



CITY OF MERRILL

COMMON COUNCIL

MINUTES • TUESDAY SEPTEMBER 11, 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. He announced that he would be voting if an election for Common Council President is held later in the meeting.

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

2. Silent Prayer

3. Pledge of Allegiance

4. Roll Call

5. Public Comment Period

Steve Hass stated that he hoped all the appointments on the agenda would be approved.

6. Agenda items related to vacant District 3 aldermanic position:

1. Consider the appointment of Eric Ott to fill the vacant Third District aldermanic seat, for a term expiring after the 2019 election. Mayor Woellner is bringing this agenda item to the Common Council.

No action was taken.

2. Establish policies and timetable for filling the vacant Third District aldermanic seat. Mayor Woellner is bringing this agenda item to the Common Council. This agenda item will only be considered if Eric Ott is not approved to fill the Third District aldermanic seat (previous agenda item).

Motion (Meehean/Norton) to use the "Letter of Intent" form provided by Finance Director Unertl and the procedures/timetable as follows:

Notice of this vacant seat will be published in local paper(s), on the City website and on social media. Interested candidates residing in Aldermanic District 3 would then be required to submit a letter of intent to the City Clerk by September 28th. A Committee of the Whole meeting would be held October 9th (prior to the Common Council meeting) in order to consider candidate(s) and make a recommendation for consideration at the Common Council meeting that same evening.

RESULT:	APPROVED
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7. Minutes of previous Common Council meeting(s):
1. Minutes of August 7, 2018 meeting
Motion (Meehean/Norton) to approve.

RESULT:	APPROVED
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8. Revenue & Expense Reports(s):
1. Revenue & Expense Report for Period Ending August 31, 2018
Motion (Norton/Sukow) to approve.

RESULT:	APPROVED
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9. 2018 Borrowing Presentation & Resolutions:
1. Sales Report presentation on Notes and Bonds and status update on TID No. 3 Revenue Bonds.

Representing Ehlers, Brian Reilly provided information on potential upcoming Tax Increment District (TID) Revenue Bonds. He also provided details related to the two borrowing resolutions to be considered during the meeting.
 2. A Resolution authorizing the issuance and sale of \$1,310,000 General Obligation Promissory Notes, Series 2018A (Resolution #2580).

Note: This resolution is being published by title only. The entire resolution and any related exhibits are available for inspection in the Clerk/Treasurer at City Hall, 1004 East First Street.

RESULT:	APPROVED BY ROLL CALL VOTE [6 TO 0]
MOVER:	Tim Meehean, Alderperson - Eighth District
SECONDER:	Rob Norton, Alderperson - Seventh District
AYES:	Russell, Lokemoen, Osness, Sukow, Norton, Meehean
EXCUSED:	Van Lieshout

3. A Resolution awarding the sale of \$1,575,000 General Obligation Corporate Purpose Bonds, Series 2018B (Resolution #2581).

Note: This resolution is being published by title only. The entire resolution and any related exhibits are available for inspection in the Clerk/Treasurer at City Hall, 1004 East First Street.

RESULT:	APPROVED BY ROLL CALL VOTE [6 TO 0]
MOVER:	Rob Norton, Alderperson - Seventh District
SECONDER:	Tim Meehean, Alderperson - Eighth District
AYES:	Russell, Lokemoen, Osness, Sukow, Norton, Meehean
EXCUSED:	Van Lieshout

10. General agenda items:

1. Employee Years of Service Recognition:

Kay E. Andrews, 15 years (Library)

City Clerk Heideman read a certificate of recognition for Kay Andrews.

David A. Graveen, 15 years (Fire Department)

City Clerk Heideman read a certificate of recognition for Dave Graveen. Mayor Woellner presented the certificate to Dave Graveen.

Andrea M. Bennett, 10 years (Library)

City Clerk Heideman read a certificate of recognition for Andrea Bennett.

11. Board of Public Works:

1. Street Use Permit from The Haunted Sawmill to close the street in the area in front of the Haunted Sawmill (Hendricks Street from East Seventh Street to East Eighth Street) from 5:00 P.M. to 1 A.M. on the following dates in 2018: October 5, October 6, October 12, October 13, October 19, October 20, October 26, October 27 and October 31, in conjunction with a haunted house event. The Board of Public Works recommends approval.

