

**CITY OF MERRILL  
COMMON COUNCIL  
TUESDAY, FEBRUARY 10, 2015  
7:00 P.M.  
CITY HALL COUNCIL CHAMBERS**

**AGENDA**

- 150210** Invocation by Pastor Paul Hohman, New Testament Church
- 150215** Pledge of Allegiance
- 150220** Roll Call
- 150225** Public Comment Period
- 150230** Minutes of January 13<sup>th</sup>, 2015 Common Council meeting
- 150240** Revenue & Expense Report – December 2014 and January 2015
- 150260** Communications and Petitions
- 150261** Employee Recognition
  - Richard A. Sparks, 20 years (Fire Department)
  - Stacy D. Stevens, 15 years (Library)
  - Christopher L. Graap, 15 years (Street Department)
- 150280** Housing Authority – No Action
- 150290** Committee of the Whole – No Action
- 1502110** Parks and Recreation Commission – No Action
- 1502120** Board of Public Works
- 1502121** The Board recommends approving the bid of \$23,000 from Akey Engineering Services, Merrill, WI, for the design of the Superior Street (Grand Avenue to West Tenth Street) project, which also includes a portion of West Tenth Street.

**1502122** The Board recommends approving the 2015 sidewalk maintenance program, plus a proposed project to extend sidewalk on the west side of Memorial Drive, from East Sixth Street to north of East Tenth Street.

**1502130** Health and Safety Committee

**1502131** The Committee recommends approving the application from the Merrill Rotary for a temporary Class "B" (picnic) license to sell wine at the Merrill Artisan Showcase at Bell Tower Assisi Hall, 1500 O'Day Street, on February 14<sup>th</sup>, 2015.

**1502132** Consider applications from St. Francis Xavier Catholic Church for seven temporary Class "B" (picnic) licenses to sell fermented beverages during fish fries in Bellarmine Hall at St. Francis Xavier Catholic Church, 1708 East Tenth Street, on the following dates in 2015: February 20<sup>th</sup>, February 27<sup>th</sup>, March 6<sup>th</sup>, March 13<sup>th</sup>, March 20<sup>th</sup>, March 27<sup>th</sup> and April 3<sup>rd</sup>. (Alderman Sukow is bringing the applications directly to the Common Council)

**1502140** Personnel and Finance Committee – No Action

**1502150** Water and Sewage Disposal Committee – No Meeting

**1502160** City Plan Commission – No Meeting

**1502170** Transit Commission – No Meeting

**1502180** Library Board – No Action

**1502185** Redevelopment Authority – No Action

**1502200** Enrichment Center Committee on Aging – No Action

**1502210** Airport Commission – No Meeting

**1502225** Tourism Commission – No Action

**1502230** Placing Committee Reports on File

**1502240** Mayor's Appointments

Jean Ravn, to the Parks and Recreation Commission, term to expire May 1<sup>st</sup>, 2019

## **ORDINANCES**

- 1502250** An Ordinance Amending the Administrative Procedure Manual at Chapter 1-3(b) Meetings – Order of Business, to move the “Public Comment” period to near the beginning of Common Council meeting agendas (from January 27<sup>th</sup>, 2015 Personnel and Finance Committee meeting)

## **RESOLUTIONS**

- 1502260** A Resolution amending the Personnel Policies Employee Handbook: Miscellaneous conditions of employment – non-union fire personnel at Section 23-22-2 to add language to follow the union contract as it relates to the annual education benefit (from January 27<sup>th</sup>, 2015 Personnel and Finance Committee meeting)
- 1502261** A Resolution approving a request for a Stewardship Grant (from February 4<sup>th</sup>, 2015 Parks and Recreation Commission meeting)
- 1502262** A Resolution honoring Kaye L. Severt for her extended service and great contribution to the City of Merrill (from the Common Council)
- 1502263** A Resolution honoring Brad G. Byer for his extended service and great contribution to the City of Merrill (from the Common Council)
- 1502270** Mayor’s Communications
- 1502999** Adjournment

William N. Heideman, CMC, WCMC  
City Clerk

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REGULAR MONTHLY MEETING OF THE HOUSING AUTHORITY  
COMMISSIONERS OF THE CITY OF MERRILL, WISCONSIN

Wednesday, January 14, 2015 4:00 P.M. Jenny Towers Library, Merrill, WI

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

ABSENT: Rob Norton (Ex-Officio)

GUESTS: Scott Kwiecinski – Horizon Development, several Jenny Towers residents

PUBLIC HOUSING - PARK PLACE and WESTGATE MEETING called to order by Chairman Kathy Colclasure. Motion to excuse Rob Norton. Kostman/Humphrey. Motion passed unanimously.

Chairman Kathy Colclasure introduced newly appointed Tenant Commissioner Mike Wilson.

Public Comment Period: Some Jenny Tower tenants attended the meeting so they could meet Mike Wilson. They also asked what an Ex-Officio Board Member is and what qualifications a Commissioner must have and how they get appointed.

Motion to approve the minutes of December 10 meeting and today's agenda. Kostman/Wagner. Motion passed unanimously.

Horizon Development Progress Update (Proposed Park Place Redevelopment) – Scott Kwiecinski/Horizon: LaDonna, Scott and several Commissioners attended the City Planning Commission meeting on January 6<sup>th</sup> at City Hall to request that the MHA property (formally owned by Lincoln Community Bank) be rezoned from Commercial to Public. He has just received a letter from the city which states that the zoning request was formally approved at the Common Council Meeting on January 13, 2015. Scott explained that if the proposed redevelopment goes forward there would need to be a Lease Option Agreement to address other zoning issues. The lease option would state that the land will be leased and the building would be owned by the Equity Investors. This would allow the current "Public" zoning to remain in place. (Comm. Rob Norton arrived at meeting – 4:58 p.m.) Scott informed the Board that the Market Study will be finished January 23<sup>rd</sup>. LaDonna has emphasized to tenants and community members that the entire redevelopment project is reliant upon the Tax Credit approval which will not be known until April 30, 2015. Planning for construction cannot happen until that source of funding is approved. Some community members have raised concern about the future of the Warning Center if the redevelopment happens. LaDonna has assured Dee Olson from United Way/Homeless Task force that even if the redevelopment occurs, it was her belief the Board of Commissioners were interested in working to maintain a continued partnership between MHA and the Warning Center Task Force in some capacity. She has also met with the tenants at Park Place to update them on the overall progress as well. Once the application for Tax Credits is submitted, an on-site visit will be scheduled by the WHEDA underwriters to complete a walk-through of Park Place. This will allow them to further assess the need for redevelopment. A Horizon Project manager was also on-site to do high-level construction estimation for the budget. Aside from that, there is little more to share with the Community or the tenants until we know whether or not we have been chosen to receive the tax credit award at the end of April. Tax Credits applicants are competitively awarded.

Discuss and Approve Resolution No. 385: "Rental Assistance Demonstration (RAD) Application Authorization": The purpose of the RAD application at this time is to "get our place in line" so to speak. This is a new program with limited units of public housing approved for conversion from one type of funding to another. At this time, all of the allotted units have already been spoken for, but Congress is hoping to expand it to include additional units. Getting in line does not require any final commitment by MHA at this time and we can always decline should we get approved. If approved, the purpose of RAD would allow us to continue to offer income-based

rentals as we do today, however, the subsidized assistance we receive from the Federal Government would become more predictable and steady than our current Operating Subsidies and Capital Grants have been. Motion to approve Resolution No. 385 "Rental Assistance Demonstration (RAD) Application Authorization": Kostman/Wagner. Motion passed unanimously by roll call vote: Humphrey-aye, Kostman-aye, Coclosure-aye, Wagner-aye and Wilson-aye.

Discuss and Approve Resolution No. 386: "WHEDA Tax Credit Application with Lease Option Authorization": This motion provides Board authorization for LaDonna Fermanich to sign the necessary documents required to submit a WHEDA Tax Credit application on behalf of the MHA. Motion to approve Resolution No. 386: "WHEDA Tax Credit Application with Lease Option Authorization" Wagner/Kostman. Motion passed unanimously by roll call vote: Humphrey-aye, Kostman-aye, Coclosure-aye, Wagner-aye and Wilson-aye.

Discuss and Approve Resolution No. 387: "MHA – Rent Collection Policy": LaDonna reminded board members that in November 2014, they approved a revised fee schedule which included the change in late rent and NSF fees. The current rent collection policy needs to be revised to reflect the change in fees and updated rent collection policies. Motion to approve Resolution No. 387: "MHA-Rent Collection Policy" Wagner/Humphrey. Motion passed unanimously by roll call vote: Humphrey-aye, Kostman-aye, Coclosure-aye, Wagner-aye and Wilson-aye.

Discussion and motion to approve Checks #22006 thru #22048 and Billings to date for December 2014: LaDonna distributed a newly formatted report for Commissioners to review. The Board would prefer using the new report instead of the one that has been used in the past because it is more detailed. Wagner/Humphrey. Motion to accept and place on file the expenditure report passed unanimously by roll call vote: Humphrey-aye, Kostman-aye, Coclosure-aye, Wagner-aye and Wilson-aye.

