985	368,988	350,000	0	370,000	370,000	20,000	370,000
56170-00-40800 Tax Equiv. - Meter Portio	<u>11,213</u>	<u>9,169</u>	<u>12,000</u>	<u>0</u>	<u>12,000</u>	<u>12,000</u>	<u>0</u>	<u>12,000</u>
TOTAL	369,198	378,157	362,000	0	382,000	382,000	20,000	382,000
56170-00-4030Depreciation on Plant	PERMANENT NOTES:							
	Depreciation amounts from City auditors year-end entries.							
TOTAL EXPENDITURES	369,198	378,157	362,000	0	382,000	382,000	20,000	382,000

CITY OF MERRILL
APPROVED BUDGET REPORT
AS OF: SEPTEMBER 30TH, 2023

63 -Sewer Fund
Transfers

	2021	2022	(----- 2023 -----)			(----- 2024 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
EXPENDITURES								
=====								
56172-00-42500 Amortize Bond Debt Disco(	574)	(574)	0	0	0	0	0	0
56172-00-42600 Interest on Debt Service	11,124	11,192	10,200	8,152	10,200	9,750	(450)	9,750
56172-00-42900 Borrowing Expense	0	0	0	0	0	0	0	0
56172-00-99900 Transfer to Water Utility	0	0	0	0	0	0	0	0
TOTAL	10,549	10,617	10,200	8,152	10,200	9,750	(450)	9,750
TOTAL EXPENDITURES	10,549	10,617	10,200	8,152	10,200	9,750	(450)	9,750
FUND TOTAL REVENUES	1,942,640	2,217,579	1,836,275	1,473,393	1,992,125	1,999,625	163,350	1,999,625
FUND TOTAL EXPENDITURES	1,582,735	1,612,483	1,983,950	1,015,202	2,070,486	2,268,600	284,650	2,268,600
REVENUE OVER/ (UNDER) EXPENDITURES	359,905	605,096	(147,675)	458,191	(78,361)	(268,975)	(121,300)	(268,975)

*** END OF REPORT ***

REQUEST TO INCLUDE ITEM ON AGENDA

Board or Committee: Committee of Whole

Date of Meeting: Monday, October 16, 2023

Request by: Finance Director Kathy Unertl

Describe below the item(s) you wish to have put on the agenda:
(please attach any pertinent information):

Consider potential 2.5% Sewer Rate adjustments (2024 through 2028):

Ordinance No. 2022-13 only covered a 2.5% sewer rate increase for 2023. There had been no 2022 sewer rate change after annual increases during the previous five years.

Past policy discussions have focused upon smaller annual adjustments instead of larger rate increase.

Note: Based upon positive Rate of Return, no potential Water rate increase is needed for 2024 or probably for 2025 as well.

Date: 10/9/2023

SR-1

Attachment: Sewer Rates - Proposed 2024-2028 (10479 : Consider potential 2.5% Sewer Rate adjustments (2024 through 2028))

CITY OF MERRILL
1004 EAST FIRST STREET
MERRILL, WI 54452-2586

AN ORDINANCE: By Common Council
 Re: Amending Chapter 38, Division 2, Section 38-149 Sewer Service Charges

ORDINANCE NO. 2022-13

Introduced: 11/09/2022

1st Reading: 11/09/2022

2nd Reading: 11/09/2022

3rd Reading: 11/09/2022

Committee/Commission Action:

AN ORDINANCE

The Common Council of the City of Merrill, Wisconsin, does ordain as follows:

Section 1. Chapter 38, Division 2, Section 38-149 of the Code of Ordinances for the City of Merrill is amended as follows:

Sec. 38-149. - Basis.

(a) *Cost of operation, maintenance and replacement; review biannually.*

- (1) The minimum quarterly billing shall be sufficient to pay the billing and customer related operating and capital expenses. The unit price per volume shall be sufficient to pay the remaining annual costs of operation and maintenance, replacement and capital costs of the sewerage facilities.
- (2) The rates in this division shall be reviewed not less than biennially. Such review shall be performed by the city and/or its designated representative. Rates shall be adjusted, as required, to reflect the actual number and size of users and actual costs.

(b) *Normal user.*

- (1) A sewer service charge for a normal user discharging domestic strength wastewater is as follows:

$$TC = V \times Cv + FC$$

TC = Total sewer service charge for normal user wastewater.

V = Volume of wastewater in units of 100 cubic feet.

Cv = Volume unit price in dollars per 100 cubic feet.

FC = Facilities charge per billing period.

- (2) The total unit cost for OM&R and for capital are as follows effective January 1, 2023 of each year. ~~The years 2018 through 2021 reflects an increase of two and one half percent for each year.~~

	OM&R	Capital	Total 2023
Normal User:			
(BOD<250 mg/l, TSS<250 mg/l, Phos.<10 mg/l):			
Quarterly Facilities Charge (\$/Meter):			
5/8 inches or 3/4 inches	\$19.92	\$15.69	\$35.61
1 inch	31.44	24.78	56.22
1 1/4 inches	41.92	33.03	74.95
1 1/2 inches	54.50	42.95	97.45
2 inches	79.65	62.76	142.41
3 inches	138.34	108.99	247.33
4 inches	224.27	176.71	400.98
6 inches	438.09	345.13	783.22
8 inches	693.86	546.57	1,240.43
10 inches	1,033.44	814.07	1,847.51
12 inches	1,375.13	1,083.23	2,458.36
Quarterly Charge	2.87	1.14	4.01
Quarterly Charge	68.75	34.81	103.56

SR-3

	OM&R	Capital	Total 2018	Total 2019	Total 2020	Total 2021
Normal User:						
(BOD<250 mg/l, TSS<250 mg/l, Phos.<10 mg/l):						
Quarterly Facilities Charge (\$/Meter):						
5/8 inches or 3/4 inches	\$18.04	\$14.21	\$32.25	\$33.06	\$33.89	\$34.74
1 inch	29.84	21.09	50.93	52.20	53.51	54.85
1 1/4 inches	39.25	28.65	67.90	69.60	71.34	73.12
1 1/2 inches	49.48	38.80	88.28	90.49	92.75	95.07
2 inches	73.06	55.95	129.01	132.24	135.55	138.94
3 inches	128.06	96.01	224.07	229.67	235.41	241.30
4 inches	206.67	156.60	363.27	372.35	381.66	391.20
6 inches	403.14	306.42	709.56	727.30	745.48	764.12
8 inches	638.93	484.84	1,123.77	1,151.86	1,180.66	1,210.18
10 inches	953.30	720.46	1,673.76	1,715.60	1,758.49	1,802.45
12 inches	1,267.67	959.48	2,227.15	2,282.83	2,339.90	2,398.40
Quarterly Charge	2.60	1.03	3.63	3.72	3.81	3.91
Quarterly Charge	62.29	31.53	93.82	96.17	98.57	101.03

- (c) *High strength dischargers.* The term "high strength dischargers" means customers discharging wastewater having organic concentrations of biochemical oxygen demand (BOD₅) greater than 250 milligrams per liter (mg/l), total suspended solids (TSS) greater than 250 milligrams per liter (mg/l), or phosphorus (P) greater than ten milligrams per liter (mg/l).

- (1) A sewer service charge for high strength wastewater is as follows:

$$\text{TSHS} = \text{TC} + (\text{BOD} \times \text{CBOD}) + (\text{TSS} \times \text{CTSS}) + (\text{P} \times \text{CP})$$

TCHS = Normal user wastewater charge plus high strength surcharge.

TC = Total charge for a normal user as computed previously.

BOD = Pounds of BOD₅, in excess of domestic strength wastewater.

CBOD = Cost per pound of BOD.

TSS = Pounds of TSS in excess of domestic strength waste water.

CTSS = Cost per pound of TSS.

P = Pounds of P in excess of domestic strength wastewater.

CP = Cost per pound of P.

- (2) The unit costs for OM&R and for capital are as follows:

High strength sewage: (BOD>250 mg/l, TSS>250 mg/l, Phos.>10 mg/l):

Quarterly facilities charge: Same as for normal user customers.

Volume charge: Same as for normal user customers.

Surcharge per lb. Over Domestic Strength Sewage	Surcharge Rates/Total
BOD (\$/lb.)	\$.692 \$0.675
TSS (\$/lb.)	.677 0.660
Phosphorus (\$/lb.)	7.700 7.510

Testing charge: Testing charges to determine sewage strength for billing shall be at cost.

Section 2. Severability. In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

Section 3. Repeal and Effective Date. All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Moved by: Caylor/Lupton

Adopted: November 9, 2022 8-0 Roll Call

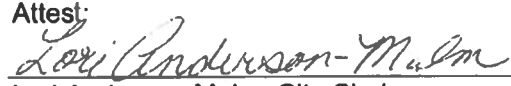
Approved: November 11, 2022

Published: November 17, 2022

Approved:


Steve J. Hass, Mayor

Attest:


Lori Anderson-Malm, City Clerk

City of Merrill - Sewer Rates

Proposed 2.5% increases for 2024 through 2028

	OM&R	Capital	Total 2023	OM&R	Capital	Total 2024	OM&R	Capital	Total 2025
< 1"	\$19.92	\$15.69	\$35.61	\$20.42	\$16.08	\$36.50	\$20.93	\$16.48	\$37.41
1"	\$31.44	\$24.78	\$56.22	\$32.23	\$25.40	\$57.63	\$33.04	\$26.04	\$59.08
1 1/4"	\$41.92	\$33.03	\$74.95	\$42.97	\$33.86	\$76.83	\$44.04	\$34.71	\$78.75
1 1/2"	\$54.50	\$42.95	\$97.45	\$55.86	\$44.02	\$99.88	\$57.26	\$45.12	\$102.38
2"	\$79.65	\$62.76	\$142.41	\$81.64	\$64.33	\$145.97	\$83.68	\$65.94	\$149.62
3"	\$138.34	\$108.99	\$247.33	\$141.80	\$111.71	\$253.51	\$145.35	\$114.50	\$259.85
4"	\$224.27	\$176.71	\$400.98	\$229.88	\$181.13	\$411.01	\$235.63	\$185.66	\$421.29
6"	\$438.09	\$345.13	\$783.22	\$449.04	\$353.76	\$802.80	\$460.27	\$362.60	\$822.87
8"	\$693.86	\$546.57	\$1,240.43	\$711.21	\$560.23	\$1,271.44	\$728.99	\$574.24	\$1,303.23
10"	\$1,033.44	\$814.07	\$1,847.51	\$1,059.28	\$834.42	\$1,893.70	\$1,085.76	\$855.28	\$1,941.04
12"	\$1,375.13	\$1,083.23	\$2,458.36	\$1,409.51	\$1,110.31	\$2,519.82	\$1,444.75	\$1,138.07	\$2,582.82
Quarterly	\$2.87	\$1.14	\$4.01	\$2.94	\$1.17	\$4.11	\$3.01	\$1.20	\$4.21
Quarterly	\$68.75	\$34.81	\$103.56	\$70.47	\$35.68	\$106.15	\$72.23	\$36.57	\$108.80
Surcharge	BOD		\$0.692			\$0.709			\$0.727
per lb.	TSS		\$0.677			\$0.694			\$0.711
	Phosphorus		\$7.700			\$7.893			\$8.090

SR-6

City of Merrill - Sewer Rates

Proposed 2.5% increases for 2024 through 2028

OM&R	Capital	Total 2026	OM&R	Capital	Total 2027	OM&R	Capital	Total 2028	
\$21.45	\$16.89	\$38.34	\$21.99	\$17.31	\$39.30	\$22.54	\$17.74	\$40.28	< 1"
\$33.87	\$26.69	\$60.56	\$34.72	\$27.36	\$62.08	\$35.59	\$28.04	\$63.63	1"
\$45.14	\$35.58	\$80.72	\$46.27	\$36.47	\$82.74	\$47.43	\$37.38	\$84.81	1 1/4"
\$58.69	\$46.25	\$104.94	\$60.16	\$47.41	\$107.57	\$61.66	\$48.60	\$110.26	1 1/2"
\$85.77	\$67.59	\$153.36	\$87.91	\$69.28	\$157.19	\$90.11	\$71.01	\$161.12	2"
\$148.98	\$117.36	\$266.34	\$152.70	\$120.29	\$272.99	\$156.52	\$123.30	\$279.82	3"
\$241.52	\$190.30	\$431.82	\$247.56	\$195.06	\$442.62	\$253.75	\$199.94	\$453.69	4"
\$471.78	\$371.67	\$843.45	\$483.57	\$380.96	\$864.53	\$495.66	\$390.48	\$886.14	6"
\$747.21	\$588.60	\$1,335.81	\$765.89	\$603.32	\$1,369.21	\$785.04	\$618.40	\$1,403.44	8"
\$1,112.90	\$876.66	\$1,989.56	\$1,140.72	\$898.58	\$2,039.30	\$1,169.24	\$921.04	\$2,090.28	10"
\$1,480.87	\$1,166.52	\$2,647.39	\$1,517.89	\$1,195.68	\$2,713.57	\$1,555.84	\$1,225.57	\$2,781.41	12"
\$3.09	\$1.23	\$4.32	\$3.17	\$1.26	\$4.43	\$3.25	\$1.29	\$4.54	Quarterly
\$74.04	\$37.48	\$111.52	\$75.89	\$38.42	\$114.31	\$77.79	\$39.38	\$117.17	Quarterly
		\$0.745			\$0.764			\$0.783	BOD
		\$0.729			\$0.747			\$0.766	TSS
		\$8.292			\$8.499			\$8.711	Phosphorus

SR-7

CITY OF MERRILL

WATER UTILITY

2024 BUDGET REQUEST

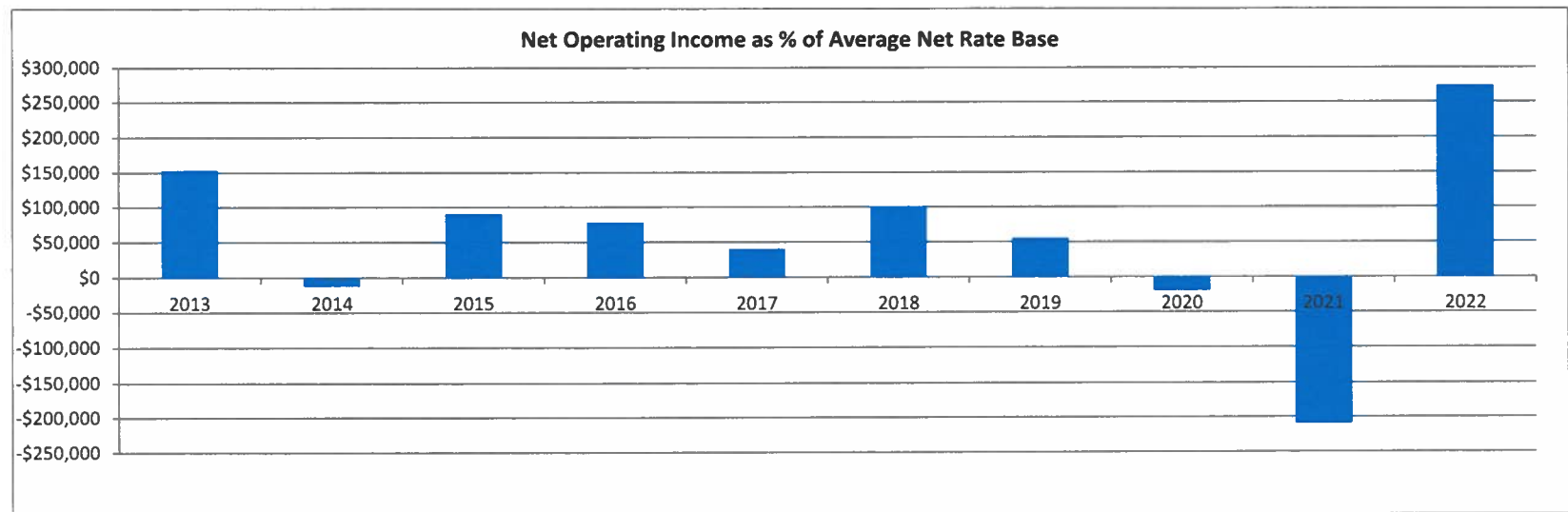
For 10/16/2023 Committee of Whole

Revised: 10/9/2023

City of Merrill Water Utility

Net Operating Income %

	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Actual
Net Operating Income	\$153,994	(\$12,343)	\$91,114	\$78,688	\$40,252	\$99,547	\$55,895	(\$20,206)	(\$209,767)	\$274,321
Net Operating Income as % of Ave. Net Rate Base	2.43%	-0.17%	1.27%	1.05%	0.51%	1.26%	0.69%	-0.24%	-2.50%	3.23%
% Change From Previous Year	0.15%	-2.60%	1.44%	-0.22%	-0.54%	0.75%	-0.57%	-0.93%	-2.26%	5.73%



The Wisconsin Public Service Commission (PSC) approved 10% Water Rate increase effective 12/1/2013 related to water treatment improvements. The severe 2013-2014 winter conditions included community-wide running water, overtime to thaw services/mains, and numerous water main repairs.