Motion (Norton/Russell) to approve.

RESULT:	APPROVED
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2. Consider request from Parks and Recreation Commission to add 511 Logan Street as part of Athletic Park property. The Board of Public Works recommends approval.

Motion (Norton/Russell) to approve.

RESULT:	APPROVED
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3. Consider contract award to Complete Control Inc. for \$120,266 for DDC Conversion for Police Wing of City Hall. Mayor Woellner is bringing this bid directly to the Common Council.

Motion (Meehean/Lokemoen) to approve.

Alderman Meehean requested that his motion be withdrawn. Without objection, it was so ordered.

Motion (Osness/Norton) to reject the bid and begin the bid process again. Motion to reject carried.

4. Consider bid of \$62,044.50 from American Asphalt of Wisconsin for project involving paving at Stange Park and Normal Park. Mayor Woellner is bringing this bid directly to the Common Council.

Motion (Norton/Russell) to approve.

RESULT:	APPROVED
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12. Health and Safety Committee:

1. Application from Merrill Youth Hockey Association for a temporary Class "B" (picnic) license to sell fermented malt beverages at the Merrill Festival Grounds on Saturday, September 15th, 2018, in conjunction with the annual "Pork in the Park" event. The Health and Safety Committee recommends approval.

Motion (Sukow/Osness) to approve.

RESULT:	APPROVED
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2. Application from Westside Market LLC, Mark Raymer, Agent, for a Class "A" (beer) and a "Class A" (liquor) license for Westside Market, 1504 W. Main Street, effective September 12th, 2018. The Health and Safety Committee recommends approval.

Motion (Meehean/Sukow) to approve.

RESULT:	APPROVED
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3. Application from Craig Erickson for a Class "B" (beer) and a "Class B" (liquor) license for Erickson's Westside Tap, 116 N. Prospect Street, effective September 12th, 2018. The Health and Safety Committee recommends approval.

Motion (Sukow/Russell) to approve.

RESULT:	APPROVED
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4. Application from Brent Scantlin for a Class "B" (beer) and a "Class B" liquor license for DAT Bar, 1404 W. Main Street, effective October 1st, 2018. The Health and Safety Committee recommends approval.

Motion (Sukow/Russell) to approve.

RESULT: APPROVED

13. Personnel and Finance Committee:

1. Consider authorization to dispose of two Fire Department vehicles (1999 Ford F-250 flatbed truck, estimated value \$6,250 and 2006 Chevy Suburban, estimated value \$4,750) as part of new crew cab pick-up truck purchase for Fire Department. The Personnel and Finance Committee recommends approval.

Motion (Meehean/Russell) to approve.

RESULT: APPROVED

2. Consider citizen feedback form and policies/procedures related to use of the form. Alderman Meehean is bringing this agenda item directly to the Common Council.

Motion (Russell/Norton) to approve the format of the form included in the meeting packet. The form could be submitted to the Mayor, the City Clerk, the City Attorney or any Alderperson.

RESULT: APPROVED

14. Placing Committee Reports on File:

1. Consider placing the following committee reports on file: Airport Commission, Board of Public Works, City Plan Commission, Festival Grounds Committee, Health and Safety Committee, Historic Preservation Committee, Housing Authority, Library Board, Merrill Enrichment Center Committee, Parks and Recreation Commission, Personnel and Finance Committee, Skate Park Special Committee and Water and Sewage Disposal Committee.

Motion (Sukow/Norton) to place on file.

RESULT: PLACED ON FILE

15. Elections:

1. Elect President of the Common Council. replacing Ryan Schwartzman, who has resigned from the Common Council.

Motion (Lokemoen/Osness) to nominate Alderman Russell.

Motion (Meehean/Sukow) to nominate Alderman Norton.

Motion (Norton/Sukow) to close nominations. Carried.

The results of a secret (paper) ballot were four votes for Alderman Norton and three votes for Alderman Russell. Therefore, Alderman Norton was elected as Common Council President.

- 2. Elect Alderperson member of the City Plan Commission, replacing Ryan Schwartzman.

Motion (Russell/Meehean) to nominate Alderman Lokemoen.

Motion (Osness/Lokemoen) to close nominations. Carried.

On a voice vote, Alderman Lokemoen was elected as the Alderperson member of the City Plan Commission.

