

**CITY OF MERRILL
PERSONNEL AND FINANCE COMMITTEE
Tuesday, November 26, 2013 at 5:15 P.M.
City Hall Basement Conference Room
1004 East First Street**

Voting members: Alderman Steve Hass (Chairperson),
Aldерwoman Anne Caylor, and Alderman Ryan Schwartzman

AGENDA

1. Call to order
2. Vouchers
3. Discuss suggestion to include on City website: Starting salaries/wages, compensation adjustments and current salaries/wages of all City employees
4. Consider resolution terminating the FICA Alternative Retirement Plan (agenda item requested by Finance Director Unertl)
5. Review 2014 budget preparation process, including review of Resolution #1996 (nine tools of civility) adopted by the Common Council on July 11th, 2006
6. Monthly Reports:
 - a. Municipal Court
 - b. Finance Director Unertl
 - c. City Attorney Hayden
 - d. City Clerk Heideman
 - e. City Administrator Johnson
 - f. City Building/Zoning Permits
7. Next Meeting
8. Public Comment
9. Adjournment

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

Agenda prepared by City Clerk Bill Heideman
Agenda reviewed by Alderman Steve Hass

The Merrill City Hall is accessible to the physically disadvantaged. If special accommodations are needed, please contact the Merrill City Hall at 536-5594.

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

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REQUEST TO INCLUDE ITEM ON AGENDA

Board or Committee: Personnel & Finance Committee

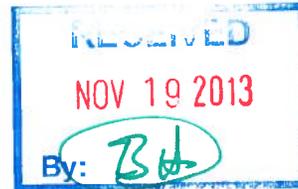
Date of Meeting: November 26th, 2013

Request by: Kathy Unertl, Finance Director *Kathy Unertl*

Describe below the item(s) you wish to have put on the agenda:
(please attach any pertinent information)

Consider resolution terminating the FICA Alternative Retirement Plan for the City of Merrill, Wisconsin

Date: November 19th, 2013



Received by City Clerk's Office by: _____ Received Date: _____

RESOLUTION NO.

A RESOLUTION TERMINATING THE FICA ALTERNATIVE RETIREMENT PLAN FOR THE CITY OF MERRILL, WISCONSIN

WHEREAS, the Common Council of the City of Merrill on November 12th, 2002 authorized establishment of a FICA Alternative Retirement Plan for City employees working less than 600 hours per year effective January 1st, 2003; and

WHEREAS, the program was implemented with incorrect employee deductions of 6.2% instead of 7.5% and the City of Merrill has made both employer and employee Social Security and Medicare contributions into the Internal Revenue Service for impacted employees for the period from January 2003 through June 2005; and

WHEREAS, former City employees have been allowed to withdraw their contributions from the FICA Alternative Plan; and

WHEREAS, Section 10.2 of the 2005 FICA Alternative Retirement Plan allows the Employer to terminate or discontinue the Plan in whole or in part at any time and to make distributions to Participants.

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this ____ day of _____, 2013, that the Finance Director is authorized to sign paperwork terminating the FICA Alternative Plan and proceed with disbursement of employee contributions to remaining Plan participants.

Recommended by:

CITY OF MERRILL, WISCONSIN

Moved: _____

William R. Bialecki
Mayor

Passed: _____

William N. Heideman
City Clerk



0602760

RESOLUTION NO. 1996

A RESOLUTION ACCEPTING THE NINE TOOLS OF CIVILITY

WHEREAS, the residents of Merrill place a high value of respect and civility in their lives and they understand that these characteristics are essential to any healthy community; and,

WHEREAS, the Merrill Common Council supports opportunities for civil discourse and discussion in the community; and,

WHEREAS, the Merrill Common Council addresses sometimes controversial issues about which people often feel passionately – which at times leads to uncivil behavior; and,

WHEREAS, an atmosphere of incivility and disrespect can have a damaging effect on the proceedings, on the quality of debate, and on the practice of democracy itself.

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 11th day of July, 2006, that the Merrill Common Council recognizes nine tools of civility that will provide increased opportunities for civil discourse in order to find positive resolutions to the issues that face our community and directs that these tools be utilized by City employees, elected officials and representatives. These tools include:

1. **Pay Attention.** Be aware and attend to the work and the people around you.
2. **Listen.** Focus on others in order to better understand their points of view.
3. **Be Inclusive.** Welcome all groups of citizens working for the greater good of the community.
4. **Don't Gossip.** And don't accept when others choose to do so.
5. **Show Respect.** Honor other people and their opinions, especially in the midst of a disagreement.
6. **Be Agreeable.** Look for opportunities to agree; don't contradict just to do so.
7. **Apologize.** Be sincere and repair damaged relationships.

8. **Give Constructive Criticism.** When disagreeing, stick to the issues and don't make a personal attack.
9. **Take Responsibility.** Don't shift responsibility and blame onto others; share disagreements publicly.

BE IT FURTHER RESOLVED, that the Merrill Common Council shall promote the use and adherence of these tools in conducting the business of the City of Merrill.

