

**CITY OF MERRILL
COMMON COUNCIL
TUESDAY, SEPTEMBER 9, 2014
7:00 P.M.
CITY HALL COUNCIL CHAMBERS**

AGENDA

- 140910** Invocation by Pastor William Hohman, New Testament Church
- 140915** Pledge of Allegiance
- 140920** Roll Call
- 140925** Public Comment Period
- 140930** Minutes of August 13th, 2014 Common Council meeting
- 140940** Revenue & Expense Report – August 2014
- 140960** Communications and Petitions
- 140961** Employee Recognition
 - Christopher C. Marion, 20 years (Fire Department)
- 140980** Housing Authority – No Action
- 140990** Committee of the Whole
- 140991** The Committee recommends approving the proposal and professional services agreement with HydroDesigns Inc. for cross-connection control services. The monthly City cost would be \$1,340, for a total of \$80,400 for the five-year duration of the agreement. Prior to the agreement being approved, the funding source to pay for the agreement is to be determined and documented.
- 140992** Consider 2015 budget meetings schedule
- 1409100** Community Development Committee – No Action
- 1409110** Parks and Recreation Commission – No Action

1409120 Board of Public Works

1409121 The Board recommends accepting a \$15,000 donation from the Bierman Family Foundation to be used for installing new welcome signs at the east and west entrances to the City.

1409130 Health and Safety Committee – No Action

1409140 Personnel and Finance Committee

1409141 The Committee recommends authorizing the disposition, by sale “as is”, of the “old” Wastewater Treatment Plant emergency generator and the “old” Building Inspection truck. The sale of the truck is contingent upon verification that no City department is interested in potential use of the vehicle.

1409150 Water and Sewage Disposal Committee – No Meeting

1409160 City Plan Commission – No Action

1409170 Transit Commission – No Action

1409180 Library Board – No Action

1409200 Enrichment Center Committee on Aging – No Action

1409210 Airport Commission – No Action

1409230 Placing Committee Reports on File

ORDINANCES

1409250 An Ordinance Amending Chapter 4, Article II, Section 4-31(a) to include payment of all real estate and personal property taxes as a prerequisite for liquor license approvals and renewals (from August 25th, 2014 Health and Safety Committee meeting)

1409251 A Charter Ordinance establishing a new debt management policy for the City of Merrill, eliminating the clause that sets the City’s legal debt limit at 70% of the state-imposed legal debt limit (from September 2nd, 2014 Personnel and Finance Committee meeting)

RESOLUTIONS

1409260 A Resolution approving the City of Merrill Strategic Plan (from August 13th, 2014 Committee of the Whole meeting)

- 1409261** A Resolution deferring the remaining repayment of an 2004 advance from the City of Merrill's Landfill Remediation Fund by the City of Merrill's General Fund (from September 2nd, 2014 Personnel and Finance Committee meeting)
- 1409262** A Resolution authorizing the dedication of a part of East Tenth Street, City of Merrill (from August 27th, 2014 Board of Public meeting and September 2nd, 2014 City Plan Commission meeting)
- 1409263** A Resolution authorizing a Development Agreement by and between the City of Merrill, Wisconsin and Clark Cup-N-Cone, LLC (to be considered at September 9th, 2014 Redevelopment Authority meeting)
- 1409264** A Resolution authorizing the Airport Commission to enter into a lease and contracting for Airport Manager and Fixed Based Operator services with Merrill Aviation Services, Corporation beginning September 15th, 2014 (from August 26th, 2014 Airport Commission meeting)
- 1409265** A Resolution honoring Robert A. Akey, Jr. for his extended service and great contribution to the City of Merrill (from the Common Council)
- 1409266** A Resolution honoring Jane A. Deau for her extended service and great contribution to the City of Merrill (from the Common Council)
- 1409270** Mayor's Communications
- 1409999** Adjournment

William N. Heideman, CMC, WCMC
City Clerk

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#140980

**REGULAR MONTHLY MEETING OF THE HOUSING AUTHORITY
COMMISSIONERS OF THE CITY OF MERRILL, WISCONSIN**

Wednesday, August 13, 2014, 5:03 P.M., Jenny Towers Library, Merrill, WI 54452

PRESENT: Chairman Kathy Colclasure, Denise Humphrey, Richard Weissinger, Rob Norton (Ex-Officio), Paul Wagner, LaDonna Fermanich and Kay Tautges.

ABSENT: Amanda Kostman

SECTION-8 HOUSING- JENNY TOWERS and SCATTERED SITES MEETING called to order by Chairman Kathy Colclasure. Motion to excuse Amanda Kostman from meeting. Wagner/Weissinger. Motion passed unanimously.

Public Comment Period: None

Motion to approve minutes of July 9, 2014 meeting and today's agenda with the following change: Under For the Good and Betterment of the Section-8 Housing Program, it should read "LaDonna plans on taking vacation the last week of July", not August. Wagner/Humphrey. Motion passed unanimously.

Discussion and motion to approve Checks #17039 thru #17073 and Billings to date for July 2014 with attached list of expenditures: Humphrey/Weissinger. Motion passed unanimously by roll call vote: Humphrey-aye, Colclasure-aye, Wagner-aye and Weissinger-aye.

Discussion and Approval of Move-ins and Move-outs for July 2014: Motion to accept report and place on file. Wagner/Humphrey. Motion passed unanimously.

Report on Jenny Tower Investments: LaDonna explained that while the reports reflect a net gain from last month, it was due to the HAP income which offset a significant amount of the market losses during the month. Motion to accept and place on file the Investment Report. Wagner/Humphrey. Motion passed unanimously.

Discuss and Approve 2nd Qtr. Financial Statements: LaDonna reported a decrease in rent revenue due to vacancies but an increase in operating revenue due to Focus on Energy rebates. Expenses are in line with the budget and the YTD net position has improved in comparison to where we were last year at this time. Motion to accept and place on file the 2nd Quarter Financial Statement Report. Humphrey/Weissinger. Motion passed unanimously.

Updated Report on Five-Year Planning items – no action required. LaDonna gave Commissioners a timeline of Jenny Towers and Scattered Sites projects completed from 1969 – 1971. The information will be used in finalizing projects for the Five-Year plan.

Report on St. Paul and Elevator projects – no action required: LaDonna reported that everything has now been painted at St. Paul and contractors are working to install an underlayment for the floor. Everything has gone according to schedule and should be finished by the end of this month. Work on the elevators will begin at the end of October and should be done before Christmas. OTIS is working with electricians to determine if changes need to be made to the breaker panel.

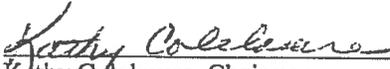
Report on status of wiring project as requested by Paul Wagner: LaDonna reported that to date no formal action has been taken by the board to move ahead on updating the wiring. As was discussed earlier in the year, the project plans could be done two ways; comprehensive plans for a total re-wiring of the building including the chase way or plans for the chase way only with wiring plans incorporated at a future date. Motion to hire Martin Riley to prepare a comprehensive re-wiring plan for Jenny Towers. Wagner/Humphrey. Motion passed unanimously.

For the Good and Betterment of the Section-8 Housing Program:

1. Commissioner Items/Comments – None.
2. Executive Director's Report – LaDonna reported that the tenant picnics will be held this week and next week.

The next regular meeting of the Commissioners of the Housing Authority will be held on Wednesday, September 10th, 2014, 4:00 p.m. Jenny Towers Library, 711 E. First Street, Merrill, WI.

Motion to adjourn meeting at 5:25 p.m. Humphrey/Weissinger. Motion passed unanimously.


Kathy Colclasure, Chairman


Kay Tautges, Recording Secretary


LaDonna Fermanich, Executive Director

**REGULAR MONTHLY MEETING OF THE HOUSING AUTHORITY
COMMISSIONERS OF THE CITY OF MERRILL, WISCONSIN**

Wednesday, August 13, 2014 4:00 P.M. Jenny Towers Library, Merrill, WI

PRESENT: Chairman Kathy Colclasure, Denise Humphrey, Richard Weissinger, Paul Wagner, Rob Norton (Ex-Officio), LaDonna Fermanich and Kay Tautges.

ABSENT: Amanda Kostman

PUBLIC HOUSING - PARK PLACE and WESTGATE MEETING called to order by Chairman Kathy Colclasure . Motion to excuse Amanda Kostman from meeting. Humphrey/Wagner. Motion passed unanimously.

Public Comment Period: None

Motion to approve the minutes of July 9, and August 6, 2014 meetings and today's agenda. Humphrey/Wagner. Motion passed unanimously.

Discussion and motion to approve Checks #21793 thru #21834 and Billings to date for July 2014 with attached list of expenditures: Wagner/Humphrey. Motion passed unanimously by roll call vote: Humphrey-aye, Colclasure-aye, Wagner-aye and Weissinger-aye.

Move-ins and Move-outs for July 2014: Motion to accept report and place on file. Wagner/Humphrey. Motion passed unanimously.

Report on Park Place Investments: LaDonna reported a net increase in the investment fund, due to the ACH rent deposits and the usual modest gains directly attributed to earned interest. Motion to accept and place on file the Park Place Investment report. Weissinger/Wagner. Motion passed unanimously.

Discuss and Approve 2nd Quarter Financial Statements: LaDonna reported that we continue to see higher operating revenue than what was budgeted, due to the transfer of operating funds from the 2012 Capital Funds account. Utility expenses are over budget due to bills from the cold winter. Overall, we continue to be on track and are ahead of where we were last year at this time in total net position. Wagner/Humphrey. Motion passed unanimously.

Discuss Horizon Development meeting, proposed schedule, and next steps by Board: LaDonna gave an overview of estimated Development Milestones as outlined by Horizon Developers. Horizon will be at the September Board meeting to discuss where they think we will score on a WHEDA application and possibilities for improving our score. The next step for us is to hire a tax attorney. Paul Dombroski is still available to work for us. LaDonna will check to ensure there will be no conflict of interest in having Paul work for us with Horizon Development. Board Members would like to have a cost estimate for legal fees prepared and brought to the next meeting so that expense can be included in next year's budget.

Update on United Way Lease – no action required: LaDonna reported that the lease has been reviewed by our attorney and advised revisions were made. Dee Olson is the United Way contact. The lease has been signed for September 1, 2014 – August 31, 2015. Some maintenance work was required to prepare the site for rental but it was minimal.

Update on Charter/Dish (PP & JT) – no action required: LaDonna reported that the transition from Charter to Dish has not gone as well as hoped from all parties involved. Dish is continuing to work with us to resolve problems. Dish staff was supposed to scan all tenant televisions to insure everything was working properly as

part of their installation service. Instead, maintenance staff worked overtime to scan tenant televisions. LaDonna passed the overtime cost on to Dish and they have agreed to reimburse MHA for that expense. The equipment room may be too warm for the satellite equipment and we may need to make changes to cool that area down. Tenants have not been happy with the channel selection and number of channels – and especially not being able to receive the Brewers games. They expected to receive the same services they were getting from Charter and are upset that they cannot add on individual packages. Tenants were reimbursed the cost of ½ a month without services (\$5.00 in Merrill Chamber Bucks). It was suggested that if wiring in the buildings is ever updated, consideration be given to wiring for all possible services, cable, dish, basic antenna and add on packages and then let the tenants purchase those services directly from the providers rather than being subsidized by the Housing Authority.

