



CITY OF MERRILL
COMMON COUNCIL
MINUTES • TUESDAY MAY 8, 2018

Regular Meeting

City Hall Council Chambers

7:00 PM

1. Call to Order

Mayor Woellner called the meeting to order at 7:00 P.M.

Attendee Name	Title	Status	Arrived
Paul Russell	Aldersperson - First District	Present	
Pete Lokemoen	Aldersperson - Second District	Present	
Ryan Schwartzman	Aldersperson - Third District & Council President	Present	
Steve Osness	Aldersperson - Fourth District	Present	
John M. Van Lieshout	Aldersperson - Fifth District	Present	
Dave Sukow	Aldersperson - Sixth District	Present	
Rob Norton	Aldersperson - Seventh District	Present	
Tim Meehean	Aldersperson - Eighth District	Present	
Derek Woellner	Mayor	Present	

Also in attendance: Public Works Director/City Engineer Rod Akey, Police Chief Corey Bennett, Street Superintendent Dustin Bonack, Transit Director Brad Brummond, City Attorney Tom Hayden, Fire Battalion Chief Steve Hintze, City Administrator Dave Johnson, Enrichment Center Director Tammie Mrachek, Building Inspector/Zoning Administrator Darin Pagel, Utility Operations Manager Gabe Steinagel, Library Director Stacy Stevens, Finance Director Kathy Unertl, Park and Recreation Director Dan Wendorf, Facilities Maintenance Supervisor Nick Wszalek and City Clerk Bill Heideman.

2. Invocation by Pastor Andy Perry, Bible Presbyterian Church

3. Pledge of Allegiance

A moment of silence was observed to honor three men who perished in a medical helicopter crash recently.

4. Roll Call

5. Public Comment Period

None.

6. Minutes of previous meeting(s):

1. Minutes of April 10, 2018 meeting and April 17, 2018 meeting

Motion (Schwartzman/Sukow) to approve.

RESULT: APPROVED

7. Revenue & Expense Reports(s):

1. Revenue & Expense Report for Period Ending April 30, 2018

Motion (Schwartzman/Sukow) to approve.

RESULT: APPROVED

8. General agenda items:

1. Employee years of service recognition:

Kortney L. Pike, 15 years (Street Department)

City Clerk Heideman read a certificate of recognition for Kortney Pike.

2. 2017 Audit presentation by Schenck SC representatives

Representing Schenck SC, Greg Pitel gave a presentation on the 2017 City audit. He provided verbal information related to the "Management Communications" document and the "Annual Financial Report" document.

Motion (Schwartzman/Norton) to place the 2017 audit documents on file.

RESULT: PLACED ON FILE

3. Consider request from Alderman Russell to reconsider the Mayor's Appointments approved at the April 17, 2018 Common Council meeting.

Alderman Russell stated that Nancy Kwiesielewicz's appointment to the Housing Authority was submitted and approved at the April 17th, 2018 reorganization meeting, even though her term is not expiring soon. Alderman Russell added that he hoped the documentation accompanying future appointments could be made less confusing.

No action was requested, necessary or taken.

9. Board of Public Works:

1. Consider bids for re-roofing of City Hall front roof. Alderman Lokemoen is bringing the bids directly to the Common Council.

Motion (Lokemoen/Meehean) to approve the bid of \$38,890 from Kimmons Roofing.

RESULT: APPROVED

2. Street Use Permit application from VFW Post 1638 to close a portion of Cleveland Street (from the corner of Cleveland and East Second Street, north to 150 yards north of the VFW Post 1638), from 3:00 P.M. to 10:00 P.M. on Saturday, May 19, 2018, in conjunction with the Northwoods Veterans Post groundbreaking party. Alderman Russell is bringing the application directly to the Common Council.

Motion (Meehean/Norton) to approve.

RESULT: APPROVED

3. Consider bids for the M2018-04 Street Utility Project. Mayor Woellner is bringing the bids directly to the Common Council. Public Works Director/City Engineer Akey recommends approving the bid of \$874,572.15 from Merrill Gravel and Construction.

Motion (Schwartzman/Lokemoen) to approve the bid of \$874,572.15 from Merrill Gravel and Construction.

RESULT: APPROVED BY ROLL CALL VOTE [UNANIMOUS]

AYES: Russell, Lokemoen, Schwartzman, Osness, Van Lieshout, Sukow, Norton, Meehean

4. Consider bids for the M2018-06 S. Alexander Street Utility Project. Mayor Woellner is bringing the bids directly to the Common Council. Public Works Director/City Engineer Akey recommends approving the bid of \$398,589.15 from Merrill Gravel and Construction.

Motion (Meehean/Van Lieshout) to approve the bid of \$398,589.15 from Merrill Gravel and Construction.

RESULT: APPROVED BY ROLL CALL VOTE [UNANIMOUS]

AYES: Russell, Lokemoen, Schwartzman, Osness, Van Lieshout, Sukow, Norton, Meehean

10. City Plan Commission:

1. Site Plan for sign at the Prairie River Middle School. The City Plan Commission recommends approval.

Motion (Schwartzman/Russell) to approve.