Recommended by Personnel and
Finance Committee

Moved: Alderwoman Hatz

Passed: July 11, 2006

CITY OF MERRILL, WISCONSIN



Douglas C. Williams
Mayor



William N. Heideman
City Clerk

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2013 MERRILL MUNICIPAL COURT

	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	YTD
INITIAL APPEARANCES (Docket)											
1. Total Citations	120	186	106	92	167	116	243	105	108	155	1398
2. Adult Citations	115	179	94	84	156	103	236	102	101	153	1323
3. Juveniles Citations	5	3	12	8	11	13	7	3	1	2	65
4. Not Guilty Pleas (potential trials)	14	15	19	8	13	4	27	5	18	17	140

TRIALS											
1. Scheduled	0	0	1	0	0	0	0	3	3	1	8
2. Held	0	0	0	0	0	0	0	0	1	0	1
3. Rescheduled	0	0	0	0	0	0	0	0	2	1	3
4. Settled	0	0	1	0	0	0	0	3	0	0	4

CASES DISPOSED											
1. # Citations	104	169	100	77	150	109	218	102	140	148	1317

GOOD CAUSE/INDIGENCY HEARINGS											
1. # Days Hearings Held	3	2	3	1	2	2	2	2	2	2	21
2. # Citations Summoned	152	66	39	22	69	70	62	50	21	37	588
3. # Citations Scheduled for Status Hearings or Payment Plans	58	63	66	29	80	38	23	38	50	41	486

WRITS ISSUED											
1. # Citations	10	10	9	14	16	18	19	21	9	13	139

FINANCIALS											
1. Amount Collected (Reported to State)	\$14,566.41	\$25,022.28	\$20,745.74	\$15,005.81	\$15,514.21	\$15,568.15	\$11,237.67	\$12,309.64	\$16,174.00	\$15,104.19	\$161,248.10
2. Amount Paid to County & State	(\$4,697.49)	(\$6,793.29)	(\$7,119.10)	(\$5,626.70)	(\$5,564.70)	(\$6,257.40)	(\$3,824.48)	(\$4,940.23)	(\$5,633.46)	(\$5,554.12)	(\$56,010.97)
3. Forf & Cost Retained by City	\$9,868.92	\$18,228.99	\$13,626.64	\$9,379.11	\$9,949.51	\$9,310.75	\$7,413.19	\$7,369.41	\$10,540.54	\$9,550.07	\$105,237.13
4. Add. Misc. fees collected	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00	\$0.00	\$25.00
5. Add. Forf. Receipts from LCCC	\$25.00	\$10.87	\$111.40	\$140.87	\$10.87	\$0.00	\$1.74	\$0.00	\$13.59	\$0.00	\$314.34
6. Total Revenue to the City	\$9,918.92	\$18,239.86	\$13,738.04	\$9,519.98	\$9,960.38	\$9,310.75	\$7,414.93	\$7,369.41	\$10,579.13	\$9,550.07	\$105,576.47
7. Municipal Court Expenses	(\$6,028.55)	(\$4,417.03)	(\$5,825.16)	(\$4,272.00)	(\$3,829.36)	(\$4,458.50)	(\$3,775.29)	(\$5,475.07)	(\$4,157.00)	(\$4,371.64)	(\$46,609.60)
8. Net Revenue to City	\$3,890.37	\$13,822.83	\$7,912.88	\$5,247.98	\$6,131.02	\$4,852.25	\$3,639.64	\$1,894.34	\$6,422.13	\$5,178.43	\$58,966.87
9. Restitution Collected	\$412.40	\$1,608.26	\$549.84	\$240.23	\$311.85	\$300.09	\$229.12	\$130.00	\$14.40	\$412.51	\$4,208.70

Adj for LCCC	Adj for LCCC	Adj for LCCC
Forf Rec'ts	Forf Rec'ts	Forf Rec'ts



merrill

Location. Nature. People.

Smart Move

CITY OF MERRILL

Finance Director/City Treasurer

Kathy Unertl, Finance Director

1004 East First Street • Merrill, Wisconsin • 54452

Phone (715) 536-5594 • FAX (715) 539-2668

e-mail: Kathy.Unertl@ci.merrill.wi.us

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Date: November 19th, 2013

To: Personnel and Finance Committee

From: Kathy Unertl, Finance Director

RE: **October/November Activities**

Health Insurance: This continues to be major priority for Clerk-Treasurer staff and myself.

- Additional employee meetings held on Monday, November 18th on Health Savings Account (HSA). Thanks to Vickie Thoreson from M-3.
- Additional information going out to employees related to IRS regulations related to Flexible Spending Accounts (FSA) and HSA contributions – including choices being made by spouses covered under their employer's health insurance/flex programs.
- Open enrollment notice provided to employees on Health Incentive Program or who previously waived participation in the City's group health insurance program – required under Federal Affordable Care Act (ACA) on annual basis.
- New tracking of employee hours started by Payroll Specialist Mary Maluegge to comply with Federal ACA reporting requirements.
- Incredible amount of paperwork to wade through and understand!

2013 Audit – Preliminary Field Work and April 2011 Tornado Insurance:

Representatives from Schenck were here on November 13th and 14th for preliminary field work. Schenck auditors will be back in mid-March, 2014.

The City received final insurance payment on the April 2011 tornado claims for Parks & Recreation facilities. Insurance reimbursements for airport, street garage, and parks totaled \$1,047,683. Only \$5,706 in City Parks and Recreation facility expenses needed to be covered from the City Forest timber sale revenue.

457b Deferred Comp - ING:

Only two investment options are ING proprietary. Performance update as of 9/30/2013 is attached for review. Positive reports received following M-3 meetings with employees.

PERFORMANCE UPDATE

ING Life Insurance and Annuity Company

CITY OF MERRILL DEFERRED COMP PLAN

Variable Annuity Account C, Non-Standardized Returns

Average Annual Total Returns as of: 09/30/2013 (shown in percentages)

Variable annuities are long-term investment vehicles designed for retirement purposes which allow you to allocate contributions among variable investment options that have the potential to grow tax-deferred with an option to receive a stream of income at a later date. Early withdrawals from variable annuities may be subject to surrender charges, and if taken prior to age 59 1/2, a 10% IRS penalty may apply. Withdrawals will also reduce the applicable death benefit and cash surrender value/account value.

The performance data quoted represents past performance. Past performance does not guarantee future results. For month-end performance which may be lower or higher than the performance data shown please call 800-525-4225. Investment return and principal value of an investment will fluctuate so that, when sold, an investment may be worth more or less than the original cost.

