



CITY OF MERRILL
COMMON COUNCIL
AGENDA • TUESDAY JANUARY 8, 2019

Regular Meeting

City Hall Council Chambers

7:00 PM

1. Call to Order
2. Silent Prayer
3. Pledge of Allegiance
4. Roll Call
5. Public Comment Period
6. Minutes of previous Common Council meeting(s):
 1. Minutes of December 11, 2018 meeting
7. Revenue & Expense Reports(s):
 1. December report will be considered at February Common Council meeting
8. Placing Committee Reports on File:
 1. Consider placing the following committee reports on file: Airport Commission, Festival Grounds Committee, Merrill Enrichment Center Committee, Skate Park Special Committee and Transit Commission.
9. Personnel and Finance Committee:
 1. Consider any recommendation(s) from January 8th, 2019 Personnel and Finance Committee meeting.
10. Mayor's Appointments:
 1. Adam Rekau to the Community Development Committee, term to expire May 1st, 2021.
11. Ordinances:

None.
12. Resolutions:
 1. A Resolution honoring Eleanor "Ellie" Schwartz for her long-time service to the City of Merrill.
13. Mayor's Communications
14. Adjournment

William N. Heideman, CMC, WCMC
City Clerk

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CITY OF MERRILL
COMMON COUNCIL
MINUTES • TUESDAY DECEMBER 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.

| Attendee Name | Title | Status | Arrived |
|----------------------|---------------------------------|---------|---------|
| Paul Russell | Aldersperson - First District | Present | |
| Steve Hass | Aldersperson - Second District | Present | |
| Rick Blake | Aldersperson - Third 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. Invocation by Pastor Paul Hohman, New Testament Church

3. Pledge of Allegiance

4. Roll Call

5. Public Comment Period

None.

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

1. Minutes of November 13, 2018 meeting and November 28, 2018 meeting

Motion (Norton/Meehean) to approve.

RESULT: APPROVED

7. Revenue & Expense Reports(s):

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

Motion (Norton/Sukow) to approve.

RESULT: APPROVED

8. Health and Safety Committee:

- Application from Rotary Club of Merrill for a temporary "Class B" (picnic) license to sell beer and wine at the Bell Tower Residence Artisan Showcase at Bell Tower Assisi Hall, 1500 O'Day Street, on Saturday, February 9, 2019. The Health and Safety Committee recommends approval.

Motion (Hass/Osness) to approve.

RESULT: APPROVED

2. Application from Allen Shidell Sr. for Class "B" (beer) and "Class B" (liquor) licenses for El Mariachi, 608 East Second Street (C), effective December 12, 2018. The Health and Safety Committee recommends approval.

Motion (Hass/Meehean) to approve.

RESULT: APPROVED

3. Application from In & Out Beer and Liquor, LLC, Eric Dayton, Agent, for Class "A" (beer) and "Class A" (liquor) licenses for In & Out Beer and Liquor, 701 East Second Street, effective December 12, 2018. The Health and Safety Committee recommends approval.

Motion (Van Lieshout/Sukow) to approve.

RESULT: APPROVED

9. Personnel and Finance Committee:

1. Merrill area local cable access channel agreement. The Personnel and Finance Committee recommends approval.

Motion (Meehean/Russell) to approve.

RESULT: APPROVED

10. Water and Sewage Disposal Committee:

1. Consider 3% adjustment to Water & Sewage Service Fees for 2019. These adjustments are for specialized services that may be requested or necessary. They are not an increase in general water and sewer rates and would not result in an increase to a standard water/sewer bill. The Water and Sewage Disposal Committee recommends approval.

Motion (Norton/Osness) to approve.

RESULT: APPROVED

11. Placing Committee Reports on File:

1. Consider placing the following committee reports on file: Board of Public Works, Health & Safety Committee, Housing Authority, Library Board, Merrill Enrichment Center Committee, Parks and Recreation Commission, Personnel and Finance Committee, Redevelopment Authority and Water and Sewage Disposal Committee.

Motion (Sukow/Norton) to place on file.

| | |
|----------------|-----------------------|
| RESULT: | PLACED ON FILE |
|----------------|-----------------------|

12. Ordinances:

None.

13. Resolutions:

1. A Preliminary Resolution of Intent to exercise Special Assessment Powers by Police Power under Section 66.03 of the Wisconsin State Statutes (Resolution #2589).

