



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

### AGENDA

March 10, 2020

7:00 p.m.

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 and Closed Session Minutes – February 11, 2020
  - 2.2. Approve Finance Committee of the Whole and Closed Session Minutes -- February 13, 2020
  - 2.3. February Police Report & February Schedule
  - 2.4. Public Property & Health Minutes – March 3, 2020
  - 2.5. Finance Personnel & Safety Minutes and Closed Session Minutes – March 3, 2020
  - 2.6. Streets, Buildings & Utilities Meeting Minutes – March 3, 2020
  - 2.7. February 2020 Library Director's Report and Markesan Library Board Minutes – February 19, 2020
3. Approval of Claims:
  - 3.1. City Checks #35809-35862, Electronic Payments #EFT 0974-0982 Direct Deposits #3469-3533, and Utility Checks #12518-12532
  - 3.2. File Treasurer's Report for Audit
4. New Business
  - 4.1. Discussion and Approval of Hiring Part-Time Police Officer Ryan Behlke to Full-Time Status effective 04/01/2020 and Moving the Pre-Employment Funds to the Police Wages to Cover Training.
  - 4.2. Discussion and Accept the Resignation of Police Officer Kurt Stuckart
  - 4.3. Discussion and Approval of Ordinance 257, Amending Common Council Agenda Section 23-4 (J)
  - 4.4. Discussion and Action on 309 East John Street Property Maintenance and Citations
  - 4.5. Discussion and Approval of Water and Sewer Department Bid for Televising Sewer – Speedy Clean for \$4,750.00
  - 4.6. Discussion and Approval of Joan Slate to Fill the Library Board Vacancy
  - 4.7. Discussion and Approval of Pool Ordinance
  - 4.8. Approval of Operator's Licenses for the period ending 6/30/20: Karasue Irene Burkhardt, Debra Lynn Carver, Robert E Kwiatkowski and Ashley Ann Lessor
5. Closed Session: Public Works Director Separation Payout and Public Works Director Applications:

The Common Council may, by roll call vote, convene in Closed Session, pursuant to Wis. Stats. 19.85(1)(c) to consider employment of any public employee over which the governmental body has jurisdiction or exercises responsibility, after which they may reconvene in Open Session pursuant Wis. Stats. 19.85(2).

Reconvene in Open Session to Take Possible Action on Items Discussed in Closed Session.
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: Horicon Bank                      City Hall  
          ERGO Bank                         Post Office  
          www.markesanwi.gov

Dated March 9, 2020  
Elizabeth Amend, Clerk-Treasurer

# CITY OF MARKESAN COMMON COUNCIL

February 11, 2020

## MINUTES

### 1. Preliminaries

1.1 Meeting was called to order by Mayor Slate at 7:00 pm.

1.2 Present were Mayor Slate, Ald. Abendroth, Ald. Henke, Ald. Bieszki, Ald. Thiem (arrived at 7:04 pm) Ald. Triemstra, Ald. Kazda and Clerk-Treasurer Amend. Also present was Roger Matthews from the Berlin Journal, Connie Wilsnack, and Paul Salzwedel.

1.3 No Citizen's Comments.

### 2. Approval & Review of Minutes, Reports & Correspondence

2.1 After review, motion Bieszki/Triemstra to approve the January 14, 2020 Common Council minutes; motion carried 5-0.

2.2-2.6 After review of all items, motion Triemstra/Kazda to approve the January Police Report & February Schedule, Public Property & Health minutes of February 4, 2020, Finance, Personnel & Safety minutes of February 4, 2020, Streets, Buildings & Utilities minutes of February 4, 2020, January Library's Director's Report and Markesan Library Board minutes of January 16, 2020, and Planning Commission minutes of January 7, 2020; 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/Triemstra to approve the following vouchers as presented: City Checks #35754-35808, Electronic Payments #EFT 0967-0973, and Direct Deposits #3427-3468 in the amount of \$513,624.08, and Utility Checks #12501-12517 in the amount of \$38,382.34; motion carried 5-0 on a roll call vote.

