



CITY OF MERRILL
PERSONNEL AND FINANCE COMMITTEE
MINUTES • TUESDAY SEPTEMBER 1, 2015

Regular Meeting

City Hall Basement Conference Room

5:15 PM

I. Call to Order

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

Attendee Name	Title	Status	Arrived
Ryan Schwartzman	Aldersperson - Third District	Present	
John Burgener	Aldersperson - Fifth District & President	Present	
Tim Meehean	Aldersperson - Eighth District	Present	

Also in attendance: City Administrator Dave Johnson, Finance Director Kathy Unertl, City Attorney Tom Hayden, Alderman Dave Sukow, Police Chief Ken Neff, Library Director Stacy Stevens, Stephanie Monka Springborn and City Clerk Bill Heideman.

II. Vouchers:

1. Vouchers for July, 2015

Motion (Burgener/Meehean) to place the vouchers on file.

RESULT: PLACED ON FILE

III. Agenda items for consideration:

1. Request from Stephanie Monka Springborn for refund of the \$50,000 bond she provided to the City at the time she assumed ownership of the property at 413-419 West Main Street.

Information was in the meeting packet.

Stephanie Monka Springborn stated that, for several reasons, she is requesting a refund at this time. As a businesswoman, it is in her best interests to obtain the refund and use that money as the building rehabilitation project continues.

Alderman Meehean responded that the conditions of the agreement have not yet been met to facilitate the refund. Alderman Meehan is not in favor of a refund at this time.

Alderman Schwartzman suggested the possibility of a partial refund, such as \$25,000.

Alderman Burgener stated that he agrees with Alderman Meehean.

City Administrator Johnson stated that, if the project falls through, City taxpayers will bear the cost of demolishing the building. To protect the interests of the taxpayers, City Administrator Johnson is not in favor of any refund at this time.

City Attorney Hayden suggested the possibility of a bond. Committee members indicated that they would be comfortable with a bond.

Motion (Meehean/Burgener) to deny the refund request.

RESULT: CARRIED

2. Request from Police Chief Neff to dispose of Kustom Signals Radar trailer via sale or auction.

Information was in the meeting packet.

The trailer was purchased through a grant from Church Mutual in May, 1997, at a purchase price of \$8,800.

Motion (Meehean/Schwartzman) to approve the request to dispose of the trailer.

RESULT: APPROVED

3. Request from Police Chief Neff to dispose of 1998 Kawaski Mule ATV via sale or auction.

Information was in the meeting packet.

The ATV was purchased through the Federal 10-33 program in February of 2009, at a purchase price of \$450.

Motion (Meehean/Burgener) to approve the request to dispose of the ATV.

RESULT: APPROVED

4. Continue review and discussion of 2016 budget parameters.

Information was in the meeting packet.

Finance Director Unertl provided 2016 budget-related information on State Levy Limits, State Aids, Wages, Wisconsin Retirement System and Health Insurance.

Finance Director Unertl sought input on preferences for the 2016 budget meetings format. Committee members indicated that they preferred the format used last year.

It appears unlikely that the City will be able to provide any Health Savings Account (HSA) "seeding" in 2016.

No action was taken at this time.

IV. Monthly Reports:

1. Municipal Court

The report was in the meeting packet.

2. Finance Director Unertl

The report was in the meeting packet.

Finance Director Unertl remarked that Lincoln County is the entity responsible for addressing long-term delinquent tax parcels.

3. City Attorney Hayden

The report was in the meeting packet.

4. City Clerk Heideman

The report was in the meeting packet.

5. City Administrator Johnson

The report was in the meeting packet.

City Administrator was asked to provide a status report on the Nortrax facility situation. He said that they are still planning on building but that construction would not start this fall.

6. Consider placing monthly reports on file

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

RESULT:	PLACED ON FILE
----------------	-----------------------

V. Establish date, time and location of next regular meeting

Tuesday, September 29th, 2015 at 5:15 P.M. in the City Hall Common Council Chambers.

VI. Public Comment Period

There was no public comment.

VII. Closed session(s):

1. The Committee may convene in closed session pursuant to Wisconsin State Statutes Section 19.85(1)(g) - conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, regarding City Employment Handbook related to eligibility for sick leave retirement payout.

Motion (Meehean/Burgener) to convene in closed session. Carried 3-0 on roll call vote.

Convened in closed session at 5:48 P.M.

Attending: Meehean, Schwartzman, Burgener, Sukow, Hayden, Johnson, Unertl and Heideman.

The closed session minutes will be filed separately and confidentially.

VIII. Open session (potential):

The Committee opted not to reconvene in open session.

IX. Adjournment

Motion (Burgener/Schwartzman) to adjourn. Carried. Adjourned (from closed session) at 5:55 P.M.