



**CITY OF MERRILL**  
**COMMITTEE OF THE WHOLE**  
**AGENDA • WEDNESDAY OCTOBER 16, 2019**

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**Budget Session**

**City Hall Council Chambers**

**5:15 PM**

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- I. Call to Order
- II. Pledge of Allegiance
- III. Review and discussion of 2020 Budget Requests:
  1. Transit
  2. Airport
  3. Health Officer
  4. Merrill Enrichment Center
  5. Library
  6. Common Council
  7. Mayor
  8. Joint Merrill-Tomahawk Municipal Court
  9. City Attorney
  10. City Administrator
  11. Personnel - Human Resources
  12. City Clerk
  13. Elections (Averaged)
  14. Clerk Treasurer Staff
  15. Treasurer / Finance Director
  16. Information Technology
  17. Assessment of Property
  18. Independent Auditing
  19. Over Collected Taxes
  20. Insurance / Employee
  21. City Sealer
  22. City Maintenance
  23. Building Inspection / Zoning
  24. Community Development (Fund 25)
  25. Economic Development (Non-TID)
  26. Next Meeting Items - Tuesday, October 29th

- IV. Public Comment
- V. Adjournment

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 Transit

	2017	2018	2019			2020		PROPOSED
	ACTUAL	ACTUAL	CURRENT	Y-T-D	PROJECTED	REQUESTED	BUDGET	BUDGET
			BUDGET	ACTUAL	YEAR END	BUDEGT	CHANGE	BUDGET
<b>REVENUES</b>								
<u>Specials (Utility Rev.)</u>								
43520-42227 Federal Transit Sect. 5311	242,563	190,802	242,500	170,994	240,000	242,500	0	
TOTAL Specials (Utility Rev.)	242,563	190,802	242,500	170,994	240,000	242,500	0	
<u>Intergovernmental</u>								
43520-43537 State Urban Mass Transit Aid	81,520	80,154	82,500	78,627	78,627	82,500	0	
TOTAL Intergovernmental	81,520	80,154	82,500	78,627	78,627	82,500	0	
<u>Public Charges-Services</u>								
43520-46350 Mass Transit Fares	75,843	71,004	78,500	55,829	74,250	75,500	( 3,000)	
43520-46388 Freight Tariffs-Packages	0	955	2,250	820	1,500	1,500	( 750)	
43520-46550 CCCW - Local Share	50,868	27,873	0	0	0	0	0	
43520-46553 Includa Revenue	0	17,670	50,000	27,617	35,000	35,000	( 15,000)	
43520-46566 Lakeland Care	0	0	0	1,806	2,750	3,500	3,500	
43520-46575 IRIS - Local Share	9,393	10,718	12,500	7,298	10,500	10,500	( 2,000)	
TOTAL Public Charges-Services	136,104	128,220	143,250	93,370	124,000	126,000	( 17,250)	
<u>Miscellaneous Revenues</u>								
43520-48440 Ins.-Damages Reimbursement	2,138	1,000	0	0	0	0	0	
43520-48445 Transit Mutual Dividend	0	4,161	4,000	3,514	3,514	4,000	0	
43520-48500 Non-Lapsing - Major Repairs	0	18,457	20,000	0	20,000	20,000	0	
TOTAL Miscellaneous Revenues	2,138	23,618	24,000	3,514	23,514	24,000	0	
<b>TOTAL REVENUES</b>	<b>462,325</b>	<b>422,794</b>	<b>492,250</b>	<b>346,505</b>	<b>466,141</b>	<b>475,000</b>	<b>( 17,250)</b>	
<u>EXPENDITURES</u>								
<u>Personnel Services</u>								
53520-01-11000 Salaries - Regular	65,959	63,036	66,188	47,984	66,188	69,253	3,065	
53520-01-21000 Wages - Perm - Regular	48,547	41,682	41,068	29,910	41,068	42,967	1,899	
53520-01-21500 Wages - Perm - Drivers	129,087	110,969	114,749	83,874	114,749	119,599	4,850	
53520-01-22000 Overtime	3,681	93	2,500	0	2,500	2,500	0	
53520-01-25500 Wages - Temp - Drivers	53,259	43,911	62,637	28,963	51,750	52,750	( 9,887)	
53520-01-51000 Social Security	26,519	19,799	21,775	14,041	21,175	21,750	( 25)	
53520-01-52000 Retirement (WRS)	16,475	14,692	14,528	10,610	14,528	15,648	1,120	
53520-01-52500 Prior Service-Debt Servic	1,864	1,895	1,553	1,553	1,553	1,623	70	
53520-01-54000 Health Insurance	46,200	37,778	52,684	37,262	53,183	55,167	2,483	
53520-01-55000 Life Insurance	1,219	1,046	1,316	949	1,277	1,318	2	
TOTAL Personnel Services	392,809	334,902	378,998	255,147	367,971	382,575	3,577	

Attachment: Transit (4591 : Transit)

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 Transit

	2017	2018	2019			2020		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
<b>Contractual Services</b>								
53520-02-20000 Utility Charges	2,668	2,801	3,250	1,922	3,000	3,000	( 250)	
TOTAL Contractual Services	2,668	2,801	3,250	1,922	3,000	3,000	( 250)	
<b>Supplies &amp; Expenses</b>								
53520-03-10000 Office Supplies	637	379	750	298	500	500	( 250)	
53520-03-11000 Postage	89	66	100	56	100	100	0	
53520-03-13000 Copier	265	159	350	137	350	350	0	
53520-03-20000 Publish Legal Notices	428	2,048	1,000	1,215	1,500	1,500	500	
53520-03-21000 Membership Dues	1,475	1,475	1,500	0	1,475	1,475	( 25)	
53520-03-32000 Education & Conference	182	980	1,500	1,474	1,500	1,500	0	
53520-03-40000 Operating Supplies	1,065	1,047	1,000	487	1,000	1,000	0	
53520-03-41000 Public Relations/Publicit	1,431	350	1,500	1,013	1,500	1,500	0	
53520-03-53000 Fuel and Lube	27,271	31,697	35,000	20,853	28,500	32,625	( 2,375)	
53520-03-64000 Street Dept. Charges	24,679	14,300	25,000	7,087	15,750	20,000	( 5,000)	
53520-03-64010 Fuel Station Charges	709	693	725	496	725	725	0	
53520-03-66000 Other Services	6,052	4,899	30,000	3,333	30,000	30,000	0	
53520-03-67000 Bus Supplies and Parts	40,885	21,668	35,000	12,667	32,500	32,500	( 2,500)	
53520-03-67750 Tires and Tubes	5,610	3,745	4,000	555	4,000	4,000	0	
TOTAL Supplies & Expenses	110,778	83,507	137,425	49,669	119,400	127,775	( 9,650)	
53520-03-53000 Fuel and Lube			PERMANENT NOTES: Diesel Fuel prices - \$1.80 in 2017, \$2.31 in 2018, projecting \$2.10 for 2019, and estimating \$2.25 for 2020 - 14,500 gallons.					
53520-03-66000 Other Services			PERMANENT NOTES: Includes \$20,000 - potential engine replacement. City funding will be through Non-Lapsing account.					
<b>Fixed Charges</b>								
53520-05-10000 Liability Insurance	8,372	7,466	7,500	7,120	7,120	7,500	0	
53520-05-10133 Property Insurance	0	3,349	3,350	3,304	3,304	3,350	0	
53520-05-10500 Workers Comp. Insurance	15,273	14,834	15,000	14,487	14,487	15,500	500	
53520-05-53000 Office Lease	6,461	6,654	6,750	6,854	6,854	7,000	250	
TOTAL Fixed Charges	30,106	32,303	32,600	31,765	31,765	33,350	750	
<b>Technology</b>								
53520-15-42500 Computer Hardware/Upgrade	0	0	500	1,167	1,167	500	0	
53520-15-42575 Software & Maintenance	250	0	500	200	200	250	( 250)	
53520-15-42600 Dispatch Software Support	0	0	0	2,520	2,520	2,520	2,520	
53520-15-91000 MDT - Verizon	0	1,061	750	1,129	1,515	1,525	775	
TOTAL Technology	250	1,061	1,750	5,015	5,402	4,795	3,045	
<b>TOTAL EXPENDITURES</b>	<b>536,611</b>	<b>454,574</b>	<b>554,023</b>	<b>343,519</b>	<b>527,538</b>	<b>551,495</b>	<b>( 2,528)</b>	
<b>REVENUE OVER/(UNDER) EXPENDITURES</b>	<b>( 74,286)</b>	<b>( 31,780)</b>	<b>( 61,773)</b>	<b>2,986</b>	<b>( 61,397)</b>	<b>( 76,495)</b>	<b>( 14,722)</b>	

Attachment: Transit (4591 : Transit)

Capital Plan

2020 thru 2029

City of Merrill, Wisconsin

**Project #** BUS-20-001  
**Project Name** Transit Bus Replacement

**Type** Equipment                      **Department** Transit  
**Useful Life** 12 years                      **Contact** Transit Administrator  
**Category** Transit                      **Priority** 1 Critical

**Description** **Total Project Cost: \$2,340,000**  
 Replacement of five transit buses that were purchased in 2004 and 2005 (for specifications and delivery in 2020 and 2021. Federal grant funding of 80% and City local match of 20%.  
 Wisconsin DOT awarded funding for three transit buses in March 2019 with planned August 2020 delivery. Transit Administrator is applying for grant funding for the additional two transit buses.

**Justification**  
 Normal replacement cycle for 2004-2005 transit buses to avoid increasing maintenance expenses. Has reached maximum life span.

Expenditures	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
Equipment/Vehicles	1,440,000	900,000									2,340,000
<b>Total</b>	<b>1,440,000</b>	<b>900,000</b>									<b>2,340,000</b>

Funding Sources	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
Borrowing-20-Years (City Tax Levy)	288,000	180,000									468,000
Federal Grant	1,152,000	720,000									1,872,000
<b>Total</b>	<b>1,440,000</b>	<b>900,000</b>									<b>2,340,000</b>

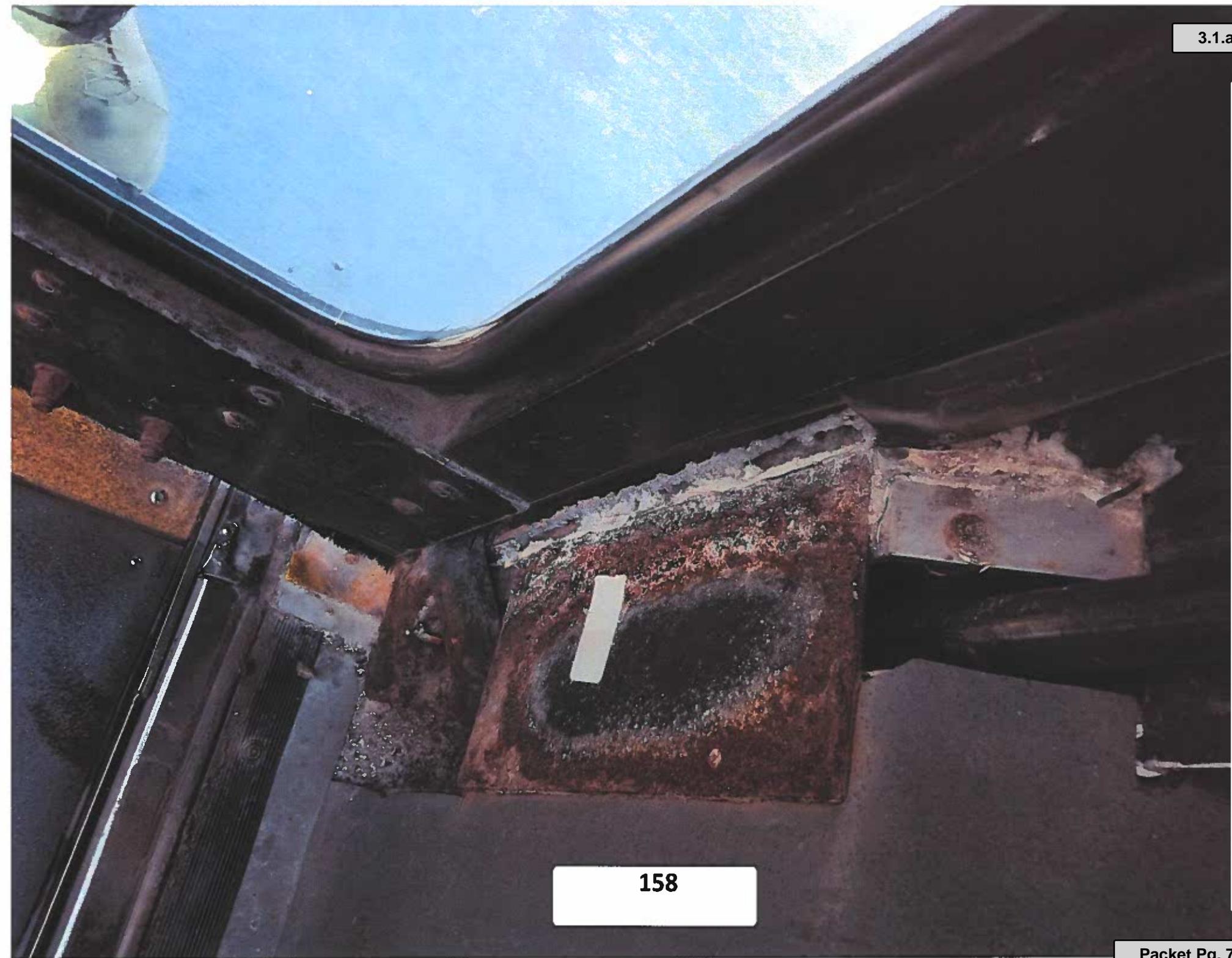
**Budget Impact/Other**  
 New transit buses will stabilize maintenance costs and efficiencies.  
 Next replacement cycle would be in about 2035.

Attachment: Transit (4591 : Transit)

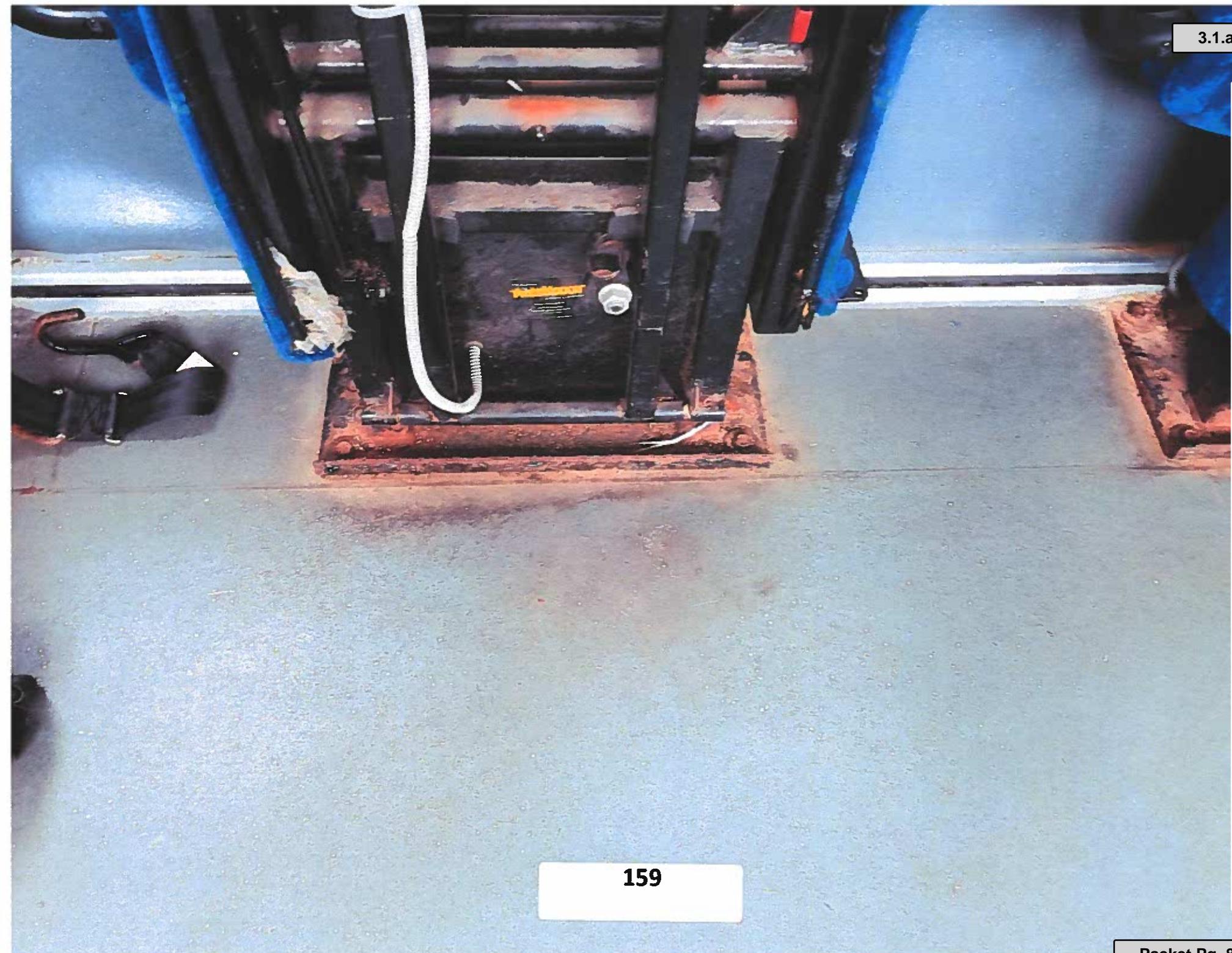
## FUNDED VEHICLE REPLACEMENT PROJECTS – WI DOT 3/11/2019

Subrecipient	Qty	Item Description	Item Total	Federal Share	Local Share
Baraboo	1	Mini-van	\$37,000	\$29,600	\$7,400
Beaver Dam	1	Mini-van	\$37,000	\$29,600	\$7,400
Berlin	1	Mini-van	\$37,000	\$29,600	\$7,400
Black River Falls	1	Mini-van	\$37,000	\$29,600	\$7,400
Clintonville Transit Commission	1	Mini-van	\$35,000	\$28,000	\$7,000
Fort Atkinson	1	Mini-van	\$38,000	\$30,400	\$7,600
La Crosse County	2	Cutaway bus	\$200,000	\$160,000	\$40,000
Manitowoc	2	30-ft Heavy-Duty Bus	\$220,000	\$176,000	\$44,000
Marshfield	1	Mini-van	\$37,500	\$30,000	\$7,500
<b>Merrill</b>	<b>3</b>	<b>&lt;30-ft Heavy-Duty Bus</b>	<b>\$1,440,000</b>	<b>\$1,152,000</b>	<b>\$288,000</b>
Monroe	1	Mini-van	\$39,600	\$31,680	\$7,920
Platteville	1	Mini-van	\$38,000	\$30,400	\$7,600
Platteville	1	Cutaway Bus	\$107,110	\$85,688	\$21,422
Portage	1	Mini-van	\$37,000	\$29,600	\$7,400
Prairie du Chien	1	Mini-van	\$38,000	\$30,400	\$7,600
River Falls	1	Mini-van	\$37,000	\$29,600	\$7,400
Rusk County	2	Cutaway bus	\$111,000	88,800	\$22,200
Sawyer County/LCO Transit Com	4	Cutaway Bus	\$250,000	\$200,000	\$50,000
Stevens Point	1	Cutaway Bus	\$60,000	\$48,000	\$12,000
Tomah	1	Mini-van	\$37,000	\$29,600	\$7,400
Watertown	1	Mini-van	\$27,500	\$22,000	\$5,500
Waupaca	1	Mini-van	\$37,000	\$29,600	\$7,400
Whitewater	1	Mini-van	\$37,000	\$29,600	\$7,400
Wisconsin Rapids	1	Mini-van	\$38,000	\$30,400	\$7,600
<b>TOTAL</b>	<b>34</b>		<b>\$3,012,710</b>	<b>\$2,410,168</b>	<b>\$602,542</b>

Attachment: Transit (4591 : Transit)

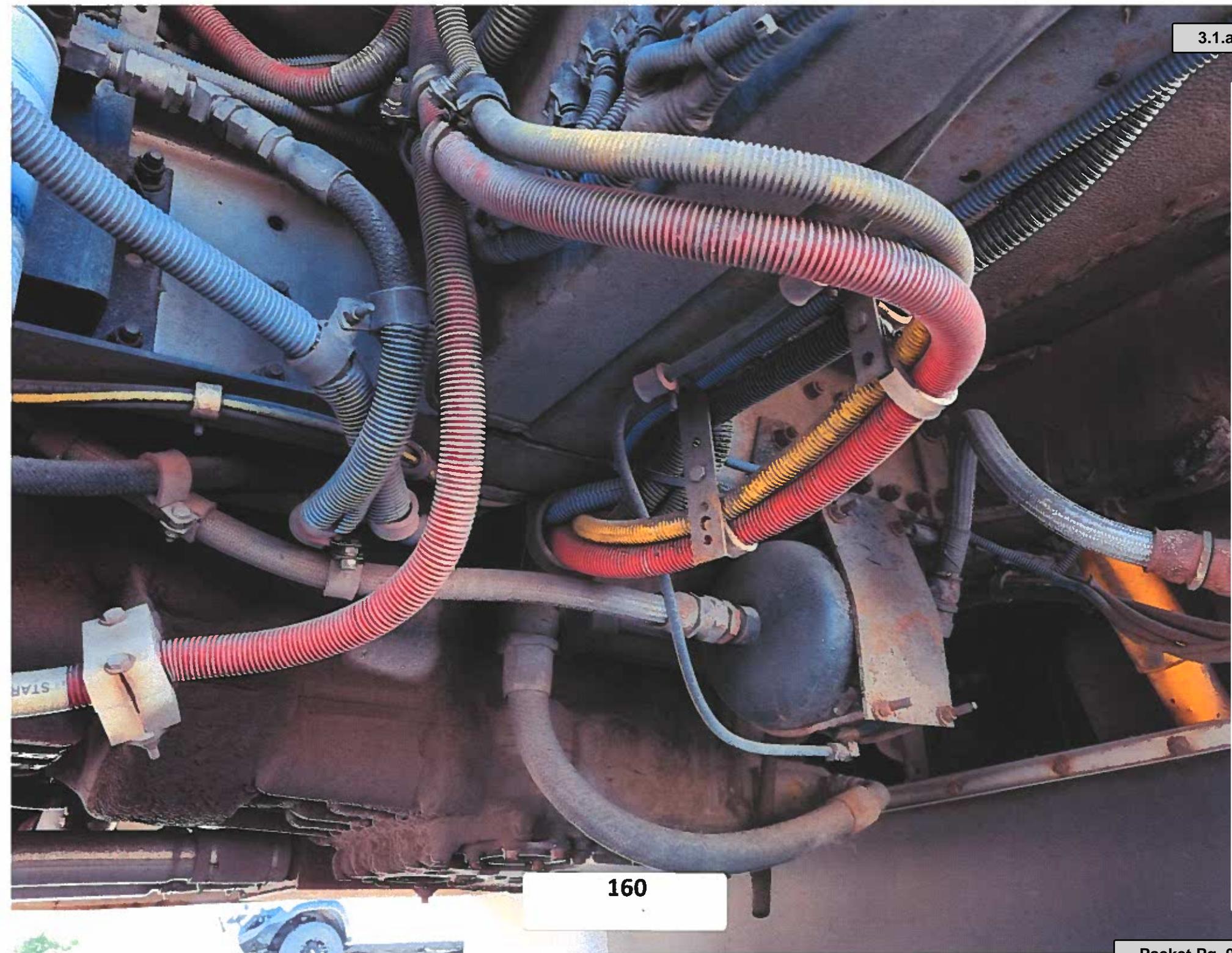


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Attachment: Transit (4591 : Transit)