There were 3.00% Simplified Water Rate adjustments effective July 1st, 2015 and July 1st, 2016, and a 2.5% adjustment effective August 1st, 2017. The Wisconsin Public Service Commission authorized a 3.0% Simplified Water Rate adjustment effective April 1st, 2021.

Effective 3/1/2022, there was 19.80% increase authorized by the Wisconsin Public Service Commission. This included transfer of about \$125,000 from property tax for Public Fire Protection to Water bills.

W-1

CITY OF MERRILL
APPROVED BUDGET REPORT
AS OF: SEPTEMBER 30TH, 2023

62 -Water Fund
Non-Departmental

	2021	2022	(----- 2023 -----)			(----- 2024 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
REVENUES								
Taxes (or Utility Rev.)								
40000-41150 Rev-Merch-Jobbing-Contract	10,949	12,642	8,000	2,413	10,000	10,000	2,000	10,000
40000-41180 T-Mobile (former Sprint)	23,528	25,343	27,285	20,463	27,285	27,285	0	27,285
40000-41181 at&t - American Cellular Rev	40,300	25,353	37,200	27,900	37,200	37,200	0	37,200
40000-41182 Nsighting Cellular Rev.	26,400	22,143	28,800	21,600	28,800	28,800	0	28,800
40000-41183 Alltel Cellular (Verizon)	25,500	16,531	23,100	19,058	23,500	23,500	400	23,500
40000-41185 Int - Leases Receivable	0	24,409	0	0	0	0	0	0
40000-41197 Interest-SDWLP Reserve	50	1,160	500	2,720	3,250	3,250	2,750	3,250
TOTAL Taxes (or Utility Rev.)	126,727	127,580	124,885	94,154	130,035	130,035	5,150	130,035
Specials (Utility Rev.)								
40000-42225 Sale of Equipment	(64,494)	0	0	0	0	0	0	0
40000-42800 Amortized Debt Cost	0	0	(1,438)	0	0	0	1,438	0
TOTAL Specials (Utility Rev.)	(64,494)	0	(1,438)	0	0	0	1,438	0
Intergovernmental								
40000-43515 Federal - ARPA (Am Rescue)	42,962	12,538	0	0	0	0	0	0
TOTAL Intergovernmental	42,962	12,538	0	0	0	0	0	0
Public Charges-Services								
40000-46020 Unmetered Sales-Commercial	2,364	1,841	2,250	0	2,000	2,250	0	2,250
40000-46110 Metered Sales-Gen Customers	706,382	835,747	890,000	654,719	865,000	865,000	(25,000)	865,000
40000-46120 Metered Sales-Commercial	189,338	243,287	225,000	172,100	255,000	255,000	30,000	255,000
40000-46130 Metered Sales-Industrial	64,138	95,550	95,000	52,033	97,500	97,500	2,500	97,500
40000-46150 Metered - Multi-Family Res	51,690	68,319	65,000	52,673	72,500	72,500	7,500	72,500
40000-46200 Fire Protection-Private	37,863	49,433	50,000	40,128	52,500	52,500	2,500	52,500
40000-46300 Fire Protection - Public	127,038	67,908	0	0	0	0	0	0
40000-46350 PFP Fee-Water Bills	258,173	365,202	419,720	315,816	415,000	415,000	(4,720)	415,000
40000-46400 Other Sales-Public Author.	72,926	86,503	83,500	65,100	87,500	87,500	4,000	87,500
TOTAL Public Charges-Services	1,509,910	1,813,790	1,830,470	1,352,570	1,847,000	1,847,250	16,780	1,847,250

40000-46110 Metered Sales-Gen Customer PERMANENT NOTES:
Water rate increase 3/1/2022 per WI Public Service
Commission (PSC).

40000-46300 Fire Protection - Public PERMANENT NOTES:
All transferred to Water Bills effective 3/1/2022.

CITY OF MERRILL
APPROVED BUDGET REPORT
AS OF: SEPTEMBER 30TH, 2023

62 -Water Fund
Non-Departmental

	2021	2022	(----- 2023 -----)			(----- 2024 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
<u>Intergov Charges (Misc.)</u>								
40000-47100 Misc Service & Revenue	14,573	15,950	14,000	6,978	14,000	14,000	0	14,000
40000-47150 Water Turn on Chg/Delinquent	2,275	3,465	2,500	2,310	2,500	2,500	0	2,500
40000-47400 Other Miscellaneous Revenues	3,530	998	3,250	6,475	3,750	3,250	0	3,250
40000-47500 GIS Map-Water Rev.	0	0	0	0	0	0	0	0
40000-47700 Interest - Delinquent Water	7,971	7,678	6,500	4,422	5,750	6,000	(500)	6,000
TOTAL Intergov Charges (Misc.)	28,350	28,091	26,250	20,184	26,000	25,750	(500)	25,750
<u>Miscellaneous Revenues</u>								
40000-48100 Interest - Investments	200	3,190	500	13,191	15,000	15,000	14,500	15,000
40000-48250 Proceeds-Long Term Debt	0	0	0	0	0	0	0	0
40000-48300 Insurance Reimb.	0	0	0	0	0	0	0	0
TOTAL Miscellaneous Revenues	200	3,190	500	13,191	15,000	15,000	14,500	15,000
<u>Other Financing Sources</u>								
40000-49777 TID Capital Contribution	244,018	574,372	0	0	0	0	0	0
40000-49785 Donations/Grants-Contributed	0	0	0	0	0	0	0	0
TOTAL Other Financing Sources	244,018	574,372	0	0	0	0	0	0
40000-49777 TID Capital Contribution	PERMANENT NOTES: Pending TID Contributions for 2023 and 2024.							
TOTAL REVENUES	1,887,673	2,559,560	1,980,667	1,480,098	2,018,035	2,018,035	37,368	2,018,035
<u>EXPENDITURES</u>								
<u>Work Orders - Utility</u>								
50000-07-00700 WO - Tap Service	0	0	0	0	0	0	0	0
50000-07-01023 IT Network Improvements	0	0	0	0	0	81,350	81,350	81,350
50000-07-01024 Well No 3 Rehab	0	0	0	0	0	35,000	35,000	35,000
50000-07-01500 Taylor St. Water Tower	0	0	60,000	0	60,000	0	(60,000)	0
50000-07-55200 Wireless Replacements	0	0	7,500	0	7,500	0	(7,500)	0
50000-07-55640 M-1-2024 Project-Water	0	0	0	0	0	0	0	0
50000-07-55645 M-1-2023 - Water	0	0	55,000	32,423	55,000	0	(55,000)	0
50000-07-62512 One Ton Truck	0	0	0	0	0	25,000	25,000	25,000
TOTAL Work Orders - Utility	0	0	122,500	32,423	122,500	141,350	18,850	141,350
50000-07-5564M-1-2023 - Water	PERMANENT NOTES: Michler Crest delayed till 2023 (contract awarded 3/2022).							
TOTAL EXPENDITURES	0	0	122,500	32,423	122,500	141,350	18,850	141,350
REVENUE OVER/(UNDER) EXPENDITURES	1,887,673	2,559,560	1,858,167	1,447,675	1,895,535	1,876,685	18,518	1,876,685

W-3

Attachment: Water Utility Budget Requests 2024 (10477 : Water Utility - 2024 Budget Request)

62 -Water Fund
Pumping Expenses

	2021	2022	(----- 2023 -----)			(----- 2024 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
EXPENDITURES								
=====								
53711-00-62000 Operation Labor - Pumping	13,395	12,781	14,500	10,613	14,000	14,500	0	14,500
53711-00-62200 Operation - Electric Pump	45,106	42,981	45,000	32,943	45,000	45,000	0	45,000
53711-00-62210 Gas for Heat	5,150	7,629	5,000	4,837	8,500	9,000	4,000	9,000
53711-00-62500 Maint. - Pumping Plant	35,652	58,238	28,000	10,669	28,000	28,000	0	28,000
TOTAL	99,303	121,628	92,500	59,061	95,500	96,500	4,000	96,500
53711-00-6250Maint. - Pumping Plant	PERMANENT NOTES: In 2021, inspection of Well No. 2 - about \$10,500. In 2022, Well No. 4 rehab - about \$45,000.							
TOTAL EXPENDITURES	99,303	121,628	92,500	59,061	95,500	96,500	4,000	96,500

CITY OF MERRILL
APPROVED BUDGET REPORT
AS OF: SEPTEMBER 30TH, 2023

5.3.a

62 -Water Fund
Water Treatment Expenses

	2021	2022	(----- 2023 -----)			(----- 2024 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
EXPENDITURES								
=====								
53712-00-63000 Operation Labor-Treatment	11,891	13,801	13,250	10,130	13,250	13,750	500	13,750
53712-00-63100 Chemicals	13,127	20,705	13,000	13,809	15,500	18,000	5,000	18,000
53712-00-63110 Phosphate Chemicals	19,552	26,622	20,000	12,855	20,000	20,000	0	20,000
53712-00-63200 Water Treatment Supplies	6,232	3,231	7,000	5,092	7,000	7,000	0	7,000
53712-00-63210 Outside Services-Testing	4,271	4,157	5,000	9,332	5,000	5,000	0	5,000
53712-00-63500 Maint - Treatment Plant	34,264	6,645	15,000	5,684	15,000	15,000	0	15,000
TOTAL	89,336	75,160	73,250	56,901	75,750	78,750	5,500	78,750
53712-00-6350 Maint - Treatment Plant	PERMANENT NOTES: There will be reoccurring expense every four to six years for cleaning water treatment filters. In 2016: \$27,655 Layne Christensen Company In 2021: \$24,500 WaterSurplus/Surplus Management, In.							
TOTAL EXPENDITURES	89,336	75,160	73,250	56,901	75,750	78,750	5,500	78,750

W-5

Attachment: Water Utility Budget Requests 2024 (10477 : Water Utility - 2024 Budget Request)

CITY OF MERRILL
APPROVED BUDGET REPORT
AS OF: SEPTEMBER 30TH, 2023

62 -Water Fund
Trans & Distribution Exp

	2021	2022	(----- 2023 -----)			(----- 2024 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
EXPENDITURES								
=====								
53713-00-64000 Operation Labor - Trans &	68,906	68,624	68,500	35,076	68,500	70,000	1,500	70,000
53713-00-64100 Supplies & Expenses	3,305	4,013	5,000	3,021	5,000	5,000	0	5,000
53713-00-64110 Warehouse Cost of Operati	15,729	17,411	18,500	12,507	18,500	18,500	0	18,500
53713-00-64500 Cross Connection Inspecti	21,168	9,725	15,500	7,043	15,500	15,500	0	15,500
53713-00-65000 Maint-Standpipe/Reservior	126,181	8,677	15,000	5,832	15,000	15,000	0	15,000
53713-00-65100 Maint - Water Mains	46,280	51,486	45,000	44,940	50,000	50,000	5,000	50,000
53713-00-65200 Maint - Services	25,237	32,876	27,000	18,081	32,500	32,500	5,500	32,500
53713-00-65201 Maint - Diggers Hotline	30,545	30,553	25,000	25,213	30,500	30,500	5,500	30,500
53713-00-65300 Maint - Meters	20,317	14,453	30,000	19,654	30,000	30,000	0	30,000
53713-00-65400 Maint - Hydrants	11,279	8,690	15,000	7,427	15,000	15,000	0	15,000
53713-00-65500 Maint - Other Plant	5,373	12,290	10,000	21,566	22,500	12,500	2,500	12,500
53713-00-65510 Maint - S.C.A.D.A.	0	0	6,000	0	6,000	6,000	0	6,000
TOTAL	374,320	258,798	280,500	200,360	309,000	300,500	20,000	300,500
53713-00-6450Cross Connection InspectioPERMANENT NOTES:								
HydroDesigns contract for inspection service until 2021 when								
City Water Utility personnel.								
53713-00-6530Maint - MetersPERMANENT NOTES:								
Replacing brass meters with new plastic meters. Major								
increase in new residential developments.								
53713-00-6550Maint - Other PlantPERMANENT NOTES:								
In 2022, new \$8,000 water distribution-coin unit at								
Warehouse (will be reallocated to Water Asset).								
TOTAL EXPENDITURES	374,320	258,798	280,500	200,360	309,000	300,500	20,000	300,500

CITY OF MERRILL
APPROVED BUDGET REPORT
AS OF: SEPTEMBER 30TH, 2023

5.3.a

62 -Water Fund
Customer Accts Expenses

	2021	2022	(----- 2023 -----)			(----- 2024 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
EXPENDITURES								
=====								
53714-00-21220 COVID-19 Leave	528	0	0	0	0	0	0	0
53714-00-90100 Oper. Labor - Meter Read	5,413	8,492	6,250	6,818	8,000	8,000	1,750	8,000
53714-00-90200 Labor-Accounting/Collect	92,013	98,563	85,000	69,633	100,000	102,500	17,500	102,500
53714-00-90224 Uncollectable-Del Tax	1,303	1,570	1,000	55	1,000	1,000	0	1,000
53714-00-90300 Supplies & Expenses	6,331	6,654	5,500	4,579	5,500	5,500	0	5,500
TOTAL	105,587	115,280	97,750	81,084	114,500	117,000	19,250	117,000
53714-00-9020 Labor-Accounting/Collect	PERMANENT NOTES: Two full-time Utility Billing positions effective in 2017. Split 50% Water and 50% Sewer. Employee transition - August 2022.							
TOTAL EXPENDITURES	105,587	115,280	97,750	81,084	114,500	117,000	19,250	117,000

