



CITY OF MERRILL
COMMITTEE OF THE WHOLE
AGENDA • MONDAY SEPTEMBER 13, 2021

Regular Meeting

City Hall Council Chambers

5:00 PM

To attend remotely, call 409-999-3128 and PIN 552 324 504 #.

- I. Call to Order
- II. Public Comment
- III. Open Session Agenda Items:
 - 1. Consider request from Friends of Vincent Foundation - Haunted Sawmill for American Rescue Fund (City of Merrill) grant program for various projects.
 - 2. Consider addition of 23rd Police Officer position.
 - 3. Discuss budget goals and timeline
- IV. Closed Session:
 - 1. The Committee may convene in closed session pursuant to Wisconsin State Statutes 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, to consider potential revisions to the Ambulance Service Contract currently in place and related matters.
- V. Adjournment

City of Merrill - American Rescue Plan Act (ARPA) - Federal Grant

City of Merrill has been allocated total of: **ARPA Amount**
\$947,041.08

in-June 2021, City received **\$473,520.54** Total 2021

in 2022, City will receive another \$473,520.54

Merrill Common Council 2021 Budget Amendments:

	2021 Budget	
05/11/21 Potential Protective Equipment/Supplies - various City of Merrill Departments	\$70,000.00	
05/11/21 Strand Associates - Water Tower Engineering - Design & Safe Drinking Water Loan Program (SDWLP)	\$55,500.00	to Water Fund
Allocations to Community Event Sponsors		
05/11/21 Lincoln County Fair Association	\$15,000.00	
05/11/21 Wisconsin River Pro Rodeo	\$7,500.00	
06/08/21 Additional amount allocated for City grants		Total \$70,000
06/08/21 Merrill Youth Fastpitch Tournament	\$15,000.00	
07/13/21 Merrill Community Theater	\$8,000.00	
08/10/21 Merrill Bluejay Basement Tournament	\$13,151.00	
08/10/21 Eagles Aerie #584	\$10,000.00	
08/10/21 Sawmill Brewing - Race to Taps	\$3,000.00	
08/10/21 Merrill Lion's Club - Labor Day Car Show	\$2,835.00	
08/10/21 Merrill Wrestling Club	\$6,004.67	
08/10/21 Merrill Football Boster Club	\$6,004.67	
08/10/21 Balance available for City grants		Total \$6,004.67
08/10/21 Tourism - City Forest Pit Toilet	\$14,540.00	
	\$226,535.34	Allocated 47.8%
	\$246,985.20	Unallocated 52.2%

Potential City Department Revenue Offsets to be reviewed during 2022 Budget process

Attachment: American Rescue Plan-2021-08-10 Council (8287 : Request from Haunted Sawmill for ARPA funding)



City of Merrill
Grant Application
American Rescue Plan Act Funding

It is recognized that many local events and programs have suffered as a result of the COVID Pandemic. Utilizing American Rescue Plan Act funding the City of Merrill has established a grant program to encourage and promote economic recovery of hospitality businesses, tourism and non-profit organizations in Merrill. Organizations that have promoted tourism in the Merrill Area through events and programs may apply for assistance to fund their events and programs in 2021.

Applicants are required to disclose their complete organizational budget and source of funding when completing this form to be considered for funding. Non-complete forms will not be considered for funding.

This application must be returned to:

Clerk/Treasurer's Office
 1004 East 1st St.
 Merrill, WI 54452

This program remains in effect until further notice or until allocated funds are exhausted.

The City reserves the right to deny or modify requests.

Approved applicants will be notified via a letter from the City of Merrill stating the approved amount and further instructions regarding the allocation of approved dollars.

Please call the City of Merrill with any questions about the application process at 715-536-5594.

Your application must be complete or it will not be considered for funding.