3.2 After review, by consensus the January 2020 Treasurer's Report was filed for audit.

### 4. New Business

4.1 Motion Abendroth/Bieszki to approve hiring Ryan Behlke as the new part-time officer starting 2/12/2020 at the current wage; motion carried 5-0 on a roll call vote.

4.2 After discussion, motion Triemstra/Bieszki to approve a 45-day extension from February 1, 2020 to Hornet's Nest for their liquor license; motion carried 6-0.

4.3 After discussion, motion Bieszki/Triemstra to approve and waive the reading of Ordinance #256 – Dangerous Dogs; motion carried 6-0 on a roll call vote.

### 5. Old Business

5.1 Motion Triemstra/Thiem to grant the property owner of 650 N. Margaret Street in Markesan until May 12, 2020 to do repairs and bring buildings #5, #6 and #9 up to serviceable condition and code per inspection by the building inspector. Property owner is to keep the Council up to date on all action being done to rectify the problem via email to the Clerk. If not completed by deadline, the City of Markesan will serve a 30 day raze order for the three buildings to the property owner; motion carried 6-0 on a roll call vote.

### 6. Closed Session: Davey's Small Engine Repair Personal Property Tax Collection

The Common Council may, by roll call vote, convene in Closed Session, pursuant to Wis. Stats.

19.85(1)(g) to confer with legal counsel for the government 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, after which they may reconvene in Open Session pursuant to Wis. Stats. 19.85(2).

Reconvene in Open Session to Take Possible Action on Items Discussed in Closed Session.

Motion Abendroth/Bieszki to convene into Closed session at 7:29 pm; motion carried 6-0 on a roll call vote; Abendroth-yes, Bieszki-yes, Henke-yes, Mayor Slate-yes, Kazda-yes, Thiem-yes, Triemstra-yes.

Motion Abendroth/Triemstra to reconvene back into Open session at 7:41 pm; motion carried 6-0 on a roll call vote.

No Motion in Open Session.

7. **Schedule Future Meetings and Agenda Items.** The following meetings were scheduled: Finance, Personnel & Safety Committee of the Whole – Thursday, February 13, 2020 at 6:00 pm at City Hall; Public Property & Health – Tuesday, March 3, 2020 at 6:30 pm at City Hall; Finance, Personnel & Safety on Tuesday, March 3, 2020 immediately following Public Property & Health meeting at City Hall; Streets, Buildings & Utilities – Tuesday, March 3, 2020 immediately following Finance, Personnel & Safety meeting at City Hall; and Common Council on Tuesday, March 10, 2020 at 7:00 pm at City Hall.
8. **Adjournment.** Motion Triemstra/Bieszki to adjourn; motion carried 6-0. The meeting adjourned at 7:45 pm.

Respectfully submitted,

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Elizabeth A. Amend, Clerk-Treasurer

**FINANCE, PERSONNEL & SAFETY COMMITTEE OF THE WHOLE**  
Markesan City Hall

February 13, 2020  
6:00 PM

**MINUTES**

Call to Order – At 6:02 pm by Ald. Abendroth

Roll Call – By sign-in.

Citizen's Comments - None

Discussion and Action on Martin Hansen, Public Works Director, Resignation – Motion by Mayor Slate & 2<sup>nd</sup> by Ald. Treimstra to accept the resignation.. Motion passed.

Discussion and Action on Public Works Director Job Description – After discussion no action at this time.

Discussion and Action of Posting Public Works Director Position – After discussion, motion by Mayor Slate & 2<sup>nd</sup> by Ald. Bieszki to post the position asap in all the appropriate locations , website and newspaper. All applications to be received in the City Clerk's office by 3pm March 10, 2020. Motion passed.

Closed Session: Public Works Director Benefits

The Common Council may, by roll call vote, convene in Closed Session, pursuant to Wis. Stats. 19.85(1)(c) to consider employment of any public employee over which the governmental body has jurisdiction or exercises responsibility, after which they may reconvene in Open Session pursuant Wis. Stats. 19.85(2).

