

CITY OF MERRILL COMMON COUNCIL

Tuesday, September 13, 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: City Attorney Hayden, City Administrator Johnson, 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 and Merrill Productions.

Residents in attendance: Pastor Mike Southcomb, Bill Bialecki, Clyde Nelson, Sue Kunkel, CLA Representative Amber Danielski.

- II. **Invocation** by Pastor Mike Southcomb – St. Stephens United Church of Christ

- 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 represented the Fair Association. He thanked the City of Merrill for their continued support for the fair. He also thanked a number of city employees and departments for their help during the fair.

- VI. **Minutes of previous Common Council meeting** – August 10, 2022

Aldersperson Blake made a motion to approve the minutes from the August 10, 2022 Common Council meeting. Aldersperson Lupton seconded and the motion passed.

VII. Revenue & Expense Reports:

Alderson Russell made a motion to approve the revenue and expense reports ending August 31, 2022. Alderson Sabatke seconded and the motion passed.

VIII. Board of Public Works:

1. **Consider a Street Use Permit from The Haunted Sawmill to close the street in the area in front of the Haunted Sawmill (Hendricks Street from E 7th Street to E 8th Street) from 5:00 PM to 10:00 PM on the following dates in October 2022: October 7, 8, 14, 15, 21, 22, 28, 29 and 30th, in conjunction with a haunted house event.**

Alderson Sabatke made a motion to approve the street use permit for the Haunted Sawmill. Alderson Lupton seconded and the motion carried.

IX. Personnel & Finance:

1. **Consider non-union holiday hours for employees working a scheduled 10 hour work day to get 10 hours of holiday pay.**

After discussion, Alderson Caylor motioned to approve two hours per holiday to each non-union employee's holiday bank. Alderson Russell seconded. Alderson Rick asked to amend the motion to give back the two hours for Labor Day.

Alderson Caylor amended the original motion to include returning two hours back to the banks of the affected employees for Labor Day. Alderson Russell seconded the amended motion and the motion carried.

2. **Consider approval of the 2023-2024 contract with Bowmar Appraisal, Inc. for Maintenance and Market Revaluation.**

Alderson Fermanich made a motion to approve with the stipulation that an RFP would be put out after the 2023/2024 contract. Alderson Caylor seconded and the motion carried.

X. General Agenda Items:

1. **Employee Years of Service Recognition:**

Mayor Hass thanked Tom Hayden and Robert Caylor for their years of service to the City of Merrill.

2. **Presentation and discussion of 2021 City of Merrill Audit Reports by CliftonLarsonAllen LLP.**

Amber Danielski from Clifton Larson Allen LLP went through the Governance Communications. She stated this summarizes items to bring to the Council regarding the audit.

XI. Committee of the Whole:

- 1. Discussion and consideration regarding the recommendation from the August 24th Committee of the Whole meeting. Continue with Carlson Dettmann until the next city administrator is in place.**

Aldersperson Caylor made a motion to refer this to the October 25th P&F Committee for review. Aldersperson Sabatke seconded for discussion.

After discussion, Aldersperson Caylor amended the original motion to refer the continuation with Carlson Dettmann until the next city administrator is in place to the September 27th Personnel & Finance Committee meeting for review. Aldersperson Sabatke seconded and the motion carried.

- 2. Discussion and consideration regarding the agreement for the Urban Search & Rescue Emergency Response Services from the earlier COW.**

Aldersperson Blake made a motion to move forward with the agreement for the Urban Search & Rescue Emergency Response Service. Aldersperson Lupton seconded. After discussion, the motion carried on a 6/1 voice vote.

XII. Place Committee Reports on File:

- 1. Place the following committee reports on file: Redevelopment Authority, Ad-Hoc Committee August meeting, Police & Fire Commission, Airport Commission, Marketing & Communications Committee, Health & Safety Committee, Personnel & Finance Committee August meeting, Committee of the Whole, Board of Public Works, Committee of the Whole August Budget Session, Festival Grounds Committee, Parks & Recreation Commission, Zoning Board of Appeals, Ad-Hoc Committee September meeting, Personnel & Finance Committee Special Meeting, Community Development Committee, Transit Commission, 2020 minutes Committee of the Whole July 24, September 29 and October 6.**

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

XIII. Mayor's Appointments:

- 1. Rebecca Rutkowski to Redevelopment Authority replacing Sheila Polak term to expire 09/01/2027**

2. Rick Blake to the Tourism Commission replacing Paul Russell term to expire 05/01/2024

Aldersperson Caylor made a motion to approve both appointments. Aldersperson Fermanich seconded and the motion carried.

XIV. Mayor's Communications:

Mayor Hass had the following communications:

He reminded everyone school is open and to be aware.

The Fall Ride is this weekend, be diligent and aware.

Pork in the Park has been cancelled

Oktober Fest is October 24th at the Sawmill Brewery; St. Stephens is sponsoring this event

The TB Scott Library has a chat with author Scott Spoolman on September 26th at 5:30 PM

Toddler Story Time started on September 12th

Family Story Time begins on September 14th at 10:30 AM

Monthly Critics Choice Movie is on Wednesday, September 28th at 1:00 PM

The Enrichment Center has a craft show on October 1st from 9:00 AM – 2:00 PM

and a retirement workshop on September 22 at 10:00 AM and 6:00 PM

He attended the ribbon cutting at the Trinity Daycare and toured the facility.

He thanked everyone who went to the Community Night Out.

XV. Adjournment:

Mayor Hass asked for a motion to adjourn. Aldersperson Lupton made a motion to adjourn and Aldersperson Sabatke seconded. The meeting was adjourned at 7:49 PM.

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