



P.O. Box 352 • 150 S. Bridge St. • Markesan, WI 53946 • P: (920) 398-3031 • F: (920) 398-3991

FINANCE, PERSONNEL & SAFETY Markesan City Hall

APRIL 4, 2018

Immediately Following Public Property Meeting

AGENDA

Call to Order

Roll Call

Citizen's Comments

Emergency Management Report

Review and Approval of Vouchers Payable

Police Report & Schedule

- Officer Watry Resignation
- Full Time Vacancy
- Increased Time of School Liaison Officer

New Business

- Discussion and Action on Library Budget Line Item

Old Business

- Discussion and Action on Allocating WRS Unfunded Liability Loan for Markesan Library Per Johnson Block Suggestions
- Discussion and Action on Temporary (Fill-in) Office Help Job Description
- Discussion and Action on Reviewing Johnson Block Suggestions for Municipality Charging Reasonable Interest Cost for Advances on TID Fund
- Discussion and Action on Support Resolution and Letter for Bug Tussel Communications Tower
- Discussion and Action on Refinancing WRS Unfunded Liability Loan

Adjournment

A quorum of the Markesan Common Council may be in attendance at this meeting to gather information about a subject over which they have decision making responsibility. Under Wisconsin Open Meeting Law, this may constitute a meeting of the Common Council pursuant to the Badtke Decision, however, the Council will not take action at this meeting.

Any person requiring special assistance to participate in this meeting should contact the Clerk-Treasurer at 398-3031 at least 24 hours prior to the meeting so appropriate accommodations can be made.

Posted: Markesan State Bank City Hall
Farmers State Bank Post Office
www.markesanwi.gov

Dated April 3, 2018
Elizabeth A Amend, Clerk-Treasurer

April 4, 2018

TO: CLERK-TREASURER
FROM: FINANCE, PERSONNEL & SAFETY COMMITTEE

Please be advised we have reviewed the following vouchers, found them to be in order, and recommend to the Common Council that authorization for payment be approved:

CITY CHECKS: #34552 - 34603	\$ 166,321.81
DD #2143 - 2185	\$ 28,817.68
EFT #0639 - 0656	\$ 1,219,925.39
TOTAL	\$ 1,415,064.88
UTILITY CHECKS: #12066 - 12082	\$ 35,662.16
TOTAL	\$ 35,662.16

With the exception of:

Signed:

City of Markesan
Voucher List

March 6 through April 3, 2018

Num	Date	Name	Memo	Original Amount
DB	03/13/2018	MARKESAN STATE BANK	PAYOFF LOC LOAN INT	-34,418.67
DB	03/13/2018	MARKESAN STATE BANK	PAYOFF LOC LOAN PRINC	-1,148,453.43
EFT-0639	03/06/2018	EMPLOYEE BENEFITS CORPORATION	HRA	-29.33
EFT-0640	03/06/2018	WISCONSIN DEPT. OF REVENUE	3/2/18 PR	-904.77
EFT-0641	03/06/2018	EMPOWER RETIREMENT (WDC)	3/2/18 PR	-65.00
EFT-0642	03/06/2018	INTERNAL REVENUE SERVICE	3/2/18 PR	-32.44
EFT-0643	03/06/2018	INTERNAL REVENUE SERVICE	3/2/18 PR	-4,830.72
EFT-0644	03/12/2018	EMPLOYEE BENEFITS CORPORATION	HRA Contribution	-40.00
EFT-0645	03/19/2018	EMPOWER RETIREMENT (WDC)	3/16/18 PR	-65.00
EFT-0646	03/20/2018	INTERNAL REVENUE SERVICE	3/16/18 PR	-4,666.20
EFT-0647	03/20/2018	WISCONSIN DEPT. OF REVENUE	3/16/18 PR	-906.81
EFT-0648	03/21/2018	WISC DEPT OF REVENUE	TIF FEE	-150.00
EFT-0649	03/29/2018	EMPLOYEE BENEFITS CORPORATION	HRA REIMB.	-91.60
EFT-0650	03/30/2018	EMPLOYEE BENEFITS CORPORATION	HRA CARD FEE	-53.50
EFT-0651	04/01/2018	DELTA DENTAL OF WISCONSIN	April 2018 Ins Premiums	-294.69
EFT-0652	04/01/2018	UNITED HEALTHCARE	April 2018 Ins Premiums	-11,233.18
EFT-0653	04/02/2018	EMPOWER RETIREMENT (WDC)	3/30/18 PR	-65.00
EFT-0654	04/03/2018	WRS (Wisconsin Retirement System)	March 2018 Retirement	-7,882.89
EFT-0655	04/03/2018	WISCONSIN DEPT. OF REVENUE	3/30/18 PR	-927.62
EFT-0656	04/03/2018	INTERNAL REVENUE SERVICE	3/30/18 PR	-4,814.64
			TOTAL EFT PAYMENTS	-1,219,926.39
DD2143	03/16/2018	Amend, Elizabeth A	Direct Deposit	-1,159.70
DD2144	03/16/2018	Boening, Jacob DA	Direct Deposit	-48.03
DD2145	03/16/2018	Butner, Bonny	Direct Deposit	-107.55
DD2146	03/16/2018	Chaon, Janice E	Direct Deposit	-85.43
DD2147	03/16/2018	Chisnell, Gerald	Direct Deposit	-138.62
DD2148	03/16/2018	Doro, Anthony	Direct Deposit	-1,357.62
DD2149	03/16/2018	Glover, Valerie	Direct Deposit	-126.06
DD2150	03/16/2018	Hansen, Martin H	Direct Deposit	-1,301.74
DD2151	03/16/2018	Hazlewood, Lucy	Direct Deposit	-1,141.27
DD2152	03/16/2018	Heberer, Jeffrey	Direct Deposit	-1,223.77
DD2153	03/16/2018	Heiling, Rachel	Direct Deposit	-627.27
DD2154	03/16/2018	Jobs, Kristine	Direct Deposit	-108.07
DD2155	03/16/2018	Mayer, Matthew D	Direct Deposit	-248.21
DD2156	03/16/2018	McLean, Cody	Direct Deposit	-1,412.80
DD2157	03/16/2018	Ortiz, Manuel S	Direct Deposit	-60.95
DD2158	03/16/2018	Pflum, William	Direct Deposit	-1,558.94
DD2159	03/16/2018	Roberts, Thomas	Direct Deposit	-900.94
DD2160	03/16/2018	Sokolaki, Mitchell G	Direct Deposit	-640.99
DD2161	03/16/2018	Stellmacher, Nancy	Direct Deposit	-417.48
DD2162	03/16/2018	Watry, Phillip	Direct Deposit	-1,149.95
DD2163	03/16/2018	Zelenko, Valentina	Direct Deposit	-279.42
DD2164	03/16/2018	Zuhka, Gregory A	Direct Deposit	-57.25