RESOLVED, by the Common Council of the City of Merrill, Wisconsin:

A. The Common Council hereby declares its intention to exercise its power under Section 66.0703 Wisconsin Statutes, to levy special assessments under the police power upon all properties abutting the following improvements in the City of Merrill, Wisconsin:

1. Sidewalk inspection pursuant to sidewalk inspection program. Sidewalk maintenance area is generally confined to the south half of District 5, from West 4th Street south:

- a) Isolated sidewalk repairs requested or needed.
- b) Driveway approaches requested or needed.
- c) Curb and gutter requested or needed.
- d) New sidewalk extensions as requested and/or approved by Board of Public Works.

2. Reconstruction of N Poplar Street from East 2nd Street north to East 4th Street involving:

- a) Replacement and upgrade of existing storm sewer
- b) Curb and gutter and pavement replacement
- c) Limited sidewalk replacement associated with curb and gutter replacements.

3. Reconstruction of N Court Street from East 2nd Street north to East 5th Street involving:

- a) Replacement of water main and laterals.
- b) Replacement of sewer main and laterals.
- c) Replacement and upgrade of existing storm sewer
- d) Curb and gutter and pavement replacement
- e) Limited sidewalk replacement associated with curb and gutter replacements.

4. Reconstruction of N Cleveland Street from East 4th Street north to East 6th Street involving:

- a) Replacement of water main and laterals.
- b) Replacement of sewer main and laterals.
- c) Replacement and upgrade of existing storm sewer
- d) Curb and gutter and pavement replacement
- e) Limited sidewalk replacement associated with curb and gutter replacements.

5. Paving of Alley, the 200 and 300 block between N. Center Ave. and N. Park Street involving:

- a) Grading existing alley
 - b) Asphalt paving
6. Paving of Alley, the 1100 block between E Second Street and E Third Street involving:
- a) Grading existing alley
 - b) Asphalt paving
- B. Said public improvements shall include, where appropriate:
- 1. The grading of said street.
 - 2. The surfacing of said street with asphalt.
 - 3. The installation of curb and gutter on said street.
 - 4. The installation, removal or replacement of sidewalk, driveway and curb and gutter on said street.
 - 5. The installation of water main and water laterals on said street.
 - 6. The installation of sanitary sewer and sewer laterals on said street.
 - 7. The installation of storm sewer on said street.
 - 8. The necessary landscaping on said street.
 - 9. All improvements shall be completed to plans and specifications prepared or approved by the Public Works Director and recorded in the office of the Public Works Director/City Engineer.
- C. The Common Council determines that the above improvements constitute an exercise of the police power and the amount assessed each parcel abutting on the street shall be on a reasonable basis as approved by the Common Council and which rates are in effect at the time of installation in accordance with special assessment procedures set forth in provisions of Chapter 18, Article III, Division 3 of the Code of Ordinances, City of Merrill, Wisconsin.
- D. The assessments against any parcels of land may be paid in cash not later than November 1 of the year such improvements are made, or in installments as provided by Chapter 18, Article III, Division 3 of the Code of Ordinances, City of Merrill, Wisconsin. Rate of interest on installment payments shall be as set by Common Council action.
- E. The City Engineering/Zoning Department shall, with respect to the items mentioned at paragraph A above, prepare a report consisting of:
- 1. Preliminary or final plans and specifications with maps of the improvements.
 - 2. An estimate of the entire cost of the proposed work or improvements.
 - 3. A schedule of the proposed assessments as to each parcel of property affected.
 - 4. A statement that the properties against which the assessments are proposed are benefited and that the improvements constitute an exercise of the police power.
- F. The City Engineering/Zoning Department shall complete and file such reports in the City Clerk's office for public inspection no later than December 21st, 2018.

The Board of Public Works of the City of Merrill shall hold a public hearing on Wednesday, January 23rd, 2019 at 6:00 p.m. The hearing shall be held in the Council Chambers in the City Hall, Merrill, Wisconsin, on the improvements mentioned in paragraph A above. The City Clerk shall cause a notice of said hearing to be published once as a Class I notice no later than December 21st, 2018. The City Clerk shall mail a copy of the notice to all interested persons at least ten (10) days before the date of the hearing.

Motion (Norton/Meehean) to approve.

