



CITY OF MERRILL
COMMON COUNCIL
AGENDA • TUESDAY JUNE 11, 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 May 14, 2019 and June 4, 2019 Common Council meetings
7. Revenue & Expense Reports(s):
 1. Revenue & Expense Report for Period Ending May 31, 2019
8. Election Items:
 1. Consider relocating polling place for Aldermanic District 6, from the T.B. Scott Library to City Hall, for the election(s) on July 16th, 2019 and August 13th, 2019 (if necessary). T.B. Scott Library will be unavailable to use as a polling place due to ongoing repairs.
 2. Discuss polling places as related to Merrill-Go-Round bus routes. Agenda item requested by Alderman Blake.
 3. Consider vote tabulation options (optical scan vs. hand count) for recall primaries/recall elections. This item was referred from the June 4th, 2019 Common Council meeting.
9. Board of Public Works:
 1. Consider lease between City of Merrill and Merrill Area Public Schools for rental space in the lower level of City Hall commonly known as the old Senior Center/Merrill Area Enrichment Center. The Board of Public Works recommends approving a three-year lease agreement, with a \$400 monthly rental rate.
 2. Street Use Permit application from Ballyhoo's to close Prospect Street (from Grand Avenue to West Main Street) from 11:00 A.M. to 11:00 P.M. on Saturday, July 27th, 2019, for Lobsterfest event. The Board of Public Works recommends approval.
 3. Street User Permit application from Ott's Garage Youth Center to close a portion of the street in the vicinity of Ott's Garage, 805 East Main Street, from 3:00 P.M. to 9:00 P.M. on Friday, June 21st, 2019, in conjunction with an extreme sports/music youth event. Alderman Sukow is bringing this application directly to the Common Council.

4. Consider bids on M2019-3 Street Utility Project. Mayor Woellner is bringing the bids directly to the Common Council.
10. Community Development Committee:
 1. Consider \$20,000 Economic Development loan to Ana Blair's Boutique, LLC, from business expansion. The loan would be for a 7-year term with a 2% annual interest rate. The loan would be secured with a Uniform Commercial Code (UCC) on the equipment and inventory, and also with personal guarantees. The Community Development Committee recommends approval.
 11. Festival Grounds Committee:
 1. Consider authorizing funding for emergency repairs to Festival Grounds Cattle Barn. Mayor Woellner is bringing this item directly to the Common Council.
 12. Health and Safety Committee:
 1. Request from Ballyhoo's for an extension of premises to sell alcoholic beverages from Ballyhoo's (124 N. Prospect Street) to a fenced in area east of their front door into Cenotaph Park next to Park Place on July 27, 2019, in conjunction with Merrill Lobsterfest. The Health and Safety Committee recommends approval.
 2. 2019-2020 Liquor License Renewal Applications. On May 20th, 2019, the Health and Safety Committee referred all the license applications to the Common Council.
 3. Application from VFW Post 1638 for a temporary Class "B" (picnic) license to sell fermented malt beverages in the VFW fair stand and in an area under the grandstand at the Merrill Festival Grounds during the Merrill Tractor Pull, June 29, 2019. Alderman Sukow is bringing this application directly to the Common Council.
 4. Application from the Merrill Historical Society for a temporary Class "B" (picnic) license to see fermented malt beverages in the Expo Center (Merrill Festival Grounds) on June 15th, 2019, in conjunction with a "Summer Slamboree" wrestling event. Alderman Sukow is bringing this application directly to the Common Council.
 13. Personnel and Finance Committee:
 1. Discuss 2020 budget target/goals. The Personnel and Finance Committee proposes a "best case scenario" of a 0% change in the City budget for next year, and that the "worst case scenario" would be a budget change equal to the change in the Consumer Price Index.

14. Placing Committee Reports on File:
 1. Consider placing the following committee reports on file: Airport Commission, Board of Public Works, City Plan Commission, Community Development Committee, Health & Safety Committee, Library Board, Merrill Enrichment Center Committee, Parks & Recreation Commission, Personnel & Finance Committee, Redevelopment Authority, Water & Sewage Committee and Zoning Board of Appeals.
15. Mayor's Appointments
 - Mike Geisler to the Library Board, term to expire June 30, 2022
 - Ken Maule to the Redevelopment Authority, term to expire September, 2021
 - Elizabeth McCrank to the Historic Preservation Committee, term to expire May 1, 2022
 - Pastor Lucas Willams to the Merrill Enrichment Center Committee, term to expire May 1, 2020
16. Ordinances:
 - None.
17. Resolutions:
 1. A Resolution for a Conditional Use Permit for storage buildings on Highland Drive, for Lokemoen Development Company. The City Plan Commission recommends disapproval.
 2. A Resolution approving a Conditional Use Permit for storage buildings to be located on South Center Avenue (Hwy K), for Bryan Hoffman. The City Plan Commission recommends approval.
 3. A Resolution authorizing a Development Agreement by and between the City, Timothy & Nikki Conjurske, and Golden Harvest Foods, LLC. The Redevelopment Authority recommends approval.
 4. A Resolution authorizing an amended Development Agreement by and between the City and DJC LLC. The Redevelopment Authority recommends approval.
 5. A Resolution authorizing the vacation of an alley located in Lot Twelve of the VR Willards Addition, to facilitate construction of an addition to the Merrill Historical Society building. The Board of Public Works and the City Plan Commission recommend approval.
 6. A Resolution approving the 2018 Compliance Maintenance Annual Report for the City of Merrill Wastewater Treatment Plant. The Water and Sewage Committee recommends approval.

18. Mayor's Communications
19. Adjournment

William N. Heideman, CMC, WCMC
City Clerk

The Merrill City Hall is accessible to the physically disadvantaged. If special accommodations are needed, please contact the Merrill City Hall at (715) 536-5594.



CITY OF MERRILL
COMMON COUNCIL
MINUTES • TUESDAY MAY 14, 2019

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.

Table with 4 columns: Attendee Name, Title, Status, Arrived. Lists attendees including Paul Russell, Steve Hass, Rick Blake, Steve Osness, John M. Van Lieshout, Dave Sukow, Rob Norton, Tim Meehean, and Derek Woellner.

- 2. Silent Prayer
3. Pledge of Allegiance
4. Roll Call
5. Public Comment Period

Ryan Schwartzman thanked the Common Council, particularly Alderman Steve Hass and Alderman Dave Sukow, for their help and cooperation during his tenure as an alderman.

City Clerk Heideman issued a verbal reminder that it is premature to refer to or name "recall candidates" at this time.

- 6. Minutes of previous Common Council meeting(s):
1. Minutes of April 9, 2019 Common Council meeting
The minutes were in the meeting packet.
Motion (Norton/Blake) to approve.

RESULT: APPROVED

- 7. Revenue & Expense Reports(s):
1. Revenue & Expense Report for Period Ending April 30, 2019
Motion (Norton/Meehean) to approve.

Attachment: 2019-05-14 Council Minutes (4208 : Minutes of May 14, 2019 Common Council meeting)

RESULT:	APPROVED
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8. Communications and Petitions:
1. Claim filed by Dennis M. Clark. The City's insurance carrier recommends that the claim be disallowed.
Information on the claim was in the meeting packet.
Motion (Hass/Meehean) to disallow.

RESULT:	DISALLOWED
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9. General agenda items:
1. Employee Years of Service Recognition:
Terri Akey, 30 years (Library)
City Clerk Heideman read a certificate of recognition for Terri Akey.
Michael D. Weix, 30 years (Recycle)
City Clerk Heideman read a certificate of recognition for Michael Weix.
Thomas C. Teetzen, 15 years (Fire Department)
City Clerk Heideman read a certificate of recognition for Thomas Teetzen.
 2. 2018 Audit Presentation by CliftonLarsonAllen LLP Representatives
Information was in the meeting packet.

A comprehensive audit report was presented to the Committee of the Whole at their meeting at 6:00 P.M. Representing CliftonLarsonAllen LLP, Dave Maccoux and Greg Pital shared highlights from that presentation.
10. Board of Public Works:
1. Consider bid for paving the area around the Festival Grounds grandstand.
Mayor Woellner is bringing this bid directly to the Common Council.
The bid received was \$70,313.36, from American Asphalt of Wisconsin.

Motion (Norton/Meehean) to approve. Motion carried 6-2 on roll call vote. Voting No - Alderman Hass and Alderman Osness.
11. Health and Safety Committee:
1. Application from Indianhead Oil Co., LLC for a Class "A" (Beer) and a "Class A" (Cider only) license for Holiday Stationstore #482, 1312 West Main Street, effective May 15th, 2019. The Health and Safety Committee recommends approval.

Motion (Norton/Meehean) to approve.

RESULT: APPROVED

2. Application from the Lincoln County Rodeo Association Inc. for three temporary Class "B" (picnic) licenses to sell fermented malt beverages at the Merrill Festival Grounds during the Wisconsin River Pro Rodeo, June 7 - 9, 2019. The Health and Safety Committee recommends approval.

Motion (Sukow/Russell) to approve.

RESULT: APPROVED

12. Placing Committee Reports on File:

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

Motion (Norton/Meehean) to place on file.

RESULT: PLACED ON FILE

13. Mayor's Appointments:

Jean Ravn to the Parks & Recreation Commission, term to expire May 1, 2024

Dan Novitch to the Parks & Recreation Commission, term to expire May 1, 2024

Lisa Gervais to the Police & Fire Commission, term to expire May 1, 2024

Molly Stencil to the Merrill Enrichment Center Committee, term to expire May 1, 2020

Sharon Harvey to the Merrill Enrichment Center Committee, term to expire May 1, 2020

Gene Bebel to the Merrill Enrichment Center Committee, term to expire May 1, 2020

Laura Bertagnoli to the Merrill Enrichment Center Committee, to a term to expire May 1, 2020

Dave Vachavake to the Merrill Enrichment Center Committee, term to expire May 1, 2020

Rose Akey to the Merrill Enrichment Center Committee, term to expire May 1, 2020 (This is part of an amended agenda).

Alderman Dave Sukow to the Zoning Board of Appeals, term to expire May 1, 2022 (This is part of an amended agenda, the original agenda had Bill Schneider to be appointed).

Eric Ott to the Zoning Board of Appeals, term to expire May 1, 2022

Sue Kunkel to the Transit Commission, term to expire May 1, 2022

Gordon Geiger to the Transit Commission, term to expire May 1, 2022

Ronald Peterson to the Community Development Committee, term to expire May 1, 2022

Daniel Schneider to the Community Development Committee, term to expire May 1, 2022

Rebecca Welch to the Tourism Commission, term to expire May 1, 2020

Eric Ott to the Tourism Commission, term to expire May 1, 2020

Ernie Stender to the Tourism Commission, term to expire May 1, 2020

Mayor Woellner requested that he be allowed to remove the appointment of Dave Vachavake from the appointment list. Without objection, it was so ordered.

Motion (Hass/Osness) to approve the appointments, with the appointment of Dave Vachavake removed from the list.

RESULT:	APPROVED
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14. Ordinances:

1. None.

15. Resolutions:

1. None.

16. Mayor's Communications

Mayor Woellner reminded everyone that Arbor Day will be Thursday, May 16th. Buddy Poppy Day will be Monday, May 20th. He noted that he ran his mayoral campaign on a theme of unity.

17. Adjournment

Motion (Norton/Hass) to adjourn. Carried. Adjourned at 7:50 P.M.



CITY OF MERRILL
COMMON COUNCIL
MINUTES • TUESDAY JUNE 4, 2019

Special Meeting City Hall Council Chambers 5:30 PM

I. Call to Order

Mayor Woellner called the meeting to order at 5:30 P.M.

Table with 4 columns: Attendee Name, Title, Status, Arrived. Rows include Paul Russell, Steve Hass, Rick Blake, Steve Osness, John M. Van Lieshout, Dave Sukow, Rob Norton, Tim Meehean, and Derek Woellner.

II. Pledge of Allegiance

III. Public Comment Period

LaDonna Fermanich made several comments related to the pending recall election(s).

IV. Agenda Items

1. Schedule recall elections for Aldermanic Districts #1, #5, #6, #7 and #8.

Information on a proposed recall timetable was in the meeting packet. The proposed timetable is as follows (dates are all in 2019):

Tuesday, June 18th: Deadline for filing nomination papers.

Tuesday, July 16th: Recall Elections (or primaries if necessary).

Tuesday, August 13th: Recall Elections for any offices in which a primary was required and no candidate received more than 50% of the votes in the primary.

Motion (Hass/Osness) to approve the timetable, as presented, and petition the Wisconsin Elections Commission for permission to forego use of the DS-200 machines during the recall elections, and instead do a "hand-count" of the ballots to tabulate votes.

Motion (Meehean/Russell) to amend the motion by deleting the portion related to a "hand-count" tabulation, and instead use the DS-200 machines for vote tabulation. Alderman Meehean requested that his amendment be withdrawn. Without objection, it was so ordered.

Motion (Meehan/Russell) to amend by stating that a decision on the method of vote tabulation (DS-200 or hand-count) be delayed until the June 11th, 2019 Common Council meeting. Motion to amend carried.

Motion to approve the timetable and refer the vote tabulation method decision to the June 11th, 2019 Common Council meeting was approved.

Attachment: 2019-06-04 Council Minutes Special (4208 : Minutes of May 14, 2019 Common Council meeting)

V. Adjournment

Motion (Meehean/Van Lieshout) to adjourn. Carried. Adjourned at 5:41 P. M.



City of Merrill

Kathy Unertl, Finance Director

1004 East 1st Street • Merrill, Wisconsin • 54452

Phone: 715.536.5594 • Fax: 715.539.2668

e-mail: Kathy.Unertl@ci.merrill.wi.us

Date: June 5th, 2019

To: Mayor Derek Woellner
Alderpersons

From: Kathy Unertl, Finance Director

RE: May 2019 Revenue & Expense Reports

Revenues – General Fund:

Consistent with budgeted amounts. There is significantly higher interest income than budget.

City and Tax Increment Districts (TIDs) received State Personal Property Aid.

Expenses – General Fund:

Expenditures are consistent with budgeted amounts. Major exception: Streets – Snow & Ice Overtime and related diesel fuel expenses.

With several retirements, there will be some personnel services savings.

Fund 21 – Police School Resource Office (SRO):

Both revenues and expenses have been modified to reflect that only one SRO position for entire 2019 (instead of potential second SRO position as of July 1st).

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					

<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	4,525,436.00	419,348.37	3,384,573.31	74.79	1,140,862.69
Intergovernmental	4,191,700.65	19,738.68	417,421.95	9.96	3,774,278.70
Licenses and Permits	39,021.00	16,645.00	26,698.68	68.42	12,322.32
Fines, Forfeits, & Pen.	117,500.00	5,811.05	53,082.68	45.18	64,417.32
Public Charges-Services	7,625.00	630.67	2,146.09	28.15	5,478.91
Miscellaneous Revenues	<u>109,150.00</u>	<u>13,161.91</u>	<u>78,572.91</u>	<u>71.99</u>	<u>30,577.09</u>
TOTAL Non-Departmental	8,990,432.65	475,335.68	3,962,495.62	44.07	5,027,937.03
<u>Municipal Court</u>					
Intergov Charges (Misc.)	<u>7,950.00</u>	<u>522.50</u>	<u>2,500.00</u>	<u>31.45</u>	<u>5,450.00</u>
TOTAL Municipal Court	7,950.00	522.50	2,500.00	31.45	5,450.00
<u>City Attorney</u>					
Intergov Charges (Misc.)	10,500.00	0.00	2,835.50	27.00	7,664.50
Miscellaneous Revenues	<u>15,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>15,000.00</u>
TOTAL City Attorney	25,500.00	0.00	2,835.50	11.12	22,664.50
<u>City Administrator</u>					
Miscellaneous Revenues	<u>27,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>27,500.00</u>
TOTAL City Administrator	27,500.00	0.00	0.00	0.00	27,500.00
<u>Clerk/Treasurer Staff</u>					
Miscellaneous Revenues	<u>2,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,500.00</u>
TOTAL Clerk/Treasurer Staff	2,500.00	0.00	0.00	0.00	2,500.00
<u>Treasurer/Finance Dir.</u>					
Licenses and Permits	500.00	486.02	1,379.44	275.89	(879.44)
Miscellaneous Revenues	<u>27,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>27,500.00</u>
TOTAL Treasurer/Finance Dir.	28,000.00	486.02	1,379.44	4.93	26,620.56
<u>Over-Collected Taxes</u>					
Miscellaneous Revenues	<u>1,500.00</u>	<u>0.00</u>	<u>898.01</u>	<u>59.87</u>	<u>601.99</u>
TOTAL Over-Collected Taxes	1,500.00	0.00	898.01	59.87	601.99
<u>Police</u>					
Intergovernmental	15,700.00	0.00	4,000.00	25.48	11,700.00
Public Charges-Services	8,025.00	474.85	2,292.30	28.56	5,732.70
Intergov Charges (Misc.)	8,500.00	0.00	7,294.76	85.82	1,205.24
Miscellaneous Revenues	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Police	32,225.00	474.85	13,587.06	42.16	18,637.94

Attachment: Revenue-Expense - 2019-05 (4243 : Revenue & Expense Report for Period Ending May 31, 2019)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2019

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Traffic Control</u>					
Miscellaneous Revenues	0.00	200.00	3,516.13	0.00	(3,516.13)
TOTAL Traffic Control	0.00	200.00	3,516.13	0.00	(3,516.13)
<u>Fire Protection</u>					
Public Charges-Services	7,025.00	1,230.00	3,638.50	51.79	3,386.50
Intergov Charges (Misc.)	217,548.00	0.00	108,773.82	50.00	108,774.18
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Fire Protection	224,573.00	1,230.00	112,412.32	50.06	112,160.68
<u>Ambulance/EMS</u>					
Intergovernmental	1,059,247.00	71,559.81	316,588.32	29.89	742,658.68
TOTAL Ambulance/EMS	1,059,247.00	71,559.81	316,588.32	29.89	742,658.68
<u>Bldg. Inspection/Zoning</u>					
Licenses and Permits	32,500.00	3,070.00	7,425.00	22.85	25,075.00
Miscellaneous Revenues	10,000.00	0.00	0.00	0.00	10,000.00
TOTAL Bldg. Inspection/Zoning	42,500.00	3,070.00	7,425.00	17.47	35,075.00
<u>Public Works/Engineer</u>					
Miscellaneous Revenues	67,500.00	0.00	0.00	0.00	67,500.00
TOTAL Public Works/Engineer	67,500.00	0.00	0.00	0.00	67,500.00
<u>Garage Maintenance</u>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Garage Maintenance	0.00	0.00	0.00	0.00	0.00
<u>Operations Support (M&E)</u>					
Intergovernmental	320,500.00	21,146.87	101,126.55	31.55	219,373.45
TOTAL Operations Support (M&E)	320,500.00	21,146.87	101,126.55	31.55	219,373.45
<u>Roads</u>					
Intergovernmental	78,000.00	0.00	6,038.41	7.74	71,961.59
Public Charges-Services	2,500.00	0.00	0.00	0.00	2,500.00
Miscellaneous Revenues	0.00	151.25	2,883.98	0.00	(2,883.98)
TOTAL Roads	80,500.00	151.25	8,922.39	11.08	71,577.61
<u>Snow and Ice</u>					
Public Charges-Services	10,000.00	908.40	2,908.40	29.08	7,091.60
TOTAL Snow and Ice	10,000.00	908.40	2,908.40	29.08	7,091.60
<u>Stormwater Maintenance</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Stormwater Maintenance	0.00	0.00	0.00	0.00	0.00

Attachment: Revenue-Expense - 2019-05 (4243 : Revenue & Expense Report for Period Ending May 31, 2019)

6-05-2019 10:28 AM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2019

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10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Street Painting-Marking</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
TOTAL Street Painting-Marking	0.00	0.00	0.00	0.00	0.00
<u>Street Lighting</u>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Street Lighting	0.00	0.00	0.00	0.00	0.00
<u>Stormwater Plan/Const.</u>					
Licenses and Permits	750.00	0.00	0.00	0.00	750.00
TOTAL Stormwater Plan/Const.	750.00	0.00	0.00	0.00	750.00
<u>Airport</u>					
Public Charges-Services	25,000.00	775.00	16,070.86	64.28	8,929.14
Miscellaneous Revenues	0.00	0.00	3,705.00	0.00	(3,705.00)
TOTAL Airport	25,000.00	775.00	19,775.86	79.10	5,224.14
<u>Transit</u>					
Specials (Utility Rev.)	242,500.00	0.00	72,640.33	29.95	169,859.67
Intergovernmental	82,500.00	0.00	0.00	0.00	82,500.00
Public Charges-Services	143,250.00	10,954.70	54,168.75	37.81	89,081.25
Miscellaneous Revenues	24,000.00	0.00	3,514.00	14.64	20,486.00
TOTAL Transit	492,250.00	10,954.70	130,323.08	26.47	361,926.92
<u>Garbage Collection</u>					
Miscellaneous Revenues	6,000.00	436.00	8,156.49	135.94	(2,156.49)
TOTAL Garbage Collection	6,000.00	436.00	8,156.49	135.94	(2,156.49)
<u>Recycling</u>					
Intergovernmental	32,500.00	32,580.11	32,580.11	100.25	(80.11)
Miscellaneous Revenues	8,000.00	305.00	1,710.00	21.38	6,290.00
TOTAL Recycling	40,500.00	32,885.11	34,290.11	84.67	6,209.89
<u>Weed & Nuisance Control</u>					
Public Charges-Services	5,000.00	0.00	0.00	0.00	5,000.00
Miscellaneous Revenues	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL Weed & Nuisance Control	6,000.00	0.00	0.00	0.00	6,000.00
<u>MEC - Enrichment</u>					
Public Charges-Services	7,500.00	0.00	0.00	0.00	7,500.00
TOTAL MEC - Enrichment	7,500.00	0.00	0.00	0.00	7,500.00
<u>Library</u>					
Intergovernmental	449,305.00	0.00	224,652.50	50.00	224,652.50
Public Charges-Services	16,000.00	1,314.13	6,126.41	38.29	9,873.59
Miscellaneous Revenues	0.00	1,000.00	23,866.02	0.00	(23,866.02)
TOTAL Library	465,305.00	2,314.13	254,644.93	54.73	210,660.07

Attachment: Revenue-Expense - 2019-05 (4243 : Revenue & Expense Report for Period Ending May 31, 2019)

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Parks</u>					
Public Charges-Services	12,500.00	1,123.19	5,648.74	45.19	6,851.26
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Parks	12,500.00	1,123.19	5,648.74	45.19	6,851.26
<u>River Bend Trail</u>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL River Bend Trail	0.00	0.00	0.00	0.00	0.00
<u>Recreation Programs</u>					
Public Charges-Services	96,000.00	3,094.50	29,452.50	30.68	66,547.50
TOTAL Recreation Programs	96,000.00	3,094.50	29,452.50	30.68	66,547.50
<u>Decorations & Banners</u>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Decorations & Banners	0.00	0.00	0.00	0.00	0.00
<u>Outside Agencies</u>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Outside Agencies	0.00	0.00	0.00	0.00	0.00
<u>Cable Franchise Adm</u>					
Licenses and Permits	6,000.00	0.00	0.00	0.00	6,000.00
TOTAL Cable Franchise Adm	6,000.00	0.00	0.00	0.00	6,000.00
<u>MARC - Smith Center</u>					
Public Charges-Services	65,900.00	646.00	28,694.06	43.54	37,205.94
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL MARC - Smith Center	65,900.00	646.00	28,694.06	43.54	37,205.94
<u>Aquatic Center</u>					
Public Charges-Services	105,000.00	595.00	4,435.00	4.22	100,565.00
TOTAL Aquatic Center	105,000.00	595.00	4,435.00	4.22	100,565.00
<hr/>					
TOTAL REVENUE	12,249,132.65	627,909.01	5,052,015.51	41.24	7,197,117.14
=====					
<u>EXPENDITURES</u>					
=====					
<u>Common Council</u>					
Personnel Services	34,200.00	3,402.27	12,591.89	36.82	21,608.11
Contractual Services	4,890.00	0.00	298.20	6.10	4,591.80
Supplies & Expenses	11,185.00	611.06	3,376.23	30.19	7,808.77
TOTAL Common Council	50,275.00	4,013.33	16,266.32	32.35	34,008.68

Attachment: Revenue-Expense - 2019-05 (4243 : Revenue & Expense Report for Period Ending May 31, 2019)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2019

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Municipal Court</u>					
Personnel Services	85,944.00	9,233.43	35,746.32	41.59	50,197.68
Contractual Services	500.00	0.00	0.00	0.00	500.00
Supplies & Expenses	5,000.00	26.68	1,452.29	29.05	3,547.71
Capital Outlay	500.00	0.00	0.00	0.00	500.00
Technology	5,550.00	0.00	5,586.00	100.65	(36.00)
TOTAL Municipal Court	97,494.00	9,260.11	42,784.61	43.88	54,709.39
<u>City Attorney</u>					
Personnel Services	225,326.00	25,125.73	94,420.73	41.90	130,905.27
Contractual Services	3,700.00	2,080.00	8,940.00	241.62	(5,240.00)
Supplies & Expenses	7,075.00	1,895.32	2,530.63	35.77	4,544.37
TOTAL City Attorney	236,101.00	29,101.05	105,891.36	44.85	130,209.64
<u>Mayor</u>					
Personnel Services	13,780.00	1,565.10	5,738.70	41.65	8,041.30
Supplies & Expenses	825.00	35.00	384.26	46.58	440.74
TOTAL Mayor	14,605.00	1,600.10	6,122.96	41.92	8,482.04
<u>City Administrator</u>					
Personnel Services	119,907.00	13,182.77	49,501.65	41.28	70,405.35
Contractual Services	675.00	56.64	283.47	42.00	391.53
Supplies & Expenses	850.00	21.92	110.22	12.97	739.78
TOTAL City Administrator	121,432.00	13,261.33	49,895.34	41.09	71,536.66
<u>Personnel - HR</u>					
Contractual Services	4,350.00	260.05	1,435.70	33.00	2,914.30
Supplies & Expenses	500.00	0.00	0.00	0.00	500.00
TOTAL Personnel - HR	4,850.00	260.05	1,435.70	29.60	3,414.30
<u>City Clerk</u>					
Personnel Services	77,986.00	8,590.29	32,646.45	41.86	45,339.55
Supplies & Expenses	4,550.00	121.39	1,487.68	32.70	3,062.32
Technology	4,500.00	0.00	4,465.12	99.22	34.88
TOTAL City Clerk	87,036.00	8,711.68	38,599.25	44.35	48,436.75
<u>Clerk/Treasurer Staff</u>					
Personnel Services	172,383.00	19,706.26	76,007.44	44.09	96,375.56
Supplies & Expenses	1,100.00	61.26	431.89	39.26	668.11
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL Clerk/Treasurer Staff	173,483.00	19,767.52	76,439.33	44.06	97,043.67
<u>Elections - AVERAGED</u>					
Personnel Services	25,250.00	0.00	5,530.94	21.90	19,719.06
Contractual Services	13,000.00	0.00	0.00	0.00	13,000.00
Supplies & Expenses	1,525.00	23.90	611.16	40.08	913.84
TOTAL Elections - AVERAGED	39,775.00	23.90	6,142.10	15.44	33,632.90

Attachment: Revenue-Expense - 2019-05 (4243 : Revenue & Expense Report for Period Ending May 31, 2019)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2019

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Treasurer/Finance Dir.</u>					
Personnel Services	107,041.00	12,173.50	45,037.33	42.07	62,003.67
Contractual Services	6,000.00	169.16	798.96	13.32	5,201.04
Supplies & Expenses	25,150.00	1,504.52	12,990.06	51.65	12,159.94
Capital Outlay	0.00	0.00	881.52	0.00	(881.52)
TOTAL Treasurer/Finance Dir.	138,191.00	13,847.18	59,707.87	43.21	78,483.13
<u>Information Technology</u>					
Personnel Services	72,000.00	7,733.25	29,945.10	41.59	42,054.90
Technology	132,250.00	9,174.40	45,631.88	34.50	86,618.12
TOTAL Information Technology	204,250.00	16,907.65	75,576.98	37.00	128,673.02
<u>Assessment of Property</u>					
Contractual Services	28,425.00	0.00	13,100.00	46.09	15,325.00
Supplies & Expenses	100.00	0.00	0.00	0.00	100.00
TOTAL Assessment of Property	28,525.00	0.00	13,100.00	45.92	15,425.00
<u>Independent Auditing</u>					
Contractual Services	15,500.00	0.00	12,325.30	79.52	3,174.70
Technology	1,250.00	0.00	1,107.00	88.56	143.00
TOTAL Independent Auditing	16,750.00	0.00	13,432.30	80.19	3,317.70
<u>City Maintenance</u>					
Personnel Services	128,910.00	12,658.88	50,351.26	39.06	78,558.74
Contractual Services	68,900.00	5,620.24	27,056.90	39.27	41,843.10
Supplies & Expenses	16,900.00	812.26	4,210.46	24.91	12,689.54
Capital Outlay	7,000.00	199.42	2,304.15	32.92	4,695.85
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL City Maintenance	221,710.00	19,290.80	83,922.77	37.85	137,787.23
<u>City Maint-Library</u>					
Personnel Services	0.00	59.20	59.20	0.00	(59.20)
Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
TOTAL City Maint-Library	0.00	59.20	59.20	0.00	(59.20)
<u>City Maint-Fire Station</u>					
Personnel Services	0.00	0.00	72.95	0.00	(72.95)
TOTAL City Maint-Fire Station	0.00	0.00	72.95	0.00	(72.95)
<u>Over-Collected Taxes</u>					
Supplies & Expenses	350.00	0.00	0.00	0.00	350.00
TOTAL Over-Collected Taxes	350.00	0.00	0.00	0.00	350.00
<u>Insurance/Employee</u>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
Fixed Charges	321,000.00	(12,016.79)	164,430.29	51.22	156,569.71
TOTAL Insurance/Employee	321,000.00	(12,016.79)	164,430.29	51.22	156,569.71

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CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2019

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Police</u>					
Personnel Services	2,352,263.00	244,839.59	945,298.24	40.19	1,406,964.76
Contractual Services	49,900.00	864.47	35,581.45	71.31	14,318.55
Supplies & Expenses	63,100.00	2,517.99	16,283.23	25.81	46,816.77
Capital Outlay	11,000.00	0.00	0.00	0.00	11,000.00
Technology	13,000.00	0.00	2,660.64	20.47	10,339.36
TOTAL Police	2,489,263.00	248,222.05	999,823.56	40.17	1,489,439.44
<u>Traffic Control</u>					
Personnel Services	12,095.00	3,514.61	5,279.35	43.65	6,815.65
Supplies & Expenses	18,750.00	3,593.57	7,904.32	42.16	10,845.68
TOTAL Traffic Control	30,845.00	7,108.18	13,183.67	42.74	17,661.33
<u>Fire Protection</u>					
Personnel Services	1,449,451.00	144,997.94	615,214.32	42.44	834,236.68
Contractual Services	27,250.00	2,810.31	11,703.48	42.95	15,546.52
Supplies & Expenses	54,000.00	3,767.79	29,641.71	54.89	24,358.29
Capital Outlay	0.00	0.00	0.00	0.00	0.00
Technology	6,500.00	346.04	3,115.12	47.92	3,384.88
TOTAL Fire Protection	1,537,201.00	151,922.08	659,674.63	42.91	877,526.37
<u>Fire Protection-Hydrants</u>					
Contractual Services	125,160.00	0.00	62,580.00	50.00	62,580.00
TOTAL Fire Protection-Hydrants	125,160.00	0.00	62,580.00	50.00	62,580.00
<u>Ambulance/EMS</u>					
Personnel Services	947,497.00	92,629.84	381,422.86	40.26	566,074.14
Contractual Services	27,250.00	2,767.82	11,653.04	42.76	15,596.96
Supplies & Expenses	79,500.00	10,961.52	26,864.84	33.79	52,635.16
Technology	5,000.00	346.04	3,115.12	62.30	1,884.88
TOTAL Ambulance/EMS	1,059,247.00	106,705.22	423,055.86	39.94	636,191.14
<u>Bldg. Inspection/Zoning</u>					
Personnel Services	142,181.00	15,739.47	58,734.73	41.31	83,446.27
Contractual Services	1,650.00	9.06	44.74	2.71	1,605.26
Supplies & Expenses	4,830.00	144.57	1,273.87	26.37	3,556.13
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL Bldg. Inspection/Zoning	148,661.00	15,893.10	60,053.34	40.40	88,607.66
<u>City Sealer</u>					
Contractual Services	4,800.00	4,800.00	4,800.00	100.00	0.00
TOTAL City Sealer	4,800.00	4,800.00	4,800.00	100.00	0.00
<u>Public Works/Engineer</u>					
Personnel Services	108,087.00	7,943.94	30,155.88	27.90	77,931.12
Contractual Services	1,500.00	0.00	0.00	0.00	1,500.00
Supplies & Expenses	2,250.00	67.43	154.25	6.86	2,095.75
Technology	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL Public Works/Engineer	112,837.00	8,011.37	30,310.13	26.86	82,526.87