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CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 Airport

	2017 ACTUAL	2018 ACTUAL	(----- 2019 -----)			(----- 2020 -----)		PROPOSED BUDGET
			CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	
<b>REVENUES</b>								
<u>Public Charges-Services</u>								
43510-46340 Airport Revenue	23,021	24,941	25,000	22,321	25,000	25,500	500	
43510-46400 Fund 27 - Fuel Profit	0	0	0	0	0	0	0	
TOTAL Public Charges-Services	23,021	24,941	25,000	22,321	25,000	25,500	500	
43510-46400 Fund 27 - Fuel Profit	PERMANENT NOTES: Aviation fuel profit to balance Fund 10 (General) budget.							
<u>Miscellaneous Revenues</u>								
43510-48445 Ins Recovery-Damages	46,269	0	0	3,705	3,705	0	0	
TOTAL Miscellaneous Revenues	46,269	0	0	3,705	3,705	0	0	
<b>TOTAL REVENUES</b>	<b>69,290</b>	<b>24,941</b>	<b>25,000</b>	<b>26,026</b>	<b>28,705</b>	<b>25,500</b>	<b>500</b>	
<b>EXPENDITURES</b>								
<u>Personnel Services</u>								
53510-01-51000 Social Security	1,332	905	1,250	733	1,250	1,250	0	
TOTAL Personnel Services	1,332	905	1,250	733	1,250	1,250	0	
53510-01-51000 Social Security	PERMANENT NOTES: For part-time employees hired for snow removal and mowing.							
<u>Contractual Services</u>								
53510-02-13400 FBO/Airport Man. Contract	52,904	52,060	53,306	37,759	53,306	54,639	1,333	
53510-02-15500 Snow Removal Services	4,927	7,925	7,000	7,870	11,500	8,000	1,000	
53510-02-15550 Mowing Services	11,730	5,676	9,000	4,788	8,000	8,000	( 1,000)	
53510-02-15600 Brush Cutting/Tree Grub	12,571	5,916	7,000	4,841	6,000	6,000	( 1,000)	
53510-02-21000 Water and Sewer	1,049	1,113	989	682	1,000	1,000	11	
53510-02-22000 Electric and Natural Gas	12,095	13,498	13,000	12,760	13,500	13,500	500	
53510-02-24000 Crack Filling	0	21,677	15,000	0	0	0	( 15,000)	
53510-02-24250 Electrical Maint/Repair	1,183	3,215	4,000	6,255	6,500	4,000	0	
53510-02-24277 Lightning Damage Repairs	46,962	0	0	3,071	3,070	0	0	
53510-02-24600 T-Hangar Repair/Maint.	1,069	3,193	750	102	750	750	0	
53510-02-24700 Terminal Maint/Repair	699	215	1,250	76	3,750	16,250	15,000	
53510-02-24711 SRE Building	513	0	0	0	0	0	0	
53510-02-24725 FBO Hanger Maint/Repairs	1,533	2,279	500	219	500	500	0	
53510-02-24733 New Terminal - Maint	1,509	469	750	478	750	750	0	
53510-02-24735 Cleaning - New Terminal	1,075	1,696	1,250	1,114	1,250	1,250	0	
53510-02-24750 House Maintenance/Repair	165	0	750	289	750	750	0	
53510-02-25000 Telephone (9-1-1 Backup)	745	831	1,000	646	900	900	( 100)	

Attachment: Airport (4592 : Airport)

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 Airport

	2017 ACTUAL	2018 ACTUAL	(----- 2019 -----)			(----- 2020 -----)		
			CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
53510-02-30000 Regulatory Fees/Permits	0	0	130	130	130	130	0	
53510-02-31117 Compass Rose Project	0	1,540	0	0	0	0	0	
<b>TOTAL Contractual Services</b>	<b>150,729</b>	<b>121,304</b>	<b>115,675</b>	<b>81,080</b>	<b>111,656</b>	<b>116,419</b>	<b>744</b>	
53510-02-1340FBO/Airport Man. Contracto	PERMANENT NOTES: Contract with Park City Aviation, LLC.							
53510-02-2400Crack Filling	PERMANENT NOTES: Deferring in 2019 and requesting Airport Entitlement Project Funding for 2020.							
53510-02-2400Crack Filling	CURRENT YEAR NOTES: For 2020, this annual pavement maintenance amount reallocated to building maintenance.							
53510-02-2472FBO Hanger Maint/Repairs	PERMANENT NOTES: For 2019, metal roof seams are leaking. Airport Commission obtaining quotes for repairs.							
<b>Supplies &amp; Expenses</b>								
53510-03-10000 Office Supplies	548	11	750	46	500	500	( 250)	
53510-03-32000 Education & Conference	100	0	350	0	350	100	( 250)	
53510-03-40000 Operating Supplies	2,274	1,208	1,000	2,204	2,500	2,000	1,000	
53510-03-41000 Promotion - Airport Day	1,811	3,218	3,000	2,065	3,000	3,000	0	
53510-03-41500 Airport Promotion	733	1,348	500	271	500	500	0	
53510-03-42500 Support - Gates/Cameras	3,129	3,207	3,250	115	3,250	3,250	0	
53510-03-42575 Fiber - Charter	11,004	11,004	11,225	8,253	11,225	5,225	( 6,000)	
53510-03-42600 UPS-Computer Equipment	1,405	0	0	0	0	0	0	
53510-03-50000 Repair/Maint Supplies	1,239	1,636	1,000	648	1,000	1,000	0	
53510-03-50750 Equipment Maint/Repair	3,562	8,968	4,500	2,138	4,500	4,500	0	
53510-03-51000 Vehicle Repair/Maint	458	1,094	750	1,624	2,000	1,500	750	
53510-03-53000 Fuel & Oil-For Equipment	3,585	4,571	4,750	4,272	6,000	5,750	1,000	
<b>TOTAL Supplies &amp; Expenses</b>	<b>29,849</b>	<b>36,263</b>	<b>31,075</b>	<b>21,636</b>	<b>34,825</b>	<b>27,325</b>	<b>( 3,750)</b>	
53510-03-4257Fiber - Charter	PERMANENT NOTES: For 2020, new City-owned fiber network service.							
53510-03-5100Vehicle Repair/Maint	PERMANENT NOTES: Without replacement of 1994 snowplow truck, it is anticipated that vehicle repairs will increase.							
<b>TOTAL EXPENDITURES</b>	<b>181,909</b>	<b>158,472</b>	<b>148,000</b>	<b>103,449</b>	<b>147,731</b>	<b>144,994</b>	<b>( 3,006)</b>	
<b>REVENUE OVER/(UNDER) EXPENDITURES</b>	<b>( 112,620)</b>	<b>( 133,531)</b>	<b>( 123,000)</b>	<b>( 77,424)</b>	<b>( 119,026)</b>	<b>( 119,494)</b>	<b>3,506</b>	

Attachment: Airport (4592 : Airport)

- \$15 per region or \$25 for all regions  
- get the second week **HALF OFF!**\*

**Autos • Campers • Boats  
ATVs • Snowmobiles  
Jet Skis • Motorcycles  
Lawn Mowers**

\*Private Party ads only. Offer expires Oct. 31, 2019.  
Second ad must run before Nov. 13, 2019.

**Merrill Foto News**  
715-536-7121

**Buyers Guide**  
715-842-4424

Bryce's next live performance is set for Saturday, Oct. 12 at Fisher's Bar in Parrish. Additional performance dates are still in the works.

For more information on Bryce's future performances, he can be reached at (715) 212-3810 or visit Thomaschefsky Entertainment on Facebook.

...people reported striking deer this past week. On Tuesday a motorist reported striking a turkey on US Hwy 51 at US Hwy 8 north of Tomahawk.

**MERRILL FIRE DEPARTMENT**  
**SEPTEMBER 19**

Calls: #1439- At 7:00 a.m. Med 62 responded to 6th St. for an 93-year old female with a medical problem, transported to AGSH. #1440- At 7:40 a.m. Med 62 responded to Theilman St. for a 89-year old female with a medical problem, transported to Sacred Heart. #1441- At 10:13 a.m. Med 62 responded to Theilman St. for a 84-year old male with a trauma problem, transported to Aspirus. #1442- At 1:10 p.m. Med 62 responded to AGSH for a 92-year old female with for a medical transport, transported to PCNH. #1443- At 2:07 p.m. Med 62 responded to 6th St. for a 79-year old female with a medical problem, transported to AGSH. #1444- At 4:23 p.m. Med 62 responded to 6th St. for an 87-year old with a medical problem, transported to AGSH.

**SEPTEMBER 20**

Calls: #1450- At 12:46 a.m. Med 62 responded to O'Day St. for a 82-year old male with a trauma problem, transported to AGSH. #1451- At 7:49 a.m. Med 62 responded to Jackson St. for a 69-year old male with a medical problem, no transport. #1452- At 8:48 a.m. Med 62 responded to Cty. Rd. Z for a female, no transport. #1453- At 9:52 a.m. Med 62 responded to 6th St. for a 91-year old female with a medical problem, transported to AGSH. #1454- Med 62 responded to Jackson

**3.2.a**

a.m. Med 62 re for a 78-year ol problem, n p.m. Mec 6 for a 57-yea problem. tr

Calls: #1 responded i old female transported p.m. Med 6: for a 85-yea problem, tra At 8:07 p.m 6th St. for a medical pro

**MEI**

S

At 1:31 p female unde violation.

S

At 12:00 dispatched to investigation

Si

At approx were dispatc report of a pl had occurred suspect in the officers arriv was driving a The suspect had gone to t the other mal able to get in the doors bel

**City of Merrill - Merrill Municipal Airport**  
1701 Champaign Street, Merrill, WI 54452

**Notice of Public Hearing**

All persons interested will be given an opportunity to be heard at a public meeting to be held by and before the Merrill Airport Commission of the City of Merrill Wisconsin, commencing at 6:00 PM on Tuesday, October 8, 2019 at 6:00 PM at the new Terminal Building, 1701 Champaign Street Merrill, Wisconsin, on the following proposed matters, to wit.

The petitioner, City of Merrill is considering petitioning for State, and Federal aid for improvements at the Merrill Municipal Airport. Improvement including the following;

**Entitlement Grant Projects**

1. Replace dated nonfunctioning components of the Merrill Municipal Airport Automated Weather Observation System (AWOS) as needed. Erect required associated monument calibrated to true North and verify/certify that the system is calibrated correctly.
2. Pavement repair, including crack filling with appropriate materials including mastic, and spraying of a FAA approved pavement preservation system. This work will be performed on all airport owned pavement surfaces.
3. Install three sets of aircraft tie downs at the new Terminal site, each set containing three separate tie downs. Aircraft tie downs will be constructed of poured concreted with central steel loops for tie down points.
4. Repair existing T Hangar set to eliminate internal flooding of water and ice by repair to the internal drains and to install an external trench drain system to carry water to the North to prevent pooling and flooding of the interior of the hangars under the doors.
5. Construct eight-unit T-Hangar to be built on the existing and designated/mapped site. Each unit will be separated within the building and will include an aviation style door access for aircraft. Construction will include blacktop pavements to allow access to and from existing taxi ways, and may also include installation of utilities such as gas, electric, water and sewer, and internet.
6. Extend current aircraft ramp at Champagne Street new Terminal area from the existing ramp to the West to allow for aircraft parking which does not exist at this time.
7. Runway approach surveying to determine potential areas in need of clearing to protect the approaches to runways 7, 16, 25, and 34. Also to include the actual clearing of trees under the avigation rights held by the airport.
8. Purchase of a rotary broom attachment for our bi-directional tractor to be used in clearing snow from airport paved surfaces.

All interested parties are hereby invited to attend, and to express their opinions and to receive more detailed information from the Merrill Municipal Airport Commission, and staff. Any person requiring a transcript of the proceeding must obtain and furnish the same at his or her own expense. Parking for people with disabilities and an accessible entrance are available at the front doors of the Terminal. Please call the Merrill Municipal Airport at (715) 536-2024 one day in advance of the hearing to make specific accessibility requests.

Any questions please call Rich McCullough, Airport Manager at 715-536-2024.  
Dated October 8, 2019.

City of Merrill Wisconsin  
Published September 25 & October 2, 2019

BY: William N Heideman, City Clerk  
WNAXLP

**MERRILL Foto News**

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Attachment: Airport (4592 : Airport)

City of Merrill, Wisconsin  
*Capital Plan*  
 2020 thru 2029

**PROJECTS & FUNDING SOURCES BY DEPARTMENT**

Department	Project #	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
<b>Merrill Municipal Airport</b>												
Airport Snow Plow Truck	MAR-20-001	60,000										60,000
Airport T-Hangar - Champagne	MAR-20-003	300,000										300,000
Airport One-Ton Plow Truck	MAR-21-001		40,000									40,000
Airport Tractor/Mower Deck	MAR-22-001			15,000								15,000
Airport Large Mower	MAR-23-001				15,000							15,000
Champagne - FBO Hangar	MAR-23-003				750,000							750,000
Runway 7/25 Resurfacing	MAR-24-001					1,000,000						1,000,000
Champagne Terminal Taxiways	MAR-25-001						500,000					500,000
<b>Merrill Municipal Airport Total</b>		<b>360,000</b>	<b>40,000</b>	<b>15,000</b>	<b>765,000</b>	<b>1,000,000</b>	<b>500,000</b>					<b>2,680,000</b>
<i>Borrowing-10-Years (City Tax Levy)</i>		60,000	40,000	15,000	15,000	25,000						155,000
<i>Borrowing-20-Years (City Tax Levy)</i>					750,000		12,500					762,500
<i>Federal Grant</i>						975,000	487,500					1,462,500
<i>Taxable Borrowing-Revenue Supported</i>		300,000										300,000
<b>Merrill Municipal Airport Total</b>		<b>360,000</b>	<b>40,000</b>	<b>15,000</b>	<b>765,000</b>	<b>1,000,000</b>	<b>500,000</b>					<b>2,680,000</b>
<b>Grand Total</b>		<b>360,000</b>	<b>40,000</b>	<b>15,000</b>	<b>765,000</b>	<b>1,000,000</b>	<b>500,000</b>					<b>2,680,000</b>

Attachment: Airport (4592 : Airport)





Attachment: Airport (4592 : Airport)

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Attachment: Airport (4592 : Airport)

**Capital Plan**  
**City of Merrill, Wisconsin**

2020 thru 2029

**Project #** MAR-20-003  
**Project Name** Airport T-Hangar - Champagne

**Type** Improvement                      **Department** Merrill Municipal Airport  
**Useful Life** 20+ years                      **Contact** Airport Manager  
**Category** Buildings                      **Priority** 2 Important

**Description** **Total Project Cost: \$300,000**  
 Construction of new 8-unit T-hangar at Champagne Street terminal area.

**Justification**  
 Existing 10-unit T-hangar at Airport Road terminal area has been fully leased and there is waiting list for hangar rental space.

Expenditures	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
Construction/Maintenance	300,000										300,000
<b>Total</b>	<b>300,000</b>										<b>300,000</b>

Funding Sources	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
Taxable Borrowing- Revenue Supported	300,000										300,000
<b>Total</b>	<b>300,000</b>										<b>300,000</b>

**Budget Impact/Other**  
 There would be offsetting revenue from T-hangar lease that would assist supporting Merrill Airport operational expenditures.

Attachment: Airport (4592 : Airport)

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

27 -Merrill Airport Fuel  
 Aviation Fuel

	2017 ACTUAL	2018 ACTUAL	(----- 2019 -----)			(----- 2020 -----)		
			CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
<b>REVENUES</b>								
<b>Public Charges-Services</b>								
43515-46450 Jet-A Fuel Sales	28,704	30,258	33,500	25,274	30,500	33,900	400	
43515-46457 100LL Fuel Sales	38,207	52,099	55,000	29,896	53,000	55,000	0	
43515-46500 Aircraft Oil Sales Rev.	0	0	50	0	0	0	( 50)	
<b>TOTAL Public Charges-Services</b>	<b>66,911</b>	<b>82,357</b>	<b>88,550</b>	<b>55,171</b>	<b>83,500</b>	<b>88,900</b>	<b>350</b>	
43515-46457 100LL Fuel Sales								
<b>PERMANENT NOTES:</b>								
Finance Director Note: If needed, aviation fuel net profit will be transferred to balance Fund 10 (General - Airport).								
<b>Miscellaneous Revenues</b>								
43515-48500 F84 Memorial Revenue	0	900	0	0	0	0	0	
<b>TOTAL Miscellaneous Revenues</b>	<b>0</b>	<b>900</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Other Financing Sources</b>								
43515-53025 Donation - Piano	0	0	0	50	50	0	0	
43515-53027 Tax Refund-T of Merrill	0	931	0	0	0	0	0	
43515-53333 CC - Car Rentals	175	140	100	90	180	100	0	
<b>TOTAL Other Financing Sources</b>	<b>175</b>	<b>1,071</b>	<b>100</b>	<b>140</b>	<b>230</b>	<b>100</b>	<b>0</b>	
<b>TOTAL REVENUES</b>	<b>67,086</b>	<b>84,328</b>	<b>88,650</b>	<b>55,311</b>	<b>83,730</b>	<b>89,000</b>	<b>350</b>	
<b>EXPENDITURES</b>								
<b>Contractual Services</b>								
53515-02-24500 Fuel System Maintenance	2,295	1,820	2,500	2,483	2,348	2,500	0	
53515-02-25022 Telephone-Fuel Pumps	1,266	1,185	1,300	913	1,200	0	( 1,300)	
53515-02-25028 Telephone-CC Line	862	920	1,000	691	925	925	( 75)	
<b>TOTAL Contractual Services</b>	<b>4,423</b>	<b>3,925</b>	<b>4,800</b>	<b>4,087</b>	<b>4,473</b>	<b>3,425</b>	<b>( 1,375)</b>	
53515-02-2502Telephone-Fuel Pumps								
<b>PERMANENT NOTES:</b>								
In 2020, City fiber connection between fuel pumps and Champagne Terminal Building.								
<b>Special Services</b>								
53515-04-51000 Jet-A Truck Repair/Maint	0	0	1,000	0	1,000	1,000	0	
53515-04-52666 Fuel Credit Card Fees	1,739	1,915	2,000	1,579	2,000	2,000	0	
53515-04-53000 Jet-A Fuel Purchases	15,902	21,175	20,000	0	20,000	20,000	0	
53515-04-53250 100LL Fuel Purchases	58,918	48,549	60,000	26,832	60,144	60,000	0	
53515-04-53333 Rental Car - Paid via CC	530	140	200	90	180	100	( 100)	
53515-04-53477 Oil -For Aircraft Sales	0	0	150	0	150	150	0	
<b>TOTAL Special Services</b>	<b>77,089</b>	<b>71,779</b>	<b>83,350</b>	<b>28,501</b>	<b>83,474</b>	<b>83,250</b>	<b>( 100)</b>	

Attachment: Airport (4592 : Airport)

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

27 -Merrill Airport Fuel  
 Aviation Fuel

	2017	2018	2019			2020		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
<u>Fixed Charges</u>								
53515-05-11000 Transfer - Debt Service	1,580	1,625	1,625	813	1,625	1,625	0	
TOTAL Fixed Charges	1,580	1,625	1,625	813	1,625	1,625	0	
53515-05-1100 Transfer - Debt Service								
PERMANENT NOTES: Debt Service on Series 2016B borrowing of \$80,000 (for airport local match).								
<u>Capital Outlay</u>								
53515-08-57500 Airport - Equipment	2,880	0	0	0	0	0	0	
53515-08-85000 Property-Demo-Seed	987	0	0	0	0	0	0	
53515-08-85111 Property Tax-Land Acq.	0	931	0	0	0	0	0	
TOTAL Capital Outlay	3,866	931	0	0	0	0	0	
TOTAL EXPENDITURES	86,958	78,261	89,775	33,401	89,572	88,300	( 1,475)	
REVENUE OVER/ (UNDER) EXPENDITURES	( 19,873)	6,068	( 1,125)	21,910	( 5,842)	700	1,825	
FUND TOTAL REVENUES	67,086	84,328	88,650	55,311	83,730	89,000	350	
FUND TOTAL EXPENDITURES	86,958	78,261	89,775	33,401	89,572	88,300	( 1,475)	
REVENUE OVER/ (UNDER) EXPENDITURES	( 19,873)	6,068	( 1,125)	21,910	( 5,842)	700	1,825	

\*\*\* END OF REPORT \*\*\*

Attachment: Airport (4592 : Airport)

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 Health Officer

	2017	2018	(----- 2019 -----)			(----- 2020 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
<b>EXPENDITURES</b>								
<u>Personnel Services</u>								
54100-01-11000 Salaries - Regular	3,400	3,618	3,400	3,400	3,400	3,400	0	
54100-01-51000 Social Security	260	277	260	260	260	260	0	
TOTAL Personnel Services	3,660	3,895	3,660	3,660	3,660	3,660	0	
<u>Supplies &amp; Expenses</u>								
54100-03-30000 Mileage	91	172	100	0	100	100	0	
TOTAL Supplies & Expenses	91	172	100	0	100	100	0	
54100-03-3000Mileage								
PERMANENT NOTES: If rat control expense needed, it will be charged to Fund 52 (Capital) - Blight-Demo account.								
<b>TOTAL EXPENDITURES</b>	<b>3,751</b>	<b>4,066</b>	<b>3,760</b>	<b>3,660</b>	<b>3,760</b>	<b>3,760</b>	<b>0</b>	

Attachment: Health Officer (4593 : Health Officer)

