

1401140

**City of Merrill
Personnel and Finance Committee
Monday, December 16, 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: Mayor Bill Bialecki, City Administrator Dave Johnson, City Attorney Tom Hayden, Finance Director Kathy Unertl, Alderwoman Kandy Peterson, Alderman John Burgener, Alderman Dave Sukow, Alderman Rob Norton 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 had been e-mailed to the three committee members and to Mayor Bialecki, City Administrator Johnson and Finance Director Unertl. Per City policy, they were not included in the meeting packet and therefore were not available to the public on the City webpage.

Finance Director Unertl answered a question on a voucher related to Tax Increment District #9.

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

Monthly Report – Municipal Court

No report was submitted this month.

Monthly Report – Finance Director Unertl

The report was in the meeting packet.

Monthly Report – City Attorney Hayden

The report was in the meeting packet.

Monthly Report – City Clerk Heideman

The report was 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 (Caylor/Schwartzman) to place the monthly reports on file. Carried.

Next meeting

Tuesday, January 28th, 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 employees. Carried 3-0 on roll call vote.

Convened in closed session at 5:22 P.M. Attending: Hass, Caylor, Schwartzman, Bialecki, Johnson, Hayden, Unertl, Peterson, Burgener, Sukow, Norton and Heideman.

Closed session

The closed session minutes will be filed separately and confidentially.

Adjournment

Motion (Schwartzman/Caylor) to adjourn. Carried. Adjourned (from closed session) at 6:00 P.M.

Minutes prepared and submitted by:

William N. Heideman, CMC, WCMC
City Clerk