

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

**AGENDA**

- 141210** Invocation by Pastor Paul Hohman, New Testament Church
- 141215** Pledge of Allegiance
- 141220** Roll Call
- 141225** Public Comment Period
- 141230** Minutes of November 11<sup>th</sup> Common Council meeting
- 141240** Revenue & Expense Report – November 2014
- 141260** Communications and Petitions
- 141261** Employee Recognition
  - Richard J. Grenfell, 25 years (Transit)
- 141280** Housing Authority – No Action
- 141290** Committee of the Whole
- 141291** Consider recommendation(s) from the December 9<sup>th</sup>, 2014 Committee of the Whole meeting related to the request from City Administrator Johnson to eliminate the hiring freeze and task the City Administrator with evaluating and approving hiring for budgeted vacancies in City positions. Newly created positions would continue to be approved by Common Council action only.
- 141292** Consider recommendation(s) from the December 9<sup>th</sup>, 2014 Committee of the Whole meeting related to the bids received on the potential City sale of the former Fire Station #1 at 701 East First Street
- 1412110** Parks and Recreation Commission – No Action

- 1412120** Board of Public Works – No Action
- 1412130** Health and Safety Committee – No Action
- 1412140** Personnel and Finance Committee – No Action
- 1412150** Water and Sewage Disposal Committee
- 1412151** The Committee recommends approving the water & sewer service fee increases for 2015 as presented.
- 1412152** The Committee recommends approving, as presented, the amendment to the current lease agreement with New Cingular Wireless PCS, LLC. The agreement allows them to house telecommunications equipment on the East Street Water Tower. The amendment would result in the City receiving an additional \$300 per month as part of the agreement.
- 1412160** City Plan Commission
- 1412161** Update on Comprehensive Plan update proposal from North Central Wisconsin Regional Planning Commission (NCWRPC). Note: Because the funding (\$20,000) has already been budgeted, no Common Council action is necessary. This item was placed on the agenda for information only.
- 1412170** Transit Commission – No Action
- 1412180** Library Board – No Action
- 1412185** Redevelopment Authority – No Action
- 1412200** Enrichment Center Committee on Aging – No Action
- 1412210** Airport Commission – No Action
- 1412230** Placing Committee Reports on File
- 1412240** Mayor's Appointments

Mike Wilson, to the Housing Authority, term to expire November 10<sup>th</sup>, 2015

## **ORDINANCES**

- 1411250** An Ordinance Amending the District Zoning Map of the City of Merrill, Wisconsin for 1212 South Center Avenue, to rezone from Thoroughfare Commercial to Public District (First reading of the ordinance was at the November 11<sup>th</sup>, 2014 Common Council meeting)

- 1412250** An Ordinance Amending Chapter 36, Article II, Division 6, Section 36-166 to add Truck Routes (from November 19<sup>th</sup>, 2014 Board of Public Works meeting)
- 1412251** An Ordinance Amending Chapter 105, Article I, Division 2, Section 52, related to building inspection procedures in cases of unsafe buildings (to be considered at December 9<sup>th</sup>, 2014 Committee of the Whole meeting)

## **RESOLUTIONS**

- 1412260** A Resolution amending Employee Benefits – Fringe Benefits at Section 14-5, Group Insurance Program of the Non-Union Personnel Policies pertaining to co-insurance and out-of-pocket limits and to eliminate the 15% participation limit in the Group Health Insurance Incentive Plan (from December 2<sup>nd</sup>, 2014 Personnel and Finance Committee meeting)
- 1412261** A Resolution approving a Conditional Use Permit for the purpose of operating an Adult Family Home/Developmentally Disabled at 1104 Cottage Street in Merrill, Wisconsin (from December 2<sup>nd</sup>, 2014 City Plan Commission meeting)
- 1412262** A Resolution approving a Conditional Use Permit for the purpose of operating an Adult Family Home/Developmentally Disabled at 1305 Cedar Street in Merrill, Wisconsin (from December 2<sup>nd</sup>, 2014 City Plan Commission meeting)
- 1412270** Mayor's Communications
- 1412999** Adjournment

William N. Heideman, CMC, WCMC  
City Clerk

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**# 1 4 1 2 8 0 - REGULAR MONTHLY MEETING OF THE HOUSING AUTHORITY  
COMMISSIONERS OF THE CITY OF MERRILL, WISCONSIN**

**Wednesday, November 12, 2014 4:00 P.M. Jenny Towers Library, Merrill, WI**

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

**GUEST:** Dave Johnson

**PUBLIC HOUSING - PARK PLACE and WESTGATE MEETING** called to order by Chairman Kathy Colclasure. Motion to approve the minutes of October 8, 2014 meeting and today's agenda. Wagner/Humphrey. Motion passed unanimously.

Discussion and motion to approve Checks #21926 thru #21973 and Billings to date for October 2014 with attached list of expenditures: Wagner/Kostman. Motion passed unanimously by roll call vote: Humphrey-aye, Kostman-aye, Colclasure-aye and Wagner-aye.

Move-ins and Move-outs for October 2014: LaDonna reported that HUD has approved our request to have the 8 additional units taken off line due to Market conditions. This "technically" leaves Park Place with one vacancy being held against their vacancy ratios, however the actual vacant unit count as of October 31 is 17 units. Motion to accept report and place on file. Wagner/Kostman. Motion passed unanimously.

Report on Park Place Investments: LaDonna noted the account is slowly building with minimal amounts of interest earned each month. Motion to accept and place on file the Park Place Investment report. Wagner/Kostman. Motion passed unanimously.

Discuss and Approve 3<sup>rd</sup> quarter Financial Statements: LaDonna reported that our year-to-day net position continues to increase. We are over what was budgeted for in revenue, but that is due to the cell tower revenue. This will be lost in next year's budget. Expenses were down over last year and under the budgeted expenses year-to-date. Motion to approve and place on file the 3<sup>rd</sup> Quarter Financial Statement. Humphrey/Wagner. Motion passed unanimously.

Update on office expansion, hiring: LaDonna reported that she sent 8 bid invitations out for the office expansion project, but received no replies. She has been working on next year's budget and suggested that the project and the office expansion be put on hold at this time. The board feels that there will be a larger work load involved with the re-development plans and we need to go forward with the expansion and hiring as planned. LaDonna will place an add for bids in the newspapers before the holidays.

Discussion and approval of 2015 employee Health Plan: LaDonna presented renewal options for 2015 noting an increase of 16.1% on our current plan. Motion to switch MHA employees to a high deductible/HSA qualified plan, pretax payroll deductions for HC premiums and additional HSA contributions and to include one-time-only seed money of \$1,000.00 per eligible employee to be put into the individual employee HSA accounts. (Security Health Plan, Tradition \$2000 HDHP). Wagner/Humphrey. Motion passed unanimously. The current Employee (12.5%)/Employer (87.5%) premium split will not change. Next fall, the board will take under consideration whether or not to offer employees the option of converting accrued sick pay into money for their HSA contributions.

Discussion of 2014 Year End Performance Bonus and Comp. Time for Hourly Employees: Motion to approve distribution of the \$2,400.00 bonus pay which was budgeted for 2014, based on the number of apartments which have been taken off line and the overall volume of move-ins and move-outs handled during the year.

Wagner/Humphrey. Motion passed unanimously. The board would like to come up with a plan which does not use vacancy rates as a measure of performance to award bonuses. They will discuss this at the December meeting. Motion to eliminate Comp. Time for hourly employees based on state law as of January 1, 2015. All accrued Comp Time up to Dec. 31, 2014 must be used up or cashed out by December 31, 2015. Kostman/Wagner. Motion passed unanimously.

Discuss and Approve Resolution No. 379 "Establishing & Reviewing Flat Rents, Utility Allowances and Maximum Rents" (To replace Resolution No. 373. of the same title): LaDonna explained that timing is the only change in this resolution. Revised FMRs will be published annually in October and will need to be implemented effective January 1<sup>st</sup> of the following year for any New Tenants, and adjusted as applicable for any current Flat Rate Tenants at annual recertification the following Oct. 1. Motion to approve Resolution No. 379 "Establishing & Reviewing Flat Rents, Utility Allowances and Maximum Rents" (To replace Resolution No. 373. of the same title). Kostman/Wagner. Motion passed unanimously by roll call vote: Humphrey-aye, Kostman-aye, Coclosure-aye and Wagner-aye.

Discuss and Approve Resolution No. 380: Public Housing & Section 8 "Authorization to Co-Sign Checks". Motion to approve Resolution No. 380: Public Housing & Section 8 "Authorization to Co-Sign Checks". Kostman/Wagner. Motion passed unanimously by roll call vote: Humphrey-aye, Kostman-aye, Coclosure-aye and Wagner-aye.

Discuss and Approve Resolution No. 381: "MHA Fee Schedule": LaDonna reviewed proposed changes to Current MHA Fees and implementations of new Move-Out Fees to become effective January 1, 2014. Motion to approve Resolution No. 381: "MHA Fee Schedule". Wagner/Humphrey. Motion passed unanimously by roll call vote: Humphrey-aye, Kostman-aye, Coclosure-aye and Wagner-aye.

Discuss and Approve Resolution No. 382: "2015 Public Housing Operating Budget": LaDonna gave commissioners an overview of the proposed budget. In 2015 we will see less revenue due to the loss of cell tower income which, up until this point has been enough to offset the loss of income due to on-going vacancy issues. In Jan-Feb Operating Subsidies for 2015 will be revealed. An increase in Administrative expenses due to plans to hire an additional part-time position and in Public Service utilities has been factored in. Motion to approve Resolution No. 382: "2015 Public Housing Operating Budget". Wagner/Humphrey. Motion passed unanimously by roll call vote: Humphrey-aye, Kostman-aye, Coclosure-aye and Wagner-aye.