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 MEC - Enrichment

	2017 ACTUAL	2018 ACTUAL	(-----) 2019 CURRENT BUDGET	(-----) 2019 Y-T-D ACTUAL	(-----) 2019 PROJECTED YEAR END	(-----) 2020 REQUESTED BUDEGT	(-----) 2020 BUDGET CHANGE	(-----) PROPOSED BUDGET
<b>REVENUES</b>								
<u>Public Charges-Services</u>								
44600-46150 Copier Rev-MEC	0	0	0	0	0	0	0	
44600-46574 MEC Activities-Fees	0	5,000	7,500	0	8,290	11,766	4,266	
44600-46750 Enrichment - Rental Rev	0	0	0	0	0	0	0	
<b>TOTAL Public Charges-Services</b>	<b>0</b>	<b>5,000</b>	<b>7,500</b>	<b>0</b>	<b>8,290</b>	<b>11,766</b>	<b>4,266</b>	
44600-46574 MEC Activities-Fees								
PERMANENT NOTES: Transfer from Fund 26 (Non-Lapsing).								
<b>TOTAL REVENUES</b>	<b>0</b>	<b>5,000</b>	<b>7,500</b>	<b>0</b>	<b>8,290</b>	<b>11,766</b>	<b>4,266</b>	
<u>EXPENDITURES</u>								
<u>Personnel Services</u>								
54600-01-11000 Salaries - Regular	44,637	47,446	49,012	35,714	49,012	51,285	2,273	
54600-01-21000 Wages - Perm - Regular	39,432	45,925	49,396	35,768	49,395	50,423	1,027	
54600-01-22000 Overtime	60	0	0	0	0	0	0	
54600-01-51000 Social Security	5,899	6,443	7,528	6,731	7,625	7,779	251	
54600-01-52000 Retirement (WRS)	5,141	5,388	5,386	3,901	5,300	5,616	230	
54600-01-54000 Health Insurance	16,027	17,267	18,000	13,997	17,989	19,050	1,050	
54600-01-55000 Life Insurance	491	605	597	350	471	464	(133)	
<b>TOTAL Personnel Services</b>	<b>111,687</b>	<b>123,074</b>	<b>129,919</b>	<b>96,462</b>	<b>129,792</b>	<b>134,617</b>	<b>4,698</b>	
54600-01-1100Salaries - Regular								
PERMANENT NOTES: Director at 80% position (32 hours/week).								
54600-01-2100Wages - Perm - Regular								
PERMANENT NOTES: One position at 80% (32 hours/week)and one position at 57.5% (23 hours/week).								
<u>Contractual Services</u>								
54600-02-25000 Telephone	365	492	500	423	500	500	0	
<b>TOTAL Contractual Services</b>	<b>365</b>	<b>492</b>	<b>500</b>	<b>423</b>	<b>500</b>	<b>500</b>	<b>0</b>	
<u>Supplies &amp; Expenses</u>								
54600-03-10000 Office Supplies	196	655	750	571	750	500	(250)	
54600-03-11000 Postage	90	5	100	53	100	100	0	
54600-03-13000 Copier/Printer	513	907	500	60	500	500	0	
54600-03-19000 MEC-CC Fees	37	313	225	285	325	325	100	
54600-03-30000 Mileage	116	45	125	41	100	100	(25)	
54600-03-32000 Education & Conference	10	0	500	0	250	250	(250)	

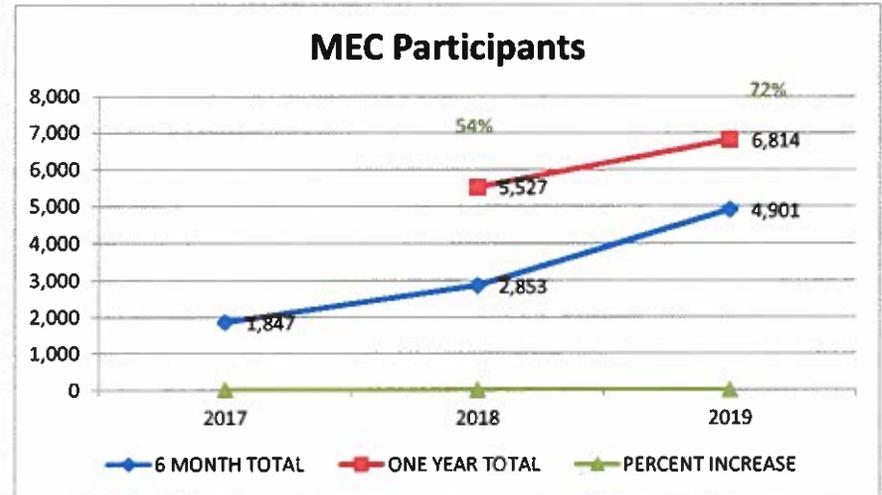
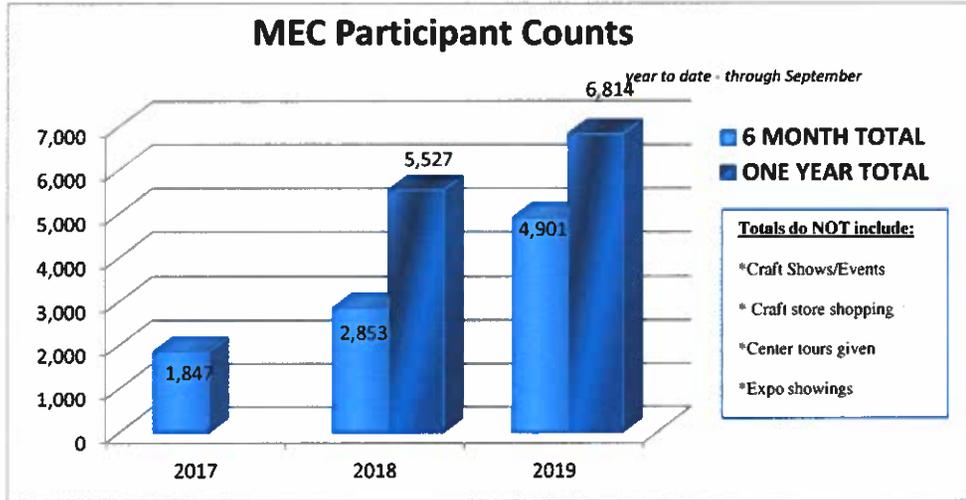
CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 MEC - Enrichment

	2019			2020				
	2017 ACTUAL	2018 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
54600-03-40000 Operating Supplies	2,686	2,046	1,507	1,197	1,500	1,500	( 7)	
TOTAL Supplies & Expenses	3,648	3,971	3,707	2,208	3,525	3,275	( 432)	
<u>Technology</u>								
54600-15-91000 Computer Equipment	0	0	0	1,099	1,099	0	0	
TOTAL Technology	0	0	0	1,099	1,099	0	0	
<b>TOTAL EXPENDITURES</b>	115,700	127,536	134,126	100,191	134,916	138,392	4,266	
<b>REVENUE OVER/ (UNDER) EXPENDITURES</b>	( 115,700)	( 122,536)	( 126,626)	( 100,191)	( 126,626)	( 126,626)	0	

Attachment: Merrill Enrichment Center (4594 : Merrill Enrichment Center)

City of Merrill - Enrichment Center Participants



**Opportunities:** Continue to grow programming based on demand  
**Current Challenges:** Staffing not adequate to continue to grow programming

Blurred line between Expo and MEC  
 MEC staff is involved in many aspects of managing rentals

Community Partnerships	
Housing Authority	ADRC
UW Extension	MAC House
MAPS	Local Churches – holiday outreach
Optimists	Ascension
Merrill Chamber	HAVEN
Crime Stoppers	NAMI Northwoods
Blood Drive	Alzheimer's Association
Kings Veterans Home	Eagles Club
Pine Crest	Bell Tower

PARTICIPANTS	2017	2018	2019
6 MONTH TOTAL	1,847	2,853	4,901
ONE YEAR TOTAL	-	5,527	6,814 *through September
MONTHLY AVERAGE	308	461	568
PERCENT INCREASE	-	54%	72% *through September

Attachment: Merrill Enrichment Center (4594 : Merrill Enrichment Center)

**Memo to: Dan Leydet, Lincoln County Finance Director**  
**From: Stacy D. Stevens, T.B. Scott Free Library Director**  
**Re: 2020 Budget Request**  
**Date: \_\_\_\_\_**

**T.B. Scott Library**

**2020 BUDGET REQUEST**

<b>Personnel Services</b>	<b>758,230</b>
<b>Contractual Service</b>	<b>49,000</b>
<b>Supplies and Expenses</b>	<b>45,650</b>
<b>Fixed Charges (Insurance)</b>	<b>9,400</b>
<b>Print Media—Library</b>	<b>51,000</b>
<b>Nonprint Media—Library</b>	<b>17,855</b>
<b>Technology</b>	<b>46,315</b>
<b>Special Major Projects</b>	<b>-0-</b>
<b>Subtotal</b>	<b>977,450 (0.12%)</b>
<b>Est. misc. income (turned over to City)</b>	<b>-13,500</b>
	<hr/>
	<b>TOTAL</b>
	<b>\$963,950</b>

<b>COUNTY REQUEST</b>	<b>\$449,305</b>
<b>CITY OF MERRILL REQUEST</b>	<b>\$514,645</b>

**Due to fiscal challenges at both municipal and county levels, the T.B. Scott Free Library Board approved a 2020 budget that reflects an increase of 0.38% from 2019 budget.**

- Circulation to Lincoln County Residents in 2018 -46.27%**
- Circulation to Lincoln County Residents in 2017 -46.79%**
- Circulation to Lincoln County Residents in 2016 - 45.25%**
- Circulation to Lincoln County Residents in 2015 - 46.7%**
- Circulation to Lincoln County Residents in 2014 - 45.8%**
- Circulation to Lincoln County Residents in 2013 - 43.7%**

**This budget request has been approved by the Library Board of Trustees 7/17/2019 and the City of Merrill Personnel and Finance Committee**

\_\_\_\_\_.

Attachment: Library (4595 : Library)

## 2020 BUDGET-PRELIMINARY WORKSHEET

Account	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Budget	2020 Budget	Inc./(Dec.)
<b>TOTAL PERSONNEL SERVICES</b>	<b>729,299.38</b>	<b>709,088.34</b>	<b>714,419.57</b>	<b>725,380.05</b>	<b>370,123.70</b>	<b>735,780.00</b>	<b>758,230.00</b>	<b>3.05%</b>
02-15000- Contract Services	70.00	105.00	402.50	65.00	-	-	-	
02-15500- Snow Removal	673.93	296.53	464.91	662.38	662.38	600.00	600.00	
02-16000- Elevator Contract	2,552.60	2,721.97	2,763.36	2,901.25	2,992.15	2,800.00	3,000.00	
02-16250- HVAC Service Contract	-	-	-	-	-	-	-	
02-16500- Fire/Security System	1,896.10	2,815.60	1,530.35	2,280.22	107.00	2,000.00	2,000.00	
02-21000- Water	1,471.97	1,639.33	1,953.74	1,504.86	785.26	1,900.00	2,000.00	
02-22000- Electric	28,471.23	26,880.38	28,611.06	24,721.59	9,476.40	25,000.00	25,500.00	
02-22500- Fuel	8,478.80	6,117.24	8,075.92	7,709.70	5,822.65	8,500.00	8,500.00	
02-23100- Janitorial Services	-	-	-	-	-	-	-	
02-23250- Facility Cleaning Service	5,499.01	5,001.14	838.51	5,476.62	404.10	5,000.00	5,000.00	
02-23500- Misc. Facility/Equipment S	4,562.94	164.24	-	-	-	-	-	
02-25000- Telephone	941.39	1,296.14	1,523.53	1,606.56	732.34	1,400.00	1,400.00	
02-26000- Office Equipment Service	1,242.00	772.00	210.00	150.00	240.00	1,000.00	1,000.00	
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>55,859.97</b>	<b>47,809.57</b>	<b>46,373.88</b>	<b>47,078.18</b>	<b>21,222.28</b>	<b>48,200.00</b>	<b>49,000.00</b>	<b>1.66%</b>
05-10000- Insurance	7,939.00	9,704.00	9,784.00	9,460.00	1,830.00	9,400.00	9,400.00	0.00%
15-31000- Computer Supplies	3,069.05	2,030.56	3,079.47	1,656.45	379.26	3,000.00	3,000.00	
15-32750 T1/Inet Access	4,530.00	4,570.00	4,798.00	3,730.00	3,730.00	3,730.00	3,730.00	
15-32900- Charter Fiber-VOIP	3,095.76	6,480.00	6,480.00	6,480.00	3,240.00	6,480.00	3,700.00	
15-40000- Computer/Network Maint.	9,000.00	9,000.00	9,000.00	9,000.00	4,500.00	9,000.00	9,000.00	
15-42500- Computer Equip.	7,402.00	12,964.01	16,805.83	8,506.60	5,925.76	10,000.00	7,920.00	
15-47500- Software/Upgrades	2,336.67	1,697.75	1,971.13	1,410.74	99.50	1,332.45	1,125.00	
15-70000- V-CAT Shared Automator	15,119.04	16,996.80	16,481.39	17,134.11	17,206.15	17,255.00	16,840.00	
15-71000- Computer Contingency	5,012.13	14,687.88	6,144.00	7,306.75	-	6,000.00	1,000.00	

Attachment: Library (4595 : Library)

T.B. Scott Free Library  
 2020 BUDGET-PRELIMINARY WORKSHEET

07/18/2019

3.5.a

Account	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Budget	2020 Budget	Inc./(Dec.)
<b>TOTAL TECHNOLOGY</b>	<b>49,564.65</b>	<b>68,427.00</b>	<b>64,759.82</b>	<b>55,224.65</b>	<b>35,080.67</b>	<b>56,797.45</b>	<b>46,315.00</b>	<b>18.46%</b>
03-10000- Office	2,741.31	2,845.98	1,315.55	1,421.96	776.60	1,500.00	1,500.00	
03-10500- Library Supplies	9,192.27	9,749.54	6,606.29	7,812.43	3,742.44	6,500.00	6,500.00	
03-11000- Postage	1,827.74	2,069.50	2,089.94	1,810.93	879.86	2,500.00	2,000.00	
03-13000- Printing	228.50	678.00	410.94	-	-	500.00	500.00	
03-21000- Memberships	50.00	250.00	250.00	250.00	200.00	250.00	250.00	
03-30500- Mileage	835.43	1,294.49	1,639.94	1,272.77	553.39	1,600.00	1,600.00	
03-31000- Petty Cash	-	7.95	-	(75.00)	(10.00)		-	
03-32000- Education/In Service	1,517.15	3,089.55	1,483.93	3,282.74	1,559.72	2,000.00	2,000.00	
03-41000- Publicity	2,618.31	3,082.84	2,565.00	2,993.23	257.50	2,500.00	2,500.00	
03-41250- Programming-Adult	504.05	3,005.79	3,122.84	3,299.86	1,921.69	5,000.00	10,000.00	
03-41500- Programming-YS	1,452.03	2,055.68	2,632.04	2,477.77	1,179.62	5,000.00	7,500.00	
03-41750- Hospitality	517.23	226.88	394.97	134.40	139.98	300.00	300.00	
03-44000- Janitorial	4,290.23	4,373.33	4,574.12	6,351.06	2,639.83	3,800.00	4,000.00	
03-50000- M/R-General	5,799.20	8,814.57	7,768.81	8,780.96	721.77	5,980.00	6,000.00	
03-50275- M/R Contingency	12,431.94	9,678.55	33,773.66	22,500.49	6,466.89	16,375.00	1,000.00	
03-50750- M/R Equipment	444.49	329.94	-	-	-			
<b>TOTAL SUPPLIES</b>	<b>44,449.88</b>	<b>51,552.59</b>	<b>68,628.03</b>	<b>62,313.60</b>	<b>21,029.29</b>	<b>53,805.00</b>	<b>45,650.00</b>	<b>15.16%</b>
13-10000- Adult Fiction	10,001.13	10,166.01	11,709.31	10,018.33	5,839.56	9,700.00	9,700.00	
13-10100- Adult NonFiction	11,326.01	10,649.11	9,519.66	11,056.80	4,788.34	10,150.00	10,150.00	
13-10200- Adult Paperbacks	1,488.36	1,077.34	743.42	565.31	110.95	900.00	750.00	
13-10300- Adult Reference	1,233.61	1,017.62	1,610.37	976.39	496.94	500.00	500.00	
13-10400- Large Print	4,560.66	4,231.30	4,230.65	4,285.67	2,052.37	4,300.00	4,300.00	
13-20000- YS Books	14,684.18	17,772.41	11,990.78	15,642.82	7,036.89	16,500.00	16,500.00	
13-20100- Young Adult Bks	2,860.38	1,759.43	2,554.25	2,487.83	775.07	2,600.00	2,600.00	

Attachment: Library (4595 : Library)

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 Library

	2017 ACTUAL	2018 ACTUAL	(----- 2019 -----)	(----- 2020 -----)				
			CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	BUDGET CHANGE	PROPOSED BUDGET
<b>REVENUES</b>								
<u>Intergovernmental</u>								
45110-43215 Federal Grants	0	0	0	1,319	0	0	0	
45110-43514 State of WI Grants	0	0	0	508	0	0	0	
45110-43790 County Library Aid	448,400	448,400	449,305	449,305	449,305	449,305	0	
<b>TOTAL Intergovernmental</b>	<b>448,400</b>	<b>448,400</b>	<b>449,305</b>	<b>451,132</b>	<b>449,305</b>	<b>449,305</b>	<b>0</b>	
<u>Public Charges-Services</u>								
45110-46710 Library Revenue	15,009	13,126	16,000	9,976	13,500	13,500	( 2,500)	
<b>TOTAL Public Charges-Services</b>	<b>15,009</b>	<b>13,126</b>	<b>16,000</b>	<b>9,976</b>	<b>13,500</b>	<b>13,500</b>	<b>( 2,500)</b>	
<u>Miscellaneous Revenues</u>								
45110-48400 Library Endowment Reimb.	1,565	3,185	0	983	0	0	0	
45110-48450 Insurance Reimbursement	0	0	0	20,914	0	0	0	
45110-48455 Friends of Lib. Reimb.	3,469	3,750	0	2,318	0	0	0	
45110-48475 Library Programs Revenue	1,688	2,566	0	2,097	0	0	0	
45110-48500 Grant - Mead Witter	0	0	0	0	0	0	0	
45110-48525 Grant - Community Liaison	0	0	0	0	0	0	0	
45110-48555 Grant - WVLS System Aid	0	133	0	83	0	0	0	
45110-48750 Grant - Walmart	0	0	0	0	0	0	0	
45110-48999 Focus on Energy Grants	0	8,089	0	0	0	0	0	
<b>TOTAL Miscellaneous Revenues</b>	<b>6,722</b>	<b>17,722</b>	<b>0</b>	<b>26,394</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL REVENUES</b>	<b>470,131</b>	<b>479,248</b>	<b>465,305</b>	<b>487,502</b>	<b>462,805</b>	<b>462,805</b>	<b>( 2,500)</b>	
<u>EXPENDITURES</u>								
<u>Personnel Services</u>								
55110-01-11000 Salaries - Regular	172,412	171,222	179,226	131,226	179,226	182,829	3,603	
55110-01-21000 Wages - Perm - Regular	356,003	365,507	364,135	269,346	364,135	387,277	23,142	
55110-01-22000 Overtime	249	303	0	113	250	0	0	
55110-01-23000 Longevity	1,008	1,008	0	0	0	0	0	
55110-01-51000 Social Security	38,601	39,129	41,567	30,077	41,567	43,613	2,046	
55110-01-52000 Retirement (WRS)	32,234	32,216	30,583	23,684	30,583	34,231	3,648	
55110-01-52500 Prior Service-Debt Serv.	3,388	3,308	3,268	3,268	3,268	3,550	282	
55110-01-54000 Health Insurance	106,937	109,150	113,802	75,229	102,500	103,636	( 10,166)	
55110-01-55000 Life Insurance	3,587	3,537	3,199	2,266	3,199	3,094	( 105)	
<b>TOTAL Personnel Services</b>	<b>714,420</b>	<b>725,380</b>	<b>735,780</b>	<b>535,208</b>	<b>724,728</b>	<b>758,230</b>	<b>22,450</b>	

55110-01-1100Salaries - Regular

PERMANENT NOTES:  
 Salaried include Library Director, Assistant Library  
 Director, and a Department Head.

