



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

CITY OF MARKESAN COMMON COUNCIL
Markesan City Hall

May 8, 2018
7:00 p.m.

AMENDED AGENDA

1. Preliminaries
 - 1.1 Call to Order
 - 1.2 Roll Call by the Clerk-Treasurer
 - 1.3 Citizen's Comments
2. Approval & Review of Minutes, Reports, & Correspondence
 - 2.1 Approve Common Council Minutes – April 10, 2018, April 17, 2018 and April 26, 2018
 - 2.2 Police Report & Schedule
 - 2.3 Public Property & Health Minutes – May 1, 2018
 - 2.4 Finance Personnel & Safety Minutes – May 1, 2018
 - 2.5 Streets, Buildings & Utilities Minutes – May 1, 2018
 - 2.6 Markesan Library Board Minutes - March 15, 2018
3. Approval of Claims:
 - 3.1 City Checks #34604-34645, Electronic Payments #EFT 0657-0668, Direct Deposits # 2186-2247, and Utility Checks #12083-12100
 - 3.2 File Treasurer's Report for Audit
4. Old Business
 - 4.1 Appoint Terryl Jahnke and Holley Krogulski as 2018-2019 Election Inspectors
5. New Business
 - 5.1 Discussion and Approval of Ordinance 241: Amending Section 107-10 Animals, Markesan Nursing Home
 - 5.2 Update on Hill Sidewalk Injury Case
 - 5.3 Discussion and Action on June Dairy Days Donations
 - 5.4 Approval of Operator's License for the period ending 6/30/18: Scott F Hilscher
6. Schedule Future Meetings and Agenda Items
7. Adjournment

The Common Council welcomes all visitors to listen & observe, but only Council members & those invited to speak will be permitted to do so, except during any posted Public Hearing. Citizen's Comments is where any citizen may comment on an issue, but the Council may only listen and may not reply to or address the issue unless it is an item on the agenda.

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 May 7, 2018
Elizabeth Amend, Clerk-Treasurer

CITY OF MARKESAN COMMON COUNCIL

April 10, 2018

MINUTES

1. Preliminaries

- 1.1 Meeting was called to order at 7:00 pm.
- 1.2 Present were Ald. Abendroth, Ald. Bieszki, Ald. Thiem, Ald. Triemstra, Ald. Zastrow, Mayor Slate and Clerk-Treasurer Amend. Also present was Scott Mundro. Absent Ald. Henke.
- 1.3 No citizen's comments.

2. Approval & Review of Minutes, Reports & Correspondence

- 2.1 After review, motion Bieszki/Triemstra to accept the March 13, 2018 Common Council minutes, as presented; motion carried 5-0.
- 2.2-2.6 After review of all items, motion Bieszki/Thiem to accept the March Police Report & Schedule, Public Property & Health minutes of April 4, 2018, Finance, Personnel & Safety minutes of April 4, 2018, Streets, Buildings & Utilities minutes of April 4, 2018, and to accept the Markesan Library Board minutes of February 15, 2018; motion carried 5-0.

3. Approval of Claims:

- 3.1 The Finance, Personnel & Safety Committee reviewed City and Utility checks and recommended approval to the Council. Motion Abendroth/Bieszki to approve the following vouchers as presented: City Checks #34552-34603, electronic payments #EFT 0639-0656, and direct deposits #2143-2185 in the amount of \$1,415,064.88, and Utility Checks #12066-12082 in the amount of \$35,662.16; motion carried 5-0 on a roll call vote.
- 3.2 After review, by consensus the March 2018 Treasurer's Report was filed for audit.

4. New Business:

- 4.1 Motion Bieszki/Triemstra to approve the Refinancing of the WRS Loan with ERGO Bank of Markesan with a Principal amount of \$27,938.00 for 3 years with a 3% Interest rate with a Balloon payment of approx. \$18,549.00. Clerk to draw up Resolution for WRS Loan with Dan Sondalle approval and Mayor Slate's signature; motion carried 5-0 on a roll call vote.
- 4.2 Following discussion, motion Bieszki/Abendroth to approve Municipality to Charge 2.5% Interest on Cash Advances to the TID Fund; motion carried 5-0 on a roll call vote.
- 4.3 Motion Zastrow/Thiem to appoint Jessica French to the Library Board; motion carried 5-0.
- 4.4 The Resignation of Molly Stegemen from the Library Board was noticed in the City's Records and no action was taken.
- 4.5 Following discussion, to hold over to May Council and to research the process of appointing election inspectors.
- 4.6 Following review, motion Triemstra/Abendroth to grant operator's license to Amy Beth Boening for the period ending June 30, 2018; motion carried 5-0.
- 4.7 Following review, motion Thiem/Zastrow to grant a Temporary "B" Retailers License to Markesan Chamber of Commerce on May 11, 2018 and Markesan Sno-Drifters on May 13, 2018; motion carried 5-0.
- 4.8 Following review, motion Abendroth/Bieszki to grant a Class A Liquor Retailers License for the period ending 6/30/18 for ChezHead FireHaus, LLC (FireHaus BBQ); motion carried 5-0 on a roll call vote.

5. Schedule Future Meetings and Agenda Items. The meetings will be scheduled at the Organizational Meeting on Tuesday, April 17, 2018.

6. Adjournment. Motion Zastrow/Thiem to adjourn; motion carried 5-0. The meeting adjourned at 7:19 pm.

Respectfully submitted,

Elizabeth Amend, Clerk-Treasurer

CITY OF MARKESAN COMMON COUNCIL
APRIL 17, 2018
MINUTES

1. Preliminaries

- 1.1. Meeting was called to order by Mayor Rich Slate at 7:00 pm.
- 1.2. Present were Ald. Abendroth, Ald. Bieszki, Mayor Slate, Ald. Thiem, Ald. Triemstra, and Clerk-Treasurer Amend. Ald. Zastrow and Ald. Henke were absent. Also present was Scott Mundro.
- 1.3. No citizen's comments.

