

**FINANCE, PERSONNEL & SAFETY**  
**MARKESAN CITY HALL**  
December 5, 2017  
Immediately Following Public Property Meeting  
**Minutes**

**Call to Order:** At 6:37pm

**Roll Call:** By sign-in sheet

**Citizen's Comments:** None

**Emergency Management Report:** Mike Ross reported work needed on Truck 381 and 380. Requested Mike to get more information from other dealers.

**Review and Approval of Vouchers Payable:** Motion Ald. Abendroth/Ald. Triemstra to approve vouchers payable. Motion carried.

**Police Report & Schedule**

- **Millard Street Drop Off Zone:** To improve logistics, the city removed the crossing guard shack and the school is closing the parking lot on the north side of Millard Street. Chief Pflum created a drop off zone along the north side of Millard from 7:30am to 8:30am. Motion Ald. Bieszki/Ald. Zastrow to approve changes. Motion carried.
- **Hiring of Substitute Crossing Guard:** Motion Mayor Slate/Ald. Bieszki to approve the 3 applicants at the current hourly rate, and after the proper background checks. Motion carried.
- **Update of Tall Grass/Weed Ordinance:** Motion Ald. Bieszki/Mayor Slate to send to Council for approval. Motion carried.

**New Business**

- **Discussion and Action on Year End Employee Gifts:** Motion Ald. Bieszki/Ald. Triemstra to do the same as last year. Motion carried.
- **Discussion and Action to Set a Fund Balance Policy:** Motion Mayor Slate/Ald. Bieszki to have the clerk and city attorney draft a policy and resolution for the city to strive for a 20% reserve balance, fill fund balance first, then in 2020 use the debt service reduction to outlay accounts. Motion carried.

**Old Business**

- **Discussion and Action on 2018 Budget:** Motion Ald. Bieszki/Ald. Triemstra to get a clean copy of the Bond from Ehlers Option #1 and have the clerk provide a completed budget with current numbers. Motion carried.
- **Discussion and Action on Bonding:** Motion Ald. Bieszki/Ald. Zastrow to have Ehlers proceed with Option #1 on the bond. Motion carried.
- **Discussion and Action to Finance WRS Unfunded Liability Account:** Motion Mayor Slate/Ald. Zastrow to have the clerk check with local banks on the cost to borrow approx. \$32,400.00 for the WRS Unfunded Liability for 3 years. Motion carried.

**Adjournment:** Motion Mayor Slate/Ald. Zastrow to adjourn. Motion carried. Meeting adjourned at 7:30pm.

Respectfully Submitted by,

David Abendroth, Chairperson