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 Library

	2017 ACTUAL	2018 ACTUAL	(-----) 2019 CURRENT BUDGET	(-----) 2019 Y-T-D ACTUAL	(-----) 2019 PROJECTED YEAR END	(-----) 2020 REQUESTED BUDEGT	(-----) 2020 BUDGET CHANGE	(-----) 2020 PROPOSED BUDGET
<b>Contractual Services</b>								
55110-02-15000 Contract Services	403	65	0	0	0	0	0	
55110-02-15500 Snow Removal Services	465	662	600	662	662	600	0	
55110-02-16000 Elevator Contract/Inspect	2,763	2,901	2,800	2,992	2,992	3,000	200	
55110-02-16250 HVAC Service	0	0	0	0	0	0	0	
55110-02-16500 Fire/Security System Cont	1,530	2,280	2,000	194	2,000	2,000	0	
55110-02-21000 Water and Sewer	1,954	1,505	1,900	1,121	1,900	2,000	100	
55110-02-22000 Electric	28,611	24,722	25,000	15,420	25,000	25,500	500	
55110-02-22500 Fuel - Natural Gas	8,076	7,710	8,500	5,961	8,500	8,500	0	
55110-02-23100 Janitorial Services Contr	0	0	0	0	0	0	0	
55110-02-23250 Facility Cleaning Service	839	5,477	5,000	610	5,000	5,000	0	
55110-02-23500 Misc Facility/Equip Servi	0	0	0	0	0	0	0	
55110-02-25000 Telephone	1,524	1,607	1,400	1,290	1,500	1,400	0	
55110-02-26000 Office Equipment Service	210	150	1,000	240	1,000	1,000	0	
<b>TOTAL Contractual Services</b>	<b>46,374</b>	<b>47,078</b>	<b>48,200</b>	<b>28,490</b>	<b>48,554</b>	<b>49,000</b>	<b>800</b>	
<b>Supplies &amp; Expenses</b>								
55110-03-10000 Office Supplies	1,316	1,422	1,500	1,181	1,500	1,500	0	
55110-03-10500 Library Supplies	6,606	7,812	6,500	5,422	7,500	6,500	0	
55110-03-11000 Postage	2,090	1,811	2,500	1,389	2,500	2,000	( 500)	
55110-03-13000 Copier/Printing	411	0	500	0	2,500	500	0	
55110-03-21000 Membership Dues	250	250	250	200	250	250	0	
55110-03-30500 Mileage	1,640	1,273	1,600	731	1,600	1,600	0	
55110-03-31000 Misc. - Petty Cash	0	( 75)	0	( 25)	0	0	0	
55110-03-31001 Misc Rev-Petty Cash	0	0	0	0	0	0	0	
55110-03-32000 Education & Conference	1,484	3,283	2,000	1,955	2,000	2,000	0	
55110-03-32001 Misc Rev - Educ & Conf	0	348	0	308	0	0	0	
55110-03-41000 Public Relations/Publicit	2,565	2,993	2,500	1,161	2,500	2,500	0	
55110-03-41001 Misc Rev - Publicity	1,951	1,870	0	964	0	0	0	
55110-03-41250 Programming - Adult	3,123	3,300	5,000	2,547	5,000	10,000	5,000	
55110-03-41251 Misc Rev-Programming Adul	479	693	0	2,051	0	0	0	
55110-03-41500 Progammng - Youth	2,632	2,478	5,000	3,020	5,000	7,500	2,500	
55110-03-41501 Misc Rev-Programming-Yout	4,933	9,059	0	7,143	0	0	0	
55110-03-41750 Hospitality	395	134	300	264	300	300	0	
55110-03-41751 Misc Rev-Hospitality	0	0	0	0	0	0	0	
55110-03-44000 Janitor Supplies	4,574	6,351	3,800	3,098	3,800	4,000	200	
55110-03-50000 M/R-General Repair/Maint.	7,769	8,781	5,980	2,103	5,980	6,000	20	
55110-03-50001 Mis Rev-M/R General/Cont	0	0	0	0	0	0	0	
55110-03-50275 M/R - Contingency	33,774	22,500	16,375	9,317	16,375	1,000	( 15,375)	
55110-03-50750 M/R- Equipment Maint.	0	0	0	0	0	0	0	
<b>TOTAL Supplies &amp; Expenses</b>	<b>75,991</b>	<b>74,283</b>	<b>53,805</b>	<b>42,830</b>	<b>56,805</b>	<b>45,650</b>	<b>( 8,155)</b>	

Attachment: Library (4595 : Library)

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 Library

	2017 ACTUAL	2018 ACTUAL	2019			2020		PROPOSED
			CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	BUDGET
<b>Fixed Charges</b>								
55110-05-10000 Ins.-Property, Liability,	9,784	9,460	9,400	9,781	9,400	9,400	0	
<b>TOTAL Fixed Charges</b>	<b>9,784</b>	<b>9,460</b>	<b>9,400</b>	<b>9,781</b>	<b>9,400</b>	<b>9,400</b>	<b>0</b>	
<b>Capital Outlay</b>								
55110-08-50000 Special/Major Projects	31	0	0	4,979	0	0	0	
55110-08-50001 Misc Rev-Special/Major Pr	0	0	0	6,996	0	0	0	
55110-08-50500 Capital Equipment/Outlay	0	0	0	0	0	0	0	
55110-08-50501 Misc Rev-Capital Equip/Ou	95	7,000	0	0	0	0	0	
55110-08-57500 Property Damages	0	0	0	37,195	0	0	0	
<b>TOTAL Capital Outlay</b>	<b>126</b>	<b>7,000</b>	<b>0</b>	<b>49,170</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Print Media - Library</b>								
55110-13-10000 Adult Dept Fiction	11,709	10,018	9,700	9,265	9,700	9,700	0	
55110-13-10100 Adult Dept Non-Fiction	9,520	11,057	10,150	8,508	10,150	10,150	0	
55110-13-10200 Adult Dept Paperbacks	743	565	900	349	900	750 ( 150)		
55110-13-10300 Adult Dept Reference	1,610	976	500	1,267	500	500	0	
55110-13-10400 Adult Dept Large Print	4,231	4,286	4,300	4,583	4,300	4,300	0	
55110-13-20000 Youth Children's Books	11,991	15,643	16,500	9,040	16,500	16,500	0	
55110-13-20100 Young Adult Books	2,554	2,488	2,600	1,233	2,600	2,600	0	
55110-13-20200 Youth Services Reference	0	999	0	0	0	0	0	
55110-13-30000 Standing Orders	412	217	800	0	800	0 ( 800)		
55110-13-40000 Professional Books	0	0	0	0	0	0	0	
55110-13-50000 Magazines/Periodicals	6,984	5,856	6,500	929	6,500	6,500	0	
55110-13-60000 Pamphlets	0	0	0	0	0	0	0	
55110-13-75000 Misc Rev-Grant Print	0	0	0	0	0	0	0	
<b>TOTAL Print Media - Library</b>	<b>49,754</b>	<b>52,106</b>	<b>51,950</b>	<b>35,175</b>	<b>51,950</b>	<b>51,000 ( 950)</b>		
<b>Non-Print Media-Library</b>								
55110-14-10000 Adult Dept Audio Books	0	0	0	0	0	0	0	
55110-14-10100 Adult Dept Books on CD	3,388	3,691	3,800	1,924	3,800	3,000 ( 800)		
55110-14-10200 Adult Dept CDs	1,685	1,281	1,000	402	1,000	900 ( 100)		
55110-14-10300 Adult Dept CD-ROMs Circ.	0	0	0	0	0	0	0	
55110-14-10301 Misc Rev-Adult Software	0	0	0	0	0	0	0	
55110-14-10400 Adult Dept DVDs	3,726	4,356	3,750	1,404	3,750	3,500 ( 250)		
55110-14-10500 Adult Dept Videos	0	0	0	0	0	0	0	
55110-14-20000 Youth Audiobooks & CDs	1,362	2,843	1,800	969	1,800	1,800	0	
55110-14-20100 Youth Videos, DVDs & CD-R	1,422	1,411	1,300	1,103	1,300	1,300	0	
55110-14-30000 Microfilm	0	0	0	0	0	0	0	
55110-14-40000 Learning Games/Story Boxe	881	896	500	509	500	500	0	
55110-14-45000 Ebooks/Digital Content	8,229	6,045	8,177	6,095	8,177	6,855 ( 1,322)		
55110-14-45001 Misc Rev-Ebooks/Digital	0	0	0	0	0	0	0	
55110-14-45900 Misc Rev-Grant Non-Print	0	0	0	0	0	0	0	
<b>TOTAL Non-Print Media-Library</b>	<b>20,693</b>	<b>20,524</b>	<b>20,327</b>	<b>12,405</b>	<b>20,327</b>	<b>17,855 ( 2,472)</b>		

Attachment: Library (4595 : Library)

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 Library

	2019				2020			
	2017	2018	CURRENT	Y-T-D	PROJECTED	REQUESTED	BUDGET	PROPOSED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDEGT	CHANGE	BUDGET
<b>Technology</b>								
55110-15-31000 Computer Supplies	3,079	1,656	3,000	872	3,000	3,000	0	
55110-15-32750 Tl/Internet Access	4,798	3,730	3,730	3,730	3,750	3,730	0	
55110-15-32900 Charter Fiber-VOIP	6,480	6,480	6,480	4,860	6,480	3,700	( 2,780)	
55110-15-40000 Computer/Network Maintena	9,000	9,000	9,000	4,500	9,000	9,000	0	
55110-15-42500 Computer Equipment	16,806	8,507	10,000	9,646	10,000	7,920	( 2,080)	
55110-15-47500 Software/Upgrades	1,971	1,411	1,332	763	1,332	1,125	( 207)	
55110-15-70000 V-Cat Shared Automation	16,481	17,134	17,255	17,206	17,206	16,840	( 415)	
55110-15-71000 Computer Contingency	6,144	7,307	6,000	0	6,000	1,000	( 5,000)	
<b>TOTAL Technology</b>	<b>64,760</b>	<b>55,225</b>	<b>56,797</b>	<b>41,576</b>	<b>56,768</b>	<b>46,315</b>	<b>( 10,482)</b>	
<b>TOTAL EXPENDITURES</b>	<b>981,902</b>	<b>991,055</b>	<b>976,259</b>	<b>754,635</b>	<b>968,532</b>	<b>977,450</b>	<b>1,191</b>	
<b>REVENUE OVER/(UNDER) EXPENDITURES</b>	<b>( 511,771)</b>	<b>( 511,807)</b>	<b>( 510,954)</b>	<b>( 267,133)</b>	<b>( 505,727)</b>	<b>( 514,645)</b>	<b>( 3,691)</b>	

Attachment: Library (4595 : Library)

City of Merrill, Wisconsin  
*Capital Plan*  
 2020 thru 2029

**PROJECTS & FUNDING SOURCES BY DEPARTMENT**

Department	Project #	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
<b>Library</b>												
Library Roofs - Replacement	LIB-20-003	75,000										75,000
Boiler Replacement	LIB-21-001		70,000									70,000
Parking Lot Replacement	LIB-21-005		40,000									40,000
Humidifier Replacements	LIB-22-002			30,000								30,000
Carpet Replacement	LIB-24-001		25,000	25,000	25,000							75,000
	<b>Library Total</b>	<b>75,000</b>	<b>135,000</b>	<b>55,000</b>	<b>25,000</b>							<b>290,000</b>
<b>Borrowing-20-Years (City Tax Levy)</b>		75,000	120,000	55,000	25,000							275,000
<b>Library Endowment Fund</b>			15,000									15,000
	<b>Library Total</b>	<b>75,000</b>	<b>135,000</b>	<b>55,000</b>	<b>25,000</b>							<b>290,000</b>
<b>Grand Total</b>		<b>75,000</b>	<b>135,000</b>	<b>55,000</b>	<b>25,000</b>							<b>290,000</b>

Attachment: Library (4595 : Library)

Capital Plan

2020 thru 2029

City of Merrill, Wisconsin

Project # **LIB-20-003**  
 Project Name **Library Roofs - Replacement**

Type Improvement Department Library  
 Useful Life 20 years Contact Maintenance Manager  
 Category T.B. Scott Library Priority 1 Critical

**Description** **Total Project Cost: \$75,000**

Replace west upper level flat roof.  
 Replace west lower level flat roof.  
 Replace east upper level flat roof.

**Justification**

Rock ballast roof has reached the end of life cycle and should be replaced prior to damage to the building. Most flashings around roof penetrations are showing signs of failure and will cause leaks.  
 Upper west level roof has had patches the past three years due to leaks.

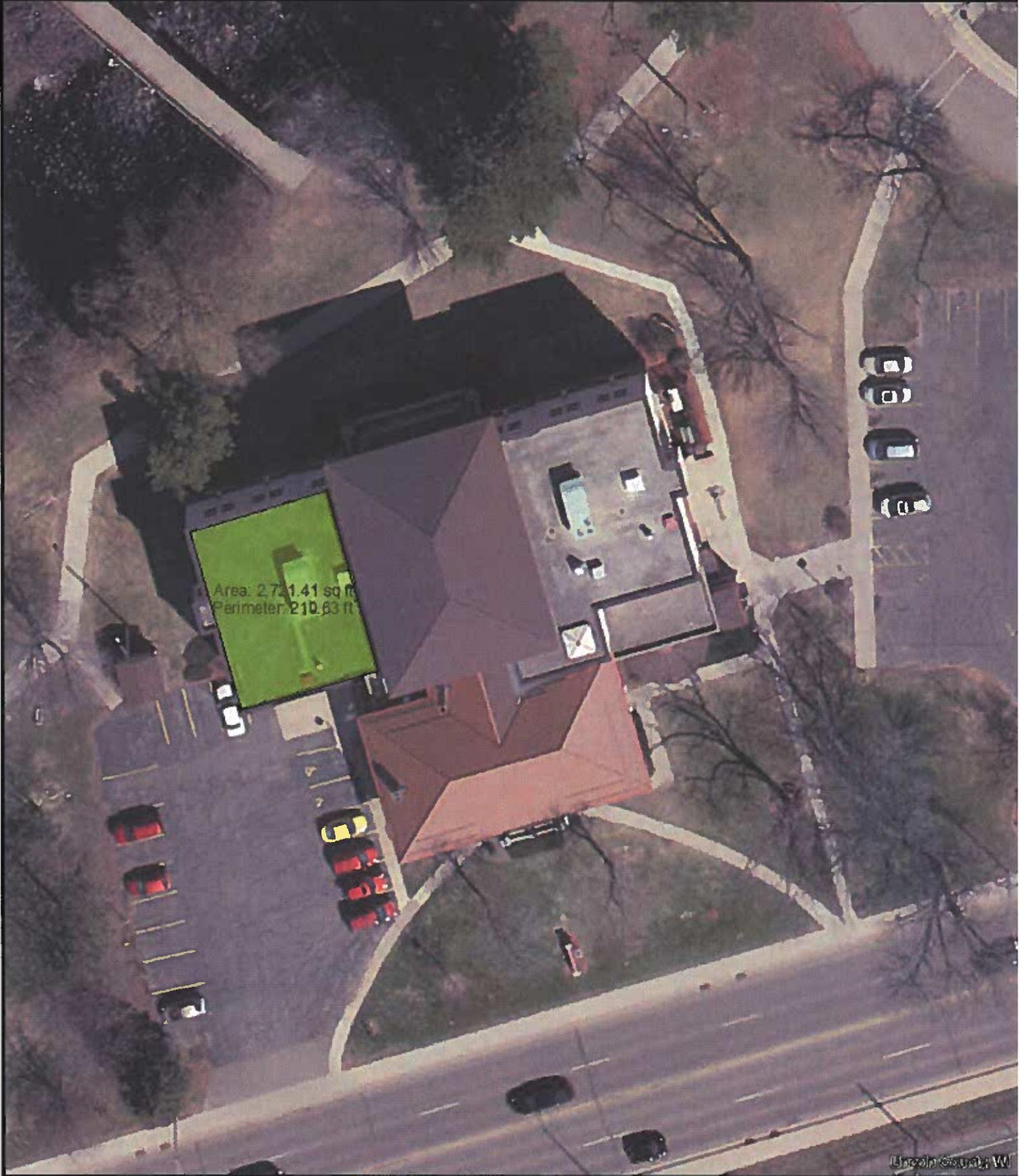
Expenditures	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
Construction/Maintenance	75,000										75,000
<b>Total</b>	<b>75,000</b>										<b>75,000</b>

Funding Sources	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
Borrowing-20-Years (City Tax Levy)	75,000										75,000
<b>Total</b>	<b>75,000</b>										<b>75,000</b>

**Budget Impact/Other**

Attachment: Library (4595 : Library)

# Lincoln County Public Access Land Records Viewer



Attachment: Library (4595 : Library)

Author: Public  
Date Printed: 5/17/2019



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# Lincoln County Public Access Land Records Viewer



Area: 256.10 sq ft  
 Perimeter: 243.28 ft

Attachment: Library (4595 : Library)

Author: Public  
 Date Printed: 5/17/2019



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# Lincoln County Public Access Land Records Viewer



Attachment: Library (4595 : Library)

Author: Public  
Date Printed: 5/17/2019



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**Capital Plan**  
**City of Merrill, Wisconsin**

2020 thru 2029

**Project #** LIB-21-005  
**Project Name** Parking Lot Replacement

**Type** Improvement                      **Department** Library  
**Useful Life** 20+ years                      **Contact** Library Director  
**Category** T.B. Scott Library                      **Priority** 2 Important

**Description** **Total Project Cost: \$65,000**  
 Removal and replacement of asphalt pavement in parking lots. Also, install curb and gutter.  
 Staff lot in 2017  
 Public lot in about 2021

**Justification**  
 Asphalt paving has increasing cracks and pot holes - reaching maximum lifespan.  
 Replacement needed for safety of employees and public users. Curb and gutter will assist with stormwater drainage.

Prior	Expenditures	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
25,000	Construction - Parking Lot		40,000									40,000
<b>Total</b>	<b>Total</b>		<b>40,000</b>									<b>40,000</b>

Prior	Funding Sources	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
25,000	Borrowing-20-Years (City Tax Levy)		25,000									25,000
<b>Total</b>	<b>Total</b>		<b>40,000</b>									<b>40,000</b>

**Budget Impact/Other**

Attachment: Library (4595 : Library)

**Capital Plan**  
**City of Merrill, Wisconsin**

2020 thru 2029

**Project #** LIB-22-002  
**Project Name** Humidifier Replacements

**Type** Equipment                      **Department** Library  
**Useful Life** 20 years                      **Contact** Maintenance Manager  
**Category** Equipment: Miscellaneous                      **Priority** 2 Important

**Description** **Total Project Cost: \$30,000**  
 Replace existing humidifiers with new models, piping, and controls.

**Justification**  
 Existing equipment (from 2001) reaching maximum life cycle.

Expenditures	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
Equipment			30,000								30,000
<b>Total</b>			<b>30,000</b>								<b>30,000</b>

Funding Sources	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
Borrowing-20-Years (City Tax Levy)			30,000								30,000
<b>Total</b>			<b>30,000</b>								<b>30,000</b>

**Budget Impact/Other**

Attachment: Library (4595 : Library)

# Capital Plan City of Merrill, Wisconsin

2020 thru 2029

<b>Project #</b>	<b>LIB-24-001</b>
<b>Project Name</b>	<b>Carpet Replacement</b>

<b>Type</b>	Improvement	<b>Department</b>	Library
<b>Useful Life</b>	15 years	<b>Contact</b>	Library Director
<b>Category</b>	T.B. Scott Library	<b>Priority</b>	5 Future Consideration

<b>Description</b>	<b>Total Project Cost: \$75,000</b>
Beginning of multi-year program for replacement of 2001 carpet. Preliminary plan is one-floor per year.	

<b>Justification</b>
Carpeting was installed in 2001 and reaching maximum lifespan.

Expenditures	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
Other		25,000	25,000	25,000							75,000
<b>Total</b>		<b>25,000</b>	<b>25,000</b>	<b>25,000</b>							<b>75,000</b>

Funding Sources	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
Borrowing-20-Years (City Tax Levy)		25,000	25,000	25,000							75,000
<b>Total</b>		<b>25,000</b>	<b>25,000</b>	<b>25,000</b>							<b>75,000</b>

<b>Budget Impact/Other</b>

Attachment: Library (4595 : Library)

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 Common Council

	2017	2018	2019			2020			
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET	
<b>EXPENDITURES</b>									
<u>Personnel Services</u>									
51110-01-11000 Salaries - Regular	27,121	26,996	28,500	19,578	28,000	27,500	( 1,000)		
51110-01-25000 Wages - Temp - Regular	4,050	2,610	3,500	90	3,250	3,250	( 250)		
51110-01-51000 Social Security	2,084	2,065	2,200	1,498	2,150	2,150	( 50)		
TOTAL Personnel Services	33,255	31,672	34,200	21,165	33,400	32,900	( 1,300)		
51110-01-1100Salaries - Regular			PERMANENT NOTES: 25% of three Alderpersons allocated to Water & Sewer Funds.						
<u>Contractual Services</u>									
51110-02-15000 Ordinance - Muni Code	2,174	5,041	4,000	1,354	4,000	4,000	0		
51110-02-16000 Strategic Planning	160	681	890	44	890	876	( 14)		
TOTAL Contractual Services	2,334	5,722	4,890	1,398	4,890	4,876	( 14)		
<u>Supplies &amp; Expenses</u>									
51110-03-20000 Publish Legal Notices	7,492	5,772	8,000	3,300	6,000	4,000	( 4,000)		
51110-03-21000 Membership Dues	1,903	1,913	2,035	2,035	2,035	1,999	( 36)		
51110-03-32000 Education & Conference	106	105	250	0	250	250	0		
51110-03-40000 Operating Supplies	372	1,140	900	52	900	900	0		
TOTAL Supplies & Expenses	9,873	8,930	11,185	5,387	9,185	7,149	( 4,036)		
51110-03-2000Publish Legal Notices			PERMANENT NOTES: Legal notices and publication of Council proceedings. Some ordinance may be published by synopsis only.						
51110-03-2000Publish Legal Notices			CURRENT YEAR NOTES: For 2020, projecting some City website legals only instead of all through newspaper notices.						
51110-03-2100Membership Dues			PERMANENT NOTES: League of Wisconsin Municipalities						
<b>TOTAL EXPENDITURES</b>	<b>45,462</b>	<b>46,324</b>	<b>50,275</b>	<b>27,950</b>	<b>47,475</b>	<b>44,925</b>	<b>( 5,350)</b>		

Attachment: Common Council (4596 : Common Council)

### City of Merrill Elected Officials - Part-Time

#### Current Annual Compensation - Established by City Ordinance

	Current Ordinance No.	Adopted	Amount		Pay Period Amount*
Compensation for the following elected officials has been set for entire term of office:					
Council President	2014-16	05/13/14	\$3,719.90	Plus various per-meeting payments.	\$143.07
Alderspersons	2003-22	12/09/03	\$3,459.90	Plus various per-meeting payments	\$133.07

**\*City payroll is every other Friday via electronic deposit - total of 26 pay periods annually.**

Attachment: Common Council (4596 : Common Council)

	Population	Mayor/Village President FT or PT	Mayor/Village President Compensation	Aldersperson/Village Board Compensation	City Administrator	City Administrator Compensation Range
City of Merrill	9,646	Part-Time	\$16,200	\$3,460 + (\$3,720 + President)	City Administrator	\$93,100 - \$119,912
City of Antigo	7,800	Part-Time	\$15,000 plus \$30 per committee meeting	\$900/annual plus \$30 per committee meeting	City Administrator	\$76,085.44 to \$106,360.03
City of Ashland	8,200	Part-Time	\$14,000	\$75/Council meeting and \$50/COW meeting	City Administrator	\$96,000
City of Chippewa Falls	14,002	Part-Time	\$10,000	\$3,000/\$3,500 President	No	N/A
City of Marinette	10,000	Full-Time	\$68,266	\$50/regular meeting and \$25/special meeting	No	N/A
City of Marshfield	19,118	Part-Time	\$22,500	\$4,200	City Administrator	\$101,587 - \$133,348
City of Menasha	18,000	Full-Time	\$64,000	\$5,190; \$5,490 for President	City Administrator	\$99,000 - \$121,000
City of Rhinelander	7,825	Part-Time	\$12,000 plus per diems for meetings	Per diem \$40 committee member; \$50 chair committee; \$85 council	City Administrator	Hired at \$95,000
City of Shawano	9,143	Part-Time	\$14,433	\$3,120 plus \$35 per meeting	City Adm/Utility	\$133,307
City of Sparta	9,200	Part-Time	\$8,520	\$3,600	Co-City Administrators acting as City Administrator/Director of Community Development/Building Inspector and City Administrator/City Treasurer/City Assessor	Each earn \$95,000/year
City of Tomah	9,424	Part-Time	\$13,200	\$3,000	City Administrator	\$90,937.60 - \$116,916.80
City of Wisconsin Rapids	20,000	Full-Time	\$68,177	\$5,880 plus \$15/month if they hold an office plus \$500 education reimbursement per term	No	N/A
Village of Kronenwetter	7,616	Part-Time Village President	\$7,800	\$4,200	City Administrator	\$90,000 - \$95,000
Village of Plover	12,603	Part-Time Village President	\$24,000	\$3,000	Village Administrator	\$100,958 - \$105,549
Village of Weston	15,445	Part-Time Village President	\$6,000	\$4,800	Vacant Village Administrator	\$96,636 - \$132,537

0312251

**CITY OF MERRILL**  
1004 EAST FIRST STREET  
MERRILL, WI 54452-2586



AN ORDINANCE: By Personnel and Finance  
Committee  
Re: Amending Ord. 2-2-2(c) regarding a change in  
Salaries for Aldermen

ORDINANCE NO. 2003-22  
Introduced: December 9, 2003  
1st Reading: December 9, 2003  
2nd Reading: December 9, 2003  
3rd Reading: December 9, 2003  
Committee/Commission Action:  
**RECOMMENDED FOR PASSAGE**

## AN ORDINANCE

The Common Council of the City of Merrill, Wisconsin, does ordain as follows:

**Section 1.** Section 2-2-2(c) of the Code of Ordinances for the City of Merrill is amended to read as follows:

Salaries. Aldermen shall receive an annual salary of ~~Three Thousand Six Hundred Forty-Two and no/100 Dollars (3,642.00)~~ Three Thousand, Four Hundred, Fifty-nine Dollars and 90/100 Dollars (\$3,459.90) (Ord. No. 99-22). Any Council member who misses a regular Council meeting shall have Fifteen Dollars (\$15.00) deducted from his or her salary. Any Council member who misses all regular Council and Committee meetings for two (2) consecutive months shall receive no pay commencing with the second month, unless he or she starts attending meetings again; or as otherwise ordered by the Council. Aldermen attending a special Council meeting shall receive an additional salary of Fifteen Dollars (\$15.00) per meeting. Aldermen serving on the Personnel and Finance Committee shall be entitled to Twenty-five Dollars (\$25.00) per meeting when meeting for personnel matters for City employees, and also receive loss of time pay, if the meeting is held during the day. Aldermen attending Committee of the Whole meetings called by the Mayor shall receive an additional salary of Twenty-five Dollars (\$25.00) per meeting. Aldermen attending the annual budget meeting shall be compensated One Hundred Dollars (\$100.00) for the day.