2. Old Business

- 2.1. Motion Triemstra/Bieszki to accept the low bid from Speedy Clean for Televising Sewer Lines not to exceed \$3000.00; motion carried on a roll call vote 4-0.

3. Adjournment

- 3.1. Motion Triemstra/Abendroth to adjourn; carried 4-0. The meeting adjourned at 7:03 pm.

4. Preliminaries

- 4.1. Meeting was called to order by Mayor Rich Slate at 7:04 pm.
- 4.2. Present were Ald. Abendroth, Ald. Bieszki, Mayor Slate, Ald. Kazda, Ald. Thiem, Ald. Triemstra, and Clerk-Treasurer Amend. Ald. Henke was absent. Also present was Scott Mundro.
- 4.3. No citizen's comments.

5. Seating of New Council Members

- 5.1. Clerk-Treasurer Amend certified that the newly elected officials present at the meeting, Ald. Beth Kazda, Ald. Triemstra and Ald. Abendroth had taken their oath of office by April 17, 2018.
- 5.2. Motion Triemstra/Thiem to nominate Stephen Bieszki as Council President; carried 5-0.

6. Appointments

- 6.1. Mayor Slate made the following executive appointments for one year terms effective April 17, 2018: Motion Bieszki/Thiem to confirm the following appointments as presented: Finance, Personnel & Safety Committee: David Abendroth, Chair, Stephen Bieszki, Dennis Triemstra, Brenda Henke, Rich Slate; Streets, Buildings & Utilities: Stephen Bieszki, Chair, David Abendroth, Elizabeth Kazda, Adam Thiem, Rich Slate; Public Property & Health: Brenda Henke, Chair, Elizabeth Kazka, Adam Thiem, Dennis Triemstra, Rich Slate; Green Lake Co Economic Development Representative: David Abendroth; Weed Commissioner: Will Pflum; Board of Zoning Appeals Chair: David Zanto; carried 5-0.
- 6.2. Mayor Slate made the following official appointments for one year terms effective April 17, 2018. Motion Bieszki/Triemstra to confirm the following appointments as presented: Administrative Review Board: Dennis Triemstra; Board of Review: Stephen Bieszki and Elizabeth Kazda; Alternates: Adam Thiem, Brenda Henke, Dennis Triemstra, David Abendroth; Community Development Authority Representatives: Adam Thiem and Dennis Triemstra; Planning Commission Representative: Adam Thiem; carried 5-0. Mayor Slate to amend agenda to add the Library Board Council Representative; Motion Abendroth/Bieszki to amend agenda; carried 5-0; Motion Bieszki/Abendroth to reconsider the motion to add the Library Board Council Representative: Elizabeth Kazda; carried 5-0.
- 6.3. Mayor Slate made the following official appointments for one year terms effective May 1, 2018. Motion Thiem/Triemstra to confirm the following appointments as presented: City Attorney: Dan Sondalle; Director of Emergency Government: Michael Ross; City Forester: Martin Hansen; Board of Zoning Appeals: was appointed in section 6.1 above, there is no Council Representative; carried 5-0.
- 6.4. Mayor Slate made the following citizen committee appointments for three year terms effective May 1, 2018. Motion Abendroth/Thiem to confirm the following appointments as presented: Planning Commission: Bryan Hamer and Tony Dolgner; Board of Zoning Appeals: Todd Wills; Police Committee: Jim Clark; Library Board: Jill Worden (School Rep.) and Jessica French, carried 5-0.

- 6.5. Mayor Slate made the following citizen committee appointments for four year terms effective July 15, 2018. Motion Abendroth/Thiem to confirm the following appointments as presented: Community Development Authority: Will Pflum and Ardelle Swanson; carried 5-0. Mayor Slate also did request any recommendations for the vacancy on the CDA.
- 6.6. Mayor Slate made the following to designate the Financial Institutions for the City: Motion Bieszki/Thiem to designate Markesan State Bank, ERGO Bank of Markesan, and Local Government Investment Pool at the State of Wisconsin per Resolution #09-2018; motion carried on a roll call vote 5-0.
7. **New Business.**
- 7.1. Motion Bieszki/Abendroth to designate the Markesan Regional Reporter as the official newspaper; carried 5-0.
- 7.2. Mayor Slate asked for any suggested 2018-2019 Common Council goals, being none at the time, he recommended for the Council to bring them to future Council meetings.
- 7.3. Motion Bieszki/Abendroth to Approve Offer of Employment per Chief Pflum's recommendations to Kurt Stuckart at a rate of \$13.00 an hour and then \$16.91 an hour when field training is complete; motion carried on a roll call vote 5-0.
8. **Schedule Future Meetings and Agenda Items.** The following meetings were scheduled: Public Property & Health – May 1, 2018 at 6:30 pm; Finance, Personnel & Safety – May 1, 2018, immediately following Public Property & Health; and Streets, Building & Utilities – May 1, 2018, immediately following Finance, Personnel & Safety; and Common Council – May 8, 2018, 7:00 pm.
9. **Adjournment.** Motion Triemstra/Thiem to adjourn; carried 5-0. The meeting adjourned at 7:28 pm.

Respectfully submitted,

Elizabeth Amcnd, City Clerk-Treasurer

CITY OF MARKESAN COMMON COUNCIL

April 26, 2018

SPECIAL MEETING MINUTES

1. Preliminaries

1.1 Meeting was called to order at 6:31pm.

1.2 Present were Ald. Abendroth, Ald. Bieszki, Ald. Kazda, Ald. Thiem, Ald. Triemstra, Mayor Slate and Clerk-Treasurer Amend. Also present was Dan Prill. Absent Ald. Henke.

1.3 No citizen's comments.

2. New Business:

2.1 Following review, motion Triemstra/Thiem to grant a Class A Liquor Retailers License for the period ending 6/30/18 for ChezHead FireHaus, LLC (FireHaus BBQ); motion carried 5-0 on a roll call vote.