Motion by Mayor Slate & 2<sup>nd</sup> by Ald. Bieszki to move to closed session at 6:15 pm and to immediately adjourn from there. Motion by Mayor Slate & 2<sup>nd</sup> by Ald. Bieszki to adjourn at 6:40 pm. Motion passed.

Adjournment



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Markesan Police Department  
William A. Pflum, Chief of Police

**Finance, Personnel and Public Safety Committee**  
*Presented on March 3, 2020*

**February 2020**

**Agenda:**

**Officer Kurt Stuckart Resignation**  
**Officer Behlke to Full Time Status**  
**Dangerous Dog Ordinance Forfeiture Schedule**

**Appendix:**

### **Officer Stuckart Resignation**

As alluded to last month, Officer Stuckart turned in his resignation letter on February 15, 2020 advising that his last day of work here would be February 29, 2020. Officer Stuckart has taken a full time position with the Green Lake Police Department. We want to thank Officer Stuckart for his service to the City of Markesan and wish him all the best in his future endeavors.

Since Officer Stuckart resigned midway through his employment agreement, the city has \$1500.00 dollars in Officer Stuckart's employment agreement account. That \$1500.00 will greatly assist in covering the wages of Officer Behlke while he completes the field training program.

With this committee's approval, the City Clerk will move the money from the employment agreement account over to police patrol payroll so that it can help cover the wages of Officer Behlke's field training costs.

### **Officer Behlke to Full Time Status**

With the departure of Officer Stuckart this department now has a full time vacancy. This department is recommending that on April 1, 2020 Officer Behlke moves to full time status. The details of his full time employment are highlighted in the conditional full time offer that is attached.

### **Dangerous Dog Ordinance Forfeiture**

I reviewed the forfeiture section of our city code 1-3 and I believe that the forfeitures prescribed in the dangerous dog ordinance fall under what is written in code 1-3.

**Public Property and Health Committee  
City Council Chambers  
March 3, 2020**

Call to order at 6:31 p.m.

Roll call by sign-in.

**Citizen Comments:** Trish Anderson addressed the Committee about dogs in the industrial park. She advised there are problems with people bringing their dogs up to that area and allowing them to run, with no leash, and not cleaning up after them. She also asked about the possibility of creating a dog park. Chief Pflum said that there is some misconception in the community that this area is a dog park. This is not accurate information. This item will be put on the April Committee agenda.

**Public Works Report:** Martin reported that he is transferring information about systems and his list of upcoming projects in preparation for his leaving his position with the City.

**New Business**

**Discussion and Action on Request for Additional Garbage and Recycling Carts at 223 East John street – Historical Society, Dave Prill:** Dave Prill addressed the Committee about the need for a cart at 223 East John Street to assist with the needs of the Historical Society. Motion by Ald. Triemstra/Mayor Slate that carts be authorized for this location as it is a non-profit group. Motion carried.

**Discussion and Action on Request for Additional Garbage and Recycling Carts at 51 and 55 East John Street – JoLynn Investments LLC, Larry Springer:** Motion by Mayor Slate/Ald. Thiem that the City Clerk write a letter to Mr. Springer attaching the Garbage and Recycling Cart policy and costs for additional carts. Motion carried.

**Discussion and Action on Amended Pool Ordinance:** Motion by Ald. Kazda/Ald. Triemstra to send this draft ordinance to the City Attorney for review. Motion carried.

**Old Business**

**Discussion and Actions on Ordinance Change for Residents to have Chickens in City Limits:** Brian Pulsifer addressed the Committee with a statement regarding his interest in and the benefits of having chickens in the city limits. The draft ordinance was distributed to Committee members. Motion by Mayor Slate/Ald. Thiem for distribution of the draft ordinance to interested parties for comment and to put this item on the April agenda. Motion carried.

**Discussion and Action on Property Maintenance and Citations for 309 East John Street:** The property owner had agreed to come to the March meeting with a plan for improvements and timing. He was not present at the meeting. Motion by Ald. Kazda/Mayor Slate that this property owner be asked to come to the Council meeting with his action plan and timing and that this item be put on Council agenda. Motion carried.