RESULT: APPROVED

2. A Resolution authorizing a Development Agreement by and between the City and Zelich Customs, LLC (Resolution #2590).

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, Zelich Customs LLC has purchased the existing building at 2213 East Main Street and proposes rehabilitation and improvements; 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 an existing job retained; and,

WHEREAS, Zelich Customs LLC has negotiated the development agreement to provide an incentive payment not to exceed \$4,500 to facilitate the commercial redevelopment project.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 11th day of December, 2018, that the Mayor and City Clerk are authorized to sign the development agreement by and between the City of Merrill and Zelich Customs LLC and to facilitate the implementation thereof.

Motion (Meehean/Norton) to approve.

RESULT: APPROVED

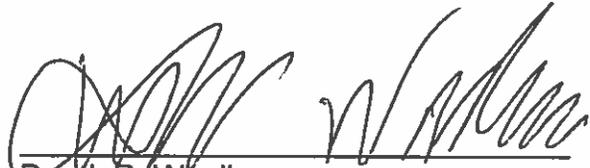
14. Mayor's Communications

Mayor Woellner wished everyone a Merry Christmas, Happy Holidays and a Happy New Year.

15. Adjournment

Motion (Norton/Meehean) to adjourn. Carried. Adjourned at 7:11 P.M.

Attachment: 2018-12-11 Council Minutes (3867 : Minutes of December 11, 2018 meeting)

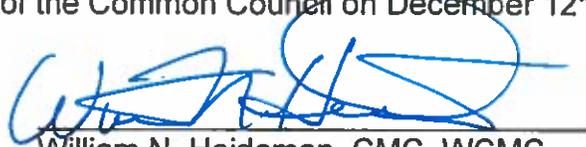


Derek R. Wbellner
Mayor



William N. Heideman, CMC, WCMC
City Clerk

I, William N. Heideman, City Clerk of the City of Merrill, Wisconsin, do hereby certify that the Mayor approved the above action of the Common Council on December 12th, 2018.



William N. Heideman, CMC, WCMC
City Clerk

Attachment: 2018-12-11 Council Minutes (3867 : Minutes of December 11, 2018 meeting)

1004 East First Street
Merrill, Wisconsin 54452
Phone (715) 536-5594
Fax (715) 539-2668
E-Mail Kathy.Unertl@ci.merrill.wi.us

The City of Merrill

To: Alderpersons Kathy Unertl, Finance Director

Mayor Derek Woellner

Date: December 31, 2018

Re: **Revenue & Expense – December 2018**

with February 2019 Council agenda packet

For Information

The December 2018 Revenue & Expense Reports will be provided with the February 2019 Common Council agenda.

There are numerous pending 2018 year-end fiscal transactions including mid-January accounts payable checks that will be posted to December 31st, 2018.

Attachment: Year-End R&E 2018 (3868 : December report will be considered at February Common Council meeting)

City of Merrill
 Airport Commission Meeting Minutes
 November 21, 2018
 Merrill Airport Terminal

Members Present: Chairman Gary Schwartz, Manager Rich McCullough, Alderman Steve Osness, Gary Schulz, Joe Malsack, Lyle Banser, Cameraman Anthony Kromire

Public Present: None Present

1. Call to Order – Meeting called to order at 1900 hours by Chairman Schwartz
2. Approval of Meeting Minutes from September 19, 2018 and October 17, 2018 – September and October Minutes read and approved. Motion by Schulz; second by Osness. All ayes. Motion carried.
3. Approval of Vouchers – Motion to pay vouchers by Banser; second by Malsack. All ayes. Motion carried.
4. Runway 16/34 Project Status – FAA is short of help in the planning department and will be hiring help for projects. Hopefully, that will alleviate a backlog of projects being heldup.
5. FAA Petition for 16/34 – Chairman Schwartz reported that procedure for petition has run through the proper channels and the Board of Aeronautics (BOA) has received a copy that completes Merrill Airport’s requirements. The Board will review and issue a finding that we are in compliance for Project 16/34.
6. Fuel System Issues Update – Manager McCullough reported fuel system contractor did an inspection and ordered parts and asked to be notified when parts came in. He has been notified they are in and will be working on the system next week.

Schwartz commented that the new card readers must be able to read the chips as well as the magnetic strip; so we may want to replace the whole reader at the pump instead of fixing the existing reader. This would save the expense of doing it at a later date. McCullough reported we have not had any problems with the reader since September.

