

1311140

**City of Merrill
Personnel and Finance Committee
Tuesday, October 29, 2013 at 5:15 P.M.
Basement Conference Room at City Hall, 1004 East First Street**

Voting Members Present (3 of 3): Alderman Steve Hass (Chairperson), Alderwoman Anne Caylor and Alderman Ryan Schwartzman

Others Present Included: City Administrator Dave Johnson, Street Commissioner Richard Lupton, Finance Director Kathy Unertl, City Hall Maintenance Supervisor Ramona Vanderkam, Fire Chief Dave Savone, Alderman Dave Sukow, Alderwoman Kandy Peterson, Dan Deml, Roger Drewek, Kortney Pike, Chris Marion, Michael Caylor Jr. and City Clerk Bill Heideman. A student was in attendance to videotape the meeting for the Cable Access Channel.

Call to order

Alderman Hass called the meeting to order at 5:15 P.M.

Vouchers

The vouchers were in the meeting packet.

Motion (Schwartzman/Caylor) to approve the vouchers. Carried.

Review action to transfer deferred comp. from Nationwide to ING

Former City employee Dan Deml had requested that this item be placed on the agenda. He had also provided information for the meeting packet.

Dan Deml gave a presentation on the history and status of ING.

No action was taken.

Ordinance re: June 30th, 2014 compensation adjustment for Street Commissioner

City Administrator Johnson reported that originally it was proposed to increase the Street Commissioner and City Clerk salary by 1% on May 1st, 2014, the beginning date for the terms of those offices. This corresponds to the 1% increase being proposed for non-union employees beginning January 1st, 2014. City Administrator Johnson stated that 1% increases are being proposed by non-union employees on January 1st, 2014 and June 30th, 2014.

A proposed ordinance was in the meeting packet. It would stipulate that, after May 1st, 2014, the annual salary for the elected Street Commissioner would be increased by the same percentage amount afforded all non-union city employees.

Motion (Caylor/Schwartzman) to recommend adopting the ordinance.
Carried.

The proposed ordinance will be on the November 12th, 2013 Common Council meeting agenda.

Ordinance re: June 30th, 2014 compensation adjustment for City Clerk

A proposed ordinance was in the meeting packet. It would stipulate that, after May 1st, 2014, the annual salary for the elected City Clerk would be increased by the same percentage amount afforded all non-union city employees (see above agenda item).

Motion (Caylor/Schwartzman) to recommend adopting the ordinance.
Carried.

The proposed ordinance will be on the November 12th, 2013 Common Council meeting agenda.

Monthly Report – Municipal Court

The report was in the meeting packet.

Monthly Report – Finance Director Unertl

The report was in the meeting packet. Finance Director Unertl mentioned that a settlement from the insurance company (Crawford and Co.) has been reached related to damage to City property as a result of the 2011 tornado.

Monthly Report – City Attorney Hayden

The report was in the meeting packet.

Monthly Report – City Clerk Heideman

The reports for both September and October were in the meeting packet.

Monthly Report – City Administrator Johnson

The report was in the meeting packet.

Monthly Report – Building/Zoning Permits

The report was in the meeting packet.

Place monthly reports on file

Motion (Schwartzman/Caylor) to place the monthly reports on file. Carried.

Next meeting

Tuesday, November 26th, 2013 at 5:15 P.M.

Public Comment

None.

Motion to convene in closed session

Motion (Schwartzman/Caylor) to convene in closed session pursuant to Wisconsin State Statutes Section 19.85(1)(f) to consider financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon any person referred to in such histories or data, or involved in such problems or investigations, to discuss potential disciplinary action for an employee. Carried 3-0 on roll call vote.

Closed session – Potential disciplinary action

The closed session began at 5:42 P.M. Attendees included: Hass, Caylor, Schwartzman, Peterson, Sukow, Johnson and Heideman.

The closed session minutes will be filed separately and confidentially.

Adjournment

Motion (Caylor/Schwartzman) to adjourn. Carried. Adjourned (from closed session) at 5:53 P.M.

Minutes prepared and submitted by:

William N. Heideman, CMC, WCMC
City Clerk