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2019

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Street Commissioner</u>					
Personnel Services	2,690.00	310.53	1,138.61	42.33	1,551.39
Contractual Services	250.00	18.02	87.64	35.06	162.36
Supplies & Expenses	810.00	120.64	120.64	14.89	689.36
TOTAL Street Commissioner	3,750.00	449.19	1,346.89	35.92	2,403.11
<u>Street Superintendent</u>					
Personnel Services	85,500.00	9,650.56	34,806.05	40.71	50,693.95
Supplies & Expenses	1,600.00	0.00	740.76	46.30	859.24
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL Street Superintendent	87,100.00	9,650.56	35,546.81	40.81	51,553.19
<u>Garage Maintenance</u>					
Personnel Services	820.00	186.64	278.63	33.98	541.37
Contractual Services	34,000.00	2,212.47	15,154.38	44.57	18,845.62
Supplies & Expenses	12,500.00	1,567.02	4,418.88	35.35	8,081.12
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL Garage Maintenance	47,320.00	3,966.13	19,851.89	41.95	27,468.11
<u>Operations Support (M&E)</u>					
Personnel Services	197,375.00	20,244.40	74,953.45	37.98	122,421.55
Contractual Services	3,250.00	0.00	3,024.00	93.05	226.00
Supplies & Expenses	376,850.00	34,201.93	132,488.13	35.16	244,361.87
Technology	575.00	0.00	0.00	0.00	575.00
TOTAL Operations Support (M&E)	578,050.00	54,446.33	210,465.58	36.41	367,584.42
<u>Roads</u>					
Personnel Services	241,877.00	45,751.12	90,777.33	37.53	151,099.67
Supplies & Expenses	91,000.00	5,959.60	17,080.41	18.77	73,919.59
TOTAL Roads	332,877.00	51,710.72	107,857.74	32.40	225,019.26
<u>Street Cleaning</u>					
Personnel Services	40,872.00	6,429.46	14,099.69	34.50	26,772.31
Supplies & Expenses	1,250.00	14.85	211.91	16.95	1,038.09
TOTAL Street Cleaning	42,122.00	6,444.31	14,311.60	33.98	27,810.40
<u>Snow and Ice</u>					
Personnel Services	202,808.00	2,454.60	170,557.88	84.10	32,250.12
Contractual Services	1,350.00	180.00	1,260.00	93.33	90.00
Supplies & Expenses	60,250.00	2,567.03	19,448.66	32.28	40,801.34
TOTAL Snow and Ice	264,408.00	5,201.63	191,266.54	72.34	73,141.46
<u>Stormwater Maintenance</u>					
Personnel Services	34,533.00	3,881.22	7,796.93	22.58	26,736.07
Contractual Services	2,000.00	0.00	0.00	0.00	2,000.00
Supplies & Expenses	20,500.00	9,842.76	11,074.06	54.02	9,425.94
TOTAL Stormwater Maintenance	57,033.00	13,723.98	18,870.99	33.09	38,162.01

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CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
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10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Street Painting-Marking</u>					
Personnel Services	20,574.00	0.00	232.94	1.13	20,341.06
Supplies & Expenses	20,000.00	12,714.98	12,714.98	63.57	7,285.02
TOTAL Street Painting-Marking	40,574.00	12,714.98	12,947.92	31.91	27,626.08
<u>Street Leave Expenses</u>					
Personnel Services	72,506.00	4,374.37	16,273.21	22.44	56,232.79
TOTAL Street Leave Expenses	72,506.00	4,374.37	16,273.21	22.44	56,232.79
<u>Street Lighting</u>					
Contractual Services	165,275.00	11,076.31	51,805.47	31.35	113,469.53
Capital Outlay	2,225.00	0.00	0.00	0.00	2,225.00
TOTAL Street Lighting	167,500.00	11,076.31	51,805.47	30.93	115,694.53
<u>Stormwater Plan/Const.</u>					
Contractual Services	7,250.00	1,546.00	5,750.00	79.31	1,500.00
TOTAL Stormwater Plan/Const.	7,250.00	1,546.00	5,750.00	79.31	1,500.00
<u>Airport</u>					
Personnel Services	1,250.00	68.15	376.59	30.13	873.41
Contractual Services	115,675.00	5,907.55	40,143.42	34.70	75,531.58
Supplies & Expenses	31,075.00	1,656.95	10,305.53	33.16	20,769.47
TOTAL Airport	148,000.00	7,632.65	50,825.54	34.34	97,174.46
<u>Transit</u>					
Personnel Services	378,998.00	38,221.41	146,334.55	38.61	232,663.45
Contractual Services	3,250.00	247.61	1,397.89	43.01	1,852.11
Supplies & Expenses	137,425.00	5,179.30	24,861.73	18.09	112,563.27
Fixed Charges	32,600.00	14,487.00	31,340.12	96.14	1,259.88
Technology	1,750.00	326.84	826.22	47.21	923.78
TOTAL Transit	554,023.00	58,462.16	204,760.51	36.96	349,262.49
<u>Garbage Collection</u>					
Personnel Services	124,508.00	10,051.03	46,520.91	37.36	77,987.09
Supplies & Expenses	96,800.00	7,721.12	29,908.76	30.90	66,891.24
Capital Outlay	23,500.00	2,506.45	10,716.29	45.60	12,783.71
TOTAL Garbage Collection	244,808.00	20,278.60	87,145.96	35.60	157,662.04
<u>Recycling</u>					
Personnel Services	151,239.00	16,653.03	62,152.68	41.10	89,086.32
Supplies & Expenses	56,300.00	9,043.34	35,716.88	63.44	20,583.12
TOTAL Recycling	207,539.00	25,696.37	97,869.56	47.16	109,669.44
<u>Weed & Nuisance Control</u>					
Personnel Services	15,830.00	37.14	37.14	0.23	15,792.86
Contractual Services	250.00	0.00	0.00	0.00	250.00
Supplies & Expenses	1,250.00	0.00	0.00	0.00	1,250.00
TOTAL Weed & Nuisance Control	17,330.00	37.14	37.14	0.21	17,292.86

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CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2019

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Health Officer</u>					
Personnel Services	3,660.00	0.00	1,830.06	50.00	1,829.94
Supplies & Expenses	100.00	0.00	0.00	0.00	100.00
TOTAL Health Officer	3,760.00	0.00	1,830.06	48.67	1,929.94
<u>MEC - Enrichment</u>					
Personnel Services	129,919.00	15,290.04	54,969.73	42.31	74,949.27
Contractual Services	500.00	46.52	230.87	46.17	269.13
Supplies & Expenses	3,707.00	180.42	795.76	21.47	2,911.24
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL MEC - Enrichment	134,126.00	15,516.98	55,996.36	41.75	78,129.64
<u>Library</u>					
Personnel Services	735,780.00	82,713.25	314,664.91	42.77	421,115.09
Contractual Services	48,200.00	2,903.73	16,405.41	34.04	31,794.59
Supplies & Expenses	53,805.00	2,767.87	22,211.08	41.28	31,593.92
Fixed Charges	9,400.00	0.00	1,830.00	19.47	7,570.00
Capital Outlay	0.00	0.00	24,425.78	0.00	(24,425.78)
Print Media - Library	51,950.00	3,479.62	17,692.52	34.06	34,257.48
Non-Print Media-Library	20,327.00	4,960.13	8,161.60	40.15	12,165.40
Technology	56,797.45	21,476.15	29,297.25	51.58	27,500.20
TOTAL Library	976,259.45	118,300.75	434,688.55	44.53	541,570.90
<u>Parks</u>					
Personnel Services	215,940.00	28,766.11	87,506.58	40.52	128,433.42
Contractual Services	31,250.00	1,287.74	5,325.13	17.04	25,924.87
Supplies & Expenses	40,350.00	3,971.62	10,560.59	26.17	29,789.41
Capital Outlay	24,000.00	1,433.49	5,995.05	24.98	18,004.95
TOTAL Parks	311,540.00	35,458.96	109,387.35	35.11	202,152.65
<u>River Bend Trail</u>					
Contractual Services	3,550.00	274.19	1,417.80	39.94	2,132.20
TOTAL River Bend Trail	3,550.00	274.19	1,417.80	39.94	2,132.20
<u>Athletic Park Lights</u>					
Contractual Services	1,800.00	132.50	466.01	25.89	1,333.99
Supplies & Expenses	200.00	0.00	0.00	0.00	200.00
TOTAL Athletic Park Lights	2,000.00	132.50	466.01	23.30	1,533.99
<u>Ott's Park Lights</u>					
Contractual Services	1,400.00	89.84	362.30	25.88	1,037.70
Supplies & Expenses	100.00	0.00	0.00	0.00	100.00
TOTAL Ott's Park Lights	1,500.00	89.84	362.30	24.15	1,137.70

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10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
Recreation Programs					
Personnel Services	221,912.00	13,924.20	58,736.70	26.47	163,175.30
Contractual Services	4,025.00	391.99	3,312.27	82.29	712.73
Supplies & Expenses	<u>41,800.00</u>	<u>823.41</u>	<u>11,509.07</u>	<u>27.53</u>	<u>30,290.93</u>
TOTAL Recreation Programs	267,737.00	15,139.60	73,558.04	27.47	194,178.96
Marketing - PR					
Personnel Services	2,875.00	238.63	238.63	8.30	2,636.37
Supplies & Expenses	<u>18,625.00</u>	<u>0.00</u>	<u>4,329.00</u>	<u>23.24</u>	<u>14,296.00</u>
TOTAL Marketing - PR	21,500.00	238.63	4,567.63	21.24	16,932.37
Decorations & Banners					
Personnel Services	2,775.00	0.00	1,079.85	38.91	1,695.15
Contractual Services	300.00	0.00	0.00	0.00	300.00
Supplies & Expenses	1,000.00	0.00	0.00	0.00	1,000.00
Capital Outlay	<u>1,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,500.00</u>
TOTAL Decorations & Banners	5,575.00	0.00	1,079.85	19.37	4,495.15
Outside Agencies					
Supplies & Expenses	<u>46,500.00</u>	<u>2,000.00</u>	<u>40,500.00</u>	<u>87.10</u>	<u>6,000.00</u>
TOTAL Outside Agencies	46,500.00	2,000.00	40,500.00	87.10	6,000.00
MARC - Smith Center					
Personnel Services	36,550.00	1,911.99	17,050.40	46.65	19,499.60
Contractual Services	55,250.00	2,454.74	23,011.42	41.65	32,238.58
Supplies & Expenses	19,950.00	1,386.02	7,474.27	37.47	12,475.73
Capital Outlay	<u>6,500.00</u>	<u>805.64</u>	<u>805.64</u>	<u>12.39</u>	<u>5,694.36</u>
TOTAL MARC - Smith Center	118,250.00	6,558.39	48,341.73	40.88	69,908.27
Aquatic Center					
Personnel Services	88,325.00	450.68	450.68	0.51	87,874.32
Contractual Services	24,300.00	324.25	1,750.58	7.20	22,549.42
Supplies & Expenses	41,250.00	567.92	567.92	1.38	40,682.08
Technology	<u>2,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,500.00</u>
TOTAL Aquatic Center	156,375.00	1,342.85	2,769.18	1.77	153,605.82
Economic Development					
Contractual Services	<u>20,200.00</u>	<u>0.00</u>	<u>20,200.00</u>	<u>100.00</u>	<u>0.00</u>
TOTAL Economic Development	20,200.00	0.00	20,200.00	100.00	0.00
Transfers					
Transfers	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Transfers	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES					
	<u>12,204,903.45</u>	<u>1,149,213.23</u>	<u>4,929,458.73</u>	<u>40.39</u>	<u>7,275,444.72</u>
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES					
	44,229.20	(521,304.22)	122,556.78	0.00	(78,327.58)

Attachment: Revenue-Expense - 2019-05 (4243 : Revenue & Expense Report for Period Ending May 31, 2019)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2019

20 -Remedial Action-Landfill

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
EXPENDITURES					
=====					
<u>Remediation Action</u>					
Personnel Services	8,260.00	338.34	2,475.81	29.97	5,784.19
Contractual Services	19,990.00	140.34	2,385.28	11.93	17,604.72
Supplies & Expenses	<u>250.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>250.00</u>
TOTAL Remediation Action	28,500.00	478.68	4,861.09	17.06	23,638.91
<hr/>					
TOTAL EXPENDITURES	28,500.00	478.68	4,861.09	17.06	23,638.91
=====					
REVENUES OVER/(UNDER) EXPENDITURES	(28,500.00)	(478.68)	(4,861.09)	0.00	(23,638.91)
=====					

*** END OF REPORT ***

Attachment: Revenue-Expense - 2019-05 (4243 : Revenue & Expense Report for Period Ending May 31, 2019)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2019

21 -Police - SRO

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Police-SRO</u>					
Taxes (or Utility Rev.)	57,144.00	0.00	57,144.00	100.00	0.00
Intergovernmental	<u>60,715.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>60,715.00</u>
TOTAL Police-SRO	117,859.00	0.00	57,144.00	48.49	60,715.00
<hr/>					
TOTAL REVENUE	117,859.00	0.00	57,144.00	48.49	60,715.00
=====					
EXPENDITURES					
=====					
<u>Police-SRO</u>					
Personnel Services	115,455.00	11,138.39	44,821.18	38.82	70,633.82
Supplies & Expenses	475.00	0.00	0.00	0.00	475.00
Fixed Charges	<u>2,000.00</u>	<u>2,016.00</u>	<u>2,016.00</u>	<u>100.80</u>	<u>(16.00)</u>
TOTAL Police-SRO	117,930.00	13,154.39	46,837.18	39.72	71,092.82
<hr/>					
TOTAL EXPENDITURES	117,930.00	13,154.39	46,837.18	39.72	71,092.82
=====					
REVENUES OVER/(UNDER) EXPENDITURES	(71.00)	(13,154.39)	10,306.82	0.00	(10,377.82)
=====					

*** END OF REPORT ***

Attachment: Revenue-Expense - 2019-05 (4243 : Revenue & Expense Report for Period Ending May 31, 2019)

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

24 -Merrill Festival Grounds

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Tractor Pull</u>					
Public Charges-Services	7,000.00	0.00	0.00	0.00	7,000.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Tractor Pull	7,000.00	0.00	0.00	0.00	7,000.00
<u>Merrill Festival Grounds</u>					
Taxes (or Utility Rev.)	36,000.00	0.00	36,000.00	100.00	0.00
Public Charges-Services	11,750.00	0.00	10,961.25	93.29	788.75
Miscellaneous Revenues	84,400.00	0.00	0.00	0.00	84,400.00
TOTAL Merrill Festival Grounds	132,150.00	0.00	46,961.25	35.54	85,188.75
<u>Room Tax</u>					
Taxes (or Utility Rev.)	95,000.00	13,063.87	39,629.53	41.72	55,370.47
TOTAL Room Tax	95,000.00	13,063.87	39,629.53	41.72	55,370.47
<u>Bierman Building</u>					
Public Charges-Services	12,500.00	450.00	4,100.00	32.80	8,400.00
TOTAL Bierman Building	12,500.00	450.00	4,100.00	32.80	8,400.00
<hr/>					
TOTAL REVENUE	246,650.00	13,513.87	90,690.78	36.77	155,959.22
=====					
EXPENDITURES					
=====					
<u>Tractor Pull</u>					
Personnel Services	5,750.00	0.00	0.00	0.00	5,750.00
Contractual Services	0.00	0.00	0.00	0.00	0.00
Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
Fixed Charges	0.00	0.00	0.00	0.00	0.00
Capital Outlay	1,250.00	0.00	0.00	0.00	1,250.00
TOTAL Tractor Pull	7,000.00	0.00	0.00	0.00	7,000.00
<u>Merrill Festival Grounds</u>					
Personnel Services	6,400.00	114.56	117.52	1.84	6,282.48
Contractual Services	31,880.00	1,418.29	6,390.74	20.05	25,489.26
Supplies & Expenses	6,000.00	0.00	0.00	0.00	6,000.00
Capital Outlay	82,200.00	0.00	0.00	0.00	82,200.00
TOTAL Merrill Festival Grounds	126,480.00	1,532.85	6,508.26	5.15	119,971.74

Attachment: Revenue-Expense - 2019-05 (4243 : Revenue & Expense Report for Period Ending May 31, 2019)

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

24 -Merrill Festival Grounds

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Room Tax</u>					
Supplies & Expenses	74,550.00	0.00	17,551.03	23.54	56,998.97
TOTAL Room Tax	74,550.00	0.00	17,551.03	23.54	56,998.97
<u>Bierman Building</u>					
Personnel Services	18,200.00	1,965.94	7,018.90	38.57	11,181.10
Contractual Services	24,500.00	1,393.72	6,958.65	28.40	17,541.35
Supplies & Expenses	4,675.00	142.05	1,604.25	34.32	3,070.75
Capital Outlay	0.00	0.00	4,289.68	0.00	(4,289.68)
TOTAL Bierman Building	47,375.00	3,501.71	19,871.48	41.95	27,503.52
<hr/>					
TOTAL EXPENDITURES	255,405.00	5,034.56	43,930.77	17.20	211,474.23
=====					
REVENUES OVER/(UNDER) EXPENDITURES	(8,755.00)	8,479.31	46,760.01	0.00	(55,515.01)
=====					

*** END OF REPORT ***

Attachment: Revenue-Expense - 2019-05 (4243 : Revenue & Expense Report for Period Ending May 31, 2019)

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

25 -Community Development

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>CDBG Grants/Loans</u>					
Miscellaneous Revenues	139,635.00	9,972.08	62,204.17	44.55	77,430.83
TOTAL CDBG Grants/Loans	139,635.00	9,972.08	62,204.17	44.55	77,430.83
<u>Community Development</u>					
Taxes (or Utility Rev.)	14,993.00	0.00	14,993.00	100.00	0.00
Intergov Charges (Misc.)	11,500.00	0.00	650.00	5.65	10,850.00
TOTAL Community Development	26,493.00	0.00	15,643.00	59.05	10,850.00
<hr/>					
TOTAL REVENUE	166,128.00	9,972.08	77,847.17	46.86	88,280.83
=====					
EXPENDITURES					
=====					
<u>CDBG Grants/Loans</u>					
Special Services	100,500.00	21,981.00	78,120.00	77.73	22,380.00
TOTAL CDBG Grants/Loans	100,500.00	21,981.00	78,120.00	77.73	22,380.00
<u>Community Development</u>					
Personnel Services	23,668.00	2,470.92	9,725.36	41.09	13,942.64
Contractual Services	700.00	9.06	44.74	6.39	655.26
Supplies & Expenses	2,125.00	21.79	477.73	22.48	1,647.27
TOTAL Community Development	26,493.00	2,501.77	10,247.83	38.68	16,245.17
<hr/>					
TOTAL EXPENDITURES	126,993.00	24,482.77	88,367.83	69.58	38,625.17
=====					
REVENUES OVER/(UNDER) EXPENDITURES	39,135.00	(14,510.69)	(10,520.66)	0.00	49,655.66
=====					

*** END OF REPORT ***

Attachment: Revenue-Expense - 2019-05 (4243 : Revenue & Expense Report for Period Ending May 31, 2019)

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

27 -Merrill Airport Fuel

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Aviation Fuel</u>					
Public Charges-Services	88,550.00	6,110.93	16,368.77	18.49	72,181.23
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
Other Financing Sources	100.00	0.00	0.00	0.00	100.00
TOTAL Aviation Fuel	88,650.00	6,110.93	16,368.77	18.46	72,281.23
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TOTAL REVENUE	88,650.00	6,110.93	16,368.77	18.46	72,281.23
=====					
EXPENDITURES					
=====					
<u>Aviation Fuel</u>					
Contractual Services	4,800.00	355.74	3,105.47	64.70	1,694.53
Special Services	83,350.00	193.71	27,314.33	32.77	56,035.67
Fixed Charges	1,625.00	0.00	812.50	50.00	812.50
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL Aviation Fuel	89,775.00	549.45	31,232.30	34.79	58,542.70
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TOTAL EXPENDITURES	89,775.00	549.45	31,232.30	34.79	58,542.70
=====					
REVENUES OVER/(UNDER) EXPENDITURES	(1,125.00)	5,561.48	(14,863.53)	0.00	13,738.53
=====					

*** END OF REPORT ***

*** END OF REPORT ***

Attachment: Revenue-Expense - 2019-05 (4243 : Revenue & Expense Report for Period Ending May 31, 2019)

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

30 -Debt Sevice
 Debt Service

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
<u>Taxes (or Utility Rev.)</u>					
40000-41027 Transfer from Airport	1,625.00	0.00	812.50	50.00	812.50
40000-41041 Transfer from TID	805,776.00	0.00	31,783.83	3.94	773,992.17
40000-41110 Tax Levy - Debt Service	<u>1,600,516.00</u>	<u>0.00</u>	<u>1,600,516.00</u>	<u>100.00</u>	<u>0.00</u>
TOTAL Taxes (or Utility Rev.)	2,407,917.00	0.00	1,633,112.33	67.82	774,804.67
<u>Miscellaneous Revenues</u>					
40000-48110 Interest - Debt Service Fund	0.00	0.00	0.00	0.00	0.00
40000-48250 Fed Stimulus - BAB	<u>1,589.00</u>	<u>0.00</u>	<u>1,596.20</u>	<u>100.45</u>	<u>(7.20)</u>
TOTAL Miscellaneous Revenues	1,589.00	0.00	1,596.20	100.45	(7.20)
<u>Other Financing Sources</u>					
40000-49110 Proceeds from LT Debt	0.00	0.00	0.00	0.00	0.00
40000-49120 Premium on Debt Insurance	0.00	0.00	0.00	0.00	0.00
40000-49125 Fund 30-Offset	0.00	0.00	0.00	0.00	0.00
40000-49200 Transfer-Prior Service DS	<u>11,500.00</u>	<u>(251.00)</u>	<u>13,067.00</u>	<u>113.63</u>	<u>(1,567.00)</u>
TOTAL Other Financing Sources	11,500.00	(251.00)	13,067.00	113.63	(1,567.00)
TOTAL REVENUES	2,421,006.00	(251.00)	1,647,775.53	68.06	773,230.47

EXPENDITURES

Debt Service

50000-06-11755 STL 2009-2 Equip	14,697.25	0.00	14,697.25	100.00	0.00
50000-06-11800 STL 2010-1 Prin BAB	38,000.00	0.00	38,000.00	100.00	0.00
50000-06-11900 GO 2013A - Fire Primarily	175,000.00	0.00	0.00	0.00	175,000.00
50000-06-11905 GO 2013B - Various	390,000.00	0.00	0.00	0.00	390,000.00
50000-06-11913 Series GO2016A-Various	75,000.00	0.00	0.00	0.00	75,000.00
50000-06-11916 Series GO2016B-Various	114,849.00	0.00	0.00	0.00	114,849.00
50000-06-11923 GO 2017C - Various	95,000.00	0.00	0.00	0.00	95,000.00
50000-06-11925 GO 2017D - Various	70,000.00	0.00	0.00	0.00	70,000.00
50000-06-11927 GO 2018A Notes-Prin.	115,000.00	0.00	0.00	0.00	115,000.00
50000-06-11928 GO 2018B-Bonds Princ	35,000.00	0.00	0.00	0.00	35,000.00
50000-06-12045 SIB Prin.-W. Main St.	9,985.64	0.00	4,967.91	49.75	5,017.73
50000-06-12050 STL 2005 Prin.-Streets	16,622.48	0.00	16,622.48	100.00	0.00
50000-06-12065 STF 2011-1 BAB-10 Year	41,966.29	0.00	41,966.29	100.00	0.00
50000-06-18075 STL 2004 Prin.- Pension	142,316.48	0.00	142,316.48	100.00	0.00
50000-06-20000 Intrest - to be Allocated	0.00	0.00	0.00	0.00	0.00
50000-06-21755 STL 2009-2 Int Equip	661.38	0.00	661.38	100.00	0.00
50000-06-21800 STL 2010-1 BAB Int.	1,710.00	0.00	1,710.00	100.00	0.00
50000-06-21900 GO2013 A - Fire Interest	115,955.00	0.00	57,977.50	50.00	57,977.50
50000-06-21905 GO 2013B - Various Int.	32,450.00	0.00	16,225.00	50.00	16,225.00
50000-06-21913 GO 2016A Int - Various	30,247.50	0.00	15,123.75	50.00	15,123.75
50000-06-21914 GO 2016B Int-Airport	1,625.00	0.00	812.50	50.00	812.50
50000-06-21916 GO 2016B Int-Various	61,421.60	0.00	30,710.80	50.00	30,710.80

Attachment: Revenue-Expense - 2019-05 (4243 : Revenue & Expense Report for Period Ending May 31, 2019)

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
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30 -Debt Service
 Debt Service

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
50000-06-21923 GO 2017C - Int	46,950.00	0.00	23,475.00	50.00	23,475.00
50000-06-21925 GO 2017D - Int	14,007.50	0.00	7,003.75	50.00	7,003.75
50000-06-21927 GO 2018A Notes Int.	32,430.13	0.00	0.00	0.00	32,430.13
50000-06-21928 GO 2018B-Bonds Int	31,063.86	0.00	0.00	0.00	31,063.86
50000-06-22045 SIB Int.-W. Main St.	328.87	0.00	189.34	57.57	139.53
50000-06-22050 STL 2005 Int.-Streets	6,765.68	0.00	6,765.68	100.00	0.00
50000-06-22065 STF 2011-1 Int BAB-10 YR	3,152.02	0.00	3,152.02	100.00	0.00
50000-06-28075 STL 2004 Int.- Pension	6,038.70	0.00	6,038.70	100.00	0.00
50000-06-38087 GO 2013A	0.00	0.00	400.00	0.00	(400.00)
50000-06-38090 GO 2013B	0.00	0.00	400.00	0.00	(400.00)
50000-06-38091 GO 2016A	0.00	0.00	400.00	0.00	(400.00)
50000-06-38092 GO 2016B	0.00	0.00	400.00	0.00	(400.00)
50000-06-38093 GO 2017C	0.00	0.00	0.00	0.00	0.00
50000-06-38094 GO 2017D	0.00	0.00	0.00	0.00	0.00
50000-06-38100 BAB Fed Paperwork	0.00	0.00	300.00	0.00	(300.00)
TOTAL Debt Service	1,718,244.38	0.00	430,315.83	25.04	1,287,928.55
TOTAL EXPENDITURES	1,718,244.38	0.00	430,315.83	25.04	1,287,928.55
REVENUES OVER/ (UNDER) EXPENDITURES	702,761.62	(251.00)	1,217,459.70	0.00	(514,698.08)

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CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2019

30 -Debt Service
TID - Debt Service

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
EXPENDITURES					
Debt Service					
54000-06-14006 GO2018B - TID6 Princ	5,000.00	0.00	0.00	0.00	5,000.00
54000-06-14008 GO2018B - TID8 Princ	20,000.00	0.00	0.00	0.00	20,000.00
54000-06-14080 GO2017C-TID4 Prin.	20,000.00	0.00	0.00	0.00	20,000.00
54000-06-14085 GO2013A - TID #5 Prin	1,489.36	0.00	0.00	0.00	1,489.36
54000-06-14090 GO2013A - TID #6 Prin	8,510.64	0.00	0.00	0.00	8,510.64
54000-06-14821 GO2017C-TID 11	25,000.00	0.00	0.00	0.00	25,000.00
54000-06-14827 GO2017C-TID 7	5,000.00	0.00	0.00	0.00	5,000.00
54000-06-14828 GO2017C-TID 8	5,000.00	0.00	0.00	0.00	5,000.00
54000-06-14829 GO2017C-TID 9	10,000.00	0.00	0.00	0.00	10,000.00
54000-06-14916 GO 2016B-TID3	54,500.00	0.00	0.00	0.00	54,500.00
54000-06-14917 GO 2016B-TID6	9,151.00	0.00	0.00	0.00	9,151.00
54000-06-14918 GO 2016B-TID8	5,000.00	0.00	0.00	0.00	5,000.00
54000-06-14973 TID3 2017 Rev Bond-Princ	159,000.00	0.00	0.00	0.00	159,000.00
54000-06-14974 TID4 2017 Rev Bond-Princ	46,000.00	0.00	0.00	0.00	46,000.00
54000-06-14975 TID3 2018 Rev Bond-Princ	193,000.00	0.00	0.00	0.00	193,000.00
54000-06-24006 GO2018B - TID6 Int	3,174.89	0.00	0.00	0.00	3,174.89
54000-06-24008 GO2018B - TID8 Int	14,673.75	0.00	0.00	0.00	14,673.75
54000-06-24080 GO 2017C Int. -TID #4	6,600.00	0.00	3,300.00	50.00	3,300.00
54000-06-24085 GO 2013A Int. -TID #5	995.27	0.00	497.64	50.00	497.63
54000-06-24090 GO 2013A Int. -TID #6	5,687.23	0.00	2,843.61	50.00	2,843.62
54000-06-24821 GO2017C Int - TID 11	18,500.00	0.00	9,250.00	50.00	9,250.00
54000-06-24827 GO2017C Int - TID 7	5,175.00	0.00	2,587.50	50.00	2,587.50
54000-06-24828 GO2017C Int - TID 8	4,075.00	0.00	2,037.50	50.00	2,037.50
54000-06-24829 GO2017C Int - TID 9	8,950.00	0.00	4,475.00	50.00	4,475.00
54000-06-24916 GO 2016B Int-TID 3	8,668.50	0.00	4,334.25	50.00	4,334.25
54000-06-24917 GO 2016B Int-TID 6	2,991.66	0.00	1,495.83	50.00	1,495.83
54000-06-24918 GO 2016B Int-TID 8	1,925.00	0.00	962.50	50.00	962.50
54000-06-24927 NAN Series 2016C-TID 7	3,236.33	0.00	0.00	0.00	3,236.33
54000-06-24940 NAN Series 2016C-TID 10	20,024.81	0.00	0.00	0.00	20,024.81
54000-06-24941 NAN Series 2016C-TID 11	20,429.36	0.00	0.00	0.00	20,429.36
54000-06-24973 TID3 2017 Rev Bond-Int	41,055.20	0.00	0.00	0.00	41,055.20
54000-06-24974 TID4 2017 Rev Bond-Int	16,309.80	0.00	0.00	0.00	16,309.80
54000-06-24975 TID3 2018C Rev Bond	<u>56,652.56</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>56,652.56</u>
TOTAL Debt Service	805,775.36	0.00	31,783.83	3.94	773,991.53
TOTAL EXPENDITURES	805,775.36	0.00	31,783.83	3.94	773,991.53
FUND TOTAL REVENUES	2,421,006.00	(251.00)	1,647,775.53	68.06	773,230.47
FUND TOTAL EXPENDITURES	<u>2,524,019.74</u>	<u>0.00</u>	<u>462,099.66</u>	<u>18.31</u>	<u>2,061,920.08</u>
REVENUES OVER/ (UNDER) EXPENDITURES	<u>(103,013.74)</u>	<u>(251.00)</u>	<u>1,185,675.87</u>	<u>0.00</u>	<u>(1,288,689.61)</u>

Attachment: Revenue-Expense - 2019-05 (4243 : Revenue & Expense Report for Period Ending May 31, 2019)

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
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43 -TID #3 - East Side