Discussion and Action on Kohn Bench for Old Cemetery: Motion by Mayor Slate/Ald. Kazda that the bench be allowed to be placed at the predetermined position. Motion carried.

**Adjournment:** Motion by Ald Triemstra/Mayor Slate to adjourn. Motion carried. Meeting adjourned at 7:15 p.m.

# FINANCE, PERSONNEL & SAFETY

## Markesan City Hall

**March 3, 2020**

Immediately Following the Public Property & Health Committee Meeting

### MINUTES

Call to Order- At 7:16 pm by Ald. Abendroth

Roll Call – By sign in.

Citizen's Comments – None.

Emergency Management Report – Mike Ross reported.

Review and Approval of Vouchers Payable – Motion by Ald. Bieszki & 2<sup>nd</sup> by Mayor Slate to approve payables. Motion passed.

Police Report & Schedule- Chief Pflum reported.

- Officer Kurt Stuckart Resignation – Effective 2-29-20. Motion by Ald. Bieszki & 2<sup>nd</sup> by Ald. Triemstra to accept the resignation. Motion passed.
- Officer Behlke to Full-Time Status – Motion by Ald. Bieszki & 2<sup>nd</sup> by Mayor Slate to move Officer Behlke to full-time status. Passed. Motion by Ald. Bieszki & 2<sup>nd</sup> by Mayor Slate to move the money in Stuckart's employment agreement over to police patrol payroll to help cover the wages of Behlke's field training costs. Motion passed.
- Dangerous Dog Ordinance Forfeiture Schedule – The ordinance aligns with the Fee Schedule. No action needed.

Old Business

- Discussion and Approval of Ordinance 257, Amending Section 23-4(J) Common Council Agenda Motion by Ald. Bieszki & 2<sup>nd</sup> by Mayor Slate to send to council for approval. Motion passed.

Closed Session: Public Works Director Payout and Public Works Director Applications

The Common Council may, by roll call vote, convene in Closed Session, pursuant to Wis. Stats. 19.85(1)(c) to consider employment of any public employee over which the governmental body has jurisdiction or exercises responsibility, after which they may reconvene in Open Session pursuant Wis. Stats. 19.85(2). Ald. Henke [aye] Ald. Bieszki [aye] Ald. Triemstra [aye] Mayor Slate [aye] Ald. Abendroth [aye]. Discussion was held.

Reconvene in Open Session to Take Possible Action on Items Discussed in Closed Session. Motion by Mayor Slate & 2<sup>nd</sup> by Ald. Henke to go back to open session at 7:37 pm. Motion passed.

Motion by Mayor Slate & 2<sup>nd</sup> by Ald. Bieszki to approve the Martin Hansen Separation Payout to be paid out bi-weekly. Motion passed.

Adjournment – Motion by Mayor Slate & 2<sup>nd</sup> by Ald. Triemstra to adjourn at 7:40 pm. Motion passed.

**STREETS, BUILDINGS & UTILITIES COMMITTEE**  
Markesan City Hall

March 3, 2020

Immediately Following Finance, Personnel & Safety Committee Meeting

**Minutes**

Call to Order at 7:40 pm.

Roll Call by sign in sheet.

Citizen's Comments None.

Public Works Report, Martin is getting everything together and last day will be on March 20<sup>th</sup>, 2020.

Water & Sewer Department Report

- Bids for Televising Sewer: Tony reviewed the bids for Televising Sewers and the low bid was from Speedy Clean at \$4,750.00; Motion by Mayor Slate, 2<sup>nd</sup> ALD Abendroth to accept the low bid. Motion carried.

New Business None

Review Land Use Permits Book; was on the table for review.