**Section 2 Severability.** In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

**Section 3 Repeal and Effective Date.** All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Attachment: Common Council (4596 : Common Council)

1405258

# CITY OF MERRILL

1004 EAST FIRST STREET  
MERRILL, WI 54452-2586

AN ORDINANCE: By The Committee of the Whole  
Re: Amending Chapter 2, Article IV, Section 80 to  
increase salary – President of the Council

ORDINANCE NO. 2014-16

Introduced: May 13, 2014  
1st Reading: May 13, 2014  
2nd Reading: May 13, 2014  
3rd Reading: May 13, 2014  
Committee/Commission Action:

## AN ORDINANCE

The Common Council of the City of Merrill, Wisconsin, does ordain as follows:

~~1.~~ **Section 1.** Chapter 2, Article IV, Section 80 of the Code of Ordinances for the City of Merrill is amended to add the following:

### Sec. 2-80. - President of the council.

The common council at its organizational meeting shall, after organization, annually choose from its members a president who, in the absence of the mayor, shall preside at meetings of the council and, during the absence or inability of the mayor, shall have the powers and duties of the mayor, except that he shall not have the power to approve an act of the council, which the mayor has disapproved, by filing objections with the city clerk. He shall, when so officiating, be styled acting mayor. The president of the council shall be elected for a two-year term of office. The acting mayor may, by announcement at the beginning of the meeting, vote in his capacity as alderperson.

The Common Council President shall receive an additional Two Hundred Sixty Dollars \$260.00 per year for additional duties.

~~Section 6.~~ **Section 2. Severability.** In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

Attachment: Common Council (4596 : Common Council)



**City of Merrill Elected Officials - Part-Time**

**Current Annual Compensation - Established by City Ordinance**

	Current Ordinance No.	Adopted	Amount		Pay Period Amount*
Compensation for the following elected officials has been set for entire term of office:					
Mayor	2005-22	11/08/05	\$12,600.00	No City-paid benefits	\$484.62

**\*City payroll is every other Friday via electronic deposit - total of 26 pay periods annually.**

Attachment: Mayor (4597 : Mayor)

	Population	Mayor/Village President FT or PT	Mayor/Village President Compensation	Aldersperson/Village Board Compensation	City Administrator	City Administrator Compensation Range
City of Merrill	9,646	Part-Time	\$16,200	\$3,460 + (\$3,720 + President)	City Administrator	\$93,100 - \$119,912
City of Antigo	7,800	Part-Time	\$15,000 plus \$30 per committee meeting	\$900/annual plus \$30 per committee meeting	City Administrator	\$76,085.44 to \$106,360.03
City of Ashland	8,200	Part-Time	\$14,000	\$75/Council meeting and \$50/COW meeting	City Administrator	\$96,000
City of Chippewa Falls	14,002	Part-Time	\$10,000	\$3,000/\$3,500 President	No	N/A
City of Marinette	10,000	Full-Time	\$68,266	\$50/regular meeting and \$25/special meeting	No	N/A
City of Marshfield	19,118	Part-Time	\$22,500	\$4,200	City Administrator	\$101,587 - \$133,348
City of Menasha	18,000	Full-Time	\$64,000	\$5,190; \$5,490 for President	City Administrator	\$99,000 - \$121,000
City of Rhinelander	7,825	Part-Time	\$12,000 plus per diems for meetings	Per diem \$40 committee member; \$50 chair committee; \$85 council	City Administrator	Hired at \$95,000
City of Shawano	9,143	Part-Time	\$14,433	\$3,120 plus \$35 per meeting	City Adm/Utility	\$133,307
City of Sparta	9,200	Part-Time	\$8,520	\$3,600	Co-City Administrators acting as City Administrator/Director of Community Development/Building Inspector and City Administrator/City Treasurer/City Assessor	Each earn \$95,000/year
City of Tomah	9,424	Part-Time	\$13,200	\$3,000	City Administrator	\$90,937.60 - \$116,916.80
City of Wisconsin Rapids	20,000	Full-Time	\$68,177	\$5,880 plus \$15/month if they hold an office plus \$500 education reimbursement per term	No	N/A
Village of Kronenwetter	7,616	Part-Time Village President	\$7,800	\$4,200	City Administrator	\$90,000 - \$95,000
Village of Plover	12,603	Part-Time Village President	\$24,000	\$3,000	Village Administrator	\$100,958 - \$105,549
Village of Weston	15,445	Part-Time Village President	\$6,000	\$4,800	Vacant Village Administrator	\$96,636 - \$132,537

Attachment: Mayor (4597 : Mayor)

0511254

**CITY OF MERRILL**  
1004 EAST FIRST STREET  
MERRILL, WI 54452-2586



AN ORDINANCE: By Personnel and Finance  
Committee  
Re: Salary for Elected Mayor

ORDINANCE NO. 2005-22  
Introduced: November 8, 2005  
1st Reading: November 8, 2005  
2nd Reading: November 8, 2005  
3rd Reading: November 8, 2005  
Committee/Commission Action:  
**RECOMMENDED FOR PASSAGE**

**AN ORDINANCE**

The Common Council of the City of Merrill, Wisconsin, does ordain as follows:

**Section 1. Mayor.** Pursuant to Wis. Stat. Sec. 62.09(6), Sec. 2-2-3(d) of the Code of Ordinances of the City of Merrill is amended to provide that the annual salary for the Mayor shall be \$12,600.00 annually from \$24,862.00 present salary. The Mayor shall be entitled to mileage reimbursement per City Personnel Policies and considered part-time, working under 600 hours annually.

**Section 2. Severability.** In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

**Section 3. Repeal and Effective Date.** All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect on April 18, 2006.

Moved by: Alderman Peterson  
Adopted: November 8, 2005 8-0  
Approved: November 14, 2005  
Published: \_\_\_\_\_

Approved:   
Douglas C. Williams,  
Mayor

Attest:   
William N. Heideman,  
City Clerk

Attachment: Mayor (4597 : Mayor)

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 Municipal Court

	2017 ACTUAL	2018 ACTUAL	(----- 2019 CURRENT BUDGET	(----- 2019 Y-T-D ACTUAL	(----- 2019 PROJECTED YEAR END	(----- 2020 REQUESTED BUDEGT	(----- 2020 BUDGET CHANGE	(----- PROPOSED BUDGET
<b>REVENUES</b>								
<u>Intergov Charges (Misc.)</u>								
41200-47125 Joint Court-Tomahawk	5,650	7,523	7,500	4,043	7,500	7,515	15	
41200-47500 Tomahawk IT Reimb.	439	452	450	465	475	475	25	
TOTAL Intergov Charges (Misc.)	6,089	7,975	7,950	4,508	7,975	7,990	40	
<b>TOTAL REVENUES</b>	<b>6,089</b>	<b>7,975</b>	<b>7,950</b>	<b>4,508</b>	<b>7,975</b>	<b>7,990</b>	<b>40</b>	
<b>EXPENDITURES</b>								
<u>Personnel Services</u>								
51200-01-11000 Salaries - Regular	16,418	16,120	16,120	11,812	16,120	16,120	0	
51200-01-21000 Wages - Perm - Regular	38,748	40,606	42,550	30,914	42,550	44,523	1,973	
51200-01-51000 Social Security	3,957	4,185	4,488	3,074	4,488	4,639	151	
51200-01-52000 Retirement (WRS)	2,635	2,720	2,787	2,025	2,787	3,005	218	
51200-01-54000 Health Insurance	17,238	18,668	19,874	14,905	19,874	20,867	993	
51200-01-55000 Life Insurance	92	121	125	95	125	130	5	
TOTAL Personnel Services	79,088	82,421	85,944	62,825	85,944	89,284	3,340	
<u>Contractual Services</u>								
51200-02-33000 Substitute Judge	0	0	250	0	250	250	0	
51200-02-35000 Interpreter Services	0	0	250	0	250	250	0	
TOTAL Contractual Services	0	0	500	0	500	500	0	
<u>Supplies &amp; Expenses</u>								
51200-03-10000 Office Supplies	1,159	519	1,000	651	1,000	1,000	0	
51200-03-11000 Postage	798	1,053	1,250	750	1,000	1,000	( 250)	
51200-03-13000 Copier	486	766	500	( 126)	500	500	0	
51200-03-30000 Mileage	271	445	500	240	500	500	0	
51200-03-32000 Education & Conference	1,669	1,615	1,750	1,437	1,750	1,750	0	
51200-03-65000 Surety Bond	0	325	0	0	0	0	0	
TOTAL Supplies & Expenses	4,383	4,722	5,000	2,952	4,750	4,750	( 250)	
<u>Capital Outlay</u>								
51200-08-95000 Security Alarm	0	988	500	0	500	500	0	
TOTAL Capital Outlay	0	988	500	0	500	500	0	

Attachment: Joint Merrill - Tomahawk Municipal Court (4598 : Municipal Court)

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 Municipal Court

	2017	2018	2019			2020		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
<b>Technology</b>								
51200-15-35000 Tomahawk IT Expenses	439	452	450	465	465	475	25	
51200-15-40000 Computer Maintenance	0	0	250	0	250	250	0	
51200-15-42500 Computer Hardware/Upgrade	0	750	0	271	271	0	0	
51200-15-91000 TIPSS Program/Support	4,790	6,711	4,850	5,121	5,121	5,275	425	
<b>TOTAL Technology</b>	<b>5,229</b>	<b>7,913</b>	<b>5,550</b>	<b>5,857</b>	<b>6,107</b>	<b>6,000</b>	<b>450</b>	
<b>TOTAL EXPENDITURES</b>	<b>88,700</b>	<b>96,044</b>	<b>97,494</b>	<b>71,634</b>	<b>97,801</b>	<b>101,034</b>	<b>3,540</b>	
<b>REVENUE OVER/(UNDER) EXPENDITURES</b>	<b>( 82,611)</b>	<b>( 88,069)</b>	<b>( 89,544)</b>	<b>( 67,126)</b>	<b>( 89,826)</b>	<b>( 93,044)</b>	<b>( 3,500)</b>	

Attachment: Joint Merrill - Tomahawk Municipal Court (4598 : Municipal Court)

**City of Merrill Elected Officials - Part-Time**

**Current Annual Compensation - Established by City Ordinance**

**Joint Municipal Court - City of Merrill and City of Tomahawk:**

	Current Ordinance No.	Adopted	Amount		Pay Period Amount*
Joint Municipal Court Judge	2014-07	04/08/14	\$16,000.00	No City-paid benefits	\$615.38

\*City payroll is every other Friday via electronic deposit - total of 26 pay periods annually.

Attachment: Joint Merrill - Tomahawk Municipal Court (4598 : Municipal Court)

1404250

**CITY OF MERRILL**  
**1004 EAST FIRST STREET**  
**MERRILL, WI 54452-2586**

AN ORDINANCE: By the Mayor  
 Re: Amending Chapter 10, from a Municipal Court  
 to a Joint Municipal Court

ORDINANCE NO. 2014-07

Introduced: April 8, 20141st Reading: April 8, 20142nd Reading: April 8, 20143rd Reading: April 8, 2014

Committee/Commission Action:

**DIRECTLY BY MAYOR BIALECKI**

## AN ORDINANCE

The Common Council of the City of Merrill, Wisconsin, does ordain as follows:

**Section 1.** Chapter 10, of the Code of Ordinances for the City of Merrill is amended as follows:

**Sec. 10-19. – Joint Municipal Court Created.**

Pursuant to the authority granted by Chapter 755 of the Wisconsin Statutes, there is hereby created and established a joint municipal court to be designated "Municipal Court for the City of Merrill and the City of Tomahawk" said court to become operative and functional on May 1, 2014.

**Sec. 10-20. – Municipal Judge.**

**(a) Qualifications:** The municipal court shall be under the jurisdiction of, and presided over, by a municipal judge, who resides in either the City of Merrill or the City of Tomahawk that is a party to the agreement forming this joint court.

**(c) Oath and Bond:** The municipal judge shall, after election or appointment to fill a vacancy, take and file the official oath as prescribed in Wis. Stats. § 757.02(1), and at the same time execute and file an official bond in the amount of \$1,000.00. The municipal judge shall not act until the oath and bond have been filed, as required by Wis. Stats. § 19.01(4)(c), and the requirements of Wis. Stats. § 755.03(2), have been complied with.

Attachment: Joint Merrill - Tomahawk Municipal Court (4598 : Municipal Court)

**(d) Salary:**

- (1) The salary of the municipal judge shall be fixed by the common council of the municipalities that are parties to the agreement, which shall be in lieu of fees and costs. The municipal judge shall be entitled to mileage reimbursement, per city personnel policies, and considered a parttime employee working under 600 hours annually. No salary shall be paid for any time during the term where the municipal judge has not executed the official bond or official oath, as required by Wis. Stats. § 755.03, and filed pursuant to Wis. Stats. § 19.01(4)(c).
- (2) The municipalities may, by separate ordinance or resolution, allocate funds for the administration of the municipal court pursuant to Wis. Stats §66.0301.

**Sec. 10-21. - Elections.**

The city clerk shall comply with Wis. Stats. §§ 5.58(1c), 5.60(1)(b), 5.60(2), 7.10(1)(a), 7.60(4)(a) and 8.10(6)(bm), to provide for the election of a municipal judge under Wis. Stats. § 755.01(4). Such municipal judge shall be elected at large in the spring election for a term of four years commencing on May 1. All candidates for the position of municipal judge shall be nominated by nomination papers, as provided in Wis. Stats. § 8.10, and selection at a primary election, if such is held, as provided in Wis. Stats. § 8.11. The common council shall provide for a primary election in the event that more than two candidates file nomination papers for such position of municipal judge, as provided in Wis. Stats. § 8.11(1)(a), and such primary election shall be held on the third Tuesday of February as provided in Wis. Stats. § 5.02(22). In the event of any vacancy in the office of municipal judge, the common council may appoint as municipal judge a resident of the cities, otherwise qualified under this section upon the recommendation of the mayors. Such appointment is subject to the requirements of Wis. Stats. § 8.50(4)(fm). A municipal judge so appointed shall serve until the next spring election.

**Sec. 10-22. - Jurisdiction.**

- (a) The municipal court shall have such jurisdiction over incidents occurring on or after May 1, 2014 as provided in Article VII, §14 of the Wisconsin Constitution, by Wis. Stats. §§ 755.045, 755.05, and as otherwise provided by state law. In addition, it shall have exclusive jurisdiction over actions in the municipalities that are parties to the agreement seeking to impose forfeitures for violations of municipal ordinances, resolutions and by-laws.
- (b) The municipal judge may issue civil warrants to enforce matters under the jurisdiction of the municipal court under Wis. Stats. §755.045(2), §66.0119

- (c) The municipal court has jurisdiction over juvenile offenders when a municipality that is party to the agreement enacts an ordinance under the authority of Wis. Stats. §938.17(2)(cm).

**Sec. 10-23. - Court hours.**

- (a) Hours: The municipal court shall be open at such location and at such times as determined by the governing bodies of the municipalities that are parties to the agreement and the municipal judge.
- (b) Employees: The Judge shall, in writing, appoint such clerks and deputy clerks as are authorized and funded by the City Council of the municipalities that are parties to the agreement.

**Sec. 10-24. – Collection of forfeitures and costs**

The municipal judge may impose punishment and sentences, as provided by Wis. Stats. ch. 800, and 938 and as provided in the ordinances of the municipalities that are parties to the agreement. All forfeitures, fees, penalty assessment and costs, in addition to forfeitures imposed to cover the city's administrative charges, shall be paid to the treasurer of the municipality within which the case arose within thirty days after receipt of the money by the municipal court . At the time of the payment, the municipal court shall report to the treasurer the title of the action, the nature of the offenses and the total amount of the forfeiture, fees, penalty assessment and costs, if any.

**Sec. 10-25. - Contempt procedure.**

- (a) The municipal judge may impose a sanction authorized under Wis. Stats. § 800.12(2), for contempt of court, as defined in Wis. Stats. § 785.01(1), in accordance with the procedures under Wis. Stats. § 785.03.
- (b) The municipal judge may impose a forfeiture for contempt under Wis. Stats. § 800.12(1), in an amount not to exceed \$200.00 or, upon nonpayment of the forfeiture, plus costs, fees, and surcharges imposed under Wis. Stats. ch. 814, a jail sentence not to exceed seven days.

**Sec. 10-26. – Abolition**

The municipal Court hereby established shall not be abolished while the §755.01(4) agreement is in effect.

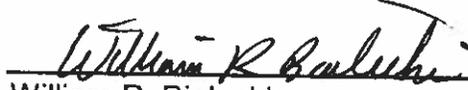
**Section 2. Severability.** In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding

shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

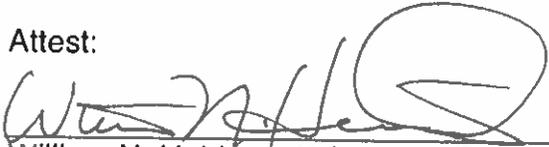
**Section 3. Repeal and Effective Date.** All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Moved by: Alderman Hass  
Adopted: April 8, 2014 8-0  
Approved: April 8, 2014  
Published: \_\_\_\_\_

Approved:

  
\_\_\_\_\_  
William R. Bialecki,  
Mayor

Attest:

  
\_\_\_\_\_  
William N. Heideman, City Clerk

Attachment: Joint Merrill - Tomahawk Municipal Court (4598 : Municipal Court)

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 City Attorney

	2017 ACTUAL	2018 ACTUAL	(----- 2019 CURRENT BUDGET	(----- 2019 Y-T-D ACTUAL	(----- 2019 PROJECTED YEAR END	(----- 2020 REQUESTED BUDEGT	(----- 2020 BUDGET CHANGE	(----- 2020 PROPOSED BUDGET
<b>REVENUES</b>								
<u>Intergov Charges (Misc.)</u>								
41300-47300 Tomahawk Legal Services	9,269	12,118	10,500	4,448	10,500	11,000	500	
TOTAL Intergov Charges (Misc.)	9,269	12,118	10,500	4,448	10,500	11,000	500	
<u>Miscellaneous Revenues</u>								
41300-48111 Various TIDs	0	0	15,000	0	15,671	15,329	329	
TOTAL Miscellaneous Revenues	0	0	15,000	0	15,671	15,329	329	
41300-48111 Various TIDs								
PERMANENT NOTES: Allocations to TIDs are year-end journal entries.								
<b>TOTAL REVENUES</b>	<b>9,269</b>	<b>12,118</b>	<b>25,500</b>	<b>4,448</b>	<b>26,171</b>	<b>26,329</b>	<b>829</b>	
<b>EXPENDITURES</b>								
<u>Personnel Services</u>								
51300-01-11000 Salaries - Regular	91,803	100,068	112,384	81,498	112,384	116,577	4,193	
51300-01-21000 Wages - Perm - Regular	44,113	46,145	48,257	38,538	49,832	42,693	( 5,564)	
51300-01-51000 Social Security	9,603	10,613	12,289	8,376	12,409	12,184	( 105)	
51300-01-52000 Retirement (WRS)	9,231	9,768	10,522	7,857	10,664	10,751	229	
51300-01-54000 Health Insurance	32,741	35,580	39,747	27,475	37,725	31,300	( 8,447)	
51300-01-55000 Life Insurance	1,686	1,912	2,127	1,506	1,926	1,725	( 402)	
TOTAL Personnel Services	189,176	204,086	225,326	165,250	224,940	215,230	( 10,096)	
<u>Contractual Services</u>								
51300-02-11500 Outside Legal Counsel	5,767	2,279	2,500	13,430	15,500	2,500	0	
51300-02-27500 E-Time - WI DOT	900	1,200	1,200	900	1,200	1,200	0	
TOTAL Contractual Services	6,667	3,479	3,700	14,330	16,700	3,700	0	
<u>Supplies &amp; Expenses</u>								
51300-03-10000 Office Supplies	1,062	748	750	232	750	750	0	
51300-03-11000 Postage	177	199	275	94	200	200	( 75)	
51300-03-13000 Copier	1,457	1,318	1,500	714	1,500	1,500	0	
51300-03-13500 L. Filing Fees/Court Cost	60	120	250	30	150	250	0	
51300-03-30000 Mileage - Tomahawk	294	300	300	174	300	300	0	
51300-03-32000 Education & Conference	1,724	2,588	2,000	1,718	2,000	2,000	0	
51300-03-33000 Library/West Law On-Line	1,130	1,250	1,250	1,404	1,250	1,250	0	
51300-03-40000 Operating Supplies	758	398	750	609	750	750	0	
TOTAL Supplies & Expenses	6,663	6,921	7,075	4,974	6,900	7,000	( 75)	

Attachment: City Attorney (4599 : City Attorney)