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #3 - East Side</u>					
Taxes (or Utility Rev.)	2,382,170.48	68,756.07	495,685.49	20.81	1,886,484.99
Specials (Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Intergovernmental	<u>44,870.73</u>	<u>32,252.49</u>	<u>32,252.49</u>	<u>71.88</u>	<u>12,618.24</u>
TOTAL TID #3 - East Side	2,427,041.21	101,008.56	527,937.98	21.75	1,899,103.23
<u>TID #3 -Festival Grounds</u>					
Taxes (or Utility Rev.)	<u>300,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>300,000.00</u>
TOTAL TID #3 -Festival Grounds	300,000.00	0.00	0.00	0.00	300,000.00
<u>TID #3 - Idle Sites Grant</u>					
Taxes (or Utility Rev.)	500,000.00	0.00	0.00	0.00	500,000.00
Miscellaneous Revenues	<u>248,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>248,500.00</u>
TOTAL TID #3 - Idle Sites Grant	748,500.00	0.00	0.00	0.00	748,500.00
<hr/>					
TOTAL REVENUE	3,475,541.21	101,008.56	527,937.98	15.19	2,947,603.23
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>TID #3 - East Side</u>					
Personnel Services	24,975.00	1,032.57	5,353.87	21.44	19,621.13
Contractual Services	21,150.00	0.00	1,840.00	8.70	19,310.00
Special Services	190,000.00	0.00	0.00	0.00	190,000.00
Fixed Charges	537,877.00	0.00	4,334.25	0.81	533,542.75
Capital Outlay	1,467,500.00	880.29	3,939.73	0.27	1,463,560.27
Transfers	<u>204,364.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>204,364.00</u>
TOTAL TID #3 - East Side	2,445,866.00	1,912.86	15,467.85	0.63	2,430,398.15
<u>TID #3 -Festival Grounds</u>					
Personnel Services	11,000.00	0.00	0.00	0.00	11,000.00
Contractual Services	0.00	0.00	0.00	0.00	0.00
Capital Outlay	<u>289,000.00</u>	<u>20.98</u>	<u>20.98</u>	<u>0.01</u>	<u>288,979.02</u>
TOTAL TID #3 -Festival Grounds	300,000.00	20.98	20.98	0.01	299,979.02
<u>TID #3 - Idle Sites Grant</u>					
Capital Outlay	<u>748,500.00</u>	<u>67,721.13</u>	<u>67,721.13</u>	<u>9.05</u>	<u>680,778.87</u>
TOTAL TID #3 - Idle Sites Grant	748,500.00	67,721.13	67,721.13	9.05	680,778.87
<hr/>					
TOTAL EXPENDITURES	3,494,366.00	69,654.97	83,209.96	2.38	3,411,156.04
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	(18,824.79)	31,353.59	444,728.02	0.00	(463,552.81)

Attachment: Revenue-Expense - 2019-05 (4243 : Revenue & Expense Report for Period Ending May 31, 2019)

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
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44 -TID #4 - Thielman/P Ridge

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					

<u>TID #4 -Thielman/P Ridge</u>					
Taxes (or Utility Rev.)	221,852.29	0.00	221,852.29	100.00	0.00
Intergovernmental	<u>23,535.33</u>	<u>10,723.74</u>	<u>10,723.74</u>	<u>45.56</u>	<u>12,811.59</u>
TOTAL TID #4 -Thielman/P Ridge	245,387.62	10,723.74	232,576.03	94.78	12,811.59
<hr/>					
TOTAL REVENUE	245,387.62	10,723.74	232,576.03	94.78	12,811.59

EXPENDITURES					

<u>TID #4 -Thielman/P Ridge</u>					
Personnel Services	10,975.00	0.00	0.00	0.00	10,975.00
Contractual Services	9,900.00	0.00	1,650.00	16.67	8,250.00
Special Services	25,350.00	0.00	0.00	0.00	25,350.00
Fixed Charges	101,409.80	0.00	3,300.00	3.25	98,109.80
Capital Outlay	37,500.00	0.00	0.00	0.00	37,500.00
Transfers	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TID #4 -Thielman/P Ridge	185,134.80	0.00	4,950.00	2.67	180,184.80
<hr/>					
TOTAL EXPENDITURES	185,134.80	0.00	4,950.00	2.67	180,184.80

REVENUES OVER/(UNDER) EXPENDITURES	60,252.82	10,723.74	227,626.03	0.00	(167,373.21)

*** END OF REPORT ***

Attachment: Revenue-Expense - 2019-05 (4243 : Revenue & Expense Report for Period Ending May 31, 2019)

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
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45 -TID #5 - Hwy 107/Taylor

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #5 - Hwy 107/Taylor</u>					
Taxes (or Utility Rev.)	17,644.76	0.00	17,644.76	100.00	0.00
Intergovernmental	<u>345.51</u>	<u>421.02</u>	<u>421.02</u>	<u>121.85</u>	(75.51)
TOTAL TID #5 - Hwy 107/Taylor	17,990.27	421.02	18,065.78	100.42	(75.51)
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TOTAL REVENUE	17,990.27	421.02	18,065.78	100.42	(75.51)
=====					
EXPENDITURES					
=====					
<u>TID #5 - Hwy 107/Taylor</u>					
Personnel Services	1,645.00	0.00	0.00	0.00	1,645.00
Contractual Services	650.00	0.00	150.00	23.08	500.00
Special Services	0.00	0.00	0.00	0.00	0.00
Fixed Charges	2,484.63	0.00	497.64	20.03	1,986.99
Capital Outlay	<u>5,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>
TOTAL TID #5 - Hwy 107/Taylor	9,779.63	0.00	647.64	6.62	9,131.99
<hr/>					
TOTAL EXPENDITURES	9,779.63	0.00	647.64	6.62	9,131.99
=====					
REVENUES OVER/(UNDER) EXPENDITURES	8,210.64	421.02	17,418.14	0.00	(9,207.50)
=====					

*** END OF REPORT ***

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CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

46 -TID #6 - Downtown

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #6 - Downtown</u>					
Taxes (or Utility Rev.)	32,862.52	0.00	32,862.52	100.00	0.00
Intergovernmental	2,775.00	0.00	0.00	0.00	2,775.00
Miscellaneous Revenues	<u>64,461.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>64,461.00</u>
TOTAL TID #6 - Downtown	100,098.52	0.00	32,862.52	32.83	67,236.00
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TOTAL REVENUE	100,098.52	0.00	32,862.52	32.83	67,236.00
=====					
EXPENDITURES					
=====					
<u>TID #6 - Downtown</u>					
Personnel Services	2,985.00	1,694.78	1,694.78	56.78	1,290.22
Contractual Services	6,150.00	0.00	650.00	10.57	5,500.00
Special Services	55,000.00	0.00	0.00	0.00	55,000.00
Fixed Charges	33,601.40	0.00	4,339.44	12.91	29,261.96
Capital Outlay	<u>2,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,500.00</u>
TOTAL TID #6 - Downtown	100,236.40	1,694.78	6,684.22	6.67	93,552.18
<hr/>					
TOTAL EXPENDITURES	100,236.40	1,694.78	6,684.22	6.67	93,552.18
=====					
REVENUES OVER/(UNDER) EXPENDITURES	(137.88)	(1,694.78)	26,178.30	0.00	(26,316.18)
=====					

*** END OF REPORT ***

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CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

47 -TID #7 - N Center Ave

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES *****					
<u>TID #7 - N Center Ave</u>					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Intergovernmental	1,450.00	0.00	0.00	0.00	1,450.00
Miscellaneous Revenues	37,471.00	0.00	0.00	0.00	37,471.00
TOTAL TID #7 - N Center Ave	38,921.00	0.00	0.00	0.00	38,921.00
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TOTAL REVENUE	38,921.00	0.00	0.00	0.00	38,921.00
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EXPENDITURES *****					
<u>TID #7 - N Center Ave</u>					
Personnel Services	2,110.00	2.28	4,006.17	189.87	(1,896.17)
Contractual Services	900.00	0.00	650.00	72.22	250.00
Special Services	20,000.00	0.00	0.00	0.00	20,000.00
Fixed Charges	13,411.33	0.00	2,567.50	19.29	10,823.83
Capital Outlay	2,500.00	0.00	3,492.82	139.71	(992.82)
TOTAL TID #7 - N Center Ave	38,921.33	2.28	10,736.49	27.59	28,184.84
<hr/>					
TOTAL EXPENDITURES	38,921.33	2.28	10,736.49	27.59	28,184.84
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	(0.33)	(2.28)	(10,736.49)	0.00	10,736.16
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*** END OF REPORT ***

Attachment: Revenue-Expense - 2019-05 (4243 : Revenue & Expense Report for Period Ending May 31, 2019)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2019

48 -TID #8 - West Side

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES -----					
<u>TID #8 - West Side</u>					
Taxes (or Utility Rev.)	20,220.94	0.00	20,220.94	100.00	0.00
Intergovernmental	3,500.00	0.00	0.00	0.00	3,500.00
Public Charges-Services	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	102,452.00	0.00	0.00	0.00	102,452.00
TOTAL TID #8 - West Side	126,172.94	0.00	20,220.94	16.03	105,952.00
<hr/>					
TOTAL REVENUE	126,172.94	0.00	20,220.94	16.03	105,952.00

EXPENDITURES -----					
<u>TID #8 - West Side</u>					
Personnel Services	4,205.00	0.00	0.00	0.00	4,205.00
Contractual Services	7,400.00	0.00	1,150.00	15.54	6,250.00
Special Services	63,000.00	1,645.20	4,989.96	7.92	58,010.04
Fixed Charges	48,846.78	0.00	3,000.00	6.14	45,846.78
Capital Outlay	2,500.00	3,250.00	3,250.00	130.00	(750.00)
TOTAL TID #8 - West Side	125,951.78	4,895.20	12,389.96	9.84	113,561.82
<hr/>					
TOTAL EXPENDITURES	125,951.78	4,895.20	12,389.96	9.84	113,561.82

REVENUES OVER/(UNDER) EXPENDITURES	221.16	(4,895.20)	7,830.98	0.00	(7,609.82)

*** END OF REPORT ***

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CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

49 -TID#9 -WI River/S Center

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #9-WI River/S Center</u>					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Intergovernmental	4,750.00	0.00	0.00	0.00	4,750.00
Public Charges-Services	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	0.00	234.96	1,174.80	0.00	(1,174.80)
TOTAL TID #9-WI River/S Center	4,750.00	234.96	1,174.80	24.73	3,575.20
<u>TID #9-Idle Sites (Page)</u>					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL TID #9-Idle Sites (Page)	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL REVENUE	4,750.00	234.96	1,174.80	24.73	3,575.20
=====					
EXPENDITURES					
=====					
<u>TID #9-WI River/S Center</u>					
Personnel Services	5,575.00	0.00	0.00	0.00	5,575.00
Contractual Services	9,700.00	0.00	650.00	6.70	9,050.00
Special Services	25,000.00	0.00	0.00	0.00	25,000.00
Fixed Charges	18,950.00	0.00	4,475.00	23.61	14,475.00
Capital Outlay	2,500.00	0.00	0.00	0.00	2,500.00
TOTAL TID #9-WI River/S Center	61,725.00	0.00	5,125.00	8.30	56,600.00
<u>TID #9-Idle Sites (Page)</u>					
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL TID #9-Idle Sites (Page)	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL EXPENDITURES	61,725.00	0.00	5,125.00	8.30	56,600.00
=====					
REVENUES OVER/(UNDER) EXPENDITURES	(56,975.00)	234.96	(3,950.20)	0.00	(53,024.80)
=====					

*** END OF REPORT ***

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CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
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40 -TID No. 10 - Fox Point

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					

<u>TID #10-Fox Point</u>					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
TOTAL TID #10-Fox Point	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL REVENUE	0.00	0.00	0.00	0.00	0.00
=====					
EXPENDITURES					

<u>TID #10-Fox Point</u>					
Personnel Services	1,282.00	0.00	0.00	0.00	1,282.00
Contractual Services	400.00	0.00	150.00	37.50	250.00
Special Services	0.00	0.00	0.00	0.00	0.00
Fixed Charges	20,024.81	0.00	0.00	0.00	20,024.81
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL TID #10-Fox Point	21,706.81	0.00	150.00	0.69	21,556.81
<hr/>					
TOTAL EXPENDITURES	21,706.81	0.00	150.00	0.69	21,556.81
=====					
REVENUES OVER/(UNDER) EXPENDITURES	(21,706.81)	0.00	(150.00)	0.00	(21,556.81)
=====					

*** END OF REPORT ***

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CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
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41 -TID No. 11- Apartments

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					

<u>TID #11 - Apartments</u>					
Taxes (or Utility Rev.)	199,960.65	0.00	69,960.65	34.99	130,000.00
Specials (Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Intergovernmental	12,567.76	12,512.08	12,512.08	99.56	55.68
Public Charges-Services	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL TID #11 - Apartments	212,528.41	12,512.08	82,472.73	38.81	130,055.68
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TOTAL REVENUE	212,528.41	12,512.08	82,472.73	38.81	130,055.68
=====					
EXPENDITURES					

<u>TID #11 - Apartments</u>					
Personnel Services	2,255.00	0.00	0.00	0.00	2,255.00
Contractual Services	2,650.00	0.00	1,650.00	62.26	1,000.00
Special Services	100,000.00	0.00	0.00	0.00	100,000.00
Fixed Charges	93,929.36	0.00	9,250.00	9.85	84,679.36
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL TID #11 - Apartments	198,834.36	0.00	10,900.00	5.48	187,934.36
<hr/>					
TOTAL EXPENDITURES	198,834.36	0.00	10,900.00	5.48	187,934.36
=====					
REVENUES OVER/(UNDER) EXPENDITURES	13,694.05	12,512.08	71,572.73	0.00	(57,878.68)
=====					

*** END OF REPORT ***

Attachment: Revenue-Expense - 2019-05 (4243 : Revenue & Expense Report for Period Ending May 31, 2019)

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
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42 -TID # 12 - Weinbrenner

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					

<u>TID #12 - Weinbrenner</u>					
Taxes (or Utility Rev.)	157,004.68	0.00	22,004.68	14.02	135,000.00
TOTAL TID #12 - Weinbrenner	157,004.68	0.00	22,004.68	14.02	135,000.00
<hr/>					
TOTAL REVENUE	157,004.68	0.00	22,004.68	14.02	135,000.00
=====					
EXPENDITURES					

<u>TID #12 - Weinbrenner</u>					
Personnel Services	6,625.00	0.00	0.00	0.00	6,625.00
Contractual Services	400.00	0.00	150.00	37.50	250.00
Capital Outlay	135,000.00	0.00	0.00	0.00	135,000.00
TOTAL TID #12 - Weinbrenner	142,025.00	0.00	150.00	0.11	141,875.00
<hr/>					
TOTAL EXPENDITURES	142,025.00	0.00	150.00	0.11	141,875.00
=====					
REVENUES OVER/(UNDER) EXPENDITURES	14,979.68	0.00	21,854.68	0.00	(6,875.00)
=====					

*** END OF REPORT ***

Attachment: Revenue-Expense - 2019-05 (4243 : Revenue & Expense Report for Period Ending May 31, 2019)

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

52 -Capital Projects

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					

<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	2,045,750.00	85.44	153,392.79	7.50	1,892,357.21
Specials (Utility Rev.)	30,000.00	995.70	5,639.66	18.80	24,360.34
Intergovernmental	1,152,000.00	0.00	0.00	0.00	1,152,000.00
Public Charges-Services	0.00	200.00	270.00	0.00	(270.00)
Miscellaneous Revenues	0.00	3,829.16	3,829.16	0.00	(3,829.16)
Other Financing Sources	0.00	0.00	0.00	0.00	0.00
TOTAL Non-Departmental	3,227,750.00	5,110.30	163,131.61	5.05	3,064,618.39
<u>Streets - Sealcoat</u>					
Taxes (or Utility Rev.)	37,500.00	0.00	0.00	0.00	37,500.00
TOTAL Streets - Sealcoat	37,500.00	0.00	0.00	0.00	37,500.00
<hr/>					
TOTAL REVENUE	3,265,250.00	5,110.30	163,131.61	5.00	3,102,118.39

EXPENDITURES					

<u>Streets - Sealcoat</u>					
Personnel Services	9,950.00	0.00	0.00	0.00	9,950.00
Supplies & Expenses	27,550.00	0.00	0.00	0.00	27,550.00
TOTAL Streets - Sealcoat	37,500.00	0.00	0.00	0.00	37,500.00
<u>Capital Outlay/Projects</u>					
Personnel Services	0.00	2,165.86	2,165.86	0.00	(2,165.86)
Capital Outlay	3,227,750.00	9,492.86	388,728.55	12.04	2,839,021.45
TOTAL Capital Outlay/Projects	3,227,750.00	11,658.72	390,894.41	12.11	2,836,855.59
<u>Financing Costs</u>					
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL Financing Costs	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL EXPENDITURES	3,265,250.00	11,658.72	390,894.41	11.97	2,874,355.59

REVENUES OVER/(UNDER) EXPENDITURES	0.00	(6,548.42)	(227,762.80)	0.00	227,762.80

*** END OF REPORT ***

Attachment: Revenue-Expense - 2019-05 (4243 : Revenue & Expense Report for Period Ending May 31, 2019)

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

62 -Water Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					

<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	105,301.00	2,565.71	42,439.26	40.30	62,861.74
Specials (Utility Rev.)	(1,438.00)	0.00	0.00	0.00	(1,438.00)
Public Charges-Services	1,453,410.00	65,102.60	589,166.64	40.54	864,243.36
Intergov Charges (Misc.)	20,775.00	865.95	6,653.88	32.03	14,121.12
Miscellaneous Revenues	4,000.00	1,087.26	4,955.30	123.88	(955.30)
Other Financing Sources	0.00	0.00	0.00	0.00	0.00
TOTAL Non-Departmental	1,582,048.00	69,621.52	643,215.08	40.66	938,832.92
<hr/>					
TOTAL REVENUE	1,582,048.00	69,621.52	643,215.08	40.66	938,832.92
=====					
EXPENDITURES					

<u>Non-Departmental</u>					
Work Orders - Utility	285,000.00	87,570.45	89,294.05	31.33	195,705.95
TOTAL Non-Departmental	285,000.00	87,570.45	89,294.05	31.33	195,705.95
<u>Pumping Expenses</u>					
	79,750.00	1,432.86	39,643.83	49.71	40,106.17
TOTAL Pumping Expenses	79,750.00	1,432.86	39,643.83	49.71	40,106.17
<u>Water Treatment Expenses</u>					
	62,000.00	1,678.73	21,565.64	34.78	40,434.36
TOTAL Water Treatment Expenses	62,000.00	1,678.73	21,565.64	34.78	40,434.36
<u>Trans & Distribution Exp</u>					
	257,250.00	18,521.84	143,052.22	55.61	114,197.78
TOTAL Trans & Distribution Exp	257,250.00	18,521.84	143,052.22	55.61	114,197.78
<u>Customer Accts Expenses</u>					
	84,000.00	8,526.03	36,068.93	42.94	47,931.07
TOTAL Customer Accts Expenses	84,000.00	8,526.03	36,068.93	42.94	47,931.07
<u>Admin & General Expenses</u>					
	741,706.00	42,376.83	155,985.35	21.03	585,720.65
TOTAL Admin & General Expenses	741,706.00	42,376.83	155,985.35	21.03	585,720.65
<u>Contract Work</u>					
	3,500.00	137.23	137.23	3.92	3,362.77
TOTAL Contract Work	3,500.00	137.23	137.23	3.92	3,362.77

Attachment: Revenue-Expense - 2019-05 (4243 : Revenue & Expense Report for Period Ending May 31, 2019)

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

62 -Water Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Taxes</u>					
TOTAL Taxes	391,500.00	3,081.06	386,549.66	98.74	4,950.34
	391,500.00	3,081.06	386,549.66	98.74	4,950.34
<u>Debt Service</u>					
TOTAL Debt Service	25,019.00	0.00	12,969.35	51.84	12,049.65
	25,019.00	0.00	12,969.35	51.84	12,049.65
<hr/>					
TOTAL EXPENDITURES	1,929,725.00	163,325.03	885,266.26	45.88	1,044,458.74
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	(347,677.00)	(93,703.51)	(242,051.18)	0.00	(105,625.82)
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue-Expense - 2019-05 (4243 : Revenue & Expense Report for Period Ending May 31, 2019)

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

63 -Sewer Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					

<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	10,000.00	3,297.86	13,168.78	131.69	(3,168.78)
Specials (Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Intergov Charges (Misc.)	9,000.00	437.97	2,745.74	30.51	6,254.26
Miscellaneous Revenues	2,775.00	315.00	1,737.41	62.61	1,037.59
Other Financing Sources	0.00	0.00	0.00	0.00	0.00
Public Charges-Services	1,484,000.00	76,347.71	593,859.14	40.02	890,140.86
Other Charges-Services	110,000.00	15,861.61	50,562.94	45.97	59,437.06
TOTAL Non-Departmental	1,615,775.00	96,260.15	662,074.01	40.98	953,700.99
<hr/>					
TOTAL REVENUE	1,615,775.00	96,260.15	662,074.01	40.98	953,700.99

EXPENDITURES					

<u>Non-Departmental</u>					
Work Orders - Utility	390,500.00	74,001.57	160,517.93	41.11	229,982.07
TOTAL Non-Departmental	390,500.00	74,001.57	160,517.93	41.11	229,982.07
<u>Contract Work</u>					
	500.00	392.98	1,697.76	339.55	(1,197.76)
TOTAL Contract Work	500.00	392.98	1,697.76	339.55	(1,197.76)
<u>Taxes - SS/Medicare</u>					
	33,500.00	4,098.76	13,867.48	41.40	19,632.52
TOTAL Taxes - SS/Medicare	33,500.00	4,098.76	13,867.48	41.40	19,632.52
<u>Operations</u>					
	276,250.00	16,580.29	99,032.35	35.85	177,217.65
TOTAL Operations	276,250.00	16,580.29	99,032.35	35.85	177,217.65
<u>Maintenance</u>					
	273,072.00	19,431.68	97,007.13	35.52	176,064.87
TOTAL Maintenance	273,072.00	19,431.68	97,007.13	35.52	176,064.87
<u>Customer Accts Expenses</u>					
	100,500.00	10,188.68	41,512.04	41.31	58,987.96
TOTAL Customer Accts Expenses	100,500.00	10,188.68	41,512.04	41.31	58,987.96

Attachment: Revenue-Expense - 2019-05 (4243 : Revenue & Expense Report for Period Ending May 31, 2019)

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

63 -Sewer Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Admin & General Expenses</u>					
	451,150.00	41,730.16	145,830.15	32.32	305,319.85
TOTAL Admin & General Expenses	451,150.00	41,730.16	145,830.15	32.32	305,319.85
<u>Taxes & Depreciation</u>					
	286,000.00	0.00	0.00	0.00	286,000.00
TOTAL Taxes & Depreciation	286,000.00	0.00	0.00	0.00	286,000.00
<u>Transfers</u>					
	2,750.00	0.00	1,500.48	54.56	1,249.52
TOTAL Transfers	2,750.00	0.00	1,500.48	54.56	1,249.52
<hr/>					
TOTAL EXPENDITURES	1,814,222.00	166,424.12	560,965.32	30.92	1,253,256.68
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	(198,447.00)	(70,163.97)	101,108.69	0.00	(299,555.69)
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue-Expense - 2019-05 (4243 : Revenue & Expense Report for Period Ending May 31, 2019)

Heideman, Bill

From: Stacy Stevens <director@tbscottlibrary.org>
Sent: Friday, June 07, 2019 8:56 AM
To: Heideman, Bill
Subject: Library Community Room voting availability

Bill, per our conversation today.

Due to ongoing water damage repairs, the community room at T.B. Scott Free Library will not be available for voting usage for the foreseeable future-certainly not July and August. I will contact you as soon as it is once again available for use.

Stacy Stevens, Director

Attachment: Email of Library Unavailable as Polling Place (4252 : Relocate District 6 polling place to City Hall for recall elections)



LINCOLN COUNTY CLERK
 801 N. Sales Street - Lincoln County Service Center
 Merrill, Wisconsin 54452
 (715) 539-1019 FAX (715) 539-8054

Christopher J Marlowe
 Lincoln County Clerk

Debbie Rauchle
 Deputy Clerk

June 7, 2019

Bill Heideman
 1004 E. First St.
 Merrill, WI 54452



Re: Recall Election Costs

Per your council's request we have put together an estimate of what we think the cost of using your electronic voting equipment for your upcoming July Recall Election would be. Our estimates are as follows:

City of Merrill - Recall Election Electronic Equipment Cost Estimate	
AutoMark Coding	\$621.50
DS200 Coding	\$1,432.50
Media Burning	\$125.00
Printed Ballots	<u>\$680.00</u>
Total	\$3,042.75

If both a Primary and General were needed this cost could potentially double. The other factors to consider would be your testing of the equipment coding and ballots, the hauling and set up of the equipment, and the man hours in setting up the coding and ballots. The use of the equipment may save a little time at the end of the night for your poll workers. I would not expect a large turnout of voters in the middle of July so the time spent hand counting should be minimal. If accuracy is a concern in determining which way to count, keep in mind that in recounts we hand count here in Lincoln County. With the recent recounts, I believe that our poll workers are very well versed in the hand count process.

I believe the question of who pays for a recall election came up. It is quite clear in statute that the municipality is liable for the costs. The recall party could certainly make a donation, but their reimbursement is not a guarantee.

If your council should order the use of electronic equipment, we will need to get right on it. We may have a hard time meeting our absentee voting and equipment testing deadlines. Please do not hesitate to contact my office if you should need further assistance prior to Tuesday's meeting.

Sincerely,

A handwritten signature in black ink that appears to read "Chris Marlowe".

Christopher J. Marlowe
 Lincoln County Clerk

Cc: Mayor, Derek Woellner

Attachment: Info from County Clerk and Cost Estimate (4249 : Consider vote tabulation options (optical scan vs. hand count) for recall

	Use DS200 & Automark	Handcount & Automark	
Poll Workers	\$ 3,250	\$ 3,350	(extra 1/2 hour for handcount)
Automark Coding	650	650	
DS200 Coding	1,450	-	
Media Burning	125	65	(about half if no DS200 media)
Printed Ballots	680	35	(use our own paper for handcount)
Total =	\$ 6,155	\$ 4,100	

These are estimated costs for election involving 5 districts.
 An election with less districts would obviously cost less,
 regardless of the voting tabulation method used.
 There will be other election-related expenses, but they will
 not change regardless of the vote tabulation method.

Attachment: Info from County Clerk and Cost Estimate (4249 : Consider vote tabulation options (optical scan vs. hand count) for recall

Heideman, Bill

From: Johnson, David
Sent: Tuesday, May 14, 2019 11:57 AM
To: Heideman, Bill
Cc: Seubert, Kathy; Wais, Diane
Subject: Board of Public Works

We need an item on the next BPW agenda to approve the lease of the former Enrichment Center space in the basement of City Hall to MAPS for their programs currently housed in the former Ward Paper Co. office building. FreMarq, the current owner of the building, has given MAPS notice to vacate. I was contacted by Shannon Murray to discuss the rental of the City Hall space. I discussed this with Mayor Woellner and we agreed that \$400/month was appropriate to cover our expenses. Since the Enrichment Center moved out the only City presence in the basement has been our custodians. Renting this space to MAPS will put two full-time employees in the basement during regular office hours and make the basement more secure by being occupied daily, which is a plus for the City. Per the lease agreement, all changes or additions to the space will be at MAPS' expense. It is my recommendation that the Board of Public Works approve the lease and forward it to the Common Council for approval.

Diane will provide you with the lease for the agenda packet.

David Johnson, City Administrator
City of Merrill
1004 E. 1st St.
Merrill WI 54452
715-536-5594

Attachment: Agenda Item Request - MAPS lease of City Hall space (4192 : MAPS Lease - City Hall Basement)

LEASE

THIS LEASE, made and entered into this 20th day of June, 2019, by and between the City of Merrill, Wisconsin, hereinafter called the LESSOR, and Merrill Area Public Schools, hereinafter called the LESSEE:

WITNESSETH, the parties hereto for the consideration hereinafter mentioned covenant and agree as follows:

1. The LESSOR hereby leases to the LESSEE the following described premises, to-wit:

Approximately 2,400 sq. feet at the south-east corner of the lower level (basement) of the Merrill City Hall commonly known as the old Senior Center/Merrill Area Enrichment Center (the "Premises").

2. To have and to hold the said premises for a three (3) year period from July 1, 2019 to June 30, 2022. In addition, this Lease includes two, 3-year renewal *options*.
3. The LESSEE shall not assign this lease in any event, and shall not sublet the demised premises, and will not permit the use of said premises, or any part thereof, by anyone other than the LESSEE, its agents, servants, customers, and clients of the LESSEE.
4. The LESSEE shall pay the LESSOR for the Premises initial rent at the following rate: The sum of Four Thousand Eight Hundred Dollars (\$4,800.00) per annum, due July 1, 2019 and the 1st of July each succeeding year. Any improvements made to the Premises by LESSEE shall remain the property of the LESSOR at the conclusion of this Lease.

In the event that this lease is renewed after the initial term hereof, the annual rental rate for the second and each subsequent three year period of this Lease shall be increased by three percent (3%).

5. The LESSOR shall furnish to the LESSEE, during the term hereof, as part of the rental consideration, the following:
- (a) Heat and air conditioning as required and the costs thereof.
- (b) Restroom use at the expense of the LESSOR.
- (c) Entrance to the building during non-business hours under the control of the Merrill Police Department.
- (d) Furnish and replace light bulbs, fluorescent tubes, starters, ballasts and transformers for City owned light fixtures.

- (e) Provide electricity for lights and other electrical equipment necessary for the operation of the office.
- (f) Furnish reasonable janitorial and maintenance service and supplies for the office and the restrooms.
- (g) Furnish janitorial service for the common premises including halls, stairways, care of grounds, and removal of snow from sidewalks and parking lots.
- (h) Provide two parking stalls (unreserved) for MAPS Staff located in the north parking lot.

6. The LESSOR and LESSEE agree to the following internet protocols:

- i. **Internet/Wifi** – LESSEE will use the LESSOR’s Internet connection to tunnel client device traffic to the LESSEE’s premises for ease of management.
- ii. **Switch** – Dedicated switch port(s) for OEW wireless access point(AP) on will be provided on LESSOR’s network switch.
- iii. **Rack** - LESSEE will use their existing rack to mount equipment. This will be secured to the floor in the leased space and will allow for LESSEE to perform maintenance or replace faulty equipment.
- iv. **Phone Service DID and Extensions** – The DID (715) 536-1431, used for Merrill Adult Diploma Academy should be able to remain on the Frontier PRI. This should work over the tunneled network connection. The Centrax fail over line (715) 536-1627, will be registered at LESSOR’s address and new service connected. This line will be connected to the MAPS voice gateway Cisco Router.
- v. **Printing** – Copiers will be connected to a dedicated network drop to be connected to MAPS switch equipment provided by LESSEE.
- vi. **Ethernet Drops** – Multiple Ethernet drops will need to be run for PCs, phones, copiers, door alarm system, and other hard wired devices. A minimum of 11 drops will be required and provided by LESSEE.
- vii. **Cameras** – One security camera will require a dedicated cable run to LESSEE’s equipment. NTC has two “ip based” cameras for monitoring GED testing that will also require dedicated cable runs provided by LESSEE.
- viii. LESSEE will receive planned network outage notifications from LESSOR one week in advance related to equipment or Charter Internet outages. In the event there are unexpected/unplanned outages, the LESSOR’s Information Technology Manager will notify the LESSEE’s Director of Technology Integration and Systems Administrator.
- ix. In the event of a technical or network related issue believed to be associated with the LESSOR’s network environment, the LESSEE’s Director of Technology Integration and/or Systems Administrator will

contact the LESSOR's Information Technology Manager to request support assistance.

