



CITY OF MERRILL
PERSONNEL AND FINANCE COMMITTEE
MINUTES • TUESDAY JUNE 26, 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 & Council President	Present	
Tim Meehean	Aldersperson - Eighth District	Excused	
Paul Russell	Aldersperson - First District	Present	

Also in attendance: City Administrator Dave Johnson, Mayor Derek Woellner, Finance Director Kathy Unertl, City Attorney Tom Hayden, Fire Chief Josh Klug, Kandy Peterson and City Clerk Bill Heideman. A student was in attendance to tape the meeting for Merrill Productions.

II. Vouchers:

1. Vouchers

Motion (Schwartzman/Russell) to place on file.

RESULT: PLACED ON FILE

III. Agenda items for consideration:

1. Consider writing off 2017 over-collected Personal Property tax bill of \$28.77 for The Goblin Workshop (formerly at 416 W. Main St.), as well as future 2018 Personal Property tax bill.

This business is no longer in operation.

Motion (Russell/Schwartzman) to approve the write-off of both the 2017 personal property tax bill (\$28.77) and the future 2018 personal property tax bill.

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

2. Request from Fire Chief Klug to dispose of Fire Department equipment.

The meeting packet included a list of Fire Department equipment that is being considered for disposal. Several pictures of the equipment were also in the meeting packet.

Fire Chief Klug reported that an officer's meeting will be held on June 27th. At that meeting, a determination will be made as to which equipment is still usable. Equipment deemed usable will be offered to other City departments. Unusable equipment could be sold by auction or disposed of by other methods.

The Town of Russell First Responders have expressed an interest in the portable radios. Fire Chief Klug expressed no concerns with transferring the radios to them.

Motion (Russell/Schwartzman) to allow Fire Chief Klug to use his discretion to dispose of the equipment via the method(s) he determines.

RESULT: APPROVED

3. Follow-up on potential Dark Store Advisory Referendum ballot question.

City Attorney Hayden remarked that this issue is both complicated and cumbersome, and it is difficult to draft clear and concise language for a potential referendum question.

Alderman Schwartzman suggested that a “plan” to educate the public would be necessary, if a referendum question were to be placed on a ballot. If a referendum question is approved it would be on ballot for the November 6th, 2018 election.

A decision on whether to proceed with an advisory referendum will be made at the July meeting. No action was taken at this time.

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 and state policies and procedures related to personal property taxes were discussed.

3. City Attorney Hayden

The monthly report was in the meeting packet.

City Attorney Hayden remarked that the League of Wisconsin is a valuable information resource.

4. City Clerk Heideman

The monthly report was in the meeting packet.

5. City Administrator Johnson

The monthly report was in the meeting packet.

Finance Director Unertl stated her opinion that she is not in favor of selling the property at 511 Logan Street.

Alderman Russell reported that he has found two people who are willing to serve on the skateboard park ad-hoc committee.

Extension options for the River Bend Trail were discussed, followed by discussion related to the downtown pocket park.

6. Consider placing monthly reports on file

Motion (Schwartzman/Russell) to place on file.

RESULT: PLACED ON FILE

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

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

VI. Public Comment Period

None.

VII. Adjournment

Motion (Russell/Schwartzman) to adjourn. Carried. Adjourned at 5:28 P.M.