City of Markesan Voucher List

March 6 through April 3, 2018

DD2165	03/30/2018	Amend, Elizabeth A	Direct Deposit	-1,162.99
DD2166	03/30/2018	Boening, Jacob DA	Direct Deposit	-60.96
DD2167	03/30/2018	Butner, Bonny	Direct Deposit	-153.62
DD2168	03/30/2018	Chaon, Janice E	Direct Deposit	-85.42
DD2169	03/30/2018	Chlsnell, Gerald	Direct Deposit	-322.18
DD2170	03/30/2018	Doro, Anthony	Direct Deposit	-1,357.62
DD2171	03/30/2018	Glover, Valerie	Direct Deposit	-103.58
DD2172	03/30/2018	Hansen, Martin H	Direct Deposit	-1,301.72
DD2173	03/30/2018	Hazlewood, Lucy	Direct Deposit	-966.94
DD2174	03/30/2018	Heberer, Jeffrey	Direct Deposit	-1,223.77
DD2175	03/30/2018	Helling, Rachel	Direct Deposit	-624.09
DD2176	03/30/2018	Jobs, Kristine	Direct Deposit	-236.00
DD2177	03/30/2018	Mayer, Matthew D	Direct Deposit	-856.68
DD2178	03/30/2018	McLean, Cody	Direct Deposit	-1,366.79
DD2179	03/30/2018	Pflum, William	Direct Deposit	-1,551.44
DD2180	03/30/2018	Roberts, Thomas	Direct Deposit	-900.93
DD2181	03/30/2018	Sokolowski, Mitchell G	Direct Deposit	-694.77
DD2182	03/30/2018	Stellmacher, Nancy	Direct Deposit	-232.90
DD2183	03/30/2018	Watry, Philip	Direct Deposit	-1,178.18
DD2184	03/30/2018	Weber, Bobbi Jo	Direct Deposit	-135.99
DD2185	03/30/2018	Zelenko, Valentina	Direct Deposit	-149.19
			TOTAL DIRECT DEPOSITS	-28,817.68
34552	03/07/2018	FARMERS STATE BANK	MIN. REQ. FOR PREEMPL ACCT	-100.00
34553	03/08/2018	MCLEAN CODY	Tuition Reimbursement	-1,977.70
34554	03/08/2018	CENTURYLINK	Feb - Mar '18 Phone & Internet	-640.38
34555	03/08/2018	MARKESAN AUTO, HOME & FARM	Misc Parts / Supplies	-210.11
34556	03/12/2018	CENTURYLINK BUSINESS SERVICES	Pre-Pay Invoice	-5.00
34557	03/12/2018	LANDMARK SERVICES COOPERATIVE	Feb 2018 Fuel	-941.63
34558	03/12/2018	MARCO, INC.	Copier Contract Mar - June 2018	-295.72
34559	03/12/2018	NESS ELECTRIC LLC	Street Lights	-132.40
34560	03/12/2018	US POSTMASTER	2 Rolls of Stamps	-100.00
34561	03/13/2018	RADTKE CONTRACTORS, INC	Pay App #1 & #2	-89,290.52
34562	03/13/2018	FARMERS STATE BANK	Payoff Fire Tender Truck	-35,990.74
34563	03/19/2018	MARKESAN WATER & SEWER	W/S PORTION OF WE ENERGY REIMB	-7,234.44
34564	03/20/2018	AIRGAS USA, LLC	Cylinder Rental	-27.60
34565	03/20/2018	BALLWEG IMPLEMENT	Oil	-87.43
34566	03/20/2018	EMC INSURANCE	Property & Liability	-3,274.82
34567	03/20/2018	FARMERS STATE BANK	WRS LOAN PYMNT #2	-959.64
34568	03/20/2018	HEILING RACHEL	Mileage Reimb to GL County / Election Training	-15.68
34569	03/20/2018	RENNERT'S FIRE EQUIPMENT	Hi Pressure Hose	-14.84
34570	03/20/2018	SHELL FLEET PLUS	Feb 2018 Fuel	-770.21
34571	03/20/2018	SONDALLE LAW OFFICE	Feb 2018 Legal Services	-237.50
34572	03/20/2018	SUPERHEAT	Install Furnace at Park	-2,870.00
34573	03/20/2018	TOWN OF G.L.	Edge Paper Rolls	-60.00
34574	03/20/2018	TVRP	CASE # 24MK010118001	-5.00
34575	03/20/2018	VERIZON WIRELESS	Mar - Apr 2018 Cell Phone	-120.02

