

City of Merrill
Ad Hoc Committee – City Administrator
Wednesday, October 5, 2022
City Hall – Common Council Chambers
6:00 PM

Members Present: Mayor Hass, Alderperson’s Michael Caylor and LaDonna Fermanich. Alderperson Mike Rick was excused.
Citizen members: Nancy Kwiesielewicz and Rebecca Rutkowski. Chris Malm was excused.

City Attorney Hayden, Police Chief Bennett, Public Works Director/City Engineer Akey, Finance Director Unertl (remote), Alderperson Blake and Merrill Productions personnel.

I. Call to Order – Mayor Hass called the meeting to order at 6:00 PM

II. Approve minutes from September 20th meeting

Alderperson Caylor made a motion to approve the September 20th minutes. Nancy Kwiesielewicz seconded and the motion carried.

III. Consider and discuss job description of the position and any revisions:

The committee discussed the job description and the revised document. Nancy Kwiesielewicz will make the additional revisions and submit the document to the Mayor to include in the agenda packet for the October Common Council meeting.

Nancy Kwiesielewicz made a motion to send the changes to the job description to the common council for approval. Alderperson Fermanich seconded and the motion carried.

IV. Continued discussion of the position:

Recruiting firms were included in the packet. The committee discussed the firms and City Attorney Hayden will contact some of the firms.

V. Establish date and time of next meeting:

The next meeting will be Wednesday, November 2nd at 6:00 PM

VI. Public Comment

There was no public comment.

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VII. Adjournment

Aldersperson Caylor made a motion to adjourn. Aldersperson Fermanich seconded and the motion carried. The meeting was adjourned at 6:30 PM.

The minutes were compiled from the Merrill Productions video and from minutes taken by City Attorney Hayden.

Lori L. Anderson-Malm
City Clerk