

CITY OF MERRILL COMMON COUNCIL

Tuesday, October 11, 2022 MINUTES

Regular Meeting City Hall Council Chambers 7:00 p.m.

- I. Call to Order:** Mayor Hass called the meeting to order at 7:03 p.m. The following elected officials, department heads and residents were in attendance:

Elected Officials and Department Heads present: Mayor Hass, City Attorney Hayden, City Clerk Anderson-Malm, Facilities Maintenance Manager Wszalek, Finance Director Unertl, Fire Chief Klug, Police Chief Bennett, Park & Recreation Director Wendorf, Utility Operations Manager Steinagel, Street Superintendent Bonack, Merrill Enrichment Director Mrachek, Interim Library Director Ollhoff, Transit Director Brummond, and Marketing Specialist Kuczmarski.

Others in attendance: Clyde Nelson, Sue Kunkel, Sarah Sturm, Reverend Paul Hohman, Tina Scott, Scott Steele, Lieutenant Drabek, Police Canine Eros and Merrill Productions.

- II. Invocation** by Reverend Paul Hohman from New Testament Church

- III. Pledge of Allegiance** was recited.

- IV. Roll Call** was taken and the following alderperson's were in attendance:

Paul Russell – First District	Present
Michael "Gus" Caylor – Second District	Present
Rick Blake – Third District	Present
LaDonna Fermanich – Fourth District	Present
Dick Lupton – Fifth District	Present
Mike Rick- Sixth District	Remote
Mark Weix – Seventh District	Excused
Steve Sabatke – Eighth District	Present

- V. Public Comment** – Clyde Nelson, 709 Cottage Street, on behalf of the Merrill Chamber offered the Chambers support for the new logo and marketing line.

- VI. Minutes of previous Common Council meeting** – September 13, 2022
Aldersperson Russell made a motion to place the minutes from the September 13th, 2022 Common Council meeting on file. Aldersperson Rick seconded and the motion carried.

VII. Revenue & Expense Reports:

Alderson Blake motioned to place the September 2022 Revenue & Expense reports on file. Alderson Lupton seconded and the motion carried.

VIII. Committee of the Whole:

1. Review 2022 preliminary borrowing plan and consider authorization to proceed.

Alderson Russell motioned to approve the 2022 preliminary borrowing plan.

Alderson Blake seconded. The motion carried on a 5-3 vote. Alderson's Caylor, Fermanich and Sabatke voted no.

IX. General Agenda Items:

1. Employee Years of Service Recognition:

Shari Wicke, 25 years (Community Development/Building and Zoning)

Mayor Hass thanked Shari for her years of service to the City of Merrill.

X. Health & Safety:

1. Consider a temporary class "B" picnic license for the Merrill Historical Society for November 5th at the Merrill Historical Society, 100 E Third St, in conjunction with the Merrill Historical Society Trivia Contest.

Alderson Rick motioned to approve the temporary class "B" picnic license for the Merrill Historical Society for November 5th. Alderson Sabatke seconded and the motion carried.

2. Consider a temporary class "B" picnic license for the Merrill Historical Society for November 12th at the Expo Center, 303 N. Sales St, in conjunction with GLCW Presents "Fall Brawl".

Alderson Caylor motioned to approve the temporary class "B" picnic license for the Merrill Historical Society for November 12th. Alderson Lupton seconded and the motion carried.

XI. Marketing & Communications:

1. Consider approval of the new City of Merrill logo.

Scott Steele from Church Mutual referred to Communications Specialist Kuczmarski to present the logo. Communications Specialist Kuczmarski showed a power point presentation and explained the reasoning behind the logo and tag line. She reviewed the surveys that were handed out at the Community Night Out. Per the results, the logo was viewed favorably.

After discussion, Alderperson Russell made a motion to approve the new City of Merrill logo. Alderperson Weix seconded and the motion carried.

XII. Personnel & Finance:

1. Discussion and consideration regarding the Communications Specialist agreement.

Alderperson Blake and Finance Director Unertl gave background regarding the agreement. Mayor Hass brought up that the title was requested to be revised to Communications Consultant. It was decided that change would be handled at the committee level first.

Alderperson Blake made a motion to approve the Communications Specialist agreement. Alderperson Weix seconded and the motion carried on a 7-1 voice vote.

2. Consider amendment to Group Health Insurance Incentive Plan – part-time employees (Section 14-5-2 Employee Handbook).

Alderperson Fermanich voiced her confusion regarding this type of incentive. Finance Director Unertl explained she responded to the requests from the Library and Enrichment Center.

Alderperson Caylor made a motion to approve for discussion only. Alderperson Rick seconded and the motion carried.

Enrichment Director Mrachek spoke regarding the reasoning for this request.

Alderperson Caylor withdrew his motion to approve for discussion. Alderperson Rick seconded and the motion carried.

No further action was taken due to a lack of a motion from the Common Council.

3. Discussion and consideration regarding the revisions to the Employee Handbook.

Following discussion, a motion was made to approve the revisions to the Employee Handbook by Alderperson Caylor. Alderperson Lupton seconded and the motion carried.

XIII. Ad-Hoc Committee:

1. Recommendation to keep title of City Administrator as is.

Aldersperson Russell motioned to recommend keeping the title of City Administrator as is. Aldersperson Rick seconded and the motion carried.