City of Markesan Voucher List

March 6 through April 3, 2018

34576	03/20/2018	WE ENERGIES	Feb - Mar 2018 Gas Bills	-1,485.80
34577	03/20/2018	WELLS FARGO REMITTANCE CENTER	Hein Park Bench / Misc.	-1,755.37
34578	03/26/2018	REFUNDS	Refund for cancellation of S&S (less \$15 proces	-70.00
34579	03/29/2018	US POSTMASTER	W/S Postage	-300.00
34580	04/02/2018	ALLIANT ENERGY/WP&L	Feb - Mar '18 Electric Bills	-3,262.60
34581	04/02/2018	BERGEMANN'S AUTOCARE	2014 Explorer / Replace Headlight	-33.18
34582	04/02/2018	BERLIN JOURNAL NEWSPAPERS	Subscription / Monthly Bill	-653.38
34583	04/02/2018	BLACKSTONE TECHNOLOGIES	Street Repair	-300.96
34584	04/02/2018	CDW GOVERNMENT	Cameras	-2,731.06
34585	04/02/2018	COMPLETE OFFICE OF WISCONSIN	Office Supplies	-220.48
34586	04/02/2018	FASTENAL COMPANY	Tape / Cable Ties	-137.42
34587	04/02/2018	GENERAL CODE	2018 Annual Maintenance	-495.00
34588	04/02/2018	GENERAL ENGINEERING CO., INC.	Communication on Bridge Work	-210.00
34589	04/02/2018	GREEN LAKE COUNTY TREASURER	Salt	-1,499.90
34590	04/02/2018	JOHNSON BLOCK AND COMPANY	Billing for 2017 Audit / TID	-4,700.00
34591	04/02/2018	KIMBALL MIDWEST	Sander / Belt	-158.47
34592	04/02/2018	KT SERVICE CENTER	Intake Manifold Gaskets	-594.13
34593	04/02/2018	LITTLE GREEN LAKE PROT & REHAB DISTRICT	Dec '17 - Mar '18 Sewer	-132.87
34594	04/02/2018	MARKESAN WATER & SEWER	Jan - Mar 2018 W/S Bills	-366.97
34595	04/02/2018	MCLEAN CODY	Apr 2018 Cell Phone Reimb	-15.00
34596	04/02/2018	NESS ELECTRIC LLC	Street Lights / Parking Lot / Security System	-879.62
34597	04/02/2018	NEWMAN TRAFFIC SIGNS	Traffic Signs	-462.08
34598	04/02/2018	PFLUM, WILLIAM A.	Apr 2018 Cell Phone Reimb	-15.00
34599	04/02/2018	ROBERTS, TOM	Apr 2018 Cell Phone Reimb	-15.00
34600	04/02/2018	SUPERIOR CHEMICAL CORPORATION	Supply	-112.36
34601	04/02/2018	TACTICAL SOLUTIONS	Certification of radar units	-141.00
34602	04/02/2018	THE UNIFORM SHOPPE	McLean / Pants & Boots	-223.90
34603	04/03/2018	MARKESAN, CITY OF-PETTY CASH	Postage	-8.88
			TOTAL CHECK PAYMENTS	-166,321.81
			TOTAL PAYMENTS	-1,415,064.88