Move-ins and Move-outs for December 2014: LaDonna reported that vacancies have grown overall from the end of last year to the end of this year, due in part to the aging of our long-time residents and also due to the continued difficulty renting the smaller units. All but the last 6 move outs have been approved by HUD to be taken off-line. Motion to accept report and place on file. Wagner/Kostman. Motion passed unanimously.

Report on Park Place Investments: LaDonna reported that we continue to see a small amount of interest earned each month on our investments. The overall monthly increase reflects both interest and rent deposits. The Board asked LaDonna to put the rent income and interest income into separate columns for reports in the new year. They also asked to have the report include interest earned year-to-date. Motion to accept and place on file the Park Place Investment report. Wagner/Humphrey. Motion passed unanimously.

Discuss & Approve 2015 Employee Performance Goals: LaDonna has completed staff evaluations and recommended goals for administrative and maintenance departments. She has also requested that the goals pertain to the many items already on the table by the staff as she doesn't feel anyone has the capacity to add much more to their plates. Board Members would like to see the following as goals for each department:  
Administrative: Hire a part-time property coordinator as soon as possible for the Park Place facility and for  
Maintenance: Improve turnaround time on vacant units. In order to determine what a reasonable turnaround time is, maintenance staff will need to log actual time taken to complete all aspects of the work conducted in a day, not just turnaround time. Amanda suggested that MHA consider more involvement on community task forces and committees to improve PR. LaDonna reminded board members that in their role as Commissioners, they are qualified and encouraged to represent MHA in these capacities as well.

Chairman Coclosure read the following statement: The Board may convene in closed session pursuant to Wisconsin State Statutes Section 19.85(1)(g), to confer 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, to consider possible settlement related to pending litigation of former tenant:

Motion to go into closed session at 5:51p.m. Wagner/Wilson. Motion passed unanimously by roll call vote 5-0: Those attending closed session: Humphrey, Kostman, Colclasure, Wagner, Wilson, Exec. Director, LaDonna Fermanich and Recording Secretary Kay Tautges.

The minutes from this closed session will be filed separately and confidentially.

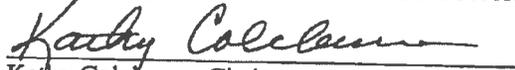
The Committee may reconvene in open session for potential action(s) on closed session issues(s): No action taken. Motion to reconvene in open session at 5:55 p.m. Kostman/Wagner. Motion passed unanimously.

For the Good and Betterment of the Public Housing Program:

1. Commissioner Items/Comments: None
2. Executive Director's Report: LaDonna reported that HUD has released the preliminary figure for the 2015 Operating Subsidy. Preliminary numbers suggest the amount will be \$69,000 but final approval is still pending. A special meeting should be scheduled to finalize the lease option and discuss the tax credit financial agreement with our tax credit attorney via phone conference. This will need to occur prior to the filing deadline of Jan. 30<sup>th</sup>. Paul suggested we try to arrange for a tour of the fire station in conjunction with that meeting time. Commissioners agreed to meet Wednesday, Jan. 28<sup>th</sup>, 2015, 4:00 p.m. at the fire station followed by the conference call at 4:30 p.m. at Jenny Towers.

The next regular meeting of the Commissioners of the Housing Authority will be held on Wednesday, Feb. 11, 2015, 4:00 p.m. at Jenny Towers Library, 711 E. First Street, Merrill, WI.

Motion to adjourn and take a five minute recess at 6:00 P.M. Kostman/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, January 14, 2015, 6:03 P.M., Jenny Towers Library 711 E First Street, Merrill, WI

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

**GUESTS:** Several Jenny Tower residents

**SECTION-8 HOUSING- JENNY TOWERS and SCATTERED SITES MEETING** called to order by Chairman Kathy Colclasure. Motion to approve minutes of December 10, 2014 meeting and today's agenda. Kostman/Humphrey. Motion passed unanimously.

Public Comment Period: Kay Lewis, (Jenny Tower tenant) asked the board for permission to form a Resident Council. Commissioners and LaDonna informed Ms. Lewis that she can meet with fellow tenants whenever she chooses to. Suggestions/concerns can be brought to board meetings through Tenant Commissioner Mike Wilson. Ms. Lewis asked Mike Wilson to act as the Chairman at the meetings. Jim Zellmer (Jenny Tower tenant) informed the board of a maintenance issue which he did not believe was taken care of in a timely or professional manner. LaDonna assured Jim that we have been made aware of the problem and are addressing it.

Discussion and motion to approve Checks #17246 thru #17294 and Billings to date for December 2014: Wilson/Wagner. Motion passed unanimously by roll call vote: Colclasure-aye, Humphrey-aye, Kostman-aye, Wilson-aye and Wagner-aye.

Discussion and Approval of Move-ins and Move-outs for December 2014: LaDonna reported no move-ins or move-outs in the month of December. We started out the year with 6 vacancies and we are ending the year with 6 vacancies. Motion to accept report and place on file. Wagner/Humphrey. Motion passed unanimously.

Report on Jenny Tower Investments: LaDonna reported on year end gains. We did have a net increase for the year despite withdrawing funds for various projects throughout the year. Board members would like to have future reports divided into three columns; one column for HAP deposits, one for Capital Fund or other expenditures and one for interest earned each month. Motion to accept report and place on file. Wilson/Wagner. Motion passed unanimously.

Fire Station purchase update: LaDonna has a check-list from HUD which specifies what needs to be done before that property purchase can be finalized. Among other things, we need to complete a Phase I Environmental Study, an appraisal and HUD needs a letter specifying what the plans are for that property and how it will be funded. LaDonna has already contacted the attorney who will be assisting with the closing. He suggested we also complete a Title Insurance Search. LaDonna will contact the city and Martin Riley to set up a date for Board members to do a walk-through of the building. She also noted that language in the actual bid states that there may be a PILOT payment. The bid does not state that a PILOT payment will be made.

Report on Elevator Project: LaDonna reported that the project has been completed as of today. A new part for the generator had to be ordered and installed as a result of the live-load transfer during testing. An inspection will be scheduled and LaDonna hopes to be able to have all of the final information needed to provide the full project report at the February meeting.

Report on Chase-Way/Wiring plans: LaDonna reported that Martin/Riley will hire an independent electrical engineer (Muermann Engineering of Kiel, WI) to complete the plans for this project. She has signed the contract for this project. Paul asked for an estimated time for plans to be completed.

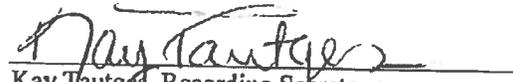
For the Good and Betterment of the Section-8 Housing Program:

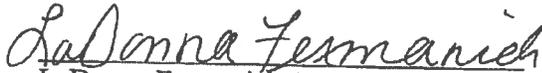
1. Commissioner Items/Comments – None.
2. Executive Director's Report – LaDonna has received thank you letters from the three organizations who received donations from MHA (The Merrill Food Pantry, The Merrill Area Community Enrichment Center and The Merrill Area United Way Warming Center).

The next regular meeting of the Commissioners of the Housing Authority will be held on Wednesday, Feb. 11<sup>th</sup>, 2015, 4:00 p.m. at Jenny Towers Library, 711 E. First Street, Merrill, WI.

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

  
Kathy Colclasure, Chairman

  
Kay Tautges, Recording Secretary

  
LaDonna Fermanich, Executive Director

# 150280 \_

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

Wednesday, January 28, 2015 4:00 P.M. Old Fire Station/Jenny Towers Library, Merrill, WI

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

ABSENT: Rob Norton, Kay Tautges

GUESTS: Dave Johnson, City Administrator

The informal portion of the meeting began with a tour for the Commissioners of the Old Fire Station being purchased by the Housing Authority from the City of Merrill. Dave Johnson conducted the tour. At 4:30, the tour was completed, Dave Johnson left and the Board moved to the Jenny Towers Library to conduct the remainder of their special meeting.

PUBLIC HOUSING - PARK PLACE and WESTGATE MEETING called to order by Chairman Kathy Colclasure. There was no one present for Public Comment period.

Kathy read the following statements:

3. The Board may convene in Closed Session for the purpose of Competitive or Bargaining Reasons pursuant to Wisconsin State Statutes 19.85(1)(e) to Deliberate or negotiate the purchase of public properties, the investing of public funds, or conducting other specific public business whenever competitive or bargaining reasons require a closed session, as it relates to the obligation of Jenny Towers Investment funds for potential Park Place Redevelopment through a competitive tax credit application.

4. The Board may convene in Closed Session pursuant to Wisconsin State Statutes 19.85(1)(b) for purposes of considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such person, or considering the grant or denial of tenure for a university faculty member, and the taking of formal action on any such matter; provided that the faculty member or other public employee or person licensed is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand that the evidentiary hearing or meeting be held in open session, as it pertains to One MHA employee.

Motion to convene in Closed Session at 4:32 p.m. for the discussion of the above items: Kostman/Wagner.  
Motion passed by unanimous roll call 5-0.