These numbers reflect total Separate Account charges of 0.30% on an annual basis. They also assume reinvestment of all dividends (ordinary income and capital gains) and are net of management fees and other fund operating expenses.

Depending upon the type of contract in which you participate, you have either received prospectuses and/or prospectus summaries for the separate account and the funds. You should consider the investment objectives, risks and charges, and expenses of the variable product and its underlying fund options carefully before investing. The prospectus contains this and other information. Anyone who wishes to obtain a free copy of the separate account and/or fund prospectuses may call their ING representative or the number above. Please read the prospectus or prospectus summaries carefully before investing.

Returns less than one year are not annualized. Fund Inception Date is the date of inception for the underlying fund, and is the date used in calculating the periodic returns. The fund inception date indicates the inception date of the underlying investment portfolio, which may precede the portfolio's inclusion in the product.

Investment Options	1-Mo	3-Mo	YTD	1-Yr	3-Yr	5-Yr	10-Yr	Incept	Fund Inception Date
Stability of Principal									
<i>Money Market</i>									
ING Money Market Portfolio - Class I (2)	-0.03	-0.08	-0.21	-0.28	-0.27	-0.08	1.44		01/01/1980
<i>The 7-day annualized Subaccount yield as of 09/30/2013 is -0.30%, which more closely reflects current earnings. (B)</i>									
<i>Stability of Principal</i>									
ING Fixed Plus Account II (1)(7)	0.16	0.50	1.49	2.06	2.35	2.54	3.06		<i>Min. 28</i>
<i>This fund is not part of the product's separate account.</i>									
Bonds									
<i>High Yield Bond</i>									
ING Pioneer High Yield Portfolio - Initial Class	1.96	3.23	8.30	11.62	10.37	14.17		9.02	01/03/2006
<i>Inflation-Protected Bond</i>									
American Century Inflation-Adjusted Bond Fund - Inv Class	1.47	0.67	-7.40	-6.97	3.13	4.68	4.54		02/10/1997
<i>Intermediate-Term Bond</i>									
ING Intermediate Bond Portfolio - Class I	1.00	0.79	-1.15	0.29	4.73	6.37	4.35		05/23/1973
ING PIMCO Total Return Portfolio - Initial Class	1.82	1.47	-1.88	-1.32	2.56	6.78	4.79		05/01/2002
ING U.S. Bond Index Portfolio - Class I	1.03	0.54	-2.39	-2.48	2.16	4.73		4.04	03/04/2008
Metropolitan West Total Return Bond Fund - Class M Shares	1.09	1.09	-0.54	0.87	5.43	9.03	6.53		03/31/1997
<i>World Bond</i>									
Templeton Global Bond Fund - Class A	2.50	0.93	-0.71	2.94	4.11	9.16	8.65		09/18/1986
Asset Allocation									

oING proprietary



Investment Options	1-Mo	3-Mo	YTD	1-Yr	3-Yr	5-Yr	10-Yr	Incept	Fund Inception Date
Lifecycle - Index									
ING Index Solution 2015 Portfolio - Initial Class (3)	2.58	3.45	5.95	7.29	6.88	6.07		4.21	03/04/2008
ING Index Solution 2025 Portfolio - Initial Class (3)	3.49	5.07	10.79	12.84	9.69	7.13		4.76	03/04/2008
ING Index Solution 2035 Portfolio - Initial Class (3)	4.07	6.16	14.04	16.64	11.21	7.75		5.08	03/04/2008
ING Index Solution 2045 Portfolio - Initial Class (3)	4.56	6.83	15.24	18.21	11.85	7.89		4.95	03/04/2008
ING Index Solution 2055 Portfolio - Initial Class (3)	4.54	6.83	15.23	18.14	11.82			10.63	03/08/2010
ING Index Solution Income Portfolio - Initial Class (3)									03/04/2008
Balanced									
Moderate Allocation									
ING Invesco Equity and Income Portfolio - Initial Class	2.42	3.93	17.02	17.58	12.07	9.19	7.68		12/10/2001
ING T. Rowe Price Capital Appreciation Portfolio - Service	2.18	4.34	14.74	16.70	13.54	10.40	9.36		01/24/1989
Large Cap Value									
Large Blend									
American Funds Fundamental InvestorsSM - Class R-4	4.81	6.22	19.36	22.01	14.48	9.55	9.34		08/01/1978
Fidelity VIP Contrafund Portfolio - Initial Class	3.76	6.91	18.95	18.76	14.62	10.28	9.03		01/03/1995
ING Growth and Income Portfolio - Class I	3.01	6.59	18.97	17.52	14.59	9.58	7.24		12/31/1979
ING Russell Large Cap Index Portfolio - Class I	2.92	5.04	18.71	17.34	15.54	8.89		6.28	03/04/2008
ING U.S. Stock Index Portfolio - Institutional Class	3.07	5.12	19.29	18.75	15.62	9.45		6.15	05/03/2004
Pamassus Equity Income Fund - Investor Shares	4.07	6.65	21.70	23.07	15.84	10.14	9.01		08/31/1992
Large Value									
American Funds American Mutual Fund® - Class R-4	2.83	4.60	17.52	18.25	13.88	9.60	7.37		06/27/2002
ING Invesco Growth and Income Portfolio - Service Class	2.77	4.61	22.79	23.06	15.11	8.81	7.91		10/04/1993
ING Large Cap Value Portfolio - Service Class	2.07	4.03	19.33	19.24	15.59	8.12		2.90	05/11/2007
ING T. Rowe Price Equity Income Portfolio - Service Class	2.94	4.51	19.04	21.19	15.09	8.90	7.47		01/24/1989
Large Cap Growth									
Large Growth									
Alger Green Fund - Class A	3.92	6.23	22.47	23.09	12.56	8.75	8.11		12/04/2000
American Funds The Growth Fund of America - Class R-4 (4)	5.16	9.13	22.02	24.73	15.29	9.93	8.25		12/01/1973
ING Large Cap Growth Portfolio - Service Class	4.43	8.01	18.56	16.55	16.23	13.15		8.36	05/03/2004
Small/Mid/Specialty									
Mid-Cap Blend									
Ariel Fund	5.51	8.69	27.75	32.88	15.40	12.73	7.61		11/06/1986
ASTON/Fairpointe Mid Cap Fund - Class N	5.39	8.07	32.02	35.60	17.17	15.27	11.66		09/19/1994
ING Russell Mid Cap Index Portfolio - Class I	4.55	7.54	23.70	27.18	16.82	12.34		9.43	03/04/2008
Invesco Mid Cap Core Equity Fund - Class A	4.23	7.28	21.21	24.84	10.68	7.35	7.82		06/09/1987
Mid-Cap Growth									
ING MidCap Opportunities Portfolio - Class I	5.32	9.44	23.54	23.76	16.65	14.39	11.32		05/05/2000
Wanger Select	4.71	8.99	22.40	25.02	10.97	11.80	8.54		02/01/1999
Mid-Cap Value									
Columbia Mid Cap Value Fund - Class A Shares	3.90	5.86	21.92	26.61	15.60	9.46	9.66		11/20/2001
ING American Century Small-Mid Cap Value Portfolio - Initial	4.01	5.36	20.83	25.18	15.27	12.35	10.70		05/01/2002
Small Blend									
ING JPMorgan Small Cap Core Equity Portfolio - Service Class	5.37	8.89	26.13	29.07	19.21	12.60	10.71		05/01/2002
ING Russell Small Cap Index Portfolio - Class I	6.39	10.18	27.40	29.52	17.87	10.64		10.62	03/04/2008
Small Growth									
ING SmallCap Opportunities Portfolio - Class I	6.17	12.11	29.80	30.35	20.40	14.04	10.70		05/06/1994
Wanger USA	6.63	11.27	24.69	28.45	18.65	12.57	9.56		05/03/1995
Small Value									
Delaware Small Cap Value Fund - Class A	5.26	7.22	20.91	24.11	15.41	11.65	9.81		06/24/1987
Franklin Small Cap Value Securities Fund - Class 2 (5)	6.63	10.66	24.02	34.71	18.20	10.92	10.67		05/01/1998
Specialty - Natural Resources									