**Markesan Utilities
Voucher List
March 6 through April 3, 2018**

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Original Amount</u>
12066	03/12/2018	LANDMARK SERVICES COOPERATIVE	Feb 2018 Fuel	-100.29
12067	03/12/2018	MARKESAN, CITY OF	Feb 2018 Expense Reimb	-3,781.68
12068	03/20/2018	ALLIANT ENERGY/WP&L	Feb - Mar 2018 Gas Bills	-2,448.53
12069	03/20/2018	FERGUSON WATERWORKS #1476	Supply	-109.98
12070	03/20/2018	NESS ELECTRIC	Special Order	-169.86
12071	03/20/2018	POWERSPORTS COMPANY	Supply	-137.42
12072	03/20/2018	WE ENERGIES	Feb - Mar 2018 Electric Bill	-229.14
12073	03/20/2018	WILLIAM/REID LTD,LLC	Oxygen Sensor Cartridge	-365.82
12074	04/02/2018	CORE & MAIN	Valve Material	-1,595.75
12075	04/02/2018	FERGUSON WATERWORKS #1476	Supply	-160.65
12076	04/02/2018	GENERAL ENGINEERING CO., INC.	Compliance for Phosporus	-9,220.00
12077	04/02/2018	HEBERER, JEFFREY	Apr 2018 Cell Phone Reimb	-15.00
12078	04/02/2018	MARKESAN WATER & SEWER	Jan - Mar 2018 W/S	-472.79
12079	04/02/2018	MARKESAN, CITY OF	March 2018 PR Reimb	-16,563.66
12080	04/02/2018	NORTH CENTRAL LABS, INC.	Testing Supplies	-220.39
12081	04/02/2018	U.S. CELLULAR	Mar - Apr 2018 Cell Phone	-51.49
12082	04/03/2018	MARKESAN-PETTY CASH	Postage	-19.71
			TOTAL CHECK PAYMENTS	-35,662.16
			TOTAL PAYMENTS	-35,662.16



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Markesan Police Department
William A. Pflum, Chief of Police

Finance, Personnel and Public Safety Committee *Presented on April 4, 2018*

March 2018

Agenda:

- 1. Officer Watry Resignation**
- 2. Full Time Vacancy**
- 3. Increase time for Police Liaison Officer**

Appendix:

- 1. Officer Watry Resignation Letter**
- 2. April Police Schedule**
- 3. March Arrest Summary Report**
- 4. March Incident Report**

1. Officer Watry Resignation

This department received Officer Watry's resignation letter on March 7, 2018. Officer Watry's last day with the department was March 21st. Our department greatly appreciates the hard work and dedication Officer Watry gave to this department and community over the past three years. He will be missed.

2. Filling of Full Time Vacancy

With the departure of Officer Watry that leaves this department down one full time employec. I have posted the full time position internally and will bring before this committee next month the candidate(s) that have posted for the position that are qualified to fill the full time vacancy.

3. Increased time for School Liaison

Over the past couple of weeks, I have met with Superintendent Bark of the Markesan School District. During these meetings, Superintendent Bark has expressed interest in having our current school liaison officer in the school full time. Currently the school liaison officer is in the school an average of two days a week.

Superintendent Bark is applying for state funding that was recently approved by the state to assist schools to improve their security. This funding will assist school districts pay for full time officers along with assisting in upgrading other security measures.

This topic is still in the infant stages as it needs to work through the committees and board of education for final approval, but if everything is approved. Our police school liaison officer could be in our schools full time by the start of the 2018-19 school year.

The cost of the officer while he is working in the school district would be funded by the school district. Those costs include wages, insurance, and retirement.

The city would continue to pay for the wages, insurance and retirement when he is working for the city in the summer and during school breaks.

This department is in complete support of this program as we see it as a very proactive measure to protect our students and staff.

If approved we would need to look at how to staff and cover the current night shifts that our school liaison currently covers when not in the school district. We could study and determine the best course of action for that this summer.

This department is confident that we can fill all the shifts and provide the same level of police protection to the community. This department believes that the increased funds from the school district would offset any expense increases to cover those additional shifts during the school year.



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Markesan Police Department
William A. Pflum, Chief of Police

03/07/2018

Markesan Police Department
150 S Bridge St
Markesan, WI, 53946

Dear Chief William Pflum,

I would like to inform you of my intention to resign from the Police Officer position at the Markesan Police Department, effective two weeks from today, 03/07/2018. This makes my last day employed with the department on 03/21/2018.

I appreciate all the opportunities you gave me during my tenure at the Markesan Police Department.

Please let me know what assistance you'll require from me during the transfer period.

Thank you

Philip Watry

For The 6 Periods Ended 6/30/2017
City of Markesan (COP)