*The minutes from this closed session will be filed separately and confidentially.*

The Committee may reconvene in open session for potential action(s) on closed session issues(s): Motion to reconvene in open session at 5:25 p.m. Kostman/Wagner. Motion passed by unanimous roll call 5-0.

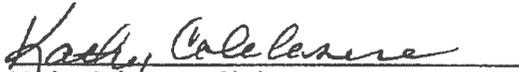
As it pertains to Item 3 above; motion to sign the Financial Pledge Agreement between Merrill Housing Authority (MHA) and Midwest Affordable Housing Corp. (MAHC) and to sign Resolution #388 Allocating Jenny Towers Reserves for Park Place Redevelopment pending notification of award of 2015 WHEDA tax

credits made by Commissioner Wagner and seconded by Commissioner Kostman. Motion passed by unanimous roll call vote 5-0.

As it pertains to Item 4 above; motion to terminate employment of Steve Saal effective 3:30 p.m. January 29, 2015 with right to request evidentiary hearing before Board of Commissioners prior to formal and final action at the February 11, 2015 regular Board of Commissioners meeting - Wagner/Humphrey. Motion passed by unanimous roll call vote 5-0.

Motion to adjourn at 5:30 P.M. Wilson/Kostman. Motion passed unanimously.

The next regular meeting of the Commissioners of the Housing Authority will be held on Wednesday, February 11, 2015, 4:00 p.m. at Jenny Towers Library, 711 East First Street, Merrill, WI.

  
Kathy Colasura, Chairman

  
LaDonna Fermanich, Exec. Director/Recording Secretary

# 150290 -

COMMITTEE OF THE WHOLE MINUTES  
THURSDAY, JANUARY 8, 2015  
6:00 P.M.

The Committee of the Whole of the City of Merrill Common Council met in the Conference Room at City Hall

The Mayor called the meeting to order at 6:00 p.m.

All alderpersons were present.

Also present: City Administrator Dave Johnson, City Attorney Tom Hayden

**Motion to convene in closed session.**

Motion to convene into closed session (Schwartzman/Peterson) pursuant to Wisconsin State Statutes 19.85(1)(e) to consider property acquisition. Carried 6-2 on roll call vote with Alderperson Malm and Alderperson Norton voting nay.

**Closed session**

Discussion was held in closed session. No action taken.

(Note: Although the agenda stated that the Committee may reconvene in open session, it did not.)

**Adjournment.**

Motion (Malm/Burgener) to adjourn. Carried. Adjourned at 7:00 p.m.

Respectfully submitted,

Thomas N. Hayden  
Recording Secretary

PARKS AND RECREATION COMMISSION

# 1 5 0 2 1 1 0

January 14, 2015

The Merrill Parks and Recreation Commission met on Wednesday, January 14, 2015 at 4:15 p.m. at the City Hall.

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

Members Excused Absent:

Department Staff Present: Dan Wendorf and Dawn Smith

Visitors: Dave Johnson, Brad Kanitz, Mayor Bill Bialecki, Candy Peterson, Tonia Speener from Clark Dietz

\*\*\*Motion by Sukow, seconded by Artac to approve the minutes from the December 17, 2014 meeting.

\*\*\*Carried unanimously.

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

Sukow questioned what the bill was for from Lincoln County Landfill for shingles at the City forest. Wendorf explained that someone dumped a load of shingles and they had to be cleaned up and disposed of. Sukow questioned what the bill from Mechanical was for \$37,800.00 and also for the Zamboni heater. Wendorf explained that the one was for replacement of locker room heaters from capital improvements and the other was repairs done on a heater in the Zamboni pit. Sukow questioned the two bills from WPS for the Smith Center. Wendorf explained it was two separate bills.

\*\*\*Carried Unanimously.

Public Comment: Brad Kanitz addressed the Park and Recreation Commission by introducing himself as the new president for the Boy's Baseball Association. Kanitz thanked Dorwin Harris, Dawn Smith and Dan Wendorf for all the help he has received on getting the projects moving forward on the Lions Park improvements from the money donated from the Bierman Foundation. Sukow requested that item agenda number 6 be moved up to discuss improvements before Mr. Kanitz had to leave the meeting.

The next item on the agenda was item number 6 on the agenda. Request from Merrill Baseball Association to discuss Lions Park improvement project. Wendorf stated that the money donated from the Bierman Foundation is being utilized for bleachers, some new fences and some repairs to old fences, backstops and also on one field to have the field cut down to make level and put up a retaining wall. Wendorf stated that there will have to be some fundraising done to pay for some lighting on the fields. Also, scoreboards will be going on fields #1 and #3. Wendorf stated that he does have some bids in the paper for some of the work that has to be completed and a stipulation in the bids state that work needs to be completed by May 1 before the season begins.

The next item on the agenda was the request for permission to dispose of City Property. Wendorf stated that the Park and Recreation Department has some items that are no longer in service and would like to dispose of the equipment. Wendorf stated that the old Zamboni which is stored in

the garage no longer works and would like to dispose of because it is just taking up space. Wendorf also stated that the 1992 Chevy S10 pick up truck no longer runs and the cost to repair would cost too much and also the 2006 Curtis snow plow that was replaced last year and the repairs on that would be too costly. Wendorf stated that he would need to bid these items out and if no bids are received they would take the items to Schultz wrecking.

\*\*\*Motion by Sukow, seconded by Sturm to give Wendorf permission to dispose of the property through the bidding process.

Willman questioned where the money from the sales would go. Sukow stated back to the general fund because it was that money that purchased the equipment.

\*\*\*Carried unanimously.

The next item on the agenda was continued discussion and update on Aquatic Center Design process. Wendorf stated that Daniel Ayala sent some drawings up of the changes that were requested by the Park and Recreation Commission on the Aquatic buildings. Wendorf stated that when doing the bidding process they could make the breezeway optional and decide at a later date if the breezeway is something we would like. Wendorf did state that there would be an extra engineering cost with the breezeway. Sukow stated that he thought at the last meeting it was decided that the roof line would all be the same to cut down on some of the costs. Wendorf will relay the changes requested by the Park and Recreation Commission to Daniel Ayala from Water Technologies, Inc. Wendorf also stated that he would be meeting with the sub committee for the pool before the next meeting to finalize all changes requested. Willman questioned if the final design would be approved at the February meeting so that bids can go out in March. Wendorf stated that is the time line.

The next item on the agenda was monthly reports. Wendorf asked if there were any questions on his board report. Wendorf stated that he did receive a forestry grant for \$3,000.00 from American Transmission Company with no matching funds. Wendorf stated that Winterfest was the weekend of January 23, 24 and 25. Wendorf also stated that he is beginning to plan for the summer programs.

\*\*\*Motion by Sukow, seconded by Artac to approve monthly reports.

The next regular meeting is scheduled for February 4, 2015 at 4:15 p.m.

No public comment.

\*\*\*Motion by Sukow, seconded by Sturm, to adjourn at 4:47 p.m.

\*\*\*Carried unanimously.

Dawn Smith  
Recording Secretary

PARKS AND RECREATION COMMISSION

February 4, 2015

The Merrill Parks and Recreation Commission met on Wednesday, February 4, 2015 at 4:15 p.m. at the City Hall.

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

Members Excused Absent: Dave Sukow

Department Staff Present: Dan Wendorf and Dawn Smith

Visitors: Dave Johnson, Tonia Speener from Clark Dietz and Rod Akey

\*\*\*Motion by Schroeder, seconded by Artac to approve the minutes from the January 14, 2015 meeting.

\*\*\*Carried unanimously.

\*\*\*Motion by Artac, seconded by Schroeder, to approve the claims.

Sturm questioned what the bill for \$11,501.18 from the Street Department was for and why it came out of the City Forest Timber Salvage. Wendorf stated it was the labor for the parking lot at the MARC.

\*\*\*Carried Unanimously.

Public Comment: None

The next item on the agenda was update and discussion on Aquatic Center progress. Wendorf stated that everything for the pool was going according to the time line by Water Technology Inc. Wendorf stated that 50% progress drawing will be released to the city by February 16, 2015 for approval. Wendorf stated that he has contacted Daniel from WTI to see if the March 6<sup>th</sup> date could be moved up to March 3<sup>rd</sup> or 4<sup>th</sup> so that the Park and Recreation Commission can review drawing and consideration to release to public for bidding according to the timeline. Wendorf is waiting for confirmation from WTI. Wendorf stated that the pool design team will be meeting later this month to finalize plans with WTI before presenting to Park and Recreation Commission.

The next item on the agenda was to discuss MARC soccer parking lot – potential funding shortfall. Wendorf stated that another \$5,000 will be needed to finish the soccer parking lot. Wendorf stated that the Street Department did go over a little on the original bid but now if plans are to finish it will cost another \$5,000 for granite and labor, the street department has the gravel needed to finish the parking lot. Wendorf stated the money has to come from someplace to finish the project. Wendorf stated that they are in the process of cutting timber now at the City Forest and could possibly utilize some of that money. Schroeder questioned if there would be enough money from the sale to cover the \$5,000. Wendorf stated there would be.