W-7

Attachment: Water Utility Budget Requests 2024 (10477 : Water Utility - 2024 Budget Request)

62 -Water Fund
Admin & General Expenses

	2021	2022	(----- 2023 -----)			(----- 2024 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
EXPENDITURES								
=====								
53716-00-85010 Computer & Software	29,386	22,869	32,500	34,979	32,500	57,500	25,000	57,500
53716-00-85025 Fiber - Internet-PRI	6,000	6,000	6,000	4,500	6,000	6,000	0	6,000
53716-00-85500 GIS - Water Components	3,305	5,865	5,000	2,515	5,000	5,000	0	5,000
53716-00-85550 GIS - Water Design	0	0	20,000	23,949	20,000	30,000	10,000	30,000
53716-00-92000 Adm./General Salaries	53,983	58,004	60,000	49,305	60,000	62,500	2,500	62,500
53716-00-92001 PSC Amortization Expense	0	0	0	0	0	0	0	0
53716-00-92100 Supplies & Expenses	7,944	10,536	8,000	6,960	8,000	8,000	0	8,000
53716-00-92300 Outside Serv. Employed	16,902	22,362	20,000	20,749	22,500	22,500	2,500	22,500
53716-00-92400 Property Insurance	11,623	15,708	14,500	14,121	14,121	15,500	1,000	15,500
53716-00-92600 Workers Comp Insurance	14,115	12,180	13,500	11,525	11,525	12,500	(1,000)	12,500
53716-00-92610 Employee Retirement-WRS (	22,307)	(17,302)	27,500	23,031	27,500	27,500	0	27,500
53716-00-92620 Employee Health Ins.	103,547	93,564	97,500	72,259	97,500	97,500	0	97,500
53716-00-92630 Employee Life Ins	2,923	4,287	1,500	1,179	4,500	4,500	3,000	4,500
53716-00-92635 Sick Leave Lump Sum	3,215	3,355	0	0	0	0	0	0
53716-00-92637 Water Fringe Benefits	0	0	0	0	3,500	3,500	3,500	3,500
53716-00-92640 Unemployment Comp.	0	0	0	0	0	0	0	0
53716-00-92800 Regulatory Com. Expense	11,045	889	1,000	125	1,000	1,000	0	1,000
53716-00-93000 Miscellaneous Expense	6,656	7,491	6,250	3,962	7,500	7,500	1,250	7,500
53716-00-93300 Transportation Expense	7,098	8,478	10,000	4,445	10,000	10,000	0	10,000
53716-00-93403 Dep.-Financed Plant	454,605	476,059	450,000	0	475,500	475,500	25,500	475,500
53716-00-93426 Contributed Plant Dep.	54,955	49,450	55,000	0	50,000	50,000	(5,000)	50,000
53716-00-93500 Maint.-General Plant	0	0	0	0	0	0	0	0
TOTAL	764,996	779,795	828,250	273,604	856,646	896,500	68,250	896,500

53716-00-8501Computer & Software	PERMANENT NOTES: For 2024, E-Mail to Cloud.
53716-00-8555GIS - Water Design	PERMANENT NOTES: GIS position with 37.5% to Water, 37.5% to Sewer, and 25.0% to General Fund.
53716-00-8555GIS - Water Design	CURRENT YEAR NOTES: In 2024, new aerial photos with about \$10,000 to Water.
53716-00-9200Adm./General Salaries	PERMANENT NOTES: Includes 25% of City Administrator/Public Works Director, 12.5% of IT Manager, and the Utility Manager.
53716-00-9261Employee Retirement-WRS	PERMANENT NOTES: Negative amounts due to audit entries (GASB Pension).
53716-00-9280Regulatory Com. Expense	PERMANENT NOTES:

CITY OF MERRILL
APPROVED BUDGET REPORT
AS OF: SEPTEMBER 30TH, 2023

62 -Water Fund
Admin & General Expenses

	2021	2022	(----- 2023 -----)	(----- 2024 -----)				
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
Water Rate Study in 2021 - Trilogy Consulting, Inc.								
TOTAL EXPENDITURES	764,996	779,795	828,250	273,604	856,646	896,500	68,250	896,500

CITY OF MERRILL
APPROVED BUDGET REPORT
AS OF: SEPTEMBER 30TH, 2023

62 -Water Fund
Contract Work

	2021	2022	(----- 2023 -----)			(----- 2024 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
EXPENDITURES								
=====								
53717-00-41600 Merc,Job.,&Contract Work	2,286	1,435	2,000	556	2,000	2,000	0	2,000
TOTAL	2,286	1,435	2,000	556	2,000	2,000	0	2,000
TOTAL EXPENDITURES	2,286	1,435	2,000	556	2,000	2,000	0	2,000

62 -Water Fund
Taxes

	2021	2022	(----- 2023 -----)			(----- 2024 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
EXPENDITURES =====								
54080-00-08000 PILOT to City-Tax Equiv.	371,929	312,302	390,000	264,937	(264,937)	390,000	0	390,000
54080-00-51000 SS/Medicare	17,222	20,646	23,500	24,194	22,500	23,500	0	23,500
54080-00-92800 PSC Remainder Assmt.	1,859	1,596	1,500	0	1,500	1,500	0	1,500
TOTAL	391,011	334,545	415,000	289,131	(240,937)	415,000	0	415,000
54080-00-0800PILOT to City-Tax Equiv.	PERMANENT NOTES: Annual audit calculation based upon Water Utility Assets, tax rates (Lincoln County, City of Merrill, Merrill Area Public Schools, and Northcentral Technical College), as well as Assessment Ratio.							
54080-00-0800PILOT to City-Tax Equiv.	CURRENT YEAR NOTES: For 2022 and 2023, lower Water PILOT due to Assessment Ratio .							
TOTAL EXPENDITURES	391,011	334,545	415,000	289,131	(240,937)	415,000	0	415,000

CITY OF MERRILL
APPROVED BUDGET REPORT
AS OF: SEPTEMBER 30TH, 2023

5.3.a

62 -Water Fund
Debt Service

	2021 ACTUAL	2022 ACTUAL	(----- 2023 -----)	(----- 2024 -----)				
			CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
EXPENDITURES								
=====								
56172-00-42500 Amortized Debt Cost	(987)	(1,114)	0	0	0	0	0	0
56172-00-42600 Borrowing Expense	6,800	0	0	0	0	0	0	0
56172-00-42700 Interest-GO Debt to City	38,004	38,469	36,179	23,597	36,179	35,000	(1,179)	35,000
TOTAL	43,816	37,355	36,179	23,597	36,179	35,000	(1,179)	35,000
=====								
TOTAL EXPENDITURES	43,816	37,355	36,179	23,597	36,179	35,000	(1,179)	35,000
=====								
FUND TOTAL REVENUES	1,887,673	2,559,560	1,980,667	1,480,098	2,018,035	2,018,035	37,368	2,018,035
FUND TOTAL EXPENDITURES	1,870,654	1,723,995	1,947,929	1,016,716	1,371,138	2,082,600	134,671	2,082,600
=====								
REVENUE OVER/ (UNDER) EXPENDITURES	17,019	835,565	32,738	463,382	646,897	(64,565)	(97,303)	(64,565)
=====								

*** END OF REPORT ***

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Attachment: Water Utility Budget Requests 2024 (10477 : Water Utility - 2024 Budget Request)

CITY OF MERRILL

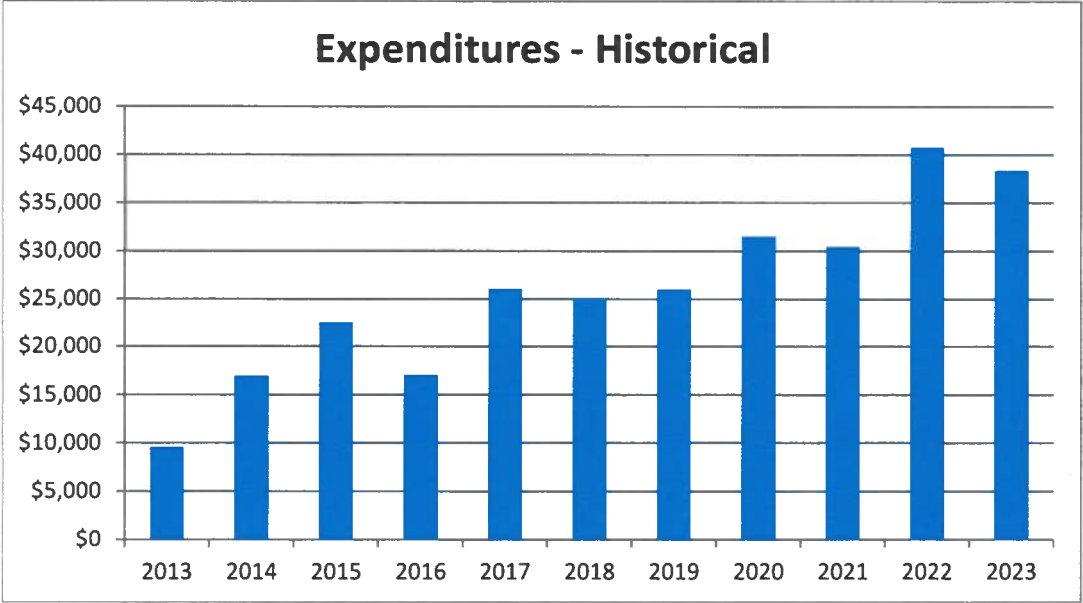
LANDFILL REMEDIATION

2024 BUDGET REQUEST

For 10/16/2023 Committee of Whole

Revised: 10/9/2023

City of Merrill
Landfill Remediation (Fund 20)



Year	Expenditures	
2013	\$9,635	
2014	\$17,012	Shift to contractor
2015	\$22,529	
2016	\$17,085	
2017	\$26,070	
2018	\$24,857	
2019	\$26,018	
2020	\$31,523	
2021	\$30,466	
2022	\$40,747	
2023	\$38,375	Projected
		9/30th Actual = \$30,465

2014 - 23

\$274,682

L-1

Fund 20 - Landfill Expenditures

Revised: 10/9/2023

CITY OF MERRILL
APPROVED BUDGET REPORT
AS OF: SEPTEMBER 30TH, 2023

5.4.a

20 -Remedial Action-Landfill
Remediation Action

	2021 ACTUAL	2022 ACTUAL	(----- 2023 -----) CURRENT BUDGET	(----- 2023 -----) Y-T-D ACTUAL	(----- 2023 -----) PROJECTED YEAR END	(----- 2024 -----) REQUESTED BUDEGT	(----- 2024 -----) BUDGET CHANGE	(----- 2024 -----) PROPOSED BUDGET
REVENUES								
Taxes (or Utility Rev.)								
43622-41100 Property Tax - Landfill	0	0	0	0	0	10,000	10,000	10,000
43622-41110 Transfer from General Fund	0	0	26,945	26,945	26,945	26,945	0	26,945
TOTAL Taxes (or Utility Rev.)	0	0	26,945	26,945	26,945	36,945	10,000	36,945
43622-41110 Transfer from General Fund								
PERMANENT NOTES:								
Repayments of 2005 City Pension payoff loan.								
TOTAL REVENUES	0	0	26,945	26,945	26,945	36,945	10,000	36,945
EXPENDITURES								
Personnel Services								
53622-01-21000 Wages - Street-Perm	0	0	250	0	250	250	0	250
53622-01-25000 Wages-Streets LTE	0	0	0	0	0	0	0	0
53622-01-41610 Wages - Utility Personnel	7,306	9,571	8,000	5,893	7,000	8,000	0	8,000
53622-01-51000 Social Security	542	781	625	442	555	625	0	625
53622-01-52000 Retirement (WRS)	504	714	575	425	470	600	25	600
53622-01-54000 Health Insurance	1,028	2,190	1,800	1,124	1,750	1,750	(50)	1,750
53622-01-55000 Life Insurance	15	33	30	19	24	25	(5)	25
TOTAL Personnel Services	9,395	13,290	11,280	7,902	10,049	11,250	(30)	11,250
Contractual Services								
53622-02-13250 Engineering Fees	2,361	6,435	4,267	3,016	2,500	3,000	(1,267)	3,000
53622-02-15000 WI DNR Review Fee	0	0	0	0	0	0	0	0
53622-02-21800 Observation Wells	0	0	0	0	0	0	0	0
53622-02-21875 Mowing & Repairs-Landfill	868	928	750	824	1,000	1,000	250	1,000
53622-02-22000 Gas Monitoring	7,054	12,971	6,000	3,052	7,500	8,000	2,000	8,000
53622-02-22500 Contractor - Sampling	10,788	7,123	8,750	10,844	12,500	10,500	1,750	10,500
TOTAL Contractual Services	21,071	27,457	19,767	17,737	23,500	22,500	2,733	22,500
53622-02-13250 Engineering Fees								
PERMANENT NOTES:								
Sand Creek Consultants, Inc.								
53622-02-22000 Gas Monitoring								
PERMANENT NOTES:								
Northern Lake Service, Inc., as well as Wisconsin Public Service (Solid Waste Monitor).								
53622-02-22500 Contractor - Sampling								
PERMANENT NOTES:								
Northern Lake Service, Inc.								

L-2

Attachment: Landfill Remediation Budget Request 2024 (10478 : Landfill Remediation - 2024 Budget

CITY OF MERRILL
APPROVED BUDGET REPORT
AS OF: SEPTEMBER 30TH, 2023

5.4.a

20 -Remedial Action-Landfill
Remediation Action

	2021 ACTUAL	2022 ACTUAL	(----- CURRENT BUDGET	2023 Y-T-D ACTUAL	(----- PROJECTED YEAR END	(----- REQUESTED BUDEGT	2024 BUDGET CHANGE	(----- PROPOSED BUDGET
Capital Outlay								
53622-08-37777 Blower Replacement	0	0	0	4,826	4,826	0	0	0
TOTAL Capital Outlay	0	0	0	4,826	4,826	0	0	0
TOTAL EXPENDITURES	30,466	40,747	31,047	30,465	38,375	33,750	2,703	33,750
REVENUE OVER/(UNDER) EXPENDITURES	(30,466)	(40,747)	(4,102)	(3,520)	(11,430)	3,195	7,297	3,195
FUND TOTAL REVENUES	0	0	26,945	26,945	26,945	36,945	10,000	36,945
FUND TOTAL EXPENDITURES	30,466	40,747	31,047	30,465	38,375	33,750	2,703	33,750
REVENUE OVER/(UNDER) EXPENDITURES	(30,466)	(40,747)	(4,102)	(3,520)	(11,430)	3,195	7,297	3,195

*** END OF REPORT ***

CITY OF MERRILL

UTILITY CAPITAL

2024 BUDGET REQUESTS After 9/26/2023 Committee of Whole

Without Potential Infrastructure Capital Investment Projects

Revised: 10/4/2023

City of Merrill, Wisconsin

Capital Plan

2024 thru 2028

PROJECTS BY DEPARTMENT

Department	Project #	Priority	2024	2025	2026	2027	2028	Total
Utility - Water & Sewer								
Sewer Main - Lining	UT-SEW-19-01	2	130,000	50,000	50,000	50,000	50,000	330,000
Treatment Plant Gate	UT-SEW-24-04	1	30,000					30,000
6th Ward Lift Station	UT-SEW-24-05	1	200,000					200,000
Sewer Jet/Vac Truck	UT-SEW-24-10	2		550,000				550,000
Well 3 Rehab	UT-WAT-24-01	1	35,000					35,000
One Ton Truck	UT-WAT-24-02	1	50,000					50,000
Utility - Water & Sewer Total			445,000	600,000	50,000	50,000	50,000	1,195,000
GRAND TOTAL			445,000	600,000	50,000	50,000	50,000	1,195,000

Attachment: Utility Capital Budget Requests - 2024 (10473 : a. Utility Capital)

U-CAP-1

Capital Plan
City of Merrill, Wisconsin

2024 thru 2028

Department Utility - Water & Sewer
Contact Utility Operations Manager
Type Maintenance
Useful Life 25+ years
Category Wastewater
Priority 2 Important

Project # UT-SEW-19-01
Project Name Sewer Main - Lining

Total Project Cost: \$580,000

Description

Line sewers to extend useful life of the sewer mains. For 2024, line the Cottage St. sewer main from W Main St to W 4th St.