Updated Report on Five-Year Planning items – no action required: LaDonna gave Commissioners more detailed timelines of projects completed from 1969 – present for Park Place and Westgate. This information was taken into consideration when proposing the new Five-Year plan.

Discuss Revised job descriptions as requested by the Board at the July meeting: Board Members reviewed the revised job descriptions for administrative positions. Commissioners felt the revisions were in line with what they were looking for and would like to have LaDonna provide comparable pay rate information for the positions, get quotes for the office remodel, and set a projected timeline for posting and hiring for the newly created position. The board will act on approving a budget for the remodel and pay scales for the job descriptions at the September Board meeting.

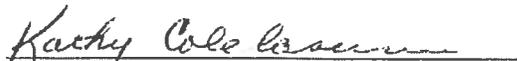
Closed Session: For purposes of discussing Personnel Matters: Motion to go into closed session at 4:50 p.m. Humphrey/Weissingner. Motion passed unanimously. Minutes from closed session will be filed separately and confidentially. Closed session attended by: K. Colclasure, D. Humphrey, R. Weissingner, P. Wagner, R. Nortou, and L. Fermanich. Motion to return to open session at 5:00 p.m. Wagner/Humphrey. Motion passed unanimously. No formal actions were taken during the closed session.

For the Good and Betterment of the Public Housing Program:

1. Commissioner Items/Comments: None.
2. Executive Director's Report: LaDonna reported that she and Lynn will be attending the WAHA conference September 16th & 17th. Kay will be joining them for one day.

The next regular meeting of the Commissioners of the Housing Authority will be held on Wednesday, September 10th, 2014, 4:00 p.m. Jenny Towers Library, 711 E. First Street, Merrill, WI.

Motion to adjourn at 5:03 P.M. and open Section-8 Housing - Jenny Towers Meeting. Wagner/Humphrey. Motion passed unanimously.


Kathy Colclasure, Chairman


Kay Tantges, Recording Secretary


LaDonna Fermanich, Executive Director

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**City of Merrill
Committee of the Whole
Thursday, July 17, 2014 at 5:30 P.M.
City Hall Common Council Chambers
1004 East First Street**

Committee of the Whole members present (8 of 9): Mayor Bill Bialecki, Alderman Chris Malm (First District), Alderman Peter Lokemoen (Second District), Alderman Ryan Schwartzman (Third District), Alderman John Burgener (Fifth District), Alderman Dave Sukow (Sixth District), Alderman Rob Norton (Seventh District) and Alderman Tim Meehean (Eighth District). Alderwoman Kandy Peterson (Fourth District) had an excused absence.

Other attendees included: City Administrator Dave Johnson, Enrichment Center Director Jane Deau, Transit Director Rich Grenfell, City Attorney Tom Hayden, Utility Superintendent Kim Kriewald, Street Commissioner Richard Lupton, Police Chief Ken Neff, Fire Chief Dave Savone, Library Director Stacy Stevens, Finance Director Kathy Unertl, Parks and Recreation Director Dan Wendorf, Duane Pfister, Judy Woller, Lincoln County Community Development Educator Art Lersch and City Clerk Bill Heideman. A student was in attendance to videotape the meeting for the Cable Access Channel.

Call to order

Mayor Bialecki called the meeting to order at 5:30 P.M.

Public Comment

None.

Strategic long-term planning session/discussion #8 (facilitated by Art Lersch)

Mayor Bialecki turned the meeting over to Lincoln County Community Development Educator Lersch, who began by leading discussion on a review of the Strategic Plan Framework document that he has prepared. The document was in the meeting packet, and is based on eight strategic plan meetings.

Alderman Sukow stated that, after the plan is adopted, it needs to be used and he hopes it does not end up "on a shelf" unused.

Lincoln County Community Development Educator Lersch agreed with Alderman Sukow. He urged that the plan remain visible and suggested that it be reviewed annually.

Finance Director Unertl mentioned that there are numerous properties within the City that are dormant and therefore not helping the City tax base situation.

Alderman Burgener noted that, within the Strategic Plan Framework document, there are several instances in which the responsible party and/or the timeline are missing.

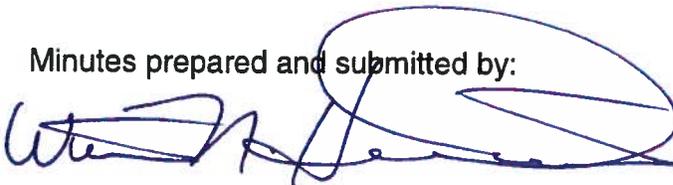
Lincoln County Community Development Educator Lersch will revise the document and then submit it to Mayor Bialecki, City Administrator Johnson and Alderman Burgener, for their review.

It is anticipated that there will be a Committee of the Whole meeting on August 13th, before the Common Council meeting that same evening. Further review, discussion and a potential recommendation for adoption of a Strategic Plan document will take place at that Committee of the Whole meeting.

Adjournment

Motion (Burgener/Norton) to adjourn. Carried. Adjourned at 7:13 P.M.

Minutes prepared and submitted by:

A handwritten signature in blue ink, appearing to read 'William N. Heideman', is written over a large, hand-drawn blue oval. The signature is fluid and cursive.

William N. Heideman, CMC, WCMC
City Clerk

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**City of Merrill
Committee of the Whole
Wednesday, August 13, 2014 at 5:30 P.M.
City Hall Common Council Chambers
1004 East First Street**

Committee of the Whole members present (8 of 9): Mayor Bill Bialecki, Alderman Peter Lokemoen (Second District), Alderman Ryan Schwartzman (Third District), Alderwoman Kandy Peterson (Fourth District), Alderman John Burgener (Fifth District), Alderman Dave Sukow (Sixth District), Alderman Rob Norton (Seventh District) and Alderman Tim Meehean (Eighth District). Alderman Chris Malm (First District) had an excused absence.

Other attendees included: City Administrator Dave Johnson, City Attorney Tom Hayden, Utility Superintendent Kim Kriewald, Street Commissioner Richard Lupton, Airport Manager/FBO John Miller (arr. 5:43), Building Inspector/Zoning Administrator Darin Pagel, Fire Chief Dave Savone (arr. 5:47), Finance Director Kathy Unertl, City Hall Maintenance Supervisor Ramona Vanderkam, Parks and Recreation Director Dan Wendorf (arr. 5:55), Police Captain Corey Bennett, Lincoln County Community Development Educator Art Lersch, Tammy Saal, Kate Drewek, Jared Haas, Mike Saal (arr. 6:14) and City Clerk Bill Heideman. A student was in attendance to videotape the meeting for the Cable Access Channel.

Call to order

Mayor Bialecki called the meeting to order at 5:30 P.M.

Public Comment

None.

Consider strategic planning document

The draft strategic planning document was in the meeting packet.

Lincoln County Community Development Educator Lersch commented that the strategic planning document that he prepared includes several benchmarks that can be used to measure progress. He issued a reminder that the document is a framework only, and that the plan will evolve over time as things change and circumstances dictate.

Motion (Sukow/Norton) to approve the document as presented. Carried.

A resolution related to the document will be considered by the Common Council at their meeting on September 9th, 2014.

Consider bids for West First Street Utilities Improvements

City Administrator Johnson reported that four bids were received and that the bids were opened on August 11th.

Becher-Hoppe Engineering and City staff recommend approval of the low bid of \$111,198 from Steen Construction, Inc.

Alderman Norton stated that he would prefer approval of the bid of \$124,909.50 from Merrill Gravel and Construction Co. Inc. He noted that, although this is not the lowest bid (second lowest), he supports this bid because it is from a local company, and part of the reason he was elected was to support local businesses. Alderman Lokemoen responded that he recalled an incident years ago when the lowest bid was not approved, and it led to companies refusing to submit future bids.

140892

Motion (Sukow/Peterson) to approve the bid of \$111,198 from Steen Construction, Inc. Carried.

Water & Sewer Committee recommendations re: cross-connection services

City Administrator Johnson reported that the Wisconsin Department of Natural Resources (DNR) has informed the City that the City has not been conducting cross-connection inspections in a timely manner. The City has informed the DNR that the City conducts inspections predominantly in the winter months, while concentrating on building exterior maintenance issues during the warmer weather. The DNR has replied that this is not satisfactory.

Based on this, Utility Superintendent Kriewald has discussed this with officials from HydroDesigns Inc., a company that provides cross-connection services. As a result of that discussion, HydroDesigns Inc. has submitted a proposal and professional services agreement for consideration. The agreement would be for five-years, with a monthly City cost of \$1,340, for a total cost of \$80,400.

Alderman Schwartzman and Alderman Sukow stated that, before an agreement is approved, they would like to be informed of the funding source to pay for it.

140991

Motion (Sukow/Norton) to approve the proposal and professional services agreement with HydroDesigns Inc. for cross-connection control services. The monthly City cost would be \$1,340, for a total of \$80,400 for the five-year duration of the agreement.

Motion (Meehean/Schwartzman) to add language to the motion that, prior to the agreement being approved, the funding source to pay for the agreement is to be determined and documented.

It was agreed that the motion to amend would be incorporated into the original motion.

The motion, as amended, carried.

Presentation of GIS capabilities

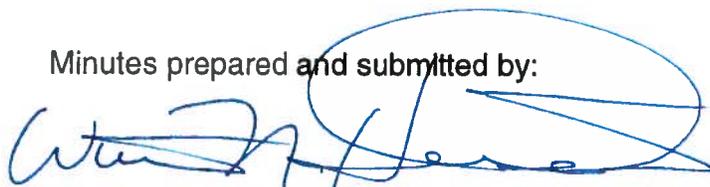
Kate Drewek, City GIS Specialist, and Jared Haas, Lincoln County Land Information, gave a presentation on the capabilities of the Geographic Information System (GIS).

No action was taken.

Adjournment

Motion (Burgener/Norton) to adjourn. Carried. Adjourned at 6:26 P.M.

Minutes prepared and submitted by:



William N. Heideman, CMC, WCMC
City Clerk

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**COMMUNITY DEVELOPMENT COMMITTEE MINUTES
Thursday, August 21, 2014, City Hall, Merrill, WI**

Present: Ron Peterson, Ryan Schwartzman, Betsy Wiesneski, Daniel Schneider and Adam Rekau.

Present: Ken Maule, Lincoln County Economic Development Director, Jim Warsaw, CWED Director, Amanda & James Clark, Mark Zulliger, President of Merrill Federal Savings & Loan and Shari Wicke, Community Development Program Administrator

The meeting was called to order at 8:00 a.m. Mr. Schwartzman made a motion to approve the minutes of the previous meeting; seconded by Ms. Wiesneski. The motion carried.