\*\*\*Motion by Sturm, seconded by Artac to take \$5,000 out of the current timber sale at the City Forest to finish paying for the MARC Soccer parking lot.

\*\*\*Carried unanimously.

The next item on the agenda was review/approve WDNR Resolution supporting submittal of Stewardship Grant Application for funding River Bend Trail construction from Polk St. to Hwy. 64. Willman stated that they need approval from the city to apply for the Stewardship Grant. Schroeder stated that there have been cuts in Stewardship Grants and what will the Riverbend Trail Committee do if they do not receive the grant. Willman stated that they will raise the money. Sturm questioned who will be paying for maintenance on the trail. City Administrator Dave Johnson started to answer the question and Sturm stated Johnson is not a voting member of the Park and Recreation Commission and does not have floor privileges. Sturm said Johnson should not be seated at the table and should ask permission to speak. Wendorf stated that the maintenance will be paid from the cell tower rental. Willman stated that annually to maintain a trail is around \$2,500.00, after talking with other communities who have similar trails.

\*\*\*Motion by Schroeder, seconded by Artac to approve the WDNR Resolution supporting submittal of Stewardship Grant Application for funding River Bend Trail construction from Polk Street to Hwy. 64.

\*\*\*Carried unanimously.

The next item on the agenda was monthly reports. Wendorf asked if there were any questions on his board report. Sturm questioned Wendorf were the Street Department pruned trees. Wendorf stated some in the Ward some on the East side and other locations. Sturm stated he talked with the Street Commissioner and he stated that they have not done any tree trimming in months. Schroeder questioned what will be done with the \$1,000.00 that was left over from the floor scrubber purchase. Wendorf stated it goes back into general budget. Schroeder questioned how Winterfest went. Wendorf stated that it went good. Schroeder stated that she thought it was nice it was not on same weekend as Wausau. Wendorf stated he has been talking with Wausau and they try and not overlap with our events.

\*\*\*Motion by Artac, seconded by Schroeder to approve monthly reports.

The next regular meeting is scheduled for March 4, 2015 at 4:15 p.m. Willman stated that he will not be at the March meeting and asked Harris if he could run the meeting.

Public comment: Harris stated that on the west side of the soccer building it needs to be cleaned up. Harris stated that it is very wet and sloppy and would look and be a lot nicer if the area was cleaned up.

\*\*\*Motion by Artac, seconded by Harris to adjourn at 4:45 p.m.

\*\*\*Carried unanimously.

Dawn Smith  
Recording Secretary

1502120

**City of Merrill  
Board of Public Works  
Wednesday, January 28, 2015 at 5:30 P.M.  
City Hall Common Council Chambers, 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 (some attended only the public hearing) Included: City Administrator Dave Johnson, City Attorney Tom Hayden, Finance Director Kathy Unertl, Building Inspector/Zoning Administrator Darin Pagel, Alderwoman Kandy Peterson, Alderman Dave Sukow, Tonia Speener, Rod Akey, David Cole, Evelyn Cole, Deloris Bauman, Roger Schmoldt, Kortney Pike, Judy Bevier-North, Marijean Hoppe, Brad Hinner, Bryan Plautz and City Clerk Bill Heideman. A student was in attendance to videotape the meeting for the Cable Access Channel.

**Call to order**

Mayor Bialecki called the meeting to order at 5:30 P.M.

**Vouchers**

The vouchers were in the meeting packet.

Motion (Schwartzman/Lokemoen) to approve the vouchers, as presented.  
Carried.

**Consider request from David Cole for waiver of snow & ice removal charges**

The City has mailed a bill (\$100) to David Cole for Street Department removal of sidewalk snow and ice at Mr. Cole's property at 109 North Oregon Street on November 18<sup>th</sup>, 2014. Mr. Cole has subsequently appealed those charges. A copy of the bill was in the meeting packet.

David Cole attended the meeting and, without objection, was granted floor privileges to address the board. Mr. Cole contends that the sidewalk had been cleared off on the day in question. Both Mr. Cole and Street Commissioner Lupton had pictures of the sidewalk area on November 18<sup>th</sup>. Both sets of pictures were circulated to Board members.

Alderman Norton stated that he would be in favor of a one-time waiver of snow and ice removal charges. He stated that such a policy would be similar to the one-time waiver policy implemented by the Water and Sewer Committee, in instances of excessive water utility bills as a result of leaks.

Motion (Lokemoen/Schwartzman) to disallow the waiver request. Carried.

No Common Council action on the motion is necessary.

**Consider request from Relay for Life to place signs @ City entrances**

Information was in the meeting packet. Mayor Bialecki had placed this item on the agenda.

Relay for Life of Merrill has submitted a request seeking to erect promotional signs at four City entrances. The signs would contain the words "This is a Relay for Life Community" and would measure 12 inches by 18 inches. Representing Relay for Life, Deloris Bauman distributed information and answered questions related to the request.

Discussion was held on the pros and cons of placing the signs on streetlights versus placing them on separate metal poles. Alderman Lokemoen suggested that placing them on separate poles seems to be the preferable option.

Motion (Norton/Schwartzman) to approve the request to place "Relay for Life" signs on metal poles at four City entrances, and approve directing the Street Department to assist in the installation. Carried.

No Common Council action on the motion is necessary.

**Consider bids from engineering firms for design of Superior St. project**

Bids for the Superior Street project have been received and opened. It was mentioned that this project also includes work on a portion of West Tenth Street.

Six bids were received. City Administrator Johnson distributed a report summarizing the bids.

**1502121**

Motion (Lokemoen/Schwartzman) to approve the bid of \$23,000 from Akey Engineering Services, Merrill, WI, for the design of the Superior Street (Grand Avenue to West Tenth Street) project, which also includes a portion of West Tenth Street. Carried.

**Monthly report - Street Commissioner**

The report was in the meeting packet. Street Commissioner Lupton reported that the Street Department budget at this time is in much better condition than last year at this time, due primarily to the weather.

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

The report was in the meeting packet. Building Inspector/Zoning Administrator Pagel reported that the 2015 exterior maintenance program is underway. Several orders to raze are in progress.

**Monthly report – City Hall Maintenance Supervisor**

None.

**Monthly report from contracted engineering firms**

No written reports were submitted.

Representing Akey Engineering Services, Rod Akey provided a verbal update on the Thielman Street culvert replacement project.

A cost estimate for the Highway 64 reconstruction project was distributed. At this time, the cost estimate was prepared for budgeting purposes only.

**Next meeting**

Wednesday, February 25<sup>th</sup>, 2015 at 4:00 P.M.

**Recess**

At 5:58 P.M., Mayor Bialecki announced that a recess would be held until 6:00 P.M., the scheduled time of the public hearing portion of the meeting. He called the meeting back to order at 6:00 P.M.

**Public Hearing: Sidewalk projects for 2015, including Memorial Drive extension**

The public hearing concerned the 2015 sidewalk maintenance program, plus a proposed project to extend sidewalk on the west side of Memorial Drive, from East Sixth Street to north of East Tenth Street.

Mayor Bialecki reviewed the public hearing guidelines.

City Attorney Hayden read the public hearing notice.

Building Inspector/Zoning Administrator Pagel gave a verbal summary of the projects. There are two main projects. The first project is sidewalk maintenance in an area generally confined to the Second Aldermanic District, west of Center Avenue. The project includes the following (where requested or needed): isolated sidewalk, driveway approaches, curb and gutter. This project was originally scheduled for 2014, but was delayed to do a high bid price.

The second main project is the extension of sidewalk on Memorial Drive, as noted earlier. This project was initially approved in 2009, but was then delayed when the City was unable to obtain a "Safe Rides to School" grant to fund the project. The project was again proposed in 2014 by several citizens, including two alderpersons.

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

Judy Bevier-North, 1003 N. Memorial Drive, questioned why she would be assessed for the installation, since the sidewalk to be installed would not be on her property. Building Inspector/Zoning Administrator Pagel explained the current City policy on sidewalk installation. Judy Bevier-North then asked why the residents on Johnson Street were not assessed when sidewalk was installed on the opposite side of Johnson Street recently. She was told that Church Mutual Insurance had requested and paid 100% for that sidewalk installation.

Roger Schmoldt, 905 N. Memorial Drive, stated that he does not recall that, when the Memorial Drive project was initially proposed, there would be a split on the charges between property owners on both sides of the street. He asked whether there had ever been a City sidewalk project in which both private property owners and governmental entities were both assessed. Mr. Schmoldt then requested that his comments/notes be made part of the meeting record. Without objection, it was so ordered.

Alderman Lokemoen replied that the ordinance has been changed since this project was initially considered. The change included the 50/50 split on charges to property owners on both side of the street, to make sidewalk installation more acceptable to property owners. He stated that, in his opinion, the fact that governmental entities are also being assessed is not pertinent.

Roger Schmoldt stated that, according to his observations, there is more pedestrian traffic on East Tenth Street and Sales Street than there is on Memorial Drive. To his knowledge, nobody on his side of the street is in favor of the project. He added that he feels he is being charged twice, since he also pays county and school taxes.