See Performance Introduction Page for Important Information

Investment Options	1-Mo	3-Mo	YTD	1-Yr	3-Yr	5-Yr	10-Yr	Incept	Fund Inception Date
ING Global Resources Portfolio - Service Class	2.88	9.96	8.51	4.89	5.01	3.35	10.32		01/24/1989
Specialty - Precious Metals									
USAA Precious Metals and Minerals Fund - Adviser Shares	-9.23	10.64	-42.84	-50.98	-23.91			-18.65	08/02/2010
Specialty - Real Estate									
ING Clarion Real Estate Portfolio - Service Class	3.00	-3.21	1.53	3.47	11.16	6.50	10.19		01/24/1989
Global / International									
Diversified Emerging Mkts									
ING JPMorgan Emerging Markets Equity Portfolio - Service	7.56	2.45	-6.69	0.11	-1.66	6.28	11.86		02/18/1998
Foreign Large Blend									
American Funds EuroPacific Growth Fund - Class R-4 (6)	6.83	9.36	11.39	17.49	6.39	6.82	9.22		04/16/1984
Artisan International Fund - Investor Shares	6.71	9.89	16.29	22.74	12.63	9.02	9.40		12/28/1995
ING International Index Portfolio - Class I	7.44	11.16	14.66	23.16	8.09	5.53		1.09	03/04/2008
Foreign Large Value									
ING Templeton Foreign Equity Portfolio - Initial Class	6.90	12.11	13.65	22.46	7.55	6.25		4.39	01/03/2006
World Stock									
ING Oppenheimer Global Portfolio - Initial Class	6.99	9.24	17.77	26.41	12.53	10.63	8.75		05/01/2002

The risks of investing in small company stocks may include relatively low trading volumes, a greater degree of change in earnings and greater short-term volatility.

Foreign investing involves special risks such as currency fluctuation and public disclosure, as well as economic and political risks.

Some of the Funds invest in securities guaranteed by the U.S. Government as to the timely payment of principal and interest; however, shares of the Funds are not insured nor guaranteed.

High yielding fixed-income securities generally are subject to greater market fluctuations and risks of loss of income and principal than are investments in lower yielding fixed-income securities.

Sector funds may involve greater-than average risk and are often more volatile than funds holding a diversified portfolio of stocks in many industries. Examples include: banking, biotechnology, chemicals, energy, environmental services, natural resources, precious metals, technology, telecommunications, and utilities.

PERFORMANCE UPDATE

ING Life Insurance and Annuity Company

CITY OF MERRILL DEFERRED COMP PLAN

Variable Annuity Account C, Standardized Returns

Average Annual Total Returns as of: 09/30/2013 (shown in percentages)

The performance data quoted represents past performance. Past performance does not guarantee future results. For month-end performance which may be lower or higher than the performance data shown please call 800-525-4225. Investment return and principal value of an investment will fluctuate so that, when sold, an investment may be worth more or less than the original cost.

These numbers reflect total Separate Account charges of 0.30% on an annual basis. They also assume reinvestment of all dividends (ordinary income and capital gains) and are net of management fees and other fund operating expenses.

Returns less than one year are not annualized. VAA Inception Date is the date on which contributions were first received in this fund under the Variable Annuity Account, and is the date used in calculating the periodic returns.

