



CITY OF MERRILL
PERSONNEL AND FINANCE COMMITTEE
MINUTES • TUESDAY MARCH 27, 2018

Regular Meeting

City Hall Council Chambers

5:00 PM

I. Call to Order

Alderman Schwartzman called the meeting to order at 5:00 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, Finance Director Kathy Unertl (arr. 5:15), Police Chief Corey Bennett, Alderwoman Kandy Peterson, Dave Sukow, Eric Vilhauer and City Clerk Bill Heideman. City Attorney Tom Hayden had an excused absence.

II. Vouchers:

1. Vouchers for February, 2018

Motion (Meehean/Russell) to place on file.

RESULT: PLACED ON FILE

III. Agenda items for consideration:

1. Consider referral from March 13, 2018 Common Council meeting related to the bids received for the City sale of the property at 416 Grand Avenue.

City Administrator Johnson explained that the high bidder on 416 Grand Avenue property (Eric Vilhauer) has submitted a letter requesting that his bid of \$126 be removed from consideration.

Motion (Meehean/Schwartzman) to approve the bid of \$100 from the Social and Sick Club on the 416 Grand Avenue property.

RESULT: APPROVED & SENT TO COUNCIL Next: 4/10/2018 7:00 PM

2. Reconsider bids on City sale of 802 Lake Street property (part of an amended agenda).

City Administrator Johnson reported that the high bidder, Alan Pophal, has requested that his bid of \$7,100 be withdrawn.

Alderman Russell stated that he would like to see a bidding policy adopted that would reduce redundancy in the bidding process. This will be a future agenda item.

Motion (Meehean/Schwartzman) to approve the bid of \$6,276 from Eric Vilhauer on the 802 Lake Street property.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 4/10/2018 7:00 PM
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3. Consider writing off 2017 over-collected Personal Property tax bill of \$881.75 for Marco Inc.

Motion (Meehean/Russell) to approve the write-off.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 4/10/2018 7:00 PM
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4. Consider recommendation from Police Chief Bennett to dispose of six radios that have been replaced, by donating them to the local ARES/RACES group.

Police Chief Bennett reported on six portable radios that have been replaced recently. The local ARES/RACES group has requested that the "old" radios be donated to them. This group is an integral part of emergency response to large incidents.

Police Chief Bennett recommends disposing of the six radios via donation, as requested.

Motion (Russell/Meehean) to approve disposing on the six radios by donating them to the local ARES/RACES group.

RESULT:	APPROVED
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5. Consider quotes for purchase of squad car.

This information was in the meeting packet for informational purposes only. No action was necessary, requested or taken.

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.

3. City Attorney Hayden

The monthly report was in the meeting packet.

4. City Clerk Heideman

The monthly report was in the meeting packet.

Testing of the voting machines for the April 3rd election has been completed. City Clerk Heideman thanked Lincoln County Clerk Chris Marlow, Jill Bostrom and Dustin Brown for their work on the testing.

The Clerk Treasurer office, including voting, will be open from 8:00 A.M. to 5:00 P.M. on Good Friday, March 30th.

5. City Administrator Johnson

The monthly report was in the meeting packet.

Tree removal on East Sixth Street has been completed. Replanting of trees will take place in the future.

6. Consider placing monthly reports on file

Motion (Meehean/Russell) to place on file.

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

Tuesday, April 24th, 2018 at 5:00 P.M. in the City Hall Common Council Chambers.

VI. Public Comment Period

Alderman Schwartzman thanked everyone their help during his tenure as member and committee chairperson.

VII. Closed session(s):

1. The Committee may convene in closed session pursuant to Wisconsin State Statutes 19.85 (1)(c), to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, to conduct annual performance evaluation of City Administrator Johnson.

Motion (Meehean/Russell) to convene in closed session. Carried 3-0 on roll call vote.

Attending the closed session: Schwartzman, Meehean, Russell, Peterson and Johnson.

Discussion and performance evaluation of City Administrator Johnson was held in closed session. No action taken.

VIII. Adjournment

Motion (Meehean/Russell) to adjourn. Carried. Adjourned (from closed session) at 5:53 P.M.