	2016 ACTUALS	2017 JAN - JUNE	2017 PROJECTED	2017 BUDGET	2018 BUDGET	2017-18 Budget Inc(+)/Dec(-)	COMMENTS
Crossing Guard Reimbursement	5,020.96	5,020.96	5,020.00	5,500.00	5,500.00	0.00	
Total Intergov't Charges for Services:	7,719.26	15,617.30	16,359.68	16,500.00	16,500.00	0.00	
Miscellaneous Revenue							
Interest Earnings	8,064.41	299.28	500.00	650.00	1,000.00	350.00	
Special Assessments Interest	32.45	0.00	0.00	0.00	0.00	0.00	
Rent - Municipal Building	9,400.00	1,500.00	6,800.00	9,000.00	6,800.00	(2,200.00)	
Rent - Land	2,462.50	0.00	2,462.00	2,462.00	2,462.00	0.00	
Rent - Cell Tower	10,099.02	5,105.32	10,100.00	10,100.00	10,100.00	0.00	
Sale of City Property	0.00	0.00	0.00	0.00	0.00	0.00	
Insurance Dividends/Rebates	2,104.00	0.00	2,000.00	2,100.00	2,000.00	(100.00)	
Donations	9,913.85	1,510.00	1,510.00	0.00	0.00	0.00	
Expense Reimbursements - All Types	4,401.82	0.00	0.00	2,500.00	2,500.00	0.00	
Total Miscellaneous Revenue:	46,478.05	8,414.60	23,372.00	26,812.00	24,862.00	(1,950.00)	
Other Financing Sources							
General Obligation Debt Proceeds		35,138.75	1,052,500.00	1,052,500.00	1,640,000.00	587,500.00	BOND
WRS Unfunded Liability Loan		0.00	0.00 *	0.00 *	40,000.00	0.00	3 year loan
Transfer from Fund Balance		0.00	0.00	0.00	0.00	0.00	Book entry. No actual cash inflow
Sinking Loan Fund		0.00	0.00	0.00	0.00	0.00	Book entry. No actual cash inflow
Total Other Financing Sources:	0.00	35,138.75	1,052,500.00	1,052,500.00	1,680,000.00	627,500.00	
Total Revenue:	1,348,863.31	779,392.63	2,855,401.23	2,884,956.00	3,036,452.18	151,496.18	

NOTE
In & Out (misc reimb - park damage, etc.). Does not include Library or W&S, as those are internal.

Expenses

	2016 ACTUALS	2017 JAN - JUNE	2017 PROJECTED	2017 BUDGET	2018 BUDGET	2017-18 Budget Inc(+)/Dec(-)	COMMENTS
General Government							
W&S Reimbursement	520.45	0.00	0.00	0.00	0.00	0.00	In & Out
Library Reimbursement	182.40	251.70	0.00	0.00	0.00	0.00	In & Out
Council	11,920.00	0.00	10,500.00	10,500.00	11,000.00	500.00	
Mayor	6,000.00	3,000.00	7,650.00	7,650.00	8,000.00	350.00	
Committees & Commissions	160.00	0.00	500.00	500.00	500.00	0.00	
City Attorney-General	5,740.40	1,825.00	4,400.00	4,400.00	4,600.00	200.00	
City Attorney-Prosecution	4,422.15	883.81	5,000.00	5,000.00	5,200.00	200.00	
Municipal Code Updates	1,856.91	495.00	495.00	2,300.00	1,500.00	(800.00)	Annual fee \$495 for eCode, and updates for ord changes
Legislative Support	11,952.90	4,225.38	12,000.00	13,000.00	13,000.00	0.00	

Public Works

	2016 ACTUALS	2017 JAN - JUNE	2017 PROJECTED	2017 BUDGET	2018 BUDGET	2017-18 Budget Inc(+)/Dec(-)	COMMENTS
Building Inspection	2,189.43	1,186.18	3,000.00	3,000.00	3,000.00	0.00	
Emergency Government	4,934.92	1,180.89	6,094.00	6,094.00	7,200.00	1,106.00	5 year ave = \$5681
Total Public Safety:	345,142.18	159,722.25	362,894.00	361,296.00	417,520.00	56,224.00	

Public Works

Streets Administration	4,143.06	2,514.50	2,221.80	8,000.00	10,000.00	2,000.00	
Public Works Buildings	10,693.45	4,779.24	9,904.61	11,750.00	11,750.00	0.00	
Public Works Machinery & Equipment	31,529.73	14,704.48	17,993.23	35,500.00	34,500.00	(1,000.00)	
Roadway Maintenance	10,765.92	747.32	29,197.13	13,000.00	13,000.00	0.00	
Curb & Gutters	278.82	0.00	1,762.47	500.00	500.00	0.00	
Traffic Sign & Markings	2,230.20	1,168.78	1,167.95	2,000.00	2,000.00	0.00	
Bridges & Culverts	565.60	2,221.80	565.60	500.00	500.00	0.00	
Snow & Ice Control	17,993.23	9,904.61	17,993.23	25,000.00	25,000.00	0.00	
Street Lighting	29,197.13	14,158.33	29,197.13	29,000.00	29,000.00	0.00	
Sidewalks	1,762.47	0.00	1,762.47	500.00	500.00	0.00	
Storm Sewers	7,609.78	0.00	7,609.78	1,750.00	1,750.00	0.00	
Street Cleaning	1,167.95	547.80	1,167.95	1,800.00	1,800.00	0.00	
Parking Lots	113.25	0.00	113.25	500.00	500.00	0.00	
Sanitation-Trash	64,796.38	30,650.34	64,796.38	65,243.00	63,652.00	(1,591.00)	New contract
Landfill Monitoring	3,129.95	138.60	3,129.95	1,000.00	5,200.00	4,200.00	Reimbr from Towns moved to revenues
Recycling-Curbside	20,775.06	10,520.46	20,775.06	21,627.27	21,398.00	22,167.95	769.95
Recycling Center	1,118.13	2,081.83	1,118.13	4,500.00	4,500.00	0.00	Contract ends June 2018 Majority of these costs are also shared with Towns
Recycling Center-Mackford	602.50	408.18	602.50	1,200.00	1,200.00	0.00	Expenses directly charged to
Recycling Center - Manchester	602.50	408.14	602.50	1,200.00	1,200.00	0.00	various Towns. Reimbr from Towns
Recycling Center - Green Lake	665.36	785.79	665.36	2,500.00	2,500.00	0.00	moved to revenues.
Weed & Brush Control	1,297.40	(210.38)	1,297.40	1,500.00	1,000.00	(500.00)	
Total Public Works:	211,037.87	95,529.82	211,037.87	21,627.27	228,341.00	232,219.95	3,878.95

