



CITY OF MERRILL
PERSONNEL AND FINANCE COMMITTEE
MINUTES • TUESDAY NOVEMBER 29, 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, Fire Chief Dave Savone, Police Chief Ken Neff, Police Captain Corey Bennett, Street Superintendent Dustin Bonack, Alderwoman Kandy Peterson, Robert Caylor, Matt Waid and City Clerk Bill Heideman. A representative from the Cable Access Channel was present to videotape the meeting.

II. Vouchers:

1. Vouchers for October, 2016

City Administrator Johnson, City Attorney Hayden, Finance Director Unertl, Police Chief Neff and Police Captain Bennett answered questions related to the vouchers.

Motion (Meehean/Schwartzman) to place on file.

RESULT: PLACED ON FILE

III. Agenda items for consideration:

1. Request from Street Department to sell Hi-Way chip spreader via auction.

Street Superintendent Bonack reported.

Motion (Meehean/Russell) to approve.

RESULT: APPROVED

2. Request from Street Department to sell Root snowblower and associated parts via auction.

Street Superintendent Bonack reported.

Motion (Russell/Meehean) to approve.

RESULT: APPROVED

3. Discussion and recommendation(s) related to a potential Police Department Drug Investigator position, including possible referendum options.

Information was in the meeting packet.

There has been discussion during the year for the possible need for, and creation of, a Police Department Drug Investigator position. In order to fund this position, there has been consideration of a referendum in the spring of 2017.

In lieu of a referendum, Police Captain Bennett is proposing a restructuring of the Police Department to fund the position. He believes his plan would be cost-neutral.

The proposed restructuring would eliminate the Captain at the administrative level and add a drug investigator at the operations level. The two existing day shift Lieutenants would be promoted to Captain and will maintain operational command over any supervisors and officers in their shift rotation.

Finance Director Unertl suggested that, as an alternative option to fund the position, state legislators be contacted to request an exception to the state-mandated property tax levy limit. Alderman Meehean responded that City leadership staff should address this.

Motion (Meehean/Schwartzman) to approve, as submitted, the restructuring of the Police Department for one year. The Police Chief would be authorized to terminate the restructuring at any time during that year, if he deems it necessary. In the event the restructuring is terminated, the Police Department structure would revert back to the current structure.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 12/13/2016 7:00 PM
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IV. Monthly Reports:

1. Municipal Court

The monthly report was in the meeting packet.

2. Finance Director Unertl

The monthly report was in the meeting packet.

City auditors will be here the week of December 5th. Work on delinquent utility bills continues.

3. City Attorney Hayden

The monthly report was in the meeting packet.

City Attorney Hayden thanked Building Inspector/Zoning Administrator Pagel for his help and expertise during several recent demolition cases.

4. City Clerk Heideman

The monthly report was in the meeting packet.

5. City Administrator Johnson

The monthly report was in the meeting packet.

6. Consider placing monthly reports on file

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

RESULT: PLACED ON FILE

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

Tuesday, January 24th, 2017 at 5:15 P.M. in the City Hall Common Council Chambers. No Personnel and Finance Committee meeting will be held before that unless circumstances dictate that a meeting is necessary.

VI. Public Comment Period

None.

VII. Adjournment

Motion (Meehean/Russell) to adjourn. Carried. Adjourned at 5:45 P.M.