7. Manager’s Report – WPS did pull lights off and left poles.

Had a deer on Airport and a bear crossing; but since snow, have not seen tracks. Fixed a hole in fence. McCullough is working with DNR to keep Airport clear of deer.

Lights around new FBO are being fixed and put on new motion detector. Discussed replacement for halogen lights to LED on some remaining fixtures. Discussion putting a light or reflective sign with directions to FBO/Mechanics Hangar/tie downs

McCullough reported fuel prices are still dropping so he is about to buy Jet A/100 Low Lead. Schwartz reported there is some concern about fuel contaminated with DEF (which is diesel

exhaust fluid or 32.5% Ureane and 67.5% deionized water) which will freeze. McCullough is checking and sampling all incoming fuel to the Airport to assure no cross contamination of fuel.

8. Airport General Maintenance – Contractor has installed conduit and boxes and will be direct-boring the underground conduit and install the fiber optic cable.

Mechanical builders (John Doering) has formulated a plan to fix Hangar No. 1 and has accumulated the required material. After completion, will have a picture of expenses and give us a quote for remaining hangar door repairs.

Chairman's Report (not listed on Agenda) –

Chairman Schwartz reported that Park City Flight Training has been using a common access code for all students/renters, which we are changing. The new process is to issue a code to pilots that have soloed to be able to know when people enter and leave the secured portion of the airport.

Plow truck has had some rebuilding to fix damage/wear on truck snow plow. Discussed updating truck to newer truck; that the City would be replacing. Will keep in contact with City Management.

New City T Hangar was originally approved but then dropped; but will be coming back up for discussion and re-vote, after it was determined the T Hangar Project will be revenue neutral. We do have a list of future tenants for new hangar space.

Schwartz reported NTC wants to use Airport property for parking; so he had Tom Hayden (City Attorney) to write up a two-page lease for additional parking.

9. Aviation Happenings – Schulz reported FAA has passed five-year budget. More inspection and Designated Pilot Examiner (DPE)s are being allowed to do more examinations; up to three from one and one-half per day and can operate anywhere versus a more limited area. Reported Boeing Airlines 737s have had some perceived trim problem, possibly human error in understanding the system. New pilots hired in some countries are trained with skills in computer understanding, but have limited skill in flying when instrument sensors are malfunctioning.

Gary reported on a one-bladed prop which is a very efficient prop. It is covered in AOPA November Issue.

10. Public Comment – None
11. Agenda Items for Next Meeting – Discussion on NTC Parking Contract
12. Adjournment – Schulz made a motion to adjourn; second by Osness. All ayes. Motion carried.

Minutes prepared by Lyle Banser



CITY OF MERRILL
FESTIVAL GROUNDS COMMITTEE
MINUTES • THURSDAY DECEMBER 6, 2018

Regular Meeting

Bierman Building

6:00 PM

I. Call to Order

Alderman Norton called the meeting to order at 6:00 P.M.

| Attendee Name | Title | Status | Arrived |
|----------------------|-----------------------------|---------|---------|
| Michael Caylor | Food Vendor Rep. | Present | |
| Rob Norton | Alderman - Seventh District | Present | |
| Tim Meehean | Alderman - Eighth District | Present | |
| John M. Van Lieshout | Alderman - Fifth District | Present | |
| Derek Woellner | Mayor | Excused | |
| Bryan Bloch | Rodeo Assn. Rep. | Present | |
| Brad Becker | Fair Assn. Rep. | Present | |

Also in attendance: City Administrator Dave Johnson, City Attorney Tom Hayden, Street Commissioner Ron Liberty, Alderman Paul Russell (arr. 6:21), Diane Wais, Dick Stoeckmann, Darryl Barker, Dennis Knott, Judeen Knott, John Rathke, Kandy Peterson, Bill Bialecki, Kathy Liberty and City Clerk Bill Heideman. A student was present to tape the meeting for Merrill Productions.

II. Minutes of previous meeting(s):

1. Minutes of October 4, 2018 meeting

Motion (Meehean/Van Lieshout) to approve.

| | |
|----------------|-----------------|
| RESULT: | APPROVED |
|----------------|-----------------|

III. Agenda items for consideration:

1. Food Vendor Contract Review/Changes:

A copy of the proposed contract was in the meeting packet.