2.2 Following discussion and review, motion Abendroth/Triemstra to waive the reading and approve Ordinance No. 240; motion carried 5-0 on a roll call vote.

3. Adjournment. Motion Triemstra/Kazda to adjourn; motion carried 5-0. The meeting adjourned at 6:40 pm.

Respectfully submitted,

Elizabeth Amend, Clerk-Treasurer



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Markesan Police Department
William A. Pflum, Chief of Police

Finance, Personnel and Public Safety Committee *Presented on May 1, 2018*

April 2018

Agenda:

- 1. Officer Mayer's Resignation**
- 2. Promote Mitch Sokolski to Full Time**
- 3. Three-quarter Time Position**
- 4. School Liaison Position**

Appendix:

- 1. Officer Mayer's Resignation Letter**
- 2. Officer Sokolski's Letter of Interest**

1. Officer Mayer Resignation

This department received Officer Mayer's resignation letter on April 12, 2018. Officer Mayer's last day with the department was April 26th. Our department appreciates the work and dedication Officer Mayer gave to this department and community over the past eight months. Officer Mayer is now a full time Officer for the Berlin Police Department.

2. Full Time Vacancy

With the departure of Officer Watry that left this department down one full time employee. I posted the full time position internally and Officer Sokolski posted for that position. (See Officer Sokolski's letter of interest that is attached)

Sergeant McLean and I interviewed Officer Sokolski and outlined this department's expectations of the position. After this interview, it was decided that Officer Sokolski is qualified and ready to fill the full time position. This department would ask that Officer Sokolski be promoted to full time on May 20, 2018.

3. Three-quarter time position

This department would like to fill the three-quarter time position that was discussed and approved some time ago. It has been hard for the department to find the right candidate that would fit the department and hopefully offer us some long term stability. This department believes that Kurt Stuckart is that candidate. He likes the area and is looking for a long term position with no intentions of leaving the area in the near future. This position would be able to fill the majority of the vacant shifts open on summer weekends, vacations, holidays, sick time, training dates, etc.

This department requests that you approve Officer Kurt Stuckart to the three-quarters time position (1550 hours per year) effective June 1st. Officer Kurt Stuckart's wage for this position would be the starting full time wage with all other benefits equal to the current regular part time employees. All costs of this position are budgeted for in the 2018 Police Operating Budget.

4. School Liaison Position

The Markesan School District Board of Education is meeting on May 9th, 2018 to vote on having a full time School Liaison Position in the district. If that is approved this department will come back to this committee in June with the recommendation that Sergeant McLean the current School Liaison fill the full time duties at the school.

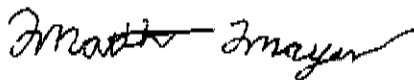
If approved by the school board, the district will reimburse the city approximately \$56,000 dollars per year to cover Sergeant McLean's wage and benefits for his time in the school. This department will bring forward options on how this department can fill the vacant position created while Sergeant McLean is in the school full time.

April 12th, 2018

Dear Chief Pflum, please accept this letter as a notification of my resignation for my role as part time Police Officer at the Markesan Police Department. My last day with the agency will be April 26th, 2018. I have accepted a full time job at the Berlin Police Department.

You have been an incredible Chief and I only wish you the best in the future. Thank you very much for taking a chance on a young officer just starting out his career. I could have not asked for a better agency or Chief to start my career in law enforcement. Good luck in the future and stay safe.

Sincerely,

A handwritten signature in cursive script that reads "Matthew Mayer". The signature is written in dark ink and is positioned above the printed name.

Matthew Mayer

Full-time Police Officer position:
Markesan Police Department
Letter of Interest
3/30/18

Chief Pflum,

I would like to thank you, the City of Markesan, along with all of Markesan officers, for giving me the initial chance to be a part time patrol officer here. I started on January 22, 2018, part time, and I have enjoyed every bit of it.

It was a dream of mine to be in the Law Enforcement field ever since I was young. I set a few goals to get there and I did accomplish them over the years. I started off by exposing myself with the Shawano County Sheriff's Department Explorers Program. I did that for 7 years and left as a Lieutenant of the post. I participated in ride a long almost every month and I could not get enough of them. I also volunteered with the wildlife biologist in Stockbridge and joined the warden on some ride a long opportunities within the county. After high school, I attended Fox Valley Tech to achieve a 2-year associates degree in Criminal Justice/Law Enforcement, along with the 720-hour Police Academy Certificate. My heart was still very much with Law Enforcement. After going through a few processes, I wanted to start out in a community like I grew up in. Markesan is a mimic of Bonduel and I absolutely enjoy my time here. There are deer running through the town at night and fish to be caught in the surrounding lakes. I enjoy hunting and fishing very much, so this is a good place for me to fit in. People are friendly, and I can have daily conversations with anyone I run into.

I want to be full time and I will try my hardest to fulfill every duty and assignment I am asked to do. I take my job seriously on duty and off duty. I want to contribute to make the city, schools, and county a safe and great place to be a part of. The morals and standards that a Law Enforcement officer have are above all other people in the public. Everybody has eyes on you. I respect Sergeant McLean and how he has trained me to be a good officer. I look up to him and hope to be as good of an officer as he is one day. I also admire you, as Chief, and know it has taken a lot of hard work and dedication to get where you are today. It sounds like you have been very successful in the law enforcement field and will continue to be successful.

I would like to mention how it reminds me of a small family here. I feel like I am at home and can talk to anyone here about my personal life and not feel uncomfortable. I have many people around me that love their jobs in this field and I can say I do too. The county is also very close with our department. It is a great thing to see because we will always be helping each other out.

I hope you see how much interest I have for the full-time position here for Markesan Police Department. It would be a great place to start my career as a full time Law Enforcement Officer.

Officer Mitch Sokolski
#36 Markesan PD

**Public Property and Health Committee
City Council Chambers
May 1, 2018**

Call to order at 6:30 p.m.

Roll call by sign-in

Citizen Comments: None

Public Works Report:

- Nothing to report. All items are under New Business.