Brad Hinner, 1001 Memorial Drive, asked if it is possible that he would be charged 100% if, at some future date, sidewalk is installed on his side of the street. Alderman Lokemoen speculated that it would again be a 50/50 split on the charges, but he could not say for sure. Alderman Lokemoen then suggested that, at some point, the ordinance could be changed to clarify that a property owner could not be charged 50% for one side and 100% for the opposite side.

City Administrator Johnson reported that from his experience in other municipalities, the cost of sidewalk installation was typically split evenly between the residents on both sides of the street, regardless of the side of the street on which sidewalk was installed.

Alderman Sukow stated that, although the project areas are not in his district, he wants to err on the side of pedestrian safety when considering sidewalk installation.

Motion (Schwartzman/Lupton) to close the public hearing. Carried.

Alderman Lokemoen stated that he is in favor of eventual sidewalk installation on all streets. He hopes the Common Council shares that opinion.

**1502122**

Motion (Lokemoen/Lupton) to approve the 2015 sidewalk maintenance program, plus a proposed project to extend sidewalk on the west side of Memorial Drive, from East Sixth Street to north of East Tenth Street. Carried.

**Public Comment**

None.

**Adjournment**

Motion (Schwartzman/Lokemoen) to adjourn. Carried. Adjourned at 6:23 P.M.

Minutes prepared and submitted by:



William N. Heideman, CMC, WCMC  
City Clerk

1502130

**City of Merrill  
Health and Safety Committee  
Monday, January 26, 2015 at 5:00 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: City Administrator Dave Johnson, Deputy Health Officer Norbert Ashbeck, Fire Chief Dave Savone, Police Chief Ken Neff, Kortney Pike, Robert Knoop, Christopher Nienow and City Clerk Bill Heideman.

**Call to order**

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

**Nuisance complaints and exterior maintenance report**

The report was in the meeting packet. Deputy Health Officer Ashbeck reported that access to a property on Mill Street has now been granted, so he and Building Inspector/Zoning Administrator Pagel will be viewing that property on January 28<sup>th</sup>.

Work continues on a property on East Street.

**Vouchers**

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

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

**Picnic license application from Merrill Rotary – Artisan Showcase**

The Merrill Rotary has filed an application and paid the fee for a temporary Class “B” (picnic) license to sell wine at the Merrill Artisan Showcase at Bell Tower Assisi Hall, 1500 O’Day Street, on February 14<sup>th</sup>, 2015.

1502131

Motion (Malm/Peterson) to approve the application from the Merrill Rotary for a temporary Class "B" (picnic) license to sell wine at the Merrill Artisan Showcase at Bell Tower Assisi Hall, 1500 O'Day Street, on February 14<sup>th</sup>, 2015. Carried.

**Other picnic and/or liquor license applications**

None.

**Consider creating licensing and regulation of escorts and escort services**

This item was originally discussed at the November 17<sup>th</sup>, 2014 Health and Safety Committee meeting, at the request of Police Chief Neff. Discussion continued at the December 22<sup>nd</sup>, 2014 Health and Safety Committee meeting.

Alderman Sukow announced that consideration of this item will be delayed until the February Health and Safety Committee meeting. At that meeting, Police Chief Neff will provide additional information related to escorts and escort services.

**Ordinances re: snowmobile, UTV and ATV operation within City limits**

This item was originally discussed at the November 17<sup>th</sup>, 2014 Health and Safety Committee meeting, at the request of Alderman Sukow. Discussion continued at the December 22<sup>nd</sup>, 2014 Health and Safety Committee meeting, and public input was also received at that meeting.

Alderman Sukow provided a verbal update on the process to date. He announced that a meeting of interested parties will be held at 5:00 P.M. in the Common Council Chambers on Monday, February 16<sup>th</sup>. Representatives from local snowmobile clubs will be invited to attend. Note: This is not a Health and Safety Committee meeting.

It was noted that the City of Tomahawk has opened their city to snowmobiles, and they have had minimal problems and/or concerns. It was also mentioned that, at a meeting on January 23<sup>rd</sup>, the City of Merrill Tourism Commission discussed this issue and voiced their approval to increased snowmobile traffic and routes.

Discussion on this issue will continue at the February Health and Safety Committee meeting. No action was taken at this time.

**Monthly Report – Fire Chief Savone**

The report was in the meeting packet.

**Monthly Report – Police Chief Neff**

The report was in the meeting packet. Police Chief Neff reported that another round of alcohol licensee compliance checks has been completed. Of 30 businesses, 7 were found to be non-compliant. Those seven were issued citations, but were also offered an opportunity to attend an alcohol compliance workshop. If they pay the workshop fee and attend the workshop, their citation will be dismissed.

Alderman Sukow requested that Police Chief Neff prepare and submit a report on the alcohol compliance checks. Police Chief Neff responded that he would prepare the report for review at the February meeting.

Police Chief Neff reported on an inspection that Eros, the K-9 officer, performed recently at the Lincoln County Jail.

**Monthly Report – Lincoln County Humane Society**

The report was in the meeting packet. Alderwoman Peterson reported that the Board of Directors has a new secretary.

**Place monthly reports on file**

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

**Schedule next meeting**

Monday, February 23<sup>rd</sup>, 2015 at 5:00 P.M.

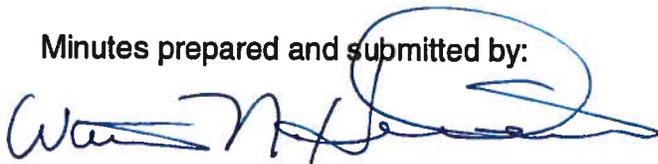
**Public Comment**

Kortney Pike urged the committee to continue work on snowmobile access and routes.

**Adjournment**

Motion (Peterson/Malm) to adjourn. Carried. Adjourned at 5:22 P.M.

Minutes prepared and submitted by:



William N. Heideman, CMC, WCMC  
City Clerk

1502140

**City of Merrill  
Personnel and Finance Committee  
Tuesday, January 27, 2015 at 5:15 P.M.  
Basement Conference Room at City Hall, 1004 East First Street**

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

Others Present Included: City Administrator Dave Johnson, City Attorney Tom Hayden, Finance Director Kathy Unertl, Fire Chief Dave Savone, Library Director Stacy Stevens, Municipal Judge Ned Seubert, Alderwoman Kandy Peterson, Alderman Dave Sukow, Jeremy Ratliff and City Clerk Bill Heideman.

**Call to order**

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

**Vouchers**

The vouchers for December, 2014 were already approved at the January 6<sup>th</sup>, 2015 Personnel and Finance Committee meeting. Therefore, there are no vouchers to consider at this time.

**Ordinance: Move "Public Comment" on Common Council meeting agendas**

A copy of the ordinance was in the meeting packet. The proposed ordinance would relocate the "Public Comment" period on Common Council meeting agendas to near the beginning of the meeting, immediately after the "Roll Call". It was mentioned that, on recent Common Council meeting agendas, the "Public Comment" period has already been placed near the beginning, but the adoption of the ordinance would "officially" move it to that place in the Common Council agenda template.

Alderman Sukow suggested that, to encourage maximum public input and participation, it might be advantageous to include a public comment period both at the beginning and at the end of meetings. Alderwoman Peterson agreed with Alderman Sukow.

Alderman Meehean recommended approving the ordinance "as is" now, and monitor the results. He added that, if it appears that two public comment periods would be preferable, the ordinance could always be amended in the future to add a second public comment period.

Motion (Meehean/Burgener) to recommend approval of the ordinance.  
Carried.

The ordinance will be on the February 10<sup>th</sup>, 2015 Common Council meeting agenda.

**Resolution: Uniformity for Fire Department annual education benefit**

A copy of the resolution was in the meeting packet. The proposed resolution would provide uniformity between the union and non-union Fire Department personnel as related to the annual education benefit.

Fire Chief Savone reported that the current language in not consistent. It was noted that currently a member of the Fire Department could actually be financially penalized by a promotion. The resolution is being proposed to eliminate that possibility.

Motion (Meehean/Burgener) to recommend approval of the resolution.  
Carried.

The resolution will be on the February 10<sup>th</sup>, 2015 Common Council meeting agenda.

**Consider draft of Request For Proposal document for compensation study**

City Administrator Johnson has prepared a Request for Proposal document for a compensation study recently authorized by the Common Council.

Alderman Meehean noted that T.B. Scott Library employees would not be included in the study. Library Director Stevens replied that, since T.B. Scott Library has established their own compensation schedule, the Library Board is comfortable with library employees not being included in the study.

City Administrator Johnson answered questions related to the Request for Proposal document. After discussion, it was agreed that both the City Administrator and the respective department head should review any documents that will be prepared by employees for the study.

City Administrator Johnson reported that the cost estimate for the study is approximately \$350 per employee. That would result in a total cost of approximately \$20,000.

City Administrator Johnson recommended that the selection process concentrate on established companies that specialize in compensation studies/surveys. It was noted that there are few of those in the Merrill area.

Motion (Meehean/Burgener) to authorize City Administrator Johnson to conduct research to create a list of companies that do compensation studies, and then submit Request for Proposal documents to those companies. Carried.

