

March 11th, 2014

Note: These minutes are subject to review and approval at the next regular Common Council meeting.

The Common Council of the City of Merrill met on the above date in Regular Session, at the City Hall Council Chambers, 1004 East First Street. Mayor William R. Bialecki called the meeting to order at 7:00 P.M.

140310 Invocation by Rev. Kyle Carnes, St. Stephens United Church of Christ

140315 Pledge of Allegiance

140320 Roll Call showed the following Common Council members present (8 of 8): Alderman Chris Malm (First District), Alderman Steve Hass (Second District), Alderman Ryan Schwartzman (Third District), Alderwoman Kandy Peterson (Fourth District), Alderman John Burgener (Fifth District), Alderman Dave Sukow (Sixth District), Alderman Rob Norton (Seventh District) and Alderwoman Anne Caylor (Eighth District).

The following were also in attendance: Community Enrichment Center Director Jane Deau, Transit Director Rich Grenfell, City Attorney Tom Hayden, City Clerk Bill Heideman, City Administrator Dave Johnson, Utility Superintendent Kim Kriewald, Airport Manager/FBO John Miller, Police Chief Ken Neff, Fire Chief Dave Savone, Library Director Stacy Stevens, Finance Director Kathy Unertl, City Hall Maintenance Supervisor Ramona Vanderkam and Park & Recreation Director Dan Wendorf. Street Commissioner Richard Lupton had an excused absence.

140330 Minutes of February Meeting

Motion (Hass/Sukow) to dispense with the reading of the minutes of the February 11th, 2014 Common Council meeting and approve them as published. Carried.

140340 Revenue and Expense Report – February 2014

Motion (Hass/Burgener) to approve, as submitted, the February 2014 Revenue and Expense report. Carried.

140360 Communications and Petitions

None.

140390 Committee of the Whole

140391 Consider proposed schedule for 2015 budget process, including Common Council education, requested by Common Council last November to begin in January, 2014 (Alderman Malm is bringing this directly to the Common Council)

Alderman Malm explained his rationale for requesting that this item be placed on the agenda. He stated that, although the 2015 budget process was discussed at the February 25th, 2014 Personnel and Finance Committee meeting, the issue of when the budget process would begin was not resolved. He asked City staff if they could tell him when this process would begin.

Alderwoman Caylor stated that she was disappointed that time is being spent on strategic planning rather than the 2015 budget process. She stated that it appears that a higher priority is being allocated to long-term visioning rather than using the time to address more current, critical issues.

Alderman Malm speculated that the City may not have the luxury of waiting to start 2015 budget work until after the end of the strategic planning process.

Alderwoman Caylor stressed that department heads will be a critical component of the 2015 budget process.

Alderman Sukow stressed that the City Administrator be an integral part of the budget process, particularly since budget preparation is one of the duties specified in the City Administrator job description.

City Administrator Johnson noted that, at an earlier meeting, it was stated that 2015 budget preparation could not begin until after strategic planning was finished. Alderman Malm responded that the Common Council had previously requested that the budget process begin in January and strategic planning and the budget process could be done simultaneously. Alderwoman Caylor said that it appears someone outside of City government has come in and changed the budget process.

Alderman Malm stated that he is looking for a commitment from City Administrator Johnson and City staff to begin the 2015 budget process as soon as possible.

City Administrator Johnson asked what type of education Alderman Malm was requesting.

Alderman Malm responded that, for one, he was seeking education on the reading of City financial statements.

Mayor Bialecki reviewed the timeline that Lincoln County uses when preparing their annual budget.

City Administrator Johnson will be presenting this issue at the March 12th, 2014 City department head meeting.

Finance Director Unertl reported that the 2014 City audit presentation will be made at the May Common Council meeting. This will help provide a clearer picture of the City's financial status. Alderwoman Caylor responded by questioning whether it was necessary to have that audit information on hand prior to beginning the 2015 budget process.

Finance Director Unertl raised the question of what items Alderman Malm wanted included in any educational presentation. Alderman Malm responded that he wanted to be educated on the whole budget process.

Alderwoman Caylor noted that budget preparation duties are included in the City Administrator job description. She suggested that department heads be directed to submit, to the next Personnel and Finance Committee meeting, draft 2015 budgets that contain 5% and 10% reductions from 2014.

Alderman Sukow stated that the Common Council will need information from department heads on department needs for 2015.

Alderman Malm will meet with City Administrator Johnson and Finance Director Unertl to develop a format and subject matter for a "budget education" type meeting.

Anyone with questions or suggestions related to the 2015 budget process was directed to contact City Administrator Johnson.

1403110 Parks and Recreation Commission

1403111 The Commission recommends funding the Park Improvement list as reviewed by the Commission at their March 5th meeting, from the Memorial Forest Salvage Timber Account (non-lapsing).

Motion (Hass/Caylor) to refer to the Parks and Recreation Commission. Motion failed 3-5 on roll call vote. Voting Yes – Alderman Hass, Alderman Sukow and Alderwoman Caylor.

Motion (Schwartzman/Peterson) to adopt.

Alderman Schwartzman requested that his motion be withdrawn. Without objection, it was so ordered.