New Business:

Discussion and Action on Request on Amend Ordinance Chapter 107: Animals, Markesan Nursing Home: The City Attorney has reviewed the proposed ordinance change. Motion by Mayor Slate/Ald. Kazda to send amended ordinance regarding Animals, Markesan Nursing Home to council for approval. Motion carried.

Discussion and Action on Waste Receptacles at Soldiers and Sailors Park: This is a follow-up from last year when the "carry-in/carry-out signs went up" and we agreed to review the policy and make adjustments as needed. Lions President Dave Brinkman addressed the committee about the "carry-in/carry-out" system and recommends completely removing the trash cans. Motion by Ald. Thiem/Mayor Slate to remove the trash cans from the park, except the trash cans in the bathrooms. If someone rents the building, there will be trash cans available. We will monitor the situation through the summer to see if there are any issues. Motion carried.

Discussion and Action on Soldiers & Sailors Park with Lions President Dave Brinkman: No action taken. A special meeting with Lions Representative, Kiwanis Representative and a City Representative will take place in near future to discuss new guidelines and responsibilities for the parks.

Discussion and Action on Sidewalk and Snow Removal: Martin addressed the Committee about the notices that went out for people who did not clear their sidewalks after the last snow storm in April. The process will be handled as normal.

Old Business:

- **Discussion and Action on Process for Dilapidated Buildings at 650 North Margaret:** Motion by Ald. Thiem/Ald. Triemstra that the Building Inspector do an analysis of the property at 650 North Margaret and provide the findings to the City Attorney for possible action. Motion carried.
- **Discussion and Action on Ferrell Cats:** No action, will address at June meeting.

Adjournment: Motion by Ald. Thiem/Ald. Triemstra to adjourn at 7:09. Motion carried.

FINANCE, PERSONNEL & SAFETY
Markesan City Hall

May 1, 2018

Call to Order; At 7:00 pm

Roll Call; By sign-in

Citizen's Comments; None

Emergency Management Report; None

Review and Approval of Vouchers; Motion by Ald. Bieszki & 2nd by Ald. Henke to approve. Motion passed.

Police Report & Schedule; Presented by Chief Pflum

Officer Mayer's Resignation; Effective 4-26-18. Motion by Ald. Bieszki & 2nd by Ald. Triemstra to accept and send to council. Motion passed.

Promote Mitch Sokolski to Full Time; Motion by Ald. Bieszki & 2nd by Ald. Henke to hire Mitch at the current rate. Motion passed.

Three-Quarter Time Position; Motion by Ald. Bieszki & 2nd by Ald. Triemstra to hire Kurt Stuckart effective 6-1-18. Motion passed.

School Liaison Position; Report by Chief Pflum that the school board has the position on the May 9 2018 agenda.

New Business

Publication Fee for FireHaus BBQ; After discussion, motion by Ald. Bieszki 2nd by Ald. Triemstra to waive the 2018-19 publication fee. Motion passed.

Agreement for Reimbursement for Development Review Services; After discussion motion by Ald. Bieszki & 2nd by Mayor Slate to include the agreement on future permit's. Motion passed.

Fee Schedule; To be reviewed and updated adding the fee schedule for property maintenance in Sec. 273. The Clerk will get comparable fee schedules from other cities for the next meeting.

Old Business

Fill-In Office Position; Ald. Bieszki and Betsy will review and update the job description for next meeting.

Adjournment; Motion by Mayor Slate 2nd by Ald. Henke to adjourn at 7:41 pm. Motion passed.

Respectfully Submitted

Ald. Abendroth

Markesan Public Library

Board of Trustees

Minutes March 15, 2018

- I. Call to order: President Stegeman called the meeting to order. Trustees present: Molly Stegeman, Nancy Kirst, Jill Worden, and Beth Kazda. Vickie Bernhagen and Rachel Nitz were excused. Adam Thiem was absent. There is one vacancy. There was one guest, Jessica French. Director Hazlewood took the minutes.
- II. Approval of Agenda: **Kirst/Kazda moved to approve the agenda as amended. Motion carried.**
- III. Approval of Minutes: **Kazda/Kirst moved to approve the minutes from February 15, 2018. Motion carried.**
- IV. Input from Public: None
- V. Financial Reports: **Kirst/Worden moved to approve the bills as presented minus WRS to City. Motion carried.** WRS amount was not included for payment as more information is needed from the city.
- VI. President's Report: Jessica French will be recommended to the City Council to be added to the Library Board of Trustees.
- VII. Director's Report: The director, Lucy Hazlewood, was chosen to represent the county librarians for the Integrated Library Service Merger Exploration Committee. The director has received her grades for the survey class with a grade of 95%, 70% was considered passing. Fourteen continuing education hours were received. (100 hours are required ever 5 years.) One of the staff's mother passed away. The Trustee and Director picnic may be moved to June 1, but many Markesan Trustees are not able to attend. The Library had Pi Day on March 14 with many pies being served.
- VIII. Old Business: Mission Statement and Long Range Plan, no report at this time. Library maintenance, no report. **Kazda/Kirst motioned to purchase the art work currently on display between the two windows on the west wall of the west room of the library for the amount of \$1296 using the funds from the Chair Affair funds in the savings account. Motion carried.**
- IX. New Business: There is no update on the \$1500 discrepancy in the city funding to the library. The director presented research regarding payment of \$3905.56 to the city for prior service for Wisconsin State Retirement from 1969. Library minutes show that the "Library Association" became affiliated with the city in 1981 by city council resolution. Library minutes also indicate that the first time a Library employee became eligible to participate in WRS was in 1991. There was brief discussion regarding the original intend of the Card/Card etc. trust. The director was asked to review the original trust to determine the percentage intended to be used for reference/nonfiction and general building. **Stegeman/Kazda motioned to ask Joe Dillie and Allan Zastrow to audit the library held accounts. Motion carried.** Annual report was reviewed. **Stegeman/Kazda motioned to approve as presented and forward to Winnefox. Motion carried.**
- X. Meeting adjourned. Next meeting will be April 19.
Respectfully submitted,
Lucy Hazlewood, Director

Director's Report – April 2018

As you will recall, I have been researching the library's relationship with the city's request that we pay \$3905.56 to them for Prior Service with the Wisconsin Retirement Service. Briefly, my research showed that the city added 6 employees to the WRS in 1969. The Library became affiliated with the city in 1981, and library minutes show that the first time a library employee was included in WRS was 1991. I contacted the auditor, Brent Nelson with Johnson Block, and we discussed this history and I forwarded some emails. He reviewed the research and notified the city clerk that "the UAAL liability could be considered all City/Utility related." At the city council finance committee meeting on April 4 the committee approved to release the library from paying for the prior service.