Horizon Development Progress Update: LaDonna updated Commissioners as to where we are at this point in the development process and referred Commissioners to the Horizon Development Status Update included in the meeting packet. She also asked if the Commissioners felt they were receiving adequate information on the progress of the project. They felt they were well informed and kept in the loop, but inquired if the City would have need for more updates in the future. It appears that using JT reserves for the Park Place project is still a possibility, but we are still waiting to receive written approval from HUD. Vacancies continue to be an issue that, if left unresolved, will eventually lead to difficult financial stability for the Park Place facility in years to come. This redevelopment is our only option to address those issues. We have been advised by city authorities that zoning will be a difficult issue for us to overcome and that remedying the property line discrepancies between Park Place and Park and Rec is exactly that – between Park Place and Park and Rec. Horizon is preparing a preliminary presentation for zoning in the hopes that a potential \$13 - \$14million dollar project being brought to the City of Merrill by the MHA, to provide newer, more spacious and modern housing for low-income individuals will eventually be met with optimism and a "spirit of cooperation" for a project that will ultimately and financially benefit the entire community.

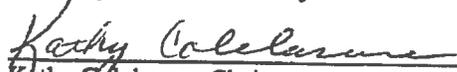
For the Good and Betterment of the Public Housing Program:

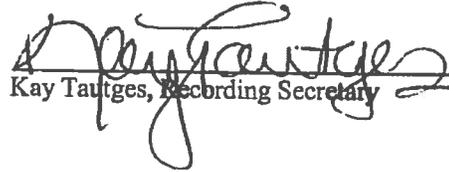
1. Commissioner Items/Comments: None
2. Public Comment Period: None
3. Executive Director's Report: LaDonna reported that the last cell tower will be removed in the next two weeks. Some tenants have taken actions to quit smoking, others are going outside to smoke but

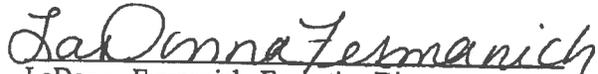
there are still tenants who are smoking inside or only go out during the day. It has been difficult to enforce the policy but we will continue to do our best. The warming center is in operation and some tenants have signed up to volunteer there. The feedback from tenants has been positive.

The next regular meeting of the Commissioners of the Housing Authority will be held on **Wednesday, Dec. 10<sup>th</sup>, 2014, 11:00 a.m. at Los Mezcales, Merrill, WI.**

Motion to adjourn at 5:42 P.M. and open Section-8 Housing - Jenny Towers Meeting. Wagner/Humphrey.  
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, November 12, 2014, 5:43 P.M., Jenny Towers Library, Merrill, WI 54452**

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

**GUEST:** Dave Johnson

**SECTION-8 HOUSING- JENNY TOWERS and SCATTERED SITES MEETING** called to order by Chairman Kathy Colclasure. Motion to approve minutes of October 8, 2014 meeting and today's agenda. Kostman/Wagner. Motion passed unanimously.

Discussion and motion to approve Checks #17163 thru #17201 and Billings to date for October 2014 with attached list of expenditures: Wagner/Humphrey. Motion passed unanimously by roll call vote: Colclasure-aye, Humphrey-aye, Kostman-aye and Wagner-aye.

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

Report on Jenny Tower Investments: LaDonna reported that \$39,989.00 was withdrawn from the account for the St. Paul project however, we still realized a gain for the month. Wagner/Humphrey. Motion passed unanimously.

Discuss and Approve 3<sup>rd</sup> Quarter Financial Statements: LaDonna reported that we have improved our bottom line in regard to the unrestricted net assets. Hopefully with approval by HUD, we will have access to this money for the Park Place renovations. Income has gone up over last year and our budgeted projections. Expenses are down slightly from a year ago and are currently under budgeted projections. Motion to approve the 3<sup>rd</sup> Quarter Financial Statement. Humphrey/Wagner. Motion passed unanimously.

Discussion of City inquiry regarding Enhanced PILOT payments for 2014/2015: LaDonna reported that Kathy Unertl, City of Merrill Finance Director had asked if there will be any enhanced PILOT payment coming to the City in 2014 and in 2015. The enhanced payment, while not required of MHA, has been made in the past. According to Kathy's email, those additional contributions have been "critical to maintain City municipal services." Dave Johnson was present at the meeting and gave all Board Members an excerpt from WI State Statute 66.1201(22) which, he felt, gives the City the right to assess MHA for the additional payment if they chose to act on it. LaDonna stated that the statute is correct in that it states that the City "may fix a sum to be paid annually in lieu of taxes" – that is a direct and specific reference to the very essence of what a PILOT payment is. The PILOT was originally negotiated with the City when the project was first established. She does not believe, however, that the statute entitles them to automatically assess a new fixed amount because they deem it necessary unless entering into a new agreement, for example the Park Place redevelopment, at which time the PILOT agreement is open for negotiation between MHA and the City. A motion was made to not make an enhanced PILOT payment in 2014 and to reevaluate in 2015 to determine if an enhanced PILOT payment will be made then. Wagner/Humphrey. Motion passed unanimously.

Discuss and Approve Resolution No. 383: "2015 Section 8, Scattered Sites Operating Budget": LaDonna gave an overview of the budget. Some reduction in expense will be seen since last year we had the expense of the GPNA

study that will not need to be done annually. The Board was reminded that we will see reduced investment income if reserves are used to fund the Park Place redevelopment but that would not occur until the 2016 budget. Motion to approve Resolution No. 383: "2015 Section 8, Scattered Sites Operating Budget". Humphrey/Wagner. Motion passed unanimously by roll call vote: Colclasure-aye, Humphrey-aye, Kostman-aye and Wagner-aye.

Report on Elevator Project: LaDonna reported that the elevator/power shut down was not for as long of a time period as was projected. So far, the project is ahead of schedule and they hope to be done with the large elevator before Thanksgiving. There have been some electrical engineering problems related to the design which will be addressed in closed session.

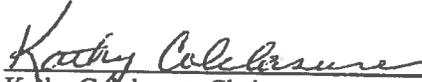
Closed Session for purposes of discussing Legal Matters and Contract Performance Matters: Motion to go into closed session at 6:10pm. Humphrey /Wagner. Motion passed unanimously. Motion to return to open session at 6:32pm. Kostman/Wagner. Motion passed unanimously.

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

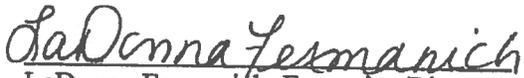
1. Commissioner Items/Comments – None.
2. Public Comment Period – None.
3. Executive Director's Report – The No-Smoking policy will go into effect at Jenny Towers and the Scattered Sites Jan. 1, 2015.

The next regular meeting of the Commissioners of the Housing Authority will be held on **Wednesday, Dec. 10<sup>th</sup>, 2014, 11:00 a.m. at Los Mezcales, Merrill, WI.**

Motion to adjourn meeting at 6:40 p.m. Wagner/Kostman. Motion passed unanimously.

  
Kathy Colclasure, Chairman

  
Kay Tautges, Recording Secretary

  
LaDonna Fermanich, Executive Director

#141280

SPECIAL MEETING OF THE HOUSING AUTHORITY  
COMMISSIONERS OF THE CITY OF MERRILL, WISCONSIN

Monday, November 24, 2014 11:30 A.M. Jenny Towers Library, Merrill, WI

PRESENT: Chairman Kathy Colclasure, Denise Humphrey, Amanda Kostman, Paul Wagner, and LaDonna Fermanich.

PUBLIC HOUSING - PARK PLACE and WESTGATE MEETING called to order by Chairman Kathy Colclasure. Motion to convene in Closed Session at 11:38 a.m. for the purpose of Competitive Bargaining: Kostman/Wagner. Motion passed unanimously. Discussions of the closed session are recorded separately. No formal actions were taken. Motion to come out of closed session and return to open session at 11:45 a.m. Kostman/Humphrey. Motion passed unanimously.

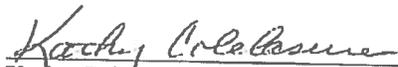
Motion to adjourn at 11:47 A.M. and open Section-8 Housing - Jenny Towers Meeting. Kostman/Humphrey. Motion passed unanimously.

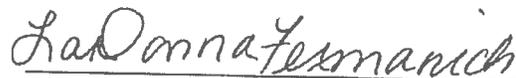
SECTION-8 HOUSING – JENNY TOWERS and SCATTERED SITES MEETING called to order by Chairman Kathy Colclasure. Motion to convene in Closed Session at 11:48 a.m. for the purpose of Competitive Bargaining: Wagner/Kostman. Motion passed unanimously. Discussions of the closed session are recorded separately. Motion to come out of closed session and return to open session at 12:20 p.m. Wagner/Humphrey. Motion passed unanimously.

Motion to make a formal bid to the City of Merrill for the purchase of the old fire station as discussed during the closed session: Wagner/Humphrey. Motions passed unanimously by roll call vote.

Motion to adjourn at 12:22 p.m. Humphrey/Wagner. Motion passed unanimously.

The next regular meeting of the Commissioners of the Housing Authority will be held on Wednesday, Dec. 10<sup>th</sup>, 2014, 11:00 a.m. at Los Mezcales, Merrill, WI.

  
Kathy Colclasure, Chairman

  
LaDonna Fermanich, Exec. Director/Recording Secretary

November 12, 2014

The Merrill Parks and Recreation Commission met on Wednesday, November 12, 2014 at 4:15 p.m. at the City Hall.

Members Present: Mike Willman, Ralph Sturm, Dorwin Harris, Melissa Schroeder, Kevin Cohrs, Dave Sukow and Brian Artac.