No Common Council action on the motion is necessary.

**Monthly Report – Municipal Court**

There was no written report this month. Municipal Judge Seubert reported that a new part-time court clerk has been hired. Things are going well in the court.

**Monthly Report – Finance Director Unertl**

The report was in the meeting packet. Finance Director Unertl reported that she continues to work on several financial issues related to the airport.

**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.

**Place monthly reports on file**

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

**Next meeting**

Tuesday, February 24<sup>th</sup>, 2015 at 5:15 P.M.

**Public Comment**

None.

**Motion to convene in closed session**

Motion (Meehean/Burgener) 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, to discuss medical histories, medical conditions and related items, for a City employee. Carried 3-0 on roll call vote.

**Closed session**

The closed session began at 5:51 P.M. Attending: Schwartzman, Burgener, Meehean, Sukow, Peterson, Johnson, Hayden, Unertl, Savone and Heideman.

The minutes for this closed session will be filed separately and confidentially.

**Adjournment**

Motion (Burgener/Meehean) to adjourn. Carried. Adjourned (from closed session) at 5:58 P.M.

Minutes prepared and submitted by:



William N. Heideman, CMC, WCMC  
City Clerk

# 1502180

T. B. Scott Free Library Board of Trustees  
ANNUAL MEETING  
January 21<sup>st</sup>, 2015

Minutes

**1. Opening**

Vice-President Gene Bebel called the Annual Meeting of the Board of Trustees to order at 4:07 p.m. in the Library Board Room. Present: Katie Breitenmoser, Paul Gilk, Richard Mamer, and Tim Meehean.

Absent (ex.): Mike Geisler, Kyle Reimann, Jim Wedemeyer and Vickie Yelle. Also present: Don Litzer (-4:55).

Correspondence received: a letter from Merrill Area Public Schools recognizing the Endowment Fund donation to the After The Bell Program. There was no public comment.

**2. Election of Officers**

All officers have agreed to serve for another year. There were no nominations from the floor. M Meehean/S Gilk/C to approve the incumbent officers for 2015. Officers include: President, Mike Geisler; Vice-President, Gene Bebel; and Financial Secretary, Richard Mamer.

**3. Consent Items**

M Meehean/S Breitenmoser/C to approve the minutes of the December meeting as printed and to approve the Revenue & Expense Report for December as printed.

**4. Reports/Discussion Items/Action Items**

A. 2014 Endowment Fund Report: Mr. Mamer presented the report. M Meehean/S Gilk/C to approve the report.

B. Wireless Splash Page Discussion: Ms. Stevens presented a report discussing the history of and issues regarding the "Splash Page" for our wireless internet users. The board concurred with the library's plan to cease the "Splash Page."

C. Lincoln County Health Department Survey Request: Molly Young, community health planner for Lincoln County Health Department, requested permission to place a survey in the library that aims to determine access, and barriers to access, to health care services in the community. M Meehean/S Mamer/C to allow the survey to be placed in the library.

D. Strategic Plan Progress Goal #1: Ms. Stevens presented staff goal & objective progress. Discussion included how to manage and document completed goals, consideration of a space needs study, and how to continue momentum of proven programming initiatives.

E. Trustee Essential #16-Ethics and Conflict of Interest Laws Applying to Trustees: Ms. Stevens provided copies of Trustee Essential #16.

F. Reports from Friends and WVLS Representative: There was no report.

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

- December Monthly Statistical Report was presented.
- Ms. Stevens attended the Legislative Listening Session held at the Tomahawk Library on January 19<sup>th</sup>.
- Mead Witter Grant furnishings and Youth Services workroom furnishings have arrived.
- First program of T.B. Scott Library Unplugged had an attendance of 35 people.

**6. Adjournment:**

The meeting adjourned at 5:05 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on February 18<sup>th</sup> at 4:00 p.m. in the Library Board Room.

Stacy D. Stevens, Secretary

# 1 5 0 2 1 8 5

City of Merrill  
Redevelopment Authority (RDA)

Tuesday, February 3<sup>rd</sup>, 2015 at 8:00 A.M.  
City Hall Council Chambers

RDA Present: Bill Bialecki, Ryan Schwartzman, Karen Karow, Wally Smith,  
Jill Laufenberg, and Amanda Kostman

RDA Absent: David Hayes

Others: Alderperson Dave Sukow, City Administrator Dave Johnson, City Attorney  
Tom Hayden, Finance Director Kathy Unertl, Ken Maule from Lincoln County  
Economic Development Corp., Kristen Fish and Mary Rajek from  
Redevelopment Resources, City Building Inspector/Zoning Administrator  
Darin Pagel, Tonia Speener from Clark-Dietz, and Christine Vorpapel,  
Dynamo Creative Marketing

**Call to Order:** Chair Bialecki called the meeting to order at 8:00 a.m.

**Approval of meeting minutes from January 6<sup>th</sup>, 2015:**

**Motion (Kostman/Schwartzman) to approve the meeting minutes. Carried.**

**Status Update and Continued Discussion on Downtown Revitalization Planning:**

Mary Rajek from Redevelopment Resources reported that the planning session was well attended and that there was positive feedback. Individuals at the meeting strongly supported the concept of pocket park at the former Guy's Shop site. Unertl commented that the former Thelma's building has huge amount of space available.

Ken Maule from Lincoln County Economic Development Corp. emphasized the need for visual welcome at the Lincoln Community Bank corner that could attract individuals to continue straight downtown instead of following State Highway 64.

Mayor Bialecki advised that the Merrill Common Council action on proposed acquisition of former Guy's Shop site was "not at this time". Karow commented that just having a grass area available for people to use to relax would be positive for the downtown area. Fish advised that a conceptual sketch is being prepared for green-space development.

Alderperson Dave Sukow noted that RDA Commissioners Wally Smith and David Hayes asked why hurrying to acquire the site at the last RDA meeting. Sukow emphasized that why take off the tax roll if nothing is being planned. Sukow also did not feel that the view of the WPS hydro dam was aesthetically pleasing.

Redevelopment Resources representatives will continue drafting of the Downtown Revitalization Plan with some conceptual drawings being prepared. Some minimal expensive items include planters, bike racks, benches, and potential angle parking.

**Status Update on Idle Sites Grant Application to WEDC:** There has been no notice to the City/RDA on grant application status. WEDC staff has indicated to City representatives that it was a strong grant application.

**Update and discussion on potential inclusion of Lincoln County Fairgrounds within Tax Increment District No. 3 (East Side):**

Bialecki, Johnson, and Unertl highlighted the economic impact coming from the limited events at the Lincoln County Fairgrounds. The importance of the property is as a community amenity with events keeping dollars here. Bialecki noted that not all restroom facilities would need to be reconstructed at one time. As seen in the Lambeau Field parking lots, port-a-potties are an option for event sponsors.

Next step is discussing potential management and ownership plans/proposals between Lincoln County and the City of Merrill. Kostman noted need for leadership for the future.

Mary Rajek asked about future master plan? Construction of new grandstand is critical for finances of all events occurring on the property. City Building Inspector Pagel suggested that restroom/concession stand, as well as electrical mechanicals could be constructed under new grandstand.

Christine Vorpapel of Dynamo Creative Marketing suggested reviewing the model from Chippewa Falls. Johnson and Bialecki advised that they have background information.

**Next RDA meeting:** Tuesday, March 3rd, 2015 at 8:00 a.m.

**Public Comment:** Dave Sukow emphasized the need to be careful regarding potential future costs related to the Lincoln County Fairgrounds. Sukow reported that supporters of the Smith Center had sold the project as "paying for itself". The Fairgrounds is a community amenity that brings in people and business to restaurants, gas stations, hotels, and other local retail businesses.

Christine Vorpapel of Dynamo Creative Marketing recommended the Wisconsin Economic Development Corporation's connecting community program for ideas on bringing in events and volunteer management.

**Closed Session:** Bialecki read the following notice:

The RDA may convene in closed session per Wis. Stats. Sec.19.85(1)(e) - deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session to consider: Potential property acquisitions to facilitate redevelopment opportunities in Tax Increment District No. 6 (Downtown) and No. 9 (Wisconsin River area).

**Motion (Schwartzman/Kostman) to move into closed session.** Carried on roll call vote 8:30 a.m. City staff provided updates on various potential redevelopment projects and properties for potential acquisitions.

Unertl distributed summary of delinquent tax information for 900 East 1<sup>st</sup> Street with over \$15,000 owed. There is now six years of delinquent real estate taxes. The last \$200 payment by the property owner was received by the Lincoln County Treasurer on March 15<sup>th</sup>, 2013.

Unertl emphasized that almost 20% of the base taxes/specials are for City of Merrill snow removal services provided by the City Street Department. At the end of January 2015, Fire Chief Dave Savone also issued \$4,150 fire reinspection fee/penalties.

City Building Inspector Darin Pagel reported that a raze order has been issued for the structure with February 15<sup>th</sup>, 2015 deadline. Based upon structural engineering review, the potential cost to rehabilitate the existing building would exceed 50% of the \$47,500 improved assessment valuation.