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 City Attorney

	2017 ACTUAL	2018 ACTUAL	(----- 2019 -----)		(----- 2020 -----)			
			CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
<u>Technology</u>								
51300-15-42500 Computer Replacement	0	0	0	1,099	1,099	0	0	
TOTAL Technology	0	0	0	1,099	1,099	0	0	
<b>TOTAL EXPENDITURES</b>	202,506	214,487	236,101	185,653	249,639	225,930	( 10,171)	
<b>REVENUE OVER/(UNDER) EXPENDITURES</b>	( 193,237)	( 202,368)	( 210,601)	( 181,206)	( 223,468)	( 199,601)	11,000	

Attachment: City Attorney (4599 : City Attorney)

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 City Administrator

	2017 ACTUAL	2018 ACTUAL	(-----) 2019 CURRENT BUDGET	(-----) 2019 Y-T-D ACTUAL	(-----) 2019 PROJECTED YEAR END	(-----) 2020 REQUESTED BUDEGT	(-----) 2020 BUDGET CHANGE	(-----) PROPOSED BUDGET
<b>REVENUES</b>								
<u>Miscellaneous Revenues</u>								
41415-48111 Various TIDs	0	0	27,500	0	27,500	30,318	2,818	
TOTAL Miscellaneous Revenues	0	0	27,500	0	27,500	30,318	2,818	
41415-48111 Various TIDs	PERMANENT NOTES: Allocations to TIDs are year-end journal entries.							
TOTAL REVENUES	0	0	27,500	0	27,500	30,318	2,818	
<b>EXPENDITURES</b>								
<u>Personnel Services</u>								
51415-01-11000 Salaries - Regular	65,086	69,806	90,851	65,844	90,851	93,156	2,305	
51415-01-51000 Social Security	4,780	5,019	6,950	4,597	6,950	7,126	176	
51415-01-52000 Retirement (WRS)	4,413	4,664	5,951	4,313	5,951	6,288	337	
51415-01-54000 Health Insurance	10,465	10,844	14,905	11,179	14,905	15,650	745	
51415-01-55000 Life Insurance	859	991	1,250	954	1,250	1,305	55	
TOTAL Personnel Services	85,603	91,324	119,907	86,886	119,907	123,525	3,618	
51415-01-1100 Salaries - Regular	PERMANENT NOTES: Position directly budgeted with 25% to Water/Sewer Funds.							
<u>Contractual Services</u>								
51415-02-25000 Telephone-Cell/Smart	1,105	679	675	511	675	675	0	
TOTAL Contractual Services	1,105	679	675	511	675	675	0	
<u>Supplies &amp; Expenses</u>								
51415-03-10000 Office Supplies	62	269	250	88	250	250	0	
51415-03-30000 Mileage	46	19	100	50	50	50	( 50)	
51415-03-32000 Education & Conference	349	13	500	0	250	250	( 250)	
TOTAL Supplies & Expenses	457	301	850	138	550	550	( 300)	
TOTAL EXPENDITURES	87,165	92,304	121,432	87,535	121,132	124,750	3,318	
REVENUE OVER/(UNDER) EXPENDITURES	( 87,165)	( 92,304)	( 93,932)	( 87,535)	( 93,632)	( 94,432)	( 500)	

Attachment: City Administrator (4600 : City Administrator)

	Population	Mayor/Village President FT or PT	Mayor/Village President Compensation	Aldersperson/Village Board Compensation	City Administrator	City Administrator Compensation Range
City of Merrill	9,646	Part-Time	\$16,200	\$3,460 + (\$3,720 + President)	City Administrator	\$93,100 - \$119,912
City of Antigo	7,800	Part-Time	\$15,000 plus \$30 per committee meeting	\$900/annual plus \$30 per committee meeting	City Administrator	\$76,085.44 to \$106,360.03
City of Ashland	8,200	Part-Time	\$14,000	\$75/Council meeting and \$50/COW meeting	City Administrator	\$96,000
City of Chippewa Falls	14,002	Part-Time	\$10,000	\$3,000/\$3,500 President	No	N/A
City of Marinette	10,000	Full-Time	\$68,266	\$50/regular meeting and \$25/special meeting	No	N/A
City of Marshfield	19,118	Part-Time	\$22,500	\$4,200	City Administrator	\$101,587 - \$133,348
City of Menasha	18,000	Full-Time	\$64,000	\$5,190; \$5,490 for President	City Administrator	\$99,000 - \$121,000
City of Rhinelander	7,825	Part-Time	\$12,000 plus per diems for meetings	Per diem \$40 committee member; \$50 chair committee; \$85 council	City Administrator	Hired at \$95,000
City of Shawano	9,143	Part-Time	\$14,433	\$3,120 plus \$35 per meeting	City Adm/Utility	\$133,307
City of Sparta	9,200	Part-Time	\$8,520	\$3,600	Co-City Administrators acting as City Administrator/Director of Community Development/Building Inspector and City Administrator/City Treasurer/City Assessor	Each earn \$95,000/year
City of Tomah	9,424	Part-Time	\$13,200	\$3,000	City Administrator	\$90,937.60 - \$116,916.80
City of Wisconsin Rapids	20,000	Full-Time	\$68,177	\$5,880 plus \$15/month if they hold an office plus \$500 education reimbursement per term	No	N/A
Village of Kronenwetter	7,616	Part-Time Village President	\$7,800	\$4,200	City Administrator	\$90,000 - \$95,000
Village of Plover	12,603	Part-Time Village President	\$24,000	\$3,000	Village Administrator	\$100,958 - \$105,549
Village of Weston	15,445	Part-Time Village President	\$6,000	\$4,800	Vacant Village Administrator	\$96,636 - \$132,537

Attachment: City Administrator (4600 : City Administrator)

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 Personnel - HR

	2017	2018	2019		2020			
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
<b>EXPENDITURES</b>								
<u>Contractual Services</u>								
51417-02-18000 Drug Testing (CDL)	484	465	600	205	500	500	( 100)	
51417-02-19000 HR Consulting	250	0	500	0	500	500	0	
51417-02-50000 EAP-Employee Assistance	3,242	3,222	3,250	2,140	3,250	3,250	0	
51417-02-75000 Training Support	75	500	0	458	458	250	250	
TOTAL Contractual Services	4,051	4,187	4,350	2,803	4,708	4,500	150	
<u>Supplies &amp; Expenses</u>								
51417-03-40000 Operating Supplies	466	209	500	9	250	250	( 250)	
TOTAL Supplies & Expenses	466	209	500	9	250	250	( 250)	
<b>TOTAL EXPENDITURES</b>	<b>4,516</b>	<b>4,396</b>	<b>4,850</b>	<b>2,812</b>	<b>4,958</b>	<b>4,750</b>	<b>( 100)</b>	

Attachment: Personnel - Human Resources (4601 : Personnel - Human Resources)

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 City Clerk

	2017	2018	2019			2020		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
<b>EXPENDITURES</b>								
<b>Personnel Services</b>								
51420-01-11000 Salaries - Regular	56,851	57,993	59,118	43,123	57,953	59,999	881	
51420-01-51000 Social Security	4,102	4,159	4,523	3,056	4,433	4,590	67	
51420-01-52000 Retirement (WRS)	3,863	3,883	3,872	2,825	3,883	4,050	178	
51420-01-54000 Health Insurance	8,373	9,147	9,738	7,303	9,113	10,173	435	
51420-01-55000 Life Insurance	735	735	735	560	735	753	18	
<b>TOTAL Personnel Services</b>	<b>73,925</b>	<b>75,918</b>	<b>77,986</b>	<b>56,866</b>	<b>76,117</b>	<b>79,565</b>	<b>1,579</b>	
51420-01-1100Salaries - Regular								PERMANENT NOTES: Same % increases as Non-Union employees.
51420-01-5500Life Insurance								PERMANENT NOTES: Utility funds covering 2.0% of Personnel Service costs - support for Water & Sewage Committee and insurance programs.
<b>Supplies &amp; Expenses</b>								
51420-03-10000 Office Supplies	830	747	750	617	750	750	0	
51420-03-13000 Copier	3,349	3,371	3,000	3,161	3,000	3,000	0	
51420-03-30000 Mileage	455	496	500	352	500	500	0	
51420-03-32000 Education & Conference	412	366	300	230	300	300	0	
<b>TOTAL Supplies &amp; Expenses</b>	<b>5,046</b>	<b>4,981</b>	<b>4,550</b>	<b>4,361</b>	<b>4,550</b>	<b>4,550</b>	<b>0</b>	
<b>Technology</b>								
51420-15-45000 Accela-Agenda/Minutes	6,570	4,465	4,500	4,495	4,465	4,500	0	
<b>TOTAL Technology</b>	<b>6,570</b>	<b>4,465</b>	<b>4,500</b>	<b>4,495</b>	<b>4,465</b>	<b>4,500</b>	<b>0</b>	
51420-15-4500Accela-Agenda/Minutes								PERMANENT NOTES: Water and Sewer Funds - each 12.5% of Accela expense.
<b>TOTAL EXPENDITURES</b>	<b>85,541</b>	<b>85,364</b>	<b>87,036</b>	<b>65,722</b>	<b>85,132</b>	<b>88,615</b>	<b>1,579</b>	

Attachment: City Clerk (4602 : City Clerk)

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 Elections - AVERAGED

	2017 ACTUAL	2018 ACTUAL	(----- 2019 -----) CURRENT BUDGET	(----- 2019 -----) Y-T-D ACTUAL	(----- 2019 -----) PROJECTED YEAR END	(----- 2020 -----) REQUESTED BUDEGT	(----- 2020 -----) BUDGET CHANGE	PROPOSED BUDGET
<b>REVENUES</b>								
<u>Miscellaneous Revenues</u>								
41440-48500 Donation - Recall	0	0	0	1,600	1,600	0	0	
TOTAL Miscellaneous Revenues	0	0	0	1,600	1,600	0	0	
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,600</b>	<b>1,600</b>	<b>0</b>	<b>0</b>	
<b>EXPENDITURES</b>								
<u>Personnel Services</u>								
51440-01-21000 Wages - Street Dept.	537	877	850	479	479	850	0	
51440-01-21500 Clerk-Treasurer Staff	2,000	5,500	5,500	3,500	3,500	5,500	0	
51440-01-22000 Overtime-Elections	97	125	115	0	0	115	0	
51440-01-25000 Wages-Election Off. AVE	9,280	27,771	18,000	8,302	8,302	18,000	0	
51440-01-51000 Social Security	199	905	150	303	303	150	0	
51440-01-52000 Retirement (WRS)	179	436	125	261	261	125	0	
51440-01-54000 Health Insurance	695	629	500	230	230	500	0	
51440-01-55000 Life Insurance	18	2	10	0	0	10	0	
TOTAL Personnel Services	13,004	36,244	25,250	13,074	13,075	25,250	0	
51440-01-2500Wages-Election Off. AVE								
PERMANENT NOTES: Personnel & Finance Committee on 9/25/2017: \$13.00 Chief Inspector \$12.00 Assistant Chief Inspector \$11.00 Election Inspector I \$10.00 Election Inspector II								
<u>Contractual Services</u>								
51440-02-47500 Equipment-Counting/Voting	0	0	5,000	0	5,000	5,000	0	
51440-02-49500 Election Fees-County	1,200	7,944	5,500	0	1,200	5,500	0	
51440-02-50000 Election Machine Maint.	2,304	200	2,500	0	1,500	2,500	0	
TOTAL Contractual Services	3,504	8,144	13,000	0	7,700	13,000	0	
51440-02-4750Equipment-Counting/Voting								
PERMANENT NOTES: Unexpended for future equipment replacement (Non-Lapsing).								
<u>Supplies &amp; Expenses</u>								
51440-03-11000 Postage & Envelopes	335	794	500	661	661	500	0	
51440-03-20000 Publish Legal Notices	270	0	275	660	660	275	0	
51440-03-23000 Poll Room Charges	200	0	0	0	0	0	0	
51440-03-30000 Mileage-Elections	0	6	0	0	0	0	0	
51440-03-40000 Operating Supplies	92	322	750	182	182	750	0	
TOTAL Supplies & Expenses	897	1,122	1,525	1,503	1,503	1,525	0	
<b>TOTAL EXPENDITURES</b>	<b>17,404</b>	<b>45,511</b>	<b>39,775</b>	<b>14,577</b>	<b>22,278</b>	<b>39,775</b>	<b>0</b>	
<b>REVENUE OVER/(UNDER) EXPENDITURES</b>	<b>( 17,404)</b>	<b>( 45,511)</b>	<b>( 39,775)</b>	<b>( 12,977)</b>	<b>( 20,678)</b>	<b>( 39,775)</b>	<b>0</b>	

Attachment: Electons (Averaged) (4603 : Elections)



CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 Clerk/Treasurer Staff

	2017 ACTUAL	2018 ACTUAL	(----- 2019 -----) CURRENT BUDGET	(----- 2019 -----) Y-T-D ACTUAL	(----- 2019 -----) PROJECTED YEAR END	(----- 2020 -----) REQUESTED BUDEGT	(----- 2020 -----) BUDGET CHANGE	PROPOSED BUDGET
<b>REVENUES</b>								
<u>Miscellaneous Revenues</u>								
41430-48111 Various TIDs	0	0	2,500	0	0	15,915	13,415	
TOTAL Miscellaneous Revenues	0	0	2,500	0	0	15,915	13,415	
41430-48111 Various TIDs	PERMANENT NOTES: Allocations to TIDs are year-end journal entries (including from new Assistant Finance Director).							
<b>TOTAL REVENUES</b>	0	0	2,500	0	0	15,915	13,415	
<b>EXPENDITURES</b>								
<u>Personnel Services</u>								
51430-01-21000 Wages - Perm - Regular	124,765	130,806	128,117	98,560	128,117	147,245	19,128	
51430-01-22000 Overtime	3,763	7,701	5,000	2,133	5,000	5,000	0	
51430-01-23000 Longevity	1,053	1,053	923	0	923	450	( 473)	
51430-01-25000 Wages - Temp - Regular	0	3,286	0	0	0	0	0	
51430-01-51000 Social Security	9,034	10,525	9,995	7,207	9,995	11,415	1,420	
51430-01-52000 Retirement (WRS)	8,809	9,708	8,558	6,595	8,558	12,843	4,285	
51430-01-54000 Health Insurance	26,947	20,032	18,918	11,924	18,918	19,563	645	
51430-01-55000 Life Insurance	647	967	872	799	872	799	( 73)	
TOTAL Personnel Services	175,017	184,079	172,383	127,219	172,383	197,315	24,932	
51430-01-2100 Wages - Perm - Regular	PERMANENT NOTES: Parts of four positions directly charged to Utility Funds.							
51430-01-2100 Wages - Perm - Regular	CURRENT YEAR NOTES: For 2020, retirement of Clerk-Treasurer Office Manager with replacement by Assistant Finance Director.							
51430-01-2500 Wages - Temp - Regular	PERMANENT NOTES: In 2018, City Maintenance employee on Workers Comp.							
<u>Supplies &amp; Expenses</u>								
51430-03-10000 Office Supplies	564	717	1,000	423	1,000	1,000	0	
51430-03-32000 Education & Conference	95	154	100	54	100	100	0	
TOTAL Supplies & Expenses	659	871	1,100	476	1,100	1,100	0	

Attachment: Clerk-Treasurer Staff (4604 : Clerk Treasurer Staff)

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 Clerk/Treasurer Staff

	2017 ACTUAL	2018 ACTUAL	(----- CURRENT BUDGET	2019 Y-T-D ACTUAL	PROJECTED YEAR END	(----- REQUESTED BUDEGT	2020 BUDGET CHANGE	(----- PROPOSED BUDGET
<u>Technology</u>								
51430-15-45000 Tax Receipting-Software	0	8,000	0	0	0	0	0	
TOTAL Technology	0	8,000	0	0	0	0	0	
<b>TOTAL EXPENDITURES</b>	175,676	192,950	173,483	127,696	173,483	198,415	24,932	
REVENUE OVER/(UNDER) EXPENDITURES	( 175,676)	( 192,950)	( 170,983)	( 127,696)	( 173,483)	( 182,500)	( 11,517)	

Attachment: Clerk-Treasurer Staff (4604 : Clerk Treasurer Staff)



CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 Treasurer/Finance Dir.

	2019				2020			
	2017	2018	CURRENT	Y-T-D	PROJECTED	REQUESTED	BUDGET	PROPOSED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDEGT	CHANGE	BUDGET
<b>Supplies &amp; Expenses</b>								
51520-03-10000 Office Supplies	1,781	1,087	2,500	345	1,250	1,250	( 1,250)	
51520-03-11000 Postage	14,263	3,929	11,000	10,264	11,000	11,000	0	
51520-03-13000 Copier	8,514	8,042	6,000	4,949	7,500	7,500	1,500	
51520-03-18000 Checks and Supplies	2,944	4,630	3,000	2,004	3,000	3,000	0	
51520-03-19000 Credit Card Service Fees	126	279	500	263	400	400	( 100)	
51520-03-20000 Publish Legal Notices	579	49	150	0	150	150	0	
51520-03-32000 Education & Conference	585	609	750	694	750	750	0	
51520-03-40000 Operating Supplies	370	417	750	791	850	750	0	
51520-03-51000 Vehicle Repair/Maint-Pool	468	236	500	539	575	500	0	
TOTAL Supplies & Expenses	29,630	19,278	25,150	19,849	25,475	25,300	150	
TOTAL EXPENDITURES	107,675	108,227	138,191	103,395	138,516	143,985	5,794	
REVENUE OVER/(UNDER) EXPENDITURES	( 107,613)	( 108,153)	( 110,191)	( 103,108)	( 110,616)	( 114,835)	( 4,644)	

Attachment: Treasurer-Finance Director (4605 : Treasurer / Finance Director)

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 Information Technology

	2017	2018	(----- 2019 -----)			(----- 2020 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET

EXPENDITURES

Personnel Services

51525-01-21000 IT Manager-Salary	28,406	31,350	33,420	23,900	33,420	34,491	1,071	
51525-01-21500 Wages - GIS Specialist	7,906	13,636	16,500	9,921	14,500	15,000	( 1,500)	
51525-01-51000 Social Security	4,004	3,296	3,820	2,434	3,750	3,850	30	
51525-01-52000 Retirement (WRS)	2,410	3,014	3,270	2,215	3,125	3,475	205	
51525-01-54000 Health Insurance	6,807	13,316	14,915	10,505	14,000	15,250	335	
51525-01-55000 Life Insurance	139	61	75	47	70	84	9	
<b>TOTAL Personnel Services</b>	<b>49,673</b>	<b>64,673</b>	<b>72,000</b>	<b>49,022</b>	<b>68,865</b>	<b>72,150</b>	<b>150</b>	

51525-01-21000IT Manager-Salary PERMANENT NOTES:  
 50% directly allocated to Utility Funds.

51525-01-21500Wages - GIS Specialist PERMANENT NOTES:  
 City cost based upon GIS work performed for non-Utility.

Technology

51525-15-31000 Computer Supplies	954	144	500	485	500	500	0	
51525-15-31500 Computer Insurance	524	520	525	0	0	0	( 525)	
51525-15-32000 Technology Training	492	25	750	0	500	500	( 250)	
51525-15-32750 Internet & Spam Filter	3,190	2,798	3,250	2,064	3,250	3,250	0	
51525-15-32900 Fiber & PRI - Charter	24,383	25,858	22,475	19,642	25,000	15,000	( 7,475)	
51525-15-32915 Digger's Hotline-Fiber	0	0	0	0	0	1,500	1,500	
51525-15-40000 Computer/Network Maint.	0	110	2,000	3,407	3,750	2,000	0	
51525-15-41000 Systems Eng.-Tech.	6,454	15,811	7,500	983	3,500	7,500	0	
51525-15-41055 RMM - IT Managed Services	19,614	0	0	0	0	0	0	
51525-15-42500 Computer Hardware/Upgrade	17,834	21,514	33,000	6,812	22,500	22,750	( 10,250)	
51525-15-42517 NetApp Storage	0	16,895	0	0	0	0	0	
51525-15-42525 Backup-Unitrends	14,612	0	0	0	0	0	0	
51525-15-42550 Council iPads	1,182	1,514	2,000	1,385	2,000	1,750	( 250)	
51525-15-45000 Software Maintenance	36,891	55,580	38,750	29,614	43,500	40,125	1,375	
51525-15-46025 Security-Filtering Softwa	8,759	5,869	5,000	0	5,000	5,000	0	
51525-15-47500 Add. Software/Upgrades	15,820	19,348	11,000	1,250	10,000	11,000	0	
51525-15-47566 AC Repair - Computer RM	524	0	500	0	500	500	0	
51525-15-54633 Bierman Bldg -IT-Related	57,156	0	0	0	0	0	0	
51525-15-55500 GIS - City Functions	3,902	4,281	5,000	4,303	5,000	10,725	5,725	
<b>TOTAL Technology</b>	<b>212,289</b>	<b>170,267</b>	<b>132,250</b>	<b>69,945</b>	<b>125,000</b>	<b>122,100</b>	<b>( 10,150)</b>	

51525-15-32900Fiber & PRI - Charter PERMANENT NOTES:  
 City Fiber network between City-Utility facilities should be operational yet in 2019; however, still need Internet connect to the outside world.

51525-15-55500GIS - City Functions PERMANENT NOTES:

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 Information Technology

	2017 ACTUAL	2018 ACTUAL	(----- 2019 -----) CURRENT BUDGET	(----- 2019 -----) Y-T-D ACTUAL	PROJECTED YEAR END	(----- 2020 -----) REQUESTED BUDEGT	(----- 2020 -----) BUDGET CHANGE	PROPOSED BUDGET
In 2020, City-wide 3-inch pixel resolution ortho photos - \$17,850 cost will be split between Water, Sewer, and City.								
TOTAL EXPENDITURES	261,963	234,940	204,250	118,966	193,865	194,250	( 10,000)	

Attachment: Information Technology (4606 : Information Technology)

**Capital Plan**  
**City of Merrill, Wisconsin**

2020 thru 2024

**Department** Information Technology  
**Contact** IT Manager  
**Type** Improvement  
**Useful Life** 10+ years  
**Category** Equipment: Computers  
**Priority** 2 Important

**Project #** IT-17-002  
**Project Name** Fiber Community Area Network

**Description** **Total Project Cost: \$950,000**

The City of Merrill is participating in the Lincoln County Inter-Networking Consortium (LINC) for potential public-sector fiber network. Core members are Lincoln County, Merrill Area Public Schools, TB Scott Library/Wisconsin Valley Library System, and the City of Merrill whom contracted with Livermore Technologies.

Phase 1 (2017) was the Lincoln County data center consolidation project. City/County split the cost of the backbone and each paying for its own laterals/vaults.

Phase 2 (2018 - 2019) will be the City of Merrill fiber project to all City facilities, including Water Garage and Wastewater Treatment Plant. We would potentially contract with Nsight for transport to WiscNet at this time.

Phase 3 will be closing the northern loop to complete a redundant ring.

