



CITY OF MERRILL

COMMON COUNCIL

MINUTES • TUESDAY OCTOBER 9, 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	
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	

2. Silent Prayer

3. Pledge of Allegiance

4. Roll Call

5. Public Comment Period

Stephanie Schwartzman expressed disappointment that honorary resolutions for two aldermen who recently resigned (Pete Lokemoen and Ryan Schwartzman) were not on the meeting agenda.

City Attorney Hayden reported that City staff had already made a decision that honorary resolutions for Pete Lokemoen and Ryan Schwartzman would be on the November Common Council meeting agenda.

6. Agenda items related to vacant District 2 & District 3 aldermanic positions:

1. Consider recommendations from October 9, 2018 Committee of the Whole meeting related to candidate and duration of term to fill vacant Aldermanic District #2 seat. The candidates who have applied for the position (listed alphabetically by last name) are Steve Hass and Mike Willman.

Motion (Norton/Osness) to appoint Steve Hass to the vacant position of Second District Aldersperson until the April, 2020 election.

RESULT: APPROVED

2. Consider recommendations from October 9, 2018 Committee of the Whole meeting related to candidate and duration of term to fill vacant Aldermanic District #3 seat. The candidates who have applied for the position (listed alphabetically by last name) are Rick Blake and Eric Ott.

Motion (Meehean/Russell) to appoint Rick Blake to the vacant position of Third District Aldersperson until the April, 2020 election.

RESULT: APPROVED

3. Oath of Office for Alderpersons in the Second and Thrid Aldermanic Districts.
City Clerk Heideman administered the Oath of Office to Steve Hass and Rick Blake.

7. Minutes of previous Common Council meeting(s):

1. Minutes of September 11, 2018 meeting

Motion (Norton/Meehean) to approve.

RESULT: APPROVED

8. Revenue & Expense Reports(s):

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

Motion (Norton/Russell) to approve.

RESULT: APPROVED

9. General agenda items:

1. Employee Years of Service Recognition:

Diane M. Wais, 20 years (City Attorney's office)

City Clerk Heideman read a certificate of recognition for Diane Wais.

10. Board of Public Works:

1. Consider award of fiber-optic infrastructure construction bid. The Board of Public Works recommends approving the bid of \$489,358.80 from Underground Systems.

Motion (Osness/Norton) to approve.

RESULT: APPROVED

2. Consider recommendation and potential amendment of proposal for Pneumatic Control (DDC) project for the Police Wing of City Hall. The Board of Public Works recommends approving the original bid of \$120,266 from Complete Control.

Motion (Norton/Sukow) to approve.

RESULT: APPROVED

11. City Plan Commission:

1. Consider recommendation(s) from October 8, 2018 City Plan Commission meeting related to Site Plan for a sign at Bible Presbyterian Church, 1605 Highway G. At that meeting, the City Plan Commission recommended approval.

Motion (Hass/Meehean) to approve.

RESULT: APPROVED

12. Health and Safety Committee:

1. Consider application from the Merrill Historical Society, 100 East Third Street, for a temporary Class "B" (picnic) license to sell fermented malt beverages and wine at 100 East Third Street on Saturday, November 3, 2018, as part of a trivia night. The Health and Safety Committee recommends approval.

Motion (Van Lieshout/Sukow) to approve.

RESULT: APPROVED

2. Consider application from St. Francis Xavier Catholic Church, 1708 East Tenth Street, for a temporary Class "B" license to sell fermented malt beverages at 1708 East Tenth Street (inside and on grounds) on Sunday, October 14, 2018, as part of a fall festival. Alderman Sukow is bringing this application directly to the Common Council.

Motion (Sukow/Van Lieshout) to approve.

RESULT: APPROVED

13. Personnel and Finance Committee:

1. Consider 2018-2022 auditing service contract renewal with Schenck. The Personnel and Finance Committee recommends approval.

Motion (Meehean/Russell) to approve.

RESULT: APPROVED

2. Consider amendment to citizen feedback form policy to stipulate that all forms should be submitted to the City Administrator, unless the form relates to the City Administrator. All forms related to the City Administrator should be submitted to the City Attorney. The Personnel and Finance Committee recommends approval.

Motion (Russell/Meehean) to approve.

RESULT: APPROVED

14. Placing Committee Reports on File:

1. Consider placing the following committee reports on file: Board of Public Works, Festival Grounds Committee, Health and Safety Committee, Library Board, Merrill Enrichment Center Committee, Personnel and Finance Committee, Redevelopment Authority, Skate Park Special Committee, Transit Commission and Water and Sewage Disposal Committee.

Alderman Blake requested that his name be added to the list of attendees at the September 17th, 2018 Transit Commission meeting. Without objection, it was so ordered.

Motion (Meehean/Russell) to place on file.

