



CITY OF MERRILL
PERSONNEL AND FINANCE COMMITTEE
MINUTES • TUESDAY FEBRUARY 25, 2020

Regular Meeting

City Hall Council Chambers

5:00 PM

I. Call to Order

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

Attendee Name	Title	Status	Arrived
Rick Blake	Aldersperson - Third District	Present	
Paul Russell	Aldersperson - First District	Present	
Steve Osness	Aldersperson - Fourth District	Present	

Others in attendance: Mayor Derek Woellner (arr. 5:02), City Administrator Dave Johnson, Finance Director Kathy Unertl, City Attorney Tom Hayden, Alderman Steve Hass, Alderman Steve Sabatke, Fire Chief Josh Klug, Dean Dietrich and City Clerk Bill Heideman. Hunter Lane was in attendance to videotape the meeting for Merrill Productions.

II. Vouchers:

1. Vouchers

The vouchers were in the meeting packet.

Finance Director Unertl answered questions related to the vouchers.

Motion (Osness/Blake) to approve.

RESULT: APPROVED

III. Agenda items for consideration:

1. 2021 budget discussion items

Alderman Russell began 2021 budget discussion by stating that it is “never too early” to begin consideration of the next year’s budget. An ordinance related to budget policy will ultimately be discussed by the Committee of the Whole, but the Personnel and Finance Committee can certainly have input as well. It was decided that the budget policy ordinance would be on the March Personnel and Finance Committee meeting agenda.

General options related to budget policy were then discussed, followed by discussion on employee health insurance.

Finance Director Unertl mentioned that it is important to have the Capital portion of the budget completed as soon as possible after the new Common Council is seated and been given orientation.

Options on the number of budget meetings to hold was then discussed.

Discussion was then held on Open Meetings and Open Records laws. Mayor Woellner suggested the possibility of “virtual” budget meetings.

Alderman Hass stated his opinion that holding an “all day budget meeting” seemed to work well in the past.

No action was taken at this time.

IV. **Monthly Reports:**

1. **Municipal Court**

The report was in the meeting packet.

2. **Finance Director Unerlt**

The report was in the meeting packet.

Finance Director Unerlt reported that the auditors will be in town at the beginning of March. It was noted that the composition of the Redevelopment Authority has changed lately.

3. **City Attorney Hayden**

The report was in the meeting packet.

4. **City Clerk Heideman**

The report was in the meeting packet.

City Clerk Heideman urged anyone that wants to register to vote to do some prior to election day.

5. **City Administrator Johnson**

The report was in the meeting packet.

In the near future, the Festival Grounds Committee will have discussions related to buildings at the Festival Grounds.

6. **Consider placing monthly reports on file**

Motion (Osness/Blake) to place on file.

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

Tuesday, March 24th, 2020 at 5:00 P.M. in the City Hall Common Council Chambers.

VI. **Public Comment Period**

None.

VII. **Closed sessions:**

Motion (Blake/Osness) to convene in closed session. Motion carried 3-0 on roll call vote. Convened in closed session at 5:30 P.M.

Note: The minutes of the remainder of the meeting will be filed and published at a later date.

1. The Committee may convene in closed session pursuant to Wisconsin State Statutes 19.85(1)(e) & (g) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session and to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved in, to continue negotiations with the Fire union.
 2. The Committee may convene in closed session pursuant to Wisconsin State Statutes 19.85 (1)(c), to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, to address Citizen Feedback form(s) submitted.
- VIII. The Committee may reconvene in open session for potential action(s) on closed session issue(s).
- IX. Adjournment