Phase 4 will be to continue the backbone fiber down East Main Street (from the Waste Water Treatment Plant vault) to Highway 51 for potential future connectivity to resources located in the highway right of way, to provide future services to this growing area, and as a starting point for a fiber route to the City of Tomahawk. We also are planning in this phase to install a WiMAX wireless system on the East Street water tower for Government vehicles and other mobile resources to utilize.

**Justification**

Phase 2 (2018 - 2019) includes 10/9/2018 contract awarded to Underground Systems for \$489,359. Also needed in 2019 to implement was Fiber Stack Switch at City Hall and comparable equipment at Fire Station (i.e. IT backup center), along with Transceiver Modules for each City/Utility facility. Estimated about \$100,000 with systems engineering.

Phase 3 (2020) involves redundancy - please see 7/2/2019 e-mail information. Key for City ability to sell service to other public-sector users (such as Merrill Area Public Schools and Northcentral Technical College).

Prior	Expenditures	2020	2021	2022	2023	2024	Total
730,000	Construction/Maintenance	220,000					220,000
<b>Total</b>	<b>Total</b>	<b>220,000</b>					<b>220,000</b>

Prior	Funding Sources	2020	2021	2022	2023	2024	Total
730,000	Borrowing-10-Years (City Tax Levy)	150,000					150,000
<b>Total</b>	Sewer Fund	35,000					35,000
	Water Fund	35,000					35,000
	<b>Total</b>	<b>220,000</b>					<b>220,000</b>

**Budget Impact/Other**

Costs for potential Phase 4 - to be determined.

Attachment: Information Technology (4606 : Information Technology)

**Unertl, Kathy**

---

**From:** Brown, Dustin  
**Sent:** Tuesday, July 02, 2019 8:53 AM  
**To:** Unertl, Kathy; Hayden, Tom; Johnson, David; Woellner, Derek  
**Cc:** 'Frank Livermore'  
**Subject:** FW: FW: Fiber Phase 3 - Capital Plan (Why Redundancy?)

Hi all –

For Phase 3 of the Fiber design, Frank brings up some good points that I wanted to iterate on. I've highlighted a few key lines below to show these.

The biggest piece to the redundant ring, phase 3 of the fiber network, is to be the redundancy portion. If the Fiber gets cut or interfered with in some way, and building beyond that cut is missing it's connection to the City Hall for internal servers, data, and Internet access. Worst case, as Frank pointed out, would be a cut between Fire and City Hall affecting most of our locations. A completed ring would provide a redundancy in the event of a fiber cut so all of our locations would continue to function. The fiber cuts in this case would be along the core route. Laterals from the core to each building would still be a single point of failure, but even less chance those would get hit. The network design from our equipment would realize a connection having been cut or gone down, and route all traffic the opposite direction providing no downtime.

Also to note, the MAPS system has been looking to jump into this and the redundancy portion would be a high value item they would desire for the schools.

If you have any questions, please let me know. I am open for any discussion.

**Dustin Brown**  
Information Technology Manager  
City of Merrill  
(715) 536-5594

**From:** Frank Livermore [<mailto:frank.livermore@livermoretechnologies.com>]  
**Sent:** Tuesday, July 2, 2019 8:23 AM  
**To:** Brown, Dustin  
**Subject:** Re: FW: Fiber Phase 3 - Capital Plan (Why Redundancy?)

Dustin,

Here are some things to consider for the Phase 3 build and why redundancy would and will be important.

The first thing to consider is that the design of what has already been done was designed to accommodate redundancy...so the City has already invested towards a reliable fiber network. Not completing the ring would leave some previous investment on the table.

The obvious first advantage is reliability. For most fiber cuts, the time to repair would be in the neighborhood of 6 hours (longer in the winter). In the worst case, fiber gets cut between City Hall and the Fire Department in the winter. I'm not sure how many employees would be impacted but the hourly cost of those employees multiplied by 8-12 hrs would probably add up. Not to mention

the services they normally provide to residents would be significantly impaired for a day or more. This would include everything from the Fire Department to the Airport Hanger including the locations in-between such as the Library and Smith Center. The City's disaster recovery site is hosted at the Fire Department so there would be no backup for that day either. Although the odds are small, if something happened to the City's data that day, there would be no way to retrieve the previous day's data. The work would have to be recreated by the employee(s) that originally made it. And it's very difficult for most to revert back to working from paper today since a lot of work is done exclusively on computers and not on paper documents.

That's what would happen now. From my experience, once a City has fiber they begin to realize different uses for it such as placing their Scada systems for water and sewer on the network and eliminating the radios commonly used for those systems. Some Cities have installed their own radio and wireless data systems for police, public works, and street department over their fiber. Traffic cameras, security cameras, and Kiosks as well. Eventually the school district will likely be on the fiber network as well. The value for them would be the same. As time goes on the fiber will become more important and the cost to complete the ring will only go up as inflation causes labor and materials to increase a little every year.

With the ring completed, a fiber cut (or other issue such as bad electronics) would not be an issue for any user in the city. The network would automatically recognize the problem and instantly switch to the working side of the fiber route. The City's backup would also automatically switch to the working side of the ring.

Ultimately the largest benefit is ensuring that the City's sites stay up in ANY event so there is no loss of service or risk of losing data. Wausau just had an issue this winter where the fiber got pinched at a bridge crossing and it took 2-3 days to fix. Fortunately they had a ring, and in this case, the School District's schools remained connected without downtime. Sometimes it's hard to predict where an issue can occur or how it will happen but having redundancy eliminates the concern of downtime for any service - now and in the future.

I don't know if this helps much but the we are at the doorstep on finishing a fiber network with the most reliable design the City should have. It would make sense to bring it to the finish line as originally planned to ensure there is never a loss of service for any surprise.

Thanks,

Frank

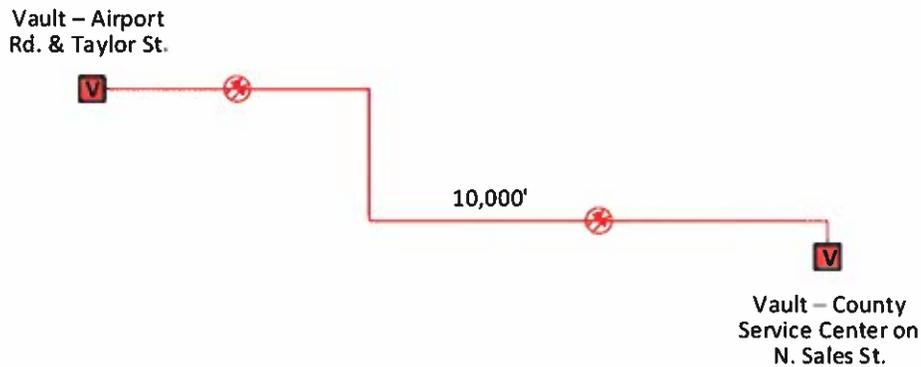


City of Merrill  
1004 E. First St.  
Merrill, WI 54452  
SoW – Construction Planning & Project Management

## **PROJECT EXECUTIVE SUMMARY**

The City of Merrill is seeking to complete their city-wide fiber-optic network with a build from Taylor St. and Airport Rd. to a vault located on N. Sales St. outside of the County's Service Center. This fiber will complete a fiber ring that will allow for all City sites to have a redundant path back to the City's datacenter location at City Hall.

Fiber strand count will be 144-strand to match the existing 144 strand fiber in the City now. No service locations will currently be a part of this build but could be in the future. Planning for future locations will be a part of this project.



Underground routes will be the preferred construction method to obtain connectivity using single mode fiber. No multiplexing will be necessary as part of this project. The total solution will include an end-to-end assessment of needs that will result in a properly functioning broadband connection.



City of Merrill  
 1004 E. First St.  
 Merrill, WI 54452  
 SoW – Construction Planning & Project Management

### Likely Route Location

The anticipated route from Taylor St. & Airport Rd. would have the fiber continue east on Taylor St. to Monroe St. The fiber would then go south for one block on Monroe St. and then East on E. St. Paul St. Once at Pier St., the fiber would go south again; crossing the railroad tracks and a river to arrive at E. 9<sup>th</sup> St. The fiber would finally go 13 blocks to N. Sales where the vault is a short distance south of E. 9<sup>th</sup> St.

Limited field work will be performed to verify the distances, obstacles, discovered utilities or any alternatives that might be possible to create an optimum route that is cost-effective. Previous field work will be relied on unless there is a reason to re-check any areas of question.



Note: The green line is the anticipated route. This may change to improve construction costs.

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 Assessment of Property

	2019			2020				
	(-----)	(-----)	(-----)	(-----)	(-----)	(-----)		
	2017	2018	CURRENT	Y-T-D	PROJECTED	REQUESTED	BUDGET	PROPOSED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDEGT	CHANGE	BUDGET
<b>EXPENDITURES</b>								
<u>Contractual Services</u>								
51530-02-12000 Assessment Contract	24,900	25,800	26,200	19,650	26,200	26,600	400	
51530-02-12250 Assmt Automation	0	0	0	0	0	0	0	
51530-02-12500 Manuf. Assmts.-State	2,228	2,201	2,225	0	2,175	2,225	0	
<b>TOTAL Contractual Services</b>	<b>27,128</b>	<b>28,001</b>	<b>28,425</b>	<b>19,650</b>	<b>28,375</b>	<b>28,825</b>	<b>400</b>	
51530-02-1200Assessment Contract								
PERMANENT NOTES: Bowmar Appraisal contract for 2018 - 2020 assessment years.								
51530-02-1250Manuf. Assmts.-State								
PERMANENT NOTES: State fee - 50% of manufacturing assessment costs.								
<u>Supplies &amp; Expenses</u>								
51530-03-10000 Office Supplies	0	0	100	0	0	0	( 100)	
<b>TOTAL Supplies &amp; Expenses</b>	<b>0</b>	<b>0</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>( 100)</b>	
<b>TOTAL EXPENDITURES</b>	<b>27,128</b>	<b>28,001</b>	<b>28,525</b>	<b>19,650</b>	<b>28,375</b>	<b>28,825</b>	<b>300</b>	

Attachment: Assessment of Property (4607 : Assessment of Property)



CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 Over-Collected Taxes

	2017	2018	2019			2020		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
<b>REVENUES</b>								
<u>Miscellaneous Revenues</u>								
41910-48950 Other Taxing-Reimbursement	0	479	1,500	898	898	75	( 1,425)	
TOTAL Miscellaneous Revenues	0	479	1,500	898	898	75	( 1,425)	
41910-48950 Other Taxing-Reimbursement PERMANENT NOTES: City of Merrill is reimbursed by Lincoln County, MAPS, and NTC for their portion of taxes in the following year after write-offs occurs.								
TOTAL REVENUES	0	479	1,500	898	898	75	( 1,425)	
<b>EXPENDITURES</b>								
<u>Supplies &amp; Expenses</u>								
51910-03-13500 Small Claims-Filing Fees	0	0	100	0	0	100	0	
51910-03-40000 Over-Collected Taxes	2,044	4,306	250	140	1,418	250	0	
TOTAL Supplies & Expenses	2,044	4,306	350	140	1,418	350	0	
TOTAL EXPENDITURES	2,044	4,306	350	140	1,418	350	0	
REVENUE OVER/(UNDER) EXPENDITURES	( 2,044)	( 3,828)	1,150	758	( 520)	( 275)	( 1,425)	

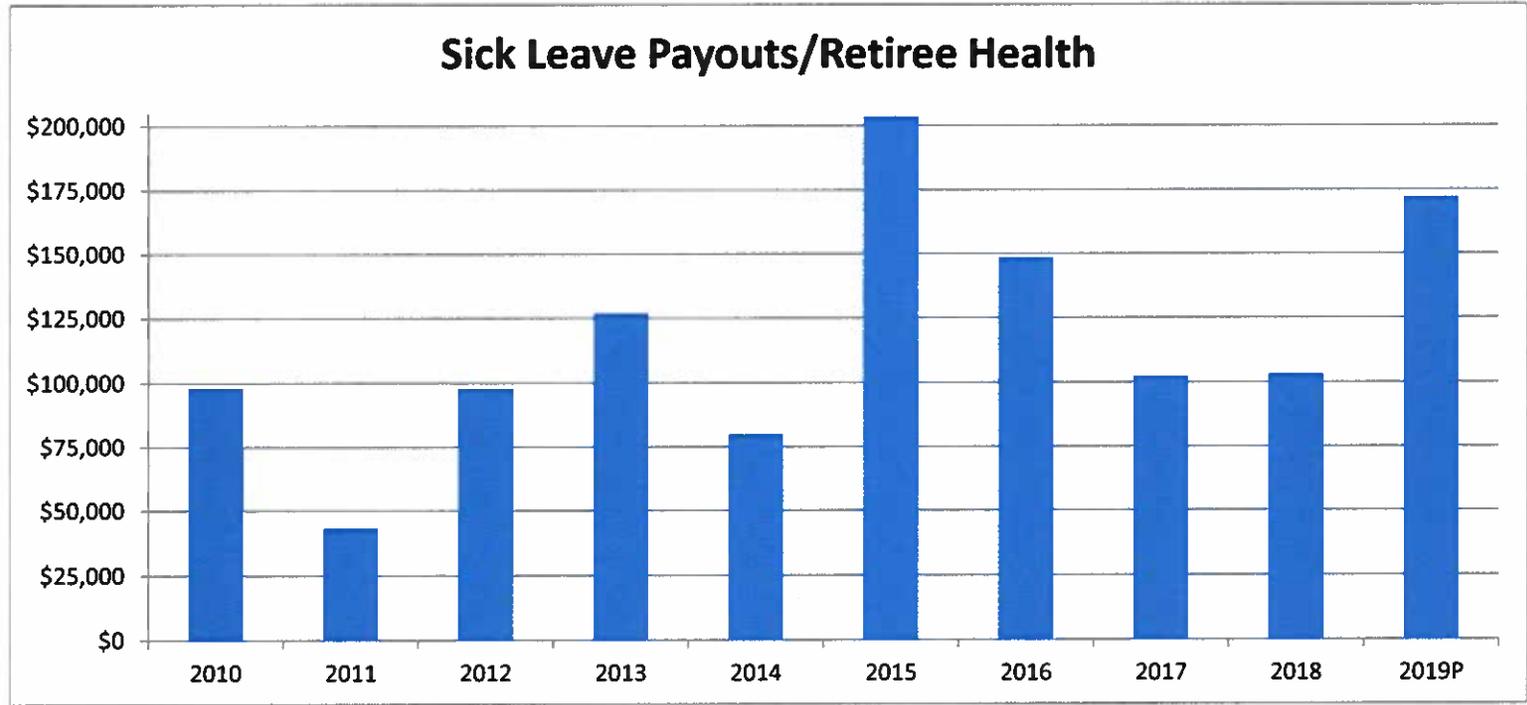
Attachment: Over-Collected Taxes (4609 : Over Collected Taxes)

10 -General Fund  
 Insurance/Employee

	2019			2020				
	2017	2018	CURRENT	Y-T-D	PROJECTED	REQUESTED	BUDGET	PROPOSED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDEGT	CHANGE	BUDGET
<b>EXPENDITURES</b>								
<b>Personnel Services</b>								
51930-01-21000 Wages-Perm-Regular	0	1,526	0	0	0	0	0	
51930-01-51000 Social Security	0	22	0	0	0	0	0	
51930-01-52000 Retirement WRS	0	234	0	0	0	0	0	
51930-01-54000 Health Insurance	0	0	0	0	0	0	0	
51930-01-55000 Life Insurance	0	0	0	0	0	0	0	
51930-01-56000 PEPH	0	14	0	0	0	0	0	
51930-01-75000 Contingency-Health Ins.	0	0	0	0	0	0	0	
<b>TOTAL Personnel Services</b>	<b>0</b>	<b>1,796</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
51930-01-2100Wages-Perm-Regular			PERMANENT NOTES: For 2018, leave payout for former disabled employee.					
<b>Fixed Charges</b>								
51930-05-10000 Property & Liability Ins.	111,037	104,196	107,500	110,187	110,187	110,750	3,250	
51930-05-10500 Workers Comp. Ins.	110,283	92,267	113,000	90,369	125,000	132,500	19,500	
51930-05-30000 Unemployment Comp.	6,290	7,422	0	2,582	2,582	0	0	
51930-05-40000 Flex Plan - EBC	441	727	0	0	0	0	0	
51930-05-45000 Retiree's SL/Health Ins.	102,313	103,172	100,500	168,804	172,000	100,500	0	
<b>TOTAL Fixed Charges</b>	<b>330,364</b>	<b>307,784</b>	<b>321,000</b>	<b>371,942</b>	<b>409,769</b>	<b>343,750</b>	<b>22,750</b>	
51930-05-1050Workers Comp. Ins.			PERMANENT NOTES: Fire/EMS workers comp insurance (\$42,500) directly allocated to Fire Department.					
51930-05-1050Workers Comp. Ins.			CURRENT YEAR NOTES: Due to workers comp injuries, City experience modifier increased impacting WC insurance rates.					
51930-05-4500Retiree's SL/Health Ins.			PERMANENT NOTES: See retiree sick leave payouts/health insurance historical information (2010 - projected 2019).					
<b>TOTAL EXPENDITURES</b>	<b>330,364</b>	<b>309,580</b>	<b>321,000</b>	<b>371,942</b>	<b>409,769</b>	<b>343,750</b>	<b>22,750</b>	

Attachment: Insurance - Employee (4610 : Insurance / Employee)

### City of Merrill - Retiree Sick Leave Payouts/Health Insurance



2010	\$98,105	
2011	\$43,279	
2012	\$97,845	
2013	\$126,734	
2014	\$79,717	
2015	\$203,377	
2016	\$148,381	
2017	\$102,313	
2018	\$103,172	
2019P	\$172,000 Projected	\$168,804 through 9/30/2019

**\$117,492 Average - 10-Years**

230

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 City Sealer

	2017 ACTUAL	2018 ACTUAL	(----- 2019 -----) CURRENT BUDGET	(----- 2019 -----) Y-T-D ACTUAL	(----- 2019 -----) PROJECTED YEAR END	(----- 2020 -----) REQUESTED BUDEGT	(----- 2020 -----) BUDGET CHANGE	(----- 2020 -----) PROPOSED BUDGET
<b>EXPENDITURES</b>								
<u>Contractual Services</u>								
52401-02-17500 City Sealer Contract	4,800	4,800	4,800	4,800	4,000	4,800	0	
TOTAL Contractual Services	4,800	4,800	4,800	4,800	4,000	4,800	0	
52401-02-17500 City Sealer Contract								
PERMANENT NOTES: Contract service - State of Wisconsin. Based upon number of devices and businesses inspected.								
TOTAL EXPENDITURES	4,800	4,800	4,800	4,800	4,000	4,800	0	

Attachment: City Sealer (4611 : City Sealer)

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 City Maintenance

	(----- 2019 -----)			(----- 2020 -----)				
	2017 ACTUAL	2018 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
<b>EXPENDITURES</b>								
<b>Personnel Services</b>								
51600-01-11000 Wages - Salaried	0	35,857	42,076	28,440	42,076	44,025	1,949	
51600-01-21000 Wages - Perm - Regular	24,574	22,532	24,500	16,936	24,500	25,508	1,008	
51600-01-22000 Overtime	85	148	250	58	250	250	0	
51600-01-25000 Wages - PT- Regular	44,356	22,479	30,000	17,187	30,000	30,000	0	
51600-01-51000 Social Security	5,402	6,213	7,390	4,696	7,390	7,711	321	
51600-01-52000 Retirement (WRS)	3,903	5,266	6,325	3,929	6,325	6,804	479	
51600-01-52500 Prior Service-Debt Servic	450	222	335	335	335	350	15	
51600-01-54000 Health Insurance	1,646	16,567	17,699	10,226	17,699	18,493	794	
51600-01-55000 Life Insurance	133	264	335	238	300	466	131	
<b>TOTAL Personnel Services</b>	<b>80,549</b>	<b>109,548</b>	<b>128,910</b>	<b>82,046</b>	<b>128,875</b>	<b>133,607</b>	<b>4,697</b>	
51600-01-1100Wages - Salaried								<b>PERMANENT NOTES:</b> City Maintenance Manager - postion shared with Library.
51600-01-2100Wages - Perm - Regular								<b>PERMANENT NOTES:</b> Position also allocated to Fund 24 - Merrill Festival Grounds and Bierman Building.
51600-01-2500Wages - PT- Regular								<b>PERMANENT NOTES:</b> In 2018, employee on Workers Comp light-duty in Clerk-Treasuer Office (Wages of \$3,286).
<b>Contractual Services</b>								
51600-02-16000 Elevator Contract	3,078	3,265	3,250	3,222	3,222	3,250	0	
51600-02-16250 HVAC Service Contractor	1,395	7,628	5,000	701	5,000	5,000	0	
51600-02-21000 Water and Sewer	3,480	3,422	3,650	2,667	3,500	3,650	0	
51600-02-22000 Electric and Natural Gas	40,948	46,613	50,000	29,432	47,500	50,000	0	
51600-02-23000 Outside Services	1,222	871	750	2,185	750	750	0	
51600-02-23250 Mats, Rugs, Etc.	2,223	4,251	2,750	4,397	5,000	4,250	1,500	
51600-02-95000 Fire/Security Monitoring	1,770	1,992	2,000	3,040	3,358	2,000	0	
51600-02-95333 Lift Rental	0	0	1,500	0	1,000	500	( 1,000)	
<b>TOTAL Contractual Services</b>	<b>54,115</b>	<b>68,043</b>	<b>68,900</b>	<b>45,644</b>	<b>69,330</b>	<b>69,400</b>	<b>500</b>	
51600-02-9533Lift Rental								<b>PERMANENT NOTES:</b> From 2019, \$1,000 will be transferred into new Non-Lapsing account. Need \$1,500 every three-years. Future year budgets will be \$500.