RESULT:	PLACED ON FILE
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15. Election(s):

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

Motion (Sukow/Osness) to nominate Steve Hass as alderperson member of the City Plan Commission.

There were no other nominations.

RESULT:	APPROVED
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16. Ordinances:

1. An Ordinance Amending Chapter 38, Article III, Division 4, Section 38-214, related to Sand and Grease Traps (Interceptors) (Ordinance #2018-09).

City Attorney Hayden gave the ordinance a first reading.

Motion (Hass/Van Lieshout) 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.

Motion (Hass/Norton) to approve. Carried 8-0 on roll call vote.

2. An Ordinance Amending Chapter 111, Article II, Section 111-116, related to procedures for approving a Certified Survey Map (Ordinance #2018-10).

City Attorney Hayden gave the ordinance a first reading.

Motion (Hass/Van Lieshout) 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.

Motion (Norton/Sukow) to approve. Carried 8-0 on roll call vote.

3. An Ordinance Amending Chapter 113, Article II, Section 113-44, related to principal permitted uses and requirements for Public Use/Park and Recreation districts (Ordinance #2018-11).

City Attorney Hayden gave the ordinance a first reading.

Motion (Sukow/Norton) 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.

Motion (Sukow/Norton) to approve. Carried 8-0 on roll call vote.

4. An Ordinance Annexing territory from the Town of Merrill on a petition for direct annexation by unanimous approval pursuant to Wis. Stat. Sec. 66.0217(2); assigning aldermanic district and establishing temporary zoning (Ordinance #2018-12).

City Attorney Hayden gave the ordinance a first reading.

Motion (Norton/Russell) 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.

Motion (Hass/Norton) to approve. Carried 8-0 on roll call vote.

17. Resolutions:

1. A Resolution authorizing a Development Agreement by and between the City and United Development Group LLC (Resolution #2583).

WHEREAS, the Common Council of the City of Merrill created Tax Increment District (TID) No. 3 on September 13, 2005 and the redevelopment site is within TID No. 3; and,

WHEREAS, United Development Group LLC has proposed acquisition of the site, demolition of existing building, and construction of new retail building; and,

WHEREAS, the City of Merrill finds that the proposed development and the fulfillment of the items and conditions of the attached Development Agreement are in the vital and best interest of the City of Merrill, the Merrill Redevelopment Authority and City residents and serves a public purpose in accordance with State law; and,

WHEREAS, additional property tax will be generated from this redevelopment project and existing jobs retained; and,

WHEREAS, United Development Group LLC has negotiated the development agreement to provide an incentive payment not to exceed \$90,000 to facilitate the commercial redevelopment project.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 9th day of October, 2017, that the Mayor and City Clerk are authorized to sign the development agreement by and between the City of Merrill and United Development Group LLC and to facilitate the implementation thereof.

Motion (Meehean/Norton) to approve.

RESULT:	APPROVED
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2. A Resolution authorizing the issuance and sale of a \$1,728,000 Tax Increment Revenue Bond (TID NO. 3), Series 2018C and amending Resolution No. 2533 which authorized the issuance and sale of a Tax Increment Bond (TID NO. 3), Series 2017A (Resolution #2584).

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

Motion (Van Lieshout/Meehan) to suspend the rules and read the resolution by title only. Carried.

Motion (Norton/Meehean) to approve. Carried 8-0 on roll call vote.

3. A Resolution approving a Certified Survey Map on County Road "G" and U.S. Highway "51" in the City, requested by the City (Resolution #2585).

WHEREAS, the City of Merrill has applied for approval of a division of land by certified survey map pursuant to Code of Ordinances Sections 111-116 for part of Lot 1 of Certified Survey Map #2621 recorded in Volume 15 of Certified Survey Maps on Page 114 located in part of the Northwest $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ and part of the Southwest $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ of Section 5, part of the Northeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ and part of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 6, Township 31 North Range 7 East, City 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 October 8, 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 9th day of October, 2018, that the proposed certified survey map presented by the City of Merrill and prepared by Nathan J. Wincentsen of Riverside Land Surveying, LLC, involving part of Lot 1 of Certified Survey Map #2621 recorded in Volume 15 of Certified Survey Maps on Page 114 located in part of the Northwest $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ and part of the Southwest $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ of Section 5, part of the Northeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ and part of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 6, Township 31 North Range 7 East, City 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/Sukow) to approve.

RESULT:	APPROVED
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18. Mayor's Communications

City Attorney explained the process of Direct Annexation by Unanimous Consent.

Mayor Woellner thanked the Boy Scouts for attending the meeting, and then thanked all other meeting attendees. He reminded everyone that the November meeting agenda would include honorary resolutions for former alderpersons Pete Lokemoen and Ryan Schwartzman.

19. Adjournment

Motion (Norton/Van Lieshout) to adjourn. Carried. Adjourned at 7:39 P.M.