16. Mayor's Appointments:

Alderman Russell as Chairperson of the Personnel and Finance Committee, replacing Ryan Schwartzman as Chairperson.

Approved by one motion at the end of all appointments.

Alderman Sukow as Chairperson of Health and Safety Committee, replacing Alderman Russell, who would continue as a member of the Health and Safety Committee.

Approved by one motion at the end of all appointments.

Alderman Osness to the Personnel and Finance Committee, replacing Ryan Schwartzman.

Approved by one motion at the end of all appointments.

Alderman Van Lieshout to the Board of Public Works, replacing Ryan Schwartzman.

Approved by one motion at the end of all appointments.

Alderman Sukow to the Tourism Commission, replacing Alderman Osness, who has resigned as a member of the Tourism Commission.

Approved by one motion at the end of all appointments.

Darcy Dalsky to the Library Board, term to expire June 30, 2020.

Motion (Meehean/Russell) to approve all the appointments.

RESULT:	APPROVED
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17. Ordinances:

- 1. An Ordinance amending Code of Ordinances Chapter 105, Article II, Division 3, Section 105-83, related to fees and procedure for razing of buildings (Ordinance 2018-05).

City Attorney Hayden gave the ordinance a first reading.

Motion (Norton/Meehean) to suspend the rules and give the ordinance a second reading and a third reading by title only. Carried.

City Attorney Hayden gave the ordinance a second reading and a third reading by title only.

RESULT:	APPROVED [6 TO 0]
MOVER:	Rob Norton, Alderperson - Seventh District
SECONDER:	Pete Lokemoen, Alderperson - Second District
AYES:	Russell, Lokemoen, Osness, Sukow, Norton, Meehean
EXCUSED:	Van Lieshout

2. An Ordinance amending Code of Ordinances Chapter 30, Article II, Section 30-33, related to recycling (Ordinance #2018-06).

City Attorney Hayden gave the ordinance a first reading.

Motion (Norton/Meehean) to suspend the rules and give the ordinance a second reading and a third reading by title only. Carried.

City Attorney Hayden gave the ordinance a second reading and a third reading by title only.

RESULT:	APPROVED [6 TO 0]
MOVER:	Rob Norton, Alderperson - Seventh District
SECONDER:	Steve Osness, Alderperson - Fourth District
AYES:	Russell, Lokemoen, Osness, Sukow, Norton, Meehean
EXCUSED:	Van Lieshout

3. An Ordinance amending Code of Ordinances Chapter 16, related to solid waste and recycling fees (Ordinance #2018-07).

City Attorney Hayden gave the ordinance a first reading.

Motion (Norton/Meehean) to suspend the rules and give the ordinance a second reading and a third reading by title only. Carried.

City Attorney Hayden gave the ordinance a second reading and a third reading by title only.

RESULT:	APPROVED [6 TO 0]
MOVER:	Rob Norton, Alderperson - Seventh District
SECONDER:	Steve Osness, Alderperson - Fourth District
AYES:	Russell, Lokemoen, Osness, Sukow, Norton, Meehean
EXCUSED:	Van Lieshout

4. An Ordinance Amending Code of Ordinances Chapter 16, Section 16-1 related to Parks and Recreation Fees, Rates, and Deposits Customarily Used (Ordinance #2018-08).

City Attorney Hayden gave the ordinance a first reading.

Motion (Norton/Sukow) to suspend the rules and give the ordinance a second reading and a third reading by title only. Carried.

City Attorney Hayden gave the ordinance a second reading and a third reading by title only.

RESULT:	APPROVED [6 TO 0]
MOVER:	Rob Norton, Alderperson - Seventh District
SECONDER:	Tim Meehean, Alderperson - Eighth District
AYES:	Russell, Lokemoen, Osness, Sukow, Norton, Meehean
EXCUSED:	Van Lieshout

18. Resolutions (continued):

1. A Resolution approving North Central Wisconsin Stormwater Coalition Cooperative Agreement (Resolution #2582).

Motion (Norton/Meehean) to approve.

RESULT:	APPROVED
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19. Mayor's Communications

Mayor Woellner asked everyone to pause, remember and reflect on the terrorist attacks on the United States 17 years ago today.

20. Adjournment

Motion (Norton/Osness) to adjourn. Carried. Adjourned at 8:25 P.M.