Adjournment: Motion by Mayor Slate, 2<sup>nd</sup> ALD Abendroth for Adjournment. Motion Carried.  
7:47 pm

## Director's Report – February 2020

Activities: We had 5 for Meditation and some more interest if we could get someone to lead a class for free. We had 4 for E-books and then 2 or 3 more patrons came in after the fact to get help downloading Libby our E-book app and Markesan Resident Home expressed having an E-book class there. I scheduled that class for Monday Feb. 17<sup>th</sup>. Disney Trivia only had 4 but those that came had fun. Beach Bash had 10 adults, 22 kids, and 6 volunteers. Storytime resumed with two new families, so 4 adults and 8 kids. Game Night had 11 adults and 8 kids. Slow Cooker had 11 adults. I'll have a final report on Foxy Grams by next meeting. Upcoming we have the ShoeBox Parade & Mardi Gras party. On Monday March 9 we will have Turkey Talk with the NWTF at 5:30-7:30pm w/chili. Pie Day is on a Saturday this year, March 14<sup>th</sup>. We will promote at Kindergarten registration. I'll probably do a Lego Club in March as well, dates TBD. And I'm working on setting up a Organization Class with Kathy from Untangled in Princeton. Karen Werth would like to have a Kentucky Derby Party at the Firehouse BBQ and would like it to be sponsored by the Library.

Meetings: I attended the Chamber Meeting & the Chamber Annual Dinner. I also attended the Winnefox Annual Meeting. The big talk at the Annual Meeting was possibly going Fine Free for all libraries in the Winnefox system. A decent portion of the bigger/smaller libraries are already seriously considering/working towards this goal. It is a movement spearheaded by the American Library Association and is considered a "best practice." I think we could try out some steps by doing a Fine Forgiveness Month or Week. We could do this in April as that is National Library Week. We could also consider going fine forgiveness in June to clear up any children's records during the summer reading program. I also attended the Waushara County Ag/Extension/Fair meeting to represent the Green Lake libraries. And by the time of our meeting, I'll have attended a Youth Services workshop at Oshkosh to prep for Summer Reading.

### Other news & Later Agenda Items:

Lighting & Other Building News: We did have to replace two bulbs in Sunshine Nursery School. The Charles street entrance door needed some work due to a ding/dent in the frame. The city is covering that cost.

Otis : Otis isn't budging on their stance that we are bound by this automatically renewing 20 year contract. This was the last communication I received from them:

*"Options:*

*1. We will honor the discount pricing from \$366.70 per month to \$280.00 per month (I did get it to lower from \$293.70) and all terms and condition remain the same.*

*2. You can also cancel the contract, which will be a penalty for early cancellation will occur (50% of total value of the contract) which is close to \$41K.*

*Let me know if you will need time to decide, because next maintenance visit is in March. I would need to put it into suspension meanwhile if you plan on choosing option 2."*

I did contact our city attorney. I'm waiting to hear back from him and hope to have more/better news by the meeting. I also contacted the regional representative by email but have yet to hear back from him.

#### Winnefox Grant, Hotspots, Summer Reading, Programming Budget

If we do go ahead and take a grant from the foundation funds, I do have some items/programs in mind. Right now the Winnefox grant will cover technology & jobs & adult programming at \$1,000. Our current programming budget is only \$1,000 which covers our storytime and other library led activities like chalk walk, and craft/food costs for the most part. Last year we spent about \$1200 on Summer Reading. Right now we have \$585 from the Wishing Well grant and another \$200 from Delmonte that should go towards summer reading. I'd like my overall budget to be about \$1300 this year. So an extra, \$515.

I'd also like to schedule a Haunted WI program for late September at \$300

And I'd like to get the organization class at \$100

We are getting money for 1,000 books before Kindergarten from the Webster's Grant but I'm not sure yet the amount so we may need to pull from our funds to truly launch it. We'd want at least \$400 - \$500 to launch it.

I'd also like to set up a small budget or event for "Thank you's" to volunteers.

I'm thinking we could budget \$400-\$500 on the parenting classes and just put a cap to what we will spend on food/child care.

The best deal I could negotiate for a hotspot was as follows: if we purchased the hotspot for \$191, he could get us just the 10gb hotspot for \$40 a month or \$35 if we do an auto pay plan. This would cost \$671 apx.(including the hotspot itself) for a year's worth of hotspot use. Do we want to try this? I think it fits in our service plan/mission statement but it is expensive, similar to Ancestry Library Ed.

Long story short, let's make some money decisions at the meeting.