Motion by Mr. Schwartzman to convene in closed session pursuant to Wis. Statutes Section 19.85(i)(e) for consideration of personal financial data related to File#2014-61-CLAR, CWED loan application; seconded by Ms. Wiesneski the motion carried 5-0 on roll vote.

Discussion was held in closed session.

Motion to reconvene in open session was made by Mr. Schwartzman; seconded by Mr. Schneider; motion carried. The meeting reconvened in open session.

Mr. Schneider made a motion to approve a loan to Clark's Cup & Cone for up to \$45,000, at an interest rate of 3% with an amortization of 10 years. The loan will be secured with 2nd on real estates, 2nd on applicants home, General Business Security Agreement (GBSA) and personal guarantees; seconded by Ms. Wiesneski; motion carried.

No Public comment.

There being no further business to discuss, Mr. Schneider made a motion to adjourn; seconded by Mr. Schwartzman. The motion carried. Adjournment was at 9:10a.m.

Respectfully submitted,
Shari Wicke

#1409100

COMMUNITY DEVELOPMENT COMMITTEE MINUTES
Wednesday, August 27, 2014, City Hall, Merrill, WI

Present: Ron Peterson, Ryan Schwartzman, Nancy Kwiesielewicz, Betsy Wiesneski, Daniel Schneider and Pete Koblitz.

Present: Shari Wicke, Community Development Program Administrator

The meeting was called to order at 8:07 a.m. Mr. Schwartzman made a motion to approve the minutes of the previous meeting; seconded by Mr. Schneider. The motion carried.

Shari Wicke presented the following homeowner application:

File#9754 – (A family of two, female head of household with one child with an income of \$27,235.) – The limit is \$40,250. The fair market tax statement shows a Fair Market Value (FMV) of \$49,700. Homeowner owes approximately \$37,000 against the property. Requesting of a loan of \$15,500 for siding, wrapping exterior in aluminum and tuck-pointing the foundation and seamless gutters.

Mr. Koblitz made a motion to approve the above homeowner loan application; seconded by Ms. Wiesneski; motion carried.

No Public comment.

There being no further business to discuss, Mr. Schwartzman made a motion to adjourn; seconded by Mr. Schneider. The motion carried. Adjournment was at 8:20a.m.

Respectfully submitted,
Shari Wicke

September 3, 2014

The Merrill Parks and Recreation Commission met on Wednesday, September 3, 2014 at 4:15 p.m. at the City Hall.

Members Present: Dave Sukow, Ralph Sturm, Dorwin Harris, Brian Artac, Don Heyel

Members Excused Absent: Melissa Schroeder, Mike Willman

Department Staff Present: Dan Wendorf and Dawn Smith

Visitors: Dave Johnson, Tonia Speener from Clark Dietz, Jeremy Ratliff from Merrill Courier/Foto News, Jon Gartman and Candy Peterson

***Motion by Sukow, seconded by Artac, to approve the minutes from the previous meeting. Ralph Sturm questioned if there was a motion made at the August meeting regarding the pool study. There was not.

***Carried unanimously.

***Motion by Sukow, seconded by Artac, to approve the claims.

***Carried Unanimously.

No Public Comment

The next item on the agenda was the continued discussion on the pool. Wendorf stated that a donor is willing to donate \$4 million towards the pool. Wendorf stated that they would like a design of what the pool would look like and also a location. Wendorf stated that they need this decision by September 12, 2014. Sturm stated that he would still like to see the pool built at Stange Park and we should continue trying to work with FEMA on getting a variance so it can be built at Stange Park. Sturm also suggested cutting down the hill and still putting the new pool in the same location as the old one. Harris stated that the pool could be built where the current parking lot is and the pump houses could be built on the hill. City Administrator Dave Johnson stated that if it would flood all the flood water would go into the pool and in the long run causing more clean up of the pool, if it would flood. After some discussion a motion was made.

***Motion by Sukow, seconded by Artac to approve building the new pool at the MARC.

***Carried Unanimously.

***Motion by Artac, seconded by Sukow to move forward on the preliminary design on the pool contingent upon potential funding approval from the donor.

***Carried Unanimously.

Heyel suggested that at the October meeting 3 – 5 pool designers should be invited to the Park and Recreation Commission to give a short presentation on a pool design.

The next item on the agenda was to review/approve Operational Budget. Wendorf stated there are no changes from last years budget.

***Motion by Sturm, seconded by Sukow to approve the Operation Budget for 2015.

***Carried Unanimously.

The next item on the agenda was to review/approve Capital Budget for 2015. Wendorf stated that there are a few changes to the Capital Budget. Wendorf stated that \$15,000 would no longer be needed for the Varsity Softball Scoreboard due to a donation made from the Bierman Foundation. Wendorf stated that instead of the Scoreboard the Smith Center is due for a new floor scrubber. The one being used now has lost a wheel, the scrubber part does not stay attached and it does not work very good. Wendorf stated the cost would be around \$5,000. Heyel stated that he would like to see some bathrooms being built at some of our heavier used parks, like Normal and also some by the baseball diamonds at the MARC. Sukow stated it would be nice to see a building with bathrooms and also a small concession stand be built at Normal Park.

***Motion by Sukow, seconded by Sturm to approve the Capital Budget for 2015.

***Carried Unanimously.

The next item on the agenda was to revisit Park Rental policy for non-profit organizations. Heyel stated that he requested this agenda item. Heyel stated that he would like to see the non-profits maybe only pay half of what the rental fee is for the parks. Sturm stated that if we do that for non-profits we will have every organization coming to us asking to pay only half for a park rental. Sturm was not in favor of changing the pay rate for the parks for non-profits. After some discussion it was decided to keep the prices at the what they are for park rental.

The next item on the agenda was to review/approve Riverside Park bids for sandblast/repaint. Wendorf stated that he received one bid back from the 5 or 6 places he called to have them bid on the project. Wendorf stated the K51 Sales, LLC has done some work for the department in the past and has done a good job in a timely manner.

***Motion by Sukow, seconded by Sturm to approve the bid from K51 Sales, LLC for \$2,975.00 to sandblast and repaint the shelter at Riverside Park.

***Carried Unanimously.

The next item on the agenda was monthly reports by Wendorf. Wendorf asked if anyone had any questions. Wendorf stated that the Labor Day celebration went good. Fair grounds was busy, car show turned out great and it seemed everyone had a good time. Wendorf stated that the crew of 2 is busy mowing grass with all the rain we keep getting the grass keeps growing. Wendorf stated that the next couple of months will be very busy at the MARC with all the events coming up.

***Motion by Sukow, seconded by Artac to approve the monthly report.

***Carried Unanimously

The next regular meeting is scheduled for October 1, 2014 at 4:15 p.m.

Kandy Peterson stated that she is very grateful for the donation of money for the pool but does not like the idea of the pool being at the MARC. Kandy Peterson also stated that she does not think we need any slides or the rock climbing wall, she stated that just the pool would be good

enough. Kandy also stated that she would like to see some money set aside for the families who don't have money so they can get out to the pool.

***Motion by Sturm, seconded by Artac, to adjourn at 5:35 p.m.

***Carried unanimously.

Dawn Smith
Recording Secretary

1409120

**City of Merrill
Board of Public Works
Wednesday, August 27, 2014 at 4:00 P.M.
City Hall Common Council Chambers, 1004 East First Street**

Members Present (5 of 5): Mayor Bill Bialecki (Chairperson), Street Commissioner Richard Lupton, Alderman Ryan Schwartzman, Alderman Rob Norton and Alderman Peter Lokemoen

Others Present Included: City Administrator Dave Johnson, City Attorney Tom Hayden, Building Inspector/Zoning Administrator Darin Pagel, Finance Director Kathy Unertl, Alderman Dave Sukow, Alderwoman Kandy Peterson, Steve Hass, Bea Lebal, Larry Lebal, Vince Conrad, Phynette Conrad, Ron Peterson, RoseMarie Peterson, John Natzke, Madelyn Natzke, Jeremy Ratliff, Tonia Speener, Darryl Landeau and City Clerk Bill Heideman. A student was in attendance to videotape the meeting for the Cable Access Channel.

Call to order

Mayor Bialecki called the meeting to order at 4:00 P.M.

Vouchers

The vouchers were in the meeting packet.

Motion (Schwartzman/Norton) to approve the vouchers, as presented.
Carried.

Consider condemnation orders for 101 North Park Street

Building Inspector/Zoning Administrator Pagel had requested that this item be placed on the agenda. He noted that the item was on the agenda only for the purpose of providing an update.

At a meeting on July 23rd, 2014, the Board of Public Works passed a motion authorizing Building Inspector/Zoning Administrator Pagel to provide the property owner of 101 North Park Street, Delores Kleinhans, with a list of issues that need to be resolved by August 20th, 2014. If all those issues are not resolved to the satisfaction of Building Inspector/Zoning Administrator Pagel by that date, condemnation is to proceed immediately.

Building Inspector/Zoning Administrator Pagel now reports that none of the issues listed were resolved by the August 20th deadline. Per the motion passed on July 23rd, condemnation will proceed.

No action necessary, requested or taken.

Consider condemnation orders for 122 South Prospect Street

Building Inspector/Zoning Administrator Pagel had requested that this item be placed on the agenda.

Building Inspector/Zoning Administrator Pagel provided a verbal history of the property at 122 South Prospect Street. The property is currently unoccupied and is owned by a bank. Building Inspector/Zoning Administrator Pagel has written exterior maintenance orders, but to date those orders have not been addressed or resolved.

Alderman Lokemoen reported that he has been contacted by several property owners in that neighborhood. These property owners have expressed several concerns related to the condition and upkeep of the property.

Motion (Lokemoen/Schwartzman) to inform the property owner at 122 South Prospect Street that, on or before October 24th, 2014, all exterior maintenance concerns at that property, as ordered by the Building Inspector/Zoning Administrator, shall be addressed and rectified. Also, prior to September 29th, 2014, the property owner is to allow the Building Inspector/Zoning Administrator access to the interior of the premises, in order to inspect and assess the structural integrity of the building and compliance with the City of Merrill Housing Code. Any orders issued by the Building Inspector/Zoning Administrator as a result of that inspection/assessment are to also be addressed and rectified, by the property owner, on or before October 24th, 2014. At the October Board of Public Works meeting, the Building Inspector/Zoning Administrator is directed to provide a report indicating compliance/non-compliance with all orders issued and, if necessary, make a recommendation on whether condemnation shall proceed. Carried.

No Common Council action is necessary.

Continue discussion on Hwy 64/Pine Ridge study (NCWRP)

At the July 23rd, 2014 Board of Public Works meeting, Darryl Landeau, representing the North Central Wisconsin Regional Planning Commission (NCWRPC), gave a presentation on a study related to the State Highway 64/Pine Ridge area. At that meeting, Mayor Bialecki requested that Mr. Landeau attend the August meeting in order to continue discussion on the study as well as answer questions related to the study.

