



CITY OF MERRILL
PERSONNEL AND FINANCE COMMITTEE
MINUTES • TUESDAY JUNE 28, 2016

Regular Meeting

City Hall Council Chambers

5:15 PM

I. Call to Order

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

Attendee Name	Title	Status	Arrived
Ryan Schwartzman	Aldersperson - Third District	Present	
Tim Meehean	Aldersperson - Eighth District	Present	
Paul Russell	Aldersperson - First District	Present	

Also in attendance: City Administrator Dave Johnson, Mayor Bill Bialecki, Finance Director Kathy Unertl, City Attorney Tom Hayden, Street Superintendent Dustin Bonack, Library Director Stacy Stevens, Alderwoman Kandy Peterson, Brian Reilly, Steve Hass, Duane Pfister, Chris Graap and City Clerk Bill Heideman. A representative from the Cable Access Channel was present to videotape the meeting.

II. Vouchers:

1. Vouchers for May, 2016

City staff answered questions related to the vouchers.

Motion (Meehean/Russell) to place on file.

RESULT: PLACED ON FILE

III. Agenda items for consideration:

1. Review and consider debt service refinancing and new borrowing options

Representing Ehlers (the City's financial advisor), Brian Reilly distributed information and then provided a status report on City debt and potential 2016 borrowing.

Finance Director Unertl then distributed information and led discussion related to City finances.

No action was taken at this time.

2. Continue discussion on temporary classification of employee(s), including review of current Temporary Classification Policy.

City Administrator Johnson reported on the current policy regarding temporary employee reclassification. That policy stipulates that reclassification is not to be considered unless an employee is temporarily performing supervisory duties for a minimum of 20 days. He added that "lead" employees were eliminated when the Carlson-Dettmann compensation study was approved.

Alderman Meehean stated that he might consider changed the policy to reduce the 20 day threshold, but he would not be interested in a threshold of hours or a single day. Alderman Schwartzman agreed.

No action was taken.

3. Ordinance related to compensation for citizen members of committees.

Motion (Meehean/Schwartzman) to approve the ordinance, as presented, and send it to the Common Council.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 7/12/2016 7:00 PM
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4. Consider the wording for a referendum question on the November 8, 2016 election ballot, as follows: "Should the elected office of Merrill Street Commissioner be eliminated?".

Alderman Schwartzman read the wording of the question as presented.

Alderman Meehean suggested that the referendum wording be as simple as possible.

Motion (Meehean/Russell) to authorize City Attorney Hayden to simplify the wording and send to the Common Council.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 7/12/2016 7:00 PM
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IV. Monthly Reports:

1. Municipal Court

The report was in the meeting packet.

2. Finance Director Unertl

The report was in the meeting packet.

3. City Attorney Hayden

The report was in the meeting packet.

4. City Clerk Heideman

The report was in the meeting packet.

City Clerk Heideman reported on recent issues related to the streaming and videotaping of meetings. He will discuss this further with Information Technology Director Turner and report his findings at a future meeting.

5. City Administrator Johnson

The report was in the meeting packet.

After two weeks of having the aquatic center open, pool attendance has already nearly reached the total attendance figure for the last summer that the outdoor pool was open.

City Administrator Johnson answered questions related to upcoming events at the Merrill Festival Grounds. Four local groups will have stands open there during the tractor-pull event on July 9th.

6. Consider placing monthly reports on file

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

RESULT:	PLACED ON FILE
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V. Establish date, time and location of next regular meeting

Tuesday, July 26th, 2016 at 5:15 P.M. in the City Hall Common Council Chambers.

VI. Public Comment Period

None.

VII. Adjournment

Motion (Meehean/Russell) to adjourn. Carried. Adjourned at 6:24 P.M.