By setting up a maintenance fund for sewer lining (equivalent to the Equipment Replacement Fund) we can repair problem areas when they occur. Also, there will be funding for lining the Interceptor which is the main sewer line running through the city to the treatment plant.

Justification

The Cottage St sewer main is deteriorating with heavy roots and the clay pipe is cracking. There have been complaints in the past with sewer backups and there is heavy flow coming from the industrial park.

As of 9/30/2023, previous unspent budget authorizations of \$138,308 available in Sewer Lining Non-Lapsing account.

Prior	Expenditures	2024	2025	2026	2027	2028	Total	Future
200,000	Construction - Sewer Main Lining	130,000	50,000	50,000	50,000	50,000	330,000	50,000
Total	Total	130,000	50,000	50,000	50,000	50,000	330,000	Total

Prior	Funding Sources	2024	2025	2026	2027	2028	Total	Future
200,000	U - Sewer Fund	130,000	50,000	50,000	50,000	50,000	330,000	50,000
Total	Total	130,000	50,000	50,000	50,000	50,000	330,000	Total

Budget Impact/Other

If street pavement replacement is not required, potential to line existing sanitary sewer mains. It is less expensive to line failing sewers than to dig up the road to replace it. When problem sewers are identified we will be able to repair them.

With the Interceptor being so close to the river it is a major source of I/I (inflow and infiltration) when the river is high the amount of Influent entering the plant can more than double.

Attachment: Utility Capital Budget Requests - 2024 (10473 : a. Utility Capital)

U-CAP-2



1 inch = 129 feet

Sewer Fund- Lining
Cottage St- W Main St to W 4th St
U-CAP-3

Legend
Sanitary Sewer

Capital Plan
City of Merrill, Wisconsin

2024 thru 2028

Department Utility - Water & Sewer
 Contact Superintendent - Utility
 Type Improvement
 Useful Life 15 years
 Category Fencing
 Priority 1 Critical

Project # **UT-SEW-24-04**
 Project Name **Treatment Plant Gate**

Description Total Project Cost: \$30,000
 Replace the existing gate at the treatment plant with an automatic gate.

Justification
 The current gate is in poor condition. The amount of gallons that the septic haulers are bringing in has more than doubled since 2018. With an automatic gate they will be able to bring in loads after hours which we will be able to monitor and increase our revenue.

Expenditures	2024	2025	2026	2027	2028	Total
WWT Plant Improvements	30,000					30,000
Total	30,000					30,000

Funding Sources	2024	2025	2026	2027	2028	Total
Sewer - Replacement Fund	30,000					30,000
Total	30,000					30,000

Budget Impact/Other

Attachment: Utility Capital Budget Requests - 2024 (10473 : a. Utility Capital)

U-CAP-4



Capital Plan

2024 thru 2028

City of Merrill, Wisconsin

Department Utility - Water & Sewer

Contact Superintendent - Utility

Type Improvement

Useful Life 20+ years

Category Wastewater

Priority 1 Critical

Project # UT-SEW-24-05

Project Name 6th Ward Lift Station

Description

Total Project Cost: \$200,000

The 6th Ward Lift Station was built in 1979 and is located on the west bank of the Wisconsin River by KB Bodyshop. It collects all the sewage west of the Wisconsin River and pumps it across to the main interceptor.

Justification

The dry well where the pumps are located is in need of repair, the paint is flaking and the concrete needs to be protected. The pipes leading to the wet well are in poor condition and will need to be replaced along with the pumps. The new pumps are more efficient, safer to work on, and will reduce operators responding to outside scheduled hours.

Expenditures	2024	2025	2026	2027	2028	Total
Construction - Utility (W/S)	200,000					200,000
Total	200,000					200,000

Funding Sources	2024	2025	2026	2027	2028	Total
Sewer - Replacement Fund	200,000					200,000
Total	200,000					200,000

Budget Impact/Other

Attachment: Utility Capital Budget Requests - 2024 (10473 : a. Utility Capital)

U-CAP-6

Capital Plan
City of Merrill, Wisconsin

2024 *thru* 2028

Department Utility - Water & Sewer
Contact Utility Operations Manager
Type Vehicle
Useful Life 5 years
Category Vehicles & Equipment
Priority 2 Important

Project # UT-SEW-24-10
Project Name Sewer Jet/Vac Truck

Description	Total Project Cost: \$550,000
Replace 2018 Sewer Jet/Vactor Truck. Either trade-in or direct sale of existing truck. In order to obtain 2025 delivery, new truck needs to be ordered in 2024.	

Justification	
Replacement cycle of five to seven years because of repair costs and trade-in (or sale) value. The truck is being used more between City Departments and is starting to have more maintenance issues.	

Expenditures	2024	2025	2026	2027	2028	Total
Equipment/Vehicles		550,000				550,000
Total		550,000				550,000

Funding Sources	2024	2025	2026	2027	2028	Total
Sale of Vehicles/Equipment		150,000				150,000
Sewer - Replacement Fund		400,000				400,000
Total		550,000				550,000

Budget Impact/Other	

Attachment: Utility Capital Budget Requests - 2024 (10473 : a. Utility Capital)

U-CAP-7



Capital Plan

2024 thru 2028

City of Merrill, Wisconsin

Department Utility - Water & Sewer

Contact Superintendent - Utility

Type Improvement

Useful Life 5 years

Category Water

Priority 1 Critical

Project # UT-WAT-24-01

Project Name Well 3 Rehab

Description

Total Project Cost: \$35,000

Chemically treat the well to restore well capacity.

Justification

Well 3 was last rehabbed in 2019. The specific capacity has decreased by 25% since then It will be inspected this fall and we'll decide if it needs to be done in 2024 or 2025.

Expenditures	2024	2025	2026	2027	2028	Total
Construction Inspection	35,000					35,000
Total	35,000					35,000

Funding Sources	2024	2025	2026	2027	2028	Total
Water Fund	35,000					35,000
Total	35,000					35,000

Budget Impact/Other

Attachment: Utility Capital Budget Requests - 2024 (10473 : a. Utility Capital)

Capital Plan
City of Merrill, Wisconsin

2024 *thru* 2028

Department Utility - Water & Sewer
Contact Superintendent - Utility
Type Vehicle
Useful Life 15 years
Category Vehicles & Equipment
Priority 1 Critical

Project # UT-WAT-24-02
Project Name One Ton Truck

Total Project Cost: \$50,000

Description

The truck is a 2008 and is ready to be replaced. The box was replaced in 2017 and is in good shape, it will be put on the new truck.

Justification

The truck is rusted out and the repairs are becoming more expensive to fix.

Expenditures	2024	2025	2026	2027	2028	Total
Equipment/Vehicles	50,000					50,000
Total	50,000					50,000

Funding Sources	2024	2025	2026	2027	2028	Total
Sewer Fund	25,000					25,000
Water Fund	25,000					25,000
Total	50,000					50,000

Budget Impact/Other

Attachment: Utility Capital Budget Requests - 2024 (10473 : a. Utility Capital)

U-CAP-10



City of Merrill, Wisconsin

Capital Plan

2024 thru 2028

PROJECTS BY FUNDING SOURCE

Source	Project #	Priority	2024	2025	2026	2027	2028	Total
Sale of Vehicles/Equipment								
Sewer Jet/Vac Truck	UT-SEW-24-10	2		150,000				150,000
Sale of Vehicles/Equipment Total				150,000				150,000
Sewer - Replacement Fund								
Treatment Plant Gate	UT-SEW-24-04	1	30,000					30,000
6th Ward Lift Station	UT-SEW-24-05	1	200,000					200,000
Sewer Jet/Vac Truck	UT-SEW-24-10	2		400,000				400,000
Sewer - Replacement Fund Total			230,000	400,000				630,000
Sewer Fund								
One Ton Truck	UT-WAT-24-02	1	25,000					25,000
Sewer Fund Total			25,000					25,000
U - Sewer Fund								
Sewer Main - Lining	UT-SEW-19-01	2	130,000	50,000	50,000	50,000	50,000	330,000
U - Sewer Fund Total			130,000	50,000	50,000	50,000	50,000	330,000
Water Fund								
Well 3 Rehab	UT-WAT-24-01	1	35,000					35,000
One Ton Truck	UT-WAT-24-02	1	25,000					25,000
Water Fund Total			60,000					60,000
GRAND TOTAL			445,000	600,000	50,000	50,000	50,000	1,195,000

Attachment: Utility Capital Budget Requests - 2024 (10473 : a. Utility Capital)

U-CAP-12

CITY OF MERRILL

INFRASTRUCTURE INVESTMENTS

2024 BUDGET REQUESTS
After 9/26/2023 Committee of Whole

Revised: 10/4/2023

City of Merrill, Wisconsin

Capital Plan

2024 thru 2028

PROJECTS BY DEPARTMENT

Department	Project #	Priority	2024	2025	2026	2027	2028	Total
Capital - Infrastructure								
Street Lawn Trees	TCAP-13-002	2	10,000	10,000	10,000	10,000	10,000	50,000
Street Sealcoat	TCAP-14-005	1	60,000	60,000	60,000	60,000	60,000	300,000
Sidewalk-Concrete Maintenance	TCAP-15-001	1	100,000	100,000	100,000	100,000	100,000	500,000
Black Dirt Screening	TCAP-18-009	1		25,000		25,000		50,000
Crushing - Street Materials	TCAP-18-013	2		50,000		50,000		100,000
M-1 StreetsProjects	TCAP-19-010	2		175,000	150,000	150,000	150,000	625,000
Street Resurfacing	TCAP-20-010	1	200,000	100,000	100,000	100,000	100,000	600,000
Capital - Infrastructure Total			370,000	520,000	420,000	495,000	420,000	2,225,000
GRAND TOTAL			370,000	520,000	420,000	495,000	420,000	2,225,000

Attachment: Infrastructure Budget Requests 2024 (10474 : b. Infrastructure Investments)

Capital Plan

2024 thru 2028

City of Merrill, Wisconsin

Department Capital - Infrastructure

Contact Street Superintendent

Type Improvement

Useful Life 10+ years

Category Street Department

Priority 1 Critical

Project #	TCAP-14-005
Project Name	Street Sealcoat

Description	Total Project Cost: \$1,151,643
Effective with 2013 City budget, City borrowing for on-going sealcoating of streets. Moved to contractor operation in 2020.	
The 2023 project was E. Main St. (Hwy 64) from Stuyvesant St. to Memorial Dr. For 2024, project will complete E. Main St. from Roundabout to Stuyvesant St., as well as other street sections.	

Justification
Needed maintenance of street infrastructure to extend life of pavement.
Asphalt prices: 2016 bid of \$65.00 ton compared to 2023 bid of \$114.00 ton.

Prior	Expenditures	2024	2025	2026	2027	2028	Total	Future
731,643	Construction/Maintenance	60,000	60,000	60,000	60,000	60,000	300,000	120,000
Total	Total	60,000	60,000	60,000	60,000	60,000	300,000	Total

Prior	Funding Sources	2024	2025	2026	2027	2028	Total	Future
733,558	Borrowing-10-Years (City Tax Levy)	60,000	60,000	60,000	60,000	60,000	300,000	120,000
Total	Total	60,000	60,000	60,000	60,000	60,000	300,000	Total

Budget Impact/Other

Attachment: Infrastructure Budget Requests 2024 (10474 : b. Infrastructure Investments)

Capital Plan

2024 thru 2028

City of Merrill, Wisconsin

Department Capital - Infrastructure
 Contact Superintendent - Utility
 Type Maintenance
 Useful Life 20 years
 Category Sidewalks/Paths
 Priority 1 Critical

Project # TCAP-15-001

Project Name Sidewalk-Concrete Maintenance

Total Project Cost: \$1,674,000

Description

On-going sidewalk and concrete maintenance program (including curb & gutter and ADA ramps).

Street Department work beginning in 2021 due to unavailability of cost-effective contractors,.

Justification

Replacement of public sidewalks, curb & gutter, and ADA ramps based upon City Building Inspector and Street Superintendent inspections.

Prior	Expenditures	2024	2025	2026	2027	2028	Total	Future
1,064,000	Construction/Maintenance	100,000	100,000	100,000	100,000	100,000	500,000	110,000
Total	Total	100,000	100,000	100,000	100,000	100,000	500,000	Total

Prior	Funding Sources	2024	2025	2026	2027	2028	Total	Future
1,104,000	Borrowing-20-Years (City Tax Levy)	85,000	85,000	85,000	85,000	85,000	425,000	200,000
Total	Special Assessments	15,000	15,000	15,000	15,000	15,000	75,000	Total
	Total	100,000	100,000	100,000	100,000	100,000	500,000	

Budget Impact/Other

City Street Department program would allow maximum expenditures for this on-going concrete replacement operation. Property owners would also have lower Special Assessments.

Attachment: Infrastructure Budget Requests 2024 (10474 : b. Infrastructure Investments)

Capital Plan

2024 thru 2028

City of Merrill, Wisconsin

Department Capital - Infrastructure

Contact Street Superintendent

Type Improvement

Useful Life 15 years

Category Street Resurfacing

Priority 1 Critical

Project # TCAP-20-010

Project Name Street Resurfacing

Total Project Cost: \$1,200,000

Description

Resurfacing of City streets that are not in need of utility work; however, street condition beyond the point of a surface treatment like chip sealing. This may include milling the surface layer of asphalt and laying a new surface coat as well as thin overlays of other streets.

Proposed 2024 project - N. Sales St. (E. 6th St. to E. 12th St.)

Justification

Current funding levels will not allow us to make enough progress on resurfacing of City streets. We are responsible for 72 miles of streets which means that we should be resurfacing 3-4 miles per year. We are currently completing about 1-2 miles annually as part of larger utility projects which will continue to put us behind schedule.