Investment Options	1-Mo	3-Mo	YTD	1-Yr	3-Yr	5-Yr	10-Yr	Incept	VAA Inception Date
Stability of Principal									
<i>Money Market</i>									
ING Money Market Portfolio - Class I (2)	-0.03	-0.08	-0.21	-0.28	-0.27	-0.08	1.44		09/30/1975
<i>The 7-day annualized Subaccount yield as of 09/30/2013 is -0.30%, which more closely reflects current earnings. (8)</i>									
Bonds									
<i>High Yield Bond</i>									
ING Pioneer High Yield Portfolio - Initial Class	1.96	3.23	8.30	11.62	10.37	14.17		9.35	05/02/2006
<i>Inflation-Protected Bond</i>									
American Century Inflation-Adjusted Bond Fund - Inv Class	1.47	0.67	-7.40	-6.97	3.13			5.15	05/11/2009
<i>Intermediate-Term Bond</i>									
ING Intermediate Bond Portfolio - Class I	1.00	0.79	-1.15	0.29	4.73	6.37	4.35		05/31/1978
ING PIMCO Total Return Portfolio - Initial Class	1.82	1.47	-1.88	-1.32				2.72	07/20/2011
ING U.S. Bond Index Portfolio - Class I	1.03	0.54	-2.39	-2.48	2.16	4.73		4.07	05/16/2008
Metropolitan West Total Return Bond Fund - Class M Shares	1.09	1.09						-2.20	05/15/2013
<i>World Bond</i>									
Templeton Global Bond Fund - Class A	2.50	0.93	-0.71	2.94				7.05	11/15/2011
Asset Allocation									
<i>Lifecycle - Index</i>									
ING Index Solution 2015 Portfolio - Initial Class (3)	2.58	3.45	5.95	7.29				5.57	07/21/2011
ING Index Solution 2025 Portfolio - Initial Class (3)	3.49	5.07	10.79	12.84				7.17	07/21/2011
ING Index Solution 2035 Portfolio - Initial Class (3)	4.07	6.16	14.04	16.64				8.29	07/05/2011
ING Index Solution 2045 Portfolio - Initial Class (3)	4.56	6.83	15.24	18.21				16.86	09/19/2011
ING Index Solution 2055 Portfolio - Initial Class (3)	4.54	6.83	15.23	18.14				16.05	11/15/2011
ING Index Solution Income Portfolio - Initial Class (3)									
Balanced									
<i>Moderate Allocation</i>									
ING Invesco Equity and Income Portfolio - Initial Class	2.42	3.93	17.02	17.58	12.07	9.19		6.52	03/22/2005
ING T. Rowe Price Capital Appreciation Portfolio - Service	2.18	4.34	14.74	16.70	13.54	10.40		7.93	05/05/2005
Large Cap Value									

Investment Options	1-Mo	3-Mo	YTD	1-Yr	3-Yr	5-Yr	10-Yr	Incept	VAA Inception Date
Large Blend									
American Funds Fundamental InvestorsSM - Class R-4	4.81	6.22	19.36	22.01	14.48	9.55		4.25	05/14/2008
Fidelity VIP Contrafund Portfolio - Initial Class	3.76	6.91	18.95	18.76	14.62	10.28	9.03		05/31/1995
ING Growth and Income Portfolio - Class I	3.01	6.59	18.97	17.52	14.59	9.58	7.24		05/01/1975
ING Russell Large Cap Index Portfolio - Class I	2.92	5.04	18.71	17.34	15.54	8.89		4.69	05/14/2008
ING U.S. Stock Index Portfolio - Institutional Class	3.07	5.12	19.29	18.75	15.62	9.45		6.15	05/03/2004
Parnassus Equity Income Fund - Investor Shares	4.07	6.65	21.70	23.07				24.05	09/28/2011
Large Value									
American Funds American Mutual Fund® - Class R-4	2.83	4.60	17.52	18.25				11.98	07/21/2011
ING Invesco Growth and Income Portfolio - Service Class	2.77	4.61	22.79	23.06	15.11	8.81		6.32	05/02/2005
ING Large Cap Value Portfolio - Service Class	2.07	4.03	19.33	19.24	15.59			15.52	08/24/2009
ING T. Rowe Price Equity Income Portfolio - Service Class	2.94	4.51	19.04	21.19	15.09	8.90	7.47		05/12/2003
Large Cap Growth									
Large Growth									
Alger Green Fund - Class A	3.92	6.23	22.47	23.09	12.56			15.58	05/12/2009
American Funds The Growth Fund of America - Class R-4 (4)	5.16	9.13	22.02	24.73	15.29	9.93		7.18	05/03/2004
ING Large Cap Growth Portfolio - Service Class	4.43	8.01	18.56	16.55	16.23	13.15		8.02	10/01/2007
Small/Mid/Specialty									
Mid-Cap Blend									
Ariel Fund	5.51	8.69	27.75	32.88	15.40	12.73		6.75	05/14/2004
ASTON/Fairpointe Mid Cap Fund - Class N	5.39	8.07	32.02	35.60	17.17			18.60	05/24/2010
ING Russell Mid Cap Index Portfolio - Class I	4.55	7.54	23.70	27.18	16.82	12.34		6.71	05/15/2008
Invesco Mid Cap Core Equity Fund - Class A	4.23	7.28	21.21	24.84	10.68	7.35		6.93	07/14/2004
Mid-Cap Growth									
ING MidCap Opportunities Portfolio - Class I	5.32	9.44	23.54	23.76	16.65	14.39	11.32		08/02/2001
Wanger Select	4.71	8.99	22.40	25.02	10.97	11.80		8.03	05/03/2004
Mid-Cap Value									
Columbia Mid Cap Value Fund - Class A Shares	3.90	5.86	21.92	26.61	15.60	9.46		5.19	05/13/2008
ING American Century Small-Mid Cap Value Portfolio - Initial	4.01	5.36	20.83	25.18				22.43	09/19/2011
Small Blend									
ING JPMorgan Small Cap Core Equity Portfolio - Service Class	5.37	8.89	26.13	29.07	19.21	12.60		8.76	06/03/2005
ING Russell Small Cap Index Portfolio - Class I	6.39	10.18	27.40	29.52	17.87	10.64		8.12	05/15/2008
Small Growth									
ING SmallCap Opportunities Portfolio - Class I	6.17	12.11	29.80	30.35	20.40	14.04	10.70		08/03/2001
Wanger USA	6.63	11.27	24.69	28.45	18.65	12.57		8.70	05/03/2004
Small Value									
Delaware Small Cap Value Fund - Class A	5.26	7.22						6.48	05/10/2013
Franklin Small Cap Value Securities Fund - Class 2 (5)	6.63	10.66	24.02	34.71	18.20	10.92	10.67		08/31/2001
Specialty - Natural Resources									
ING Global Resources Portfolio - Service Class	2.88	9.96	8.51	4.89	5.01	3.35		4.06	01/12/2007
Specialty - Precious Metals									
USAA Precious Metals and Minerals Fund - Adviser Shares	-9.23	10.64	-42.84	-50.98				-28.62	05/11/2011
Specialty - Real Estate									
ING Clarion Real Estate Portfolio - Service Class	3.00	-3.21	1.53	3.47	11.16	6.50		4.36	05/04/2006
Global / International									
Diversified Emerging Mkts									
ING JPMorgan Emerging Markets Equity Portfolio - Service	7.56	2.45	-6.69	0.11	-1.66	6.28		10.12	05/09/2005
Foreign Large Blend									
American Funds EuroPacific Growth Fund - Class R-4 (6)	6.83	9.36	11.39	17.49	6.39	6.82		7.89	05/03/2004
Artisan International Fund - Investor Shares	6.71	9.89	16.29	22.74	12.63	9.02		1.83	05/12/2008
ING International Index Portfolio - Class I	7.44	11.16	14.66	23.16	8.09	5.53		-0.53	05/13/2008