Darryl Landeau distributed information related to the study. He then asked if there were any questions related to the study.

Alderman Lokemoen stated that, although he has some questions, none of the questions are related to potential projects that are scheduled in the near future.

No action was necessary, requested or taken.

Consider right-of way lease transfer to Clark Cup-N-Cone

City Attorney Hayden had requested that this item be placed on the agenda.

City Attorney Hayden reported that John S. Rell D/B/A Cup n' Cone of Merrill, Inc., has sold the business at 2802 East Main Street to Clark Cup-N-Cone LLC. John Rell had a right-of-way lease with the City at the time of the sale. A new right-of-way lease with the new owner is already in place, and this item was on the agenda simply to notify the public of the change.

No action was necessary, requested or taken.

Consider load limit signs for both sides of Taylor Street

City Administrator Johnson had requested that this item be placed on the agenda.

City Administrator Johnson reported on the pending reconstruction of Taylor Street project. The possibility of installing load limit signs on that street was discussed. The City of Merrill has jurisdiction on the south side of the street, but the Town of Merrill has jurisdiction on the north side. Therefore, if signs are to be installed on both sides, an agreement with the Town of Merrill would be necessary.

Street Commissioner Lupton will contact Town of Merrill officials and businesses in the project vicinity to get their input on the potential installation of signs.

Discussion on this issue will continue at the September Board of Public Works meeting. No action was necessary, requested or taken at this time.

Consider welcome signs for east and west entrances to City

City Administrator Johnson had requested that this item be placed on the agenda.

City Administrator Johnson reported that the current welcome signs at the east and west entrances to the City are weathered and need of replacement. Based on that, he has applied for and received a \$15,000 donation from the Bierman Family Foundation. The signs would look similar to the sign currently installed at the Merrill Area Recreational Complex (MARC).

1409121

Motion (Lokemoen/Lupton) to accept a \$15,000 donation from the Bierman Family Foundation to be used for installing new welcome signs at the east and west entrances to the City. Carried.

Consider resolution authorizing the dedication of a portion of East Tenth Street

City Administrator Johnson had requested that this item be placed on the agenda. He reported that the purpose of the resolution was to ensure that the City retains a portion of East Tenth Street in anticipation of the pending City sale of the former Ranger Station property.

Motion (Schwartzman/Norton) to recommend approving the dedication and the related resolution, and referring the recommendation to the City Plan Commission. Carried.

The recommendations will be considered by the City Plan Commission at their meeting on September 2nd, 2014.

Review & discuss draft Capital Plan 2015-2024 for City Hall

Finance Director Unertl had requested that this item be placed on the agenda. Information was in the meeting packet.

Finance Director Unertl and City Administrator Johnson reviewed the proposed 2015 capital requests for City Hall. The total cost of the 2015 capital requests for City Hall is \$342,000.

Review & discuss draft Capital Plan 2015-2024 for Street Department

Finance Director Unertl had requested that this item be placed on the agenda. Information was in the meeting packet.

Finance Director Unertl and Street Commissioner Lupton reviewed the proposed 2015 capital requests for the Street Department. The total cost of the 2015 capital requests for the Street Department is \$554,000.

It was noted that Becher-Hoppe will be submitting a report to the City in the near future. The report will include a cost estimate on the City Garage roof replacement.

Review & discuss draft Capital Plan 2015-2024 for Community

Finance Director Unertl had requested that this item be placed on the agenda. Information was in the meeting packet.

Finance Director Unertl reviewed the proposed 2015 capital requests for Community. She raised the question on whether a decision had ever been made on the potential purchase and location of a third outdoor warning siren. The total cost of the 2015 capital requests for Community is \$100,000.

Review & discuss draft Capital Plan 2015-2024 for Infrastructure

Finance Director Unertl had requested that this item be placed on the agenda. Information was in the meeting packet.

Finance Director Unertl reviewed the proposed 2015 capital requests for Infrastructure. The first two items on the list, Street Sealcoat and Sidewalk Maintenance, are standard annual items. The total cost of the 2015 capital requests for Infrastructure is \$370,500.

Potential utility/street projects were then reviewed and discussed.

Review & discuss draft Capital Plan 2015-2024 for Tax Increment Districts

Finance Director Unertl had requested that this item be placed on the agenda. Information was in the meeting packet.

Finance Director Unertl reviewed the proposed 2015 capital requests for Tax Increment Districts. The total cost of the 2015 capital requests for Tax Increment Districts is \$275,000.

Monthly report - Street Commissioner

The report was in the meeting packet. Street Commissioner Lupton reported that the fence near the former Walmart facility has been removed.

Monthly report – Building Inspector/Zoning Administrator

The report was in the meeting packet.

Monthly report – City Hall Maintenance Supervisor

The report was distributed at the meeting.

Monthly report from contracted engineering firms

No report(s) submitted.

Next meeting

Wednesday, September 24th, 2014 at 4:00 P.M.

Public Comment

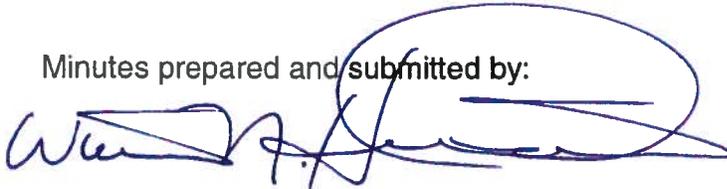
Bea Lebal thanked the Board for their action on the property at 122 South Prospect Street. She also provided pictorial documentation of animals that appear to be living in/under the house at that property.

Steve Hass spoke on the potential location of a third warning siren. He stated that, to the best of his recollection, Gebert Park was selected as the location for the third siren. Mr. Hass also urged that City meetings begin no earlier than 5:00 P.M., in order to make it easier for the working public to attend meetings.

Adjournment

Motion (Schwartzman/Lupton) to adjourn. Carried. Adjourned at 4:53 P.M.

Minutes prepared and submitted by:



William N. Heideman, CMC, WCMC
City Clerk

1409130

**City of Merrill
Health and Safety Committee
Monday, August 25, 2014 at 4:30 P.M.
City Hall Basement Conference Room, 1004 East First Street**

Voting Members Present (3 of 3): Alderman Dave Sukow (Chairperson), Alderwoman Kandy Peterson and Alderman Chris Malm.

Others Present Included: Deputy Health Officer Norbert Ashbeck, Fire Chief Dave Savone, Police Chief Ken Neff, City Administrator Dave Johnson (arr. 4:35), Alderman Ryan Schwartzman and City Clerk Bill Heideman. A student was in attendance to videotape the meeting for the Cable Access Channel.

Call to order

Alderman Sukow called the meeting to order at 4:30 P.M.

Nuisance complaints and exterior maintenance report

The report was in the meeting packet. Deputy Health Officer Ashbeck reported that he has viewed the property at 1504 West Main Street. He stated that, in his opinion, the property does not pose a health hazard, but he has concerns related to safety at that site. Fire Chief Savone added that the owner has been uncooperative in addressing safety issues, so the Fire Department will take the next step(s) as necessary. The ceiling has been repaired as ordered.

Deputy Health Officer Ashbeck then reported on a case in which a landlord is attempting to evict a tenant, due to bedbugs. Deputy Health Officer Ashbeck noted that, although bedbugs are a nuisance, they are not classified as a health hazard. The tenant has refused to leave without his belongings. Deputy Health Officer Ashbeck has advised the landlord to obtain an eviction notice, if he is intent on evicting the tenant. Alderman Sukow stated that, in this case, he does not believe the City has any obligation to take action.

Two cases on Cleveland Street were then discussed. Deputy Health Officer Ashbeck will investigate the status of them.

No action was taken.

Vouchers

The vouchers were in the meeting packet. Alderwoman Peterson had several questions related to the vouchers. Fire Chief Savone will conduct research on one of the questions, and then e-mail Alderwoman Peterson with an answer.

Motion (Peterson/Malm) to approve the vouchers, as presented. Carried.

Picnic and/or liquor license applications

None.

City Clerk Heideman reported that VFW Post 1638 has submitted an application and paid the fee for a temporary Class "B" (picnic) license to sell fermented beverages at the VFW Fair Stand (Lincoln County Fairgrounds) during Labor Day festivities on September 1st. However, the application was not received in time to be considered at a Common Council meeting, since Labor Day is before the next Common Council meeting.

City Clerk Heideman read City of Merrill Code of Ordinances Section 4-26(e)(3). This section stipulates that, if Common Council approval of a temporary Class "B" fermented malt beverage license cannot be obtained in a timely manner, the City Clerk shall have the authority to issue the license, subject to the review and approval of the Police Chief. Licenses issued by the City Clerk may only be to organizations that have received past approval for such a license by the Common Council for previous similar events.

In this case, VFW Post 1638 has had licenses for the same event several times. Police Chief Neff has reviewed the application, and he and City Clerk Heideman have approved the license.

Consider ordinance amendment re: unpaid real estate taxes and liquor licenses

Alderman Sukow placed this item on the agenda, as a result of concerns he has with liquor license holders who incur delinquent real estate taxes but retain their license. Based on these concerns, Alderman Sukow directed City Attorney Hayden to draft an ordinance to add language to Code of Ordinances Chapter 4, Article II, Section 4-31(a). The additional language states that, for a liquor license to be approved or renewed, all taxes and fees, including real estate and personal property taxes, must be paid up date, with no delinquencies of record.

City Clerk Heideman raised the possibility of also adding language to the ordinance to ensure that licensees could not use a legal loophole to avoid license approval/renewal for delinquent real estate taxes or personal property taxes that have been forwarded to Lincoln County.

Motion (Malm/Peterson) to approve the proposed ordinance. Carried.

The proposed ordinance will be on the September 9th, 2014 Common Council meeting agenda. Prior to that meeting, City Attorney Hayden will provide an opinion on whether the ordinance requires additional language.

Consider potential update to Fire Department Strategic Plan

Fire Chief Savone had requested that this item be placed on the agenda.

Fire Chief Savone reported that the Fire Department Strategic Plan expired in June of 2013. He is seeking authorization to begin the process of preparing a new plan. Fire Chief Savone noted that he has already spoke with Lincoln County Community Development Educator Art Lersch, who has indicated that he would be willing to assist in preparing a new plan. Other stakeholders, including member(s) of the Health and Safety Committee, would also be involved in plan preparation. Lincoln County Community Development Educator Art Lersch estimates that the preparation of a plan would entail four or five meetings.

The Health and Safety Committee commented that is both wise and necessary to begin the process of preparing a new plan.

No formal action at this time was necessary, requested or taken.

Consider potential steps to address train whistle noise, plan traffic counts

This has been an ongoing issue. City Administrator Johnson reported that, if a decision is made to continue establishment of a quiet zone, the next step would be to conduct traffic counts, compile the data on forms and submit the data to the railroad authorities.