Members Excused Absent:

Department Staff Present: Dan Wendorf and Dawn Smith

Visitors: Jeremy Ratliff from Merrill Courier, Dean Mueller from Water Technology, Inc. Carrie Cordova.

\*\*\*Motion by Sukow, seconded by Artac to approve the minutes from the October 1, 2014 and October 8, 2014 meeting.

Willman stated that he did attend the October 8, 2014 meeting, his name was omitted. A correction will be made to the minutes.

\*\*\*Carried unanimously.

\*\*\*Motion by Sukow, seconded by Willman, to approve the claims.

Harris questioned the two bills from Horst Distributing, stating that they were both for the same amount of money and wondering if they were the same bill. Smith stated that both invoices had a different invoice number. Wendorf stated they do order a lot of parts from Horst Distributing. Sturm questioned the bills from Becher Hoppe asking how we could have a bill for over \$12,000.00 from them on the pool study. Sturm also questioned why we would pay Becher Hoppe for all of the false information. Sturm also questioned who ordered all the services from Becher Hoppe. Sturm questioned if Becher Hoppe or Wendorf ever contacted FEMA in regards to the flood study.

\*\*\*Carried Unanimously.

Public Comment: Carrie Cordova from Merrill Optimist stated that the Merrill Optimist Club has been working very hard on getting money put together for the playground that is to be installed at Normal Park. Carrie handed out a diagram of the playground that the Optimist is going to be installing at Normal Park. Carrie stated that the entire playground is handicap accessible including the rubber matting for wheel chair usage, stating that someone in a wheel chair is unable to get through woodchips and rubber pieces, so the rubber matting is a very costly part of the project but one that the Merrill Optimists are not going to overlook. Harris questioned Cordova on the cost of the playground. Cordova stated that the entire cost of the project will be around \$250,000.00. The Park and Recreation Commission stated they are very happy about the playground and to keep them updated on future progress.

The next item on the agenda was the election of Chairperson. Dave Sukow nominated Mike Willman stating that his longevity and knowledge with the Park and Recreation Commission would be a great asset. Willman agreed. Artac seconded the nomination.

\*\*\*Carried Unanimously.

The next item on the agenda was to discuss and update the progress on the Aquatic Center. Dean Mueller from Water Technology, Inc. was present to discuss how progress is coming along. Dean stated that they took 10 Soil Boring samples and also did 5 test pits. Dean stated that they did not find anything unusual but at 4 feet they did find some perched water near the existing drainage ditch. Dean stated there was also some clay they ran into but nothing major. All in all Mueller was pleased with results from soil tests. Willman questioned if there is going to be a public input on the pool design. Wendorf stated that the preliminary drawing will be posted on the City Website for the public to view. Wendorf also stated that the Aqua Jays coach is requesting that six lanes be put in the pool so that at some point Merrill could host tournaments and would be a good draw for the community. Sturm was not in favor of this because he said once you give to one user group ten more are going to follow with requests. Harris suggested that another exit driveway be put in for smoother traffic flow. After some more discussion Dean Mueller from Water Technology, Inc. stated that he would like to meet with a sub commission on pool designs and bring them back to the Park and Recreation Commission at the December 17, 2014 meeting. Dorwin Harris, Dave Sukow and Keven Cohrs have offered to be on the sub committee for the design of the pool. The sub committee will be meeting next week with Dean Mueller from Water Technology, Inc.

The next item on the agenda was an update on Lions Park grant projects. Harris questioned what progress has been done at Lions Park with the grant money given by the Bierman Foundation. Wendorf stated that he is putting together some bids to be put out for new fencing, score boards and bleachers. Partial funding was given towards lighting and fundraising will need to match before lights can proceed. Sukow questioned if the project was supposed to be done by the fall since the grant was awarded in June of 2014. Wendorf stated that he is only one person and since the elimination of the park maintenance he can only do so much. Wendorf stated that he has been working with the Baseball Association in regards to utilizing some local help for some of the projects. Wendorf stated that everything will be bid out this winter so work can start in the spring.

The next item on the agenda was monthly reports. Wendorf asked if there were any questions on his board report. Sukow asked about the Emerald Ash Borer and Wendorf stated that the City of Merrill does have a plan in place and has been working very close with the Street Commissioner on this project. Wendorf stated that he would also like to welcome Kevin Cohrs to the Park and Recreation Commission.

The next regular meeting is scheduled for December 17, 2014 at 4:15 p.m.

No public comment.

\*\*\*Motion by Sukow, seconded by Schroeder, to adjourn at 5:45 p.m.

\*\*\*Carried unanimously.

Dawn Smith  
Recording Secretary

1412120

**City of Merrill  
Board of Public Works  
Wednesday, November 19, 2014 at 4:00 P.M.  
City Hall Basement Conference Room, 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, Utility Superintendent Kim Kriewald, Alderman Dave Sukow, Alderwoman Kandy Peterson and City Clerk Bill Heideman

**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.

**Amend lease agreement @ East Street Water Tower**

Information was in the meeting packet. City Administrator Johnson had requested that this item be placed on the agenda.

City Administrator Johnson reported that New Cingular Wireless PCS, LLC currently has a lease agreement with the City that allows them to house telecommunications equipment on the East Street Water Tower. New Cingular Wireless is now proposing an amendment to the lease agreement, to lease a small amount of additional space on the tower to house more equipment. Initially, they offered to pay \$200 more per month to house this additional equipment. City Administrator Johnson countered by asking for \$300 per month, and New Cingular Wireless agreed to this amount. City Administrator Johnson recommends approval of the amendment.

Motion (Lokemoen/Norton) to recommend approving the amendment to the lease agreement. Carried.

Note: Consideration of the amendment is also on the November 19<sup>th</sup>, 2014 Water and Sewage Disposal Committee meeting agenda.

**Consider ord. amending Chapter 36 to add truck routes**

Mayor Bialecki placed this item on the agenda. A copy of the proposed ordinance was in the meeting packet. The ordinance would add Chapter 36-166 thru 36-172, to establish the following as truck routes in the City:

- Highway 64
- Highway K/Center Avenue
- Highway G
- Highway 107/Grand Avenue
- Highway Q/State Street to Highway 107/Grand Avenue

Street Commissioner Lupton questioned the inclusion of an 8,000 weight limit in Section 36-166.

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

The proposed ordinance will be on the December 9<sup>th</sup>, 2014 Common Council meeting agenda.

**Monthly report - Street Commissioner**

The report was in the meeting packet. Street Commissioner Lupton issued a reminder that winter-related work has begun early this winter. Garbage pickup at the Thielman Street condominiums will begin soon.

**Monthly report – Building Inspector/Zoning Administrator**

The report was in the meeting packet. Building Inspector/Zoning Administrator Pagel reported that several building demolitions are proceeding. A notice to raze will be issued for the property at 122 South Prospect Street.

A case involving a property on Park Street was in Lincoln County Court recently. The results appear to be favorable for the City.

**Monthly report – City Hall Maintenance Supervisor**

No written report was submitted. City Hall Maintenance Supervisor Vanderkam was not at the meeting.

**Monthly report from contracted engineering firms**

No report(s) submitted.

**Next meeting**

Wednesday, December 17<sup>th</sup>, 2014 at 4:00 P.M.

**Public Comment**

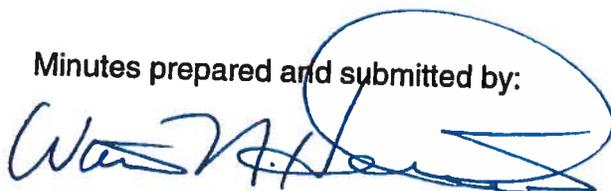
Alderman Sukow questioned why consideration of parking regulations on State Street and Cottage Street (between Main Street and Grand Avenue) was not on the agenda. This item was discussed at the November 17<sup>th</sup>, 2014 Health and Safety Committee meeting.

City Clerk Heideman responded that the Board of Public Works agenda had already been publicly posted and distributed by the time the Health and Safety Committee meeting was held. He added that he did not recall any motion made at the Health and Safety Committee meeting to refer the parking issue to the Board of Public Works, so he did not amend the Board of Public Works agenda to add the parking issue. Mayor Bialecki stated that this item will be placed on the December Board of Public Works meeting agenda.

**Adjournment**

Motion (Schwartzman/Norton) to adjourn. Carried. Adjourned at 4:13 P.M.

Minutes prepared and submitted by:

A handwritten signature in blue ink, which appears to be "William N. Heideman", is written over a blue circular stamp or seal.

William N. Heideman, CMC, WCMC  
City Clerk

1412130

**City of Merrill  
Health and Safety Committee  
Monday, November 17, 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 (dep. 4:55), Fire Chief Dave Savone, Police Captain Corey Bennett, City Attorney Tom Hayden, Alderman Ryan Schwartzman, Greg Hartwig, Jeremy Ratliff and City Clerk Bill Heideman.

**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 and led discussion on the following cases: 201 North Mill Street, 509 ½ East Seventh Street and 403 East Street.

**Vouchers**

The vouchers were in the meeting packet. Fire Chief Savone answered questions related to the vouchers.

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

**Picnic and/or liquor license applications**

None.

**Parking regulations on State and Cottage Streets, between Main St. & Grand Ave.**

Street Commissioner Lupton and Police Chief Neff had requested that this item be placed on the agenda.

Police Captain Bennett reported that, in light of the fact that truck traffic is now prohibited on Taylor Street, designating other truck routes is being considered. Such designations may necessitate the changing of parking regulations in some areas. One of the areas is State and Cottage Streets, between Main Street and Grand Avenue.