Name of event or program: The Haunted Sawmill

Applicant organization name: Friends of Vincent Foundation

Mailing address or P.O. Box: W6535 Wayside Drive

City: Merrill State: WI Zip: 54452

Organization Phone: n/a Email: n/a

Name/title of person filling out application: Kristin Woller

Telephone: 715 574 2351 Email: KristinTwoller@gmail.com

Amount of Request: \$ _____

Describe event or program and include dates and times: Community haunted house
Oct 8-9, 15-16, 22, 23, 29, 30, 31 6-11pm

Attachment: Request from ARPA funds from Haunted Sawmill (8287 : Request from Haunted Sawmill for ARPA funding)

List the goals of the event or program, including the economic impact it will have on our area:

Goal: to provide assistance to Merrill area youth for events activities they otherwise could not afford.

Guests from All over Wisconsin visit our event. They bring in revenue dollars to our gas stations, restaurants & other local businesses.

Present 2019 complete financial information for the event which shows your expenses and income from that year. This information must be included to be considered for funding:

See attached

Are you receiving funds from any other source? If yes, from where and how much?

Minimal contributions from local businesses.

Present your event or program plan, indicate how you specifically plan to use the funds you are requesting.:

See attached

If necessary, attach additional pages with any other pertinent information.

We are requiring your complete/entire budget for the event you are requesting funding for. Due to the potential competitiveness of these grant, we must now see the entire budget for the event. Without it, your application will not be considered.

7/21/21

City of Merrill American Rescue Plan Act Funding – Resubmission of Application
Friends of Vincent Foundation – The Haunted Sawmill

Event/program plan for use of grant funds:

\$45,000 – Roof Repairs

As many people are aware, The Friends of Vincent Foundation owns the building and property on Hendricks Street. A haunted house event needs a unique building for a backdrop and the need to enhance the event itself. With that said, we feel we have the perfect property and have put much work into the buildings to make them safe and to follow the conditional use permit issued by the city. We work hand in hand each year with the Merrill Fire Department to maintain and improve our grounds. With such an old structure we have a great deal of maintenance and upkeep. It was identified in 2019 a large section of our roof on the north end of our building needed to be repaired. The Friends of Vincent Board had planned to use monies from the 2020 event to make the necessary roof repairs. We have obtained an estimate from a local Merrill roofing contractor of \$45,000 to replace the failing roof section.

\$35,475 – Electrical Update and Install of Infrared Laser Fire System

As we continue to improve the property and make the building more presentable to the community, it is also important that we insure that we improve our safety system. This includes continuing to update the electrical system to prevent the risk of any type of electrical fire, but, maybe even more importantly, installing infrared smoke alarms. Because we sometimes use fog machines during the haunt season, standard smoke alarms can be accidentally triggered. Infrared smoke alarms are based on heat rather than smoke and would therefore be the ideal way to help insure the safety of our guests and volunteers even more.

\$95,750 – Fire Suppression System

The Friends of Vincent Foundation has worked hand in hand with the Merrill Fire Department each year since our inception in 2011. A fire suppression system has been a recommendation from the fire department every year. Due to the large area of the haunt event the price estimate for such a system is very expensive and an item that is out of reach for our budget. This is a project that is on our continued wish-list of things to accomplish but it is simply too expensive and out of reach. If we could obtain a grant to pay for a fire suppression system this is a project that we would start as rapidly as possible. This is something that the Fire Department would like to see us eventually obtain and we feel this is vitally important for the safety of our guests and volunteers.

The Haunted Sawmill has been a fixture in the Merrill Community for eleven years now. We have brought tens of thousands of guests into Merrill. These guests have ate at our restaurants, stayed in our hotels, frequented our gas stations, and brought dollars into our community. The Haunted Sawmill has gained State-wide recognition and is an attraction that people have come to see from as far away as the Twin Cities, Chicago and even farther beyond. We feel that it is important to be good community stewards and we want to make the property as safe as possible working hand-in-hand with the City and

the Merrill Fire Department to make that happen. With the grant money that we are requesting we can accomplish some much-needed tasks and continue our mission to help raise money for children and support youth activities and groups in our area.

On behalf of the Friends of Vincent Board of Directors we thank you for your consideration. Any amount of grant money received will be used wisely and greatly appreciated. We will continue to be good stewards in our community giving back as often and as much as we are able.