Various methods of conducting the traffic counts were discussed. If the counts are to be done by people, it would require several people to assist in the count. The counts are to be done at various times of the day and night, so some counters would need to be willing to commit to those times. City Administrator Johnson will do research to determine whether City staff is interested in assisting with the traffic counts.

The use of a trail camera to conduct traffic counts was also discussed, although this option may not be practical.

Discussion on this will continue at the September Health and Safety meeting. At that meeting, the committee will determine whether it is practical to continue working on developing a quiet zone, or whether it is not practical to continue devoting resources to this.

Review & discuss draft Capital Plan 2015-2014 for Police Department

Finance Director Unertl had requested that this item be placed on the agenda. A draft copy of the 2015-2024 Police Department Capital Plan was in the meeting packet.

Police Chief Neff reviewed the proposed capital requests. The total cost of the 2015 capital requests is \$67,850.

No action was taken at this time.

Review & discuss draft Capital Plan 2015-2014 for Fire Department

Finance Director Unertl had requested that this item be placed on the agenda. A draft copy of the 2015-2024 Fire Department Capital Plan was in the meeting packet.

Fire Chief Savone reported that, with assistance from several sources, a Fire Department Capital Plan has been prepared.

Fire Chief Savone reviewed the proposed 2015 capital requests. The total cost of the 2015 capital requests is \$570,000.

No action was taken at this time.

Monthly Report – Fire Chief Savone

The report was in the meeting packet. Captain Bob Akey has retired and Tadd Wegener has been promoted to Captain. The Fire Department continues to receive thank-you notes from appreciative citizens.

Monthly Report – Police Chief Neff

The report was in the meeting packet. Police Chief Neff reported that he has received numerous positive comments on the recent Community Night Out event. The annual Police Citizen Academy will begin soon. A report from the School Resource Officer was included in the meeting packet.

Monthly Report – Lincoln County Humane Society

The report was in the meeting packet. It was mentioned that a site plan for the new facility has not been submitted yet.

Place monthly reports on file

Motion (Peterson/Malm) to place the monthly reports on file. Carried.

Schedule next meeting

Monday, September 22nd, 2014 at 4:30 P.M.

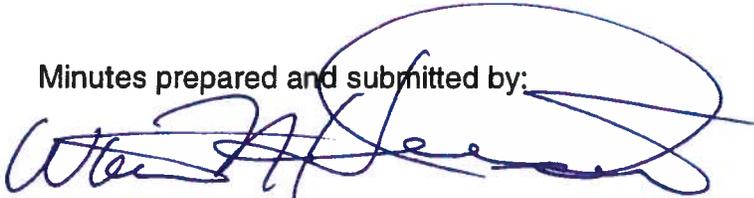
Public Comment

None.

Adjournment

Motion (Malm/Peterson) to adjourn. Carried. Adjourned at 5:53 P.M.

Minutes prepared and submitted by:



William N. Heideman, CMC, WCMC
City Clerk

1409140

**City of Merrill
Personnel and Finance Committee
Tuesday, September 2, 2014 at 5:00 P.M.
Basement Conference Room at City Hall, 1004 East First Street**

Voting Members Present (3 of 3): Alderman Ryan Schwartzman (Chairperson), Alderman John Burgener and Alderman Tim Meehean.

Others Present Included: Mayor Bill Bialecki, City Administrator Dave Johnson, City Attorney Tom Hayden, Finance Director Kathy Unertl, Police Chief Ken Neff, Fire Chief Dave Savone, Library Director Stacy Stevens, Utility Superintendent Kim Kriewald, Police Captain Corey Bennett, Joint Municipal Judge Ned Seubert, Alderwoman Kandy Peterson, Jeremy Ratliff (arr. 5:03), Kortney Pike, Robert Caylor and City Clerk Bill Heideman. A student was in attendance to videotape the meeting for the Cable Access Channel.

Call to order

Alderman Schwartzman called the meeting to order at 5:00 P.M.

Vouchers

The vouchers had been e-mailed to the three committee members and are available to the public on the City webpage.

Motion (Burgener/Meehean) to approve the vouchers. Carried.

Consider Robert Caylor request to discuss residency requirements

Police Officer Robert Caylor had requested that this item be placed on the agenda.

City Administrator Johnson began the discussion by stating that the committee can discuss residency requirements in general, but, if the discussion relates to a certain union employee, then it is a contractual issue and it would not be appropriate for the committee to discuss it.

Robert Caylor stated that, in 2010, the Personnel and Finance Committee considered a waiver to the residency requirement for a Police Officer, which led to the Common Council considering the waiver. City Administrator Johnson responded that a waiver should not have been considered then and should not be considered now.

Alderman Meehean commented that he was not comfortable considering anything contrary to a union contract currently in effect.

Alderman Burgener suggested that the employee file a grievance to begin the process. Alderman Meehean responded that he did not think that filing a grievance would be appropriate, since there is no evidence that the union contract is being violated.

No action taken.

Utility Superintendent Kriewald request to dispose of old generator and truck

No information was in the meeting packet. Utility Superintendent Kriewald is requesting that he is seeking authorization to dispose of, by sale, the "old" Wastewater Treatment Plant emergency generator and the "old" Building Inspection truck.

City Administrator Johnson suggested that, if the City is purchasing another "pool" vehicle, it might be fiscally advantageous to trade-in the vehicle rather than selling it outright.

Mayor Bialecki suggested that the truck could possibly be used by the Parks and Recreation Department for watering flowers.

1409141

Motion (Meehean/Burgener) to authorize the disposition, by sale "as is", of the "old" Wastewater Treatment Plant emergency generator and the "old" Building Inspection truck. The sale of the truck is contingent upon verification that no City department is interested in potential use of the vehicle. Carried.

Review and discuss potential group health insurance options

Information was in the meeting packet. This agenda item was requested by Finance Director Unertl.

Alderman Meehean had raised the possibility of the City and Lincoln County forming a health benefits purchasing cooperative, as an attempt to reduce employee health insurance costs for both government entities.

Based on that suggestion, Vicki Thoreson, a representative of M-3 (the company that oversees the City's employee health insurance program with Security Health), has submitted a response, which indicates that such a cooperative would probably not be approved by the State of Wisconsin, and, even if it was approved, would most likely not be a practical or prudent option.

No action was taken.

Resolution deferring repayment to Landfill Remediation Fund

This agenda item was requested by Finance Director Unertl.

A proposed resolution was in the meeting packet. The resolution would defer the remaining repayment (\$269,449.65) of a 2004 advance from the Landfill Remediation Fund.

The proposed resolution would result in \$32,650 lower 2015 through 2020 tax-levy debt service.

Motion (Meehean/Burgener) to recommend adopting the resolution.
Carried.

The resolution will be on the September 9th, 2014 Common Council meeting agenda.

Review City's equalized value and implications for borrowing capacity

Information was in the meeting packet. This agenda item was requested by Finance Director Unertl.

The State of Wisconsin establishes the City's General Obligation debt limit as 5% of the City's total equalized valuation. The City's total equalized value is \$360,801,800, resulting in a General Obligation debt limit of \$18,040,090. However, on August 13th, 2002, the Common Council adopted Charter Ordinance 2002-C1. This Charter Ordinance limits the City's General Obligation Debt to 70% of the state limit, which results in a current General Obligation debt limit of \$12,628,063. As of January 1st, 2015, the General Obligation debt outstanding will be \$11,049,229.

Ehlers and Associates recommend that the City consider eliminating any self-supporting debt from the 70% calculation. This would allow for more use of the City's lowest cost borrowing option while still maintaining a debt limit that is more stringent than the State law. It would raise the debt limit to \$13,736,983, an increase of \$1,108,920.

Alderman Meehean suggested eliminating the "70% of state limit" language entirely and instead using the state limit only as the debt limit. In his opinion, this would give the City greater leeway and flexibility when making future borrowing decisions.

Motion (Meehean/Burgener) to recommend approving a charter ordinance which would eliminate clause (i) from Charter Ordinance 2002-C1. The language to be eliminated would be as follows: "The city shall maintain a level of General Obligation not more than 70% of its legal debt limit".
Carried.

Changing a charter ordinance requires another charter ordinance, which will be on the September 9th, 2014 Common Council meeting agenda.

Monthly Report – Municipal Court

The report was in the meeting packet. Municipal Judge Seubert verbally corrected one typographical error in the report. He also reported that one of the court clerks, Nancy Baake, has submitted her resignation. The search for a replacement will begin.

Monthly Report – Finance Director Unertl

The report was in the meeting packet. Finance Director Unertl reported that, for budgeting purposes, a 6.5% increase in health insurance costs is anticipated in 2015. It appears in 2015 there will be no “seed” money to give to employees to help pay health care costs.

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.

Place monthly reports on file

Motion (Burgener/Meehean) to place the monthly reports on file. Carried.

Next meeting

Tuesday, September 30th, 2014 at 5:00 P.M.

Public Comment

Kortney Pike commented that he wished City staff had given more consideration to providing seed money to employees in 2015 to help pay health care costs, as was done in 2014. He also raised the possibility of getting health insurance quotes from multiple providers as soon as possible, rather than waiting until the last minute.

Adjournment

Motion (Burgener/Meehean) to adjourn. Carried. Adjourned at 5:31 P.M.

Minutes prepared and submitted by:



William N. Heideman, CMC, WCMC
City Clerk

1409160

**City of Merrill
City Plan Commission
Tuesday, September 2, 2014 at 5:30 P.M.
City Hall Common Council Chambers, 1004 East First Street**

Voting members present: Mayor Bill Bialecki (Chairperson), Melissa Schroeder, Ken Maule, Alderman Peter Lokemoen, Don Heyel, Ralph Sturm and Steve Hass

Other attendees: City Attorney Tom Hayden and Building Inspector/Zoning Administrator Darin Pagel.

Call to order

Mayor Bialecki called the meeting to order at 5:30 P.M.

Minutes of August 5th, 2014 meeting

The minutes were in the meeting packet.

Motion (Hass/Schroeder) to approve, as presented, the minutes of the August 5th, 2014 City Plan Commission meeting. Carried.

Consider resolution authorizing the dedication of a portion of East Tenth Street

The purpose of the resolution is to ensure that the City retains a portion of East Tenth Street in anticipation of the pending City sale of the former Ranger Station property.

At a meeting on August 27th, 2014, the Board of Public Works passed a motion recommending approval of the resolution and referred the recommendation to the City Plan Commission.

Motion (Maule/Lokemoen) to approve the resolution. Carried.

The resolution will be on the September 9th, 2014 Common Council meeting agenda.

Next meeting

Tuesday, October 7th, 2014 at 5:30 P.M.

