

**CITY OF MERRILL
PERSONNEL AND FINANCE COMMITTEE
Tuesday, October 28, 2014 at 5:00 P.M.
City Hall Basement Conference Room
1004 East First Street**

Voting members: Alderman Ryan Schwartzman (Chairperson),
Alderman John Burgener and Alderman Tim Meehan

AGENDA

1. Call to order
2. Vouchers
3. Update on and discussion of City's group health insurance program for 2015 and 2016 (agenda item requested by Finance Director Unertl)
4. Consider \$5,500 bid on the sale of the used generator at the Wastewater Treatment Plant (agenda item requested by Utility Superintendent Kriewald)
5. Consider request to accept DNR grant (\$7,366) for wildland freighting equipment. The grant is a 50/50 split, so the City cost would be \$3,683. This would be paid partially by 2% funding and partially by funds received from the townships for installation of dry hydrants. (agenda item requested by Fire Chief Savone)
6. City Administrator report on position reclassification/evaluation policy (requested by Committee of the Whole at their October 16th, 2014 meeting)
7. Consider reclassification request for Legal Assistant, from Clerical and Other Support Personnel Grade 5 to Grade 6 (agenda item requested by City Attorney Hayden)
8. Consider reclassification request for Utilities Assistant, from Clerical and Other Support Personnel Grade 5 to Grade 6 (agenda item requested by Utilities Superintendent Kriewald)

9. Consider reclassification request for Community Development Program Administrator/Building and Zoning Assistant from Clerical and Other Support Personnel Grade 6, Step J to Administrative, Professional, Supervisory and Technical Personnel Grade 5, Step J. (agenda item requested by Building Inspector/Zoning Administrator Pagel)
10. Consider reclassification and retitling request for Parks and Recreation Administrative Assistant. The reclassification would be from Clerical and Other Support Personnel Grade 5 to Grade 6, and the requested title would be Administrative Assistant/Program Coordinator. (agenda item requested by Parks and Recreation Director Wendorf)
11. Consider potential out-of-class pay adjustments in Public Works and Parks & Recreation Departments (agenda item requested by City Administrator Johnson, Street Commissioner Lupton and Parks & Recreation Director Wendorf)
12. Consider lifting the hiring freeze to replace firefighter/paramedic position being vacated by a pending retirement (agenda item requested by City Administrator Johnson)
13. General discussion related to the hiring freeze and related policies (agenda item requested by City Administrator Johnson)
14. Monthly Reports:
 - a. Municipal Court
 - b. Finance Director Unertl
 - c. City Attorney Hayden
 - d. City Clerk Heideman
 - e. City Administrator Johnson
15. Next Meeting
16. Public Comment
17. The Committee may convene in closed session pursuant to Wisconsin State Statutes Section 19.85(1)(f), to consider financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons, which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations, for the purpose of considering a grievance filed by the Merrill Professional Police Association regarding residency

18. The Committee may reconvene in open session for possible action(s) on closed session issue(s)

19. Adjournment

NOTE: It is possible that a quorum of the Common Council will be present at this meeting. However, no Common Council action will be taken.

Agenda prepared by City Clerk Bill Heideman
Agenda reviewed by Alderman Ryan Schwartzman

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Date and time agenda was posted: _____ *Posted by:* _____