- x. **Firewall** – Two outbound ports (5246-5247) will be opened on City's firewall for the OEAP solution to work.
7. The LESSOR shall maintain the said premises in good repair and tenantable condition during the term of this lease, except in case of damage arising from a willful act or the negligence of the LESSEE, its agents or employees, or of any person on the premises with the permission of the LESSEE. For the purpose of so maintaining the premises, the LESSOR reserves the right at reasonable times and occasions to enter and inspect the premises and to make any necessary repairs thereto.
 8. At the expiration of this lease, the LESSEE shall return the premises to the LESSOR in as good condition as they were at the time the LESSEE went into possession, ordinary wear, tear and damage by the elements or fire excepted. The LESSEE shall be responsible for any damage, repair or maintenance occasioned by acts of the LESSEE, its employees, agents or any person on the premises with the permission of the LESSEE which result in damage or the need for restoration of the premises to the condition of the premises when let other than such acts that evidence ordinary wear, or tear, or damage by the elements or fire.
 9. LESSEE may have the use of meeting room(s) if such use does not conflict with use of the room(s) by the City or other tenant(s) at no additional charge. Scheduling of such use of meetings rooms will be done through the City Clerk's office
 10. This lease shall be cancelable by either party upon One Hundred, Eighty Days (180) prior written notice to the other party. Notwithstanding the foregoing, the lease shall be cancelled after notice under this paragraph on the last day of the month in which the notice is mailed.
 11. Notice in writing referred to herein shall not be construed to mean personal notice, but such notice shall be given in writing, by mail, by depositing the same in the post office or letter-box, in a post paid envelope, addressed to the Lessor (or Lessee as the case may be) at Lessor's (or Lessee's, as the case may be) last known address, and such notice shall be deemed to be given at the time when the same shall be thus mailed. Such notices provided hereunder shall be addressed as follows:

If to Lessor: CITY OF MERRILL
 City Administrator
 1004 E. 1st St.
 Merrill, WI 54452

If to Lessee: MERRILL AREA PUBLIC SCHOOLS
 Brian Dasher, Director of Finance
 1111 N. Sales Street
 Merrill, WI 54452

12. Both parties hereto shall comply with all rules, regulations, statutes and ordinances of the City of Merrill and State of Wisconsin. Each party shall hold the other party harmless for any violations thereto by the party.
13. Each party shall hold the other party harmless for any taxes chargeable to or against designated party. LESSEE represents and warrants that it has the requisite authority to enter into this lease and shall provide proof of such authority in the form of certified minutes or resolutions at the request of LESSOR. LESSEE also represents and warrants that its corporate status is in good standing and shall provide a certificate of good standing at the request of LESSOR.
14. LESSEE shall insure its personal property and that of its agents and employees against fire and other casualty. LESSEE shall hold the LESSOR and its insurer harmless for any such casualty claim by LESSEE, its employees, agents, customers and/or clients.
15. Each party shall provide public liability insurance in the amount of 1,000,000, and otherwise indemnify the other party for any claims of negligence chargeable to itself, its agents and/or employees. LESSEE shall provide LESSOR with a Certificate of Insurance naming LESSOR as additional insured in amounts acceptable to LESSOR.
16. In case of damage to the City Hall building by fire or other casualty coverable under the fire and extended coverage insurance of the City to an extent of 10% or less, LESSOR shall be required to remedy said damage or destruction within a reasonable time period, but, should said damage or destruction be to an extent of more than 10% of said building, then either party to this lease may within ten days thereafter terminate this lease upon written notice to the other party.
17. The covenants, conditions and terms of this lease shall be binding upon the respective parties, their authorized successors and authorized assigns. This lease shall not be amended except in a writing signed by the representatives of the parties hereto.

IN WITNESS WHEREOF, the parties have caused this instrument to be signed and sealed this _____ of _____, 2019.

LESSOR:

LESSEE:

CITY OF MERRILL, WISCONSIN

MERRILL AREA PUBLIC SCHOOLS

By: _____ (SEAL)
Derek Woellner, Mayor

By: _____ (SEAL)

Attest: _____ (SEAL)
William N. Heideman, City Clerk

DRAFT

Attachment: MAPS Lease (4192 : MAPS Lease - City Hall Basement)

08672



CITY OF MERRILL STREET USE PERMIT

Name of Applicant: BALLYHOOS / Merrill Lobster Fest
 Applicant Address: 124 n Prospect Applicant Phone #: 920-887-0675
 Club or Organization (if applicable): Merrill Lobster Fest
 Name of Responsible Person: Mike Fick
 Responsible Person Address: W1148 You Besser Dr Phone #: 920-887-0675
 Date of proposed street use: July 27 2019
 Time of street use: From: 11:00 Am To: 11:00 P.m
 Describe portion of street to be used: From Grand Ave To
To Just North of Alley Running Behind West Main Ave
 Approximate number of persons who will attend: 450
 Proposed use (in detail): Fund Raiser For SAFE
Ride Home Program

.....
Petition for Street Use Permit

We, the undersigned residents of the 100 hundred block of Prospect Street/Avenue in the City of Merrill, hereby consent to the use of this street as requested above and hereby consent to the City of Merrill granting a Street Use Permit for use of the said portion of said street for said purpose and do hereby agree to abide by such conditions of use as the City of Merrill shall attach to the granting of the requested Street Use Permit. We further understand that the permit will not be granted for longer than twelve (12) hours on the date above specified. We agree to remove from the street all equipment, vehicles and other personal property placed or driven thereon during the event for which the permit is granted prior to the end of said period. We further agree to designate _____ as the responsible person or persons who have applied for said Street Use Permit.

Miller Kevin Tan _____ 120 n Prospect
 Name Address

 Name Address

Attachment: Street Use - Lobsterfest (4194 : Street Use Permit - Lobsterfest)

_____ Name	_____ Address

FEE: \$20.00/day Date paid: 5/21/19 Amount paid: \$20

RECEIVED DATE: 5/21/19 RECEIVED BY: bg

Attachment: Street Use - Lobsterfest (4194 : Street Use Permit - Lobsterfest)

CITY OF MERRILL STREET USE PERMIT

Name of Applicant: OTTS Garage Teen Center
Applicant Address: 805 E. Main St. Applicant Phone #: 715-539-393

Club or Organization (if applicable): OTTS Garage Teen Center

Name of Responsible Person: Justin Novitski

Responsible Person Address: 615 Chippewa St. Phone #: 262-287-7076

Date of proposed street use: June 21, 2019

Time of street use: From: 3:00 To: 9:00 (event 4-8pm)

Describe portion of street to be used: In front of OTTS Garage
adjacent to Merrill Public Parking Lot #3 E. Main St. past Trophy Bar
to Scott Street.

Approximate number of persons who will attend: 40

Proposed use (in detail): The Extreme Tour - uses
extreme sports (BMX, skateboarding) and music to reach at risk youth

.....
Petition for Street Use Permit

We, the undersigned residents of the 000 hundred block of Main Street/Avenue in the City of Merrill, hereby consent to the use of this street as requested above and hereby consent to the City of Merrill granting a Street Use Permit for use of the said portion of said street for said purpose and do hereby agree to abide by such conditions of use as the City of Merrill shall attach to the granting of the requested Street Use Permit. We further understand that the permit will not be granted for longer than twelve (12) hours on the date above specified. We agree to remove from the street all equipment, vehicles and other personal property placed or driven thereon during the event for which the permit is granted prior to the end of said period. We further agree to designate _____ as the responsible person or persons who have applied for said Street Use Permit.

[Signature] 813 E MAIN ST
Name Address
[Signature] 808 E. MAIN
Name Address

pd \$20
6/3/19

Attachment: Street Use Permit for Ott's Garage (4236 : Street Use Permit application from Ott's Garage)

Jakes Etc.

CITY OF MERRILL						
M2019-03						
UTILITY RECONSTRUCTION						
BID TAB						
ITEM NO.	ITEM	EST. QNTY.	UNIT	UNIT PRICE	TOTAL ITEM AMOUNT	
1	6 Inch DI Watermain	2532	LF	38.00	96,216.00	
2	6 Inch Valve with Box	14	Each	1100.00	15,400.00	
3	Hydrant	6	Each	3300.00	19,800.00	
4	10 Inch DI Watermain	727	LF	52.50	38,167.50	
5	10 Inch Valve with Box	5	Each	2200.00	11,000.00	
6	Remove Existing Hydrant	6	Each	300.00	1800.00	
7	Abandon Old Watermain/Laterals	1	LS	1200.00	1200.00	
8	6 Inch 90 DEG Bend	2	Each	225.00	450.00	
9	6 Inch 45 DEG Bend	4	Each	200.00	800.00	
10	6 Inch Tee	5	Each	325.00	1625.00	
11	6 Inch DI Coupling	10	Each	250.00	2500.00	
12	10 Inch To 6 Inch DI Tee	1	Each	475.00	475.00	
13	10 Inch 90 DEG Bend	1	Each	400.00	400.00	
14	10 Inch To 8 Inch DI Tee	2	Each	485.00	970.00	
15	10 Inch Coupler	1	Each	350.00	350.00	
16	3/4 Inch Corporation	36	Each	150.00	5400.00	
17	1 Inch Corporation	4	Each	175.00	700.00	
18	3/4 Inch Curb Stop with Box	22	Each	225.00	4950.00	
19	1 Inch Curb Stop with Box	4	Each	250.00	1000.00	
20	3/4 Inch Water Service	1075	LF	27.00	29,025.00	
21	1 Inch Water Service	100	LF	30.00	3000.00	
22	3/4 Inch & 1 Inch Rehook	12	Each	250.00	3000.00	
23	10 Inch PVC Sanitary Main	1323	LF	31.25	41,343.75	
24	10 Inch x 4 or 6 Inch WYE	24	Each	175.00	4200.00	
25	8 Inch PVC Sanitary Main	871	LF	29.20	25,433.20	
26	8 Inch x 4 or 6 Inch WYE	10	Each	90.00	900.00	
27	4 Inch Sanitary Sewer Lateral	855	LF	27.00	23,085.00	

Attachment: Bids on M2019-03 Street Utility Project (4238 : Bids on M2019-3 Street Utility Project)

Merrill Gravel

CITY OF MERRILL						
M2019-03						
UTILITY RECONSTRUCTION						
BID TAB						
ITEM NO.	ITEM	EST. QTY.	UNIT	UNIT PRICE	TOTAL ITEM AMOUNT	
1	6 Inch DI Watermain	2532	LF	\$ 44.80	\$ 113,433.60	
2	6 Inch Valve with Box	14	Each	\$ 1,250.00	\$ 17,500.00	
3	Hydrant	6	Each	\$ 4,760.00	\$ 28,560.00	
4	10 Inch DI Watermain	727	LF	\$ 60.25	\$ 43,801.75	
5	10 Inch Valve with Box	5	Each	\$ 2,270.00	\$ 11,350.00	
6	Remove Existing Hydrant	6	Each	\$ 500.00	\$ 3,000.00	
7	Abandon Old Watermain/Laterals	1	LS	\$ 400.00	\$ 400.00	
8	6 Inch 90 DEG Bend	2	Each	\$ 300.00	\$ 600.00	
9	6 Inch 45 DEG Bend	4	Each	\$ 280.00	\$ 1,120.00	
10	6 Inch Tee	5	Each	\$ 550.00	\$ 2,750.00	
11	6 Inch DI Coupling	10	Each	\$ 606.00	\$ 6,060.00	
12	10 Inch To 6 Inch DI Tee	1	Each	\$ 550.00	\$ 550.00	
13	10 Inch 90 DEG Bend	1	Each	\$ 460.00	\$ 460.00	
14	10 Inch To 8 Inch DI Tee	2	Each	\$ 550.00	\$ 1,100.00	
15	10 Inch Coupler	1	Each	\$ 775.00	\$ 775.00	
16	3/4 Inch Corporation	36	Each	\$ 622.00	\$ 22,392.00	
17	1 Inch Corporation	4	Each	\$ 650.00	\$ 2,600.00	
18	3/4 Inch Curb Stop with Box	22	Each	\$ 250.00	\$ 5,500.00	
19	1 Inch Curb Stop with Box	4	Each	\$ 285.00	\$ 1,140.00	
20	3/4 Inch Water Service	1075	LF	\$ 8.60	\$ 9,245.00	
21	1 Inch Water Service	100	LF	\$ 9.60	\$ 960.00	
22	3/4 Inch & 1 Inch Rehook	12	Each	\$ 70.00	\$ 840.00	
23	10 Inch PVC Sanitary Main	1323	LF	\$ 32.00	\$ 42,336.00	
24	10 Inch x 4 or 6 Inch WYE	24	Each	\$ 710.00	\$ 17,040.00	
25	8 Inch PVC Sanitary Main	871	LF	\$ 29.00	\$ 25,259.00	
26	8 Inch x 4 or 6 Inch WYE	10	Each	\$ 640.00	\$ 6,400.00	
27	4 Inch Sanitary Sewer Lateral	855	LF	\$ 5.50	\$ 4,702.50	

Attachment: Bids on M2019-03 Street Utility Project (4238 : Bids on M2019-3 Street Utility Project)

Melvin Co.

CITY OF MERRILL M2019-03 UTILITY RECONSTRUCTION BID TAB						
ITEM NO.	ITEM	EST. QTY.	UNIT	UNIT PRICE	TOTAL ITEM AMOUNT	
1	6 Inch DI Watermain	2532	LF	59.00	149388.00	
2	6 Inch Valve with Box	14	Each	1550.00	21700.00	
3	Hydrant	6	Each	4500.00	27000.00	
4	10 Inch DI Watermain	727	LF	80.00	58160.00	
5	10 Inch Valve with Box	5	Each	2860.00	14300.00	
6	Remove Existing Hydrant	6	Each	375.00	2250.00	
7	Abandon Old Watermain/Laterals	1	LS	4300.00	4300.00	
8	6 Inch 90 DEG Bend	2	Each	540.00	1080.00	
9	6 Inch 45 DEG Bend	4	Each	525.00	2100.00	
10	6 Inch Tee	5	Each	620.00	3100.00	
11	6 Inch DI Coupling	10	Each	905.00	9050.00	
12	10 Inch To 6 Inch DI Tee	1	Each	895.00	895.00	
13	10 Inch 90 DEG Bend	1	Each	860.00	860.00	
14	10 Inch To 8 Inch DI Tee	2	Each	1000.00	2000.00	
15	10 Inch Coupler	1	Each	1050.00	1050.00	
16	3/4 Inch Corporation	36	Each	420.00	15120.00	
17	1 Inch Corporation	4	Each	435.00	1740.00	
18	3/4 Inch Curb Stop with Box	22	Each	565.00	12430.00	
19	1 Inch Curb Stop with Box	4	Each	610.00	2440.00	
20	3/4 Inch Water Service	1075	LF	18.50	19887.50	
21	1 Inch Water Service	100	LF	19.55	1955.00	
22	3/4 Inch & 1 Inch Rehook	12	Each	535.00	6420.00	
23	10 Inch PVC Sanitary Main	1323	LF	48.10	63636.30	
24	10 Inch x 4 or 6 Inch WYE	24	Each	465.00	11160.00	
25	8 Inch PVC Sanitary Main	871	LF	41.35	36015.85	
26	8 Inch x 4 or 6 Inch WYE	10	Each	490.00	4900.00	
27	4 Inch Sanitary Sewer Lateral	855	LF	26.50	22657.50	

Attachment: Bids on M2019-03 Street Utility Project (4238 : Bids on M2019-3 Street Utility Project)

Heideman, Bill

From: Johnson, David
Sent: Wednesday, June 05, 2019 7:53 AM
To: Heideman, Bill
Cc: Woellner, Derek; Norton, Rob
Subject: Cattle Barn damage



Bill,

Please place an item on the Council agenda for emergency repairs to the Festival Grounds Cattle Barn. Last night at 4H meeting in the Cattle barn it was discovered that two structural roof beams broke from the snow load. The west wing of the barn cannot be used for the Fair until these beams are replaced. We will be getting quotes for this repair ASAP. The repair will require that the roof be jacked up and the beams replaced. This is an unbudgeted item for the Festival Grounds but I expect the cost to be under \$25,000.

David Johnson, City Administrator
 City of Merrill
 1004 E. 1st St.
 Merrill WI 54452
 715-536-5594

Attachment: Agenda request for funding repairs to Cattle Barn (4239 : Consider authorizing funding for emergency repairs to Festival Grounds

Extension of Premise

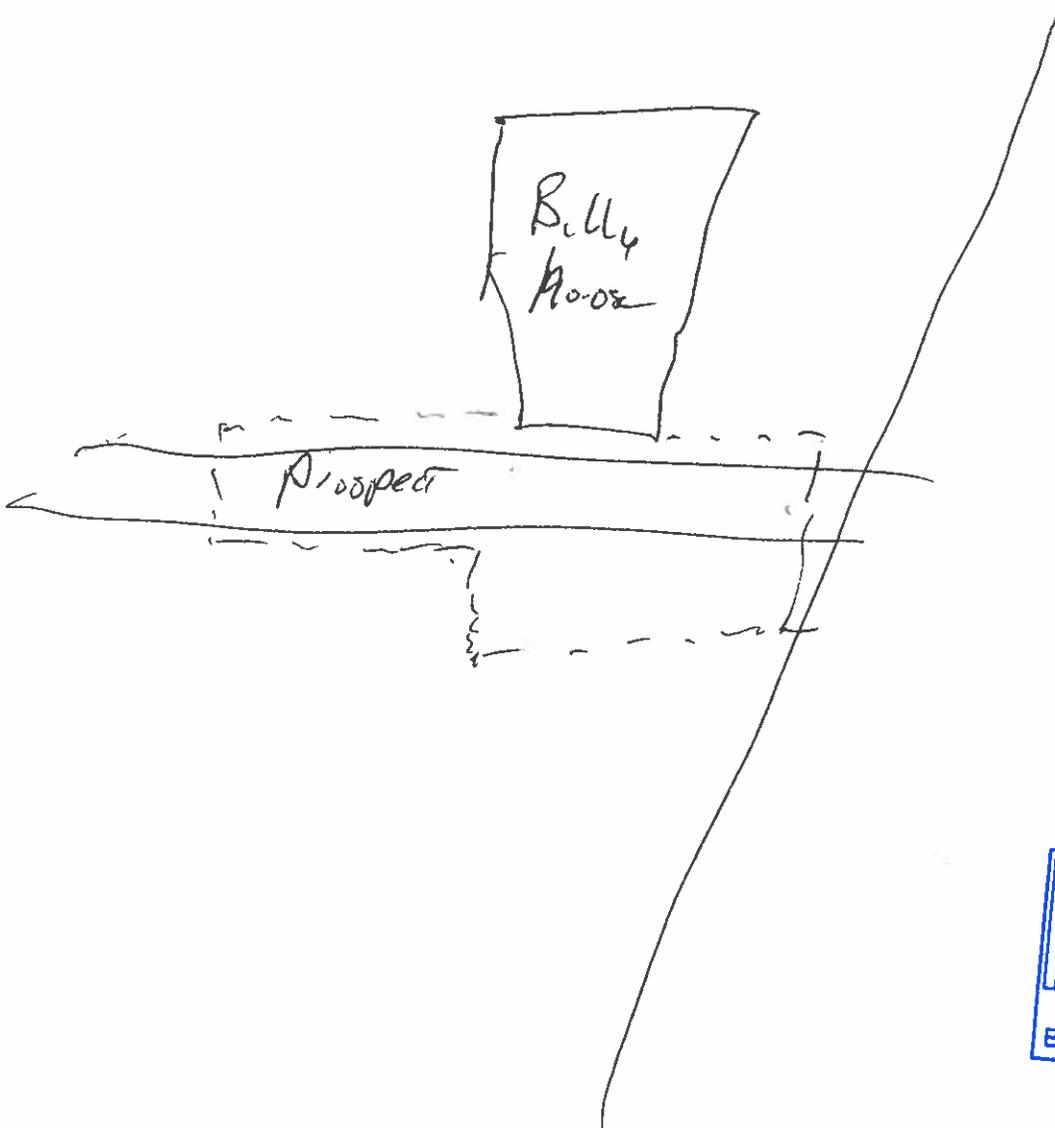
From ~~B~~ Grand Ave Across Street to include Park
South to Alley just north of West Main
Street APT.

For Merrill Lobster Fest

7-27-19

Mike Paul

920-888-0675



RECEIVED
 MAY 7 2019
 By _____

Attachment: Extension of Premise - Ballyhoo's (Lobsterfest) (4190 : Extension of premises for Ballyhoo's for Lobsterfest)

**LIQUOR AND BEER LICENSE APPLICATIONS
CITY OF MERRILL, LINCOLN COUNTY, WISCONSIN
JULY 1, 2019 TO JUNE 30, 2020 LICENSE PERIOD**

CLASS B COMBINATION LICENSE

All Aboard LLC Marion L. Clark, Agent	All Aboard	315 E. 2 nd Street
Eggers, Shirley	Avenue Bar	405 Grand Avenue
M & C Entertainment LLC Cheryl Fick, Agent	Ballyhoo's	124 N. Prospect Street
Berlin's Trophy Bar LLC Gregory T. Berlin, Agent	Berlin's Trophy Bar	808 E. Main Street
Merrill Hotel Group, LLC Brian Wogernese, Agent	Boarders Inn & Suites by Cobblestone	3209 E. Main Street
Club 107 LLC Courtney Bennish, Agent	Club 107	2410 State Rd 107
Schultz, Stephen Allen	Collin's Bar & Grill	2501 W. Main St
Shidell Sr., Allen J	El Mariachi	608 E 2 nd Street (C)
Erickson, Craig D	Ericksons Westside Tap	116 N Prospect Street
Fraternal Order of Eagles Aerie 584 Scott Doerr, Agent	Fraternal Order of Eagles	1205 N. Lake Street
Kort LLC Ardis K. Kort, Agent	Gesundheit	1300 E. Main Street
Humphrey's Pub LLC Beth Humphrey, Agent APPLICATION WITHDRAWAL REQUEST 6/6/19	Humphrey's Pub	500 W Main Street
JWM-CO LLC James Merkel, Agent	Jimbo's	1007 E. Main Street
Hinz, Calvin L.	Kathy & Cal's Club 64	2405 W. Main Street
Lincoln Lanes, Inc. Mark M. Bares, Agent	Lincoln Lanes	1208 N. Center Ave.
V-F Inc Valeria Melendez, Agent	Los Mezcales	3340 E. Main Street
Texas Recreational Center, Inc. Michael Malinowski, Agent	Merrill Public Golf Course	1604 O'Day Street

Kim's Wisconsin LLC Qemal Alimi, Agent	New Pine Ridge Restaurant	1302 N. Center Ave
Plautz's Pub LLC David R Plautz, Agent	Plautz's Pub	310 E. 2 nd Street
Merrill Social & Sick Benefit Society Amanda Lepsch, Agent	S & S Bar	418 Grand Avenue
Jespersion, Flori A.	Salvo's Restaurant	201 E. 2 nd Street
Sawmill Brewing Company Inc Zach Kubichek, Agent	Sawmill Brewing Co.	1110 E 10 th Street
Schmitt-Manecke-Donner VFW Post 1638 Michael Porath, Agent	VFW Post 1638	205 N Cleveland Street
Scantlin, Brent Alan	Wild Badger Sports Bar	1404 W. Main Street

CLASS A COMBINATION LICENSE

Bonnell's, Inc. David J. Bonnell Jr., Agent	Dave's County Market	300 E. 1st Street
CAP Operations Inc Gail Closser, Agent	Holiday #71	702 N. Center Avenue
In & Out Beer and Liquor LLC Eric W Dayton, Agent	In & Out Beer and Liquor	701 E. 2 nd Street
Krist Oil Company Linda Hackbarth, Agent	Krist Food Mart #88	105 S. Center Avenue
Kwik Trip, Inc. Heather Elizabeth Timm, Agent	Kwik Trip #386	2311 E. Main Street
Kwik Trip, Inc Angela Rae Grefe, Agent	Kwik Trip #241	300 S. Pine Ridge Ave
LeeLynn, LLC William Schultz, Agent	Lee's Piggly Wiggly	3404 E. Main Street
Lotter II LLC Franklin R Lotter, Agent	Lotter's Merrill Mobil	1201 Grand Avenue
Heartland Cooperative Services Becky Guite, Agent	Merrill Cenex	1300 N. Center Avenue
Merrill Shell LLC Melissa J Wagner, Agent	Merrill Shell	604 S. Center Avenue

Carkelsy, Inc Gary L. Schwartz, Agent	Pine Ridge Convenience Store	3350 E. Main Street
Riiser Fuels, LLC Amber Zubricky, Agent	RStore #40	1001 N. Center Avenue
Walgreen Co. Jane Zipperer, Agent	Walgreens #10574	101 N. Center Avenue
Wal-Mart Stores East, LP Jill Hanson, Agent	Walmart #1366	505 S. Pine Ridge Avenue
Raymer's Westside Market LLC Mark Raymer, Agent	Westside Market	1504 W. Main Street

CLASS B BEER LICENSE

Merrill Hockey, Inc. Cheryl Skoug, Agent	Merrill Hockey	1100 Marc Drive
PH Hospitality Group LLC Brenda Blixt, Agent	Pizza Hut	901 N. Center Avenue

CLASS A BEER LICENSE

Pier 2 Citgo LLC Jennifer Bienfang, Agent	Pier 2 Cenex	504 E 2 nd Street
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CLASS A BEER LICENSE WITH CIDER

Indianhead Oil Co LLC Mary Hofele, Agent	Holiday Stationstore #482	1312 W Main Street
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CLASS B BEER AND CLASS C WINE

DSwan, LLC Dawn Swan, Agent	First Street Coffee Station	501 S. Pine Ridge Avenue
DSwan LLC Dawn R Swan, Agent	First Street Coffee Station	809 E. 1 st Street

William N. Heideman, CMC, WCMC
City Clerk

Updated 6/6/19

Attachment: 2019-2020 Liquor License List to Council (4137 : 2019-2020 Liquor License Applications (per list))

Changes on Liquor License Applications for 2019-2020

Wal-Mart Agent Jill M Hanson

CAP Operations (Holiday #71) new officers

VFW VP - Arnold Viljevac
 President & Agent – Michael Porath

In & Out Beer and Liquor – Danielle Faulkner no longer officer

Riiser Fuels (R-Store) Agent – Amber Zubricky and change in officers

DAT Bar name change to Wild Badger Sports Bar

Collin's Bar & Grill – owner's home address changed from N404 Midway Rd to 2501 W Main St

Club 107 Agent changing last name from Bennish to Mohr (not changed as of 6/5/19)

Eagle's President – Gabriel Palmer
 VP – Brad Geiss

Heartland Coop Secretary is also now the Treasurer – Bradley Zettler

Merrill Shell Agent - Melissa J Wagner

Note – the following establishments are not currently operating:
 Humphrey's Pub – APPLICATION WITHDRAWAL REQUEST 6/6/19
 Erickson's Westside Tap
 El Mariachi

6/6/19

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00

Application Date: 6/3/19

Town Village City of Merrell

County of Lincoln

The named organization applies for: (check appropriate box(es).)

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
- A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 6/29/19 and ending 6/29/19 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →
- Bona fide Club
 - Church
 - Lodge/Society
 - Chamber of Commerce or similar Civic or Trade Organization
 - Veteran's Organization
 - Fair Association

(a) Name VFW Post 1638

(b) Address 205 N Cleveland Merrell WI
(Street) Town Village City

(c) Date organized 04-42

(d) If corporation, give date of incorporation _____

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:

President Mike Porath

Vice President Arnold Viljevac 103 Pine St Merrell

Secretary Susan Gleason 4510 W Delray Dr Merrell 715-216-6431

Treasurer same as above

(g) Name and address of manager or person in charge of affair: Mike Porath

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number VFW Post 1638 Festival Ground + under Grand Stand

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? _____

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event Tractor Pull Merrell WI

(b) Dates of event June 29, 2019

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Officer Susan Gleason
(Signature/date)

VFW Post 1638
(Name of Organization)

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Date Filed with Clerk 6/3/19

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

Dave Sukow bringing directly

Attachment: VFW Picnic License - Tractor Pull June 29, 2019 (4237 : Picnic license for VFW for Tractor Pull)

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10 - pd 5/14/19 Application Date: 6-6-19
 Town Village City of Merrill County of Lincoln

The named organization applies for: (check appropriate box(es).)

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
- A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning June 15th, 2019 and ending June 15th, 2019 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →
- Bona fide Club Church Lodge/Society
 - Chamber of Commerce or similar Civic or Trade Organization
 - Veteran's Organization Fair Association

(a) Name Merrill Historical Society

(b) Address 100 E 3rd St. Merrill WI
(Street) Town Village City

(c) Date organized 1978

(d) If corporation, give date of incorporation 1978

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:

President Bea Lebel

Vice President Michael Weaverth

Secretary David Johnson

Treasurer Pat Burg

(g) Name and address of manager or person in charge of affair: Ryan Schwartzman 715-218-7310

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 303 N. Selas St. - Expo Center

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? _____

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event GLCW and ACW Presents Summer Slamboree

(b) Dates of event June 15th, 2019

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Officer [Signature]
(Signature/date)

Merrill Historical Society
(Name of Organization)

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Date Filed with Clerk 6/6/19

Date Reported to Council or Board _____

Date Granted by Council _____

License No. 08676

Directly to Council Julia

**City of Merrill
Airport Commission Meeting Minutes
Wednesday, April 17, 2019
Merrill Airport Terminal**

Members Present: Gary Schwartz (Chairman), Joe Malsack, Gary Schulz, Lyle Banser, Steve Osness (Alderman)

Public Present: Steve Krueger, Larry Wenning, Anthony Kromire (Cameraman)

1. Call to Order – Meeting called to order by Chairman Schwartz at 7:00PM.
2. Approval of Meeting Minutes from March 20, 2019 – Minutes from March 20th meeting read. Motion for approval by Osness; second by Banser. All ayes. Motion carried.
3. Approval of Vouchers – Vouchers reviewed and initialed. Motion by Banser to pay vouchers; second by Osness All ayes. Motion carried.
4. Runway 16/34 Project Status – Chairman Schwartz reported there was no progress. FAA is wavering on whether to use operation numbers reported for 16/34 or a more stringent (unable to use 07/25 because of cross wind). FAA is stalling the project
5. FAA Petition for 16/34 – Will remain on Agenda until 16/34 Project approval.
6. Airport Day 2019 – Airport Day is September 7. Malsack reported he submitted ads to numerous publications to promote Merrill Airport Day. AOPA was also suggested to add to the list.
7. Entitlement Grant Projects – Chairman Schwartz reported there was a question on entitlement that was borrowed from Tomahawk. Will know by next meeting.

Schwartz recommended we list priorities for Entitlement use if 16/34 Project doesn't happen soon enough.

Discussed AWOS System and problems we are experiencing.

Schulz made motion to use Entitlement funds to upgrade and buy new equipment necessary to bring AWOS (Automated Weather Observation System) up to new standards; second by Osness. All ayes. Motion carried.

Airport Manager McCullough suggested we look for a new or newer snow plow truck. Also, a SRE (snow removal equipment) building and a cover roof for the fuel truck so it doesn't deteriorate in the sun, snow and rain.

Wenning also suggested additional tie downs at the new terminal/fuel farm area.

8. New AWOS System – Will be updated due to motion made in Agenda Item No. 7.
9. Manager's Report – Manager McCullough reported he visited the High School CAD Design Class. The students are designing a plan to build a glider with an 8' wingspan. McCullough offered to have the students tour the Airport and see what is available at the Merrill Airport.

Schulz reported on a related item: Howell, MI is starting a two-year program for high school students with the goal of interesting new, young, private pilots with the hope that some may move on to become commercial pilots and, hopefully, reduce U.S. pilot shortage and have a great career.

Schulz reported on another related item: Merrill High School has a Fab Lab (fabrication laboratory). They have some state-of-the-art equipment, including a 3D printer in use.

McCullough also reported the lightning project should be done soon. A question was raised on the electrical wiring at the North Gate where frost is heaving a post-up. He will check with Per Mar for a fix or will splice some slack into the wires

10. Airport General Maintenance –

T-Hangar Issues – Water issues are on hold until we consult with City Engineer for opinion. Door repairs on T-hangar units will start soon; being done by McCullough and crew.

Lightning Suppression Project Status/Fiber Optic – McCullough reported Per Mar will finish hookup when conduit is installed; when conditions improve.

Fuel System Update – Is working properly and item will be removed from Agenda.

Updated Plow for Chevy – McCullough reported an agreement to swap our 8' 2" plow with the City's 11' 3" plow. This will benefit both parties.

11. Chairman's Report – Schwartz reported he had recently been contacted about NTC expansion project which will be on the Agenda for May Meeting.
12. Aviation Happenings – Schulz reported on a passenger jet that rolled after takeoff and touched a wing down but was able to complete a go-around and land safely. The pilot

reported that the roll was not because of his input. An investigation is underway. Schulz also reported on a Swiss designed, completely autonomous drone that has three cameras onboard – a thermal, infrared and daylight. It also has facial recognition capabilities and is promoted to be perfect for search and rescue. Technology is moving forward rapidly.

Boeing has come up with a fix for the 737 Max 8 and 9 dealing with the pitch function software.

Also discussed how many fewer pilots are being turned out compared to years ago and how it has caused the current pilot shortage.

13. Public Comment – Krueger reported that he had information on a new fuel to replace 100LL fuel called Swift. Showed an informational video extolling the benefits of the new fuel. It will be added to the May Agenda.
14. Agenda Items for Next Meeting –
 - Garages for snowplow and FBO residence
 - Discussion of Swift fuel
 - Roof repair/replacement on FBO Hangar
 - Discussion of City land for NTC expansion
15. Adjournment – Motion by Malsack to adjourn; second by Osness. All ayes. Motion carried.

Minutes prepared by Lyle Banser



CITY OF MERRILL
BOARD OF PUBLIC WORKS
MINUTES • WEDNESDAY MAY 22, 2019

Regular Meeting

City Hall Council Chambers

5:30 PM

1. Call to Order

Mayor Woellner called the meeting to order at 5:30 P.M.