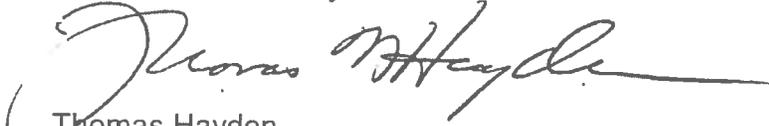
Public Comment

None.

Adjournment

Motion (Hass/Lokemoen) to adjourn. Carried. Adjourned at 5:35 P.M.

Minutes submitted by:

A handwritten signature in black ink, appearing to read "Thomas Hayden", written in a cursive style.

Thomas Hayden
City Attorney

#1409170

Transit Meeting
July 21, 2014

Present; Mr. Rick Blake – Chairman, Mr. Steve Willis, Mr. Gordon Geiger, Ms. Susan Kunkel, Tony Kusserow and Rich Grenfell – Transit Administrator.

Guest; Karrisa Karau –MP

A motion to approve the minutes of the June 16 meeting was made by Ms. Kunkel and seconded by Mr. Geiger. C.U.

The Transit Commission briefly discussed the Capital Project for the relocation/renovation of the Transit Bus Storage Facility. The Commission will take formal action next month to secure the Apparatus Garage located at 701 E First Street as the new storage facility.

Administrator's Report:

Mr. Adam Berreth has been selected as the new part time bus operator. Start date pending acceptance.

Transit will participate in the 2nd annual “Merrill Night Out” event to be held at Normal Park on August 8, 2014. Public Transportation will be provided for the event.

In preparation / planning for the Transit's 125 year celebration, Administrator Grenfell and Mr. Thomas Burg set out on a mission to find Merrill's *Trolley 1* from the late 1800's. Photos of the Trolley were taken somewhere between 1995-1999 and were recently given to Administrator Grenfell by Mr. James Busterud of the Gleason Area. Through the interview process, we were successful in finding the property on Clear Lake in Tomahawk, WI where the Trolley rested for the past 90+ years, however, it has since been removed by the new property owner in 2000 and is believed to be hauled off to an area wrecking yard. We are waiting on confirmation as to the final resting place of Merrill's *Trolley 1*. According to neighbors and friends of the family that owned the trolley car for the past 70+ years, there is a rich history as to the roll of the trolley car played in their family. In hopes of cooperation, we intend to interview the family to possibly recover and document keepsake photos and stories of our retired Trolley.

No Public Comment

A motion to adjourn was made by Mr. Geiger and seconded by Mr. Kusserow

Next Transit Commission meeting: August 18, 2014.

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Transit Meeting
August 18, 2014

Present; Mr. Rick Blake – Chairman, Mr. Steve Willis, Mr. Gordon Geiger, Ms. Susan Kunkel and Rich Grenfell – Transit Administrator.

Absent; Tony Kusserow

Guest; Nick Meyer –MP

No Public Comment

A motion to approve the minutes of the July 21 meeting was made by Mr. Willis and seconded by Mr. Geiger. C.U.

The Commission reviewed the 2014 second quarter stats; Ridership increased 1%, revenue decreased 9% (primarily due to existing passengers transferring into the Family Care Program). To transit's success, overall mileage and miles per passenger decreased 25%. A motion to place the report on file was made by Ms. Kunkel and seconded by Mr. Geiger. C.U.

The Transit Commission reviewed the preliminary 2014 City Transit Budget. A motion to approve the budget was made by Mr. Geiger and seconded by Mr. Willis. C.U.

The Commission discussed the Bus Storage Facility move to 701 E First Street. A motion to disapprove the relocation was made by Ms. Kunkel and seconded by Mr. Geiger. C.U.

The Commission discussed the renovation project at the current Bus Storage Facility located at 309 E First Street. A motion to approve the renovation of the 309 E First Street property was made by Ms. Kunkel and seconded by Mr. Geiger. C.U.

The Commission discussed adding the Merrill Airport Days onto our Special Service Day roster. This year, the Airport Days are in conjunction with the NTC Public Safety Facility's Open House. In addition to general public transportation services, Merrill Airport Manager, John Miller asked to have a shuttle bus from one event to the other throughout our service day to reduce traffic congestion on Saturday September 6, 2014, between 8:00 a.m. 4:00 p.m. The Commission supports the Special Events Service day and realizes the importance of collaborating our bus service to the event for our citizens and visitors. A motion to recognize and include Merrill Airport Days as a Special Service Day was made by Ms. Kunkel and seconded by Mr. Willis. C.U.

Administrator's Report:

Mr. Adam Berreth and Samantha Garski have been selected as the new part time bus operators. Both have accepted the position and are proceeding with orientation.

Part time Bus Operator Jeff DeJarlais turned in his resignation on Monday August 11, 2014. Jeff's final day of service will be Thursday September 18, 2014. His good nature and commitment to transit will be missed by staff and the citizens of Merrill.

Transit provided bus service to and from the Merrill Community Night Out Event held at Normal Park on 8/5/14. Administrator Grenfell displayed a bus for public viewing and comment. It was a successful event and transit will continue to participate each year.

This year's Lincoln Lager Barley Fest will be held on Saturday October 4, 2014. Transit will again provide full Special Service on this day.

A motion to adjourn was made by Ms. Kunkel and seconded by Mr. Geiger.

Next Transit Commission meeting: September 22, 2014.

1 4 0 9 1 8 0

**T. B. Scott Free Library Board of Trustees
REGULAR MEETING
August 20th, 2014**

Minutes

1. Opening

President Mike Geisler called the Regular Meeting of the Board of Trustees to order at 4:00 p.m. in the Library Board Room. Present: Gene Bebel, Katie Breitenmoser, Paul Gilk, Richard Mamer, Tim Meehean, Jim Wedemeyer and Vickie Yelle. Excused: Kyle Reimann. Also present: Don Litzer (-4:45) and Matthew B. from MP3.

A letter was received from the Community Blood Center thanking the library for putting the MASH blood drive information on the outdoor lighted sign. Letters from community organizations benefiting from the staff Casual Friday donations are on file with the library director.

There was no public comment.

2. Consent Items

M Mamer/S Meehean/C to approve the minutes of the July meeting as printed.

M Meehean/S Breitenmoser /C to accept the Monthly Revenue and Expense Printouts for July as printed.

3. Reports/Discussion Items/Action Items

A. Library and City of Merrill Capital Plans: Ms. Stevens reviewed the City of Merrill Capital Plan as it relates to the library, and the library's 2014-2017 Capital Improvement Plan. Following these reviews, recommendations were given for improving the format of the latter working document.

B. Programming Proposal Review and Renewal: Ms. Stevens presented a brief statistical review of Words Worth Hearing programming. M Meehean/S Gilk /C to approve \$2,400 from Endowment monies for the production of ten events by Christine Vorpapel and \$2,000 from Endowment monies for adult programming expenses.

C. Library Employee Longevity Recognition - Request: M Meehean/S Bebel /C to approve an amount not to exceed \$600 from the Endowment Fund for a celebration of Ms. Schwartz's 40th anniversary of employment at the T.B. Scott Free Library.

D. Service Recognition - Policy Draft and Discussion: Ms. Stevens provided a draft policy for discussion purposes. Ms. Stevens will consult with staff and report back to the board at a future meeting.

E. Merging of Merlin and V-Cat ILS Consortia: Northern Waters Library Service and Wisconsin Valley Library Service libraries voted not to pursue the merging of Merlin & V-Cat at this time. However, issues brought up during the project's investigation have provided opportunities to improve services for patrons, and further progress will continue to be explored.

F. Strategic Plan Progress – Goal #2: Ms. Stevens presented staff progress on goals and objectives.

G. Wisconsin Public Library Standards-Chapters 5-6: Ms. Stevens provided copies of Chapters 5-6 as well as appendixes A, B and C from the publication Wisconsin Public Library Standards. Upon review, the library successfully meets the majority of standards presented in Chapter 5 & 6. Areas for improvement were identified.

H. Reports from Friends/WVLS Representative: The Friends Crazy Daze book sale was successful. The Friends approved funding for a staff member to attend a continuing education course, and for the replacement of cushions on the reading nook in the youth services department. There was no report from the WVLS Representative.

4. Forthcoming Events & Library Director Report

- July Monthly Statistical Report was presented.
- Following Labor Day weekend: winter hours, including Sunday hours, resume.
- Staff will attend MAPS new teacher orientation.
- Gaming program scheduled for August 27th.

- Youth fall programming begins September 10th.
- Wii Bowling Tournaments scheduled 6 afternoons after school hours.
- Library was represented at the Community Night Out at Normal Park.
- Patrons expressed displeasure with recent software upgrade for computer timing program.
- Bill was submitted to Presbyterian Church for their portion of the recent parking lot resurfacing, conversations continue.
- Preliminary budget given to Lincoln County. Ms. Stevens will contact Dan Leydet regarding potential additional Lincoln County funding.

5. Adjournment:

The meeting adjourned at 5:02 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on September 17th at 4:00 p.m. in the Library Board Room.

Stacy D. Stevens, Secretary

#1409200

Merrill Area Community Enrichment Center
Committee on Aging
July 17, 2014

Committee Members Present; Eugene Simon, Chairperson. Mary Ball, Diane Goetsch, Art Lersch, Peggy Jackelen. Chris Malm, Alderperson. Erin Zastrow ADRC Rep. Visitor; Dewey Pfister.

The meeting was called to order at 8:05 am by Chairperson Simon. Motion was made by Ball, second by Goetsch to approve the minutes from the previous meeting as presented. Motion carried.

Program updates and results;

Community Event at Normal Park; August 5th. The MACEC will be once again joining the community event. Staff and volunteers will welcome people to learn more about the center and share fresh chocolate cookies.

Bake Sale Relay for Life; A number of Relay Committee Members gathered at the center for monthly bake sales with all the proceeds to benefit the Cancer Assoc.

Senior Strength Exercise Program; The center will sponsor a new exercise program. Jane Francour will be the instructor for the upcoming class which will be held on Mondays from 9:30 – 10:30 am.

Cray Days is scheduled for August 14th; Once again the center will be located in front of VIP Office Supplies to promote the center as well as having craft items from the center. This is a wonderful opportunity for us to be out in the community promoting the center's programs and services.

Leaf Casting Classes; Classes will be held as long as the leaves are growing. This is a wonderful class that is held during the summer months as a fund raiser for the center's activity fund.

Golf Club; The MACEC Golf Club is off and running. Each month a golf course is chosen and the group gathers at the center and car pools to the location. This generally runs May through October with 10-14 golfers gathering.

Ageless Wisdom; Kathy Olson and Deau continue to meet weekly on the publication. The materials and pictures have been put into place. The materials will be going to Color Vision to be laid out and we are hopeful for the book to be

completed by mid-September. It has been decided that the cost of the book will be \$12.00 per copy. For anyone who has provided material for the publication the books can be purchased for \$10.00. We are currently looking at purchasing 400-500 books. Olson and Deau plan on going out and promoting the book once completed.