After discussion it was agreed that, until the Board of Public Works makes decisions on truck routes, it would be premature for the Health and Safety Committee to make any parking recommendations. Therefore, no action was taken at this time.

### **Ordinances re: snowmobile and ATV operation within City limits**

Alderman Sukow had placed this item on the agenda.

The current City ordinances related to the operation of snowmobile/ATV operation within the City do not correspond to the current trail designations. Also, several municipalities now allow snowmobile, ATV and UTV operations on all streets within their municipality. Based on these facts, Alderman Sukow and Police Chief Neff are requesting that the ordinances related to operations of these types of vehicles be reviewed and amended. The current ordinances were in the meeting packet.

Police Chief Neff has suggested that when amending the ordinances, the streets on which operation is prohibited should be designated, rather than listing the streets on which operation is allowed.

Alderman Sukow suggested that proof of liability insurance should be required when operating these types of vehicles in the City. Alderman Schwartzman replied that he would not be in favor of making the City ordinances more restrictive than the county regulations, since this may discourage City tourism/commerce. City Attorney Hayden disagreed with Alderman Sukow and stated that, in his opinion, proof of liability insurance should be required.

Police Captain Bennett reminded everyone that adherence to state laws must be considered when addressing this issue.

Alderman Sukow directed the Police Department to prepare a list of streets on which traversing via snowmobile, ATV or UTV should be prohibited. This list will then be presented for consideration at the December meeting, as part of a public informational period. This period would also allow public input on this matter.

No formal action was taken at this time.

### **Consider adding license requirement for escort services**

Police Chief Neff had requested that this item be placed on the agenda.

During their monitoring of social media sites, the Lincoln County Sheriff's Department and the Merrill Police Department have discovered instances of individuals within the City offering escort services. Based on this, the Police Department requested that a licensing policy and fee schedule for escort services be prepared for consideration. The ability to license escort services would be a tool for the Police Department to identify individuals and/or establishments offering escort services.

A proposed license application was in the meeting packet. The meeting packet also included an ordinance to add escort and escort services regulations and an ordinance adding an escort services application and license fee requirements. These documents are based on current policies/ordinances in effect in the City of Wausau.

Alderman Malm asked whether the Police Department had any information or data from the City of Wausau. Police Captain Bennett replied that he was not aware of any information, but that the Police Department could certainly ask for such information.

After discussion, it was decided that all agenda items related to escort services will be considered further at the December meeting. No action was taken at this time.

#### **Ordinance amending Chapter 8 to add escort and escort services**

This item will be considered at the December meeting (see above).

#### **Ordinance amendment to add escort services application and licensing fees**

This item will be considered at the December meeting (see above).

#### **Monthly Report – Fire Chief Savone**

The report was in the meeting packet. Fire Chief Savone reported that the Fire Department is working on issues and policies related to Ebola.

#### **Monthly Report – Police Chief Neff**

The report was in the meeting packet. Police Captain Bennett verbally made one correction to statistics in the monthly report. He announced that the Police Department has been notified that they have been awarded a \$4,000 Department of Transportation grant.

#### **Monthly Report – Lincoln County Humane Society**

Because the Health and Safety Committee met earlier than normal this month, the Lincoln County Humane Society monthly report has not yet been submitted.

**Place monthly reports on file**

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

**Schedule next meeting**

Monday, December 22<sup>nd</sup>, 2014 at 4:30 P.M. As noted earlier, the meeting will include a public information/input session to discuss snowmobile, ATV and UTV operations in the City.

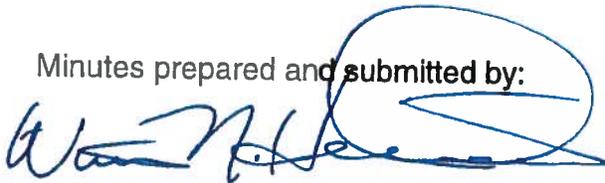
**Public Comment**

None.

**Adjournment**

Motion (Malm/Peterson) to adjourn. Carried. Adjourned at 5:19 P.M.

Minutes prepared and submitted by:



William N. Heideman, CMC, WCMC  
City Clerk

1412140

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

Voting Members Present (2 of 3): Alderman Ryan Schwartzman (Chairperson) and Alderman Tim Meehean.

Others Present Included: City Administrator Dave Johnson, City Attorney Tom Hayden, Finance Director Kathy Unertl, Police Chief Ken Neff, Library Director Stacy Stevens (arr. 5:06), Alderwoman Kandy Peterson, Alderman Dave Sukow, Alderman Chris Malm and City Clerk Bill Heideman.

**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 (Meehean/Schwartzman) to approve the vouchers. Carried.

**Consider amendment to grant/donation acceptance policy**

City Administrator Johnson had requested that this item be placed on the agenda. He is requesting that the grant/donation policy be amended. His proposed amendments were in the meeting packet. He explained that it is somewhat embarrassing to inform someone who has offered money to the City that the funds cannot be accepted until approved by the Common Council. He is proposing that the policy be amended to stipulate that the City Attorney, City Administrator and Finance Director review donation offers, and that the donation be accepted unless the cost of ownership and/or acceptance exceeds the value of the proposed donation.

Alderman Meehean stated that, in his opinion, grants and donations are different, and therefore need to be handled differently. He added that his main concern is with grants that could encumber the City over a long period of time.

Alderman Meehean suggested that two policies be prepared, one for grants and one for donations. City Administrator Johnson agreed to this. He will prepare the two policies for consideration at the next regular Personnel and Finance Committee meeting. No action was taken at this time.

**Consider resolution amending employee benefits re: Group Health Insurance**

Finance Director Unertl had requested that this item be placed on the agenda. She reported on the proposed resolution, which includes the following changes:

- Amend co-insurance and maximum out-of-pocket limits for 2015 (per Federal IRS requirements)
- Eliminate the maximum 15% participation limit for City's Health Incentive Program

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

The proposed resolution will be on the December 9<sup>th</sup>, 2014 Common Council meeting agenda.

**Monthly Report – Municipal Court**

The report was in the meeting packet.

**Monthly Report – Finance Director Unertl**

The report was in the meeting packet. Finance Director Unertl reported that the City recently purchased \$5,597.36 worth of unsellable aviation fuel. Several other issues related to the transition to the new Airport Manager/FBO are currently being addressed.

**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. City Administrator Johnson reported that he is currently working on the employee reclassification requests.

**Place monthly reports on file**

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

**Next meeting**

Tuesday, January 6<sup>th</sup>, 2015 at 5:00 P.M.

**Public Comment**

Alderman Sukow inquired as to the status of the bids received for the potential sale of the former Fire Station #1 at 701 East First Street. City Administrator Johnson responded that two bids were received. On December 9<sup>th</sup>, 2014, those bids will be considered by both the Committee of the Whole and the Common Council.

**Motion to convene in closed session**

Motion (Meehean/Schwartzman) to convene in closed session pursuant to Wisconsin State Statutes Section 19.85(1)(f), to consider financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons, which, if discussed in public, would be likely to have a substantial adverse effect upon 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. Carried 2-0 on roll call vote.

Convened in closed session at 5:23 P.M. Attending: Schwartzman, Meehean, Peterson, Sukow, Malm, Johnson, Hayden, Neff, Unertl and Heideman.

**Closed session**

The closed session minutes will be filed separately and confidentially.

**Adjournment**

Motion (Meehean/Schwartzman) to adjourn. Carried. Adjourned (from closed session) at 5:35 P.M.

Minutes prepared and submitted by:

William N. Heideman, CMC, WCMC  
City Clerk

1412150

**City of Merrill  
Water & Sewage Disposal Committee  
Wednesday, November 19, 2014 at 5:00 P.M.  
Common Council Chambers, City Hall, 1004 East First Street**

Members Present (3 of 3): Alderman Rob Norton (Chairperson), Alderman John Burgener and Alderwoman Kandy Peterson.

Others Present Included: City Administrator Dave Johnson, Utility Superintendent Kim Kriewald and City Clerk Bill Heideman.

**Call to order**

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

**Vouchers**

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

**Consider adjustment to water and sewer service fees for 2015**

Information was in the meeting packet. Finance Director Unertl is proposing an increase in water and sewer service fees for 2015. Utility Superintendent Kriewald reported that there is typically an annual increase of approximately 3% for these types of services. Increases of more than 3% for certain services are being proposed for 2015, due to state mandates related to certain materials.

1412151

Motion (Norton/Peterson) to approve the water & sewer service fee increases for 2015 as presented. Carried.

**Amend lease agreement @ East Street Water Tower**

Information was in the meeting packet. City Administrator Johnson had requested that this item be placed on the agenda.

City Administrator Johnson reported that New Cingular Wireless PCS, LLC currently has a lease agreement with the City that allows them to house telecommunications equipment on the East Street Water Tower. New Cingular Wireless is now proposing an amendment to the lease agreement, to lease a small amount of additional space on the tower to house more equipment. Initially, they offered to pay \$200 more per month to house this additional equipment.

City Administrator Johnson countered by asking for \$300 per month, and New Cingular Wireless agreed to this amount. City Administrator Johnson recommends approval of the amendment.

This item was also discussed at the November 19<sup>th</sup>, 2014 Board of Public Works meeting. At that meeting, the Board of Public Works recommended approving the amendment to the lease agreement.

**1412152**

Motion (Peterson/Burgener) to approve, as presented, the amendment to the current lease agreement with New Cingular Wireless PCS, LLC. The agreement allows them to house telecommunications equipment on the East Street Water Tower. The amendment would result in the City receiving an additional \$300 per month as part of the agreement. Carried.

**Operations Report**

The report was in the meeting packet. Utility Superintendent Kriewald reported that the bio-solids shed is normally empty at this time of year, but this year, because of snow cover, it is still ¼ full. He hopes this will not cause overflow problems in the spring.