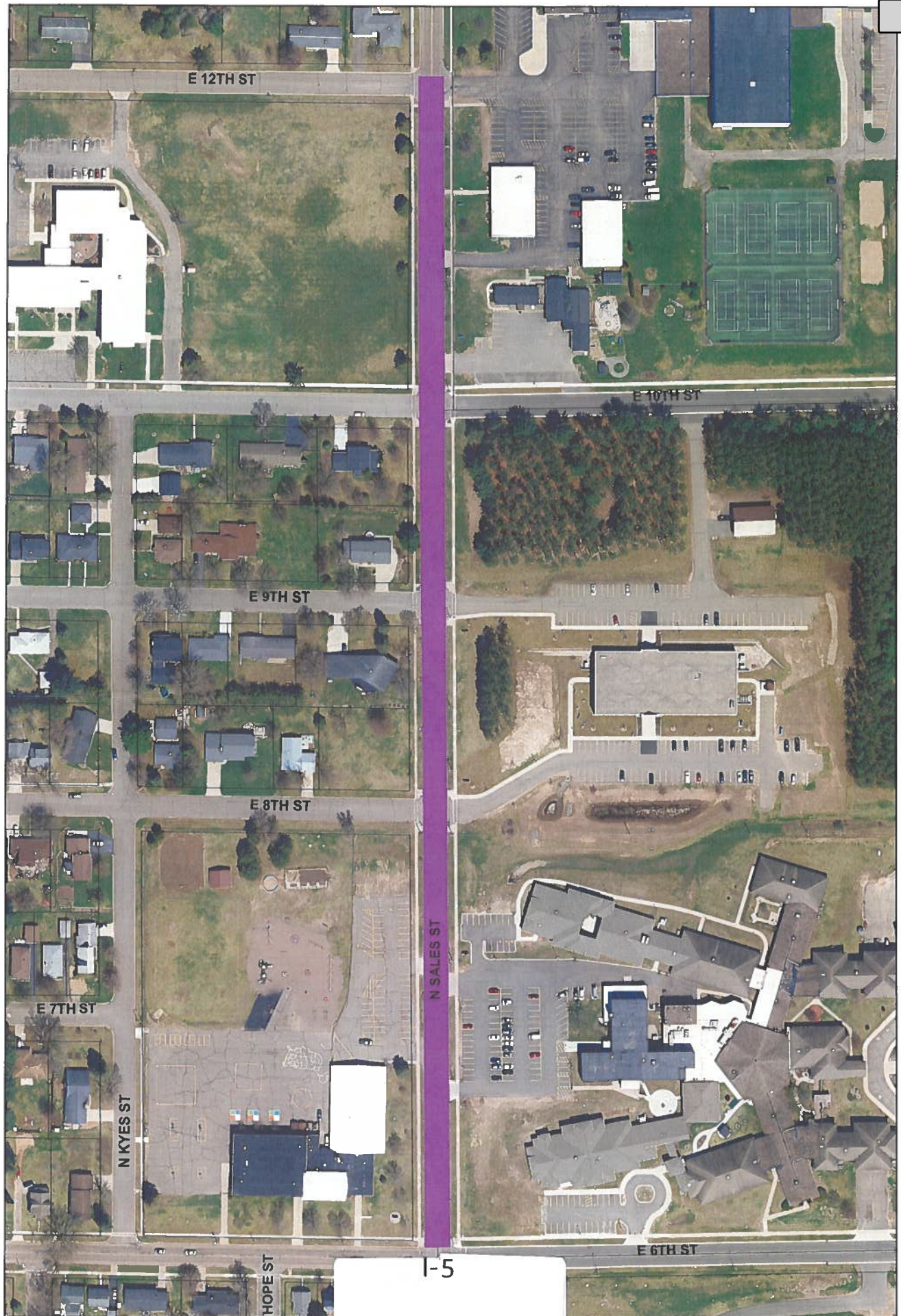
Asphalt prices: 2016 bid of \$65.00 ton compared to 2023 bid of \$114.00 ton.

Prior	Expenditures	2024	2025	2026	2027	2028	Total	Future
400,000	Construction/Maintenance	200,000	100,000	100,000	100,000	100,000	600,000	200,000
Total	Total	200,000	100,000	100,000	100,000	100,000	600,000	Total

Prior	Funding Sources	2024	2025	2026	2027	2028	Total	Future
400,000	Borrowing-20-Years (City Tax Levy)	200,000	100,000	100,000	100,000	100,000	600,000	200,000
Total	Total	200,000	100,000	100,000	100,000	100,000	600,000	Total

Budget Impact/Other

Attachment: Infrastructure Budget Requests 2024 (10474 : b. Infrastructure Investments)



1 inch = 128 feet

Tax Levy Project
N Sales St- E 6th St to E 12th St

Legend

Packet Pg. 58

Attachment: Infrastructure Budget Requests 2024 (10474 : b. Infrastructure Investments)



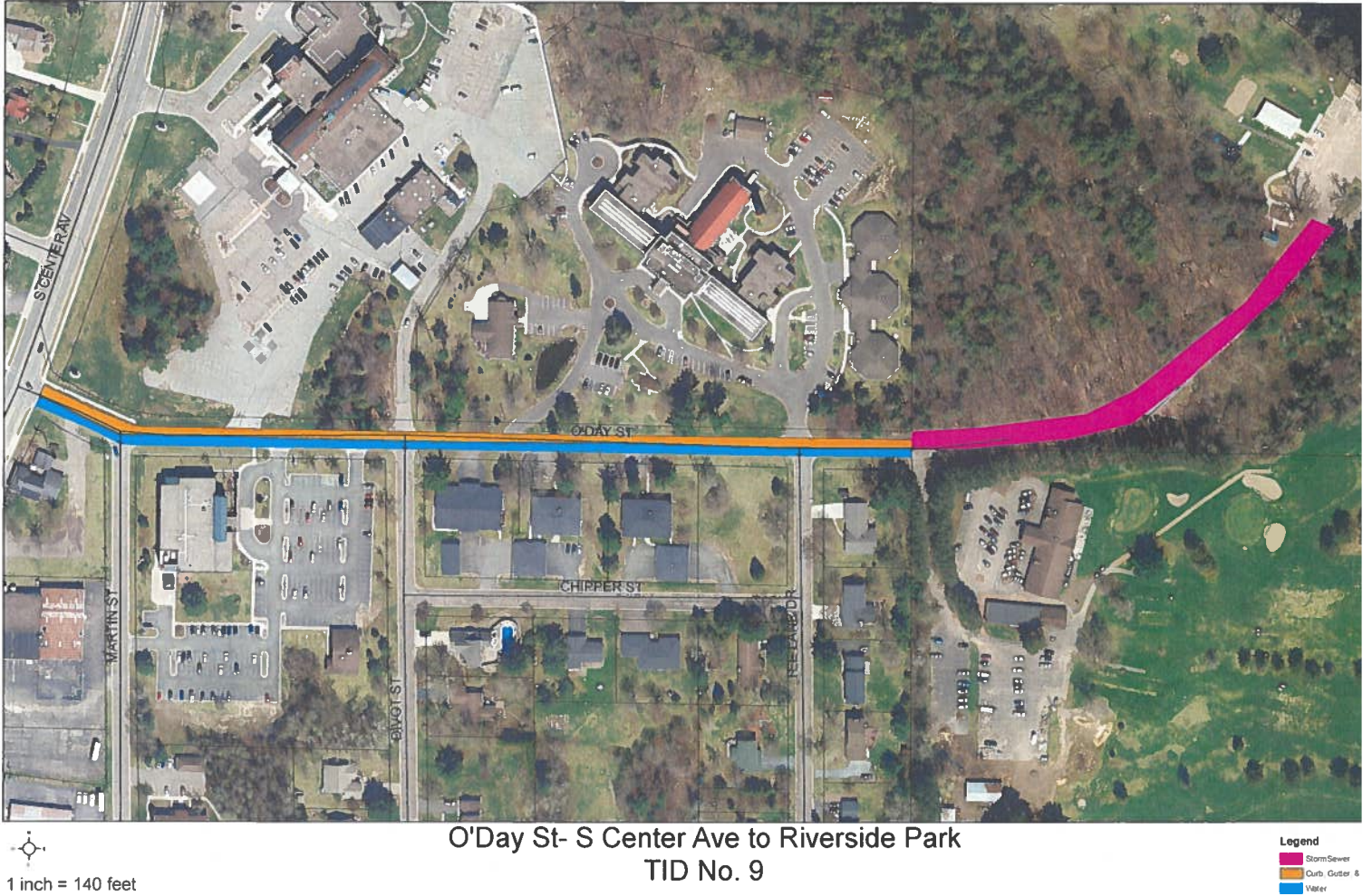
1 inch = 225 feet

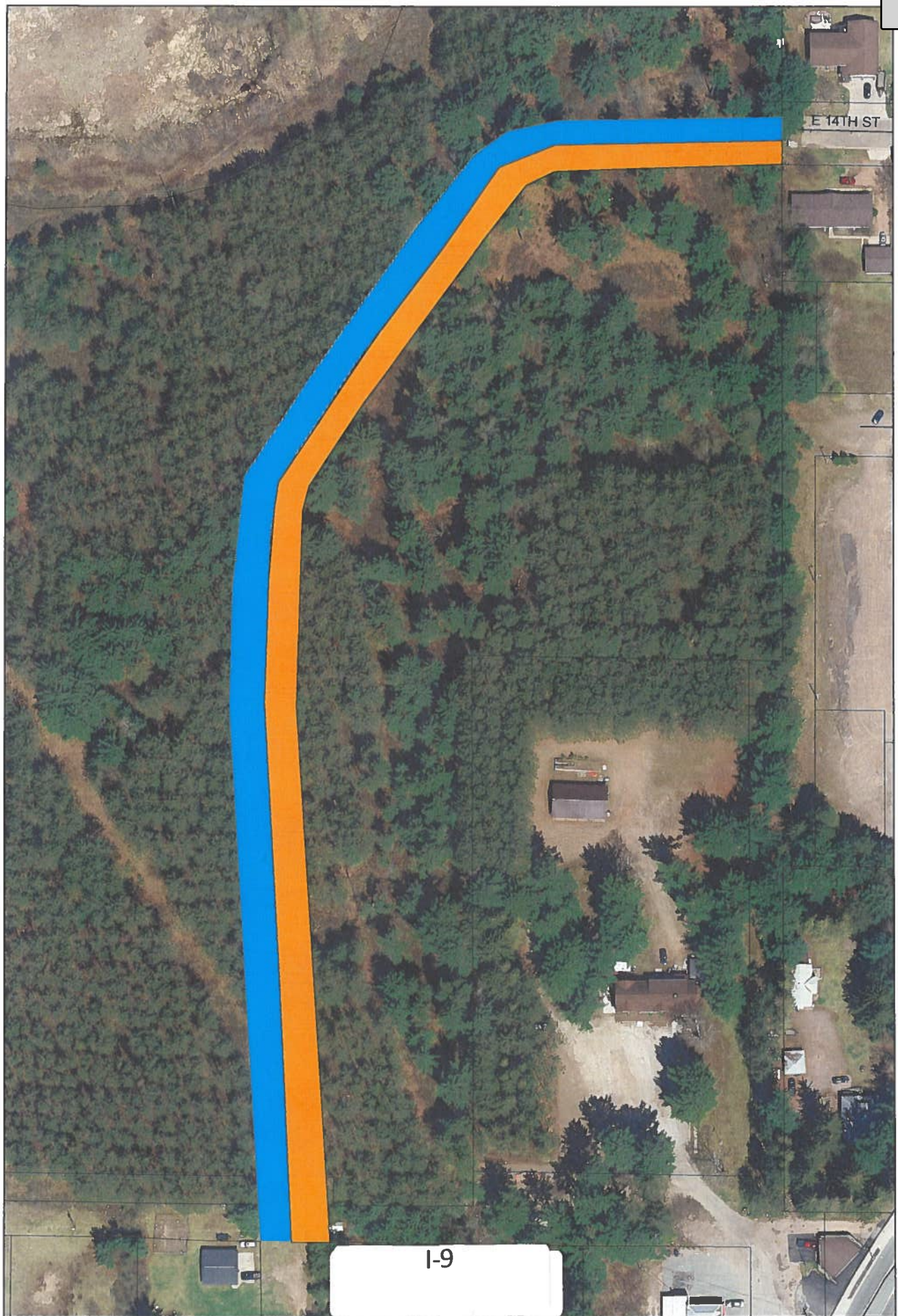
S Center Ave- Burgener's to Joe Snow Rd
TID No.9

Legend



Packet Pg. 60





1 inch = 79 feet

Spruce St- E 10th St to E 14th St
TID No. 7

Legend

- Curb, Gutter, & Pavement
- Water & Sewer

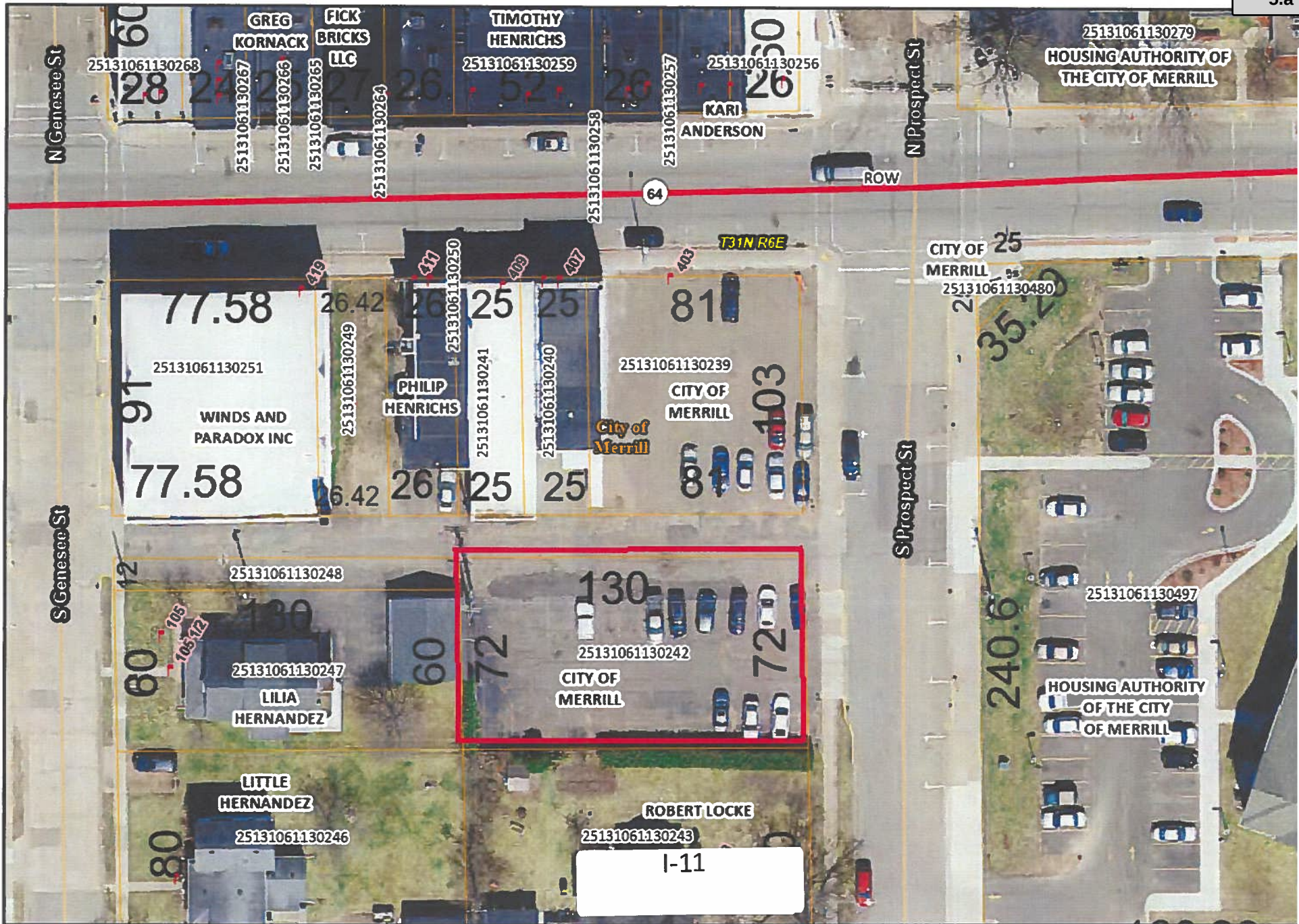


Lincoln County, WI
 Author: Public
 Date Printed: 7/22/2023



DISCLAIMER: The information depicted on this map is a compilation of public record information including aerial photography and other base maps. No warranty is made, express or implied, as to the accuracy of the information used. The data layers are a representation of current data to the best of our knowledge and may contain errors. It is not a legally recorded map and cannot be substituted for field-verified information. Errors should be reported to Land Services Department, 801 North Sales St, Merrill, WI, 54452. Phone (715) 539-1087.