Friends of Vincent Foundation - 2020 Organization Budget		Budget	Actual
Advertising		\$1,000.00	\$1,125
Charitable Giving - High School Scholarships		\$1,000.00	\$2,250
Charitable Giving - Requests		\$20,000.00	\$12,529.09
Computers/Hardware		\$550.00	\$425.25
Concessions Start Up*		\$2,500.00	\$3,132.83
Construction		\$0.00	\$0.00
Construction - Electrical		*\$32000	\$41,995
Construction - Supplies		\$2,000.00	\$2,250.66
Hold Over/Roof Repair Reserve		\$0.00	\$0
Insurance - Property/Building		\$1,500.00	\$1,475.50
Insurance - Board of Directors		\$600.00	\$605
Merchandise*		\$4,500.00	\$4,941.45
Miscellaneous		\$2,000.00	\$2,215.89
Paint/Art Supplies*		\$250.00	\$475.85
Volunteer Incentives*		\$1,000.00	\$785.50
Phone/Internet - Frontier		\$1,100.00	\$1,225.25
Property Taxes		\$1,800.00	\$1,818.00
Props*		\$1,000.00	\$296.12
Social Media/ Website Costs		\$100.00	\$120
Utilities - Water		\$1,400.00	\$1,526.67
Utilities - WPS		\$2,500.00	\$3,115.82
Total Budget		\$76,800.00	\$76,308.00

*Indicates Haunt Event Budget Item

\$32,00 Electrical is loan through Tomahawk Community Bank
2020 Attendabce - 4120

Budget Refelects \$32, 000 loan obtained from Merrill Federal
for whole building electrical safety updates

Friends of Vincent Foundation - 2019 Organization Budget		Budget	Actual
Advertising		\$3,200.00	\$3,100
Charitable Giving - High School Scholarships		\$2,500.00	\$2,500
Charitable Giving - Requests		\$25,000.00	\$26,425.16
Computers/Hardware		\$1,500.00	\$1,124.44
Concessions Start Up*		\$3,000.00	\$3,245.50
Construction		\$17,000.00	\$15,789.12
Construction - Electrical		\$9,000.00	\$8,880
Construction - Supplies		\$3,000.00	\$3,123.75
Hold Over/Roof Repair Reserve		\$5,000.00	\$2,500
Insurance - Property/Building		\$1,500.00	\$1,616.74
Insurance - Board of Directors		\$600.00	\$605
Merchandise*		\$4,500.00	\$6,051.60
Miscellaneous		\$4,500.50	\$7,122.89
Paint/Art Supplies*		\$750.00	\$420.31
Volunteer Incentives*		\$1,200.00	\$998.04
Phone/Internet - Frontier		\$950.00	\$1,112.45
Property Taxes		\$1,600.00	\$1,616.74
Props*		\$3,500.00	\$3,990.31
Social Media/ Website Costs		\$400.00	\$120
Utilities - Water		\$1,000.00	\$1,330.35
Utilities - WPS		\$2,500.00	\$2,763.83
Total Budget		\$92,200.50	\$94,436.01

*Indicates Haunt Event Budget Item

2019 Attendabce - 8225

City of Merrill

Proposed 23rd Sworn Police Officer - 2022 Fiscal

Finance Director recommended financing through allocation from 2021 American Rescue Plan Act (ARPA) grant - from Reduced 2020 City Revenues

There is pending Federal COPS grant application request. Additional potential funding sources are being discussed.

		Projected 2022 Cost
Wages - Police Officer*	95%	\$61,165
Shift Differential	\$880	\$880
Education/Certification		\$1,320
Holiday Pay	140.25 Hours	\$4,124
SS/Medicare	7.65%	\$5,163
WRS - Retirement	12.00%	\$8,099
Health Insurance - Individual	\$10,068	\$10,068
Life Insurance	\$100	\$100
PEHP	\$1,332	\$1,332
Clothing Allowance	\$900	\$900
Total		\$93,151

*Analysis includes potential 1.0% adjustments as of 12/20/21 & 6/20/22
- pending Police Union 2022 - 2023 contract negotiations.

Attachment: Police - Proposed 23rd Sworn Officer Fiscal (8286 : Police 23rd Officer)