**Public Comment**

None.

**Next meeting**

Wednesday, January 21<sup>st</sup>, 2015 at 5:00 P.M.

**Adjournment**

Motion (Burgener/Peterson) to adjourn. Carried. Adjourned at 5:04 P.M.

Minutes prepared and submitted by:



William N. Heideman, CMC, WCMC  
City Clerk

1412160

**City of Merrill  
City Plan Commission  
Tuesday, December 2, 2014 at 5:45 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 (arr. 5:53), Mike Willman and Steve Hass.

Other attendees included: City Administrator Dave Johnson, City Attorney Tom Hayden, Building Inspector/Zoning Administrator Darin Pagel, Alderman Ryan Schwartzman, Alderman John Burgener, Alderman Dave Sukow, Alderwoman Kandy Peterson, Alderman Chris Malm, Allan Diels, Karen Diels, Sharon Burgener, Dorothy Bahlow, Barb Borchardt, Phil Borchardt, Mary Ann Zastrow, Helen Frederick, Tammy Gruling, Jim Hostvedt, Pete Fry, Jill Fry, Julie Weber, Cecil Ballou, David Mootz, Shirley Jean Mootz, Kathy Martens, Richard Martens, Karen Schram, Jeffrey Schram, Cindy Hanig, Kraig Hanig, Mary Baumann, Ken Sturm, Betty Hulke, Joanna O'Malley, Bill O'Malley, Kazuko Buckett, Patrick Buckett, Jeremy Ratliff (arr. 5:48) and City Clerk Bill Heideman.

**Call to order**

Mayor Bialecki called the meeting to order at 5:47 P.M.

**Public Comment**

None.

**Minutes of November 3<sup>rd</sup>, 2014 meeting**

The minutes were in the meeting packet.

Motion (Hass/Schroeder) to approve, as presented, the minutes of the November 3<sup>rd</sup>, 2014 City Plan Commission meeting. Carried.

**Discuss proposal for Comprehensive Plan update from NCWRPC**

The City Comprehensive Plan currently in effect is from 2007. Every seven years, a Comprehensive Plan is to be reviewed and updated.

With that in mind, North Central Wisconsin Regional Planning Commission (NCWRCP) has submitted a proposal to update the 2007 Comprehensive Plan, at a cost of \$20,000. A copy of the proposal was in the meeting packet.

Alderman Hass raised the question of whether some of the work could be done by the City Administrator. He also suggested that perhaps some of the work could be done by the person currently responsible for the City Geographic Information System (GIS).

Motion (Hass/Schroeder) to approve, as presented by North Central Wisconsin Regional Planning Commission, the 2007 Comprehensive Plan update proposal, at a cost of \$20,000. Carried.

City Attorney Hayden stated that, because the funds to pay for this are already budgeted, no Common Council action is necessary. However, it was agreed that the proposal should appear on the December 9<sup>th</sup>, 2014 Common Council meeting agenda and be included in the meeting packet, in order to keep both the Common Council and the public informed on this issue.

### **Recess**

At 5:53 P.M., Mayor Bialecki announced that a recess would be held until 6:00 P.M., the time of the scheduled public hearings.

Mayor Bialecki called the meeting back to order at 6:00 P.M.

### **Hearing #1 – Our Way: C.U.P. application: Adult Family Home @ 1104 Cottage St.**

Our Way, Inc. (Julie Weber) has submitted an application and paid the fee to request a Conditional Use Permit to open and operate an adult family home for the developmentally disabled at 1104 Cottage Street.

City Attorney Hayden read the public hearing notice for both scheduled hearings.

Motion (Hass/Lokemoen) to open the first public hearing. Carried.

City Attorney Hayden reported that he has been asked to comment on both Conditional Use Permit applications. He stated that, according to Wisconsin State Statutes, a Conditional Use Permit is not required for this type of facility. However, he has advised City officials to consider the use of a Conditional Use Permit for these two applications.

Julie Weber spoke in favor of the application.

Alderman Burgener, 1103 Cottage Street, spoke in opposition to the application.

Richard Martens, 1102 Cottage Street, spoke in opposition to the application. He submitted a petition signed by several residents in the neighborhood. The signees are opposed to the application. He also questioned whether approval of the application would exceed the statutory limit in that area for this type of facility.

To demonstrate the number of people in attendance opposed to the application, Dave Mootz, 800 West Saint Paul Street, asked those opposed to raise their hands.

Alderman Sukow, 1901 Webster Street, stated that there is an "Our Way" facility in his neighborhood. He reported that the facility is quiet and that he has no opposition to this type of facility.

Dave Mootz spoke in opposition to the application, stating that the neighborhood should remain comprised of single-family dwellings.

Kraig Hanig, 1301 North Cottage Street, stated that he lives in the neighborhood and has two small children. He spoke in opposition to the application.

Motion (Hass/Lokemoen) to close the public hearing. Carried.

Alderman Lokemoen raised the question on statutory limits on the number of these facilities in a certain area. He was told that a Conditional Use Permit would supersede those limits.

Motion (Lokemoen/Willman) to recommend approving the Conditional Use Permit. Carried.

A resolution on the Conditional Use Permit will be on the December 9<sup>th</sup>, 2014 Common Council meeting agenda.

### **Hearing #2 – Our Way: C.U.P. application for Adult Family Home @ 1305 Cedar St.**

Our Way, Inc. (Julie Weber) has submitted an application and paid the fee to request a Conditional Use Permit to open and operate an adult family home for the developmentally disabled at 1305 Cedar Street.

Motion (Hass/Lokemoen) to open the public hearing. Carried.

Cecil Ballou, 1300 Cedar Street, spoke in opposition to the application. He reported that, at one time, he operated a halfway house. He noted that the type of facility being considered is not a halfway house, but it is a business. He fears that neighborhood property values will decrease if the application is approved. He added that, if the application is approved, neighbors should be granted "tax breaks".

Patrick Buckett, 1302A North Center Avenue, spoke in opposition to the application. He began by explaining that his background is in real estate. He stated that, when people purchase property, they also receive a group of rights, including the right to peaceable enjoyment of their property.

Mr. Buckett then stated that he has some suggestions for alternative sites for the facility. City Attorney Hayden and Mayor Bialecki responded that the hearing concerned only the proposed site on Cedar Street, so it would not be appropriate for Mr. Buckett to introduce alternative sites.

Mr. Buckett requested a copy of the Wisconsin State Statutes that City Attorney Hayden referenced earlier in the meeting. City Attorney Hayden responded that he would provide Mr. Buckett with a copy.

Mr. Buckett read and submitted a petition signed by several residents in the neighborhood. The residents are opposed to the application.

Mr. Buckett then reported that he has discussed this with a real estate expert from another community. They told Mr. Buckett that property values decrease in a neighborhood where a group home is opened. Mr. Buckett then suggested that to approve the application would result in "spot-zoning".

Julie Weber stated that the residents of the proposed facility have the same rights mentioned earlier by Mr. Buckett.

Ken Sturm, 1400 Cedar Street, spoke in opposition to the application. In his opinion, the neighbors are being "railroaded" and approving the application would result in decreased property values.

Dave Mootz suggested that whenever a group home is opened, neighborhood property values decrease.

Mary Ann Zastrow, 1303 Cedar Street, noted that it was reported earlier in the meeting that buses would be accessing the facility frequently. She has safety concerns that the driveway to the proposed facility is in close proximity to her property. She spoke in opposition to the application and suggested that there are alternative sites.

Barb Borchardt, 300 West Eighth Street, raised questions and concerns regarding staffing and parking at this type of facility.

Cecil Ballou suggested that property values will decrease if the application is granted, and he asked who would be required to make up the loss in tax revenue.

Patrick Buckett questioned the Our Way Inc. staffing/resident ratio.

Mary Baumann questioned whether this type of facility is allowed in an area zoned as Residential-1 (R-1). City Administrator Johnson responded that these types of group homes are allowed in areas zoned R-1.

Motion (Lokemoen/Schroeder) to add a requirement that fencing be installed between the proposed facility site and the Zastrow property (1303 Cedar Street), as a condition of the Conditional Use Permit. Carried.

Motion (Hass/Maule) to recommend approving the Conditional Use Permit, with the incorporation of the fencing requirement adopted in the previous motion.

Alderman Lokemoen stated that, in light of the opposition expressed by his continuants, he would be voting "No" on approving the Conditional Use Permit.

The motion to recommend approving the Conditional Use Permit carried.

A resolution on the Conditional Use Permit will be on the December 9<sup>th</sup>, 2014 Common Council meeting agenda.

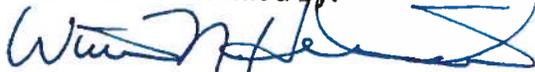
**Next meeting**

Tuesday, January 6<sup>th</sup>, 2015 at 5:30 P.M.

**Adjournment**

Motion (Hass/Lokemoen) to adjourn. Carried. Adjourned at 6:58 P.M.

Minutes submitted by:



William N. Heideman, CMC, WCMC  
City Clerk

# 1 4 1 2 1 7 0

Transit Meeting  
November 17, 2014

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

Guest(s); Julie & Gary Engebretsen – 2502 Rio Grande Drive, Merrill.

No Public Comment

The Engebretsens' spoke of their concern that the bus does not serve Rio Grande Drive. A service area map was provided for discussion. Administrator Grenfell explained the necessity of the service area reduction (activated in 2012), the efficiency standards and the budget formula(s) under which we operate. Though seemingly disappointed, the discussion concluded with a full understanding of the Commission's decision to reduce the service area and most recently, change to 1-hour service levels.