Motion (Burgener/Malm) to allow reconsideration of the motion to refer to the Parks and Recreation Commission. Carried.

Motion (Malm/Sukow) to refer to the Parks and Recreation Commission. Carried.

1403120 Board of Public Works

1403121 The Board recommends approving the bid from Peterson Brothers Sand and Gravel (\$212,496) on the Taylor Street reconstruction project.

Motion (Hass/Schwartzman) to adopt. Carried 8-0 on roll call vote.

1403140 Personnel and Finance Committee

1403141 The Committee recommends approving an auction/sale of excess fire department equipment, including excess equipment from other City departments as requested for disposition by other City department heads. Revenue from the auction would be placed in the City General Fund.

Motion (Hass/Caylor) to adopt. Carried.

1403230 Placing Committee Reports on file

City Clerk Heideman requested that he be allowed to make an amendment to the January 28th, 2014 Personnel and Finance Committee minutes to indicate that a monthly Municipal Court report was submitted. Without objection, it was so ordered.

Motion (Sukow/Burgener) to place the following committee reports on file: Housing Authority, Committee of the Whole, Parks and Recreation Commission, Board of Public Works, Personnel and Finance Committee, Water and Sewage Disposal Committee, City Plan Commission, Library Board, Enrichment Center Committee on Aging and Airport Commission. Carried.

1403250 ORDINANCE NO. 2014-

AN ORDINANCE AMENDING CHAPTER 30, ARTICLE II, SECTION 30-31(D) TO ADD GARBAGE COLLECTION AGREEMENT PROVISIONS

Motion (Hass/Burgener) to refer to the Board of Public Works. Carried.

1403251 ORDINANCE NO. 2014-05

FIRST READING OF AN ORDINANCE AMENDING CHAPTER 36, ARTICLE II, DIVISION 4, SECTION 119 AND 120, TO ADD 4-HOUR PARKING ON S. PARK STREET AND MINOR REVISIONS

Motion (Hass/Sukow) to suspend the rules and give the ordinance a second reading and a third reading by title only. Carried.

SECOND READING OF AN ORDINANCE AMENDING CHAPTER 36, ARTICLE II, DIVISION 4, SECTION 119 AND 120, TO ADD 4-HOUR PARKING ON S. PARK STREET AND MINOR REVISIONS

THIRD READING OF AN ORDINANCE AMENDING CHAPTER 36, ARTICLE II, DIVISION 4, SECTION 119 AND 120, TO ADD 4-HOUR PARKING ON S. PARK STREET AND MINOR REVISIONS

Motion (Hass/Burgener) to adopt. Carried 8-0 on roll call vote.

1403260 RESOLUTION NO. 2356

A RESOLUTION APPROVING A CERTIFIED SURVEY MAP ON HILLSIDE DRIVE AND LAKE PESOBIC ROAD IN THE TOWN OF MERRILL BY FINNEGAN CONSTRUCTION, INC.

WHEREAS, Finnegan Construction, Inc. has applied for approval of a division of land by certified survey map pursuant to Code of Ordinances Sections 111-116 and 111-119 for land located in Lot one (1) of Certified Survey Map Number 1153 located in part of Government Lot Six (6), Section Thirty-six (36), Township Thirty-two (32) North, Range Six (6) East, Town of Merrill, Lincoln County, Wisconsin; and,

WHEREAS, the application was referred to the City Plan Commission which considered the proposed division at a meeting on March 4, 2014; and,

WHEREAS, the City Plan Commission has recommended approval of the land division by certified survey map;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 11th day of March, 2014, that the proposed certified survey map presented by Finnegan Construction, Inc. and prepared by Keith J. Walkowski, Land Surveyor, Lot one (1) of Certified Survey Map Number 1153 located in part of Government Lot Six (6), Section Thirty-six (36), Township Thirty-two (32) North, Range Six (6) East, Town of Merrill, Lincoln County, Wisconsin is hereby approved.

BE IT FURTHER RESOLVED, that the City Clerk is directed to so certify the approval of this certified survey map and return the original to the applicant together with a certified copy of this resolution.

Motion (Caylor/Schwartzman) to adopt. Carried.

1403270 Mayor's Communications

Mayor Bialecki extended congratulations to the Merrill Wrestling Team for their outstanding performances in both the individual and team state wrestling competition. He also congratulated Tyler Schmidt on his second consecutive state wrestling championship.

The state fifth grade basketball tournament will be held in Merrill on March 29th and 30th.

Residents were reminded to keep their water running until further notice to prevent freezing, per the direction of the Merrill Water Utility.

1403280 Public Comment Period

Alderman Hass thanked Alderman Malm for requesting that the agenda had included the Committee of the Whole item related to 2015 budget preparation.

Alderwoman Peterson complemented the Street Department for their efforts on the streets during the difficult winter weather.

1403999 Motion (Hass/Caylor) to adjourn. Carried. Adjourned at 8:04 P.M.

William R. Bialecki
Mayor

William N. Heideman, CMC, WCMC
City Clerk

I, William N. Heideman, City Clerk of the City of Merrill, Wisconsin, do hereby certify that the Mayor approved the above action of the Common Council on March 14th, 2014.

William N. Heideman, CMC, WCMC
City Clerk