Bus Trip Schedules; Fall events, shopping events and book reviews at surrounding libraries. Deau will sit down with the new director and go over the schedule in August. Deau did complete a three bus driver training class with Transit Director Grenfell and passed. Deau plans on volunteering her time to assist with the shuttle bus outings once she has left.

GWAAR Special Service Award; On September 12th at the Kalahari Convention Center Bob Kellerman will present Jane A. Deau with the Special Service Award from the State of Wisconsin for her years of serving Wisconsin's Aging Population. A motion was made by Lersch to approve for payment for both Tammie Mracheck, new Director and Jane A. Deau to the GWAAR Conference on Sept. 10th – 12th in the Wisconsin Dells. Seconded by Jackelen. Motion carried. Deau invited any board members that would like to attend.

Community Meal; The meals are going well with 60-80 meals being prepared weekly. A sign will be put into place requesting a \$2.00 donation to help support the program. Currently the donation is running far less. It was also explained to the committee that this program is run with financial support from the Bierman Foundation.

ADRC Rep; Zastrow shared that the Powerful Tools Program is up and running. This is a wonderful program for those in the community who are facing the trials of being a caregiver. This class offers the caregiver an opportunity to learn much needed skills on handling stress but mostly how to care for themselves. As caregivers we often forget that we need to be well in order to provide quality care for our loved ones. The MACEC posted this training in our monthly newsletter.

Motion made by Jackelen, seconded by Ball to approve the vouchers from June and July. Motion carried.

No public comment.

Minutes submitted by Jane A. Deau, Director

1 4 0 9 2 1 0

Minutes
Airport Special Commission Meeting
Tuesday, August 26, 2014

Present: Gary Schwartz, Lyle Banser, Joe Malsack, Chris Malm, Gary Schulz.

Also Present: David Koch.

(1) Call to Order: Gary Schwartz called the meeting to order at 6:30 PM.

(2) Public Comment: None present.

(3) Discussion/decision FBO/Airport Manager Contract. The commission may convene into closed session pursuant to Wis. Stat. section 19.85 (1) (c) to consider employment of and compensation for Airport Fixed Base Operator candidate.

The motion to go to Closed Session was made by Chris Malm and seconded by Gary Schulz. A roll call was taken and the motion passed 5-0.

The commission, by unanimous consent, ended the Closed Session.

(4) Commission may convene into open session for action on closed session discussion: Gary Schulz made a motion to accept the draft contract for the position of Airport Manager/Fixed Base Operator with Dave Koch, as agreed upon in closed session, with two items to yet be resolved regarding the fuel and the compensation. This contract will then be presented to the City Council for their approval. Lyle Banser seconded. Motion passed unanimously.

(5) Adjournment: Meeting adjourned.

ZONING BOARD OF APPEALS MINUTES
August 11, 2014, 6:00 p.m.

PRESENT: Chairman Steve Hass, Bill Schneider, Zoning Administrator Pagel, Ron Burrow, Jim Koebe, Mark Peterson, Dean Haas, Dave Sukow

Chairman Hass called the meeting to order at 6:00 pm in the Council Chambers.

Motion to approve October 28, 2013 minutes Mr. Schneider, second Mr. Haas, carried.

Chairman Hass read the meeting notice.

First item on the agenda was a variance request by Lonnie Woller, 607 Blaine St, to retain a temporary storage container on his property at 604 Blaine St. Administrator Pagel briefed the Board on the situation.

Motion to open hearing Mr. Sukow, second Mr. Schneider, carried

Attorney Randy Frokjer, representing Mr. Woller, spoke in favor of the variance stating that at that time Alderman Helmstader, neighbor of Mr. Woller, checked with ZA Martin and was told no permits were necessary and he could proceed. ZA Pagel stated there was no record of the building ever being registered. Mr. Helmstader concurred with Mr. Frokjer's account of the situation. Joyce Helmstader also spoke in favor of the variance. With no one else to speak for or against:

Motion to close hearing Mr. Sukow, second Mr. Schneider, carried.

After a short discussion revolving around the timeframe of the temporary building ordinance and consistency with removing other like structures:

Motion to deny the variance Mr. Sukow, second Mr. Peterson, vote was 4 in favor, 3 opposed, motion carried.

Second item on the agenda was a variance request by Philip Kamke, to retain a building at 1202 E River St that has been ordered to be removed. Administrator Pagel briefed the Board on the situation.

Motion to open the hearing Mr. Sukow, second Mr. Schneider, carried.

Mr. and Mrs. Kamke, owners, spoke in favor of the variance stating the building was not in bad condition and had historic and sentimental value to themselves and the community. Mr. Kamke stated it was structurally sound and was willing to do some maintenance on the exterior, but thought it looked fine. Jason and Tina Beranek, 1206 River, spoke in favor of the building because it creates a buffer

between their property and the bridge. They also stated they were willing to help with labor on the repairs. With no one else to speak for or against.

Motion to close hearing Mr. Sukow, second Mr. Peterson, carried.

Mr. Sukow asked Mr. Kamke about roof leaks and who would be doing repairs. Mr. Hass asked if Mr. Kamke was willing to do what repairs would be required. Mr. Burrow asked why there had not been more maintenance on the building. After a discussion between the Board and ZA Pagel on what needed to be fixed along with timeframes for completion:

Motion to grant the variance with the following conditions completed by August 1, 2015 by Mr. Peterson, second Mr. Sukow, motion carried, 5 in favor, 2 opposed.

- 1. The roof leaks fixed and entire roof reroofed with matching roofing with straightening of uneven portions.**
- 2. Missing fascia replaced along with repair of rotted rafter tails and completely painted.**
- 3. Replace or remove rotted or damaged windows and paint all windows.**
- 4. Exterior resided with one type of siding and completely painted.**
- 5. A report from a structural engineer submitted to the building inspector regarding the structural condition of the entire building.**

With no other business and no additional public comment:

Motion to adjourn Mr. Sukow, second Mr. Schneider, carried.

Meeting adjourned 7:00 pm

Darin Pagel, Recording Secretary.

**City of Merrill
Board of Canvass
Monday, August 18, 2014 at 8:45 A.M.
Council Chambers, City Hall**

Members Present: Kaye Severt, Kathy Seubert and City Clerk Bill Heideman

Others Present: None

The meeting was called to order by City Clerk Heideman at 8:45 A.M. The Clerk advised that the meeting was duly noted and posted in accordance with the open meetings law.

City Clerk Heideman explained that the purpose of the Board of Canvass meeting is to process any late-arriving absentee ballots for the August 12, 2014 election. He reported that two late-arriving absentee ballots were received at the City Clerk's office in the mail on August 13, 2014, meeting the qualifications for the ballots to be counted. One ballot for District 4 and one ballot for District 7. There were no late-arriving ballots for Districts 1, 2, 3, 5, 6 and 8.

City Clerk Heideman informed that prior to the Board of Canvass meeting he met with the Deputy County Clerk to review the process and reporting requirements of the Board in an effort to possibly streamline the process and to also ensure that the necessary reports and information are correctly submitted to the County Clerk's office.

First, the Board processed the information for Districts 1, 2, 3, 5, 6 and 8. A Statement of the Municipal Board of Canvass and a Record of MBOC Activity was completed for each district to reflect that there were no late-arriving absentee ballots for those districts.

Next, the Board reviewed the late-arriving absentee ballots for Districts 4 and 7. Each district had one late-arriving absentee ballot. Both ballots were received in the mail on August 13, 2014, meeting the requirement to be processed and counted. Both voters were verified as registered voters. Each ballot was reviewed for accuracy to ensure that a party preference was selected and that no votes were cast for more than one party. The Absentee Ballot Certification was signed by each voter and had the required witness signature. The last voter number for each district was amended to reflect the late-arriving ballot. Each ballot was recorded on the Absentee Ballot Log. The votes cast by each elector were recorded on the write in Tally Sheet. Each ballot was then placed in the late-arriving Absentee Ballot Container bag for their district and properly sealed.

City Clerk Heideman will deliver the completed reports to the County Clerk's office to verify the results of the Municipal Board of Canvass.

Public Comment – none.

Motion by Kaye Severt, seconded by Bill Heideman, to adjourn. Carried.

Adjourned at 9:30 a.m.

Minutes prepared and submitted by Kathy Seubert

1409250

CITY OF MERRILL
1004 EAST FIRST STREET
MERRILL, WI 54452-2586

AN ORDINANCE: By Health and Safety Committee
Re: Amending Chapter 4, Article II, Section 4-31(a)
to include payment of real estate and personal
property taxes

ORDINANCE NO. 2014-
Introduced: September 9, 2014
1st Reading: _____
2nd Reading: _____
3rd Reading: _____
Committee/Commission Action:
RECOMMENDED FOR PASSAGE

AN ORDINANCE

The Common Council of the City of Merrill, Wisconsin, does ordain as follows:

Section 1. Chapter 4, Article II, Section 4-31(a) of the Code of Ordinances for the City of Merrill is amended to add the following:

- (a) No license shall be granted **or renewed** for operation on any premises or with any equipment for which taxes, assessments, forfeitures or other financial claims of the city are delinquent and unpaid. **All taxes and fees, including real estate and personal property taxes, must be paid up to date, with no delinquencies of record.**

Section 2. Severability. In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

Section 3. Repeal and Effective Date. All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Moved by: _____

Adopted: _____

Approved: _____

Published: _____

Approved:

William R. Bialecki,
Mayor

Attest:

William N. Heideman, City Clerk

1409251

CITY OF MERRILL
1004 EAST FIRST STREET
MERRILL, WI 54452-2586

AN ORDINANCE: By Personnel and Finance
Committee
Re: A Charter Ordinance Establishing A Debt
Management Policy for the City of Merrill

CITY CHARTER

ORDINANCE NO. 2014-

Introduced: September 9, 2014

1st Reading: _____

2nd Reading: _____

3rd Reading: _____

Committee/Commission Action:

RECOMMENDED FOR PASSAGE

A CHARTER ORDINANCE

A Charter Ordinance Establishing a Debt Management Policy for the City of Merrill

The Common Council of the City of Merrill, Wisconsin, does ordain as follows:

Section 1. Authority and Purpose: The City of Merrill pursuant to Article XI, Section 3 of the Constitution and Wis. Stats. §66.0101, hereby elects to adopt a Debt Management Policy consistent with the determination of it's local affairs, and elects to be governed by borrowing restrictions set forth herein greater than those provided for under Wis. Stats. §67.03.

Section 2. Policy Objective: The City of Merrill recognizes that it is very difficult for public officials to accurately evaluate the long-term consequences of funding decisions in the absence of sound debt issuance and management policies. The consistent application of a carefully developed debt management policy will benefit the City of Merrill by enhancing credit quality and improving access to credit markets, resulting in the City's ability to incur debt at favorable interest rates.

The City's debt management policy is intended to maintain a balanced relationship between debt service requirements and current operating costs, encourage growth of the tax base, actively seek alternative funding sources, minimize interest costs and maximize investment returns.