City Administrator Johnson is proposing that the water shut-off date for the stands be changed from October 31st to approximately October 1st.

Judeen Knott suggested that \$25 is not a sufficient fee to charge the "temporary" vendors. She was told that this issue is being addressed.

Fencing of the grounds was then discussed. No definite time for installing fencing has been set, but it will not happen in 2019.

Motion (Meehean/Caylor) to approve the contract, with the following inclusions. The water turn-on date will occur in time for the first event of the year involving the permanent stands. The water shut-off date will be October 1st. All permanent vendors will be notified prior to the water shut-off.

| | |
|----------------|-----------------|
| RESULT: | APPROVED |
|----------------|-----------------|

2. Calendar of Events:

2018 Year in Review/Comparison with 2017

There were 16 events at the grounds in 2017. In 2018, 36 events.

Alderman Norton thanked everyone who was involved in bringing events to the Festival Grounds.

New - Web Page, Bar and Blinds

The Bierman Building now has a new bar and new blinds. Improvements have been made to the "Festival Grounds" section of the City webpage.

IV. Monthly Reports:

1. Festival Grounds Manager Bjorklund

The report was in the meeting packet.

2. Food Vendor Rep. Caylor

The food vendor committee did not meet in the last month. Therefore, there was nothing to report.

V. Public Comment Period

Fair Association Rep. Becker reported that, although the fair did better financially in 2018 than in 2017, the fair is still losing money. Changes will have to be made to reverse this trend. He added that the state fair convention will be in January. More information on the fair will be presented at the February and/or March meetings.

Food Vendor Rep. Caylor reported that, in early 2019, he will be submitting a Fourth of July celebration proposal to the committee.

VI. Establish date, time & location of next meeting

Any January meeting will be at the call of the chairperson. The February meeting was set for Thursday, February 7th, 2019 at 6:00 P.M. It will be held at the Bierman Building.

VII. Adjournment

Motion (Norton/Van Lieshout) to adjourn. Carried. Adjourned at 6:28 P.M.

JUNE '18 MEETING MINUTES
Merrill Enrichment Center Committee
 Meeting was held on June 28th, 2018 at 3:15pm
 Merrill Enrichment Center Conference Room – 303 N. Sales Street

Present: Rev. Kyle Carnes (Chair), Paul Russell (Aldersperson), Rose Akey, Sharon Harvey, Mollie Stencil, Emily Weix
Absent: Gene Bebel, Erin Wells (ADRC Representative)

1. **Opening**
 - a. Carnes called the meeting to order.
2. **Consent Items**
 - a. Motion made by Russell, second by Harvey to approve May '18 meeting minutes. Motion carried.
 - b. Motion made by Russell, second by Akey to approve monthly vouchers. Motion carried.
3. **Public Comment**
 - a. None
4. **Program Updates**
 - a. The Community meal is on hold for the remainder of the summer due to low attendance. Director will decide when we will begin again this fall.
 - b. Summer offerings were discussed.
5. **ADRC**
 - a. Not present
6. **Budget**
 - a. Director discussed 2019 staffing goals and proposed ideas for the Committee to consider. We will continue this discussion in July's meeting.
 - b. Committee will further discuss the requested revenue goals expected of us for 2018 and 2019 in July.
7. **Discussion**
 - a. Future meeting day and time will be discussed in August.
 - b. Where can we grow our programming? What can we do for the elder population? Continue collaboration with Bell Tower, Pine Crest and Housing authority.
8. **Adjournment**
 - a. Motion to adjourn made by Akey second by Russell.

Next meeting will be held on **Thursday, July 26th at 3:15 pm in the MEC Conference room.**
Vouchers will be available for review 10 minutes prior to meeting time.

Respectfully submitted,

TMrachek

Tammie Mrachek
 MEC Director

Enrichment Center Mission Statement: Dedicated to Enhancing Lives and Bringing Generations Together

SKATE PARK SPECIAL MAYOR'S COMMITTEE

November 26th, 2018

The Merrill Skate Park Special Mayor's Committee met on Monday, November 26th, 2018, at 4:00 p.m. in the Council Chambers at the Merrill City Hall.

Members Present: Dan Wendorf, Kyle Gulke, Ryan Bartz

Members Absent: Shawn Molley, Justin Novitski, Kate Baker

Visitors Present: Heather O'Neill, Jon Kurth, MP3, Paul Russel, Dave Sukow, Dave Johnson

Wendorf called the meeting to order at 4:00 p.m. Wendorf also noted that there was not a quorum present so the Committee will only have discussion.