Attendee Name	Title	Status	Arrived
Rob Norton	Aldersperson - Seventh District	Present	
John M. Van Lieshout	Aldersperson - Fifth District	Present	
Derek Woellner	Mayor	Present	
Steve Hass	Aldersperson - Second District	Present	

Also in attendance: City Administrator Dave Johnson, Public Works Director/City Engineer Rod Akey, Street Superintendent Dustin Bonack, Street & Weed Commissioner Ron Liberty, Building Inspector/Zoning Administrator Darin Pagel, City Attorney Tom Hayden, Jordan Burton, Brooke Burton, Sheila Mueller, Mark Zulliger, Jim Koppelman, Trina Johnson, Robert Johnson, Ryan Schwartzman, Marge Lerch, Dennis Lerch and City Clerk Bill Heideman. A representative from Merrill Productions was present to videotape the meeting.

2. Preliminary items:

1. Vouchers - April & May 2019

Motion (Norton/Hass) to approve.

RESULT: APPROVED

3. Other agenda items for consideration:

1. Consider lease between City of Merrill and Merrill Area Public Schools for rental space in the lower level of City Hall commonly known as the old Senior Center/Merrill Area Enrichment Center.

Information was in the meeting packet.

City Administrator Johnson stated that, with the departure of the Enrichment Center to their new facility, there are security issues with the City Hall basement. Merrill Area Public Schools has requested that they be allowed to rent City Hall basement space.

A monthly rental fee of \$400 has been suggested. This amount would allow the City to recover their costs associated with leasing the space.

Motion (Hass/Van Lieshout) to approve a lease agreement, with a three-year term.

RESULT: APPROVED & SENT TO COUNCIL **Next: 6/11/2019 7:00 PM**

2. Street Use Permit application from Ballyhoo's to close Prospect Street (from Grand Avenue to West Main Street) from 11:00 A.M. to 11:00 P.M. on Saturday, July 27th, 2019, for Lobsterfest event.

Information was in the meeting packet.

Motion (Hass/Norton) to approve.

RESULT: APPROVED & SENT TO COUNCIL **Next: 6/11/2019 7:00 PM**

3. Discuss the plans and schedule for the reconstruction of Main Street between Cleveland Street and Center Avenue - Public Works Director/City Engineer Akey

Public Works Director/City Engineer Akey reported that the deadline for bids on this project is June 6th. Work on the project is scheduled for between August 15th and September 15th. The method of parking after project completion is one issue that will need to be resolved.

Public Works Director/City Engineer Akey explained that he had invited the business owners to this meeting, and requested that they be allowed to participate in the discussion. Without objection, it was so ordered.

Robert Johnson requested that the angle parking be discontinued, citing safety and winter-related concerns. He also asked that there be publicity related to the parking available in back of Johnson's Gifts and Collectibles.

Public Works Director/City Engineer Akey suggested that parking could be an agenda item for discussion at the June meeting.

Mark Zulliger requested that , during the project, traffic be allowed in both directions as much as possible.

Jordan Burton asked questions related to the project and the possibility of returning to parallel parking. He asked what the hours of project work would be, and was told that work would usually be done between 7 A.M. and 4:30 or 5:00 P.M.

Ryan Schwartzman stated that, at Ace Hardware, they have no preference related to parking method, although it seems there is more people in their store since the change to angle parking.

Street Superintendent Bonack reported that work on the pocket park would be completed shortly.

Brooke Burton asked for an estimated date on when the project site would be in the vicinity of her business, because she is planning a grand opening.

Discussion on this issue will continue at the June meeting. Parking options will be discussed, and a "survey" of the business owners will be done before or at that meeting, to get their input on parking options.

4. 2020 Capital Requests - Street Superintendent Bonack

Information on the requests was in the meeting packet.

Motion (Hass/Norton) to approve all projects and refer them to the 2020 Capital Budget session(s).

RESULT:	REFER TO BUDGET PROCESS
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4. Monthly Reports:

1. Public Works Director/City Engineer Akey

The report was in the meeting packet.

Public Works Director/City Engineer Akey provided oral status reports on current projects.

2. Building Inspector/Zoning Administrator Pagel

The report was in the meeting packet.

Building Inspector/Zoning Administrator Pagel reported that current focus is on exterior maintenance and garbage issues. There are numerous garbage-related issues, although the fee increase seems to have improved compliance.

3. Street Superintendent Bonack

The report was in the meeting packet.

Street Superintendent Bonack reported that the recent storm resulted in numerous fallen trees and limbs.

Crack-sealing program is proceeding. The large-item pickup program seems to be going well.

4. Street & Weed Commissioner Liberty

The report was in the meeting packet.

Street and Weed Commissioner Liberty reported that things are relatively quiet, as we are in the "between seasons" time of year.

5. Consider placing monthly reports on file

Motion (Hass/Norton) to place on file.

RESULT: PLACED ON FILE

5. Establish date, time and location of next regular meeting
Wednesday, June 26th, 2019 at 5:30 P.M. in the City Hall Common Council Chambers.
6. Public Comment Period
None.
7. Adjournment
Motion (Norton/Hass) to adjourn. Carried. Adjourned at 6:17 P.M.





CITY OF MERRILL
CITY PLAN COMMISSION
MINUTES • TUESDAY JUNE 4, 2019

Regular Meeting

City Hall Council Chambers

5:45 PM

I. Call to Order

Mayor Woellner called the meeting to order at 5:47 P.M.

Attendee Name	Title	Status	Arrived
Ralph Sturm		Present	
Melissa Schroeder		Present	
Ken Maule		Present	
Robert Reimann		Present	
Derek Woellner	Mayor	Present	
Steve Hass	Aldersperson - Second District	Present	
Kyle Gulke		Present	

Also in attendance: City Administrator Dave Johnson, City Attorney Tom Hayden, Public Works Director/City Engineer Rod Akey, Building Inspector/Zoning Administrator Darin Pagel, Alderman Dave Sukow, Alderman John Van Lieshout, Judy Sukow and City Clerk Bill Heideman.

Public hearings attendees included: Jerry Lokemoen, Megan Steege, Jody Lokemoen, Greg Hehling, Bryan Hoffman, Ann Pulkowski, Hildegard Hantke, Carl Hantke, Roger Brandt, Ken Attoe, Melissa Wilson, Justin Wilson, Ned Seubert, and Kathy Seubert.

A representative from Merrill Productions was present to videotape the meeting.

II. Minutes of previous meeting(s):

1. Minutes of April 3, 2019 meeting

Motion (Schroeder/Hass) to approve.

RESULT: APPROVED

III. Monthly Report(s):

1. Oral report from Building Inspector/Zoning Administrator Pagel on Certified Survey Maps.

Building Inspector/Zoning Administrator Pagel reported that, in the last month, he did not approve/disapprove any Certified Survey Maps.

IV. Public Comment Period

None.

V. Establish date, time and location of next meeting

The next meeting will be at the call of the Chairperson.

Attachment: Committee Reports (4251 : Fie Committee Reports)

VI. Recess:

At 5:49 P.M., Mayor Woellner announced a recess until 6:00 P.M., the time scheduled for the public hearings to begin. At 6:00 P.M., Mayor Woellner called the meeting back to order.

VII. Public Hearings (will begin at 6:00 P.M.)

1. Conditional Use Permit application from Lokemoen Development for development of storage buildings on Highland Drive.

Information was in the meeting packet.

City Attorney Hayden read the public hearings notice.

Motion (Hass/Reimann) to open the public hearing. Carried.

Alderman John Van Lieshout reported that he has received several calls from residents living in the vicinity of the site for the proposed storage units. The people that called were opposed to the permit.

Ned Seubert stated that he and his wife are opposed to the permit. He also submitted a petition signed by 15 residents who oppose the permit.

Ann Pulkowski spoke against the permit.

Jody Lokemoen stated that she had been approached by several people who told her that they would like storage units in the area.

Carl Hantke spoke against the permit.

Jerry Lokemoen spoke in favor of the permit. He thinks it would be an asset and that traffic would not be a problem.

Greg Hehling stated that the future will bring more apartments to that area, which will require additional storage.

Justin Wilson expressed concerns that property values could be affected if the permit is approved.

Ann Pulkowski stated that recently used a storage facility, and that she accessed it almost daily. She has traffic concerns.

Motion (Hass/Schroeder) to close the public hearing. Carried.

Motion (Hass/Schroeder) to disapprove.

RESULT:

DISAPPROVED, SENT TO COUNCIL

Next: 6/11/2019 7:00 PM

2. Conditional Use Permit application from Bryan Hoffman for development of storage buildings on S. Center Avenue.

Information was in the meeting packet.

Motion (Hass/Reimann) to open the public hearing. Carried.

Bryan Hoffman spoke in favor of the application.

Motion (Hass/Sturm) to close the public hearing. Carried.

Motion (Hass/Schroder) to approve.

Building Inspector/Zoning Administrator Pagel suggested that a one-year deadline be placed on completing hard-surfacing.

Motion (Hass/Schroeder) to amend the permit by adding a one-year deadline to complete hard-surfacing. Motion to amend carried.

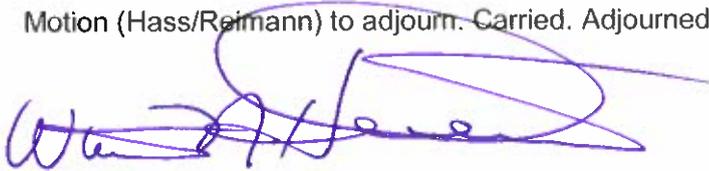
RESULT:

APPROVED AND SENT TO COUNCIL

Next: 6/11/2019 7:00 PM

VIII. Adjournment

Motion (Hass/Reimann) to adjourn. Carried. Adjourned at 6:18 P.M.



COMMUNITY DEVELOPMENT COMMITTEE MINUTES
Thursday, May 30, 2019, City Hall, Merrill, WI

Present: Ron Peterson, Pete Koblitz, Adam Rekau, Nancy Kwiesielewicz and Betsy Wiesneski.

Present: ken Maule, Lincoln County Economic Development Director and Shari Wicke, Community Development Program Coordinator

The meeting was called to order at 8:00 a.m. Mr. Koblitz made a motion to approve the minutes of the previous meeting; seconded by Ms. Wiesneski. The motion carried.

No public comment.

Motion by Ms. Wiesneski to convene in closed session pursuant to Wis. Statutes Section 19.85(i) (f) for consideration of personal financial related to Economic Development loan application File#19002; seconded by Mr. Koblitz the motion carried 5-0 on roll vote.

Motion to reconvene in open session was made by Mr. Koblitz; seconded by Ms. Kwiesielewicz, motion carried. The meeting reconvened in open session.

Motion made by Ms. Kwiesielewicz to approve a loan up to \$20,000 to Ana Blair's Boutique, LLC, File#19002, a loan term of 7 years at 2% interest. The loan will be secured by Uniform Commercial Code (UCC) on equipment and inventory and Personal Guaranty; seconded by Mr. Rekau, motion carried.

There being no further business to discuss, Mr. Rekau made a motion to adjourn; seconded by Mr. Koblitz. The motion carried. Adjournment was at 8:10a.m.

Respectfully submitted,
Shari Wicke



CITY OF MERRILL
HEALTH AND SAFETY COMMITTEE
MINUTES • MONDAY MAY 20, 2019

Regular Meeting

City Hall Council Chambers

5:00 PM

I. Call to Order

Alderman Sukow called the meeting to order at 5:00 P.M.

Attendee Name	Title	Status	Arrived
Dave Sukow	Aldersperson - Sixth District	Present	
Rick Blake	Aldersperson - Third District	Present	
John M. Van Lieshout	Aldersperson - Fifth District	Present	

Also in attendance: City Administrator Dave Johnson, Fire Battalion Chief-Administration Phil Skoug, Police Chief Corey Bennett, Deputy Health Officer Norbert Ashbeck, City Attorney Tom Hayden, Alderman Rob Norton, Beth Humphery, Allen Shidell Jr., Jennifer Erickson, Craig Erickson and City Clerk Bill Heideman.

II. Nuisance Complaints and Vouchers:

1. Nuisance Complaints

The nuisance complaint summary report was in the meeting packet. Deputy Health Officer Ashbeck reported on the cases listed on the report.

Baiting will continue on the case involving rats, because the baiting contract is in effect for two more months.

2. Vouchers

The vouchers were in the meeting packet.

Motion (Blake/Van Lieshout) to approve.

RESULT: APPROVED

III. Picnic and/or Liquor License Applications:

- Request from Ballyhoo's for an extension of premises to sell alcoholic beverages from Ballyhoo's (124 N. Prospect Street) to a fenced in area east of their front door into Cenotaph Park next to Park Place on July 27, 2019, in conjunction with Merrill Lobsterfest.

Information was in the meeting packet. Police Chief Bennett has no concerns with the request.

Motion (Van Lieshout/Blake) to approve.

RESULT: APPROVED & SENT TO COUNCIL

Next: 6/11/2019 7:00 PM

- 2019-2020 Liquor License Applications (per list)

Information was in the meeting packet. Three licensees are currently not operating.

Beth Humphery gave a status update on Humphery's Pub.

Craig and Jennifer Erickson gave a status update on Erickson's Westside Tap.

Allen Shidell Jr. gave a status update on El Mariachi.

Motion (Van Lieshout/Blake) to refer all license applications to the June 11th, 2019 Common Council meeting.

RESULT:	REFERRED TO COUNCIL	Next: 6/11/2019 7:00 PM
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IV. Other agenda items to consider:

1. 2018 Fire Department Annual Report

The annual report was in the meeting packet.

Fire Battalion Chief-Administration Skoug reported that some changes have been made after Fire Chief Klug became chief.

Alderman Sukow stated that the annual report was comprehensive and that he was pleased with the report.

V. Minutes & Monthly Reports:

1. Minutes of April 22, 2019 meeting

Motion (Blake/Van Lieshout) to approve.

RESULT:	APPROVED
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2. Monthly Report - Fire Chief Klug

The monthly report was in the meeting packet.

Fire Battalion Chief-Administrator Skoug reported that several agencies were involved in a debriefing following a critical incident on US Highway 51.

Training for certifications continues.

3. Monthly Report - Police Chief Bennett

The monthly report was in the meeting packet.

The new report format seems to be working well.

Work on liquor license renewals continues. Care is being taken to ensure that all premises descriptions for liquor licenses are accurate.

Work on junk vehicles for this year has begun.

The Click-It or Ticket program will run from May 20th to June 2nd.

The flashlights that the Police Department won have arrived.

The Police Department has been awarded a grant, which be used to obtain a computer.

4. Monthly Report - Lincoln County Humane Society

Alderman Sukow commented that the entire staff is doing high-quality work at the shelter.

5. Consider placing monthly reports on file

Motion (Van Lieshout/Blake) to place on file.

RESULT:	PLACED ON FILE
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VI. Establish date, time and location of next regular meeting

Monday, June 24th, 2019 at 5:00 P.M. in the City Hall Common Council Chambers.

VII. Public Comment Period

None.

VIII. Adjournment

Motion (Blake/Van Lieshout) to adjourn. Carried. Adjourned at 5:27 P.M.

T. B. Scott Free Library Board of Trustees
REGULAR MEETING
May 15th, 2019
Minutes

1. Opening

President Mike Geisler called the Regular Meeting of the Board of Trustees to order at 4:00 p.m. in the Library Board Room. Present: Katie Breitenmoser, Darcy Dalsky, Paul Gilk (4:40-), Audrey Huftel, and Jim Wedemeyer. Excused: Gene Bebel, Richard Mamer and Tim Meehan. Also present: Laurie Ollhoff, Nick Wszalek (-4:30), and Geoffrie L. from MP3.

There was no correspondence.

There was no public comment.

2. Consent Items

M Breitenmoser/S Dalsky/C to approve the minutes of the April meeting as presented. M Breitenmoser/S Huftel/C to accept the Monthly Revenue and Expense Report for April as printed. The March Revenue and Expense report was revised to reflect a correction for a City error in posting revenue. The journal entry correction was discussed and available.

3. Reports/Discussion Items/Action Items

A. Staffing Change Request: Ms. Stevens presented a proposal for consideration of a staff position change. M Wedemeyer/S Dalsky/C to approve replacing the current Youth Services Department Assistant position from two-half time employees to one full-time employee.

B. 1000 Books Before Kindergarten Makeover: Mrs. Stevens presented a document reviewing the participation and history of our 1000 Books Before Kindergarten program which was started in 2013 with funding from the Endowment Fund. Staff are revising and transitioning their program based on this data and will report progress to the board in one year.

C. 2018 System Information & Public Library Statistics: Statistics and trends for library visits, circulation, number of programs and program attendance were highlighted.

D. Request from Merrill City Band for In-House Display: M Wedemeyer/S Breitenmoser/C to approve the Merrill City Band In-House display.

E. Update on Community Room Status: Staff will be submitting quotes to the insurance company for repairs resulting from the water damage. An update was given on the status of requests for funding for the replacement of the support pole with a structural beam. Since this project will need to be put out to bid as well as contending with contractor schedules, the likely timeline for completion will be in the fall.

F. Status of Church Property: Board members remain concerned about potential uses of the building as it relates to the shared parking lot. Ms. Stevens is not aware of any developments regarding the property.

G. Strategic Plan Progress Goal #2: Goal #2 was presented with objectives and measurable outcomes.

H. Trustee Essential #9-Managing the Library's Money: Ms. Stevens provided copies of Trustee Essential #9.

I. Reports from Friends/WVLS Representative: The Friends one-day book sale in the Café area was successful and plans are underway for another in June. Ms. Stevens continues to seek a replacement for the vacancy of the Lincoln County representative on the WVLS Board.

4. Forthcoming Events & Library Director Report

- April's Monthly Statistical Report was provided with a correction.
- Summer Library Program for Youth-A Universe of Stories begins June 7th. New this year is that all programs will be here at the library rather than at PRMS.
- School and individual class visits promoting the program are being conducted. Monthly program reminders are being emailed to schools-both public and private.

T.B. Scott Free Library

Board of Trustees

May 15, 2019

- Youth Services participated in Kids Day last Saturday which had an attendance of over 400 youth and families.
- Library staff and patrons were serenaded by a group of Washington Wildcat choir students last week.
- Summer Library Reading Program for Adults begins May 28th.
- Promotion of the library-print, online, radio-is ever changing. Staff members are adapting and branching out from traditional approaches to fit the new trends.
- A copy of the Active and Aware Citizens Accomplishments May 2019 Review was provided.
- A copy of the Recommendations for Strengthening Community Engagement in Wisconsin's Public Libraries report by the Wisconsin Department of Public Instruction was provided.
- Local author Victoria Houston's program on May 14th was well attended.
- New ArtShare is Nautical Instruments from the collection of Carl Weinert.
- City of Merrill is discussing holding a city-wide employee safety day. Cybersecurity was recommended by a board member as a possible topic to be addressed.

5. **Adjournment:**

M Wedemeyer/S Huftel/C to adjourn the meeting at 4:50 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on June 19th at 4:00 p.m. in the Library Board Room.

Stacy D. Stevens, Secretary

MAY '19 MEETING MINUTES**Merrill Enrichment Center Committee**Meeting was held on May 16th, 2019 at 3:15pm

Merrill Enrichment Center Conference Room – 303 N. Sales Street

Present: Rose Akey, Sharon Harvey, Jennifer Clark (ADRC Representatives) Tom Hayden (City Attorney)*Absent:* Paul Russell (Alderperson), Rev. Kyle Carnes (Chair), Gene Bebel, Mollie Stencil, Emily Weix**1. Opening**

- a. Mrachek called the meeting to order.

2. Consent Items

- a. Motion made by Harvey, second by Akey to approve April '19 meeting minutes. Motion carried.
- b. Motion made by Harvey, second by Akey to approve monthly vouchers. Motion carried.

3. Public Comment

- a. Mrachek introduced Rev. Lucas Williams from St. Stephens Church. He was sitting in on the meeting to observe and decide if he would like to take Rev. Kyle Carnes position on the committee. He has since informed us that he will be a member of our committee.

4. ADRC

- a. Jennifer Clark shared information on the Madison Aging Conference that a number of ADRC representatives attended. Members met with state legislators to share the challenges affecting older adults and caregivers, especially in rural areas.

5. Upcoming Events

- a. Mrachek shared *new* events happening in June.
 - i. The MEC will host a Free Shred Day June 26th from 11am-2pm, offered by Crime Stoppers, with support from Merrill Optimist Club. MEC will be offering a free ice cream social during the event as well.
 - ii. On June 13th from 10:30am – Noon, the MEC presents Bonnie Angster, a national storyteller from Arizona.

6. Discussion

- a. Discussion took place on expected conduct at the MEC. We have very few situations to deal with, but the few we had, reminded us that we should have a 'code of conduct.' The MEC staff will work on a document to add to our policy manual for reference if needed. We will however take a more visual approach and make our space reflect the positivity of the Center.
- b. Stephanie Zoellner is our new assistant and has done very well in her first two weeks.
- c. Tom Hayden discussed the MEC's possible revision of Ordinance 2-155. After a fair amount of discussion, we decided it would *not* be in the best interest of the MEC to have any requirements, besides residency, for committee members. In the April committee meeting, Russell had proposed that the MEC Committee should include a member of the MHA along with other desired organizations. Hayden warned how restrictive this may become if we are not able to fill those specific seats, as most committees/commissions, etc. have enough trouble finding members to begin with.
- d. Mrachek thanked Committee members Carnes and Weix for their valuable service to the Enrichment Center. We will welcome new members next month.
- e. Mayor Woellner requested that we ask 3 of our members to serve 2 year terms per our Ordinance. New members Laura Bertagnoli and Pastor Lucas Williams (who will be appointed during the June Common Council meeting) agreed to two year terms as did Sharon Harvey.

7. Adjournment

- a. Motion to adjourn made by Akey second by Harvey.

Next meeting date is **June 20th at 3:15pm in the MEC Conference room.***Vouchers will be available for review 15 minutes prior to meeting time.**Respectfully submitted,**TMrachek*Tammie Mrachek
MEC Director*Enrichment Center Mission Statement: Dedicated to Enhancing Lives and Bringing Generations Together*

PARKS AND RECREATION COMMISSION

June 5, 2019

The Merrill Parks and Recreation Commission met on Wednesday, June 5, 2019 at 4:15 p.m. at the Smith Center.

Members Present: Kyle Gulke, Brian Artac, Dave Sukow, Joan Tabor, Kate Baker, Jean Ravn and Dan Novitch.

Members Excused Absent:

Department Staff Present: Dan Wendorf and Dawn Smith

Visitors: City Administrator Dave Johnson, Mayor Derek Woellner, and MP3:

***Motion by Sukow, seconded by Artac to approve the minutes from the May meeting.

***Carried unanimously.

***Motion by Baker, seconded by Artac, to approve the claims from April.

Jean Ravn questioned the bill for the keys that were made. Wendorf explained that Ace Hardware does not make keys for us that say do no duplicate. New keys had to be made for Stange, Kitchenette and Normal Park. Ravn also questioned the soap dispensers. Wendorf explained that the Smith Center had to have new soap dispensers in all the bathrooms and locker rooms.

***Carried unanimously.

Public Comment:

City Administrator Johnson announced that the pocket park is complete. It will be called the Bankers Square. It will be turned over to the park department now that it is completed. Mayor Woellner stated that he has been talking with some hockey parents and they expressed an interest in having the ice in at the Smith Center for a longer season.

The next item on the agenda was a continued discussion on potential trail from Prairie Trails to the River Bend Trail. Wendorf stated that he is still in the process of talking with a few businesses to make sure that we would have permission to use their property. Wendorf stated that he thinks this would add a lot to the River Bend Trail and is excited to see where it goes.

The next item on the agenda was monthly reports. Wendorf asked if anyone had any questions. Wendorf stated that they are getting as much mowing done as possible and they are ready for the Aquatic Center to open. Wendorf stated that some of the pumps went out but that the cost to repair, all the labor to install and transportation will be covered by insurance. Pool is set to open June 7th at 3:30. Wendorf stated that he did start planning and working on the gravel bed for the trees and trees will be planted in the spring of the year.

***Motion by Ravn, seconded by Sukow to approve the monthly board report given by Wendorf.

Wendorf thanked Katie Baker and her group of volunteers from Church Mutual for painting the shelter at Ott's park.

***Carried unanimously.

The next regular meeting is tentatively scheduled for Wednesday, July 10, 2019 at 4:15 p.m. Meeting location will be determined when and if the representative will be here for the skate park.

Public comment: Mayor Woellner stated that if anyone was interested in learning about residential solar power for the Smith Center the Lincoln County Service Center will be doing an informational meeting on it.

Dan Novitch stated that the Stange Park is really looking good.

***Motion by Sukow, seconded by Artac to adjourn at 5:00 p.m.

***Carried unanimously.

Dawn Smith
Recording Secretary



CITY OF MERRILL
PERSONNEL AND FINANCE COMMITTEE
MINUTES • TUESDAY MAY 21, 2019

Regular Meeting

City Hall Council Chambers

5:00 PM

I. Call to Order

Alderman Russell called the meeting to order at 5:00 P.M.

Attendee Name	Title	Status	Arrived
Tim Meehean	Aldersperson - Eighth District	Present	
Paul Russell	Aldersperson - First District	Present	
Steve Osness	Aldersperson - Fourth District	Present	

Also in attendance: Mayor Derek Woellner, City Administrator Dave Johnson, Finance Director Kathy Unertl, City Attorney Tom Hayden, Alderman Rick Blake, Alderman Rob Norton (arr. 5:03), Alderman Steve Hass (arr. 5:04), LaDonna Fermanich, Lori Anderson Malm, Eric Dayton and City Clerk Bill Heideman. A representative from Merrill Productions was present to videotape the meeting.

II. Vouchers:

1. Vouchers

The vouchers were in the meeting packet. It was mentioned that the vouchers are reviewed by the members each month prior to the meeting.

Motion (Meehean/Osness) to place on file.

RESULT: PLACED ON FILE

III. Agenda items for consideration:

1. Report on who may be included/excluded from closed session attendance.

Correspondence related to this issue has been provided to the Committee members. Alderman Osness noted that he has contacted the League of Wisconsin Municipalities to obtain information on this issue.

Alderman Meehean suggested that, prior to convening in closed session, the Common Council and City sub-groups should specify who will be included in the closed session.

It was suggested that a resolution be drafted and considered to specify policy related to closed session attendees. Alderman Meehean stated his opinion that he does not think a resolution is necessary.

No action was taken at this time.

2. Request from Alderman Osness to reconsider policy on authority to amend job descriptions and create positions.

Alderman Osness stated that he is proposing that, after the City Administrator makes a hiring recommendation, it should be reviewed by the Personnel and Finance Committee and/or Common Council.

Alderman Meehean noted that the City Administrator does not have the authority to create new positions.

City Administrator Johnson stated that requiring Personnel and Finance Committee and/or Common Council approval would delay the hiring process.

Alderman Russell stated that he has mixed feelings on this topic.

No action was taken.

3. Request from Alderman Osness to consider conducting an employee survey.

A sample employee survey was in the meeting packet.

Alderman Osness stated that he is proposing conducting a survey of non-management employees. Alderman Russell and Alderman Meehean suggested that the survey include all employees.

Discussion was held on whether completed surveys would be subject to open records laws.

Motion (Meehean/Osness) to authorize City Administrator Johnson to prepare an employee survey document and submit it to a future Personnel and Finance Committee meeting for consideration.

RESULT:	APPROVED
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4. Discuss 2020 budget target/goals.

Alderman Meehean stated that he was under the impression that the Committee of the Whole has established a "best case scenario" of a 0% change in the City budget for next year, and that the "worst case scenario" would be a budget change equal to the change in the Consumer Price Index.

Mayor Woellner stated that would like to take actions to "correct" the last tax bills, and he acknowledged that this type of action would involve budget reductions.

Finance Director Unertl provided historic tax levy/tax rate information. She stated that the first steps in preparing the 2020 budget will be a focus on the tax levy and debt service.

Alderman Russell instructed Finance Director Unertl to prepare budget summaries based on various budget increases and decreases, as well as a 0% budget change.

Motion (Meehean/Russell) to propose a "best case scenario" of a 0% change in the City budget for next year, and that the "worst case scenario" would be a budget change equal to the change in the Consumer Price Index.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 6/11/2019 7:00 PM
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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.

3. City Attorney Hayden

The monthly report was in the meeting packet.

City Attorney Hayden reported that a new Administrative Assistant in the City Attorney's office has been hired.

4. City Clerk Heideman

The monthly report was in the meeting packet.

City Clerk Heideman reported that, on either May 23rd or May 24th, he would be issuing certificates of sufficiency/insufficiency for the five aldermanic districts included in the recall.

5. City Administrator Johnson

The monthly report was in the meeting packet.

Two Development Agreements are pending.

The Committee stated that they thought the tax levy information recently shared with the public was beneficial.

A request was received to land a Blackhawk helicopter on the Festival Grounds, in conjunction with an event at the Armory.

6. Consider placing monthly reports on file

Motion (Meehean/Osness) to place on file.

RESULT:	PLACED ON FILE
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V. Establish date, time and location of next meeting

Tuesday, June 25th, 2019 at 5:00 P.M. in the City Hall Common Council Chambers.

VI. Public Comment Period

LaDonna Fermanich mentioned that it seems as if the Common Council has recently made an effort to increase transparency with the public. She stated that, if the City portion of the last tax increase had been 3%, the overall increase on the tax bills would have been less. She agrees with Alderman Osness that the Personnel and Finance Committee should have the final say on job descriptions and hiring.

Eric Dayton raised some questions related to Tax Increment Districts and Tax Increment Financing. Alderman Meehean suggested that Mr. Dayton contact Finance Director Unertl with his questions related to these topics.

Alderman Norton suggested posting the City Administrator's monthly report on social media and the City website.

VII. Adjournment

Motion (Meehean/Osness) to adjourn. Carried. Adjourned at 6:00 P.M.

A handwritten signature in blue ink, appearing to be "W. M. Osness", is written over the text of the adjournment motion.

City of Merrill
Meeting of Redevelopment Authority (RDA)

Wednesday, June 5th, 2019 at 8:00 a.m.
City Hall Common Council Chambers

RDA Present: Tim Meehean, Derek Woellner, Clyde Nelson, Jill Laufenberg, and Tony Kusserow

RDA Excused: Sheila Polak

Others: City Clerk Bill Heideman, City Administrator Dave Johnson, City Attorney Tom Hayden, Finance Director Kathy Unertl, Public Works Director Rod Akey, City Building Inspector/Zoning Administrator Darin Pagel, and Ken Maule and Bill Bialecki from Lincoln County Economic Development Corp. (LCEDC), Patrick Taylor from TSI State LLC, Kim Alimi from Pine Ridge Family Restaurant, and Danielle Faulkner

Call to Order: RDA Chairperson Meehean called the meeting to order at 8:00 a.m.

Consider approval of RDA meeting minutes from May 1st:

Motion (Laufenberg/Kusserow) to approve the meeting minutes from May 1st. Carried.

Public Comment: None.

Consider resolution authoring amended development agreement by and between the City of Merrill, WI and DJC LLC (TID No. 6 for 900 and 902 E. Main Street):

Dave Cooper has purchased the adjacent parcel at 902 E. Main Street. Copper's development plan has changed and now is for a multi-tenant new 3,000 sq. ft. commercial structure. Due to acquisition and demolition costs, Cooper is requesting potential additional \$20,000 in TID cash development incentive. In addition to the existing Cooper Insurance employees, there will be two employees for the tenant that will be new to Merrill. Unertl revised the TID tax increment projections from the previous meeting.

Based upon his review of the Foxcom development agreement terms, Woellner asked about potential inclusion of minimum assessed valuation requirement in the development agreement. Meehean noted that the City and RDA had already included property title revisionary clause in the 2017 agreement and then provided time extension in 2018. Johnson suggested that this type of new development agreement term should be considered for future developments.

For a future RDA meeting, Commissioners will review the detailed development agreement language instead of just the Development Overview provisions. Unertl reported that a joint RDA/Committee of Whole meeting, there had been consensus for use of the Development Overview format with a TID fiscal projection.

Motion (Laufenberg/Nelson) to recommend the resolution authoring an amended development agreement by and between the City of Merrill, Wisconsin and DJC LLC (TID No. 6 – for 900 – 902 East 1st Street). Carried.

Consider resolution authoring development agreement by and between the City of Merrill, WI and Timothy & Nikki Conjurske and Golden Harvest Foods LLC (TID No. 3 – Lot 3 – 2600 block East Main Street):

Meehan emphasized that he knows Wausau area residents that now drive by Merrill to shop at Golden Harvest in Rhinelander. Laufenberg concurred that the ease of highway access should bring expanded shopping in Merrill. There will be fifty (50) new employees created, as well as over \$2 million in real estate and personal property valuations.