Attachment: City Maintenance (4612 : City Maintenance)

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 City Maintenance

	2017	2018	2019			2020		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
<b>Supplies &amp; Expenses</b>								
51600-03-30000 Mileage	1,255	1,305	1,250	1,313	1,500	1,500	250	
51600-03-44000 Janitor Supplies	8,306	11,380	8,750	6,263	8,750	8,750	0	
51600-03-46000 Uniform Services	0	0	150	635	875	750	600	
51600-03-46500 Safety Toe Boots	0	0	1,750	0	300	300	( 1,450)	
51600-03-50000 Repair/Maintenance Supply	2,453	4,752	5,000	2,156	5,000	5,000	0	
51600-03-51000 Vehicle Repairs/Maintenan	0	0	0	257	750	500	500	
51600-03-53000 Oil & Gas	0	0	0	84	250	250	250	
<b>TOTAL Supplies &amp; Expenses</b>	<b>12,015</b>	<b>17,436</b>	<b>16,900</b>	<b>10,709</b>	<b>17,425</b>	<b>17,050</b>	<b>150</b>	
51600-03-5100 Vehicle Repairs/Maintenan PERMANENT NOTES: Former Parks truck/plow transferred to City Maintenance.								
<b>Capital Outlay</b>								
51600-08-82000 Bldg/Grounds Improvements	2,499	5,811	7,000	6,107	7,000	7,000	0	
51600-08-82100 Exterior Pressure Wash	0	0	0	0	0	0	0	
51600-08-82333 Maintenance Shop Imp	659	0	0	0	0	0	0	
<b>TOTAL Capital Outlay</b>	<b>3,157</b>	<b>5,811</b>	<b>7,000</b>	<b>6,107</b>	<b>7,000</b>	<b>7,000</b>	<b>0</b>	
<b>Technology</b>								
51600-15-42500 IT Hardware-Printer	0	190	0	0	0	0	0	
<b>TOTAL Technology</b>	<b>0</b>	<b>190</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL EXPENDITURES</b>	<b>149,836</b>	<b>201,029</b>	<b>221,710</b>	<b>144,505</b>	<b>222,630</b>	<b>227,057</b>	<b>5,347</b>	

Attachment: City Maintenance (4612 : City Maintenance)

City of Merrill, Wisconsin  
*Capital Plan*  
 2020 thru 2029

**PROJECTS & FUNDING SOURCES BY DEPARTMENT**

Department	Project #	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
<b>City Hall</b>												
Carpeting Replacement - City Hall	CH-16-012	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500			28,000
Roof Replacement	CH-20-001	80,000										80,000
City Hall Roof Top HVAC	CH-20-002	30,000										30,000
Boiler Replacements	CH-22-003				375,000							375,000
Parking Lot Repaving	CH-22-004		55,000									55,000
LED Lighting-City Hall	CH-22-008			50,000	45,000					40,000		135,000
City Hall - Front Entryway (SW)	CH-22-010			50,000								50,000
City Hall Parking Expansion	CH-24-006					135,000				135,000		270,000
Garage - City Vehicles	CH-25-005						50,000					50,000
Common Council Chambers	CH-25-011						25,000					25,000
<b>City Hall Total</b>		<b>113,500</b>	<b>58,500</b>	<b>103,500</b>	<b>423,500</b>	<b>138,500</b>	<b>78,500</b>	<b>3,500</b>	<b>3,500</b>	<b>175,000</b>		<b>1,098,000</b>
<b>Borrowing-10-Years (City Tax Levy)</b>		<b>110,000</b>	<b>55,000</b>	<b>100,000</b>	<b>420,000</b>	<b>135,000</b>	<b>75,000</b>			<b>175,000</b>		<b>1,070,000</b>
<b>Tax Levy</b>		<b>3,500</b>	<b>3,500</b>	<b>3,500</b>	<b>3,500</b>	<b>3,500</b>	<b>3,500</b>	<b>3,500</b>	<b>3,500</b>			<b>28,000</b>
<b>City Hall Total</b>		<b>113,500</b>	<b>58,500</b>	<b>103,500</b>	<b>423,500</b>	<b>138,500</b>	<b>78,500</b>	<b>3,500</b>	<b>3,500</b>	<b>175,000</b>		<b>1,098,000</b>
<b>Grand Total</b>		<b>113,500</b>	<b>58,500</b>	<b>103,500</b>	<b>423,500</b>	<b>138,500</b>	<b>78,500</b>	<b>3,500</b>	<b>3,500</b>	<b>175,000</b>		<b>1,098,000</b>

Attachment: City Maintenance (4612 : City Maintenance)

Capital Plan

2020 thru 2029

City of Merrill, Wisconsin

Project # **CH-16-012**  
 Project Name **Carpeting Replacement - City Hall**

Type Maintenance Department City Hall  
 Useful Life 10 years Contact Maintenance Manager  
 Category City Hall Priority 2 Important

Description Total Project Cost: \$48,500  
 Replacement of carpeting - various locations of City Hall.  
 If damaged, removal, remediation, and replacement of floor tile with asbestos. Potential front entryway tile repairs as needed due to cracking.

Justification  
 Planned life cycle replacement of the following areas:  
 In 2019 and 2020 Police Work Area (Replaced in 2009)  
 in 2021 Clerk-Treasurer Work Area (From about 2000)  
 Future year priority based upon condition. If damaged, removal, remediation, and replacement of floor tile with asbestos.

Prior	Expenditures	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
20,500	Other	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500		28,000
<b>Total</b>	<b>Total</b>	<b>3,500</b>		<b>28,000</b>								

Prior	Funding Sources	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
20,500	Tax Levy	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500		28,000
<b>Total</b>	<b>Total</b>	<b>3,500</b>		<b>28,000</b>								

Budget Impact/Other  
 Unexpended funds will be placed in Non-Lapsing account if needed for removal, remediation, and replacement of floor tile with asbestos. Carpeting over asbestos floor tile might be option depending upon area of the building.

Attachment: City Maintenance (4612 : City Maintenance)

Capital Plan

2020 thru 2029

City of Merrill, Wisconsin

**Project #** CH-20-001  
**Project Name** Roof Replacement

**Type** Improvement                      **Department** City Hall  
**Useful Life** 20 years                      **Contact** Maintenance Manager  
**Category** City Hall                      **Priority** 1 Critical

**Description** **Total Project Cost: \$160,000**  
 Additional City Hall roof sections need replacement - original 100-year old west section and two-story north section.  
 Police wing and lower south section were replaced in 2018. Metal front entryway was replaced in 2007.

**Justification**  
 Reaching the end-of-life cycle and some separation around building edges. Leaks developing above State of Wisconsin Probation & Parole 2nd floor rental space.  
 Roof inspected by contractor in Spring 2019 and needs replacement within next year.

Prior	Expenditures	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
80,000	Construction/Maintenance	80,000										80,000
<b>Total</b>	<b>Total</b>	<b>80,000</b>										<b>80,000</b>

Prior	Funding Sources	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
80,000	Borrowing-10-Years (City Tax Levy)	80,000										80,000
<b>Total</b>	<b>Total</b>	<b>80,000</b>										<b>80,000</b>

**Budget Impact/Other**  
 The metal entryway roof into the front of City Hall (i.e. part of 1993 addition) was previously replaced due to leaking.

Attachment: City Maintenance (4612 : City Maintenance)

# Lincoln County Public Access Land Records Viewer



Attachment: City Maintenance (4612 : City Maintenance)

Author: Public  
Date Printed: 5/17/2019



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. Errors should be reported to Land Services Department, 801 North Sales St, Merrill, WI, 54452. Copyright © 2015 Phone (7



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Attachment: City Maintenance (4612 : City Maintenance)

# Lincoln County Public Access Land Records Viewer



Attachment: City Maintenance (4612 : City Maintenance)

Author: Public  
Date Printed: 5/17/2019



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. Errors should be reported to Land Services Department, 801 North Sales St, Merrill, WI, 54452. Copyright © 2015 Phone (715) 835-3300

Lincoln County, WI



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Capital Plan

2020 thru 2029

City of Merrill, Wisconsin

Project # CH-20-002  
 Project Name City Hall Roof Top HVAC

Type Equipment Department City Hall  
 Useful Life 15 years Contact Maintenance Manager  
 Category Equipment: Miscellaneous Priority 1 Critical

Description Total Project Cost: \$30,000  
 Remove and replace two roof top HVAC units.

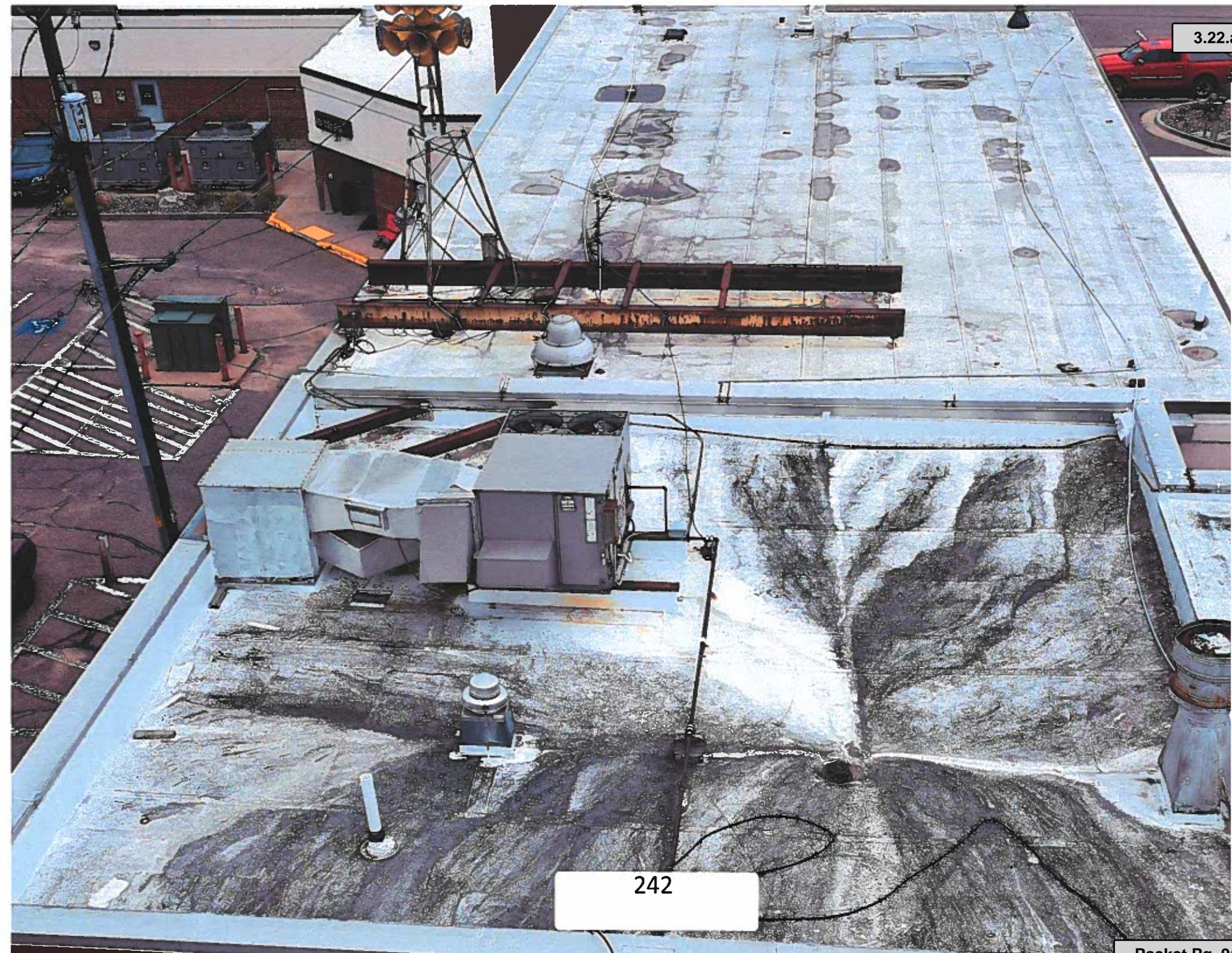
Justification  
 The existing roof top HVAC equipment nearing end of life cycle. Replacement at same time as roof replacements.

Expenditures	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
Construction/Maintenance	30,000										30,000
<b>Total</b>	<b>30,000</b>										<b>30,000</b>

Funding Sources	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
Borrowing-10-Years (City Tax Levy)	30,000										30,000
<b>Total</b>	<b>30,000</b>										<b>30,000</b>

Budget Impact/Other

Attachment: City Maintenance (4612 : City Maintenance)



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Attachment: City Maintenance (4612 : City Maintenance)

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 Bldg. Inspection/Zoning

	2017 ACTUAL	2018 ACTUAL	(-----) 2019 CURRENT BUDGET	(-----) 2019 Y-T-D ACTUAL	(-----) 2019 PROJECTED YEAR END	(-----) 2020 REQUESTED BUDEGT	(-----) 2020 BUDGET CHANGE	(-----) PROPOSED BUDGET
<b>REVENUES</b>								
<u>Licenses and Permits</u>								
42400-44300 Building/Zoning Permit Fees	22,075	38,758	32,500	16,979	27,500	32,500	0	
TOTAL Licenses and Permits	22,075	38,758	32,500	16,979	27,500	32,500	0	
42400-44300 Building/Zoning Permit Fee	PERMANENT NOTES: Commercial building permit fee increased 1/1/2018.							
<u>Miscellaneous Revenues</u>								
42400-48111 Various TIDs-Blight	0	0	5,000	0	10,000	7,500	2,500	
42400-48750 Sidewalk/Concrete Program	0	0	5,000	0	0	5,000	0	
TOTAL Miscellaneous Revenues	0	0	10,000	0	10,000	12,500	2,500	
42400-48111 Various TIDs-Blight	PERMANENT NOTES: Allocations to TIDs are year-end journal entries.							
<b>TOTAL REVENUES</b>	<b>22,075</b>	<b>38,758</b>	<b>42,500</b>	<b>16,979</b>	<b>37,500</b>	<b>45,000</b>	<b>2,500</b>	
<b>EXPENDITURES</b>								
<u>Personnel Services</u>								
52400-01-11000 Salaries-Bldg Inspector	60,498	64,576	75,845	55,128	75,845	79,396	3,551	
52400-01-21000 Wages-Regular CD	13,979	34,136	35,745	25,925	35,745	37,379	1,634	
52400-01-23000 Longevity	116	271	271	0	271	271	0	
52400-01-51000 Social Security	5,243	6,824	8,557	5,546	8,557	8,950	393	
52400-01-52000 Retirement (WRS)	5,071	6,629	7,327	5,309	7,327	7,897	570	
52400-01-54000 Health Insurance	6,570	13,274	13,911	10,434	13,911	14,607	696	
52400-01-55000 Life Insurance	405	546	525	458	600	635	110	
TOTAL Personnel Services	91,882	126,257	142,181	102,800	142,256	149,135	6,954	
52400-01-21000 Wages-Regular CD	PERMANENT NOTES: Effective 2018, includes 70% of Community Development Program Coordinator position.							
<u>Contractual Services</u>								
52400-02-17550 Condemn-Title Research	0	0	250	0	0	0	( 250)	
52400-02-17575 Condemn-Engineering	0	0	250	0	0	0	( 250)	
52400-02-17588 Condemn - Legal Notices	0	0	150	30	250	250	100	
52400-02-25000 Telephone	642	0	650	0	0	0	( 650)	
52400-02-25500 iPad - Bldg Inspector	350	197	350	81	200	200	( 150)	
TOTAL Contractual Services	992	197	1,650	111	450	450	( 1,200)	

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 Bldg. Inspection/Zoning

	2019			2020				
	2017	2018	CURRENT	Y-T-D	PROJECTED	REQUESTED	BUDGET	PROPOSED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDEGT	CHANGE	BUDGET
<b>Supplies &amp; Expenses</b>								
52400-03-10000 Office Supplies	589	1,081	1,000	552	1,000	1,000	0	
52400-03-11000 Postage	334	345	750	176	400	400	( 350)	
52400-03-20000 Publications & Notices	323	0	250	0	250	250	0	
52400-03-32000 Education & Conference	1,285	1,272	1,250	729	1,250	1,250	0	
52400-03-40000 Operating Supplies	391	97	500	236	250	250	( 250)	
52400-03-51000 Vehicle Repair/Maintenanc	64	484	550	539	600	600	50	
52400-03-53000 Mileage & Gas	416	489	530	254	530	530	0	
TOTAL Supplies & Expenses	3,401	3,767	4,830	2,486	4,280	4,280	( 550)	
<b>Technology</b>								
52400-15-42500 Computer Replacement	0	734	0	0	0	0	0	
52400-15-51111 Drone - Aerial	0	0	0	2,248	2,248	0	0	
TOTAL Technology	0	734	0	2,248	2,248	0	0	
<b>TOTAL EXPENDITURES</b>	<b>96,275</b>	<b>130,954</b>	<b>148,661</b>	<b>107,645</b>	<b>149,234</b>	<b>153,865</b>	<b>5,204</b>	
<b>REVENUE OVER/(UNDER) EXPENDITURES</b>	<b>( 74,200)</b>	<b>( 92,196)</b>	<b>( 106,161)</b>	<b>( 90,666)</b>	<b>( 111,734)</b>	<b>( 108,865)</b>	<b>( 2,704)</b>	

Attachment: Building Inspection - Zoning (4613 : Building Inspection / Zoning)

CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

25 -Community Development  
 CDBG Grants/Loans

	2017	2018	2019			2020		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
<b>REVENUES</b>								
<u>Miscellaneous Revenues</u>								
40000-48114 Int CK/PCCU - CDBG	29	71	40	166	200	200	160	
40000-48115 Int CK- LCB HCRI	0	0	0	0	0	0	0	
40000-48116 Int CK/PCCU HOME	0	0	0	0	0	0	0	
40000-48118 Int SBA - LCB & PCCU	84	127	95	293	400	350	255	
40000-48610 Housing Paybacks- Prin.	105,730	171,206	100,000	75,853	100,000	100,000	0	
40000-48615 Housing Paybacks- Interest	0	0	0	0	0	0	0	
40000-48630 Rental Paybacks-Prin.	0	0	0	400	0	0	0	
40000-48650 SBA Paybacks- Prin.	32,367	38,844	60,000	54,441	60,000	62,500	2,500	
40000-48655 SBA Paybacks- Interest	10,785	2,292	2,000	1,902	2,000	2,250	250	
40000-48660 HCRI Paybacks- Prin.	0	0	0	0	0	0	0	
40000-48670 HOME Paybacks- Prin.	0	0	0	0	0	0	0	
40000-48750 Donation/Sale Paybacks	0	0	0	0	0	0	0	
40000-48759 Sale of Donated Property	0	0	0	0	0	0	0	
<b>TOTAL Miscellaneous Revenues</b>	<b>148,994</b>	<b>212,541</b>	<b>162,135</b>	<b>133,055</b>	<b>162,600</b>	<b>165,300</b>	<b>3,165</b>	
<b>TOTAL REVENUES</b>	<b>148,994</b>	<b>212,541</b>	<b>162,135</b>	<b>133,055</b>	<b>162,600</b>	<b>165,300</b>	<b>3,165</b>	
<u>EXPENDITURES</u>								
<u>Special Services</u>								
50000-04-35000 CDBG RLF Payouts	65,996	98,341	75,000	75,010	100,000	100,000	25,000	
50000-04-35777 CDBG Rental Payouts	0	430	57,910	57,910	57,910	25,000	( 32,910)	
50000-04-37000 HCRI RLF Payouts	0	0	0	0	0	0	0	
50000-04-38100 HCRI Grant Payouts	0	0	0	0	0	0	0	
50000-04-38200 HOME Grant Payouts	0	0	0	0	0	0	0	
50000-04-38500 HOME RLF Payouts	0	0	0	0	0	0	0	
50000-04-50000 Donation/Sale Payouts	0	0	0	0	0	0	0	
50000-04-62500 SBA Loans to Business	17,500	15,000	25,000	20,000	25,000	25,000	0	
50000-04-62507 SBA Loan to TID No. 7	0	0	100,000	100,000	100,000	0	( 100,000)	
50000-04-70000 RLF Administration	0	571	500	516	1,000	500	0	
<b>TOTAL Special Services</b>	<b>83,496</b>	<b>114,342</b>	<b>258,410</b>	<b>253,436</b>	<b>283,910</b>	<b>150,500</b>	<b>( 107,910)</b>	
<b>TOTAL EXPENDITURES</b>	<b>83,496</b>	<b>114,342</b>	<b>258,410</b>	<b>253,436</b>	<b>283,910</b>	<b>150,500</b>	<b>( 107,910)</b>	
<b>REVENUE OVER/(UNDER) EXPENDITURES</b>	<b>65,498</b>	<b>98,198</b>	<b>( 96,275)</b>	<b>( 120,380)</b>	<b>( 121,310)</b>	<b>14,800</b>	<b>111,075</b>	

Attachment: Community Development (Fund 25) (4614 : Community Development)



CITY OF MERRILL  
 PROPOSED BUDGET WORKSHEET  
 AS OF: SEPTEMBER 30TH, 2019

10 -General Fund  
 Economic Development

	2017 ACTUAL	2018 ACTUAL	(----- 2019 -----)	(----- 2020 -----)				
			CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
<b>EXPENDITURES</b>								
<u>Contractual Services</u>								
56700-02-13500 Merrill Area Dev. Corp.	3,200	3,200	3,200	3,200	3,200	3,200	0	
56700-02-13750 Lincoln County EDC	16,500	17,000	17,000	17,000	17,000	17,000	0	
TOTAL Contractual Services	19,700	20,200	20,200	20,200	20,200	20,200	0	
56700-02-13750 Lincoln County EDC	PERMANENT NOTES: Totals for LCEDC - with balance from various TIDS: 2017 \$23,025 (TIDs \$6,525) - with 2.5% Increase 2018 \$23,600 (TIDs \$6,550) 2019 \$24,190 (TIDs \$7,190) 2020 \$24,750 (TIDs \$7,750) - with 2.3% Increase							
<b>TOTAL EXPENDITURES</b>	19,700	20,200	20,200	20,200	20,200	20,200	0	

Attachment: Economic Development (Non-TID) (4615 : Economic Development)



## 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: October 10<sup>th</sup>, 2019

To: Mayor Derek Woellner and Aldermen

From: Kathy Unertl, Finance Director

RE: Budget 2020 – Follow-Up Items – Committee of Whole on  
Tuesday, 10/29<sup>th</sup> @ 5:30 p.m.

Besides review of Tax Increment Districts (TIDs) budget requests and Debt Service Levy, the following research/follow-up items have been requested:

-Wage increase – fiscal impact of Non-Union Steps, as well as proposed 1% wage increase in January and 1% wage increase in July.

-Health Insurance – comparison with other Lincoln County public-sector employers and fiscal (including Health Incentive Program).

-Cost comparisons for garbage and recycle operations – City vs. potential contractor?

-Potential Recycle Fee – What steps are needed for Recycle Utility? Potential fee amount?

-Water Rates – Looks like WI Public Service Commission (PSC) spreadsheet templates should allow City staff to prepare most of the required information. However, this will be something for Water & Sewage Committee and Committee of Whole review in early 2020.

-Review of City and utility insured assets – buildings, contents, property-in-the-open, and vehicles/equipment.

-Review and consideration of all the 2020 Capital requests and fiscal implications for new borrowing and future debt service levy.

-Items listed in Mayor Woellner's 10/7/2019 e-mail.

-Items suggested by City Administrator Dave Johnson for potential discussion.

### **What other items/suggestions you want researched and fiscal numbers prepared?**

Since WI Department of Revenue Assessed Valuation information needed to calculate the tax rate will not be available until November 1st, I suggest scheduling a Committee of Whole meeting the week of November 4<sup>th</sup> for consideration of the overall 2020 budget.