**Lincoln County officials are requesting formal City of Merrill interest in acquiring the property before completing the delinquent tax foreclosure process.** Both potential redevelopment as public parking lot or new building construction were discussed for future directions of this highly visible site. Commercial design standards would apply for any potential new building construction.

**Reconvened in Session and Action on 900 East 1<sup>st</sup> Street:**

**Motion (Schwartzman/Kostman) to reconvene in open session.** Carried at 8:47 a.m.

**Motion (Schwartzman/Smith) to pursue acquisition of 900 East 1<sup>st</sup> Street through Lincoln County delinquent tax foreclosure process with the City/RDA assuming fiscal responsibility for razing the existing structure.** Carried.

**Adjournment: Motion (Schwartzman/Smith) to adjourn.** Carried at 8:48 a.m.

Minutes prepared by RDA Secretary Kathy Unertl

# 1502200

NOTICE OF REGULAR MEETING

**MACEC Committee on Aging**

Wednesday December 17<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 (Alderpersion)

Minutes

**1. Opening**

- a. Meeting called to order by Simon

**2. Consent Items**

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

**3. Program updates and results**

**a. Grants submitted**

Director announced the Center was awarded the Golden Eagle Fund. Reception is January 10<sup>th</sup> starting at 5pm. Plum Creek will inform us by the end of December. Director will email Committee once we find out.

**b. Thanksgiving Dinner Follow-up**

Director shared the situation that occurred after the Thanksgiving Day Dinner. A handful of complaints were brought to the attention of the Center Director. Due to improper food handling, a few of the turkeys ended up spoiled. Thankfully, there were no reported illnesses. The Director contacted all businesses and organizations involved to determine what happened and how to prevent reoccurrence. The Director then sent a letter to the appropriate people explaining the situation. The letter was handed out to committee members. To prevent reoccurrence, the Director will work with the appropriate people to create a food handling safety sheet for all organizations involved in food preparation for the Thanksgiving Day Meal.

**c. Sharing Christmas Spirit**

As of the time of our meeting, we had around 90 people on our delivery list. Lee's Piggly Wiggly and Hugo's prepare the food for us on the same day as it is delivered, December 23<sup>rd</sup>. Hugo's has generously donated the pasta.

**d. Senior Worker on board.**

Director announced our new senior worker Reggie Le Duc-Adumat. We are hopeful it will be a long-term assignment.

#### **4. New year changes**

- a. **No Snacks** - There will be no snacks served during Center activities as of January 1<sup>st</sup> – Tammie and Lorri discussed this with all groups the second week of December. The news was very well received by all groups.
- b. **Grief support group**  
A new program will be offered at the Center beginning Jan 7<sup>th</sup> and running through February 11<sup>th</sup>. Reverend Rose McCurdy is the facilitator.
- c. **Caregiver support for Dementia/Alzheimer's**  
Bell Tower is opening their doors to the public for this support group which meets the second Tuesday of each month from 6-7 pm. The Center will refer people here and also open our doors for those wanting a meeting place.
- d. **Creative Writing Club**  
New club with a new volunteer will begin in January and hopefully continue throughout the year.
- e. **Memorials and Donations**  
Director asked the Committee advice on announcing how the money coming into the center will be used. All agreed to not designate to anything unknown but rather to the Center in general.

#### **5. New Center**

No discussion specifically. Will revisit when appropriate.

#### **6. AARP Foundation Tax Volunteers**

Director reached out to the Rotary. To date, we did not get any volunteers. The positive news is that the AARP will conduct tax assistance on Feb. 26<sup>th</sup> and March 19<sup>th</sup> from 9 am – 2 pm at the Center.

#### **7. ADRC Representative Update**

Erin shared the need for drivers for the record number of meals-on-wheels recipients. To date the ADRC delivers 80 meals a day to homes. Tammie will reach out to our Holiday meal drivers.

#### **8. Correspondence**

Art Lersch mentioned getting started on the Strategic Plan in January. Malm and Lersch both stressed the need for alignment to the City's Strategic Plan.

#### **9. Public Comment**

#### **10. Adjournment**

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

*Minutes submitted by Tammie Mrachek, MACEC Director*

# 1502200

NOTICE OF REGULAR MEETING

**MACEC Committee on Aging**

Wednesday January 21<sup>st</sup>, 2015

8:00 a.m.

Lower level of Merrill City Hall

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

Minutes

**1. Opening**

- a. Meeting called to order by Simon

**2. Consent Items**

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

**3. Propose to Distribute Newsletters in Courier**

- a. Director presented the idea to distribute our newsletter with the Courier. The basis for this suggestion is to increase awareness of our Center to our main target group, age 40+. The courier has a demographic that matches this target. In addition, they are a group of people that are paid subscribers to the Courier and are truly interested in what is happening in the community. The cost to distribute is \$88/1600, per time, which for us would only be once a month. Because the Center only prints 1700 total newsletters a month, we would not be able to provide 1600 but would start around 500. The cost would be adjusted accordingly. We would like to test this for approximately 3-4 months and track the results – participation in activities including the community meal, volunteer work, etc. The committee agreed to the idea. We will begin in March, 2015.

**4. Program updates and results**

- a. Plum Creek Foundation Grant was denied. Basis for their decision was that we did not meet the criteria and are out of the area they support which is Timberlands.
- b. Craft Sales and Class collections reviewed. Are slowly increasing our revenues by collecting the \$2 donation for all activities including exercise and painting classes.
- c. Community Meal Revenue is still only averaging just below \$2 per person. The goal is to at least break even on what we spend per meal.

These expenses will be tracked from now on to determine longevity of the program.

- d. Life After Loss support group started and will continue to be offered as needed.
- e. New Activities for February include Cribbage tournaments and a Creative Writing Workshop. Lorri's craft corner will start again as well.

**5. Walgreens partnership**

- a. Director discussed how we have established a great relationship with Walgreens. They provide education and vaccinations to our patrons. They also inform them on changes to Medicare and what is or is not covered.

**6. Strategic Plan**

- a. MACEC's positioning relative to the City's Strategic Plan was discussed. We feel the Center can best contribute by focusing on Strategic Issue #2 which is based on services. A few ideas presented for future services were brain games, exercises, nutrition, and how to prepare for the fact that Boomers parents are living longer. We will be looking at the data from the 2013 surveys at our next meeting as well.

**7. ADRC Representative update**

- a. None

**8. Correspondence**

- a. None

**9. Public Comment**

- a. None

**10. Adjournment**

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

*The next Committee meeting will be held on February 18<sup>th</sup> at 8am.  
Vouchers will be available for review 15 minutes prior to meeting time.*

*Respectfully submitted,*

*TMrachek*

Tammie Mrachek  
MACEC Director

***Merrill City Hall is handicapped accessible. Take the elevator to the basement level.***

# 1 5 0 2 2 2 5

Tourism Commission  
January 23rd, 2015  
Merrill Chamber Office

**Members Attending:** Dan Wendorf, Russ Grefe, and Chris Malm,

**Absent:** Lauree O'Day, Jim Arndt, and Steve Wendland

**Others in attendance:** Willie Schultz, Christine Vorpapel, Mayor Bill Bialecki, Debbe Kinsey, Dave Johnson

At 12:00pm, not enough members were present to call the meeting to order. In which we started a discussion.

Discussion of packets that were provided: in 2013 \$50.72 million was spent in Lincoln County, which was an increase of 4.01% from 2012. \$5.3 million in state and local taxes were collected in Lincoln County in 2013.

**Called to Order:** 12:03pm after an additional Commissioner arrived.

**Public Comment:** Willie from the Devils Creek Stump Jumpers indicated that they are working on putting information into regards of opening the City streets to snowmobiles and ATV's, to present it to the Health and Safety committee on February 16<sup>th</sup>.

**Review of Minutes:** A motion to approve the minutes from April meetings was made by Malm, seconded by Grefe, voted and carried.

**Discuss Local Marketing Impact:** We have been very aggressive with Marketing. We have increase the guides and magazines that we advertise in – Fun in Wisconsin, WI Weekender, American Road, Journeys, Harley Dealers Go Guide, Snowmobile & ATV, Biking – WI Trails, Fall Ride Guide, Chicago Daily Herald, Travel Wisconsin. The 2015 Snowmobile & ATV Guide we are on the inside front cover. With this advertising, we have had 4,539 inquires from the fall with American Road, and 4,205 inquires from the summer months. The Chamber's web/calendar/events from May to December has 19,713 inquires. Northwoods has had 300+ inquiries, ITBEC has had 100+. We have mailed out visitor guides/information to 4,746 from May to December. Our foyer that is open 24/7, we have restocked with 2,262 pieces from May to December. We have distributed over 15,000 Visitor guides through mail, festivals, and/or shows. July through September is the busiest for the hotels. There were a handful of weekends that both the Badger and AmericInn are full at the same time. The Hispanic weekend with a Soccer tournament is planned for this summer (date still pending) will fill up the hotels.