A motion to approve the minutes of the August 18, 2014 Commission meeting was made by Ms. Kunkel and seconded by Mr. Geiger. C.U.

The Commission reviewed the 2014 third quarter stats; Ridership decreased slightly relative to a 2750+ passenger (students) spike in the same quarter last year, revenue decreased as well. To transit's success, overall mileage decreased 25%. A motion to place the report on file was made by Mr. Willis and seconded by Mr. Kusserow. C.U.

A motion to approve the 2015 80/20 Capital Grant for the \$130,000 purchase of an Assisted Dispatch System was made by Ms. Kunkel and seconded by Mr. Geiger. C.U.

After continued discussion, a motion to approve the WisDOT 2007-2013 Merrill Transit Efficiency Study was made Mr. Willis and seconded by Ms. Kunkel. C.U.

Administrator's Report:

Mr. Adam Berreth has successfully trained and hired as a new part time bus operator. Three more applicants will be interviewed in the coming weeks for the second available position. Mr. Jeff DeJarlais has stayed on staff to help out through the duration of the new hire process.

A final City Budget was distributed 11/17/14 (-\$880.00) for employee health insurance adjustment.

Both 2014 "Special Service Saturdays" were a great success; Airport Day / NTC Open House (Sept. 6) had 222 passengers; and the 7<sup>th</sup> Annual Lincoln Lagerfest (Oct 4) had 233 passengers.

(1)

Pat Weber Home, Our Way, Inc. (Ninth St. & Center Ave) had to be vacated for anticipated demolition due to mold infestation. All residents have been placed in assisted living or private care for the time being. The majority of the residents are still receiving transit services as per service agreement.

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

**Next Transit Commission meeting: December 15, 2014.**

Minutes

1. **Opening**

President Mike Geisler called the Regular Meeting of the Board of Trustees to order at 4:15 p.m. in the Library Board Room. Present: Paul Gilk, Richard Mamer, Tim Meehean, and Vickie Yelle. Excused: Gene Bebel, Katie Breitenmoser, Kyle Reimann, and Jim Wedemeyer. Also present: Don Litzer and Susan Sommer.

The board received a thank you letter from the Merrill Area Community Enrichment Center for providing advertising support in their monthly newsletter. There was no public comment.

2. **Consent Items**

M Meehean/S Gilk/C to approve the minutes of the October meeting as printed.  
M Meehean/S Yelle /C to accept the Monthly Revenue and Expense Printouts for October as printed.

3. **Reports/Discussion Items/Action Items**

A. Mead Witter Foundation Grant & Projects: The Mead Witter Grant proposal was accepted. M Mamer/S Meehean /C to approve an additional \$1,280 from Endowment Fund monies to complete the electrical and wiring upgrades for the project as presented.

B. 2015 Budget Update: The final City of Merrill 2015 budget resulted in an increase of the City's portion of the library budget by \$14,025. The board approved by consensus the allocation of those funds as recommended.

C. Policy Review: Loans: M Meehean/S Mamer /C to approve the revised policy as presented.

D. Policy Review: Access to Public Records: M Meehean/S Gilk /C to approve the revised policy as presented.

E. Strategic Plan Progress—Goal #5: Ms. Stevens presented staff goal & objective progress.

F. Trustee Essentials #14—The Library Board and Open Meetings Law: Ms. Stevens provided copies of the Essential.

G. Reports from Friends/WVLS Representative: The Friends had their November meeting and plans are already underway for the spring book sale. The fall book sale was a success. The Friends approved funding of a Keurig coffee machine for staff use. There was no report from the WVLS Representative.

4. **Forthcoming Events & Library Director Report**

- October Monthly Statistical Report was presented.
- Ms. Stevens provided copies of a press release for an upcoming event—Bandwidth Assessment Tool (BAT) Lunch-N-Learn. Ms. Stevens is also involved in a group investigating the establishment of a Community Area Network in Merrill. Board members will be apprised of future meetings.
- Ageless Wisdom program coming November 30<sup>th</sup> presented by Jane Deau, former Merrill Area Community Enrichment Center director.
- Youth Services was busy with class visits in October.
- Library staff will have an inservice at their December staff meeting about working with people with mental and physical challenges.
- Affordable Care Act Signup sessions and tax assistance sessions have been scheduled.
- Assistant Director Litzer received a Wessler Scholarship to attend the Wisconsin Library Association conference, where he presented two programs as a roundtable chair.

5. **Adjournment:**

The meeting adjourned at 4:55 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on December 17<sup>th</sup> at 4:00 p.m. in the Library Board Room.

Stacy D. Stevens, Secretary

# 1 4 1 2 1 8 5

**City of Merrill  
Redevelopment Authority (RDA) – Informal Discussion**

**Tuesday, November 11<sup>th</sup>, 2014 at 8:00 A.M.  
City Hall Council Chambers**

RDA Present: Bill Bialecki, Ryan Schwartzman, and Amanda Kostman

RDA Absent: Jill Laufenberg, David Hayes, Karen Karow and Wally Smith

Others: Alderperson Chris Malm, City Administrator Dave Johnson, City Attorney Tom Hayden, Finance Director Kathy Unertl, Mary Rajek from Redevelopment Resources, City Building Inspector/Zoning Administrator Darin Pagel, and Community Development Program Administrator Shari Wicke. Mike Morrissey from Morrissey Consulting participated via phone.

**Call to Order:** Since no RDA quorum, the group began informal meeting at 8:10 a.m.

**Update and discussion of Downtown Revitalization Program:**

Morrissey emphasized primary City/RDA objectives have been building tax base and job creation. Key program components will need to include continued "blight" elimination and building façade financing.

Downtowns are all about people – place to live, shop, and gather for events. Having a plan with action items is critical, as is implementation strategies. There are potential different levels of impact:

- Small scale – such as benches, bike racks, and destination businesses.
- Impact scale – such as public parking and other infrastructure improvements.
- Transformative scale – investments that inspire change.

Bialecki strongly recommended making reinvestment in the Courthouse block. Pagel advised on current plan to remove about thirteen trees from this site. Rajek commented that one of the highest traffic count locations is the area by Lincoln Community Bank (i.e. Hwy 64/Stuyvesant St.). This location has one of the best views of the Lincoln County Courthouse clock tower.

The importance of programming was mentioned, including potential relocation of farmer's market to downtown instead of Normal Park. Kostman requested consideration of outdoor seating at restaurants and near the bookstore if public open space were created. These are the type of gathering/social amenities that a younger demographic is looking for.

Unertl noted existing downtown business group events such as chili cook-off. Unertl also advised that Laufenberg had suggested some type of broader linkage to the City's historical logging past. There is currently a log on the east side of the Courthouse. Morrissey suggested considering potential statute in the round-a-bout.

Unertl reported that the mid-October walking tour participants highlighted recent positive City investments, such as the black metal fences constructed by the Street Department and the Highway 64 decorative retaining wall across from ACE Hardware. A potential new retaining wall could replace some of the asphalt paving on the backside of Nienow Law Office parcel.

Seeing an area during daylight and night makes a difference. Unertl reported that there is only one streetlight on River Street between Park Street on the east to the Courtview access street area. No lighting under the Center Avenue Bridge. Although the graffiti has been painted over, perhaps some type of public art might be appropriate. Morrissey also suggested including expanded holiday lighting on the Center Avenue bridge railing.

How to connect the Park Street end of River Bend Trail to the downtown was discussed. Massive numbers of trucks are often parked everywhere in this area. River Street is the only legal connection since the path is on the south side of the railroad tracks.

Both Schwartzman and Rajek noted that the common downtown issue is the hours that businesses are open. Having businesses to go to after 5:00 p.m. or on weekends is important to vitality of downtown area.

Malm noted importance of physical appearance of properties (especially in summer months), including negative impression of weeds growing through sidewalks or along buildings. Johnson reported that one option is City spraying sidewalks to kill weeds although that comes with a taxpayer cost.

Looking for additional input from Redevelopment Authority Commissioners, Alderpersons, and City departments. The City's team will continue to meet with ideas and develop some conceptual sketches of potential improvements.

**Next RDA meeting:** Tuesday, December 2<sup>nd</sup> at 8:00 a.m.

**Adjournment:** Meeting informally adjourned at 8:57 a.m.

Discussion Summary prepared by RDA Secretary Kathy Unertl

NOTICE OF REGULAR MEETING

**MACEC Committee on Aging**

Wednesday November 19<sup>th</sup>, 2014

8:00 a.m.

Lower level of Merrill City Hall

Voting Members: Art Lersch, Eugene Simon (Chairperson), Mary Ball, S. Peggy Jackelen, Diane Goetsch, Chris Malm (Alderperson)

**Agenda**

**1. Opening**

- a. Meeting called to order by Simon

**2. Consent Items**

- a. Motion made by Malm, second by Ball to approve minutes from previous meeting as presented. Motion carried.
- b. Motion made by Lersch to approve vouchers, second by Malm. Motion carried.

**3. Program updates and results**

a. **Grants submitted**

Director shared with board the submission for two grants; Plum Creek Foundation and Golden Eagle Fund. Plum Creek will inform us by the end of December. Golden Eagle Grant will be awarded in Jan or Feb.

b. **Ageless Wisdom Revenue & Celebration**

Profits from book sales are around \$1200 as of Nov 19<sup>th</sup>. Celebration for book release at T.B. Scott Community Room on Nov 30<sup>th</sup>. Suggested promotional opportunities from committee members— Websites for the City, Foto News, Chamber —both website and monthly promotions, and City Meetings.

c. **High School Friends – once a month**

Shared how much we get out of this monthly activity with the Special Needs kids from the high school. *Note this is a piece of our intergenerational activities.*

d. **New Year changes - \$2 center fee for all activities**

Discussion included eliminating the snacks/food that we currently serve to all activity participants. We currently spend more than the \$2 center fee to provide this. The \$2 center fee was initiated to keep the center running, not to serve snacks.