Attachment: Infrastructure Budget Requests 2024 (10474 : b. Infrastructure Investments)



Lincoln County, WI
 Author: Public
 Date Printed: 8/30/2023



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CITY OF MERRILL

CAPITAL PLAN

2024 BUDGET REQUESTS After 9/26/2023 Committee of Whole

Without Potential Infrastructure Capital Investment Projects

Revised: 10/4/2023

City of Merrill - Tax Levy Capital for 2024

Following Committee of Whole - 9/26/2023

Budget Target		\$113,000	
Department	Description	Budget Amount	
Library	1st Floor Flooring	\$5,350	
City Hall	Flooring Replacements	\$3,500	Annually into future
Parks & Rec	Ott's Park boat landing	\$25,000	
Parks & Rec	Riverside Park boat dock	\$15,000	
Parks & Rec	Chairs & Tables	\$15,000	Total of \$55,000
Community	Trees-Street Lawn	\$10,000	Annually into future
IT	Migrating E-Mail - Conversion	\$15,000	Balance in Operations
Festival Grounds	Electrical System Improvements	\$9,150	Borrowing Rest
Assessment	Revaluation - 2024	\$15,000	Annually into future
Total		\$113,000	

Note: Unexpended into Fund 26 (Non-Lapsing) accounts for future

Police capital in Fund 10 (Operations) using Supplemental State Aid (SSA)

City of Merrill - 2024 Borrowing/Capital

Per Committee of Whole - 9/26/2023

Notes - 10 Years:

			Amount	
Streets	Seal Coating	Several Locations	\$60,000	
Streets	Tandem Axel Patrol Truck	Replacement 2013 International	\$360,000	Streets
				\$420,000
IT	Firewall Upgrade	Replacement	\$48,000	
IT	Core Networking Switches	Replacement	\$48,000	
IT	Standard Networking Switches	Replacement	\$156,800	
IT	Security Cameras	Replacement	\$27,500	IT - General
				\$280,300
MFG	Electrical Improvements	Livestock Barn & Grandstand	\$40,850	Festival
				\$40,850
City Hall	North Parking Lot	Replacement	\$50,000	
Maintenance Truck - 3/4 ton, plow, & lift gate		Replacing used 2006 truck	\$75,000	Maintenance
				\$125,000
Total - 10 Year			\$866,150	

Bonds - 15 to 20 Years:

			Budget Amount	
Streets	Resurfacing - N. Sales St. & Other Spots	Extending Street Lifespan	\$200,000	
Streets	Sidewalk/Concrete	Replacements	\$85,000	Streets
				\$285,000
Parks	Nicklaus Bridge - Decking	Replacement	\$50,000	Parks
				\$50,000
				TID7
TID No. 7	Spruce St. (E. 10th St. to E. 14th St.)	Utility & Gravel Base	\$600,000	\$600,000
	Pending RDA 10/4th - Closed Session			
TID No. 9	O'Day St. (S. Center Ave. to Riverside Park)	Utilities & Street Reconstruction	\$600,000	
TID No. 9	S. Center Ave. (Burgener's to Joe Snow Road)	Pavement Replacement	\$550,000	TID9
				\$1,150,000
Total - 15 to 20 Years			\$2,085,000	

Total 2024 General - Tax Levy \$1,201,150

Total 2024 TID-Supported \$1,750,000

Total 2024 New Borrowing \$2,951,150

C 2

Attachment: Capital Plan Budget Requests 2024 (10475 : c. City Capital)

Capital Plan

2024 thru 2028

City of Merrill, Wisconsin

Department Administration

Contact Finance Director

Type Assessments

Useful Life 7+ years

Category Assessments - Property Values

Priority 1 Critical

Project # AS-16-001

Project Name Revaluation

Description

Total Project Cost: \$255,000

Last City reassessments were 1/1/2000 and 1/1/2016. Contact with Bowmar Appraisal for 1/1/2024 market reassessment.

If Assessment Ratio falls below 90% or above 110% in any major class (such as Residential or Commercial), a reassessment would be required by Wisconsin Department of Revenue. There is about six-years allowed for reassessment if community local assessments fall out of compliance.

Justification

Last reassessments were 1/1/2000 and 1/1/2016. There continues to be increasing variance between sale price and assessments. City Assessment Ratio will be about 64.3% as of 1/1/2024.

Prior	Expenditures	2024	2025	2026	2027	2028	Total
133,000	Other	122,000					122,000
Total	Total	122,000					122,000

Prior	Funding Sources	2024	2025	2026	2027	2028	Total	Future
193,000	American Rescue Plan Act (ARPA)	77,000					77,000	15,000
Total	Non-Lapsing Fund	30,000					30,000	Total
	Tax Levy	15,000	15,000	15,000	15,000	15,000	75,000	
	Total	122,000	15,000	15,000	15,000	15,000	182,000	

Budget Impact/Other

Non-Lapsing account with annual tax levy amount being reserved for future revaluations.

The 2015-2016 contact expense totaled \$133,250 and involved automation and property site visits.

Prior	Budget Items	2024	2025	2026	2027	2028	Total	Future
240,800	Maintenance	28,500	29,000	29,500	30,000	30,500	147,500	62,500
Total	Total	28,500	29,000	29,500	30,000	30,500	147,500	Total

Attachment: Capital Plan Budget Requests 2024 (10475 : c: City Capital)

City of Merrill, Wisconsin

Capital Plan

2024 thru 2028

PROJECTS BY DEPARTMENT

Department	Project #	Priority	2024	2025	2026	2027	2028	Total
Festival Grounds								
Public Address - Emergency	MFG-24-003	1		32,500				32,500
Electrical Upgrades	MFG-24-005	1	50,000					50,000
Potential Grounds Fencing	MFG-26-011	5			60,000			60,000
Livestock Barn Roofs	MFG-28-005	2					125,000	125,000
Festival Grounds Total			50,000	32,500	60,000		125,000	267,500
GRAND TOTAL			50,000	32,500	60,000		125,000	267,500

Attachment: Capital Plan Budget Requests 2024 (10475 : c: City Capital)

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Capital Plan

2024 thru 2028

City of Merrill, Wisconsin

Department Festival Grounds
 Contact Maintenance Manager
 Type Improvement
 Useful Life 20 years
 Category Electrical Upgrades
 Priority 1 Critical

Project # MFG-24-005

Project Name Electrical Upgrades

Description

Total Project Cost: \$50,000

Making electrical upgrades and adding exhaust and circulating fans to 4 wings and the rotunda at the cattle barn located on the Festival Grounds.
 Adding accessible power to the north of the grandstand.

Barn upgrades-\$35,000

Power north of grandstand-\$15,000

Justification

Insufficient power has been causing breakers to fail, poor ventilation is a concern to fair goers as well as livestock during the Lincoln County Fair.
 Power is also needed north of the grandstand for participants in the rodeo, fair and other events taking place at the Festival Grounds.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	50,000					50,000
Total	50,000					50,000

Funding Sources	2024	2025	2026	2027	2028	Total
Borrowing-20-Years (City Tax Levy)	50,000					50,000
Total	50,000					50,000

Budget Impact/Other

Attachment: Capital Plan Budget Requests 2024 (10475 : c: City Capital)

Capital Plan
City of Merrill, Wisconsin

2024 thru 2028

Department Library
 Contact Library Director
 Type Improvement
 Useful Life 20 years
 Category T.B. Scott Library
 Priority 1 Critical

Project # **LIB-24-001**
 Project Name **Library Carpet Replacement**

Total Project Cost: **\$125,350**

Description

Replacement of 2001 carpet for all levels of Library building in both public areas and staff offices.

Justification

Carpeting was installed in 2001 and showing wear & tear from regular traffic.

Expenditures	2024	2025	2026	2027	2028	Total
Other	5,350	57,000	63,000			125,350
Total	5,350	57,000	63,000			125,350

Funding Sources	2024	2025	2026	2027	2028	Total
Borrowing-20-Years (City Tax Levy)		57,000	63,000			120,000
Tax Levy	5,350					5,350
Total	5,350	57,000	63,000			125,350

Budget Impact/Other

Is there potential for \$25,000 from Library Endowment?

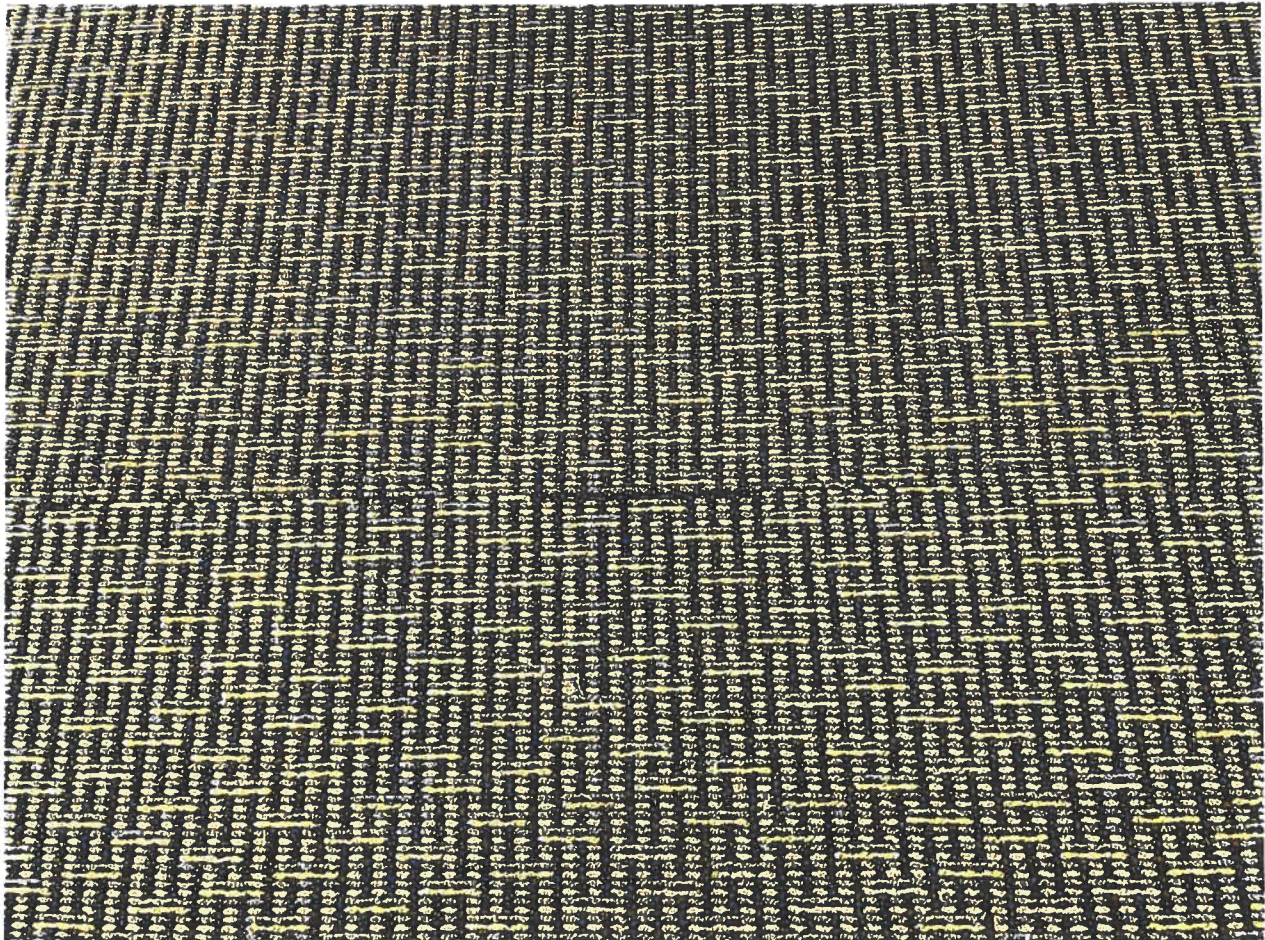
Attachment: Capital Plan Budget Requests 2024 (10475 : c. City Capital)

C-6

**T.B. SCOTT FREE LIBRARY
2024-2028 CAPITAL IMPROVEMENT REQUEST –
FLOOR COVERING REPLACEMENT DOCUMENTATION**

Pictures really don't do it justice, but I have provided several images from each of the floors and areas requested for replacement. Some areas are obviously worse than others, but it has all seen better days. There are numerous stains that will not disappear with cleaning, the actual carpet threads are pulling out, and normal wear and tear of over 20 years of use has placed its toll on the flooring.

It is possible to replace one floor at a time over a period of time, i.e. 3rd floor one year and circulation and 2nd floor-YS area another. Obviously, if it could all be completed in one year, that would be the least disruptive overall.





City of Merrill, Wisconsin

Capital Plan

2024 thru 2028

PROJECTS BY FUNDING SOURCE

Source	Project #	Priority	2024	2025	2026	2027	2028	Total
Borrowing-20-Years (City Tax Levy)								
Nicklaus Bridge (River Bend Trail)	P&R-24-003	1	50,000					50,000
Streeter Square Basketball	P&R-25-004	1		35,000				35,000
Lion's Park Path/Steps	P&R-26-015	2			40,000			40,000
Borrowing-20-Years (City Tax Levy)			50,000	35,000	40,000			125,000
Total								
Tax Levy								
Ott's Park Dock/Boat Landing	P&R-24-001	1	25,000					25,000
Docks - Riverside	P&R-24-002	1	15,000					15,000
Tables & Chairs-Smith/AGRA	P&R-24-005	1	15,000					15,000
Prairie Trails Bridge Refurbish	P&R-25-006	1		20,000				20,000
Park Entrance Signs	P&R-25-007	1		30,000				30,000
Shelters - Concrete	P&R-25-008	2		20,000				20,000
Tax Levy Total			55,000	70,000				125,000
GRAND TOTAL			105,000	105,000	40,000			250,000

Attachment: Capital Plan Budget Requests 2024 (10475 : c: City Capital)

Capital Plan

2024 thru 2028

City of Merrill, Wisconsin

Department Parks and Recreation

Contact Park & Rec. Director

Type Improvement

Useful Life 15 years

Category Parks & Recreation

Priority 1 Critical

Project # P&R-24-001

Project Name Ott's Park Dock/Boat Landing

Total Project Cost: \$25,000

Description

Remove and replace boat launch/landing materials. We are proposing precast concrete for the launch area extending into the river with fill material in between concrete planks. There will also have to be some pavement replacement and leveling to the ramp itself, it is in terrible condition.