At the same finance committee meeting on April 4, they discussed the discrepancy between the amount listed as going to the library vs. what the library actually receives in their accounts. The committee has requested that auditor Bob Nenahlo figure this out.

New Board member Jessica French has been approved by the city council. In April the city council has their organizational meeting where they decide committee appointments. We are likely to have a new city representative on the Library Board.

While I was doing a spot check of the security video in March, I noticed someone put DVDs into his sweatshirt pocket and leave without checking out. I contacted the police department who asked me to make a copy of the video. They were able to locate the man and he has been charged with theft. I had to fill out paperwork for the court. The newspaper reported the event and mentioned additional, unrelated charges against him.

From April 16 to the end of May we are offering a temporary fine forgiveness program inspired by other libraries. Children and adults will be able to "Read off your fines." As the title says, people read 15 minutes while in the library and get \$1.00 forgiven off their fines. They have to be present in the library and "check-in" and "check-out" with library staff in order to get the time recorded and fines forgiven off their record. The cost of lost material will not be forgiven.

May will be a busy month. I will be attending a library conference on May 3 & 4 in Pewaukee. Also in May I will be presenting a program about the medical dental trip to Kenya in January. The Annual Spring Fling will be May 12. The Garden Art Silent Auction items have started to arrive. Bidding will start May 1 with the final bidding on May 12 at 11:00 a.m. We will also have a book sale. The FFA will be selling their plants. We will be giving out seeds for Plant and Share. People will be given seeds with the understanding that they will bring some of the harvest to the library to share with others.

The County Wide Read has finalized some plans. The author of "The Crops Look Good" Sara DeLuca, will be talking about her book in the afternoon of Saturday, October 6. The Arthur Jahns Memorial Agricultural Museum, aka "The Barn" of the Grand River Valley Museum. We

will be planning on having several events in each of the five county libraries focusing on something related to historical farming during the month of September.

By the time you get this packet, the new microfilm machine should be installed at the library. There have been several miscommunications between the company and myself regarding the equipment, computer, monitor, etc. It has slowed down the installation and training.

I have contacted a couple of local quilters about showing their quilts. We are researching options for the hardware and will work with the city to install what is needed.

I have contacted two independent auditors for library bank accounts. Both have agreed but are busy in May so it will have to be in June.

I have chosen to step down from the Merger Exploration Committee due to a variety of reasons. Green Lake Library Director has agreed to represent Green Lake County Librarians.

It has been difficult to find a time to have the Green Lake County Library Directors and Trustee picnic. It seems that the libraries will be busy planning the county wide read and will work on the picnic some other time.

We have installed the new staff computers and moved the old staff computers to be public computers. I switched out the director's computer last because I was waiting to finish my class and the annual report. Though we saved all the files from my old computer, adjusting to the new computer has been a little bit of a challenge, as well as frustrating at times as the files are not in the same places. After unsuccessfully attempting to reload the security cameras over and over, I determined that we needed to have the company owner come out to reinstall it on my computer.

We have an appointment for a new security camera to be installed on the north side to face eastward and cover that part of the side walk. He will also check to see why the we are not able to connect to view the video. I suspect it may have something to do with the power going out so many times during the latest hail, ice, sleet, wind, and snow storm over the weekend.

We have hired a new library assistant, Vanessa Meyer, to replace BobbiJo. We will start training this week.

Library Director, Lucy Hazlewood

May 1, 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: #34604 - 34645 \$ 35,218.51

DD #2186 - 2247 \$ 29,801.52

EFT #0657 - 0668 \$ 27,228.05

TOTAL \$ 92,248.08

UTILITY CHECKS: #12083 - 12100 \$ 84,496.46

TOTAL \$ 84,496.46

With the exception of:

Signed:

City of Markesan
Voucher List
April 4 through May 1, 2018

Num	Date	Name	Memo	Original Amount
EFT-0657	04/06/2018	EMPLOYEE BENEFITS CORPORATION	HRA Benefit Card	-4.33
EFT-658	04/16/2018	EMPOWER RETIREMENT (WDC)	4/13/18 PR	-65.00
EFT-659	04/17/2018	WISCONSIN DEPT. OF REVENUE	4/13/18 PR	-858.33
EFT-660	04/17/2018	INTERNAL REVENUE SERVICE	4/13/18 PR	-4,741.50
EFT-661	04/19/2018	EMPLOYEE BENEFITS CORPORATION	HRA Contribution	-75.00
EFT-662	04/20/2018	EMPLOYEE BENEFITS CORPORATION	HRA Contribution	-45.67
EFT-0663	05/01/2018	UNITED HEALTHCARE	May 2018 Ins Premlum	-11,233.18
EFT-0664	04/30/2018	EMPLOYEE BENEFITS CORPORATION	HRA Contribution	-53.00
EFT-0665	04/30/2018	EMPOWER RETIREMENT (WDC)	April 2018	-65.00
EFT-0666	05/01/2018	WRS (Wisconsin Retirement System)	April 2018 Retirement	-4,716.86
EFT-0667	05/01/2018	WISCONSIN DEPT. OF REVENUE	4/27/18 PR	-855.28
EFT-0668	05/01/2018	INTERNAL REVENUE SERVICE	4/27/18 PR	-4,514.90
			TOTAL ELECTRONIC PAYMENTS	-27,228.05
DD2186	04/13/2018	Cotterill, Margaret	Direct Deposit	-7.50
DD2187	04/13/2018	Dallman, Beverly	Direct Deposit	-67.50
DD2188	04/13/2018	Dirks, Jennifer	Direct Deposit	-116.25
DD2189	04/13/2018	Frank, Nancy L	Direct Deposit	-56.25
DD2190	04/13/2018	Jahnke, Terry	Direct Deposit	-56.25
DD2191	04/13/2018	Metcalf, Dolores	Direct Deposit	-75.00
DD2192	04/13/2018	Parker, Shirley M	Direct Deposit	-60.00
DD2193	04/13/2018	Schwandt, Joyce	Direct Deposit	-63.75
DD2194	04/13/2018	Zacharias, Jeanette	Direct Deposit	-60.00
DD2195	04/13/2018	Dykstra, Dennis P	Direct Deposit	-116.36
DD2196	04/13/2018	Engel, Wanda S	Direct Deposit	-26.32
DD2197	04/13/2018	Fletcher-Dykstra, Donna	Direct Deposit	-237.93
DD2198	04/13/2018	Frank, Tina M	Direct Deposit	-149.13
DD2199	04/13/2018	Larson, Laverne R	Direct Deposit	-26.32
DD2200	04/13/2018	Lohrey, DuWayne E	Direct Deposit	-232.72
DD2201	04/13/2018	Lohry, Cheryl A	Direct Deposit	-166.70
DD2202	04/13/2018	Olson, Clyde	Direct Deposit	-56.25
DD2203	04/13/2018	Panten, Beth M	Direct Deposit	-87.27
DD2204	04/13/2018	Phippen, Henry	Direct Deposit	-271.97
DD2205	04/13/2018	Slate, Rich	Direct Deposit	-461.75
DD2206	04/13/2018	Amend, Elizabeth A	Direct Deposit	-1,159.70
DD2207	04/13/2018	Boening, Jacob DA	Direct Deposit	-59.10
DD2208	04/13/2018	Butner, Bonny	Direct Deposit	-53.21
DD2209	04/13/2018	Chaon, Janice E	Direct Deposit	-87.57
DD2210	04/13/2018	Chisnell, Gerald	Direct Deposit	-366.35
DD2211	04/13/2018	Doro, Anthony	Direct Deposit	-1,357.63
DD2212	04/13/2018	Glover, Valerie	Direct Deposit	-186.83
DD2213	04/13/2018	Hansen, Martin H	Direct Deposit	-1,301.72
DD2214	04/13/2018	Hazlewood, Lucy	Direct Deposit	-1,104.48
DD2215	04/13/2018	Heberer, Jeffrey	Direct Deposit	-1,223.78

**City of Markesan
Voucher List
April 4 through May 1, 2018**

DD2216	04/13/2018	Heiling, Rachel	Direct Deposit	-697.72
DD2217	04/13/2018	Jobs, Kristine	Direct Deposit	-183.06
DD2218	04/13/2018	Mayer, Matthew D	Direct Deposit	-680.04
DD2219	04/13/2018	McLean, Cody	Direct Deposit	-1,381.16
DD2220	04/13/2018	Pflum, William	Direct Deposit	-1,551.45
DD2221	04/13/2018	Roberts, Thomas	Direct Deposit	-900.93
DD2222	04/13/2018	Sokolski, Mitchell G	Direct Deposit	-800.04
DD2223	04/13/2018	Stellmacher, Nancy	Direct Deposit	-350.57
DD2224	04/13/2018	Weber, Bobbi Jo	Direct Deposit	-105.27
DD2225	04/13/2018	Zelenko, Valentina	Direct Deposit	-146.50
DD2226	04/27/2018	Amend, Elizabeth A	Direct Deposit	-1,175.25
DD2227	04/27/2018	Boening, Jacob DA	Direct Deposit	-55.41
DD2228	04/27/2018	Butner, Bonny	Direct Deposit	-53.23
DD2229	04/27/2018	Chaon, Janice E	Direct Deposit	-85.42
DD2230	04/27/2018	Chisnell, Gerald	Direct Deposit	-138.52
DD2231	04/27/2018	Doro, Anthony	Direct Deposit	-1,357.62
DD2232	04/27/2018	Glover, Valerie	Direct Deposit	-99.06
DD2233	04/27/2018	Hansen, Martin H	Direct Deposit	-1,301.73
DD2234	04/27/2018	Hazlewood, Lucy	Direct Deposit	-1,138.09
DD2235	04/27/2018	Heberer, Jeffrey	Direct Deposit	-1,223.78
DD2236	04/27/2018	Heiling, Rachel	Direct Deposit	-689.36
DD2237	04/27/2018	Jobs, Kristine	Direct Deposit	-284.17
DD2238	04/27/2018	Mayer, Matthew D	Direct Deposit	-471.69
DD2239	04/27/2018	McLean, Cody	Direct Deposit	-1,491.81
DD2240	04/27/2018	Meyer, Vanessa K	Direct Deposit	-26.32
DD2241	04/27/2018	Pflum, William	Direct Deposit	-1,551.45
DD2242	04/27/2018	Roberts, Thomas	Direct Deposit	-900.93
DD2243	04/27/2018	Sokolski, Mitchell G	Direct Deposit	-777.30
DD2244	04/27/2018	Stellmacher, Nancy	Direct Deposit	-277.57
DD2245	04/27/2018	Weber, Bobbi Jo	Direct Deposit	-116.25
DD2246	04/27/2018	Zelenko, Valentina	Direct Deposit	-78.67
DD2247	04/27/2018	Zastrow, Stephanie	Direct Deposit	-415.57
			TOTAL DIRECT DEPOSITS	-29,801.52
34604	04/04/2018	GREEN LAKE COUNTY REGISTER OF DEEDS	Copy of CSM's	-10.00
34605	04/06/2018	B.C. COMMERCIAL LAUNDRY SERV.	Mar 2018 Rug Cleaning	-45.19
34606	04/06/2018	CENTURYLINK	Mar - Apr '18 Phone & Internet	-640.31
34607	04/06/2018	KT SERVICE CENTER	Replace stop light switch	-104.56
34608	04/06/2018	MARKESAN AUTO, HOME & FARM	Monthly Charges	-456.62
34609	04/06/2018	MARKESAN CHAMBER OF COMMERCE	2017 Chamber Dues / Annual Meeting Guest	-120.00
34610	04/06/2018	MARKESAN LUMBER	Supply	-22.90
34611	04/06/2018	SECURIAN FINANCIAL GROUP, INC.	May 2018 Life Ins Premium	-98.31
34612	04/06/2018	WASTE MANAGEMENT OF WISCONSIN	Trash & Recycling	-7,019.23
34613	04/16/2018	AIRGAS USA, LLC	Cylinder Rental	-30.00
34614	04/16/2018	ATIS ELEVATOR INSPECTIONS	Annual Elevator Inspection	-71.50
34615	04/16/2018	ELAN CITY	Speed Sign	-3,595.00
34616	04/16/2018	LANDMARK SERVICES COOPERATIVE	Mar 2018 Fuel	-481.64