Health & Human Services

Vermil/insect Control	0.00	0.00	0.00	300.00	300.00	0.00	(300.00)
Humane Shelter	0.00	0.00	0.00	0.00	500.00	0.00	(500.00)
Senior Transportation	1,554.98	0.00	1,554.98	0.00	0.00	0.00	
Cemetery	7,368.98	2,978.66	7,368.98	7,000.00	7,300.00	7,300.00	0.00
Total Health & Human Services:	8,923.96	2,978.66	8,923.96	7,300.00	8,100.00	7,300.00	(800.00)

Culture, Rec & Educ

Library	66,510.04	33,483.51	66,510.04	66,700.00	66,700.00	66,700.00	0.00
Parks	15,812.99	6,658.07	15,812.99	11,000.00	11,000.00	11,000.00	0.00
Celebrations	2,957.40	1,353.15	2,957.40	3,000.00	3,000.00	3,000.00	0.00

65,200 + 1500 = 66,700



City of Markesan
Account QuickReport
All Transactions

Type	Date	Num	Name	Memo	Split	Amount
4800000 · Miscellaneous Revenue						
4890000 · Exp Reimb-All Types						
General Journal	06/30/2016	548		Transfer GL B...	1110100 · Gen...	3,081.87
General Journal	08/01/2016	551		Correct codin...	4610000 · Cler...	-110.00
General Journal	08/01/2016	551		Correct codin...	4610000 · Cler...	-132.00
Sales Receipt	08/31/2016	21432	COUNTER RECEIPTS	Curb Repair - ...	12000 · Undep...	510.00
Sales Receipt	09/02/2016	21438	COUNTER RECEIPTS	Trash remova...	12000 · Undep...	110.00
Sales Receipt	11/23/2016	21534	MARKESAN PUB. LIBRARY	Expense Rei...	12000 · Undep...	941.95
Sales Receipt	05/26/2017	21799	MARKESAN, CITY	Expense Rei...	12000 · Undep...	35,138.75
General Journal	05/26/2017	574		reverse fire tr...	1110100 · Gen...	-35,138.75
Sales Receipt	07/25/2017	21883	MARKESAN PUB. LIBRARY	Expense Rel...	12000 · Undep...	1,017.47
Sales Receipt	12/28/2017	22036	MARKESAN PUB. LIBRARY	Expense Rei...	12000 · Undep...	419.43
Sales Receipt	01/29/2018	22065	MARKESAN PUB. LIBRARY	Clerk-Treasur...	12000 · Undep...	293.14
Sales Receipt	01/30/2018	22067	COUNTER RECEIPTS	Expense Rei...	12000 · Undep...	26.00
Total 4890000 · Exp Reimb-All Types						<u>6,157.86</u>
Total 4800000 · Miscellaneous Revenue						<u>6,157.86</u>
TOTAL						<u>6,157.86</u>

4/2/2018

City of Markesan Mail - RE: WRS from Betsy to Lucy



by Google

Betsy Amend <bamend@markesanwi.gov>

RE: WRS from Betsy to Lucy

1 message

Brent Nelson <BNelson@johnsonblock.com>

Wed, Mar 28, 2018 at 5:29 PM

To: Lucy Hazlewood <Hazlewood@markesanlibrary.org>

Cc: "Betsy Amend (bamend@markesanwi.gov)" <bamend@markesanwi.gov>

Thanks for this information Lucy. The City's WRS UAAL liability was slowly growing since 1990. The 1990 balance was ~\$38,000 compared to 2016 balance of ~ \$44,000. The balance grew ~ \$6,000 since the WRS contribution percentage wasn't set high enough to cover the interest on the liability in prior years. Interest charges on the liability averaged around ~\$3,000 a year which would total ~ \$81,000 of interest paid over the last 27 years. I'm glad the City took steps to pay this liability off.

I'm interpreting your attached information that the UAAL is derived from the City's initial entranced into the WRS on 1/1/1969 and 1/1/1986 formula factor changes. If Lucy was the first library employee to join the WRS on 10/10/91, the UAAL liability could be considered all City/Utility related.