Kusserow noted that the RDA had been working on facilitating this major development for several years. Unertl reported that the RDA offered the first development incentive proposal about mid-2017 and had revised the \$100,000 completion/opening payment late in 2018 to assist in securing financing. When title to the site is transferred, the City will pay the \$100,000 into an escrow account at the title company until the new store opens.

Unertl advised that the City/RDA had used the same legal boilerplate development agreements since 2005. In some recent agreements involving transfer of property, title revision provision has been included. City Attorney Hayden will provide draft language related to minimum assessed valuation to the next RDA meeting.

Motion (Laufenberg/Kusserow) to recommend the resolution authorizing a development agreement by and between the City of Merrill, Wisconsin and Timothy & Nikki Conjurske and Golden Harvest Foods LLC (TID No. 3 – Lot 3 – 2600 block of East Main Street).
Carried.

Update and discussion on availability of Lot 1 for new development, including potential alternative development proposal – (TID No. 3 – 2400 block of East Main Street):

Pat Taylor reported that he is still working on obtaining financing for the proposed Nelson Powerhouse new buildings and outlined potential timeframes.

Bialecki and Kim Alimi provided an overview of potential development concept including a 4,000 sq. ft. family restaurant and additional 4,000 sq. ft. commercial building. It would take at least three months to finalize development plans and secure financing.

Additional discussion occurred in the Closed Session.

Next RDA meeting: Due to July 4th holiday, the next meeting will be Wednesday, July 10th at 8:00 a.m.

Closed Session:

Chair Meehan read the following notice: The RDA may convene in closed session per Wis. Stats. Sec. 19.85(1)(e) – deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session to consider:

- a. Consider approval of closed session RDA meeting minutes from April 3rd

- b. Negotiation of potential TID development incentives for alternative development proposal for Lot 1 – (TID No. 3 - 2400 block of East Main St.)

Motion (Nelson/Meehean) to move into closed session. Carried 5-1 on roll call vote at 8:40 a.m.

- **Motion (Laufenberg/Kusserow) to approve the Closed Session meeting minutes from April 3rd.** Carried.
- There was extensive discussion of Lot 1 (2400 block of East Main Street), the status of the Nelson Powerhouse development, and potential alternative development. Options for potential east side restaurant sites were also discussed.

Adjournment: Motion (Meehean/Kusserow) to adjourn at 9:30 a.m. Carried.

Minutes prepared by RDA Secretary Kathy Unertl



CITY OF MERRILL
WATER & SEWAGE DISPOSAL COMMITTEE
MINUTES • WEDNESDAY MAY 22, 2019

Regular Meeting

City Hall Council Chambers

5:00 PM

I. Call to Order

Alderman Norton called the meeting to order at 5:00 P.M.

Attendee Name	Title	Status	Arrived
Rob Norton	Aldersperson - Seventh District	Present	
Steve Osness	Aldersperson - Fourth District	Present	
Steve Hass	Aldersperson - Second District	Present	

Also in attendance: City Administrator Dave Johnson, Utility Operations Manager Gabe Steinagel, Public Works Director/City Engineer Rod Akey, Building Inspector/Zoning Administrator Darin Pagel, Street & Weed Commissioner Ron Liberty, Liz Holbrook (WSAU) and City Clerk Bill Heideman. A representative from Merrill Productions was present to videotape the meeting.

II. Preliminary Items

1. April Vouchers

The vouchers were in the meeting packet.

Motion (Hass/Osness) to approve.

RESULT: APPROVED

III. Agenda Items for Consideration

1. Discussion on construction timeline for new water tower

Public Works Director/City Engineer Akey provided an oral status report on the planning process for a potential new water tower. In 2017, \$20,000 was budgeted to have a study done on the feasibility of a new tower. An additional \$30,000 was in the 2019 budget.

The proposed site for the tower would be on Thielman Street, east of the Ranger Station.

Currently, the City is below the desirable level of water demand for fire protection. A new tower would increase the amount of water available, which is critical as water demand increases.

Field work on this is currently being done by Strand Associates. The total estimated cost for the tower alone is \$1.8 million. The new tower has not yet been approved by the Common Council.

No action was taken at this time.

2. Discussion on future water rates

Public Works Director/City Engineer Akey reported that a new water tower, if approved would come at a cost. The utility fund normally carries a balance of approximately \$800,000. There are concerns with the current low rate of return.

Public Works Director/City Engineer Akey recommends a 3% water rate increase. Alderman Osness replied that he is not in favor of an increase this year, in light of other increased costs to City residents, but he would be open to an increase next year.

City Administrator Johnson suggested that one method of saving on water bills is to use less water.

It was suggested that it is now time to educate the public on the rationale and the planning for a new water tower.

Discussion on and consideration of water rates will continue at the next meeting. No action was taken at this time.

3. Review & Approval of 2018 Compliance Maintenance Annual Report (CMAR)

This was part of an amended agenda, and the report was in an amended meeting packet.

Utility Operations Manager Steinagel reported that the report revealed no major violations or concerns.

If the report is approved, it will be considered by resolution at the June 11th, 2019 Common Council meeting.

Motion (Hass/Osness) to approve.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 6/11/2019 7:00 PM
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IV. Monthly Report

1. Operations Report

Utility Operations Manager Steinagel gave an oral report.

Sump pump inspections are ongoing.

The roof on the digester facility has been patched, but will need to be addressed in the future.

Well #4 will need rehabilitation to return to capacity.

There was a power outage on May 22nd, but it was addressed immediately and did not cause any problems.

V. Public Comment Period

None.

VI. Establish date, time & location of next meeting

Wednesday, June 26th, 2019 at 5:00 P.M. on the City Hall Common Council Chambers.

VII. Adjournment

Motion (Hass/Osness) to adjourn. Carried. Adjourned at 5:17 P.M.

ZONING BOARD OF APPEALS MINUTES
June 4, 2019, 6:30 p.m.

PRESENT: Ron Burrows, Alderman Steve Hass, Dean Haas, Jim Koebe, Eric Ott, and Zoning Administrator Darin Pagel

Absent: Alderman Dave Sukow, Adam Rekau

Welcome to new member, Eric Ott.

Public Comment: None

Appointment of new Chairman:

Motion to appoint Alderman Steve Hass Mr. Koebe, second Mr. Haas, carried

First item on agenda is variance request by Penny Callahan, 605 Grand Ave. ZA Pagel briefed the board on the variance request.

Motion to open hearing Mr. Haas, second Mr. Koebe, carried.

Penny Callahan spoke in favor of the variance. The Board discussed the request.

Motion to close hearing Mr. Koebe, second Mr. Haas, carried.

Motion to approve variance by Mr. Koebe, second Mr. Haas, motion carried unanimously.

The next item on agenda is variance request by Leroy Fischer, 906 Chestnut. ZA Pagel briefed the board on the variance request.

Motion to open hearing Mr. Burrow, second Mr. Koebe, carried.

Leroy Fischer spoke in favor of the variance. The Board discussed the request.

Motion to close hearing Mr. Koebe, second Mr. Haas, carried.

Motion to approve variance by Mr. Haas, second Mr. Ott, motion carried unanimously.

The next item on agenda is variance request by Nancy Arndorfer, 603 N Scott. ZA Pagel briefed the board on the variance request.

Motion to open hearing Mr. Burrow, second Mr. Koebe, carried.

Nancy Arndorfer spoke in favor of the variance. Mr. Koppelman was not opposed to the variance. The Board discussed the request.

Motion to close hearing Mr. Koebe, second Mr. Haas, carried.

Motion to approve variance by Mr. Haas, second Mr. Ott, motion carried unanimously.

With no other business,

Motion to adjourn Mr. Koebe, second Mr. Haas, carried.

Meeting adjourned 6:50pm

Darin Pagel, Recording Secretary.

Heideman, Bill

From: Woellner, Derek
Sent: Friday, June 07, 2019 12:27 PM
To: Heideman, Bill
Cc: Stevens, Stacy-Contact
Subject: Appointments

Yes sorry Bill and Stacy, I was on the road this morning without internet. Bill, I have other appointments as well.

In addition to the reappointment Stacey mentioned,
 I have Ken Maule on RDA replacing Tim Haight, term ending 9/21,
 Also Elizabeth McCrank replacing Mike Weckwerth on Historic Preservation, 5/1/22,
 And Pastor Lucas Williams replacing Reverend Kyle on Enrichment Center, 5/1/22.

-Derek

On Jun 7, 2019, at 12:25 PM, Stacy Stevens <director@tbscottlibrary.org> wrote:

I have a board appointment that I discussed with the Mayor for June, I don't see it on the agenda. Library Board reappointment Mike Geisler. His term expires June 30th.
 Sorry if its there and I missed it.
 Stacy

From: Bill Heideman <NoReply@IQM2.com>
Sent: Friday, June 7, 2019 11:00 AM
Subject: Agenda - Jun 11, 2019 (Tue) - Common Council

Please see the attached Agenda document for the following meeting:

Common Council
 Regular Meeting
 Tuesday, June 11, 2019 7:00 PM
 1004 East First Street, Merrill, WI 54452

[Download PDF Agenda](#) | [View Web Agenda](#)

Document Modified: 6/7/2019 10:59 AM

If you no longer wish to be included in this distribution list you can remove yourself through the meeting web portal or reply to this message.

Attachment: Mayors email on appointments (4253 : Appoint Mike Geisler to Library Board)

RESOLUTION NO. _____

A RESOLUTION FOR A CONDITIONAL USE PERMIT FOR STORAGE BUILDINGS TO BE LOCATED ON HIGHLAND DRIVE IN MERRILL, WISCONSIN

WHEREAS, Lokemoen Development Company has requested a Conditional Use permit pursuant to the Merrill Zoning Code Chapter 113-97 for the purpose of the development of storage buildings on the following described property:

Lots 1 and 2 of Certified Survey Map 2647, within the City of Merrill, Lincoln County, Wisconsin; and,

WHEREAS, the City Plan Commission scheduled a hearing on the application on June 4, 2019 due public notice having been given and opportunity given to those interested to speak on the application; and,

WHEREAS, the City Plan Commission has reviewed the Application and has recommended disapproval of said application;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 11th day of June, 2019, that a Conditional Use permit shall (shall not) be issued to Lokemoen Development Company for the purpose of developing storage buildings on the aforesaid described property.

Denial Recommended by: City Plan Commission

CITY OF MERRILL, WISCONSIN

Moved: _____

Derek Woellner
Mayor

Passed: _____

William N. Heideman
City Clerk

Attachment: Resolution on CUP for Lokemoen Development (4245 : Resolution on CUP for Lokemoen Development)

APPLICATION FOR CONDITIONAL USE PERMIT CITY OF MERRILL

DATE 5/10/2019

APPLICANT'S NAME: Jody Lokemoen
 BUSINESS NAME: Lokemoen Development Co, LLC
 PHONE #: 715-536-6522 EMAIL: jody.lokemoen@yahoo.com
 PROPERTY ADDRESS: Lot 1 + Lot 2 - Highland Dr.
 PROPERTY OWNER'S NAME: Lokemoen Development Co, LLC.
 TAX ROLL#: 34-⁷ PIN #: 251-31061010205, -31061010206
 EXISTING USE: Vacant lots
 PROPOSED USE: Storage Units
 REASON FOR REQUESTING A USE PERMIT CHANGE: I would like to
put up a storage building on my lots.

**PLEASE PROVIDE A SEPARATE ATTACHMENT WITH A RESPONSE
TO EACH OF THE FOLLOWING ITEMS**

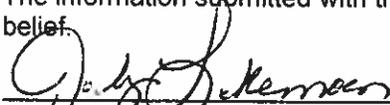
(Required per Section 113-100 of the Zoning Code)

1. A statement, in writing by applicant, that describes how the proposed conditional use(s) shall conform to the standards set forth in Section 113-103 hereinafter.
 - a) The establishment, maintenance or operation of the conditional use will not be detrimental or endanger public health, safety, morals, comfort or general welfare.
 - b) That the uses, values, and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by the establishment, maintenance or operation of the conditional use and the proposed use is compatible with use of adjacent land (describe mitigating features to be part of the operations of the proposed use).
 - c) Describe how the establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the Zoning District.
 - d) Describe if adequate utilities, access roads, drainage, and other required site improvements have been or will be provided.
 - e) Describe what adequate measures have been taken to provide ingress and egress and how designed as to minimize traffic congestion in public streets.

- f) Explain how the conditional use shall conform to all applicable regulations of the district in which it is located.
 - g) Explain how the conditional use will not violate flood plain regulations governing the site.
 - h) That when applying the above standards to any new construction or placing an addition on an existing building, the Plan Commission and Common Council shall bear in mind the statement of purposes for the zoning district such that the proposed building or addition at the proposed location, does not defeat the purpose and objective of the Zoning District.
 - i) In addition to passing the Conditional use Permit, the Plan Commission and Common Council shall also evaluate the effect of the proposed use upon:
 - I) The maintenance of safe and healthful conditions;
 - II) The prevention of water pollution including sedimentation;
 - III) Existing topography, drainage features and vegetative cover on the site;
 - IV) The location of the site with respect to floodplains and floodways of rivers and streams;
 - V) The erosion potential of the site based upon the degree and direction of slope, soil type, and vegetative cover;
 - VI) The location of the site with respect to existing or future access roads;
 - VII) The need of the proposed use for a shoreline location;
 - VIII) The compatibility with uses on adjacent land;
 - IX) The amount of liquid waste to be generated and the adequacy of the proposed disposal system.
2. Include the Names and Addresses of the architect, professional engineer, and contractor (if appropriate), and all property owners of record within 100 feet of the applicant. Note: Zoning Administrator will provide list of property owners to be included in the submittal.
 3. Description of the subject site by lot, block, and recorded subdivision or by metes and bounds description address of the subject site; type of structure; proposed operation or use of the structure of site; number of employees and the Zoning District within which the subject site lies.
 4. Plat of Survey prepared by a registered land surveyor showing property lines, buildings, improvements, landscaping, and all of the information required for a building permit.
 5. Additional information as may be required by the Plan Commission of Common Council, or Officers of the City.
 6. **A fee of \$175.00 must accompany the application.**
 7. **A copy of Deed is required of proposed property.**

Attachment: Conditional Use - Lokemoen Development Co., LLC (4245 : Resolution on CUP for Lokemoen Development)

The information submitted with this application is true and accurate to the best of my knowledge and belief.

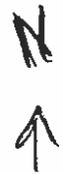
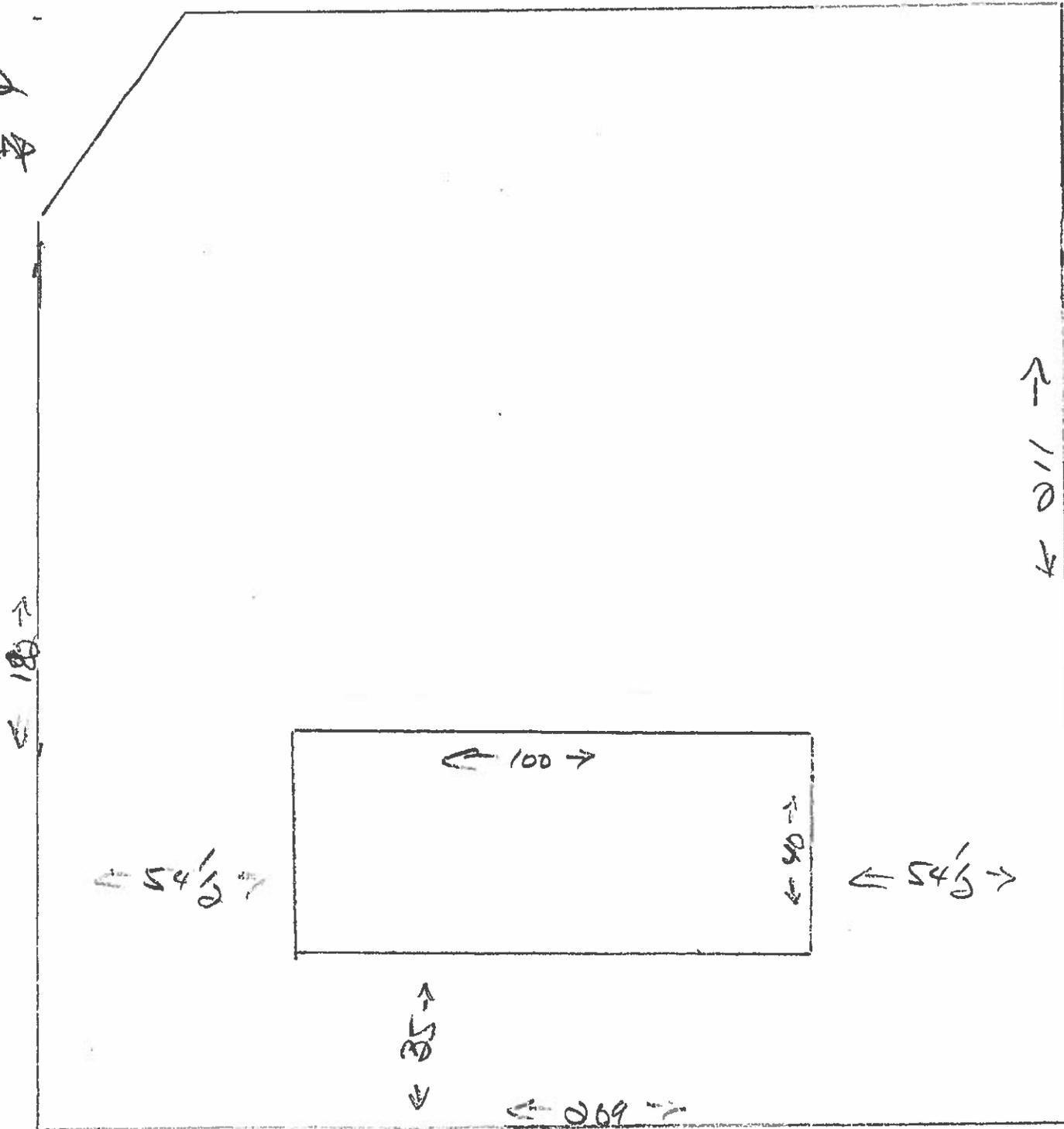


 Signature of Applicant

5/10/2019

 Signature of Applicant

Lots 1-2
Cent. S. MAP
2467





v.14 p.58 Doc# 510060

LINCOLN COUNTY CERTIFIED SURVEY MAP NO. 2467

Of part of the Northwest 1/4 of the Northeast 1/4 and part of Government Lot 4 located in Section 10, Township 31 North, Range 6 East, City of Merrill, Lincoln County, Wisconsin.

I, Keith J. Walkowski, Professional Land Surveyor S-2717, hereby certify to the best of my knowledge and belief: That I have surveyed, mapped and divided a part of the Northwest 1/4 of the Northeast 1/4 and part of Government Lot 4 located in Section 10, Township 31 North, Range 6 East, City of Merrill, Lincoln County, Wisconsin, described as follows:

Commencing at the North 1/4 corner of said Section 10; Thence North 89°56'00" East along the North line of said Northeast 1/4, 70.68 feet; Thence South 00°01'18" West, 641.46 feet to the South right-of-way line of State Highway "107" and the point of beginning of said described parcel; Thence South 63°23'29" East along said South right-of-way line, 680.16 feet; Thence South 26°36'31" West along said South right-of-way line, 17.00 feet; Thence South 63°23'29" East along said South right-of-way line, 518.43 feet to the West right-of-way line of Edgewater Drive and the beginning of a non-tangential curve to the left; Thence along said West right-of-way line, 121.60 feet along the arc of said curve, said curve having a radius of 279.00 feet, a central angle of 24°58'18" and a chord that bears South 14°25'23" West for a distance of 120.64 feet; Thence South 00°34'01" West along said West right-of-way line of Edgewater Drive, 424.87 feet to the North right-of-way line of Highland Drive and the Easterly extension of the North line of Lot 1 of Certified Survey Map Number 1015 as recorded in Volume 5 of Certified Survey Maps on Page 80; Thence North 89°14'04" West along said North right-of-way line and said North line of Lot 1, 1030.28 feet to the East line of said Lot 1 of Certified Survey Map Number 1015 as recorded in Volume 5 of Certified Survey Maps on Page 80; Thence North 00°01'18" East along said East line, 1079.96 feet to the point of beginning.

That the above described parcel of land contains 848,625 square feet, or 19.482 acres more or less;

That said parcel is subject to all easements, restrictions and right-of-ways of record;

That I have made this survey, division and map thereof at the direction of Jeff Lokemoen, Owner of said parcel;

That I have fully complied with the provisions of Section 236.34 of the Wisconsin Statutes, Chapter A-E7 of the Wisconsin Administrative Code and the subdivision regulations of the City of Merrill in Surveying, Mapping and Dividing the same.

That said map is a correct and accurate representation of the exterior boundaries of said parcel and the division thereof.

Dated this 2ND day of SEPTEMBER, 2014

Keith J. Walkowski
Riverside Land Surveying LLC
Keith J. Walkowski
P.L.S. No. 2717
30.00 PD CLK# 11 053



I, WILLIAM N. HEIDEMAN (City Clerk) being duly elected by the City of Merrill, hereby certify that the above Certified Survey was approved by the Common council of the City of Merrill, Wisconsin at its regular meeting on

OCTOBER 14, 2014 by Resolution No. 2392

William N. Heideman City Clerk OCTOBER 15, 2014 Date

SHEET 3 OF 3

RIVERSIDE LAND SURVEYING LLC
6304 KELLY PLACE WESTON, WI 54476
PH 715-241-7500 - FAX 715-355-6894
email - mail@riversidelandsurveying.com
DRAWN BY M.F.L. DATE AUGUST 28, 2014
CHECKED BY K.J.W. PROJECT NO. 1947
PREPARED FOR: JEFF LOKEMOEN

60

Attachment: Conditional Use - Lokemoen Development Co., LLC (4245 : Resolution on CUP for Lokemoen Development)

510060

LINCOLN COUNTY, WI
10/15/2014 10:27:02AM

PAGES: 3

v.14 p.58

LINCOLN COUNTY CERTIFIED SURVEY MAP NO. 2467

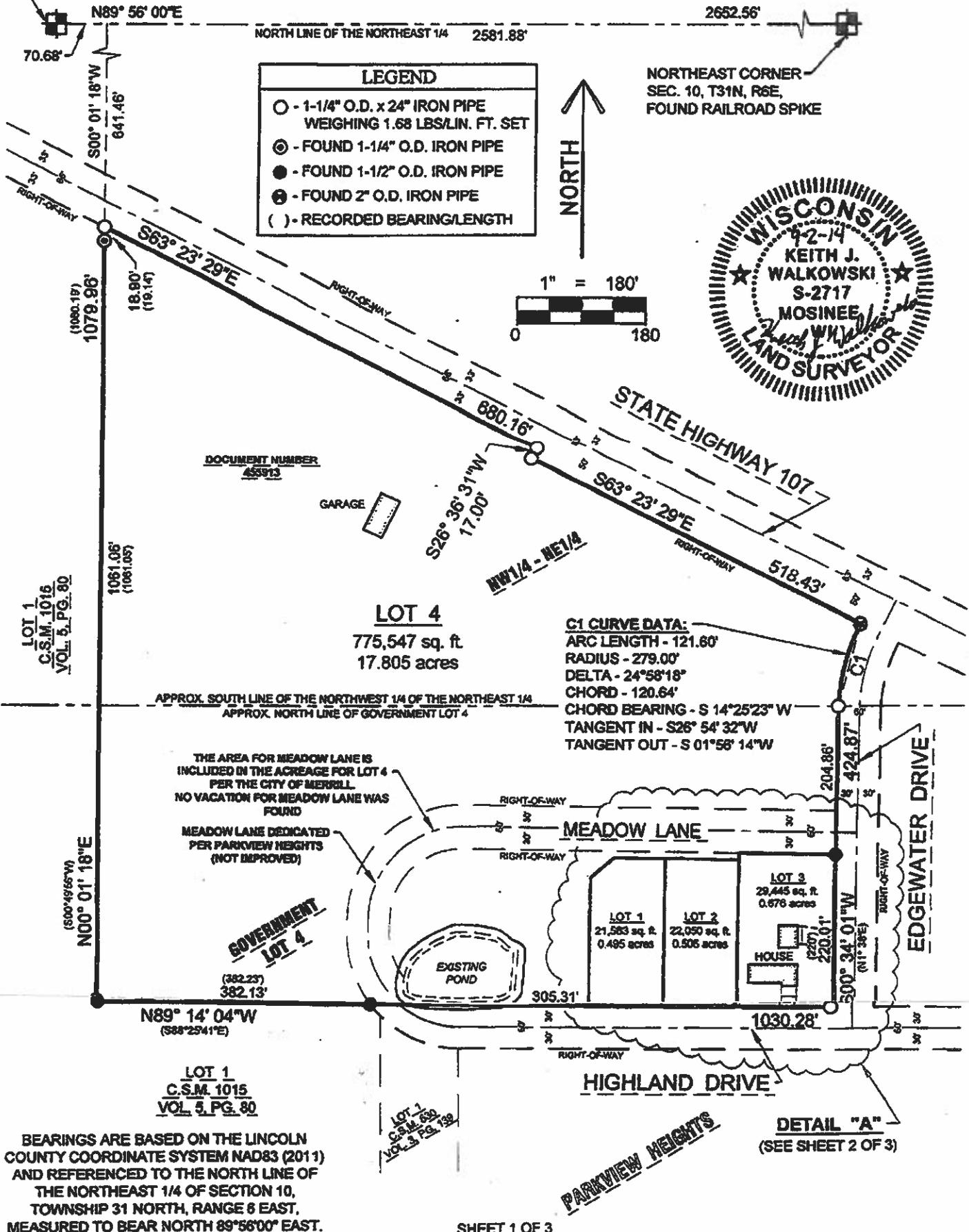
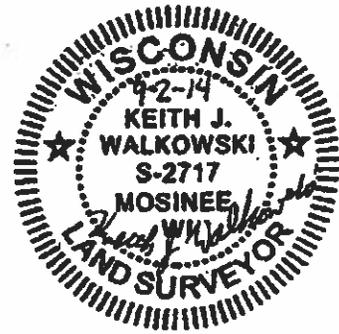
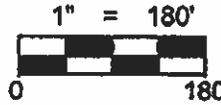
Of part of the Northwest 1/4 of the Northeast 1/4 and part of Government Lot 4
located in Section 10, Township 31 North, Range 6 East, City of Merrill,
Lincoln County, Wisconsin.

NORTH 1/4 CORNER
SEC. 10, T31N, R6E,
FOUND RAILROAD SPIKE

NORTHEAST CORNER
SEC. 10, T31N, R6E,
FOUND RAILROAD SPIKE

LEGEND

- - 1-1/4" O.D. x 24" IRON PIPE WEIGHING 1.68 LBS/LIN. FT. SET
- ⊙ - FOUND 1-1/4" O.D. IRON PIPE
- - FOUND 1-1/2" O.D. IRON PIPE
- ⊕ - FOUND 2" O.D. IRON PIPE
- () - RECORDED BEARING/LENGTH



C1 CURVE DATA:
 ARC LENGTH - 121.60'
 RADIUS - 279.00'
 DELTA - 24°58'18"
 CHORD - 120.64'
 CHORD BEARING - S 14°25'23" W
 TANGENT IN - S26° 54' 32" W
 TANGENT OUT - S 01°58' 14" W

THE AREA FOR MEADOW LANE IS INCLUDED IN THE ACREAGE FOR LOT 4 PER THE CITY OF MERRILL. NO VACATION FOR MEADOW LANE WAS FOUND
 MEADOW LANE DEDICATED PER PARKVIEW HEIGHTS (NOT IMPROVED)

BEARINGS ARE BASED ON THE LINCOLN COUNTY COORDINATE SYSTEM NAD83 (2011) AND REFERENCED TO THE NORTH LINE OF THE NORTHEAST 1/4 OF SECTION 10, TOWNSHIP 31 NORTH, RANGE 6 EAST, MEASURED TO BEAR NORTH 89°56'00" EAST.

SHEET 1 OF 3

	RIVERSIDE LAND SURVEYING LLC	
	6304 KELLY PLACE WESTON, WI 54476 PH 715-241-7500 - FAX 715-355-6894 email - mail@riversidelandsurveying.com	
	DRAWN BY M.F.L.	DATE AUGUST 28, 2014
CHECKED BY K.J.W.	PROJECT NO. 1947	
PREPARED FOR:		JEFF LOKEMOEN

Attachment: Conditional Use - Lokemoen Development Co., LLC (4245 : Resolution on CUP for Lokemoen Development)

58

June 1, 2019

Rec'd at ^{City Plan} Meeting
6/4/19 ZU

Honorable Mayor, City Council Members, City Plan Commission, Merrill, WI

From: Neighborhood Residents, Highland Drive, Edgewater Drive, Merrill, WI

RE: Proposed Conditional Use Permit request for commercial storage facility in our residential neighborhood

We respectfully wish to express our opposition to the proposed Conditional Use permit application to allow a commercial garage rental facility to be constructed on Highland Drive in the middle of our residential neighborhood.

The proposed use is in direct conflict with the residential homes in the neighborhood and in conflict with the R1 zoning of the property in question and all the other parcels on Highland Drive.

We respectfully request that you deny the application for the Conditional Use Permit under consideration.



Justine DeBlasi
Susan M. DeBlasi
Kris A. DeBlasi
Carl H. DeBlasi
Hildegard Hanke
Jean Lagerblom
Amanda Gaaden
Opfer Brandt
Kathryn Seubert
Lo S. St

Justin Wilson
Melissa Wilson
Anne Palchowsh
Howard Jylbarst
John M. [Signature]

Attachment: Petition opposing Lokemoen Development CUP (4245 : Resolution on CUP for Lokemoen Development)

RESOLUTION NO. _____

A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR STORAGE BUILDINGS TO BE LOCATED ON SOUTH CENTER AVENUE (COUNTY Hwy K) IN MERRILL, WISCONSIN

WHEREAS, Bryan Hoffman has requested a Conditional Use permit pursuant to the Merrill Zoning Code Chapter 113-97 for the purpose of the development of storage buildings on the following described property:

(See Attached Legal Description); and,

WHEREAS, the City Plan Commission scheduled a hearing on the application on June 4, 2019, due public notice having been given, and opportunity given to those interested to speak on the application; and,

WHEREAS, the City Plan Commission has reviewed the Application, found that it does meet the requirements of Merrill Zoning Code Chapter 113-97 and has recommended approval of said application;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 11th day of June, 2019, that a Conditional Use permit shall be issued to Bryan Hoffman for the purpose of developing storage buildings on the aforesaid described property.

Recommended by: City Plan Commission

CITY OF MERRILL, WISCONSIN

Moved: _____

Derek Woellner
Mayor

Passed: _____

William N. Heideman
City Clerk

Attachment: Resolution on CUP for Bryan Hoffman (4246 : Resolution on CUP for Bryan Hoffman)

APPLICATION FOR CONDITIONAL USE PERMIT CITY OF MERRILL

DATE 5-14-19APPLICANT'S NAME: Bryan Hoffman

BUSINESS NAME: _____

PHONE #: 715-218-1597 EMAIL: hoffb2649@yahoo.com

PROPERTY ADDRESS: _____

PROPERTY OWNER'S NAME: Bryan HoffmanTAX ROLL#: 34- PIN #: 251-3106-231-0081EXISTING USE: AgriculturalPROPOSED USE: Storage / agriculturalREASON FOR REQUESTING A USE PERMIT CHANGE: Currently zoned residential

**PLEASE PROVIDE A SEPARATE ATTACHMENT WITH A RESPONSE
TO EACH OF THE FOLLOWING ITEMS**

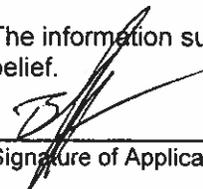
(Required per Section 113-100 of the Zoning Code)

1. A statement, in writing by applicant, that describes how the proposed conditional use(s) shall conform to the standards set forth in Section 113-103 hereinafter.
 - a) The establishment, maintenance or operation of the conditional use will not be detrimental or endanger public health, safety, morals, comfort or general welfare.
 - b) That the uses, values, and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by the establishment, maintenance or operation of the conditional use and the proposed use is compatible with use of adjacent land (describe mitigating features to be part of the operations of the proposed use).
 - c) Describe how the establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the Zoning District.
 - d) Describe if adequate utilities, access roads, drainage, and other required site improvements have been or will be provided.
 - e) Describe what adequate measures have been taken to provide ingress and egress and how designed as to minimize traffic congestion in public streets.