The first item on the agenda was to discuss minutes. There was no discussion on the minutes from the previous meeting. Minutes will be approved at the next scheduled meeting.

The next item was public comment. Heather O'Neill asked what the status was of the skate park due to the potential budget veto and uncertainty throughout the community. Wendorf stated that he would clarify that question on the next agenda item.

The next item on the agenda was to update the Committee on the 2019 Budget process as it relates to skate park design funding. Wendorf began the discussion by saying the 2019 Budget was approved, then vetoed so all projects were not finalized yet. Mayor Woellner was in attendance and Wendorf asked him if he would mind summarizing where things were at for the 2019 Budget. Mayor Woellner then confirmed the 2019 Budget was vetoed and would be discussed at a Special Meeting on 11/28. He said that he didn't have any concerns with the Skate Park Design as it relates to being funded because he has not heard any issues from anyone on it. Wendorf mentioned that it was important to keep the funding for the project because of the momentum that has been achieved, as well as the popularity of the skate park. Wendorf said it was one of the top 2-3 items mentioned on the survey when we went through the Outdoor Recreation Plan a year ago.

The next item on the agenda was to discuss feedback and receive direction on the design options that were provided at the previous meeting from Spohn Ranch. Wendorf began the discussion by reminding everyone that these were the designs that were offered for free by them to get us started on design discussion and the ideas were provided by the Committee. Wendorf also asked if anyone had the opportunity to study it further and talk with other skaters for their feedback. Bartz said that he will begin reaching out to skaters in our community and other communities to discuss things they like about the plan as well as things they would like to see added/changed. He said personally he would like to see a few things added to the design. He would like some of the features to have more than one purpose as well as be able to be skated different ways by skaters of different ability levels. Wendorf asked Jon Kurth what he had gleaned from his experience and discussions with the skaters he deals with on a daily basis. Kurth said that designs are trending to 75% plaza style blended with 25% transition style. He stated that by designing mostly plaza and having the natural/street look, and designing the transition portion around that it makes for a more well-rounded skate park. O'Neill agreed with Kurth and said she would

like to see a skate path surrounding the park with curved banks. She said it would be more inviting to advanced and beginner skaters and would blend the park nicely for a better experience for all. Kurth also mentioned that parks are going with smaller obstacles because of their multi-use capabilities. Gulke said that Merrill is also known as the cordwood capital and it would be nice to try to incorporate some type of cordwood features into the design as well to honor that heritage here.

The next item on the agenda was to discuss design process and timeline. Wendorf stated that he has talked with the representative from Spohn Ranch to keep him informed of our progress and would like to begin working with them once the 2019 Budget is finalized. He said even though it appears everything will be fine, he was not comfortable moving forward until our funding is 100% confirmed. Wendorf also stated that the way he sees it moving forward is to meet one more time after funding is approved to make sure that everyone's vision is captured as best as possible before starting conversations with designer. He also said he would like as much experience as possible in the room when the conversation begins and invited Kurth and O'Neill to join the design team. Wendorf said once the design team has its first discussion with the designer, it will take them some time to develop a first draft and deliver that to the Committee. When that is in hand, we will reconvene to review and discuss and share with the public to see what everyone thinks. After having that discussion and receiving feedback, the design team will go back to the designer and request changes to the design (as many drafts as it takes) until we have exactly what we want. The one thing that is going to come into play, obviously, is going to be having a design that meets our needs/wants as well as what we feel we can afford to pay for and maintain. O'Neill suggested that once the design is at its final stage we have it reviewed by the Tony Hawk Foundation. She said they have a group of professional skaters that are extremely knowledgeable and will review the plan for free. Everyone on the Committee felt that was a very good idea.

The next item was public comment. Wendorf thanked everyone on the committee for their hard work as well as Kurth and O'Neill for sharing their passion and expertise for this project. Wendorf said we are all very fortunate to have them involved in this.