Brent Nelson

POSITION DESCRIPTION

TITLE: Fill-in Office Help
DEPARTMENT: City Clerk's Office

JOB DUTIES AND RESPONSIBILITIES

This person will monitor and cover the Clerk-Treasurer office on days that the Deputy Clerk- Treasurer and Clerk-Treasurer are unavailable for the office due to training or unforeseen circumstances. Office Help will answer telephones, take messages, open mail, file, light cleaning, attend to customers at the counter, and do general office work assigned to them by the Clerk-Treasurer.



Betsy Amend <bamend@markesanwi.gov>

TID interest

1 message

Brent Nelson <BNelson@johnsonblock.com>
To: Betsy Amend <bamend@markesanwi.gov>

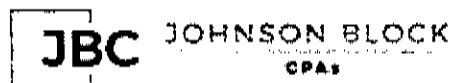
Tue, Mar 27, 2018 at 3:02 PM

Hi Betsy – I calculated a reasonable amount of interest for the City to charge the TID.

My assumptions used:

- The TID began in the mid 1990's. A \$435,000 loan was issued in 1997. This loan funded TID expenditures and interest payments on the debt through 2001. In 2002, interest and principal payments began being required to service the loan. This led to the TID being in a deficit cash position. This deficit cash was financed by the City's general fund. The City's advanced cash funds steadily increased from 2002 through 2009 as the TIF loan of \$435,000 was being repaid.
- Attached is a calculation for interest dating back to 2002 when the TID's deficit cash position began. I used a 2.5% interest rate on the deficit fund balance as of the end of the year. I believe that to be a reasonable amount of interest to charge. If the City were to charge more interest than that, it is unlikely that the TID would ever be able to pay it back anyway. I did not consider compounding any interest on the advance. The attachment calculates additional interest accruals from 2002-2017 of \$109,866.63
- Without additional interest accruals, I'm projecting that the TID would pay itself off in 2024 or 2025 based on the current revenue levels. Any excess revenues would then be proportionately refunded to the other taxing districts. With adding these interest accruals and subsequent accruals going forward, unless there is a dramatic change in revenues, the TID may not pay itself off by 2025. Nevertheless, I'd recommend recording the past interest accruals in the 2017 TID audit and 2017 financial statements. In the future, the City may decide to stop accruing any additional interest in subsequent years if it appears it will not be collectible from the TID.
- Going forward I'd recommend accruing any additional interest on the TID's true cash deficiency and eliminating use of the attached repayment schedule. This schedule was set up in 2014 for \$100,000 at an interest rate of 9.0%. We can calculate interest annually on the cash deficiency using a more reasonable interest rate, such as continuing to use the same 2.5%.

Thanks, and let me know how to proceed.



Brent Nelson, CPA | Audit Manager

2500 Business Park Road

Mineral Point, WI 53565

office 608.987.2206 | fax 608.987.3391

e-mail bnelson@johnsonblock.com

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City of Markesan

Retroactive interest accruals

	Deficit fund balance	interest rate 2.5% interest charge	less interest already charged by City	Additional chargeable interest
12/31/2002	18,432.73	460.82		460.82
12/31/2003	39,287.77	982.19		982.19
12/31/2004	64,226.32	1,605.66		1,605.66
12/31/2005	88,782.46	2,219.56		2,219.56
12/31/2006	122,597.86	3,064.95		3,064.95
12/31/2007	148,716.90	3,717.92		3,717.92
12/31/2008	281,645.90	7,041.15		7,041.15
12/31/2009	487,665.32	12,191.63		12,191.63
12/31/2010	484,338.39	12,108.46		12,108.46
12/31/2011	455,396.53	11,384.91		11,384.91
12/31/2012	507,794.38	12,694.86		12,694.86
12/31/2013	618,261.96	15,456.55		15,456.55
12/31/2014	612,211.43	15,305.29	(4,500.00)	10,805.29
12/31/2015	564,253.22	14,106.33	(8,360.72)	5,745.61
12/31/2016	514,131.89	12,853.30	(7,394.52)	5,458.78
12/31/2017	451,581.47	11,289.54	(6,361.24)	4,928.30
		<u>136,483.11</u>	<u>(26,616.48)</u>	<u>109,866.63</u>