RESULT: APPROVED

11. Health and Safety Committee:

1. Applications from Merrill Baseball for 20 temporary Class "B" picnic licenses to sell fermented malt beverages inside Athletic Park during baseball games on the following dates in 2018: May 17th, June 3rd, June 4th, June 7th, June 12th, June 13th, June 17th, June 18th, June 24th, June 25th, June 26th, June 27th, June 28th, July 3rd, July 5th, July 6th, July 7th, July 8th, July 9th, and July 22nd. The Health and Safety Committee recommends approval.

Motion (Sukow/Russell) to approve.

RESULT: APPROVED

- 2. Applications from the Merrill Firefighters Charities for three temporary Class "B" (picnic) licenses to sell fermented malt beverages at Ott's Park in conjunction with the Merrill Firefighters Charities Softball Tournament, August 3 - August 5, 2018. The Health and Safety Committee recommends approval.

Motion (Van Lieshout/Russell) to approve.

RESULT: APPROVED

- 3. Application from Riiser Fuels, LLC, for a Class "A" (beer) and a "Class A" (liquor) license for RStore #40, 1001 N. Center Ave., effective May 30, 2018. Alderman Russell is bringing the application directly to the Common Council.

Motion (Sukow/Russell) to approve.

RESULT: APPROVED

- 4. Request from VFW Post 1638 for an extension of premises to sell alcohol in an area outdoors at VFW Post 1638, 205 N. Cleveland Street, from 3 P.M. to 10 P.M. on Saturday May 19, 2018, in conjunction with the Northwoods Veterans Post groundbreaking party. Sales would be in an area south of the VFW Post into Cleveland Street and north of the VFW Post approximately 100 yards. Wrist bands will be used to ensure compliance. Alderman Russell in bringing the request directly to the Common Council.

Motion (Meehean/Norton) to approve.

RESULT: APPROVED

12. Personnel and Finance Committee:

- 1. Consider writing off 2017 over-collected Personal Property tax bill of \$32.51 for Mac-Gray Services (1312 W. Main St.). The Personnel and Finance Committee recommends approval.

Motion (Schwartzman/Russell) to approve.

RESULT: APPROVED

13. Placing Committee Reports on File:

- 1. Consider placing the following committee reports on file: City Plan Commission, Festival Grounds Committee, Health & Safety Committee, Library Board, Parks & Recreation Commission, Personnel & Finance Committee, Police & Fire Commission and Water & Sewage Disposal Committee.

Motion (Sukow/Meehean) to place on file.

RESULT: PLACED ON FILE

14. Election and Mayor's Appointments:

1. Elect Alderperson member of the City Plan Commission, replacing Alderman Lokemoen, who has resigned from the City Plan Commission.

Alderman Russell nominated Alderman Norton.

Alderman Meehean nominated Alderman Schwartzman.

A secret ballot resulted in five votes for Alderman Schwartzman and three votes for Alderman Norton. Therefore, Alderman Schwartzman was elected as Alderperson member the City Plan Commission.

Alderman Meehean to the Personnel and Finance Committee, replacing Alderman Lokemoen, who has resigned from the Personnel and Finance Committee.

Motion (Schwarzman/Russell) to approve.

RESULT: APPROVED

Mike Caylor Jr. to Food Vendor Representative on the Festival Grounds Committee, replacing Neal Christensen, who has resigned.

Motion (Lokemoen/Osness) to approve the appointment.

Motion (Meehean/Norton) to table the appointment until all seven of the food vendor groups are contacted and provide their input on the appointment. A roll call vote on the motion to table resulted in a 4-4 tie. Voting No - Alderman Russell, Alderman Lokemoen, Alderman Osness and Alderman Van Lieshout. After polling the audience, Mayor Woellner broke the tie by voting No on the motion to table. Therefore, the appointment was not tabled.

Motion (Russell/Lokemoen) suspend the rules and grant floor privileges to any audience member who wished to address the appointment. On a roll call vote, the motion to grant floor privileges carried 6-2. Voting No - Alderman Norton and Alderman Meehean.

Michael Caylor, Sue Kunkel and Becky Meyer spoke.

The original motion to approve the appointment carried.

Alderman Norton to Chairperson of the Water and Sewage Disposal Committee, replacing Alderman Lokemoen as Chairperson. Alderman Lokemoen will remain on the Water and Sewage Disposal Committee.

Motion (Sukow/Osness) to excuse Alderman Lokemoen as Chairperson of the Water and Sewage Disposal Committee. Carried.

Motion (Meehean/Osness) to approve Alderman Norton.

RESULT: APPROVED

Jeremy Thompson to the Historic Preservation Committee.

Motion (Russell/Schwartzman) to approve.

RESULT: APPROVED

Tony Kusserow to the Transit Commission.

Motion (Schwartzman/Lokemoen) to approve.

RESULT: APPROVED

15. Ordinances:

None.

16. Resolutions:

- 1. A Resolution approving a Certified Survey Map on Hillside Drive in the Town of Merrill by Robert White and Tina White (Resolution #2563).