- f) Explain how the conditional use shall conform to all applicable regulations of the district in which it is located.
- g) Explain how the conditional use will not violate flood plain regulations governing the site.
- h) That when applying the above standards to any new construction or placing an addition on an existing building, the Plan Commission and Common Council shall bear in mind the statement of purposes for the zoning district such that the proposed building or addition at the proposed location, does not defeat the purpose and objective or the Zoning District.
- i) In addition to passing the Conditional use Permit, the Plan Commission and Common Council shall also evaluate the effect of the proposed use upon:
 - I) The maintenance of safe and healthful conditions;
 - II) The prevention of water pollution including sedimentation;
 - III) Existing topography, drainage features and vegetative cover on the site;
 - IV) The location of the site with respect to floodplains and floodways of rivers and streams;
 - V) The erosion potential of the site based upon the degree and direction of slope, soil type, and vegetative cover;
 - VI) The location of the site with respect to existing or future access roads;
 - VII) The need of the proposed use for a shoreline location;
 - VIII) The compatibility with uses on adjacent land;
 - IX) The amount of liquid waste to be generated and the adequacy of the proposed disposal system.
- 2. Include the Names and Addresses of the architect, professional engineer, and contractor (if appropriate), and all property owners of record within 100 feet of the applicant. Note: Zoning Administrator will provide list of property owners to be included in the submittal.
- 3. Description of the subject site by lot, block, and recorded subdivision or by metes and bounds description address of the subject site; type of structure; proposed operation or use of the structure of site; number of employees and the Zoning District within which the subject site lies.
- 4. Plat of Survey prepared by a registered land surveyor showing property lines, buildings, improvements, landscaping, and all of the information required for a building permit.
- 5. Additional information as may be required by the Plan Commission of Common Council, or Officers of the City.
- 6. **A fee of \$175.00 must accompany the application.**
- 7. **A copy of Deed is required of proposed property.**

Attachment: Conditional Use - Bryan Hoffman (4246 : Resolution on CUP for Bryan Hoffman)

The information submitted with this application is true and accurate to the best of my knowledge and belief.



Signature of Applicant

Signature of Applicant

Application for Conditional Use Permit

1.
 - A. Property will be maintained to standards set forth by the city of Merrill.
 - B. The land surrounding the development will remain as zoned for the foreseeable future as to promote the uses, values and enjoyment of the other property in the neighborhood.
 - C. The proposal development will provide the surrounding property owners storage opportunities.
 - D. WPS utilities exist onsite.
 - E. Ingress/egress will be constructed to DOT standards.
 - F. The city of Merrill will issue the conditional use permit based on it's regulations.
 - G. NA
 - H & I. The proposed buildings will be constructed per the city of Merrill's zoning regulations.

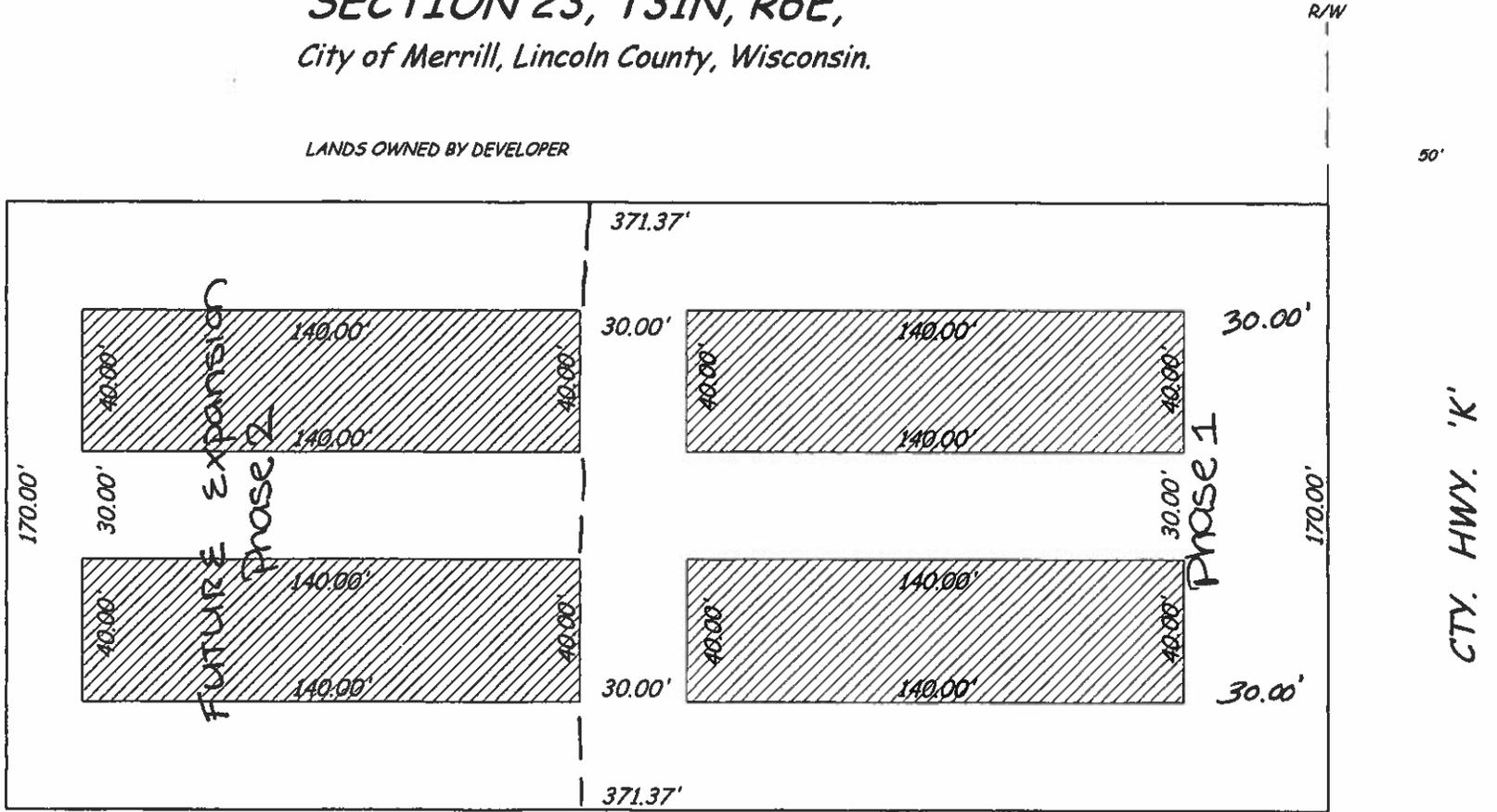
2. Property owners within 100 ft- Jean M Hoffman, N1113 County Rd. K, Merrill 54452
3. Description: PRT OF E ½ NE ¼ EX PLAT OF PLEASANT ACRES AND 02431062319986
4. See site plan

PROPOSED STORAGE BUILDING SITE PLAN

Located in the

SE 1/4 of the NE 1/4
SECTION 23, T31N, R6E,
City of Merrill, Lincoln County, Wisconsin.

LANDS OWNED BY DEVELOPER



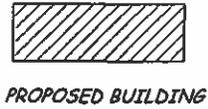
LANDS OWNED
BY
DEVELOPER

FUTURE EXPANSION
Phase 2

Phase 1

CTY. HWY. 'K'

LANDS OWNED BY OTHERS
DOC. No. 491664



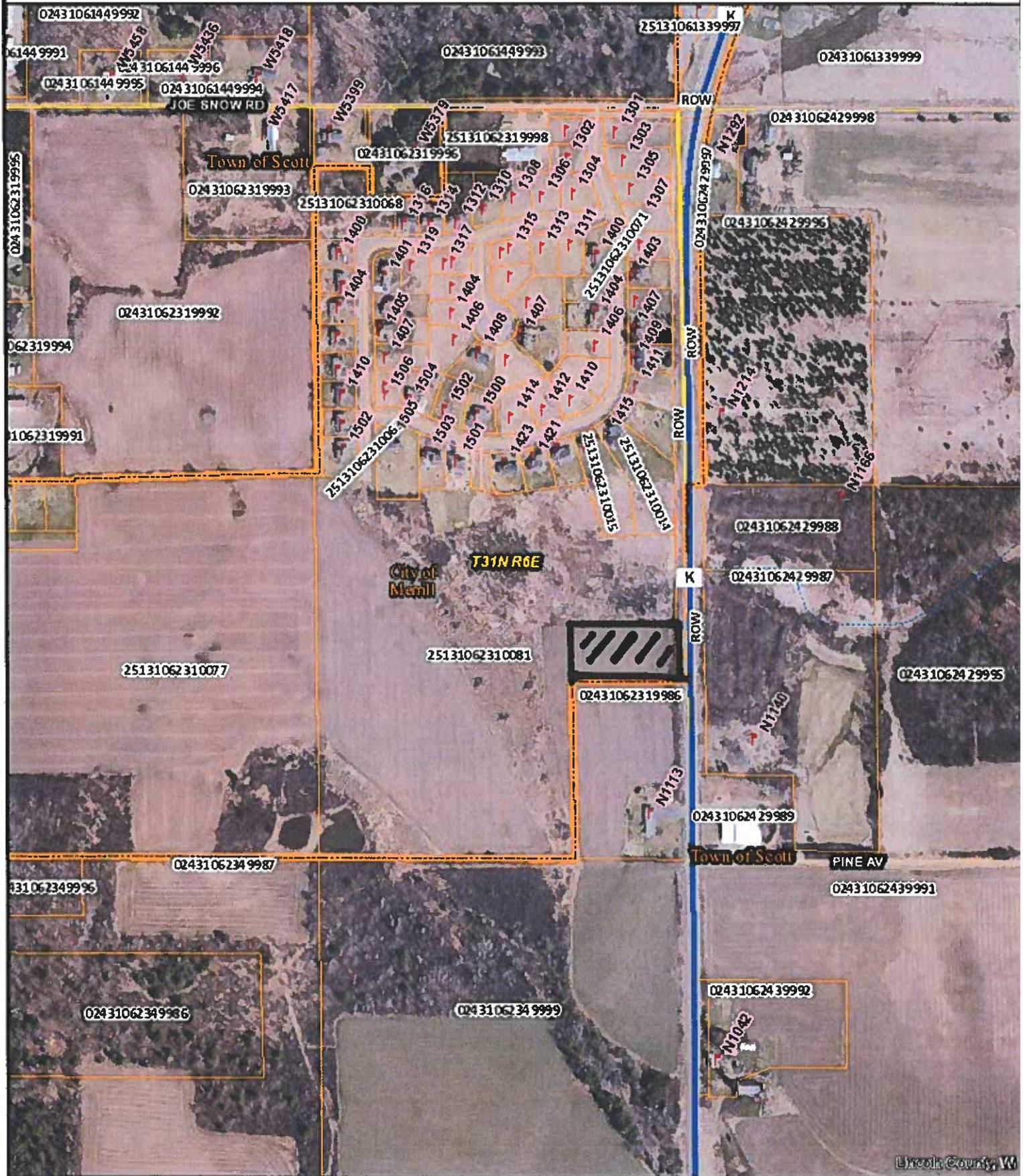
SCALE : 1" = 50'



Attachment: Conditional Use - Bryan Hoffman (4246 : Resolution on CUP for Bryan Hoffman)



Lincoln County Public Access Land Records Viewer



Attachment: Conditional Use - Bryan Hoffman (4246 : Resolution on CUP for Bryan Hoffman)

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING A DEVELOPMENT AGREEMENT BY AND BETWEEN THE CITY OF MERRILL, WISCONSIN AND TIMOTHY & NIKKI CONJURSKE, AND GOLDEN HARVEST FOODS LLC

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, Timothy & Nikki Conjurske and Golden Harvest Foods LLC has proposed construction of a new natural and organic food store with a from-scratch deli; 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 and new jobs created from this redevelopment project; and,

WHEREAS, Timothy & Nikki Conjurske and Golden Harvest Foods LLC has negotiated the development agreement to provide for transfer of Lot 3 property ownership and an incentive payment not to exceed \$200,000 to facilitate the commercial development project.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 11th day of June, 2019, that the Mayor and City Clerk are authorized to sign the development agreement by and between the City of Merrill and Timothy & Nikki Conjurske and Golden Harvest Foods LLC and to facilitate the implementation thereof.

Recommended by:
Redevelopment Authority (RDA)

CITY OF MERRILL, WISCONSIN

Moved: _____

Derek Woellner
Mayor

Passed: _____

William N. Heideman
City Clerk

Attachment: TID3-Res Golden Harvest (4240 : Resolution - Development Agreement with Golden Harvest)

REQUEST FOR TIF DEVELOPMENT INCENTIVETID No. 3

Contact Name, Address, and Telephone Number _____

Timothy or Nicole Conjurske
3215 County Road G
Rhinelanders, WI 54501

Property Owner (how property is or will be titled) _____

Timothy or Nicole ConjurskeBusiness Entity and Type Golden Harvest Foods LLCLocation 3215 County Road G, Rhinelanders, WI 54501Corporation or LLC LLC What State WI

Name(s) of Signers and Position They Hold in Company _____

Timothy or Nicole Conjurske - President / Vice PresidentMailing Address 3215 County Rd. G, Rhinelanders, WI 54501**DEVELOPMENT PROPOSAL**17,000 Square Foot Natural & Organic Food
Store with a from scratch DeliJOBS, (Number of existing and new positions) 5 existing and adding
up to 50 more positions**INFRASTRUCTURE**usual connections for water & sewer and access**PROJECT TIMEFRAMES:**Start May 15, 2019 Planned Completion Dec. 25, 2019

City of Merrill – TIF Development Incentive Overview

TID No. 3 (East Side)

- Developer: Timothy & Nikke Conjurske and Golden Harvest Foods LLC
- Location: Lot 3 - 2600 Block of E. Main St. (between Pearl Street and Gem Streets)
- Development: About 17,000 sq. ft. new natural and organic food store with a from-scratch deli.
- Jobs: Retention of five existing jobs and adding up to fifty new jobs.
- Investment: Developer estimated investment of \$2.8 to \$2.9 million dollars for new building construction and equipment and furnishings.
- Infrastructure: N/A - public. Developer to connect to water, sanitary sewer, and stormwater drainage systems.

TID Development Incentive:

RDA recommendation:

Total of \$200,000 with the following payment schedule:

- Upon completion/opening (2019) \$100,000
- Annually (2020-2021) \$50,000 – two years

TID Lifespan Tax Increment:

Spreadsheet provided – projected at \$442,475 and likely to be higher than conservative estimates.

City of Merrill - Projected Tax Increment						
Lot 3 (2600 Block E. Main St.)					East Side - TID No. 3	
PIN 251-3107-073-0133						
Developer: Timothy & Nikki Conjurske and Golden Harvest Foods LLC						
City of Merrill transfer of Lot 3 property title for \$1.00 to facilitate the construction of new 17,000 sq. ft. natural and organic food store with a from-scratch deli.						
Owned by City of Merrill						
Real Estate		Existing				Projected
		Valuation				Valuation
	Land	\$0	2.70 Acres		Land	\$150,000
	Improved	\$0			Improved	\$2,000,000
	Total	\$0			Total	\$2,150,000
					Projected RE Tax Increment \$2,150,000	
Personal Property:					Estimated	\$300,000
Projected Tax Increment (TID No. 3 - East Side)						
Const. Year	Value Year	Revenue Year	PP Value Increment	Total Value Increment	Tax Rate	Projected Total Tax Increment
			10% Dep.			
2019	2020	2021	\$300,000	\$2,450,000	\$30.93	\$75,779
	2021	2022	\$270,000	\$2,420,000	\$30.93	\$74,851
	2022	2023	\$243,000	\$2,393,000	\$30.93	\$74,015
	2023	2024	\$218,700	\$2,368,700	\$30.93	\$73,264
	2024	2025	\$196,830	\$2,346,830	\$30.93	\$72,587
	2025	2026	\$177,147	\$2,327,147	\$30.93	\$71,979
					Projected Tax Increment	\$442,475
						TID Increment

Attachment: TID3 - Golden Harvest (4240 : Resolution - Development Agreement with Golden Harvest)

Lincoln County Public Access Land Records Viewer



Author: Public
 Date Printed: 5/23/2019



The information depicted on this map is a compilation of public record information including aerial photography and other base maps. No warranty is made, express or implied, as to the accuracy of the information used. The data layers are a representation of current data to the best of our knowledge and may contain errors. It is not a legally recorded map and cannot be substituted for field-verified information. Map may be reproduced with permission of the Lincoln County Land Services Department, 801 North Sales St, Merrill, WI, 54452. Copyright © 2015 Phone (715) 539-1049.

Attachment: TID3 - Golden Harvest (4240 : Resolution - Development Agreement with Golden Harvest)

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING AN AMENDED DEVELOPMENT AGREEMENT BY AND BETWEEN THE CITY OF MERRILL, WISCONSIN AND DJC LLC

WHEREAS, the Common Council of the City of Merrill created Tax Increment District (TID) No. 6 on May 12, 2009 and the redevelopment site is within TID No. 6; and,

WHEREAS, Resolution Number 2493 adopted on February 14, 2017 authorized a development agreement between the City of Merrill and DJC LLC for new commercial building construction at 900 East 1st Street; and

WHEREAS, DJC LLC has proposed construction of an expanded new commercial building at 900-902 East 1st Street; 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 and new jobs created from this redevelopment project; and,

WHEREAS, DJC LLC has negotiated the development agreement to provide for an incentive payment not to exceed \$60,000 to facilitate the commercial development project.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 11th day of June, 2019, that the Mayor and City Clerk are authorized to sign the development agreement by and between the City of Merrill and DJC LLC and to facilitate the implementation thereof.

Recommended by:
Redevelopment Authority (RDA)

CITY OF MERRILL, WISCONSIN

Moved: _____

Derek Woellner
Mayor

Passed: _____

William N. Heideman
City Clerk

Attachment: TID6-Res Cooper Insurance (4241 : Resolution - Development Agreement with David Cooper)

DJC LLC
6405 Von Kanel St
Schofield, WI 54476

April 13, 2019

City of Merrill
1004 East First Street
Merrill, WI 54452

RE: Development Agreement between the City of Merrill and DJC LLC dated December 11, 2018

I would like to thank you for the \$40,000 aggregate amount as stated in the Development Agreement under Article II Incentive Payments to Developer.

During the process of gathering my construction costs, I have realized that with purchasing the property and home next door along with demolition costs my expenses have increased.

As original stated under E. in the Development Agreement I was originally going to construct a 2,000 square foot building. Plans have changed and I plan on constructing a 3,000 square foot multi-tenant building now. At this point the preliminary tenant will be a new business in town.

With these changes and increased expenses, I would like to request an additional \$20,000 for a total of \$60,000 as a pay-as-you-go development incentive.

Thank you for your consideration.

David Cooper
American Family Insurance

City of Merrill – TIF Development Incentive Overview

TID No. 6 (Downtown)

Property Owner:	Developer paid City \$5,000 for the delinquent tax foreclosure lot in 2017. Developer has now acquired the adjacent parcel and will be demolishing the existing house.
Business Entity:	DJC, LLC [for David J Cooper Agency, Inc.]
Location:	900 and 902 East 1 st Street
	The Developer has been responsible for mowing and snow removal since 2017.
Development:	New commercial building – about 3,000 sq. ft. which is an additional 1,000 sq. ft. from 2017 preliminary plan.
Jobs:	Maintaining existing jobs [American Family Insurance], as well as two new jobs from a new business coming to Merrill.
Infrastructure:	N/A – None for City of Merrill. Developer will need to connect to City water, sanitary sewer, and have stormwater drainage for site.

TID Development Incentives:

The original 2017 TID development incentive was for total of \$40,000.

Revised TID development incentive for total of \$60,000 as follows:

- \$10,000 upon occupancy
- \$10,000 in each of the following five years

TID Lifespan Tax Increment:

New tax increment projected at over \$150,000 -
please see TIF spreadsheet.

City of Merrill - Projected Tax Increment for New Commercial Building								
Expanded 2019 development site				DJC LLC [for David J Cooper Agency Inc.]				
About 3,000 sq. ft. (instead of 2,000 sq. ft.)				Downtown - TID No. 6				
				900 & 902 E. 1st St.				
Real Estate		902 E. 1st St.		251-3106-123-0061				Projected
		Valuation		251-3106-123-0060				Valuation
	Land		\$4,100				Land	\$17,000
	Improved		\$37,600				Improved	\$324,700
	Total		\$41,700				Total	\$341,700
Note: The corner lot (900 E. 1st Street) was a delinquent tax foreclosure and previous building required demolition.						Projected RE Tax Increment		\$300,000
Personal Property:								
Relocated insurance business & new business								\$6,500
Projected Tax Increment:								
Const. Year	Value Year	Revenue Year	PP Value Increment	Total Value Increment	Tax Rate	Real Estate Tax Increment	PP Tax Increment	Projected Total Tax Increment
			10% Dep.					
2019	2020	2021	\$6,500	\$306,500	\$30.93	\$9,279	\$201	\$9,480
	2021	2022	\$5,850	\$305,850	\$30.93	\$9,279	\$181	\$9,460
	2022	2023	\$5,265	\$305,265	\$30.93	\$9,279	\$163	\$9,442
	2023	2024	\$4,739	\$304,739	\$30.93	\$9,279	\$147	\$9,426
	2024	2025	\$4,265	\$304,265	\$30.93	\$9,279	\$132	\$9,411
	2025	2026	\$3,838	\$303,838	\$30.93	\$9,279	\$119	\$9,398
	2026	2027	\$3,454	\$303,454	\$30.93	\$9,279	\$107	\$9,386
	2027	2028	\$3,109	\$303,109	\$30.93	\$9,279	\$96	\$9,375
	2028	2029	\$5,298	\$305,298	\$30.93	\$9,279	\$164	\$9,443
	2029	2030	\$4,768	\$304,768	\$30.93	\$9,279	\$147	\$9,426
	2030	2031	\$4,291	\$304,291	\$30.93	\$9,279	\$133	\$9,412
	2031	2032	\$3,862	\$303,862	\$30.93	\$9,279	\$119	\$9,398
	2032	2033	\$3,476	\$303,476	\$30.93	\$9,279	\$108	\$9,387
	2033	2034	\$3,128	\$303,128	\$30.93	\$9,279	\$97	\$9,376
	2034	2035	\$2,816	\$302,816	\$30.93	\$9,279	\$87	\$9,366
	2035	2036	\$2,534	\$302,534	\$30.93	\$9,279	\$78	\$9,357
Projected Tax Increment						\$148,464	\$2,078	\$150,542
						Real Estate	PP	Total

Attachment: TID6 - Cooper Ins 2019 (4241 : Resolution - Development Agreement with David Cooper)

RESOLUTION NO. 2493

A RESOLUTION AUTHORIZING A DEVELOPMENT AGREEMENT BY AND BETWEEN THE CITY OF MERRILL, WISCONSIN AND DJC, LLC.

WHEREAS, the Common Council of the City of Merrill created Tax Increment District (TID) No. 6 on May 12, 2009 and amended the district boundary and plan on September 22, 2015; and,

WHEREAS, the DJC, LLC is purchasing a vacant lot from the City of Merrill and constructing a new commercial building located at 900 East 1st Street within TID No. 6: 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 tax base will be generated and existing jobs retained, and,

WHEREAS, the DJC, LLC has negotiated the development agreement to provide an incentive payment not to exceed \$40,000 to facilitate new building construction;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 14th day of February, 2017, that the Mayor and City Clerk are authorized to sign the development agreement by and between the City of Merrill and DJC, LLC and to facilitate the implementation thereof.

Recommended by: Redevelopment Authority

Moved: Alderman Schwartzman

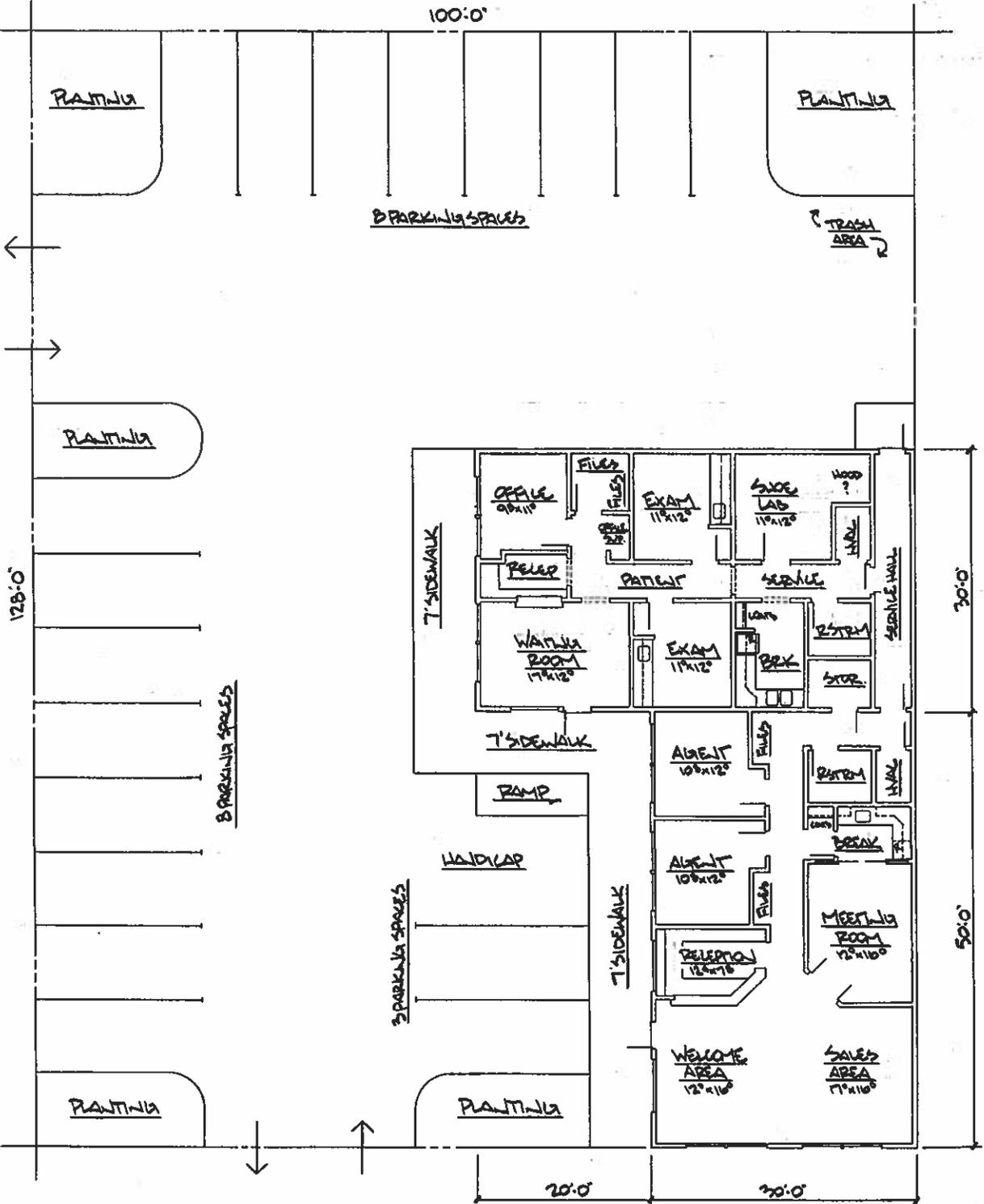
Passed: February 14, 2017

CITY OF MERRILL, WISCONSIN


William R. Bialecki
Mayor

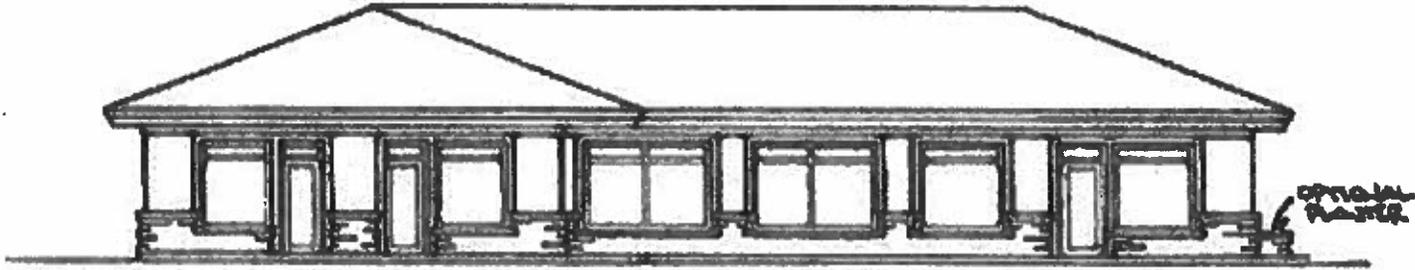

William N. Heideman
City Clerk

Attachment: TID6 - Cooper Ins 2019 (4241 : Resolution - Development Agreement with David Cooper)

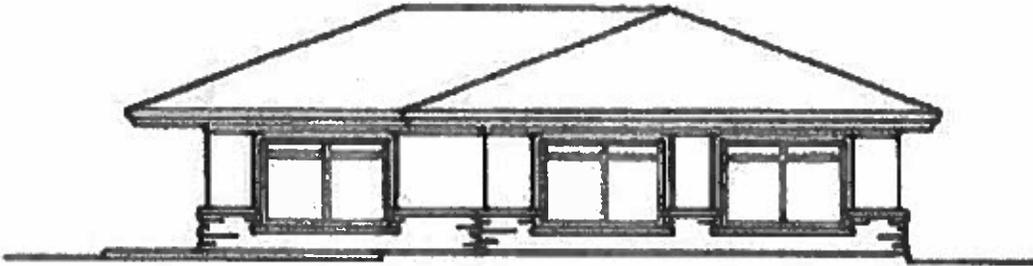


SITE/FLOOR PLAN 1/8"=1'-0" BUILDING=3000 SQ FT

Attachment: TID6 - Cooper Ins 2019 (4241 : Resolution - Development Agreement with David Cooper)



PARKING ELEVATION 1/8"=1'-0"



STREET ELEVATION 1/8"=1'-0"

DAVE LOOPER AGENCY

BY WINDHAVEN DESIGN

3/6 -

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE VACATION OF AN ALLEY LOCATED IN LOT TWELVE OF VR WILLARDS ADDITION

WHEREAS, the Merrill Historical Society requests the vacation of an alley, to facilitate construction of an addition to the Merrill Historical Society building, as well as additional landscaping, parking and related amenities and improvements; and,

WHEREAS, the alley to be vacated is described as: In the City of Merrill, Lincoln County, Wisconsin:

Alley to be vacated lying in the NW ¼ of the SE 1/4, Sec. 11, T31N R6E, City of Merrill, Lincoln County, Wisconsin: Beginning at the Northeast corner of Lot 12 of VR Willards Addition, thence North 16 feet to the North alley right-of-way line, thence west 223 feet to the Prairie River, thence south 16 feet to the South alley right-of-way line, thence East 223 feet to the point of beginning.

WHEREAS, the Board of Public Works on March 27, 2019 and the City Plan Commission on April 3, 2019 have recommended such vacation;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 11th day of June, 2019, that the following described alley be vacated:

Alley to be vacated lying in the NW ¼ of the SE 1/4, Sec. 11, T31N R6E, City of Merrill, Lincoln County, Wisconsin: Beginning at the Northeast corner of Lot 12 of VR Willards Addition, thence North 16 feet to the North alley right-of-way line, thence west 223 feet to the Prairie River, thence south 16 feet to the South alley right-of-way line, thence East 223 feet to the point of beginning.

BE IT FURTHER RESOLVED, that the City hereby declares that the alley being vacated is not needed for public purposes and hereby declares that the portion vacated shall revert, to the extent permitted by law, to the adjoining property owners.

CITY OF MERRILL, WISCONSIN

Moved: _____

Derek Woellner
Mayor

Passed: _____

William N. Heideman
City Clerk

Attachment: Resolution on Alley Vacation for Merrill Historical Society (4244 : Resolution on alley vacation for Merrill Historical Society)

Signatures of all owners of all land abutting the street or alley to be vacated. (use additional paper if necessary)

NAME Merrill Historical Society ADDRESS 100 East Third Street
Description Alley borders the back of the Society's property.
Footage 227 Feet

NAME Michael Pappas ADDRESS 101 E. 4th Street
Description Alley borders the back of this property.
Footage 70 Feet

NAME Sara Thompson ADDRESS 109 E. 4th Street
Description Alley portion that will not be vacated borders the back of this property.
Footage 100 Feet

NAME Our Saviour's Lutheran Church ADDRESS 300 Logan Street
Description Alley portion that will not be vacated borders the back of property and parking lot.
Footage 200 Feet

NAME City of Merrill ADDRESS 1004 E 1st Street
Description Alley borders on the back of this property
Footage 61 Feet

NAME _____ ADDRESS _____
Description _____
Footage _____

NAME _____ ADDRESS _____
Description _____

Attachment: Petition to Vacate - Merrill Historical Society (4244 : Resolution on alley vacation for Merrill Historical Society)

3. The following utilities are in or upon said (street) (alley):

There are utility lines running above the property.