104,938.34 additional interest expense in 2017 from 2002-2016

CITY OF MARKESAN
AMORTIZATION SCHEDULE
LOAN TO TIF

Principal: \$ 100,000.00
Term: 15 Payments

Annual Interest Rate: 9.0%
Payments per Year: 2

Pmt. No.	Date Due	Payment Amount	Interest Expense	Principal Reduction	Payoff Amount
1	08/01/14	9,331.38	4,500.00	4,831.38	100,000.00
Sub-total		9,331.38	4,500.00	4,831.38	95,168.62
2	02/01/15	9,311.38	4,283.49	5,027.89	90,160.73
3	08/01/15	9,311.38	4,057.23	5,252.15	84,906.58
Sub-total		18,622.76	8,340.72	10,282.04	84,906.58
4	02/01/16	9,311.38	3,820.80	5,490.58	79,416.00
5	08/01/16	9,311.38	3,573.72	5,737.66	73,678.34
Sub-total		18,622.76	7,394.52	11,228.24	73,678.34
6	02/01/17	9,311.38	3,315.53	5,995.85	67,682.49
7	08/01/17	9,311.38	3,045.71	6,265.67	61,416.82
Sub-total		18,622.76	6,361.24	12,261.52	61,416.82
8	02/01/18	9,311.38	2,763.76	6,547.62	54,869.20
9	08/01/18	9,311.38	2,469.11	6,842.27	48,026.93
Sub-total		18,622.76	5,232.87	13,389.89	48,026.93
10	02/01/19	9,311.38	2,161.21	7,150.17	40,876.76
11	08/01/19	9,311.38	1,839.45	7,471.93	33,404.83
Sub-total		18,622.76	4,000.66	14,622.10	33,404.83
12	02/01/20	9,311.38	1,503.22	7,808.16	25,596.67
13	08/01/20	9,311.38	1,151.85	8,159.53	17,437.14
Sub-total		18,622.76	2,655.07	15,967.69	17,437.14
14	02/01/21	9,311.38	784.67	8,526.71	8,910.43
15	08/01/21	9,311.40	400.97	8,910.43	0.00
Sub-total		18,622.78	1,185.64	17,437.14	0.00
Total		139,670.72	39,670.72	100,000.00	0.00

TIF LOAN

RESOLUTION 08-2018
BUG TUSSEL WIRELESS COMMUNICATIONS TOWER
CITY OF MARKESAN
GREEN LAKE COUNTY

The City of Markesan, a Wisconsin Municipality, acting pursuant to its authority under Wisconsin Statutes, hereby consents to the following resolutions, with said consent to have the same force and effect as a unanimous vote thereon:

WHEREAS, Bug Tussel Wireless, LLC (“Bug Tussel”), desires to commence a project consisting of the construction and operation of certain wireless communications services to provide the most advanced infrastructure to unserved and underserved residents of the City of Markesan;

WHEREAS, The City of Markesan, in recognition of the broadband underserved areas of its community, seeks to enter into a quasi-public/private venture to obtain, maintain and increase broadband coverage for the support of education, health care, growth of business, retention of existing business, tourism promotion, and overall economic vitality and sustainability;

WHEREAS, The City of Markesan desires to pursue Broadband Expansion Grants offered by and through the State of Wisconsin Public Service Commission;

WHEREAS, Bug Tussel Wireless is willing and able to partner with the City of Markesan to provide the latest advancements in broadband coverage and to seek all available grants available to provide and subsidize the cost of necessary broadband infrastructure; and

WHEREAS, The City of Markesan desires to pursue and make application for any and all grant money available for broadband coverage with the assistance of Bug Tussel Wireless, LLC.

NOW, THEREFORE, be it resolved by the undersigned as follows:

RESOLVED, that the City of Markesan authorizes the application to the State of Wisconsin Public Service for broadband expansion grants in partnership with Bug Tussel Wireless; and

RESOLVED FURTHER, that the City of Markesan, subject to additional negotiations and approvals, will enter into a Development Agreement by and between Bug Tussel Wireless, LLC; and

RESOLVED FURTHER, that the duly appointed City of Markesan Common Council is authorized to do all such acts and to execute, acknowledge and deliver all such documents as he or she may be authorized by the City of Markesan Common Council to be necessary or desirable in order to carry out and comply with the terms and provisions of these resolutions, and all of the acts of the City of Markesan which are in conformity with the intent and purposes of these resolutions, whether previously or subsequently taken or done, are in all respects ratified, approved and confirmed; and

RESOLVED FURTHER, that all prior acts of the City of Markesan in furtherance of the transactions contemplated by the within resolutions be and are hereby approved; and

RESOLVED FURTHER, that all prior resolutions of the undersigned or any parts thereof in conflict with any or all of the foregoing resolutions are repealed to the extent of such conflict.

Dated: _____, 20____

_____;

By: _____

Its: _____



P.O. Box 352 • 150 S. Bridge St. • Markesan, WI 53946 • P: (920) 398-3031 • F: (920) 398-3991

Public Service Commission
2018 Broadband Expansion Grant (Round 2)
Attention: Dennis Klaila

Mr. Klaila,

This letter is sent in support of the broadband project initiatives of Bug Tussel Wireless in conjunction with their municipal partners in Green Lake County.

As you must realize, not all U.S. communities are created equal when it comes to broadband availability. Gaps in high-speed broadband access in rural areas remain significant, especially as such relates to speeds of 25 megabits per second (Mbps) download and 3 Mbps upload. Without access to high-speed broadband, rural residents are disadvantaged and severely limited to economic development and civic engagement.

Broadband is an essential component to the rural infrastructure of Wisconsin to promote a modern and essential functioning of the citizens within our State. The initiatives of Bug Tussel Wireless toward the grant proposals indicated above, are the essence of municipal and private entities committed to public-private initiatives which, when provided with the assistance of the Broadband Expansion Grant, will prove great value to the economic vitality and prosperous growth of the rural areas of Green Lake County.

Thank you for your consideration of the City of Markesan's support with the Bug Tussel Wireless Projects.

Sincerely,

The City of Markesan Common Council