The next item on the agenda was to establish date, time, and location for the next meeting. Wendorf asked the Committee what they thought and that the budget could/should be finalized at the 12/11/18 Council meeting and suggested having the meeting on 11/17 to begin information collection for the design discussion with Spohn Ranch. Everyone agreed with that so the meeting is scheduled for 11/17/18 at 4:00 p.m. in the Council Chambers at the Merrill City Hall. Wendorf said that if something changes, or the 2019 Budget is not approved for some reason at that point, they will adjust the meeting accordingly.

Due to lack of quorum, the meeting was not adjourned – just finished discussion at 4:52 p.m.

Dan Wendorf
Recording Secretary

SKATE PARK SPECIAL MAYOR'S COMMITTEE

December 17th, 2018

The Merrill Skate Park Special Mayor's Committee met on Monday, December 17th, 2018, at 4:00 p.m. in the Council Chambers at the Merrill City Hall.

Members Present: Dan Wendorf, Kyle Gulke, Dakota Branski, Ryan Bartz, Heather O'Neill

Members Absent: Kate Baker

Visitors Present: Mayor Woellner, MP3

Wendorf called the meeting to order at 4:00 p.m.

****Motion O'Neill, seconded by Bartz to approve the minutes from the previous two meetings (there was not a quorum at the previous meeting – so there was discussion only).**

****Carried unanimously.**

The next item on the agenda was public comment. There was no public comment.

The next item on the agenda was to continue the design discussion. Wendorf began by informing the Committee that the budget passed at the last City Council Meeting and that the design request has been granted. Wendorf said he reached out to Spohn Ranch right afterwards to begin working on a contract with them. He stated that he received a draft agreement and is working with the City Attorney to ensure the agreement is satisfactory. Wendorf stated that once he and the City Attorney are good with any changes to the contract, they will sign it and send it off to Spohn Ranch and we can begin getting to work. Wendorf then informed the members that he met with Heather about design and she did quite a bit of work organizing all of the features that had been discussed over the past few months into one big drawing. Wendorf referenced the pictures that were in the packet of the design and asked that they review the drawing, along with the list of amenities and features that Heather provided. Heather drew a schematic of the design on the dry erase board to give a better example of the vision and led the discussion for the group. To summarize, she drew a design that shows a blend of plaza style along with transition areas, surrounded by a skate path around the perimeter. The idea incorporates all of the features previously discussed and the path ties it all together while tailoring to all levels of skaters (and bikers) with entrance points from each direction. She also pointed out the addition of blue concrete on the snake run area to look like the Wisconsin River and adding concrete logs and gears to represent our local history. O'Neill asked for feedback and Gulke said he sees his top five features as: stair sets, rails, manual pads, ledges, and vertical features. Bartz said he likes the design because it is open, not cramped, and looks to have fantastic flow. He said that one of the most important features he looks for when skating is continuous flow – he said it is safer and allows more people to skate multiple features. Mayor Woellner asked if there were waves/moguls along the skate path. He said he used to long board in college and thought that would be a good way to get a little speed and coast around the path. He also asked the skaters what some of the drawbacks are on Weston's skate park. The explained that it is a nice skate park but their big bowl is dirty, has trouble with drainage and the park is cramped because features are too close together. The skaters said that flow within a skate park is number one

importance. Bartz said he likes Marshfield also, stating that it has unique features and is very open. He said Madison's is a fantastic street style park and the bowl is as close to a legit pool and very creative. Gulke asked the skaters for their thoughts on double sets and they said they really like the "3 flat 3" features and gaps as well. They mentioned kicker to gap with the gears or fire hydrant underneath to another kicker as a fun feature to have as well. Bowl vs. half pipe was asked and the skaters stated it depends on how they are designed. They said if a bowl is designed correctly you can actually have both in the same feature with a flat bottom. It was also suggested by Gulke to try and incorporate a granite slab into the manual pad to honor the granite history in our region. Lighting will be incorporated into the design and it was universally discussed to make this a comfortable and inviting place to hang out. Gulke asked if the Committee was still intending to make a recommendation to the Health and Safety Committee to lighten the restrictions on skateboarding on the sidewalks (especially out to the MARC)? Wendorf stated that that was the intention and that it would most likely have to come from this committee to Parks & Recreation Commission then to Health and Safety but that was still a great idea.

There was no public comment.

The next meeting will be at the call of the Chairperson. Wendorf explained that he is not sure of the timeline to finish a contract with Spohn Ranch and how much time he needs to get things going.