This has been on our request list for 5+ years and needs to be addressed as it is now a hazard. With potential Lincoln County ARPA funds for a dock and kayak lift we might be able to have that portion funded but the ramp and launch need fixing badly and ASAP.

Justification

Popular place to put in/take out boats of all types. Sound investment in our park system with the increased interest in silent sports and exploration of our local waterways. We consistently receive calls and complaints on this amnity at Ott's Park.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	25,000					25,000
Total	25,000					25,000

Funding Sources	2024	2025	2026	2027	2028	Total
Tax Levy	25,000					25,000
Total	25,000					25,000

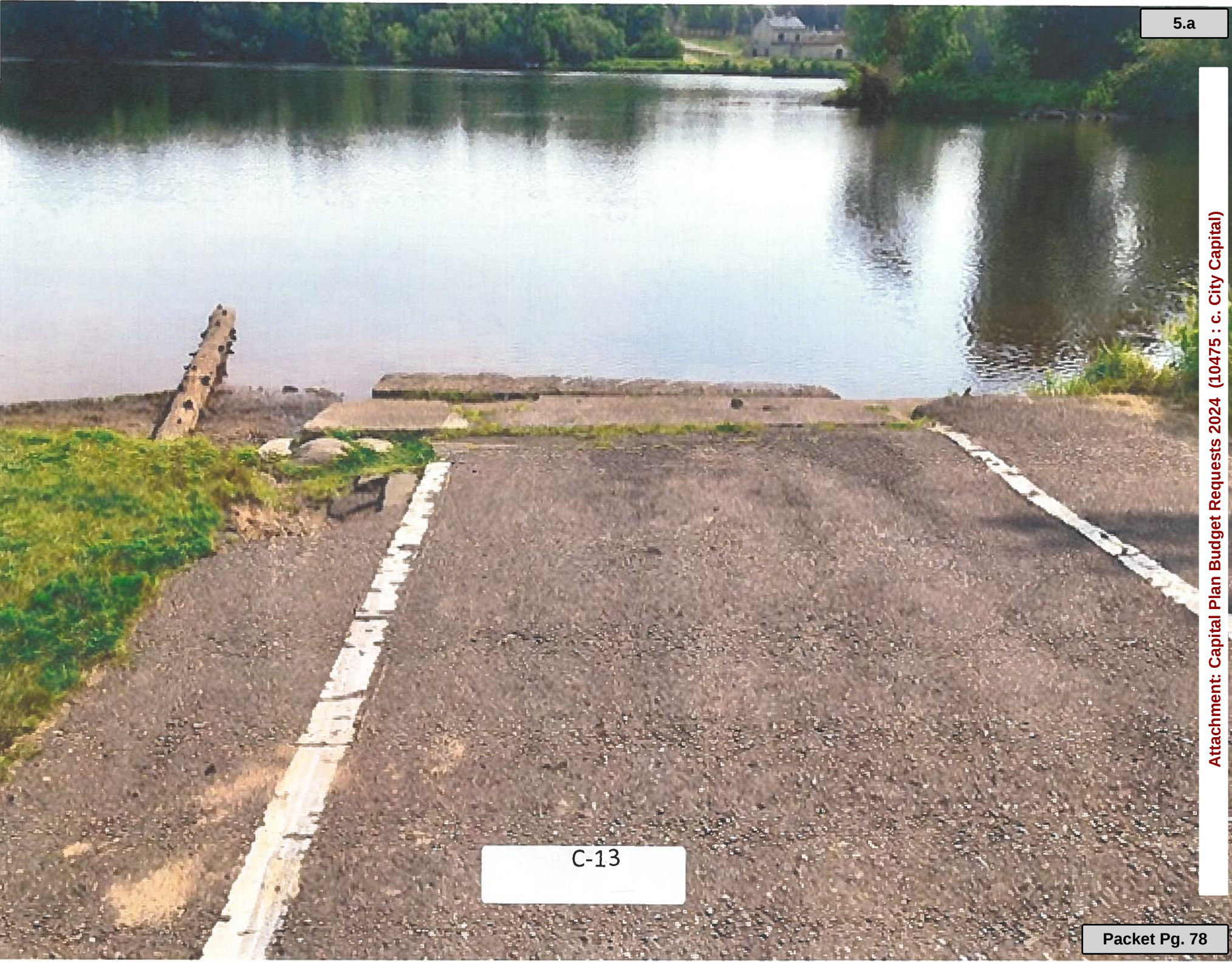
Budget Impact/Other

Attachment: Capital Plan Budget Requests 2024 (10475 : c: City Capital)





C-12



C-13



C-14

Capital Plan

2024 thru 2028

City of Merrill, Wisconsin

Department Parks and Recreation

Contact Park & Rec. Director

Type Equipment

Useful Life 10+ years

Category Parks & Recreation

Priority 1 Critical

Project # P&R-24-002

Project Name Docks - Riverside

Total Project Cost: \$15,000

Description

This is another request that has existed for 5+ years. We are looking to purchase and install a dock at Riverside Park for our popular boat launch.

Riverside Park launch is used very frequently by boaters, kayakers, canoes, tubers, etc. None of these water enthusiasts have a dock to tie off to or assist with loading or launching their vessels. With water recreation on the rise and our continued interest in investing in tourism and visitors, this should be a priority.

Justification

Stated above, brings visitors to the community and if we are going to have a boat launch (and a popular one at that) we should have a dock to help patrons loading and launching. The remainder of the landing is in good shape - just need a dock.

Expenditures	2024	2025	2026	2027	2028	Total
Other	15,000					15,000
Total	15,000					15,000

Funding Sources	2024	2025	2026	2027	2028	Total
Tax Levy	15,000					15,000
Total	15,000					15,000

Budget Impact/Other

Attachment: Capital Plan Budget Requests 2024 (10475 : c: City Capital)



C-16



C-17



C-18

Capital Plan
City of Merrill, Wisconsin

2024 *thru* 2028

Department Parks and Recreation
 Contact Park & Rec. Director
 Type Improvement
 Useful Life 20 years
 Category Parks & Recreation
 Priority 1 Critical

Project # **P&R-24-003**
 Project Name **Nicklaus Bridge (River Bend Trail)**

Description

Total Project Cost: **\$50,000**

The treated decking boards that were originally installed on the Nicklaus Bridge are in poor shape and in need of removal and replacing. Some are rotting while others are curling up and causing a maintenance and safety issues.

Parks & Recreation Director has discussed with City Engineer and we are working on potential alternative products to use instead of 5/4 decking boards.

Justification

This bridge spans the confluence of the Prairie and Wisconsin Rivers and allows the River Bend Trail to cross. It is used very heavily by pedestrians all day every day for 12 months per year. We need to remedy this safety issue and put a better product on there.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	50,000					50,000
Total	50,000					50,000

Funding Sources	2024	2025	2026	2027	2028	Total
Borrowing-20-Years (City Tax Levy)	50,000					50,000
Total	50,000					50,000

Budget Impact/Other

Attachment: Capital Plan Budget Requests 2024 (10475 : c: City Capital)





C-21

C-22



C-23

Capital Plan

2024 thru 2028

City of Merrill, Wisconsin

Department Parks and Recreation

Contact Park & Rec. Director

Type Equipment

Useful Life 10+ years

Category Equipment: Miscellaneous

Priority 1 Critical

Project # P&R-24-005

Project Name Tables & Chairs-Smith/AGRA

Description

Total Project Cost: \$15,000

Over the past 20+ years our stock of tables and chairs at the Smith Center have dwindled due to heavy use and breakage. These tables and chairs are not intended to last forever and we are at a point where we need to replace a number of them and replenish our supply to a level that we can continue to accommodate our reservations. Same with Agra Pavilion, those tables and chairs were used tables from other locations and we are down to a low number.

Justification

These two items (tables & chairs) are a necessary component to building rentals in both locations. We need to be able to accommodate.

To replenish our supply it is beyond our operational budget capabilities to replace these items as we don't have the funding that we used to.

Expenditures	2024	2025	2026	2027	2028	Total
Furniture/Fixtures	15,000					15,000
Total	15,000					15,000

Funding Sources	2024	2025	2026	2027	2028	Total
Tax Levy	15,000					15,000
Total	15,000					15,000

Budget Impact/Other

Attachment: Capital Plan Budget Requests 2024 (10475 : c: City Capital)

City of Merrill, Wisconsin

Capital Plan

2024 thru 2028

PROJECTS BY DEPARTMENT

Department	Project #	Priority	2024	2025	2026	2027	2028	Total
City Hall & Maintenance								
Carpeting Replacement - City Hall	CH-16-012	2	3,500	3,500	3,500	3,500	3,500	17,500
Maintenance Truck & Plow	CH-24-001	1	75,000					75,000
City Hall Parking Lot Repaving	CH-24-004	1	50,000	30,000				80,000
City Hall Roof Top HVAC	CH-25-002	1					40,000	40,000
Maintenance Van	CH-25-003	1		50,000				50,000
City Hall Tractor - Lawn/Snow	CH-26-004	1			70,000			70,000
Garage - City Vehicles	CH-26-005	5			50,000			50,000
Exterior Doors - Police Wing	CH-27-002	2				40,000		40,000
Boiler Replacements	CH-28-003	5					375,000	375,000
City Hall & Maintenance Total			128,500	83,500	123,500	43,500	418,500	797,500
GRAND TOTAL			128,500	83,500	123,500	43,500	418,500	797,500

Attachment: Capital Plan Budget Requests 2024 (10475 : c: City Capital)

Capital Plan

City of Merrill, Wisconsin

2024 thru 2028

Department City Hall
 Contact Maintenance Manager
 Type Maintenance
 Useful Life 10 years
 Category City Hall
 Priority 2 Important

Project # **CH-16-012**
 Project Name **Carpeting Replacement - City Hall**

Total Project Cost: \$68,500

Description

Replacement of carpeting - various locations of City Hall.

If damaged, removal, remediation, and replacement of floor tile with asbestos. Potential front entryway tile repairs as needed due to cracking.

Justification

Planned life cycle replacement of the following areas:

In 2020 Police Work Area (Replaced last in 2009) Total 2020 expenditure up to \$43,500 with \$20,000 from Police Squad tax levy allocation..

In 2022 Mayor and City Clerk Offices

In 2022 Clerk-Treasurer Work Area (From about 2000)

Future year priority based upon condition. If damaged, removal, remediation, and replacement of floor tile with asbestos.

Prior	Expenditures	2024	2025	2026	2027	2028	Total
51,000	Other	3,500	3,500	3,500	3,500	3,500	17,500
Total	Total	3,500	3,500	3,500	3,500	3,500	17,500

Prior	Funding Sources	2024	2025	2026	2027	2028	Total
51,000	Tax Levy	3,500	3,500	3,500	3,500	3,500	17,500
Total	Total	3,500	3,500	3,500	3,500	3,500	17,500

Budget Impact/Other

Unexpended funds will be placed in Non-Lapsing account if needed for removal, remediation, and replacement of floor tile with asbestos.
 Carpeting over asbestos floor tile might be option depending upon area of the building.

Attachment: Capital Plan Budget Requests 2024 (10475 : c: City Capital)

Capital Plan

2024 thru 2028

City of Merrill, Wisconsin

Department City Hall & Maintenance

Contact Maintenance Manager

Type Vehicle

Useful Life 15 years

Category Vehicles & Equipment

Priority 1 Critical

Project # CH-24-001

Project Name Maintenance Truck & Plow

Total Project Cost: \$75,000

Description

Replacement of 2006 3/4 ton truck, plow and lift gate. Truck was handed down from Parks and Rec. Truck will be returned to Parks and Rec once replacement is received.

Justification

Current truck is 18 years old and showing serious wear.

Purchase of new Maintenance truck was authorized in 2021 Capital Budget; however, was unavailable to obtain.

Expenditures	2024	2025	2026	2027	2028	Total
Equipment/Vehicles	75,000					75,000
Total	75,000					75,000

Funding Sources	2024	2025	2026	2027	2028	Total
Borrowing-10-Years (City Tax Levy)	75,000					75,000
Total	75,000					75,000

Budget Impact/Other

Attachment: Capital Plan Budget Requests 2024 (10475 : c: City Capital)

Capital Plan

2024 thru 2028

City of Merrill, Wisconsin

Department City Hall
 Contact Maintenance Manager
 Type Improvement
 Useful Life 20 years
 Category City Hall
 Priority 1 Critical

Project # CH-24-004
 Project Name City Hall Parking Lot Repaving

Total Project Cost: \$80,000

Description

Remove and repave north (Police side) and west side parking lots and connecting alley. There are increasing numbers of pavement breaks and potholes.

In 2016, the front access and parking lot were replaced..

Justification

Pavement is reaching maximum lifespan with increasing numbers of cracks and potholes.

Paved surface is in rough condition and can be hazardous to people entering City Hall from the north entrance (Police side) and west entrance.

Expenditures	2024	2025	2026	2027	2028	Total
Construction - Parking Lot	50,000	30,000				80,000
Total	50,000	30,000				80,000

Funding Sources	2024	2025	2026	2027	2028	Total
Borrowing-10-Years (City Tax Levy)	50,000	30,000				80,000
Total	50,000	30,000				80,000

Budget Impact/Other

North Side - \$50,000

West Side - \$30,000

Attachment: Capital Plan Budget Requests 2024 (10475 : c: City Capital)



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City of Merrill - Information Technology Capital Reinvestment							
Priority	Year	Project	Total Projection	General Fund	Water Fund	Sewer Fund	
Operational Expense - Not Borrowing:							
1	2024	Migrating E-Mail to Cloud	\$62,000	\$31,000	\$15,500	\$15,500	
		Systems Engineering	\$30,000	\$15,000	\$7,500	\$7,500	
Proposed Borrowing for General)							
2	2024	Firewall Upgrade	\$96,000	\$48,000	\$24,000	\$24,000	
		2027 \$24,000					
3	2024	Core Networking Switches	\$96,000	\$48,000	\$24,000	\$24,000	
		2027 \$42,000					
4	2024	Standard Network Switches	\$196,000	\$156,800	\$19,600	\$19,600	
		2027 \$37,500					
5	2024	Security Cameras	\$55,000	\$27,500	\$13,750	\$13,750	
Total			\$535,000	\$326,300	\$104,350	\$104,350	
6	2025	Voice Gateways	\$85,000	\$42,500	\$21,250	\$21,250	
		2027 \$22,000					

Attachment: Capital Plan Budget Requests 2024 (10475 : c: City Capital)

Capital Plan

2024 thru 2028

City of Merrill, Wisconsin

Department Information Technology

Contact IT Manager

Type Improvement

Useful Life 10 years

Category Information Technology

Priority 1 Critical

Project # IT-24-002

Project Name Migrating E-Mail to Cloud

Description

Total Project Cost: \$340,000

Migrate our email system to cloud services - Microsoft Office 365 or Google Workspace
Include cloud email, email archiving solution, updated Office applications on desktop,

Licensed annually; 3 year term expected at start

Justification

Security is top priority and our current email system is now outdated. Microsoft no longer provides security updates for our existing platform. Cloud email services would reduce the server requirements and IT resources internally.