Annual Report As presented. Please look over and if you have any questions, let me know as soon as possible. Our circulation is up this year. The numbers on the Library Director for salary are inflated due to Lucy's retirement. The Oshkosh Foundation numbers are directly from them and are from Jan.1-Dec.31 2019. By the meeting it will no longer be in draft form.

Library Page/Clerk Bonny gave her notice. We are all going to miss her here. I did talk to Valentina and it would work for her to take those hours until September. I think this is a good idea for the library as it will give us a longer time to look for someone and Valentina has a great deal of experience. I did talk to Nancy about the second page position and she said it would help out the clerks if we got someone who could work the front desk. It frees up the clerks to work on projects without having to jump back and forth to the desk. I think it is a good idea because it gives you that much more a connection with the youth in the community and shows a commitment to their development.

Friends Group: At the last meeting we talked about having another Chair Affair & the need for volunteers. Cindy suggested that I start working on forming a Friends group. I'm in that process, but right now I'd suggest we start with a Programming/Fundraising Committee instead and look for volunteers for that. Then funds would be controlled by the board and you would by pass the need to file anything like a 501.3c with the state, etc. This Committee could be formed from volunteers outside the board but could report to the board. Karen Werth has already been volunteering time in helping to develop programs and is very excited in this role. The benefit about having a official Friends Group is that then dues could be gathered and money raised that way. I'll keep looking into it.

~Nicole Overbeck

**Markesan Public Library - Board of Trustees**  
Draft Minutes February 19, 2019

- I. Call to order: The meeting was called to order at 4:18 p.m by Nancy Kirst. Trustees present: Beth Kazda, Mike Hansen, Nancy Kirst, Cindy Boelter; Director Nicole Overbeck and Joan Slate. Jill Worden arrived 4:45. Absent were Vicki Bernhagen , Rachel Nitz.
- II. Approval of Minutes: **Hansen/Boelter moved to approve the January 16 minutes. Motion carried.**
- III. Input from Public: None.
- IV. Financial Reports: Current payments were discussed. Kazda presented the savings account report and noted that the stock market is very up and down right now. The board discussed if the library should take a grant from the Oshkosh Foundation to rebuild savings. **Hansen/Kazda moved to take a grant from the Oshkosh Foundation funds for whatever the amount above its initial start values are. The Markesan Public Library Fund should be at \$55,200.75 after the grant is taken and the Card/Card/Richards/Peacock fund should be at \$114,456.40 after the grant is taken. Motion carried.** Overbeck then discussed the various options from Otis. After discussing with the city attorney, the state statues look to be in Otis's favor. The board was asked if they would like the city attorney to keep trying to find a way out of the contract. The options from Otis was the current plan at \$280 a month for 20 years. The current plan at \$410 a month for 20 years. The basic plan for \$120 a month for 20 years. And the Mid-Tier plan at \$200 a month for 20 years. **Kirst/Hansen moved that the library take the basic plan at \$120 a month at 20 years if forced to accept or less years preferably. Motion carried.** Overbeck then discussed costs for Summer Reading and adult programming and hotspot costs. The board decided to wait until next year to see if hotspot costs go down. The Winnefox grant will be used for adult programming. **Worden/Kirst moved to add an additional \$515 to the Summer Reading Budget from donation savings. Motion carried. Kirst/Kazda moved to pay the bills as presented. Motion carried.**
- V. President's Report: Worden discussed vehicle day at school. It is an event where area businesses are invited to bring their work vehicle to school and promote their occupations. The library was invited to attend the event and will do so.
- VI. Director's Report: Overbeck talked about upcoming events and past events. She sees a growing response to events and good community outreach.
- VII. Old Business:

A: Equipment Use Policy: Nicole will take out rules for items that are no longer being used by the library. 1-800 numbers for faxes will no longer be charged. Overbeck will apply these changes to the current document and present the document at the next board meeting for a vote.

New Business:

A: 2019 Annual Report: Overbeck presented the annual report. **Worden/Hansen moved to accept the annual report as presented. Motion carried**

B: Second Library Page Position: & Assistant Opening: The board discussed both positions in open meeting. Overbeck stated that she would like current employee Valentina to have the assistant opening and that she would like to hire volunteer Nara for the page position.