**Motion Gulke, seconded by Bartz to adjourn at 5:05 p.m.

**Carried unanimously.

Dan Wendorf
Recording Secretary

Transit Meeting
November 20, 2018
Minutes

Present; Mr. Rick Blake – Chairman, Mr. Gordon Geiger, Mr. Steve Willis, Ms. Sue Kunkel, and Brad Brummond – Transit Administrator

1) Call to order 4:00pm

2) Public Comment - None

3) Approval of August minutes

A motion to approve minutes of the October, 2018 meeting was made by Sue Kunkel and seconded by Steve Willis. All ayes, motion approved unanimously.

4) Administrator's Report:

A) Driver report:

- a. New driver Brandy Brandt. Training complete Brandy driving alone since November 5th. Catching on very quickly doing a great job. Getting a lot of compliments from riders.

B) Electric Buses:

- a. Sending a demo bus for Dec 10-14
- b. WISDOT interested in seeing bus as well as other properties from around the state. Steve from WISDOT communicating with them to organize a time period for all to meet in Merrill to view the bus.

C) Rock Ridge apartments service

- a. Not going to extend service area to include at this time.

D) Advertising on Buses

- a. Interest from local business
- b. Advertising will decrease our funding from State and FTA
- c. Suggest business sponsor ride days
 - i. Voting, veterans, Christmas shopping
 - ii. Would allow for posters and business could advertise those days in the local paper for their marketing

5) Next meeting date will be December 20, 2018

- i. Venue change – will be held at the bus storage facility on the Demo bus
- ii. To include a test ride

6) Motion to adjourn was made by Steve Willis and seconded by Sue Kunkel. All ayes, motion approved unanimously.

Respectfully submitted by:

Brad Brummond
Transit Administrator

Transit Meeting
December 10, 2018
Minutes

Present; Mr. Rick Blake – Chairman, Mr. Gordon Geiger, Mr. Steve Willis, Ms. Sue Kunkel, and Brad Brummond – Transit Administrator

1) Call to order 4:00pm

2) Public Comment - None

3) Approval of August minutes

A motion to approve minutes of the November, 2018 meeting was made by Sue Kunkel and seconded by Steve Willis. All ayes, motion approved unanimously.

4) Administrator's Report:

A) Electric Buses:

- a. Discussion about BYD Demo bus
 - i. Review of Transit Administrator conversation with Tom from St Bart's Transit in Edmonton, Canada
 - ii. Discussed issues expressed by Tom
 1. Parts delivery
 2. Broken parts on bus
 3. Cost of usage vs diesel
- b. WISDOT and other properties from around the state coming on Friday about 10:30 to view the BYD bus.

5) Next meeting date will be January 21, 2019. Meeting to be held at the Transit Office in City Hall, 1004 E 1st St, Merrill, WI 54452.

6) Motion to adjourn was made by Steve Willis and seconded by Sue Kunkel. All ayes, motion approved unanimously.

Respectfully submitted by:

Brad Brummond
Transit Administrator

RESOLUTION NO.

A RESOLUTION HONORING ELEANOR “ELLIE”SCHWARTZ FOR HER LONG-TIME SERVICE TO THE CITY OF MERRILL

WHEREAS, Eleanor “Ellie” Schwartz has served the City of Merrill T.B. Scott Library for 44 years; and,

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

WHEREAS, Eleanor “Ellie” Schwartz has earned the admiration and respect of her fellow employees by the way in which she has carried out her duties; and

WHEREAS, Eleanor “Ellie” Schwartz’s skills and experience will be missed at the City of Merrill T.B. Scott Library;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 8th day of January, 2019, that the Common Council, and the people of Merrill officially acknowledge with deep appreciation the dedicated and faithful service Eleanor “Ellie” Schwartz has given the City of Merrill T.B. Scott Library and commends her for those 44 years of service; and

BE IT FURTHER RESOLVED, that we hereby commend the meritorious and dedicated service of Eleanor “Ellie” Schwartz, congratulate her upon the occasion of her retirement from the City of Merrill T.B. Scott Library, and extend our warmest wishes for her enjoyment of continued prosperity in the years that lie ahead.

Recommended: Common Council CITY OF MERRILL, WISCONSIN

Moved: _____
Derek Woellner
Mayor

Passed: _____
William N. Heideman
City Clerk

Attachment: Resolution honoring Ellie Schwartz (3890 : Resolution honoring Eleanor Schwartz)