**Discuss status of grants:** review on paid events and where we stand on who has been paid and who had not. The New building (construction) in the City has made a big impact at the AmericInn. Marketing & Advertising – some of the single print for 2015 has already been paid. Will need to keep track of the 800 phone number and the usage, and decide if we still need it.

**Discuss Lincoln County Fairgrounds information:** 15-5 vote from the Lincoln County Board to send a committee to work with the City on getting the Fairgrounds going forward. This group will need to meet and bring back ideas to the Lincoln Board. A grandstand needs to be started to help save the grounds. A group will be set up to run the fairgrounds that are not members of the County or City Boards. Will need to have a Marketing Manager and will need to come up with funds to pay this position. Raising Room tax could help pay for this position. The fairground needs to stay in Merrill with events to help keep locals to stay here and spend money here.

**Discuss Snowmobile and ATV access:** Tourism Commission believes it would be a bonus to have the city streets open to snowmobiles and ATVs. This would allow people to come into the City: downtown, east and west sides of Merrill. It would be a good increase of businesses. The Chamber sent out a survey to the members. It was split on the decision to open the city streets. Some of the concerns of opening the city streets are you cannot see over the snow banks, we don't even have bike lanes, and the noise. The survey was unpleasant to hear. People do not realize this is another way for people to get to their business. School district would have no economic impact but it would be another way for students to get to school. You cannot run parallel to Hwy 64 but can go across it. Hwy K you would be able to run on it. This would make an easier route to get from East to West. Would need to come up with a plan that would not disrupt the areas. Opening the city streets would get people to come here, and maybe re-locate here.

**\*\*Motion for the Tourism Commission to support the actions of opening city streets to snowmobiles/ATV's was made by Wendorf, seconded by Grefe, voted and carried. We will need to Market and educate people about what this would do for the City.**

**Public Comment:** Dave Sukow stated that the winter months are slow for hotels, and this could bring more people to town. Some City streets that are currently open to snowmobiles does not make sense. Some people were at the Hwy 51 Truck Stop to

→

unload and travel the trails, but they had a hard time trying to get north. A group of people (DNR, and city officials) have meet and would like to open some of the city streets. This way people can come and start their ride in Merrill. Our biggest problem is the Wisconsin River. People are looking at major trails to get from North to South. Snowmobile speed limit on streets would be 15 mph. They would have to stay on the far right of road way, and if they came to a parked vehicle, they would have to yield to any traffic before going around it. Right now if you are at Americinn you can go North/South/East but nothing to the West unless you go up or down and around. A big winter event could be snowmobile races at the fairgrounds. We have races to the North and south of us, but nothing right here. Also, would like to see somewhere that ATV's could go and play (City Forest). Merrill is missing what this could do for the City. People will have to make sure that they follow the rules, and if they do not, tickets and fines will be issued. Young people are taking jobs in Merrill, but not moving here because the City does not offer things that they like. New laws and bill are in effect in Wisconsin for snowmobile and ATV's. Thank you from Christine Vorpagel on behave of the Merrill Sled Dogs and Merrill Ice Drags for helping fund events. February 14 there will be an Antique Sled Race at Schulz County Inn.

Grant applications will be going out in February and do back at the end of March.

A motion to adjourn the meeting was made at 1:26pm by Malm, and seconded by Grefe.

Next meeting will be planned via email at a later date.

Submitted by,

Cheryl Skoug  
Merrill Chamber of Commerce

1502250

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

AN ORDINANCE: By Personnel and Finance  
Committee  
Re: Amending the Administrative Procedure  
Manual at Chapter 1-3(b) Meetings – Order of  
Business

ORDINANCE NO. 2015-  
Introduced: February 10, 2015  
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 1, Section 2(b) of the Administrative Procedure Manual for the City of Merrill is amended as follows:

1-3(b) Meetings--Order of Business. The business of the Council shall be conducted in the following order:

- (1) Call to order by the Mayor or presiding officer;
- (2) Invocation;
- (3) Pledge of Allegiance;
- (4) Roll call;
- (5) **Any other business allowed by law and/or public comment;**
- (6) Reading of the minutes of the preceding meeting and approving the same if correct and rectifying the mistakes, if any;
- (7) Presentation of accounts and other claims against the City;
- (8) Hearings;
- (9) Communications and/or special and extraordinary business;
- (10) Reports of committees;
- (11) Ordinances and resolutions;

(12) Communications and miscellaneous business from the City Clerk or Treasurer;

(13) New business;

(14) Communications and recommendations from the Mayor;

~~Any other business allowed by law and/or public comment;~~

(15) Adjournment.

**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 MISCELLANEOUS CONDITIONS OF  
EMPLOYMENT – NON-UNION FIRE PERSONNEL AT SECTION 23-22-2 TO  
ADD LANGUAGE TO FOLLOW THE UNION CONTRACT.**

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 Miscellaneous Conditions of Employment – Non-Union Fire Personnel at Section 23-22-2, to add “as per the current contract with the Merrill Firefighters Local 847, International Association of Firefighters”; and,

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

23-22-2 Firefighters who have obtained at least an Associates Degree in Fire Administration, Fire Prevention Technology, Fire Science or a related field shall receive an annual education benefit **as per the current contract with the Merrill Firefighters Local 847, International Association of Firefighters of \$360.00 to be paid at the same time as union personnel receive such pay.**

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 10<sup>th</sup> day of February, 2015, that the Personnel Policies Employee Handbook is amended by adding the highlighted language as follows at Section 23-22-2

23-22-2 Firefighters who have obtained at least an Associates Degree in Fire Administration, Fire Prevention Technology, Fire Science or a related field shall receive an annual education benefit **as per the current contract with the Merrill Firefighters Local 847, International Association of Firefighters of \$360.00 to be paid at the same time as union personnel receive such pay.**

Recommended by: Personnel  
Committee

CITY OF MERRILL, WISCONSIN

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

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

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

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

1502261

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

**A RESOLUTION APPROVING A REQUEST FOR A STEWARDSHIP GRANT**

WHEREAS, the City of Merrill Parks and Recreation Commission has authorized Dan Wendorf, Parks and Recreation Director, to work on its behalf with representatives of the River District Development Foundation to submit an application to the Wisconsin Department of Natural Resources for financial assistance under the Stewardship Program for the River Bend Trail Construction, and to sign documents, and to take whatever other action is necessary to undertake, direct, and complete an approved Stewardship project;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 10<sup>th</sup> day of February, 2015, that it recognizes and acknowledges the long-term ownership and management responsibilities of the Stewardship Program, and agrees to comply with all stewardship laws and regulations and will meet its obligations under the Grant and Management Contract for the project.

Recommended by: Parks and  
Recreation Commission

CITY OF MERRILL, WISCONSIN

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

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

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

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

1502262

**RESOLUTION NO.**

**A RESOLUTION HONORING KAYE L. SEVERT FOR HER EXTENDED SERVICE  
AND GREAT CONTRIBUTION TO THE CITY OF MERRILL**

WHEREAS, the City of Merrill offers a solid stable community environment for all of its citizens; and,

WHEREAS, the City of Merrill has a strong foundation on which to expand, progress, and develop towards an even better community; and,

WHEREAS, Kaye L. Severt has served as an Administrative Assistant in the Merrill Police Department from August, 1985 to February, 2015; and,

WHEREAS, the personal commitment and unselfish dedication Kaye L. Severt has put forth has contributed greatly to the growth, progress and stability of the City of Merrill; and,

WHEREAS, the City of Merrill offers a solid stable community environment for all of its citizens in part because of Kaye L. Severt's dedicated service; and,

WHEREAS, Kaye L. Severt's cheerful manner and hard work will be missed at the City of Merrill Police Department;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 10<sup>th</sup> day of February, 2015, that the Common Council, and the people of Merrill officially acknowledge with deep appreciation the dedicated and faithful service Kaye L. Severt has given to the City of Merrill and commends her for those years of service.

Recommended: Common Council

CITY OF MERRILL, WISCONSIN

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

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

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

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

1502263

**RESOLUTION NO.**

**A RESOLUTION HONORING BRAD G. BYER FOR HIS EXTENDED SERVICE AND GREAT CONTRIBUTION TO THE CITY OF MERRILL**

WHEREAS, the City of Merrill offers a solid stable community environment for all of its citizens; and,

WHEREAS, the City of Merrill has a strong foundation on which to expand, progress, and develop towards an even better community; and,

WHEREAS, Brad G. Byer has served in various positions in the Merrill Fire Department from January, 1989 to January, 2015; and,

WHEREAS, the personal commitment and unselfish dedication Brad G. Byer has put forth has contributed greatly to the growth, progress and stability of the City of Merrill; and,

WHEREAS, the City of Merrill offers a solid stable community environment for all of its citizens in part because of Brad G. Byer's dedicated service; and,

WHEREAS, Brad G. Byer's cheerful manner and hard work will be missed at the City of Merrill Fire Department;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 10<sup>th</sup> day of February, 2015, that the Common Council, and the people of Merrill officially acknowledge with deep appreciation the dedicated and faithful service Brad G. Byer has given to the City of Merrill and commends him for those years of service.

Recommended: Common Council

CITY OF MERRILL, WISCONSIN

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

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

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

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