**Boelter/Hansen moved to hire Valentina Zelenko for the assistant opening at her current wages . Motion carried. Kazda/Worden motioned to hire Nara for the Library Page position at starting wage of \$7.75. Motion carried.**

C: Friends Group: Overbeck discussed how she will do more research on forming a Friends Group.

**VIII.** Adjournment and next meeting –March19, 2020 4:15pm

Respectfully Submitted, Nicole Overbeck, Library Director

March 3, 2020

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: 35809 - 35862	\$	365,420.44
DD #3469 - 3533	\$	31,533.00
EFT #0974 - 0982	\$	163,303.81
TOTAL	\$	560,257.25
UTILITY CHECKS: #12518 - 12532	\$	23,923.15
TOTAL	\$	23,923.15

With the exception of:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signed:

\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_  
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City of Markesan  
Voucher List

February 4 through March 2, 2020

Num	Date	Name	Memo	Original Amount
	02/29/2020		Service Charge	-50.00
EFT-0974	02/04/2020	WRS (Wisconsin Retirement System)	1/31/20 PR	-9,592.51
EFT-0975	02/04/2020	EMPOWER RETIREMENT (WDC)	1/31/20 PR	-565.00
EFT-0976	02/04/2020	WISCONSIN DEPT. OF REVENUE	1/31/20 PR	-2,146.29
EFT-0977	02/04/2020	INTERNAL REVENUE SERVICE	1/31/20 PR	-5,422.66
EFT-0978	02/18/2020	STATE OF WI HEALTH INS	MARCH 2020 HEALTH INS	-18,862.38
EFT-0979	02/18/2020	EMPOWER RETIREMENT (WDC)	2/14/20 PR	-565.00
EFT-0980	02/18/2020	WISCONSIN DEPT. OF REVENUE	2/14/20 PR	-1,043.79
EFT-0981	02/18/2020	INTERNAL REVENUE SERVICE	2/14/20 PR	-5,368.68
EFT-0982	02/28/2020	DTCC	PRINCIPAL & INTEREST ON BOND 2018A	-119,687.50
			TOTAL EFT PAYMENTS	-163,303.81
DD3469	02/14/2020	Dykstra, Dennis P	Direct Deposit	-116.36
DD3470	02/14/2020	Engel, Wanda S	Direct Deposit	-8.77
DD3471	02/14/2020	Fletcher-Dykstra, Donna L	Direct Deposit	-280.74
DD3472	02/14/2020	Frank, Tina M	Direct Deposit	-184.25
DD3473	02/14/2020	Panten, Beth M	Direct Deposit	-87.73
DD3474	02/14/2020	Panten, James B	Direct Deposit	-184.25
DD3475	02/14/2020	Phippen, Henry	Direct Deposit	-368.47
DD3476	02/14/2020	Slate, Rich	Direct Deposit	-461.75
DD3477	02/14/2020	Amend, Elizabeth A	Direct Deposit	-1,031.96
DD3478	02/14/2020	Butner, Bonny	Direct Deposit	-64.16
DD3479	02/14/2020	Chaon, Janice E	Direct Deposit	-80.54
DD3480	02/14/2020	Chisnell, Gerald	Direct Deposit	-138.53
DD3481	02/14/2020	Doro, Anthony	Direct Deposit	-1,473.35
DD3482	02/14/2020	French, Jessica M	Direct Deposit	-280.24
DD3483	02/14/2020	Glover, Valerie	Direct Deposit	-114.70
DD3484	02/14/2020	Hansen, Martin H	Direct Deposit	-1,344.54
DD3485	02/14/2020	Heberer, Jeffrey	Direct Deposit	-1,222.81
DD3486	02/14/2020	Helling, Rachel	Direct Deposit	-481.48
DD3487	02/14/2020	Huhndorf, John E	Direct Deposit	-116.37
DD3488	02/14/2020	Jahnke, Terryl L	Direct Deposit	-41.56
DD3489	02/14/2020	Krentz, Dorothea M	Direct Deposit	-1,008.46
DD3490	02/14/2020	McLean, Cody	Direct Deposit	-1,356.89
DD3491	02/14/2020	Meyer, Vanessa K	Direct Deposit	-131.88
DD3492	02/14/2020	Mosqueda, Yasmin	Direct Deposit	-43.84
DD3493	02/14/2020	Overbeck, Nicole M	Direct Deposit	-948.78
DD3494	02/14/2020	Pflum, William	Direct Deposit	-1,618.91
DD3495	02/14/2020	Stellmacher, Nancy	Direct Deposit	-24.06
DD3496	02/14/2020	Stoll, Brittany M	Direct Deposit	-44.75
DD3497	02/14/2020	Stuckart, Kurt A	Direct Deposit	-1,025.69
DD3498	02/14/2020	Watry, Philip	Direct Deposit	-1,284.64
DD3499	02/28/2020	Cotterill, Margaret A	Direct Deposit	-78.75
DD3500	02/28/2020	Dallman, Beverly	Direct Deposit	-7.50