City of Markesan Voucher List

April 4 through May 1, 2018

34617	04/16/2018	MARKESAN KIWANIS CLUB	2018 June Dalry Days Ad	-25.00
34618	04/16/2018	SHELL FLEET PLUS	Mar 2018 Fuel	-442.48
34619	04/16/2018	VERIZON WIRELESS	Apr - May 2018 Cell Phone	-116.59
34620	04/16/2018	WE ENERGIES	Mar - Apr 2018 Gas Bills	-1,244.69
34621	04/16/2018	WI DEPARTMENT OF JUSTICE	2nd Quarter TIME Billing	-198.00
34622	04/20/2018	FARMER STATE BANK	VOID	0.00
34623	04/20/2018	FARMERS STATE BANK	WRS LOAN PYMNT #interest only	-77.01
34624	04/23/2018	ERGO BANK OF MARKESAN	PAYOFF OF OF ORIG. WRS LOAN	-3,295.35
34625	04/24/2018	MARKESAN, CITY OF-PETTY CASH	Postage	-12.44
34626	04/24/2018	AL'S PLUMBING	Test Backflo Preventor / Piping at park	-450.00
34627	04/24/2018	COMPLETE OFFICE OF WISCONSIN	Paper Towel	-59.19
34628	04/24/2018	EMC INSURANCE	Property & Liability	-3,274.86
34629	04/24/2018	GREEN LAKE COUNTY TREASURER	Election Charges	-516.75
34630	04/24/2018	JOHNSON BLOCK AND COMPANY	2017 Audit	-4,495.00
34631	04/24/2018	KINAS EXCAVATING, INC.	Removal of beaver dam	-182.50
34632	04/24/2018	KRAUSE EXCAVATING, INC.	Moved brush pile at Recycling Center	-750.00
34633	04/24/2018	MODERN RENTALS, INC.	15% deposit for quote q2825	-152.18
34634	04/24/2018	RANDOLPH MEMORIALS	Bronze Plaque	-227.10
34635	04/24/2018	US POSTMASTER	2 rolls of stamps	-100.00
34636	04/26/2018	WELLS FARGO REMITTANCE CENTER	WMCA / Google / Amazon	-360.77
34637	05/01/2018	A-1 ELEVATOR	Corrected state inspection write ups	-323.69
34638	05/01/2018	ALLIANT ENERGY/WP&L	Mar - Apr 2018 Electric Bills	-3,173.07
34639	05/01/2018	BERLIN JOURNAL NEWSPAPERS	Council/Open Book/Recycle Bids	-1,137.88
34640	05/01/2018	GENERAL ENGINEERING CO., INC.	Zoning	-1,656.25
34641	05/01/2018	KT SERVICE CENTER	2010 Ford - Halogen Capsule	-7.54
34642	05/01/2018	MCLEAN CODY	May 2018 Cell Phone	-15.00
34643	05/01/2018	PFLUM, WILLIAM A.	May 2018 Cell Phone	-15.00
34644	05/01/2018	ROBERTS, TOM	May 2018 Cell Phone	-15.00
34645	05/01/2018	THE UNIFORM SHOPPE	Sergeant Badges	-199.90
			TOTAL CHECK PAYMENTS	-35,218.51
			TOTAL PAYMENTS	-92,248.08

**Markesan Utilities
Voucher List
April 4 through May 1, 2018**

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Original Amount</u>
12083	04/06/2018	CENTURYLINK	Mar - Apr 2018 Phone & Internet	-162.14
12084	04/06/2018	WI STATE LAB. OF HYGIENE	Supply	-50.00
12085	04/16/2018	ALLIANT ENERGY/WP&L	Mar - Apr 2018 Electric Bills	-2,648.95
12086	04/16/2018	KINAS EXCAVATING, INC.	Curbstop & Valve Replacement	-995.69
12087	04/16/2018	LANDMARK SERVICES COOPERATIVE	March 2018 Fuel	-77.58
12088	04/16/2018	MARKESAN, CITY OF	Mar 2018 Expense Reimb	-2,386.28
12089	04/16/2018	NORTH CENTRAL LABS, INC.	Testing Supplies	-274.41
12090	04/16/2018	STATE OF WI - ENVIRONMENTAL IMPROVEMEN	Improvement Fund Invoice	-61,293.04
12091	04/16/2018	WE ENERGIES	Mar - Apr 2018 Gas Bills	-153.05
12092	04/19/2018	BOND TRUST SERVICES CORP	Buld America Bonds Payment	-150.00
12093	04/24/2018	MARKESAN-PETTY CASH	Postage	-8.57
12094	04/24/2018	NORTHERN LAKE SERVICE	Testing	-24.00
12095	04/26/2018	US POSTMASTER	1 roll of postcard stamps	-35.00
12096	04/26/2018	MARKESAN, CITY OF	April 2018 PR Reimb	-11,329.76
12097	05/01/2018	GENERAL ENGINEERING CO., INC.	Phosphorus Upgrade	-4,806.00
12098	05/01/2018	HEBERER, JEFFREY	May 2018 Cell Phone	-15.00
12099	05/01/2018	NESS ELECTRIC	Pump w/ bad fuse	-35.50
12100	05/01/2018	U.S. CELLULAR	Apr - May 2018 Cell Phone	-51.49
			TOTAL CHECK PAYMENTS	-84,496.46
			TOTAL PAYMENTS	-84,496.46