Investment Options	1-Mo	3-Mo	YTD	1-Yr	3-Yr	5-Yr	10-Yr	Incept	VAA Inception Date
Foreign Large Value									
ING Templeton Foreign Equity Portfolio - Initial Class	6.90	12.11	13.65	22.46	7.55	6.25		0.87	04/25/2008
World Stock									
ING Oppenheimer Global Portfolio - Initial Class	6.99	9.24	17.77	26.41	12.53	10.63		7.44	03/22/2005

The risks of investing in small company stocks may include relatively low trading volumes, a greater degree of change in earnings and greater short-term volatility.

Foreign investing involves special risks such as currency fluctuation and public disclosure, as well as economic and political risks.

Some of the Funds invest in securities guaranteed by the U.S. Government as to the timely payment of principal and interest; however, shares of the Funds are not insured nor guaranteed.

High yielding fixed-income securities generally are subject to greater market fluctuations and risks of loss of income and principal than are investments in lower yielding fixed-income securities.

Sector funds may involve greater-than average risk and are often more volatile than funds holding a diversified portfolio of stocks in many industries. Examples include: banking, biotechnology, chemicals, energy, environmental services, natural resources, precious metals, technology, telecommunications, and utilities.

Additional Notes

(1)The CURRENT rate for the ING Fixed Plus Account II Regular, Fund 4106 is 2.00%, expressed as an annual effective yield, and is guaranteed not to drop below 1.80% through 12/31/2013. The annual rate of interest applied to your account may be higher or lower than the current rate. Restrictions may apply to transfers of funds from the Fixed Account to other contract investment options. Please refer to your product prospectus / disclosure booklet and call your 800 number for more information.

(2)An investment in the Fund is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although the Fund seeks to preserve the value of your investment at \$1.00 per share, it is possible to lose money by investing in the Fund.

(3)There is no guarantee that any investment option will achieve its stated objective. Principal value fluctuates and there is no guarantee of value at any time, including the target date. The "target date" is the approximate date when you plan to start withdrawing your money. When your target date is reached, you may have more or less than the original amount invested. For each target date Portfolio, until the day prior to its Target Date, the Portfolio will seek to provide total returns consistent with an asset allocation targeted for an investor who is retiring in approximately each Portfolio's designation Target Year. Prior to choosing a Target Date Portfolio, investors are strongly encouraged to review and understand the Portfolio's objectives and its composition of stocks and bonds, and how the asset allocation will change over time as the target date nears. No two investors are alike and one should not assume that just because they intend to retire in the year corresponding to the Target Date that specific Portfolio is appropriate and suitable to their risk tolerance. It is recommended that an investor consider carefully the possibility of capital loss in each of the target date Portfolios, the likelihood and magnitude of which will be dependent upon the Portfolio's asset allocation. On the Target Date, the portfolio will seek to provide a combination of total return and stability of principal.

Stocks are more volatile than bonds, and portfolios with a higher concentration of stocks are more likely to experience greater fluctuations in value than portfolios with a higher concentration in bonds. Foreign stocks and small and midcap stocks may be more volatile than large cap stocks. Investing in bonds also entails credit risk and interest rate risk. Generally investors with longer timeframes can consider assuming more risk in their investment portfolio.

The ING Index Solution PortfoliosSM are actively managed and the asset allocation adjusted over time. The portfolios may merge with or change to other portfolios over time. Refer to the prospectus for more information about the specific risks of investing in the various asset classes included in the ING Index Solution Portfolios.

(4)The Growth Fund of America - Class R-4 commenced operations on May 15, 2002. Class R-4 has identical investment objectives and policies, the same portfolio manager, and invests in the same holdings as Class A. The performance information above prior to May 15, 2002 is based upon the Class A performance adjusted by the fee differences between classes.

(5)The FTVIP Franklin Small Cap Value Securities Fund - Class 2 commenced operations on January 6, 1999. The fund has identical investment objectives and policies, the same portfolio manager, and invests in the same holdings as Class 1 of this fund. The performance information for the FTVIP Franklin Small Cap Value Securities Fund - Class 2 prior to January 6, 1999 is based upon the Class 1 performance, adjusted by fees associated with the Class 2.

