

City of Merrill
Ad Hoc Committee – City Administrator
Tuesday, September 20, 2022
City Hall – Common Council Chambers
6:00 PM

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

City Attorney Hayden, City Administrator Johnson, Police Chief Bennett, Public Works Director/City Engineer Akey, Alderperson Blake, Alderperson Weix and Merrill Productions personnel.

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

II. Approve minutes from September 6th meeting

Alderperson Rick made a motion to approve the September 6th minutes. Alderperson Fermanich seconded and the motion carried.

III. Continued discussion of the position:
1. Answers received from Alderperson's

Answers given out to Alderperson's were included in the packet. Alderperson Fermanich was disappointed with the lack of responses. Strong financial background is important as well as strong communication skills. It was suggested a line be added in the description regarding communication.

Discussion occurred regarding the job description document. Nancy Kwiesielewicz would like to see an edited document with revisions which would make it easier to read and understand.

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

There was discussion regarding the job description and qualifications regarding this position.

V. Title of the position

After discussion it was decided the title would stay as Administrator.

VI. Establish date and time of next meeting:

Ad-Hoc Committee on the City Administrator Position – September 20, 2022

The next meeting will be Wednesday, October 5 at 6:00 PM

VII. Public Comment

There was no public comment.

VIII. Adjournment

A motion was made by Alderperson Rick to adjourn. Alderperson Fermanich seconded and the meeting was adjourned at 6:58 PM.

Respectfully submitted,

Lori L. Anderson-Malm
City Clerk