Response to question on appointment of new Election Inspectors

Per Robert with the Wisconsin Elections Commission, the City may advertise wherever they choose for inspectors at any time. We would appoint them until the end of the current term. At no point in the middle of a term will the parties send a list to municipalities... only at the end of a term. If we do receive a list, we may still appoint additional people to be poll workers.

ORDINANCE NO. 241

An Ordinance amending Section 107-10. A.(3) of the
Municipal Code of the City of Markesan.

The Common Council of the City of Markesan in session duly begun on the 8th day of May,
2018, does ordain as follows:

SECTION 1: Section 107-10. A.(3) of the Municipal Code of the City of Markesan is hereby amended
to read as follows:

(3) Any traveling circus or similar business having suitable structures or facilities for the
safeguard of such animals as determined by the Police Chief are exempted from the
provisions of this subsection. Also excepted from this subsection is any bona fide,
accredited school having structures or facilities for the safekeeping of such animals, as
deemed appropriate by the Chief of Police, or designee thereof, and offering protection to
persons who may come in contact therewith, providing the head of the school or school
system authorizes the keeping or maintaining of designated animals, for educational
purposes. Furthermore, also excepted from this subsection is an elderly community
licensed as a "Nursing Home" as defined in Wisconsin Statutes, Section 50.01 (3), having
structures or facilities for the safekeeping of such animals, as deemed appropriate by the
Chief of Police, or designee thereof, and offering protection to persons who may come in
contact therewith, providing the head of the elderly community authorizes the keeping or
maintaining of designated animals for therapeutic purposes.

SECTION 2: This Ordinance shall be in full force and effect after its passage and publication

ROLL CALL: Ayes _____ Nays _____ Absent _____ Abstained _____

APPROVED this 8th day of May, 2018.

CITY OF MARKESAN

RICHARD SLATE, Mayor

ATTEST:

ELIZABETH AMEND, Clerk-Treasurer

APPROVED AS TO FORM:

DANIEL D. SONDALE, City Attorney

Published: _____

Application for Operator's License
to Serve Fermented Malt Beverages and Intoxicating Liquors

Date Rec'd 5-7-18
Recp# _____
Date Apprv'd _____
Lic# _____

PLEASE PRINT CLEARLY

NAME (First - Middle - Last) Scott F. Hilscher

Circle: Male Female

OTHER NAMES (maiden or nicknames; if none, so state) _____

BIRTHDATE 03/21/67

DRIVERS LICENSE _____

PHONE (best # to reach you) _____

ADDRESS 343 S. Bridge St
Street

Apt. No. _____ City Markesan

State WI Zip 53976

New/Renewal (1-year) - \$20

Provisional - \$15

List the name of the alcohol beverage premises that will employ you: Markesan Fire Dept

ANSWER THE FOLLOWING QUESTIONS FULLY AND COMPLETELY:

All questions on this application must be answered completely and accurately before it can be processed. Failure to do so could result in a delay or rejection of the application.

- If application is a renewal (within past two years you've held a Class "A", "Class A", "Class C", Class "B", or "Class B" license/permit or a manager's or operator's license in the State of Wisconsin), where was previous license granted? City Village Town of Markesan
- As required by Wisconsin Statutes, Section 125.17(6), have you completed the alcohol beverage server course?
YES NO _____ If yes, where? MPTC
(If this is a **new application**, proof of completion must be submitted with the application)
- Do you understand your responsibilities as an alcohol beverage license holder? YES NO _____
- Have you as an adult (age 18 or over) ever been convicted of violating any law or ordinance regulating alcohol beverages (including underage consumption)? YES _____ NO
- Have you ever been convicted of any of the following: (a) Operating a vehicle while under the influence of alcohol or a controlled substance or with a prohibited alcohol concentration; (b) Operating a vehicle while under the age of 21 with a blood alcohol concentration of any level; (c) Having alcohol in your possession in a vehicle as a driver or passenger? YES _____ NO
- Have you ever been convicted of a felony? YES _____ NO
- Do you have any criminal charges presently pending against you? YES _____ NO

****If you answered 'Yes' to any of the questions 4-7, please explain (use back or additional sheets).**

CERTIFICATION AND INFORMATION RELEASE

I hereby make application to the Common Council of the City of Markesan, Green Lake County, Wisconsin, for a License to serve Fermented Malt Beverages and Intoxicating Liquors in a place licensed by the City for the sale of alcohol beverages. I hereby certify that the information provided on this application is true and correct. I understand that failure to provide all required information shall be grounds for denial of my operator's license. I further understand that falsification of any information shall be grounds for denial or revocation of this license. I am aware of the Federal, State, and Local laws, ordinances and regulations governing the sale of alcohol beverages and agree to abide by those laws and regulations. I also understand that a background check based on my application will be done. I hereby authorize the release of any and all records requested by the City of Markesan in its review of my application.

SIGNATURE OF APPLICANT:

Scott Hilscher

Date 05/07/2018

WP OK

SUBSCRIBED AND SWORN TO BEFORE ME

this 7th day of May, 2018
Johanna A. [Signature]
(Clerk/Notary Public)

My commission expires _____

05-07-18