(6)EuroPacific Growth Fund - Class R-4 commenced operations on May 15, 2002. Class R-4 has identical investment objectives and policies, the same portfolio manager, and invests in the same holdings as Class A. The performance information above prior to May 15, 2002 is based upon the Class A performance adjusted by the fee differences between classes.

The CURRENT rate for the ING Short Term Guaranteed Accumulation Account is 0.25%, expressed as an annual effective yield, and is guaranteed between 11/01/2013 and 11/30/2016.

See Performance Introduction Page for Important Information

Additional Notes

The CURRENT rate for the ING Long Term Guaranteed Accumulation Account is 1.00%, expressed as an annual effective yield, and is guaranteed between 11/01/2013 and 12/31/2018.

Deposits received from 11/01/2013 through 11/29/2013 will receive this rate of interest. The annual rate of interest applied to your account may be higher or lower than the current rate. For more information regarding the GAA rates and terms, call 1-800-GAA-FUND.

(7)The Investment Option is not part of the Separate Account. The returns listed do not include the impact of contract charges. Please refer to the contract to determine which Fixed Interest Options are available for your specific plan.

(8)The current yield reflects the deduction of all charges that are deducted from the total return quotations shown.

Investment Options are listed in asset class order, each of which has unique risk characteristics.

Product specific performance for certain funds cannot yet be reported due to SEC Requirements not allowing performance to be shown until amounts are received in the fund under the Variable Annuity Account.

The chart shows the performance for each investment option for the time periods shown here.

Insurance products, annuities and funding agreements issued by ING Life Insurance and Annuity Company One Orange Way Windsor, CT 06095, (ILIAC), which is solely responsible for meeting its obligations. Plan administrative services provided by ILIAC or ING Institutional Plan Services, LLC. All companies are members of the ING family of companies. Securities are distributed by or offered through ING Financial Advisers, LLC (member SIPC) or other broker-dealers with which it has a selling agreement.

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CITY ATTORNEY - REPORT FOR NOVEMBER 20, 2013

PARKS & RECREATION: Continuing working with Dan on various and sundry issues. Hockey Contract under review, requests for proposals being drafted.

CITY STAFF: Busy with property inspections, economic development matters, court docket, various policy changes. Budget done, on to next year.

REDEVELOPMENT AUTHORITY: Working with the RDA on several blighted properties, which may include city ownership, repair, demo and re-sale. 201 S. Prospect transfers complete.

CONTRACTS/AGREEMENTS: Working out details on potentially multiple Development Agreements, the preparation for the sale of lots along Alexander Road, informal appraisals being developed. River Bend Trail has closed with continued documentation for plans and grant writing.

LINCOLN HOUSE: All tenants are now out. The Police and Sheriff's department will be doing some practice drills prior to the building coming down the first part of December.

POLICE AND FIRE DEPARTMENTS: Union negotiations talks continuing.

BUILDING INSPECTION/ZONING: Working with Darin on several matters. These include court proceedings, possible demolitions along with various other issues on East side of City, West side and the Downtown area in regard to blighted/abandoned buildings. Progress is visible. Razing orders are being prepared for two properties. Buildings to be razed after January 1, 2014.

COMMON COUNCIL: Various proposed ordinances, etc., in the works from several Committees/Departments.

SEMINARS: None

MUNICIPAL COURT: Business as usual. Tomahawk/Merrill Joint Court is closer to being a reality.

CITY OF TOMAHAWK. Met with Tomahawk officials to go over final details on the Joint Court Agreement. Business as usual, busy court docket. Several contested matters.

CITY HALL: Worked with all Department Heads on issues and answered questions.

Other tasks as assigned.

***"It is not easy taking problems one at a time when they refuse to get in line."
Ashleigh Brilliant***

City Attorney		CURRENT MONTH	LAST MONTH		
MONTHLY REPORT					
October 22, 2013					
		9-19 to 10-22	8-16- to 9-18		
MUNICIPAL COURT		4 weeks	3 weeks		
TOTAL ADULT		191	178		
Adult Ordinance		40	28		
Adult Traffic		151	150		
Total Adult Defendants		154	153		
Adult Closed		50	40		
Other Jurisdictions - Wausau (cases)		0	0		
TOTAL JUVENILE		3	1		
Juvenile Ordinance		3	1		
Juvenile Traffic		0	0		
Total Juvenile Defendants		3	1		
Juvenile Closed		1	1		
TRIALS		7	11		
Pending Municipal Trials		4	5		
Pending Circuit Court Trials		2	1		
Tomahawk Trials		1	5		
Other Court Matters		Beginning	New	Closed	Ending
Deferred Prosecution Agree.	October	21	4	2	23
	Nov.	23	5	2	26
	Dec.	26			
TOMAHAWK DPA's	October	3	0	1	2
	November	2	3	0	5
TOMAHAWK			November	October	September
Total Tomahawk			No crt	61	12
Juveniles			1	1	0
Ordinances			1	8	3
Traffic			0	52	9
Not Guilty Plea			1	9	3
Jury Request			0	0	0
Closed Since Last Report			11	7	7

CITY OF MERRILL IS NOW HANDLING ALL OF THE CITY OF TOMAHAWK CASES



**MERRILL
WISCONSIN**
City Of Parks

CITY OF MERRILL

Office of the City Clerk

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City Clerk Report – November 26th, 2013

1. Continue reviewing files to ensure that meeting minutes from all committees, commissions and boards have been submitted and published on the City website.
2. Type A Notice for the Spring Election has been posted and submitted for publishing.
3. Candidate packets for the April 1st, 2014 Spring Election will be available on Wednesday, November 27th. The first day to circulate nomination papers is Sunday, December 1st. All materials must be completed and returned by 5:00 P.M. on Tuesday, January 7th, 2014.
4. List of poll workers for the 2014-2015 is being prepared. As of now, have not received any lists from the political parties.
5. Working with Ron Turner on making changes, additions and deletions to City website as requested/necessary.
6. Other duties as assigned and/or requested

City Clerk Bill Heideman, CMC, WCMC

“Focusing on the Future”

An equal opportunity/affirmative action employer.