WHEREAS, Robert White and Tina White have applied for approval of a division of land by certified survey map pursuant to Code of Ordinances Sections 111-116 and 111-119 for land located in part of Lot I of Certified Survey Map #391 and part of the Northeast Quarter (NE ¼) of the Northwest Quarter (NW ¼) of Section 1, Township 31 North, Range 6 East, Town of Merrill, Lincoln County, Wisconsin; and,

WHEREAS, the application was referred to the City Plan Commission which considered the proposed division at a meeting on May 1, 2018; and,

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

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 8th day of May, 2018, that the proposed certified survey map presented by Robert White and Tina White and prepared by Jason J. Pflieger, Northcentral Land Surveying, LLC, involving part of Lot I of Certified Survey Map #391 and part of the Northeast Quarter (NE ¼) of the Northwest Quarter (NW ¼) of Section 1, Township 31 North, Range 6 East, Town of Merrill, Lincoln County, Wisconsin is hereby approved.

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

Motion (Norton/Lokemoen) to approve.

RESULT: APPROVED

2. A Resolution ratifying the selection of a new Fire Chief for the City of Merrill Fire Department (Resolution #2564).

WHEREAS, Merrill Fire Chief David A. Savone has retired from the Merrill Fire Department after a five year career as the Fire Chief; and,

WHEREAS, after an extensive search the Police and Fire Commission offered the Chief's position to Joshua R. Klug; and,

WHEREAS, Joshua R. Klug has accepted the Commission's offer;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 8th day of May, 2018, that the appointment of Joshua R. Klug by the Police and Fire Commission as Fire Chief for the City of Merrill Fire Department be ratified effective upon start of employment.

BE IT FURTHER RESOLVED that the salary shall be at a Grade 19 Step 3 of the City of Merrill Administrative, Professional, Supervisory and Technical Personnel Pay Scale.

Motion (Norton/Schwartzman) to approve.

RESULT: APPROVED

3. A Resolution honoring David A. Savone for his extended service and great contribution to the City of Merrill (Resolution #2565).

WHEREAS, David A. Savone has served the City of Merrill as Fire Chief from December 3, 2012 to March 7, 2018; and,

WHEREAS, David A. Savone's, dedication to the Fire service and to the City of Merrill and his hard work in virtually every area in which he was involved will be greatly missed by the City of Merrill and its citizens; and,

WHEREAS, David A. Savone has earned the admiration and respect of his fellow employees by the way in which he updated and modernized the department with new technology, advanced training and new state of the art equipment, among other advancements and improvements, and in the way he has carried out his duties; and,

WHEREAS, David A. Savone's skills and experience, 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 8th day of May, 2018, that the Common Council, and the people of Merrill officially acknowledge with deep appreciation the faithful service David A. Savone has given the City of Merrill Fire Department and commends him for those 5 plus years of service; and

BE IT FURTHER RESOLVED, that we hereby commend the meritorious and dedicated service of David A. Savone, congratulate him upon the occasion of his retirement from the City of Merrill Fire Department, and extend our warmest wishes for his enjoyment of continued prosperity in the years that lie ahead.

Motion (Common Council/Common Council) to approve.

RESULT:	APPROVED
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4. A Resolution honoring Gerald T. Hoock for his long-time service to the City of Merrill (Resolution #2566).

WHEREAS, Gerald T. Hoock has served the City of Merrill Water Utility Department for 29 years, ultimately retiring as Water Wastewater System Operations Specialist III; and,

WHEREAS, these years of service have been marked by dedication to the best interests of our community and citizens; and

WHEREAS, Gerald T. Hoock has earned the admiration and respect of his fellow employees by the way in which he has carried out his duties; and,

WHEREAS, Gerald T. Hoock's skills and experience, will be missed at the City of Merrill Water Utility Department;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 8th day of May, 2018, that the Common Council, and the people of Merrill officially acknowledge with deep appreciation the faithful service Gerald T. Hoock has given the City of Merrill Water Utility Department and commends him for those 29 years of service; and

BE IT FURTHER RESOLVED, that we hereby commend the meritorious and dedicated service of Gerald T. Hoock, congratulate him upon the occasion of his retirement from the City of Merrill Water Utility Department, and extend our warmest wishes for his enjoyment of continued prosperity in the years that lie ahead.

Motion (Common Council/Common Council) to approve.

RESULT:	APPROVED
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17. Mayor's Communications

Mayor Woellner noted that each alderman is to be a member of at least one "standing" committee. The appointments approved this evening have made that requirement a reality.

All "standing" committees are to meet monthly. Mayor Woellner stated that he will strive to ensure that happens.

Mayor Woellner apologized for missing a morning meeting recently.

Mayor Woellner stated that, although he has not been on Facebook much lately, he plans on using it more as an avenue of communication.

The City now has a Facebook page. The page title is "City of Merrill, Wisconsin".

18. Adjournment

Motion (Schwartzman/Russell) to adjourn. Carried. Adjourned at 7:58 P.M.