Merrill Schools and Lincoln County are both utilizing Google

Expenditures	2024	2025	2026	2027	2028	Total
Info Technology	92,000	62,000	62,000	62,000	62,000	340,000
Total	92,000	62,000	62,000	62,000	62,000	340,000

Funding Sources	2024	2025	2026	2027	2028	Total
Operational Budget	46,000	31,000	31,000	31,000	31,000	170,000
Sewer Fund	23,000	11,500	11,500	11,500	11,500	69,000
Water Fund	23,000	11,500	11,500	11,500	11,500	69,000
Total	92,000	54,000	54,000	54,000	54,000	308,000

Budget Impact/Other

Attachment: Capital Plan Budget Requests 2024 (10475 : c: City Capital)

Capital Plan

City of Merrill, Wisconsin

2024 thru 2028

Department Information Technology
 Contact IT Manager
 Type Improvement
 Useful Life 10 years
 Category Information Technology
 Priority 1 Critical

Project # **IT-24-001**
 Project Name **Firewall Upgrade**

Description	Total Project Cost: \$96,000
Upgrading our Firewall to current model with Next-Gen Firewall features and higher bandwidth capabilities. Current Firewall is end-of-life, no future security updates. One at City Hall, one backup at Fire Station. City Hall only (main connection) estimate \$51,000. 3year licensing/warranty on failure or problems \$21,000 (renew 2027)	
Justification	Security is top priority. Firewall is paramount to internal network security: prevents unauthorized access from the outside and modern Next-Gen Firewall's have more features to detect and stop malicious behavior from reaching internal network. Would also allow us to utilize more internet bandwidth, which is important as more and more services are web/internet based

Expenditures	2024	2025	2026	2027	2028	Total
Info Technology	96,000					96,000
Total	96,000					96,000

Funding Sources	2024	2025	2026	2027	2028	Total
Operational Budget	48,000					48,000
Sewer Fund	24,000					24,000
Water Fund	24,000					24,000
Total	96,000					96,000

Budget Impact/Other	

Attachment: Capital Plan Budget Requests 2024 (10475 : c: City Capital)

Capital Plan

2024 thru 2028

City of Merrill, Wisconsin

Department Information Technology

Contact IT Manager

Type Equipment

Useful Life 10 years

Category Information Technology

Priority 1 Critical

Project # IT-24-003

Project Name Core Network Switches

Description

Total Project Cost: \$96,000

Upgrading core networking switch stack and separating server storage traffic to separate switch stack for reliability and performance.

If maintaining server storage traffic on core network switch, estimate \$58,000 and \$12,000 3year renewal

Justification

Core networking switches are at EOL this year. Switch speeds are limiting factors in network and server performance.

Expenditures	2024	2025	2026	2027	2028	Total
Info Technology	96,000					96,000
Total	96,000					96,000

Funding Sources	2024	2025	2026	2027	2028	Total
Borrowing-10-Years (City Tax Levy)	48,000					48,000
Sewer Fund	24,000					24,000
Water Fund	24,000					24,000
Total	96,000					96,000

Budget Impact/Other

Attachment: Capital Plan Budget Requests 2024 (10475 : c: City Capital)

Capital Plan

2024 thru 2028

City of Merrill, Wisconsin

Department Information Technology

Contact IT Manager

Type Equipment

Useful Life 10 years

Category Information Technology

Priority 1 Critical

Project #	IT-24-006
Project Name	Standard Network Switches

Description	Total Project Cost: \$196,000
Upgrading network switches at each location: City Hall (4 switches) Fire Station, Library (2 switches each) WWTP, WU, Enrichment, AP Term, AP Hangar, Aquatic, Street (1 switch each) *MARC has a newer switch, upgrade not needed there*	
Justification	
Network switches are at or nearing EOL this year. Switch reliability and speeds are limiting factors in network and server performance	

Expenditures	2024	2025	2026	2027	2028	Total
Info Technology	196,000					196,000
Total	196,000					196,000

Funding Sources	2024	2025	2026	2027	2028	Total
Borrowing-10-Years (City Tax Levy)	156,800					156,800
Sewer Fund	19,600					19,600
Water Fund	19,600					19,600
Total	196,000					196,000

Budget Impact/Other

Attachment: Capital Plan Budget Requests 2024 (10475 : c: City Capital)

Capital Plan

City of Merrill, Wisconsin

2024 thru 2028

Department Information Technology

Contact Library Director

Type Equipment

Useful Life 10 years

Category Information Technology

Priority 2 Important

Project # IT-24-011

Project Name Security Cameras

Description

Total Project Cost: \$55,000

Upgrading security camera system: server, software, and cameras.

Justification

Current security cameras are outdated quality, cannot upgrade server software further without upgrading cameras due to compatibility issues. Newer cameras also have significantly better quality in the event it's needed

Some of our cameras are needing more frequent attention or restarts; not running as reliably; most of our cameras have had 10+ years of use.

Expenditures	2024	2025	2026	2027	2028	Total
Info Technology	55,000					55,000
Total	55,000					55,000

Funding Sources	2024	2025	2026	2027	2028	Total
Borrowing-10-Years (City Tax Levy)	27,500					27,500
Sewer Fund	13,750					13,750
Water Fund	13,750					13,750
Total	55,000					55,000

Budget Impact/Other

Attachment: Capital Plan Budget Requests 2024 (10475 : c: City Capital)

City of Merrill, Wisconsin

Capital Plan

2024 thru 2028

PROJECTS BY FUNDING SOURCE

Source	Project #	Priority	2024	2025	2026	2027	2028	Total
Borrowing-10-Years (City Tax Levy)								
Police Handheld Radios	POL-18-003	2		50,000				50,000
Borrowing-10-Years (City Tax Levy)				50,000				50,000
Total								
Operational Budget								
Police Vehicles & Equipment	POL-15-001	1	40,000					40,000
K-9 Replacement	POL-18-007	2	5,000					5,000
Bulk Ammo Purchases	POL-20-005	5	5,000					5,000
Police Handgun Replacements	POL-24-002	1	35,000					35,000
Operational Budget Total			85,000					85,000
Tax Levy								
Police Vehicles & Equipment	POL-15-001	1		70,000	70,000	70,000	70,000	280,000
K-9 Replacement	POL-18-007	2		5,000	5,000	5,000	5,000	20,000
Bulk Ammo Purchases	POL-20-005	5		5,000	5,000	5,000	5,000	20,000
Police AED's Replacement	POL-25-003	2		15,000				15,000
Tax Levy Total				95,000	80,000	80,000	80,000	335,000
GRAND TOTAL			85,000	145,000	80,000	80,000	80,000	470,000

Attachment: Capital Plan Budget Requests 2024 (10475 : c: City Capital)

Capital Plan

City of Merrill, Wisconsin

2024 thru 2028

Department Police
 Contact Police Chief
 Type Vehicle
 Useful Life 3 years
 Category Vehicles & Equipment
 Priority 1 Critical

Project # POL-15-001
 Project Name Police Vehicles & Equipment

Total Project Cost: \$801,950

Description

On-going replacement of Police vehicles (both marked and unmarked squads), lightbars, police squad radios, and other equipment. On-going replacement of Police rifles, handguns, Taser's, ballistic vests, scheduling software, and other Police equipment.

Replacement of Police squad car #1 (F-150) in 2024.

Justification

The police vehicle replacement cycle has traditionally been after 3 to 4 years of use, running each vehicle to the end of their 100k powertrain warranty. This has proven to be a reliable cycle for our primary marked fleet both for keeping squads in service and keeping maintenance costs relatively low on a fleet of 10 vehicles. These are critical strategies in times where spontaneously replacing a squad car in a timely manner is impossible.

Prior	Expenditures	2024	2025	2026	2027	2028	Total	Future
411,950	Equipment/Vehicles	40,000	70,000	70,000	70,000	70,000	320,000	70,000
Total	Total	40,000	70,000	70,000	70,000	70,000	320,000	Total

Prior	Funding Sources	2024	2025	2026	2027	2028	Total	Future
411,950	Operational Budget	40,000					40,000	70,000
	Tax Levy		70,000	70,000	70,000	70,000	280,000	
Total	Total	40,000	70,000	70,000	70,000	70,000	320,000	Total

Budget Impact/Other

There is an Non-Lapsing account to cover balance of Police vehicle and equipment expenditures. In some prior years, either one or two Police vehicles are replaced. Sale proceeds for used squads and equipment is credited to this Non-Lapsing account.

Balance as of 12/31st:

2019 \$19,920
 2020 \$14,043
 2021 \$14,336
 2022 \$12,508

Attachment: Capital Plan Budget Requests 2024 (10475 : c: City Capital)

Capital Plan

2024 thru 2028

City of Merrill, Wisconsin

Department Police

Contact Police Chief

Type Equipment

Useful Life 10 years

Category Equipment (Non-Vehicles)

Priority 1 Critical

Project # POL-24-002

Project Name Police Handgun Replacements

Description

Total Project Cost: \$35,000

This project is a replacement of the issued duty handguns, holsters, magazines, tools, and ammunition.

Justification

The Police Department issued Duty weapons are 10 years old at the completion of this year. Their anticipated lifecycle is 10 years. We conducted a "rebuild" at 5 years and replaced critical components. Given we are using polymer framed weapons, we should absolutely replace at this time. The next weapons should last a 10 year cycle as well.

The requested initial cost will not be the final cost to the City. We anticipate high return on the former weapons, holsters, magazines, and any surplus ammunition.

Expenditures	2024	2025	2026	2027	2028	Total
Other	35,000					35,000
Total	35,000					35,000

Funding Sources	2024	2025	2026	2027	2028	Total
Operational Budget	35,000					35,000
Total	35,000					35,000

Budget Impact/Other

Attachment: Capital Plan Budget Requests 2024 (10475 : c: City Capital)

Capital Plan

2024 thru 2028

City of Merrill, Wisconsin

Department Police

Contact Police Chief

Type Equipment

Useful Life 5 years

Category Equipment: Miscellaneous

Priority 5 Future Consideration

Project # POL-20-005

Project Name Bulk Ammo Purchases

Description

Total Project Cost: \$45,000

Bulk purchases of handgun and rifle ammo for firearms training. About 1,000 rounds per officer per year are needed for handgun training and about 5,000 rounds per year are needed for rifle training.

Justification

Potential for lower cost for bulk purchasing, as well as ensures an adequate supply of ammo on hand.

Prior	Expenditures	2024	2025	2026	2027	2028	Total
15,000	Other		15,000			15,000	30,000
Total	Total		15,000			15,000	30,000

Prior	Funding Sources	2024	2025	2026	2027	2028	Total	Future
30,000	Operational Budget	5,000					5,000	5,000
	Tax Levy		5,000	5,000	5,000	5,000	20,000	
Total	Total	5,000	5,000	5,000	5,000	5,000	25,000	Total

Budget Impact/Other

Non-Lapsing account established at 2019 year-end with initial \$10,000 amount.

Attachment: Capital Plan Budget Requests 2024 (10475 : c: City Capital)

Capital Plan
City of Merrill, Wisconsin

2024 *thru* 2028

Department Police
Contact Police Chief
Type Unassigned
Useful Life 5 years
Category K-9 Dog & Equipment
Priority 2 Important

Project # POL-18-007
Project Name K-9 Replacement

Description

Total Project Cost:

Annual tax levy allocation for future replacement of K-9 dog and equipment.

Bierman Foundation grant funded 2022 K-9 replacement.

Justification

Working lifespan of K-9 dog is about five to seven years. Eros started in 2014 and Dasty in 2022.

Funding Sources	2024	2025	2026	2027	2028	Total	Future
Operational Budget	5,000					5,000	5,000
Tax Levy		5,000	5,000	5,000	5,000	20,000	
Total	5,000	5,000	5,000	5,000	5,000	25,000	Total

Budget Impact/Other

Existing fundraising and donations are covering annual dog unit expenses (i.e. \$4,000 to \$5,000).

Attachment: Capital Plan Budget Requests 2024 (10475 : c: City Capital)

City of Merrill, Wisconsin

Capital Plan

2024 thru 2028

PROJECTS BY DEPARTMENT

Department	Project #	Priority	2024	2025	2026	2027	2028	Total
Streets								
Replace Street Sweeper	STR-12-001	2		230,000				230,000
Streets Lawnmower & Trailer	STR-18-004	2					7,000	7,000
Street Grader Replacement	STR-19-005	2		370,000				370,000
Upgrade Fuel Dispensing System	STR-22-004	1					15,000	15,000
Streets Plow Trucks	STR-22-011	2			250,000	250,000		500,000
Tandem Axel Patrol Truck	STR-24-001	1	360,000					360,000
Steel Building	STR-27-001	5					400,000	400,000
Streets Total			360,000	600,000	250,000	250,000	422,000	1,882,000
GRAND TOTAL			360,000	600,000	250,000	250,000	422,000	1,882,000

Attachment: Capital Plan Budget Requests 2024 (10475 : c: City Capital)

Capital Plan

2024 thru 2028

City of Merrill, Wisconsin

Department Streets

Contact Street Superintendent

Type Vehicle

Useful Life 10 years

Category Vehicles & Equipment

Priority 1 Critical

Project # STR-24-001

Project Name Tandem Axel Patrol Truck

Description

Total Project Cost: \$360,000

The replacement of our 2013 International patrol truck.

Justification

This truck is one of our primary pieces of snow removal equipment and the only one that applies salt during snow removal. Our current truck is still functioning but is rusting and starting to corrode quickly. Our mechanics agree that now is the time to replace the truck before we start having major issues. If the truck starts to experience down time due to repairs in the middle of a snow event it will have an adverse effect on street conditions. This truck would be set up very simialar to the 2013 model with a conveyor style box, front plow, underbody scraper, wing and will have liquid tanks for applying salt brine. The tandem axle design will give us the capacity to carry enough salt to apply material to the entire salt route once before having to fill up again which we cannot do now. The tandem design will also give us another truck capable to hauling materials like gravel and asphalt during construction season.

Lead times for trucks is still long, but improving. There is a possibility of ordering this truck in early 2024 and not taking delivery until 2025. I expect to get \$20k - \$40k for our current truck.

Expenditures	2024	2025	2026	2027	2028	Total
Equipment/Vehicles	360,000					360,000
Total	360,000					360,000

Funding Sources	2024	2025	2026	2027	2028	Total
Borrowing-10-Years (City Tax Levy)	360,000					360,000
Total	360,000					360,000

Budget Impact/Other

Attachment: Capital Plan Budget Requests 2024 (10475 : c: City Capital)



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