Administrator's Monthly Report

Lincoln House

C&D Excavating has moved demolition equipment onto the site. All asbestos has been removed from the recently vacated radio station area. Fencing for the property has been delivered. Demolition of the structure is scheduled to begin after deer season ends.

We are waiting for the radio station to submit their final invoices from the move for payment.

New Fire Station Project

The application of exterior waterproofing to the One-Step block was started by Hi-Lo last week and completed by the end of the week by Hi-Lo. More roof leaks have been found and repaired. Moisture in the concrete apparatus bay floor continues to be a problem, which is preventing the epoxy floor from being applied. The flooring contractor will not guarantee the floor with the high moisture readings that Ellis Stone is getting and the City will not pay the additional \$15,000 they want for the additive for the floor to be done with the high moisture content. Installation of cabinetry throughout is almost complete. The majority of painting has been completed. Carpeting has been installed in the living quarters

Walmart Project

The Mayor and I toured the new Walmart building on November 19. All the refrigerated and freezer cabinets were being wired and plumbed, interior painting was being done and they are getting ready to put down flooring in the clothing area. While we were there they were starting the top coat on the parking lot and that is continuing through the week. The landscaping has all been shaped, the area has been hydro-seeded and trees and shrubs have been planted.

The intersection of Pine Ridge Avenue and Highway 64 will have to be delayed until Spring, there is no way to get the paving done and meet the WISDOT standard of 36 degrees and rising when laying bituminous paving. This will mean that the City needs to issue the Walmart their occupancy permit but withhold the City's \$400,000 contribution to the intersection project until it is completed to the City's satisfaction in the Spring. A letter will be sent to Walmart letting them know that substantial completion of the project means total completion and that all warranties on work performed will not begin until that time.

New Development and Blight elimination

The removal of the boiler house on the old Anson-Gilkey property has been substantially completed, the lot just needs to be graded and seeded in the Spring.

We are continuing the demolition process for 108 S. Foster St. The owner contacted Channel 12, after coming to the last Council meeting, to complain that the City was picking on them. Lex Gray interviewed the owner, Darin and me for her story, she asked for our photos of the property, all records pertaining to the owner's properties for the past five years and she visited his other properties to take her own photos. Her story did not make the property owner look good.

Good things are happening in the way of new business. There have been inquiries about property around the new Walmart, both new buildings and re-development of existing buildings, and there are on-going negotiations for property in that area. In early December we will be meeting with the company that owns the old Walmart building and the rest of the strip mall.

Merrill Area Development Corporation

Merrill Area Development Corporation has closed on the sale of the first portion of the old Hurd property to Merrill Renew, LLC. The fire suppression system is being re-connected this week in the portion of the property purchased by Merrill Renew. We expect to see equipment being moved in to the building by the end of the year.

River Bend Trail

The Trail Foundation has formed a Construction Committee to begin work on the trail construction. It has been determined that the first priority will be completion of the bridge over the Prairie River, to include decking and railing. Fund raising for the project is continuing.

Union negotiations

After meeting with the firefighters on November 11, we have tentative agreement on a contract with the firefighters and they were scheduled to vote on November 20. I have not heard the results of that vote.

The Police union has been given the same offer for wages, retirement and insurance as was the fire fighter's union and we will meet with them on November 25th.

Senator Johnson

On November 15, Senator Johnson was in City hall for a town hall-style meeting with constituents. No more than 10 people showed up and we sat around the table in the Council Chamber while the Senator made a short presentation and then had an open question session.

Joint Municipal Court

On November 20, we met with representatives from Tomahawk to discuss the operation of a joint municipal court. We have come to an agreement as to how things will be handled between the Cities. It will be after the election until everything can be finalized with input from whoever the judge is

2013 ZONING/BUILDING REPORT

PERMIT TYPE	FEES	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.	GRAND TOTAL
New Residence	\$685.00							3		2	1			6
Mobile Homes	\$75.00													0
Re. Remodel<500	\$375.00	1						2						3
Re. Remodel>500	\$475.00				1									1
Re. Remodel Small	\$65.00	2		1	1	2	1	1	1	1	1			11
Mechanical	\$65.00	2	3		2			3	1	3	3			17
Garages	\$175.00		1		3	4	1	3	2	2				16
Storage Blg. w/o Elec	\$125.00			1	3	1		1	2	1				9
Wrecking	\$125.00	1			2	4		1		5	1			14
Decks/Porches	\$175.00		1			5		3	1	2	4			16
Signs	\$70.00	4	3		1	1	2	3			4			18
Fence	\$65.00				1	10	2	3	4	2	4			26
Commercial New	\$575.00					2								2
Comm. Remodel<500	\$385.00				1	1			2					4
Comm. Remodel>500	\$585.00													0
Comm. Remodel Small	\$115.00	2			1			2			1			6
Comm. Zoning Only	\$110.00				1		1	2		2	1			7
Moving	\$100.00													0
Swimming pools	\$75.00													0
Tel. Comm	\$50.00													0
														0
Darin's Hours Worked		177	160	152	176	176	160	152	163	152	184			1652
Number of Permits:		12	8	2	17	30	7	27	13	20	20	0	0	156
Total Permit Amount		\$1,085.00	\$580.00	\$190.00	\$3,105.00	\$2,850.00	\$620.00	\$5,900.00	\$1,870.00	\$3,880.00	\$2,645.00			\$22,725.00