(List all sanitary sewer and storm sewer mains and laterals, telephone, electric and gas lines. Describe Location. If none, so state.)

4. We (have) (have no) objections to the City reserving the right to maintain present and installing future utilities in the vacated portion.

The addition will be constructed on part of the vacated area, thus a "no utilities in alley" provision is preferred.

(If you have objections, list them and your reasons)

5. FOR ALLEY VACATION ONLY. The date of recording the plat if less than five (5) years ago is: More than 5 years ago.

6. FOR ALLEY VACATION ONLY: This alley (has been) (has not been) used as a public alley the last five (5) years.

This is a "dead end" alley and has not been used as a public alley for the last 5 years.

(If anyone uses the alley, state who and for what purpose)

7. FOR ALLEY VACATION ONLY: This alley (has been) (has not been) worked on by the City, such as repairs, maintenance, service and snowplowing within the last five (5) years.

This alley has not been worked on by the city within the last 5 years.

(State those occurring in last five (5) years, if any)

Attachment: Petition to Vacate - Merrill Historical Society (4244 : Resolution on alley vacation for Merrill Historical Society)

8. A fee of \$175.00 to cover costs of publication of notice of hearing is enclosed.
9. **INSTRUCTION FOR MAP:**
 - a. Need not be to scale
 - b. Should cover area for which signatures are required. Use additional sheets if necessary
 - c. Name streets or alleys and width in feet
 - d. Shade portion to be vacated
 - e. List the addition, block and lot numbers
 - f. Insert names of all lot owners of each lot
 - g. Indicate abutting footage on street or alley to be vacated
 - h. Show direction of north

10. MAP OF AREA

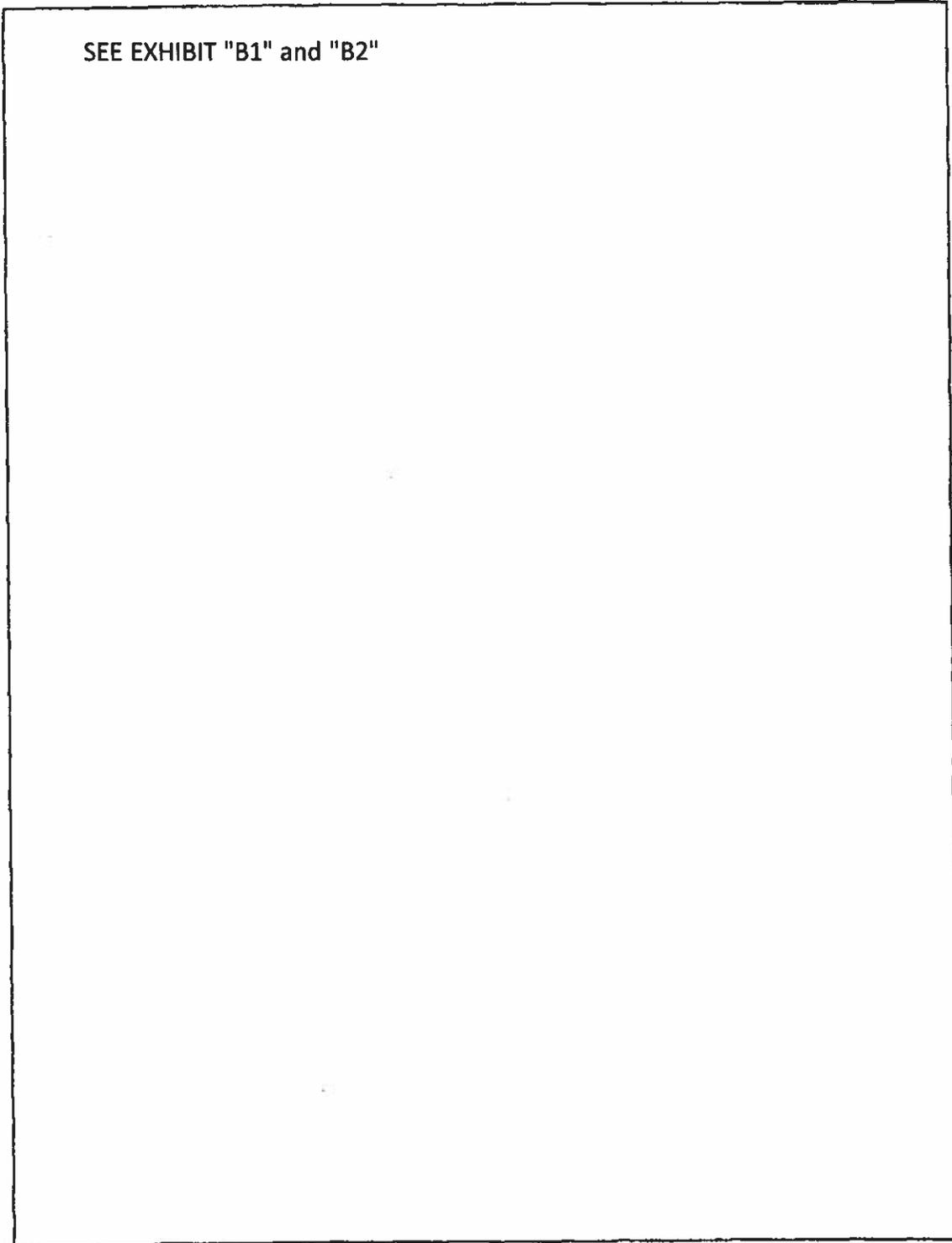
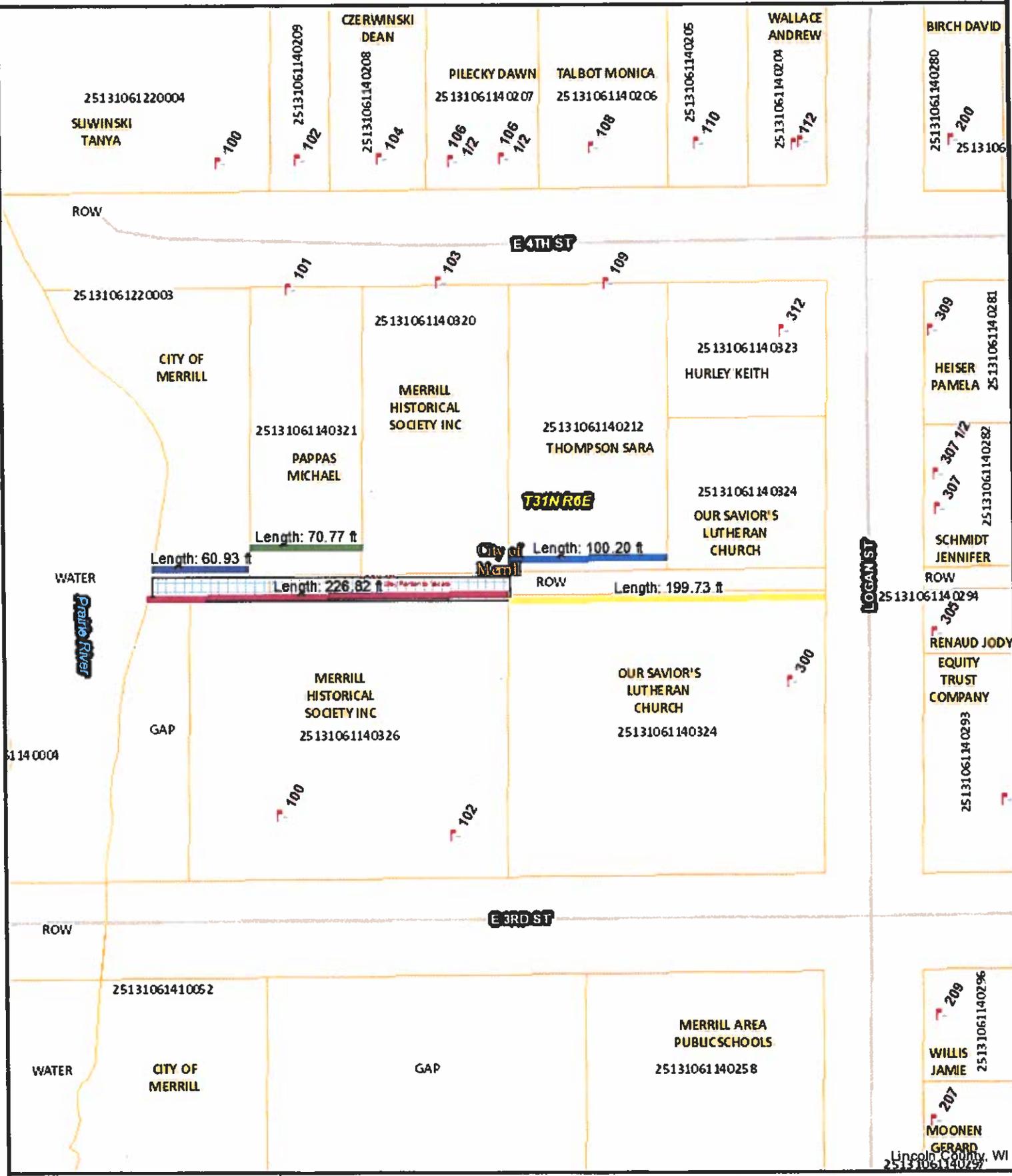


EXHIBIT "A"

Alley to be vacated lying in the NW ¼ of the SE 1/4, Sec. 11, T31N R6E, City of Merrill, Lincoln County, Wisconsin. Beginning at the Northeast corner of Lot 12 of VR Willards Addition, thence North 16 feet to the North alley right-of-way line, thence west 223 feet to the Prairie River, thence south 16 feet to the South alley right-of-way line, thence East 223 feet to the point of beginning.

Petition to Vacate EXHIBIT "B1"



Attachment: Petition to Vacate - Merrill Historical Society (4244 : Resolution on alley vacation for Merrill Historical Society)

HS EXHIBIT "B2"



Attachment: Petition to Vacate - Merrill Historical Society (4244 : Resolution on alley vacation for Merrill Historical Society)

Author: MPWD
Date Printed: 3/8/2017



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RESOLUTION NO. _____

A RESOLUTION APPROVING THE 2018 COMPLIANCE MAINTENANCE ANNUAL REPORT FOR THE CITY OF MERRILL WASTEWATER TREATMENT PLANT

WHEREAS, the City of Merrill is required by the Wisconsin Department of Natural Resources (WDNR) to complete a Compliance Maintenance Annual Report on its Wastewater Treatment Plant; and

WHEREAS, the Water and Sewage Committee, of the City of Merrill, has reviewed the Compliance Maintenance Report for the year 2018, and has determined that it reflects the performance of the Wastewater Treatment Plant during 2018; and

WHEREAS, the report indicates a need for continued improvements at the Wastewater Treatment Plant and its operations to meet the requirements set forth by the WDNR;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN, this 11th day of June, 2019, that:

1. The Compliance Maintenance Annual Report for 2018 is hereby approved and authorized to be filed with the WDNR.
2. That the Compliance Maintenance Annual Report for 2018 is an accurate indication of the performance of the City of Merrill Wastewater Treatment Plant for the year 2018.

Recommended by Water and Sewage Committee

CITY OF MERRILL, WISCONSIN

Moved: _____

Derek Woellner, Mayor

Passed: _____

William N. Heideman, City Clerk

Attachment: Resolution on 2018 Compliance Maintenance Annual Report (4209 : Resolution on Compliance Maintenance Annual Report)

Compliance Maintenance Annual Report

Merrill City Of

Last Updated: Reporting For:
5/20/2019 2018

Influent Flow and Loading

1. Monthly Average Flows and (C)BOD Loadings

1.1 Verify the following monthly flows and (C)BOD loadings to your facility.

Influent No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average (C)BOD Concentration mg/L	x	8.34	=	Influent Monthly Average (C)BOD Loading, lbs/day
January	1.1466	x	202	x	8.34	=	1,930
February	1.0629	x	211	x	8.34	=	1,874
March	1.1515	x	188	x	8.34	=	1,801
April	1.3715	x	166	x	8.34	=	1,894
May	1.2728	x	171	x	8.34	=	1,811
June	1.2409	x	199	x	8.34	=	2,062
July	0.8608	x	208	x	8.34	=	1,495
August	0.8366	x	213	x	8.34	=	1,483
September	1.0503	x	168	x	8.34	=	1,470
October	1.3201	x	133	x	8.34	=	1,466
November	1.1911	x	138	x	8.34	=	1,369
December	1.0891	x	170	x	8.34	=	1,540

2. Maximum Monthly Design Flow and Design (C)BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	3.6	x	90	=	3.24
		x	100	=	3.6
Design (C)BOD, lbs/day	2800	x	90	=	2520
		x	100	=	2800

2.2 Verify the number of times the flow and (C)BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times (C)BOD was greater than 90% of design	Number of times (C)BOD was greater than 100% of design
January	1	0	0	0	0
February	1	0	0	0	0
March	1	0	0	0	0
April	1	0	0	0	0
May	1	0	0	0	0
June	1	0	0	0	0
July	1	0	0	0	0
August	1	0	0	0	0
September	1	0	0	0	0
October	1	0	0	0	0
November	1	0	0	0	0
December	1	0	0	0	0
Points per each		2	1	3	2
Exceedances		0	0	0	0
Points		0	0	0	0
Total Number of Points					0

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3. Flow Meter

3.1 Was the influent flow meter calibrated in the last year?
 Yes Enter last calibration date (MM/DD/YYYY)

12-21-2018

No

If No, please explain:

4. Sewer Use Ordinance

4.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?

Yes

No

If No, please explain:

4.2 Was it necessary to enforce the ordinance?

Yes

No

If Yes, please explain:

5. Septage Receiving

5.1 Did you have requests to receive septage at your facility?

Septic Tanks

Holding Tanks

Grease Traps

Yes

Yes

Yes

No

No

No

5.2 Did you receive septage at your facility? If yes, indicate volume in gallons.

Septic Tanks

Yes

gallons

No

Holding Tanks

Yes

8,418,400 gallons

No

Grease Traps

Yes

gallons

No

5.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes.

No problems at this time.

6. Pretreatment

6.1 Did your facility experience operational problems, permit violations, biosolids quality concerns, or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?

Yes

No

If yes, describe the situation and your community's response.

6.2 Did your facility accept hauled industrial wastes, landfill leachate, etc.?

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Yes

No

If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.

We received 306,000 gallons of leachate from Ward Paper Mill and 415,743 gallons from Lincoln county landfill.

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

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Effluent Quality and Plant Performance (BOD/CBOD)

1. Effluent (C)BOD Results

1.1 Verify the following monthly average effluent values, exceedances, and points for BOD or CBOD

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	25	22.5	5	1	0	0
February	25	22.5	6	1	0	0
March	25	22.5	6	1	0	0
April	25	22.5	5	1	0	0
May	25	22.5	3	1	0	0
June	25	22.5	3	1	0	0
July	25	22.5	2	1	0	0
August	25	22.5	3	1	0	0
September	25	22.5	4	1	0	0
October	25	22.5	5	1	0	0
November	25	22.5	5	1	0	0
December	25	22.5	6	1	0	0
* Equals limit if limit is <= 10						
Months of discharge/yr				12		
Points per each exceedance with 12 months of discharge					7	3
Exceedances					0	0
Points					0	0
Total number of points						0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is 12/6 = 2.0

1.2 If any violations occurred, what action was taken to regain compliance?

2. Flow Meter Calibration

2.1 Was the effluent flow meter calibrated in the last year?

Yes Enter last calibration date (MM/DD/YYYY)

No

If No, please explain:

We don't have one.

3. Treatment Problems

3.1 What problems, if any, were experienced over the last year that threatened treatment?

None

4. Other Monitoring and Limits

4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals?

Yes

No

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If Yes, please explain:

4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?

- Yes
- No

If Yes, please explain:

4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?

- Yes
- No
- N/A

Please explain unless not applicable:

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

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Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

1.1 Verify the following monthly average effluent values, exceedances, and points for TSS:

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit >10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	12	1	0	0
February	30	27	11	1	0	0
March	30	27	15	1	0	0
April	30	27	13	1	0	0
May	30	27	11	1	0	0
June	30	27	13	1	0	0
July	30	27	12	1	0	0
August	30	27	10	1	0	0
September	30	27	9	1	0	0
October	30	27	12	1	0	0
November	30	27	9	1	0	0
December	30	27	13	1	0	0
* Equals limit if limit is <= 10						
Months of Discharge/yr				12		
Points per each exceedance with 12 months of discharge:					7	3
Exceedances					0	0
Points					0	0
Total Number of Points						

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

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Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

1.1 Verify the following monthly average effluent values, exceedances, and points for Phosphorus

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	1	0.878	1	0
February	1	0.832	1	0
March	1	0.835	1	0
April	1	0.736	1	0
May	1	0.850	1	0
June	1	0.809	1	0
July	1	0.851	1	0
August	1	0.913	1	0
September	1	0.819	1	0
October	1	0.873	1	0
November	1	0.774	1	0
December	1	0.863	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				0
Total Number of Points				0

0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

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Biosolids Quality and Management

1. Biosolids Use/Disposal

1.1 How did you use or dispose of your biosolids? (Check all that apply)

- Land applied under your permit
- Publicly Distributed Exceptional Quality Biosolids
- Hauled to another permitted facility
- Landfilled
- Incinerated
- Other

NOTE: If you did not remove biosolids from your system, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc.

1.1.1 If you checked Other, please describe:

2. Land Application Site

2.1 Last Year's Approved and Active Land Application Sites

2.1.1 How many acres did you have?

552.70 acres

2.1.2 How many acres did you use?

88.5 acres

2.2 If you did not have enough acres for your land application needs, what action was taken?

2.3 Did you overapply nitrogen on any of your approved land application sites you used last year?

Yes (30 points)

No

2.4 Have all the sites you used last year for land application been soil tested in the previous 4 years?

Yes

No (10 points)

N/A

3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year.

Outfall No. 002 - ANAEROBIC SLUDGE

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75			4.5											0	0
Cadmium		39	85			1.2											0	0
Copper		1500	4300			530											0	0
Lead		300	840			19											0	0
Mercury		17	57			1.8											0	0
Molybdenum	60		75			9.8										0		0
Nickel	336		420			19										0		0
Selenium	80		100			8.7										0		0
Zinc		2800	7500			2800											0	0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel, or selenium = 0

Exceedence Points

0 (0 Points)

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- 1-2 (10 Points)
- > 2 (15 Points)
- 3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loading at each land application site? (check applicable box)
 - Yes
 - No (10 points)
 - N/A - Did not exceed limits or no HQ limit applies (0 points)
 - N/A - Did not land apply biosolids until limit was met (0 points)
- 3.1.3 Number of times any of the metals exceeded the ceiling limits = 0
Exceedence Points
 - 0 (0 Points)
 - 1 (10 Points)
 - > 1 (15 Points)
- 3.1.4 Were biosolids land applied which exceeded the ceiling limit?
 - Yes (20 Points)
 - No (0 Points)
- 3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken? Has the source of the metals been identified?

0

4. Pathogen Control (per outfall):

4.1 Verify the following information. If any information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	01/01/2018 - 12/31/2018
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	MCRT of the biosolids is calculated daily and maintained greater than 15 days. Digester temperature is recorded daily and is maintained at greater than 35 Degrees C.

0

4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application.

4.2.1 Was the limit exceeded or the process criteria not met at the time of land application?

- Yes (40 Points)
- No

If yes, what action was taken?

5. Vector Attraction Reduction (per outfall):

5.1 Verify the following information. If any of the information is incorrect, use the Report Issue button under the Options header in the left-side menu.

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Outfall Number:	002	0
Method Date:	12/17/2018	
Option Used To Satisfy Requirement:	Volatile Solids Reduction	
Requirement Met:	Yes	
Land Applied:	Yes	
Limit (if applicable):	>=38	
Results (if applicable):	64.60	
<p>5.2 Was the limit exceeded or the process criteria not met at the time of land application?</p> <p><input type="radio"/> Yes (40 Points)</p> <p><input checked="" type="radio"/> No</p> <p>If yes, what action was taken?</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		
<p>6. Biosolids Storage</p> <p>6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site?</p> <p><input checked="" type="radio"/> >= 180 days (0 Points)</p> <p><input type="radio"/> 150 - 179 days (10 Points)</p> <p><input type="radio"/> 120 - 149 days (20 Points)</p> <p><input type="radio"/> 90 - 119 days (30 Points)</p> <p><input type="radio"/> < 90 days (40 Points)</p> <p><input type="radio"/> N/A (0 Points)</p> <p>6.2 If you checked N/A above, explain why.</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		
<p>7. Issues</p> <p>7.1 Describe any outstanding biosolids issues with treatment, use or overall management:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

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Staffing and Preventative Maintenance (All Treatment Plants)

1. Plant Staffing

1.1 Was your wastewater treatment plant adequately staffed last year?

- Yes
- No

If No, please explain:

Could use more help/staff for:

1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?

- Yes
- No

If No, please explain:

2. Preventative Maintenance

2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items?

- Yes (Continue with question 2)
- No (40 points)

If No, please explain, then go to question 3:

2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?

- Yes
- No (10 points)

2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?

- Yes
 - Paper file system
 - Computer system
 - Both paper and computer system
- No (10 points)

0

3. O&M Manual

3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed?

- Yes
- No

4. Overall Maintenance /Repairs

4.1 Rate the overall maintenance of your wastewater plant.

- Excellent
- Very good
- Good
- Fair
- Poor

Describe your rating:

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The operators have been doing a very good job being proactive with preventive maintenance at the plant.

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

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Operator Certification and Education

1. Operator-In-Charge

1.1 Did you have a designated operator-in-charge during the report year?

- Yes (0 points)
- No (20 points)

Name:

STEVEN B LANDWEHR

Certification No:

32016

0

2. Certification Requirements

2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?

Sub Class	SubClass Description	WWTP	OIC		
		Advanced	OIT	Basic	Advanced
A1	Suspended Growth Processes	X			X
A2	Attached Growth Processes				
A3	Recirculating Media Filters				
A4	Ponds, Lagoons and Natural				
A5	Anaerobic Treatment Of Liquid				
B	Solids Separation	X			X
C	Biological Solids/Sludges	X			X
P	Total Phosphorus	X			X
N	Total Nitrogen				
D	Disinfection	X			X
L	Laboratory	X			X
U	Unique Treatment Systems				
SS	Sanitary Sewage Collection	X	NA	NA	NA

0

2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS, N and A5 not required in 2018; subclass SS is basic level only.)

- Yes (0 points)
- No (20 points)

3. Succession Planning

3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?

- One or more additional certified operators on staff
- An arrangement with another certified operator
- An arrangement with another community with a certified operator
- An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year
- A consultant to serve as your certified operator
- None of the above (20 points)

If "None of the above" is selected, please explain:

0

4. Continuing Education Credits

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4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates?

OIT and Basic Certification:

- Averaging 6 or more CECs per year.
- Averaging less than 6 CECs per year.

Advanced Certification:

- Averaging 8 or more CECs per year.
- Averaging less than 8 CECs per year.

Total Points Generated	
Score (100 - Total Points Generated)	
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Financial Management

1. Provider of Financial Information

Name:

Gabe Steinagel

Telephone:

715-536-6561

(XXX) XXX-XXXX

E-Mail Address
(optional):

gabriel.steinagel@ci.merrill.wi.us

2. Treatment Works Operating Revenues

2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?

- Yes (0 points)
- No (40 points)

If No, please explain:

2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?
Year:

2018

- 0-2 years ago (0 points)
- 3 or more years ago (20 points)
- N/A (private facility)

2.3 Did you have a special account (e.g., CWFP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?

- Yes (0 points)
- No (40 points)

REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]

3. Equipment Replacement Funds

3.1 When was the Equipment Replacement Fund last reviewed and/or revised?

Year:

2018

- 1-2 years ago (0 points)
- 3 or more years ago (20 points)
- N/A

If N/A, please explain:

3.2 Equipment Replacement Fund Activity

3.2.1 Ending Balance Reported on Last Year's CMAR	\$	1,035,486.06
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	\$	11,634.27
3.2.3 Adjusted January 1st Beginning Balance	\$	1,047,120.33
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	\$	460,000.00
	+	

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3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)

\$ 475,113.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 1,032,007.33

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

Jet/Vac Truck purchase
SCADA Upgrade
Primary Effluent pump replacement

3.3 What amount should be in your Replacement Fund? \$ 1,189,933.00

Please note: If you had a CFWP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

Yes

No

If No, please explain.

Using the percentage of mechanical method 35% of the replacement fund assets, the fund is \$157,926 under funded.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

Yes - If Yes, please provide major project information, if not already listed below.

No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	projects to be determined based from the results of Operation and Needs Review.		2018
2	Biological Phosphorus Removal	900,000	2024
3	Conversion to UV disinfection	802,000	2026

5. Financial Management General Comments

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations:

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	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	8,247	5
February	8,330	6
March	7,426	6
April	7,355	2
May	4,362	5
June	3,244	5
July	2,417	11
August	2,605	8
September	2,699	5
October	3,616	2
November	6,067	6
December	6,085	4
Total	62,453	65
Average	5,204	5

6.1.2 Comments:

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- Comminution or Screening
 Extended Shaft Pumps
 Flow Metering and Recording
 Pneumatic Pumping
 SCADA System
 Self-Priming Pumps
 Submersible Pumps
 Variable Speed Drives
 Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

 No

 Yes

Year:

By Whom:

Describe and Comment:

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6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

Replace some of the older pumps

7. Treatment Facility

7.1 Energy Usage

7.1.1 Enter the monthly energy usage from the different energy sources:

TREATMENT PLANT: Total Power Consumed/Month

	Electricity Consumed (kWh)	Total Influent Flow (MG)	Electricity Consumed/Flow (kWh/MG)	Total Influent BOD (1000 lbs)	Electricity Consumed/Total Influent BOD (kWh/1000lbs)	Natural Gas Consumed (therms)
January	64,000	35.54	1,801	59.83	1,070	3,862
February	59,600	29.76	2,003	52.47	1,136	3,146
March	58,880	35.70	1,649	55.83	1,055	2,473
April	55,760	41.15	1,355	56.82	981	2,180
May	55,680	39.46	1,411	56.14	992	569
June	55,760	37.23	1,498	61.86	901	83
July	53,440	26.68	2,003	46.35	1,153	20
August	55,920	25.93	2,157	45.97	1,216	18
September	55,840	31.51	1,772	44.10	1,266	26
October	54,800	40.92	1,339	45.45	1,206	1,206
November	67,120	35.73	1,879	41.07	1,634	3,670
December	63,600	33.76	1,884	47.74	1,332	2,633
Total	700,400	413.37		613.63		19,886
Average	58,367	34.45	1,729	51.14	1,162	1,657

7.1.2 Comments:

7.2 Energy Related Processes and Equipment

7.2.1 Indicate equipment and practices utilized at your treatment facility (Check all that apply):

- Aerobic Digestion
- Anaerobic Digestion
- Biological Phosphorus Removal
- Coarse Bubble Diffusers
- Dissolved O2 Monitoring and Aeration Control
- Effluent Pumping
- Fine Bubble Diffusers
- Influent Pumping
- Mechanical Sludge Processing
- Nitrification
- SCADA System
- UV Disinfection
- Variable Speed Drives
- Other:

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17.6.b

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7.2.2 Comments:

7.3 Future Energy Related Equipment

7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility?

Replace blowers
Continue replacing lighting with LED

8. Biogas Generation

8.1 Do you generate/produce biogas at your facility?

No

Yes

If Yes, how is the biogas used (Check all that apply):

Flared Off

Building Heat

Process Heat

Generate Electricity

Other:

9. Energy Efficiency Study

9.1 Has an Energy Study been performed for your treatment facility?

No

Yes

Entire facility

Year:

2002

By Whom:

Focus on Energy

Describe and Comment:

It was done at the wastewater treatment plant.

Part of the facility

Year:

By Whom:

Describe and Comment:

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Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

- Yes
- No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- Yes
- No (30 points)
- N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Address areas of I&I, televising private laterals, continue to televise a minimum of 10% of the sanitary sewers.

Did you accomplish them?

- Yes
- No

If No, explain:

Organization [NR 210.23 (4) (b)]

Does this chapter of your CMOM include:

- Organizational structure and positions (eg. organizational chart and position descriptions)
- Internal and external lines of communication responsibilities
- Person(s) responsible for reporting overflow events to the department and the public

Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

sewer use ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY)

Does your sewer use ordinance or other legally binding document address the following:

- Private property inflow and infiltration
 - New sewer and building sewer design, construction, installation, testing and inspection
 - Rehabilitated sewer and lift station installation, testing and inspection
 - Sewage flows satellite system and large private users are monitored and controlled, as necessary
 - Fat, oil and grease control
 - Enforcement procedures for sewer use non-compliance
- ##### Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

- Equipment and replacement part inventories
- Up-to-date sewer system map

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- A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
- A description of routine operation and maintenance activities (see question 2 below)
- Capacity assessment program
- Basement back assessment and correction
- Regular O&M training

Design and Performance Provisions [NR 210.23 (4) (e)]

What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?

- State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
- Construction, Inspection, and Testing
- Others:

Overflow Emergency Response Plan [NR 210.23 (4) (f)]

Does your emergency response capability include:

- Responsible personnel communication procedures
- Response order, timing and clean-up
- Public notification protocols
- Training
- Emergency operation protocols and implementation procedures

Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]

Special Studies Last Year (check only those that apply):

- Infiltration/Inflow (I/I) Analysis
- Sewer System Evaluation Survey (SSES)
- Sewer Evaluation and Capacity Management Plan (SECAP)
- Lift Station Evaluation Report
- Others:

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	30.5	% of system/year
Root removal	1.5	% of system/year
Flow monitoring		% of system/year
Smoke testing		% of system/year
Sewer line televising	11.2	% of system/year
Manhole inspections	31.5	% of system/year
Lift station O&M	9	# per L.S./year
Manhole rehabilitation	.48	% of manholes rehabbed
Mainline rehabilitation	.84	% of sewer lines rehabbed
Private sewer inspections	1.3	% of system/year

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Private sewer I/I removal % of private services
 River or water crossings % of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

<input type="text" value="33.61"/>	Total actual amount of precipitation last year in inches
<input type="text" value="32.21"/>	Annual average precipitation (for your location)
<input type="text" value="63.4"/>	Miles of sanitary sewer
<input type="text" value="9"/>	Number of lift stations
<input type="text" value="0"/>	Number of lift station failures
<input type="text" value="0"/>	Number of sewer pipe failures
<input type="text" value="23"/>	Number of basement backup occurrences
<input type="text" value="23"/>	Number of complaints
<input type="text" value="1.14"/>	Average daily flow in MGD (if available)
<input type="text" value="1.43"/>	Peak monthly flow in MGD (if available)
<input type="text"/>	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

<input type="text" value="0.00"/>	Lift station failures (failures/year)
<input type="text" value="0.00"/>	Sewer pipe failures (pipe failures/sewer mile/yr)
<input type="text" value="0.00"/>	Sanitary sewer overflows (number/sewer mile/yr)
<input type="text" value="0.36"/>	Basement backups (number/sewer mile)
<input type="text" value="0.36"/>	Complaints (number/sewer mile)
<input type="text" value="1.3"/>	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
<input type="text" value="0.0"/>	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OFERFLOWS REPORTED **

Date	Location	Cause	Estimated Volume (MG)
None reported			

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

- Yes
- No

If Yes, please describe:

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

- Yes

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No

If Yes, please describe:

During heavy precipitation the plant would experience hydraulic loading.

5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:

Rehabbed some manholes and lined some sewer mains where problems occurred.

5.4 What is being done to address infiltration/inflow in your collection system?

We are televising private sewer laterals and enforcing improper sump pump connections.

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Grading Summary

WPDES No: 0020150

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent				
BOD/CBOD				
TSS				
Phosphorus				
Biosolids				
Staffing/PM				
OpCert				
Financial				
Collection				
TOTALS			0	0
GRADE POINT AVERAGE (GPA) =				

Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

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Resolution or Owner's Statement

Name of Governing
Body or Owner:

Date of Resolution or
Action Taken:

Resolution Number:

Date of Submittal:

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Influent Flow and Loadings: Grade =

Effluent Quality: BOD: Grade =

Effluent Quality: TSS: Grade =

Effluent Quality: Phosphorus: Grade =

Biosolids Quality and Management: Grade =

Staffing: Grade =

Operator Certification: Grade =

Financial Management: Grade =

Collection Systems: Grade = -

(Regardless of grade, response required for Collection Systems if SSOs were reported)

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. =

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