Ideas presented were to communicate to all participants both the cost of food and the time constraint, and to have participants each take a turn bringing in a snack for the group. (Director will check to ensure there are no issues with this). Director and Activity Coordinator will be sharing this new information during the first two weeks of December

with center participants.

Director shared how successful the luncheon was for the Red Hat Ladies that came here for a meal on Nov 17<sup>th</sup>. This brings in a fair amount of revenue for us.

e. Newsletter changes

Additions to our newsletter will include Brain Fitness and Nutrition.

f. Upcoming events

Thanksgiving – to date we have 100 deliveries, 30 carry-outs, and 60 sit down meals to serve. Sharing Christmas Spirit – question was asked by board member if meals are served warm or cold. Director found out that some is warm and some is cold. Director also shared that small needed gifts are also delivered with the meal.

**4. AARP Foundation Tax Volunteers**

To date, we have not found any volunteers for tax services. Director will call Rotary.

**5. ADRC Representative Update**

Erin shared the new brochures and flyer for The Falls Coalition, both of which are available at the MACEC.

**6. Correspondence**

**7. Public Comment**

**8. Adjournment**

Motion to adjourn made by Lersch, second by Malm. Motion carried.

*Minutes submitted by Tammie Mrachek, MACEC Director*

# 1 4 1 2 2 1 0

**AIRPORT COMMISSION MEETING**  
Wednesday, October 15, 2014 at 7:00 p.m.  
Merrill Municipal Airport

**MINUTES**

**Present:** Chairman Gary Schwartz, Airport Manager Dave Koch, Gary Schulz, Joe Malsack, Lyle Banser

**Also Present:** Bob Kulp, Steve Krueger, Larry Wenning

1. **Meeting Called to Order** – Chairman Schwartz called the meeting to order at 7:00 p.m.
2. **Approve Minutes of September 17, 2014 Meeting** – Motion by Malsack; second by Schulz to approve minutes as printed. All ayes. Motion carried.
3. **Approval of Vouchers** – Vouchers were reviewed and initialed by all. Motion by Malsack to approve vouchers; second by Banser. All ayes. Motion carried.
4. **Terminal Project Status** – Chairman Schwartz reported the new terminal roof is on. Interior colors for walls and floors are to be decided on.
5. **Update on 2006 Project** – Chairman Schwartz reported that the final numbers were not known but will be available in the near future.
6. **Discussion/Decision Fuel System** – Discussion on the unusable fuel in the 100 Low-Lead and Jet A tanks. John Miller had purchased this fuel to date and upon his leaving will be paid for useable fuel and the City of Merrill will own the unusable fuel in the tanks going forward. Discussion of fuel proposal followed and the Commission recognized and expressed appreciation of the commitment the City has made to solve the unusable fuel problem. Motion by Schulz to ask the City to own the unusable fuel in the tanks; second by Banser. All ayes. Motion carried.
7. **Manager's Report** – Manager Koch reported that he and his crew were developing airport maintenance procedures.  
  
Report on various airport equipment maintenance (predominantly routine maintenance).  
  
There are problems with the airport key pad and are trouble shooting the situation.  
  
Contact has been made with Duffy on having a rental airplane on the field.  
  
Discussion of service plan on fuel system.  
  
Deputy Manager Lussow will be attending the next City Council Meeting.
8. **Chairman's Report** – Chairman Schwartz will be attending budgeting process on October 16. Talk of repairs taking place on the airport house.
9. **Aviation Happenings** – Schulz reported 150 House sponsors, 25 Senate sponsors for 3<sup>rd</sup> Class Medical Reform Bill.
10. **Public Comment** – Manager Koch talked about a Wings Safety Program at the airport office. FFA is promoting this meeting. Approaches and go-arounds will be the topics of this meeting.

Deputy Manager Lussow will be receiving a Master Pilot Award for 50 years of safe flying during the meeting of October 25, 2014. 8:00 p.m. – 9:00 p.m. doughnuts. Wings Safety Program. Award.

Also some discussion of Mo Gas Pumps on split tanks. The price to do it is about 40K which will have to be discussed and budgeted for.

Larry Wenning asked about tall grass and young poplar saplings growing up around the Champagne Building sites be put on our regular mowing schedule.

Chairman Schwartz talked about a possible program the State had with Bob Cat Equipment to buy tracked skid steers which could be outfitted with a heavy brush cutter/brush grinder.

**11. Agenda Items for Next Meeting – None**

**12. Adjournment – Motion by Malsack, second by Banser to adjourn meeting at. All ayes. Motion passed.**

Minutes were prepared by Lyle Banser

**City of Merrill  
Board of Canvass  
Monday, November 10, 2014 at 8:45 A.M.  
City Hall Basement Conference Room**

Members Present: Ron Turner, Kathy Seubert and City Clerk Bill Heideman

Others Present: None

The meeting was called to order by City Clerk Heideman at 8:55 A.M. It was noted that Ron Turner replaced Kaye Severt on the Board of Canvass due to her absence from work at the time of the meeting.

City Clerk Heideman explained the purpose of the Board of Canvass is to process any late-arriving ballots and/or provisional ballots for the November 4, 2014 Fall Election. City Clerk Heideman reported that there were no provisional ballots in Districts 1 through 8. There were no late-arriving ballots in Districts 1, 2, 3, 4, 5, 6 and 8; there was one late-arriving ballot in District 7.

The Board of Canvass processed the information for Districts 1, 2, 3, 4, 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 and/or provisional absentee ballots for those districts.

The Board of Canvass then processed the information for District 7. There were no provisional ballots. There was one late-arriving ballot for District 7. The ballot was post-marked November 3<sup>rd</sup>, 2014, and received in the City Clerk's office on November 5<sup>th</sup>, 2014, which falls in the time frame to qualify as a late-arriving ballot and be counted. The voter was verified as a registered voter. The ballot was reviewed for accuracy. The Absentee Ballot Certification was signed and had the required witness signature. The last voter number for the 7<sup>th</sup> District was amended to reflect the late-arriving ballot. The Ballot was recorded on the Absentee Ballot Log. The votes cast by the elector were recorded on the write in Tally Sheet. The ballot was then placed in the late-arriving Absentee Ballot Container bag 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. The County Board of Canvass is scheduled in the afternoon of November 10<sup>th</sup>.

Public Comment – none.

Motion by Kathy Seubert, seconded by Ron Turner, to adjourn. Carried.

Adjourned at 9:35 a.m.

Minutes prepared and submitted by Kathy Seubert

1411250

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

AN ORDINANCE: By City Plan Commission  
Re: Amending the District Zoning Map of the City of  
Merrill, Wisconsin for 1212 South Center  
Avenue, to rezone from Thoroughfare  
Commercial to Public District

ORDINANCE NO. 2014  
Introduced: November 11, 2014  
1st Reading: November 11, 2014  
2nd Reading: \_\_\_\_\_  
3rd Reading: \_\_\_\_\_  
Committee/Commission Action:  
**DENIAL WAS RECOMMENDED**

**AN ORDINANCE**

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

**Section 1** The District Zoning Map of the City of Merrill, Wisconsin is hereby amended by changing the zoning of the following described property 1212 S. Center Avenue in the City of Merrill from Thoroughfare Commercial to Public District, said parcel more particularly described as follows:

The South 924 feet of the Southwest Quarter of the Southwest Quarter lying westerly of US Highway 51 as described in Volume 308, Page 693, Lincoln County Deeds, except the North 150.7 feet thereof.

**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  
Attest: \_\_\_\_\_  
William N. Heideman, City Clerk

1412250

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

AN ORDINANCE: By Board of Public Works  
Re: Amending Chapter 36, Article II, Division 6,  
Section 36-166 to add Truck Routes

ORDINANCE NO. 2014-  
Introduced: December 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 36, Article II, Division 6, Section 36-166 of the Code of Ordinances for the City of Merrill is amended to add Truck Routes as follows:

TRUCK ROUTES

- 36-166 City truck routes.
- 36-167 Permitted deviations.
- 36-168 Temporary load limitations.
- 36-169 Certain weights prohibited.
- 36-170 Truck routes to be marked.
- 36-171 Truck routes designated.
- 36-172 Penalty.
  
- 36-166 City truck routes. Pursuant to Section 349.17 of the Wisconsin Statutes, the city designates as city truck routes (heavy traffic routes) all marked federal or state highways and other local streets designated in section 36-171 of this code. It is unlawful for any vehicles having a gross weight (as defined in Section 340.01 of the Wisconsin Statutes) or registered weight in excess of eight thousand pounds to operate on any city street other than a designated truck route except as defined under sections 36-167 and 36-168.
  
- 36-167 Permitted deviations. For the purpose of making pickups or deliveries at locations off the city truck routes, vehicles having a gross weight in excess of eight thousand pounds but less than the state maximum permitted weight may deviate off the truck route providing such vehicles leave and re-enter said routes at points closest to their immediate destinations. The city may prohibit truck travel on some streets for reasons of safety or street condition.

- 36-168      Temporary load limitations. The Street Commissioner may reduce the load limit on any of the streets on the city truck routes when the construction or condition thereof in his judgment warrants such action. The city police department and Street Department are hereby authorized to take measures to make temporary changes in truck routes as necessary in the interest of safety, construction activities, or street conditions.
- 36-169      Certain weights prohibited. The Street Commissioner may prohibit vehicles with a gross weight in excess of sixty thousand pounds from using certain streets or portions thereof at any time and for any purpose except to make a delivery or pickup at an address or business fronting on such streets by posting appropriate signs at the terminus and all cross streets between the terminus on such streets.
- 36-170      Truck routes to be marked. Signs will be erected along the permitted routes.
- 36-171      Truck routes designated: The following streets shall be designated as city truck Routes:
- Highway 64  
Highway K/Center Avenue  
Highway G  
Highway 107/Grand Avenue  
Highway Q/State Street to Highway 107/Grand Avenue
- 36-172      Penalty: Any person who violates this section shall be subject to a forfeiture of \$100.00 plus costs.