2. Review and approve job description for City Administrator.

Aldersperson Rick motioned to approve the job description for the City Administrator. Aldersperson Blake seconded and the motion carried.

XIV. Place Committee Reports on File:

1. Consider placing the following reports on file: Ad-Hoc Committee, Airport Commission, Board of Public Works, Committee of the Whole, Health & Safety Committee, Historic Preservation Committee, Marketing & Communications Committee, Merrill Enrichment Center Committee, Personnel & Finance Committee, Redevelopment Authority, T.B. Scott Free Library Board and Transit Commission.

Aldersperson Russell made a motion to place the committee reports on file. Aldersperson Fermanich seconded and the motion carried.

XV. Resolutions:

1. A Resolution honoring Police Canine Eros for his extended service and great contribution to the City of Merrill

WHEREAS, Eros, a German Shepard, has served the City of Merrill as Police Canine Officer from May 12, 2014 to September 29, 2022; and,

WHEREAS, Eros was deployed a total of 652 times in his career which led to hundreds of arrests, citations, seized firearms and a huge impact in the fight to keep drugs off the streets; and,

WHEREAS, Eros is the first police canine in Merrill Police Department history, starting a new program and seeding it for future generations of Merrill Police canines and canine handlers, The “First Over The Wall” in what will be a continuing canine program; and,

WHEREAS, Eros’s dedication and willing demeanor will be missed at the City of Merrill Police Department, especially for his public demos and interactions with the Citizens of Merrill;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 11th day of October, 2022, that the Common Council, and the people of Merrill officially acknowledge with deep appreciation the faithful service

Police Canine Eros has given the City of Merrill Police Department and Merrill's citizens and commends him and Lieutenant Drabek for those 8 years of service; and

BE IT FURTHER RESOLVED, that we hereby commend the meritorious and dedicated service of Eros, congratulate him upon the occasion of his retirement from the City of Merrill Police Department, and extend our warmest wishes for his enjoyment of continued prosperity, good eating, and a happy civilian dog life in the years that lie ahead.

A motion was made by the entire Common Council to approve the resolution. The entire Common Council seconded and the motion carried.

2. City of Merrill Outdoor Recreation Plan (ORP) 2023-2027

WHEREAS, the City of Merrill, Lincoln County, Wisconsin wishes to provide quality park facilities and a variety of recreation opportunities and experiences to meet the needs of the community's residents; and

WHEREAS, the City of Merrill, Lincoln County, Wisconsin has developed an Outdoor Recreation Plan (ORP) in order to be eligible for various funding programs between 2023-2027 including Land and Water Conservation Fund Program (LWCF), Outdoor Recreation Action Program-Local Park Aids (ORAP-LPA), Stewardship, Acquisition and Development of Local Parks (ADLP); and

WHEREAS, the Wisconsin Department of Natural Resources (DNR) requires, that in order to be eligible for funding of needed projects, municipalities to update their ORP every five years; and

WHEREAS, the Parks & Recreation Commission and administrative staff have reviewed and updated ORP in its entirety to reflect community recreation needs into the future; and

WHEREAS, the Parks & Recreation Commission collected local recreational needs information through multiple resources including board and staff member knowledge of current park conditions, reviewing past plans, a Level of Services assessment; and an Outdoor Recreation Survey; and

WHEREAS, the Parks & Recreation Commission voted to recommend the adoption of the Outdoor Recreation Plan by both the City of Merrill Common Council and the Wisconsin Department of Natural Resources for the dual purposes of serving as a

guide for future park development within the City of Merrill and potential funding considerations within the next five (5) years;

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN, this 11th day of October, 2022 hereby adopts this Resolution.

BE IT FURTHER RESOLVED, that the City administrative staff is directed to provide a signed copy of this resolution, along with the Outdoor Recreation Plan to the Wisconsin Department of Natural Resources for their review and consideration.

Aldersperson Weix motioned to approve the resolution. Aldersperson Blake seconded and the motion carried.

XVI. Mayor's Appointments:

Andrew Polzin to the Merrill Housing Authority, term to expire November 2027

Gary Schwartz reappoint to the Airport Commission, term to expire October 2024

Aldersperson Russell motioned to approve the Mayor's Appointments. Aldersperson Weix seconded and the motion carried.

XVII. Mayor's Communications:

United Way 75th Anniversary at the Agra Pavilion, October 15 from 10-2

10/28 Holiday Hoopla at the Smith Center from 9:30 until 11:00

11/21 Feather Weather Turkey Time from 10:00 – 11:00 for ages 2-5

12/09 Santa and his Elves will be at the Agra Pavilion from 5:00 – 8:00

10/13 Funeral Planning at 1:00 at the Enrichment Center

10/27 Genealogy 101 at the Enrichment Center

There are two budget meetings scheduled

10/31 Halloween Trick-or-Treat hours are 4:00 – 7:00

XVIII. Adjournment

Aldersperson Rick motioned to adjourn. Aldersperson Lupton seconded and the motion carried. The meeting was adjourned at 7:54 PM.

Minutes respectfully submitted by Lori L Anderson-Malm – City Clerk.