The policy is designed to work within state statutory requirements that limit City debt to 5% of the total equalized value of property within the City. This policy serves as a guideline for the development of new debt issues. Any debt that exceeds these limits shall require alteration by a subsequent charter ordinance.

Section 3. Statement of Policy: The City of Merrill shall engage in a debt management policy consistent with the following:

- (a) The City shall issue debt with terms no longer than the economic life of the project or equipment and strive to keep the average maturity of General Obligation Bonds at or below 20 years.
- (b) The City shall schedule maturities not to exceed projected revenue streams in the case of self-supporting debt.
- (c) The City shall confine long-term borrowing to capital improvements or equipment that cannot be financed from current revenues, grants or subsidized state or federal programs.
- (d) The City shall not use long-term debt to finance operating expenditures.
- (e) The City shall use special assessment, revenue or other self-supporting bonds instead of general obligation bonds to more equitably distribute the costs of services to the beneficiaries served.
- (f) The City shall retire any tax anticipation debt annually.
- (g) The City shall obtain secured guarantees for self-supporting and tax increment support debt to the extent possible.
- (h) The City shall maintain good communications with bond rating agencies about its financial condition and follow a practice of full disclosure on every financial report and bond prospectus and respond to any reasonable request by financial advisors and/or underwriters for ongoing disclosure.
- ~~(i) The City shall maintain a level of General Obligation not more than 70% of its legal debt limit.~~
- (j) The City shall minimize financing costs by consolidating issues.
- (k) The City shall institute and maintain a five-year capital improvement plan.

Section 4. Policy Implementation Procedure: The City Finance Director shall be responsible for ensuring that this policy is properly administered. If revisions to the policy are required, the Finance Director shall identify the required revisions and report them to the Personnel and Finance Committee for consideration.

The City Finance Director shall develop and implement an ongoing management program, which ensures that the City is in a fiscal position which allows the effective repayment of all existing debt.

Section 5. Repeal: Any charter provision or any previously enacted ordinance or charter ordinance inconsistent or in conflict herewith is hereby expressly repealed.

Section 6. Severability: If any section, subsection, clause, phrase or portion of this charter ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative

intent of the Common Council that this Charter Ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

Section 7. Effective Date: This Charter Ordinance shall take effect sixty (60) days after it's passage and publication pursuant to Wis. Stats. §66.01

Moved by: _____

Adopted: _____

Approved: _____

Published: _____

Approved:

William R. Bialecki,
Mayor

Attest:

William N. Heideman,
City Clerk

1409260

RESOLUTION NO. _____

A RESOLUTION APPROVING THE CITY OF MERRILL STRATEGIC PLAN

WHEREAS, the Merrill Common Council, with the assistance of the University of Wisconsin Extension and Associate Professor Art Lersch, has prepared and reviewed a Strategic Plan for the City of Merrill, as attached hereto; and,

WHEREAS; the Common Council has received input from the Community at large through several meetings and discussions; and,

WHEREAS, the Common Council believes that the City of Merrill Strategic Plan as presented is and can be of great benefit to the City of Merrill;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 9th day of September, 2014 that it adopts the City of Merrill Strategic Plan and the recommendations and findings set forth therein.

Recommended by: Committee of the Whole

CITY OF MERRILL, WISCONSIN

Moved: _____

William R. Bialecki
Mayor

Passed: _____

William N. Heideman
City Clerk

1409261

RESOLUTION NO. _____

**A RESOLUTION DEFERRING THE REMAINING REPAYMENT OF AN 2004
ADVANCE FROM THE CITY OF MERRILL'S LANDFILL REMEDIATION FUND BY
THE CITY OF MERRILL'S GENERAL FUND**

WHEREAS, Merrill Common Council Resolution No. 1855, adopted on January 13th, 2004, authorized a \$325,000.00 advance from the Landfill Remediation Fund for prepayment of the City's Unfunded Pension Liability to the State of Wisconsin; and

WHEREAS, borrowing related to the construction of a new fire station in 2013 has resulted in an increase to the City of Merrill tax-levy supported debt service through 2021; and

WHEREAS, the Common Council's objective is to minimize property tax increases and this advance is an internal City accounting mechanism;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 9th day of September, 2014, that the Common Council does hereby authorize deferring the \$269,449.65 remaining advance balance without interest until 2021 when the City's debt service payment decreases.

Recommended by: Personnel & Finance
Committee

CITY OF MERRILL, WISCONSIN

Moved: _____

William R. Bialecki
Mayor

Passed: _____

William N. Heideman
City Clerk

1409262

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING THE DEDICATION OF A
PART OF 10TH STREET, CITY OF MERRILL**

WHEREAS, the City of Merrill has requested the property described herein be dedicated for a street in the City of Merrill, Lincoln County, Wisconsin; and

WHEREAS, the Board of Public Works on August 27, 2014, and the City Plan Commission on September 2, 2014, have recommended that parcel described be dedicated as a street;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 9th day of September 2014, that the following described property be dedicated for street purposes:

A part of a parcel of land described in Document Number 484974, also known as Assessors Plat Number 706.1, located in the Northeast ¼ of the Northwest ¼ of Section Twelve (12), Township Thirty-one (31) North, Range Six (6) East, City of Merrill, Lincoln County, Wisconsin; more particularly described as follows:

The South 33.00 feet of said parcel of land described in Document Number 484974.

Said Parcel is subject to all easements, reservations and restrictions of record.

The City of Merrill reserves an easement for construction and maintenance purposes related to utilities serving the public currently located in, on or around the vacated area.

RECOMMENDED BY: Board of Public Works and City Plan Commission

CITY OF MERRILL, WISCONSIN

Moved: _____

William R. Bialecki
Mayor

Passed: _____

William N. Heideman,
City Clerk

1409263

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING A DEVELOPMENT AGREEMENT BY AND
BETWEEN THE CITY OF MERRILL, WISCONSIN
AND CLARK CUP-N-CONE, LLC**

WHEREAS, the Common Council of the City of Merrill created Tax Increment District (TID) No. 3 on September 13, 2005 and amended the area on July 11, 2006 and October 4, 2013; and,

WHEREAS, Clark Cup N Cone, LLC purchased and is improving the building located at located 2802 East Main Street within TID No. 3; and,

WHEREAS, the City of Merrill finds that the proposed development and the fulfillment of the items and conditions of the attached Development Agreement are in the vital and best interest of the City of Merrill, the Merrill Redevelopment Authority and City residents and serves a public purpose in accordance with State law; and,

WHEREAS, several new jobs will be created and additional tax base generated, and,

WHEREAS, Clark Cup-N-Cone, LLC has negotiated the development agreement to provide an incentive payment not to exceed \$10,000 to facilitate business expansion and building improvements;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 9th day of September, 2014, that the Mayor and City Clerk are authorized to sign the development agreement by and between the City of Merrill and Clark Cup-N-Cone, LLC and to facilitate the implementation thereof.

Recommended by:

CITY OF MERRILL, WISCONSIN

Moved: _____

William R. Bialecki
Mayor

Passed: _____

William N. Heideman
City Clerk

1409264

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE AIRPORT COMMISSION TO ENTER INTO A LEASE AND CONTRACTING FOR AIRPORT MANAGER AND FIXED BASED OPERATOR SERVICES WITH MERRILL AVIATION SERVICES, CORP. BEGINNING SEPTEMBER 15, 2014

WHEREAS, the current agreement for Airport Management and Fixed Based Operator Services will terminate September 14, 2014; and,

WHEREAS, a lease and contract for Airport Manager and Fixed Based Operator Services have been agreed upon with Merrill Aviation Services, Corp. beginning September 15, 2014 and ending September 14, 2019; and,

WHEREAS, the Airport Commission has approved the Lease and Contract at their meeting held on September 2, 2014.

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 9th day of September, 2014, that the Airport Commission is authorized to enter into a lease and contracting for Airport Manager and Fixed Based Operator Services with Merrill Aviation Services, Corp. beginning September 15, 2014 and ending September 14, 2019.

RECOMMENDED BY: Airport Commission CITY OF MERRILL, WISCONSIN

Moved: _____

William R. Bialecki
Mayor

Passed: _____

William N. Heideman
City Clerk

1409265

RESOLUTION NO.

**A RESOLUTION HONORING ROBERT A. AKEY, JR. FOR HIS EXTENDED SERVICE
AND GREAT CONTRIBUTION TO THE CITY OF MERRILL**

WHEREAS, the City of Merrill offers a solid stable community environment for all of its citizens; and,

WHEREAS, the City of Merrill has a strong foundation on which to expand, progress, and develop towards an even better community; and,

WHEREAS, Robert A. Akey, Jr. has served in the Police Department from November, 1978 to May, 1984 and various positions in the Fire Department from January, 1987 to August, 2014; and,

WHEREAS, the personal commitment and unselfish dedication Robert A. Akey, Jr. has put forth has contributed greatly to the growth, progress and stability of the City of Merrill; and,

WHEREAS, the City of Merrill offers a solid stable community environment for all of its citizens in part because of Robert A. Akey, Jr.'s dedicated service; and,

WHEREAS, Robert A. Akey, Jr.'s cheerful manner and hard work will be missed at the City of Merrill Fire Department;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 9th day of September, 2014, that the Common Council, and the people of Merrill officially acknowledge with deep appreciation the dedicated and faithful service Robert A. Akey, Jr. has given to the City of Merrill and commends him for those years of service.

Recommended by: Common Council

CITY OF MERRILL, WISCONSIN

Moved: _____

William R. Bialecki
Mayor

Passed: _____

William N. Heideman
City Clerk

1409266

RESOLUTION NO.

A RESOLUTION HONORING JANE A. DEAU FOR HER EXTENDED SERVICE AND GREAT CONTRIBUTION TO THE CITY OF MERRILL

WHEREAS, the City of Merrill offers a solid stable community environment for all of its citizens; and,

WHEREAS, the City of Merrill has a strong foundation on which to expand, progress, and develop towards an even better community; and,

WHEREAS, Jane A. Deau has served as Director in the Senior Center, now known as the Merrill Area Community Enrichment Center from January, 1987 to August, 2014; and,

WHEREAS, the personal commitment and unselfish dedication Jane A. Deau has put forth has contributed greatly to the growth, progress and stability of the City of Merrill; and,

WHEREAS, the City of Merrill offers a solid stable community environment for all of its citizens in part because of Jane A. Deau's dedicated service; and,

WHEREAS, Jane A. Deau's cheerful manner and hard work will be missed at the Merrill Area Community Enrichment Center;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 9th day of September, 2014, that the Common Council, and the people of Merrill officially acknowledge with deep appreciation the dedicated and faithful service Jane A. Deau has given to the City of Merrill and commends her for those years of service.

Recommended by: Common Council

CITY OF MERRILL, WISCONSIN

Moved: _____

William R. Bialecki
Mayor

Passed: _____

William N. Heideman
City Clerk