**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

1412251

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

AN ORDINANCE: By Committee of the Whole  
Re: Amending Chapter 105, Article I, Division 2,  
Section 52 Unsafe Buildings relating to Building  
Inspection Procedures

ORDINANCE NO. 2014-  
Introduced: December 9, 2014  
1st Reading: \_\_\_\_\_  
2nd Reading: \_\_\_\_\_  
3rd Reading: \_\_\_\_\_  
Committee/Commission Action: \_\_\_\_\_

## AN ORDINANCE

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

**Section 1.** Chapter 105, Article I, Division 2, Section 52 of the Code of Ordinances for the City of Merrill is amended as follows:

Whenever the ~~common council, upon the inspection and report of the~~ building inspector, finds any building or part thereof within the city to be, in ~~the Building Inspector's~~ judgment, so old, dilapidated, out of repair as to be dangerous, unsafe, unsanitary or otherwise unfit for human occupancy or use and so that it would be unreasonable to repair the same, the ~~Building Inspector-common council~~ Building Inspector may order the owner to raze and remove such building or part thereof or, if it can be made safe by repairs, to repair and make safe and sanitary, or to raze and remove at the owner's option. ~~The common council shall give specific reasons for its determination.~~ Such order and proceedings shall be as provided in Wis. Stats. § 66.0413

**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

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION AMENDING EMPLOYEE BENEFITS – FRINGE BENEFITS AT SECTION 14-5, GROUP INSURANCE PROGRAM OF THE NON-UNION PERSONNEL POLICIES PERTAINING TO CO-INSURANCE AND OUT-OF-POCKET LIMITS AND TO ELIMINATE THE 15% PARTICIPATION LIMIT IN THE GROUP HEALTH INSURANCE INCENTIVE PLAN.**

WHEREAS, the Common Council of the City of Merrill adopted a Personnel Policies, Employee Handbook for the City of Merrill non-union employees by Resolution No. 2226; and

WHEREAS, the Personnel and Finance Committee has reviewed that manual as it relates to Fringe Benefits at Section 14-5, ~~to amend co-insurance and maximum out-of-pocket limits as they relate to Federal Internal Revenue Service requirements and to eliminate the 15% participation limit in the Group Health Insurance Incentive Plan to delete the traditional Health Insurance option at Section 14-5-1 and add 20/80 deductibles to the High Deductible Health Plan – Health Savings Account (HSA) eligible at Section 14-5-2, and renumbering subsequent paragraphs;~~ and

WHEREAS, the Personnel and Finance Committee has recommended a change to that policy as follows:

- 14-5-1 *High Deductible Health Plan - Health Savings Account (HSA) Eligible.* The Employees are offered a High Deductible Health Plan - Health Savings Account (HSA) Eligible with ~~\$1,300~~**\$1,250** individual and ~~\$2,600~~**\$2,500** family deductible levels. In addition the Employee will pay 20% ~~coinsurance up to a maximum out-of-pocket expense of \$1,700 – individual and \$3,400 – family of the next \$2,000 individual and \$4,000 family coinsurance.~~ The Employees will pay eight and ninety-eight hundredths (8.98) percent of the monthly premium per pay period not to exceed 24 pay periods per year, and the City agrees to pay the remaining amounts of the High Deductible group health insurance.
- 14-5-2 *Group Health Insurance Incentive Plan.* In the event that any regular full-time employee eligible for the City's group health insurance program obtains coverage under another health insurance plan through employee's spouse or family member not sponsored by the City, and the employee provides written evidence of such other coverage and declines coverage under the City's group health insurance program, the City will pay the employee ~~\$3,000~~ **(\$250 per month)** if the employee would have been eligible for the family group health insurance plan or ~~\$1,500~~ **(\$125 per**

month) if the employee would have been eligible for the single group health insurance plan as an incentive. Such incentive payment is paid by the City at the same time that longevity payments are made under Section 6-9 of this manual. ~~This incentive program is available on a first come, first served basis to the first fifteen percent (15%) of eligible regular full time employees who register for the program. At any time, a maximum of fifteen percent (15%) of regular full time city employees eligible for the City's group health insurance program may be enrolled under this incentive program.~~

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 9<sup>th</sup> day of December, 2014, that the Personnel Policies Employee Handbook is amended by deleting and adding the highlighted language as follows at Section 14-5-1 and 14-5-2:

- 1414-5-1                    *High Deductible Health Plan - Health Savings Account (HSA) Eligible.* The Employees are offered a High Deductible Health Plan - Health Savings Account (HSA) Eligible with ~~\$1,300~~~~1,250~~ individual and ~~\$2,600~~~~2,500~~ family deductible levels. In addition the Employee will pay 20% coinsurance up to a maximum out-of-pocket expense of \$1,700 – individual and \$3,400 – family ~~the next \$2,000 individual and \$4,000 family coinsurance.~~ The Employees will pay eight and ninety-eight hundreds (8.98) percent of the monthly premium per pay period not to exceed 24 pay periods per year, and the City agrees to pay the remaining amounts of the High Deductible group health insurance.
- 14-5-2                    *Group Health Insurance Incentive Plan.* In the event that any regular full-time employee eligible for the City's group health insurance program obtains coverage under another health insurance plan through employee's spouse or family member not sponsored by the City, and the employee provides written evidence of such other coverage and declines coverage under the City's group health insurance program, the City will pay the employee \$3,000 (~~\$250 per month~~) if the employee would have been eligible for the family group health insurance plan or \$1,500 (~~\$125 per month~~) if the employee would have been eligible for the single group health insurance plan as an incentive. Such incentive payment is paid by the City at the same time that longevity payments are made under Section 6-9 of this manual. ~~This incentive program is available on a first come, first served basis to the first fifteen percent (15%) of eligible regular full time employees who register for the program. At any time, a maximum of fifteen percent (15%) of regular full time city employees eligible for the City's group health insurance program may be enrolled under this incentive program.~~

Recommended by: Personnel and  
Finance Committee

CITY OF MERRILL, WISCONSIN

Moved: \_\_\_\_\_

Passed: \_\_\_\_\_

\_\_\_\_\_  
William R. Bialecki  
Mayor

\_\_\_\_\_  
William N. Heideman  
City Clerk

1412261

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR THE PURPOSE OF OPERATING AN ADULT FAMILY HOME/DEVELOPMENTALLY DISABLED AT 1104 COTTAGE STREET IN MERRILL, WISCONSIN**

WHEREAS, Our Way, Inc. has requested a conditional use permit pursuant to the Merrill Zoning Code Chapter 113, Article IV for the purpose of operating an Adult Family Home/Developmentally Disabled on the following described property:

Lot Two (2) Block One (1) and the North 95.80 feet of Lot One (1) Block One (1) of Ron Woller's First Addition to the City of Merrill, Lincoln County, Wisconsin, AKA 1104 Cottage Street; and

WHEREAS, the City Plan Commission scheduled a hearing on the application on December 2, 2014, due public notice having been given and opportunity given to those interested to speak on the application; and,

WHEREAS, the City Plan Commission has reviewed the Application, found that it does meet the requirements of Merrill Zoning Code Chapter 113, Article IV and has recommended approval of said application;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 9<sup>th</sup> day of December, 2014, that a conditional use permit shall be issued to Our Way, Inc. for the purpose of operating an Adult Family Home/Developmentally Disabled at 1104 Cottage Street, Merrill.

Recommended by: City Plan  
Commission

CITY OF MERRILL, WISCONSIN

Moved: \_\_\_\_\_

\_\_\_\_\_  
William R. Bialecki  
Mayor

Passed: \_\_\_\_\_

\_\_\_\_\_  
William N. Heideman  
City Clerk

1412262

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR THE PURPOSE OF OPERATING AN ADULT FAMILY HOME/DEVELOPMENTALLY DISABLED AT 1305 CEDAR STREET IN MERRILL, WISCONSIN**

WHEREAS, Our Way, Inc. has requested a conditional use permit pursuant to the Merrill Zoning Code Chapter 113, Article IV for the purpose of operating an Adult Family Home/Developmentally Disabled on the following described property:

Lots One (1) and Two (2) Block Four (4) of Natzke's Addition to the City of Merrill, Lincoln County, Wisconsin, AKA 1305 Cedar Street; and

WHEREAS, the City Plan Commission scheduled a hearing on the application on December 2, 2014, due public notice having been given and opportunity given to those interested to speak on the application; and,

WHEREAS, the City Plan Commission has reviewed the Application, found that it does meet the requirements of Merrill Zoning Code Chapter 113, Article IV and has recommended approval of said application, provided that fencing is installed in the rear yard bordering the Zastrow property;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 9<sup>th</sup> day of December, 2014, that a conditional use permit shall be issued to Our Way, Inc. for the purpose of operating an Adult Family Home/Developmentally Disabled at 1305 Cedar Street, Merrill, Wisconsin, provided that fencing is installed in the rear yard bordering the Zastrow property.

Recommended by: City Plan  
Commission

CITY OF MERRILL, WISCONSIN

Moved: \_\_\_\_\_

\_\_\_\_\_  
William R. Bialecki  
Mayor

Passed: \_\_\_\_\_

\_\_\_\_\_  
William N. Heideman  
City Clerk