**City of Markesan  
Voucher List  
February 4 through March 2, 2020**

DD3501	02/28/2020	Daye, Jean A	Direct Deposit	-7.50
DD3502	02/28/2020	Dirks, Jennifer	Direct Deposit	-78.75
DD3503	02/28/2020	James, Sandra L	Direct Deposit	-7.50
DD3504	02/28/2020	Krogulski, Holly L	Direct Deposit	-54.38
DD3505	02/28/2020	Parker, Shirley M	Direct Deposit	-60.00
DD3506	02/28/2020	Zacharias, Carmen J	Direct Deposit	-54.38
DD3507	02/28/2020	Amend, Elizabeth A	Direct Deposit	-1,040.02
DD3508	02/28/2020	Behlke, Ryan R	Direct Deposit	-656.07
DD3509	02/28/2020	Butner, Bonny	Direct Deposit	-77.78
DD3510	02/28/2020	Chaon, Janice E	Direct Deposit	-87.25
DD3511	02/28/2020	Chisnell, Gerald	Direct Deposit	-700.32
DD3512	02/28/2020	Doro, Anthony	Direct Deposit	-1,473.34
DD3513	02/28/2020	Downs, Christopher JH	Direct Deposit	-128.83
DD3514	02/28/2020	French, Jessica M	Direct Deposit	-251.98
DD3515	02/28/2020	Glover, Valerie	Direct Deposit	-105.14
DD3516	02/28/2020	Hansen, Martin H	Direct Deposit	-1,344.54
DD3517	02/28/2020	Heberer, Jeffrey	Direct Deposit	-1,222.81
DD3518	02/28/2020	Heiling, Rachel	Direct Deposit	-508.10
DD3519	02/28/2020	Huhndorf, John E	Direct Deposit	-323.08
DD3520	02/28/2020	Jahnke, Terry L	Direct Deposit	-6.92
DD3521	02/28/2020	Krentz, Dorothea M	Direct Deposit	-1,008.47
DD3522	02/28/2020	McLean, Cody	Direct Deposit	-1,358.41
DD3523	02/28/2020	Meyer, Vanessa K	Direct Deposit	-124.81
DD3524	02/28/2020	Mosqueda, Yasmin	Direct Deposit	-43.83
DD3525	02/28/2020	Overbeck, Nicole M	Direct Deposit	-948.79
DD3526	02/28/2020	Pflum, William	Direct Deposit	-1,618.92
DD3527	02/28/2020	Stellmacher, Nancy	Direct Deposit	-60.94
DD3528	02/28/2020	Stoll, Brittany M	Direct Deposit	-89.48
DD3529	02/28/2020	Stuckart, Kurt A	Direct Deposit	-1,034.42
DD3530	02/28/2020	Watry, Philip	Direct Deposit	-1,258.42
DD3531	02/28/2020	Zelenko, Valentina	Direct Deposit	-68.38
DD3532	02/28/2020	Fletcher-Dykstra, Donna L	Direct Deposit	-65.81
DD3533	02/28/2020	Olson, Clyde A	Direct Deposit	-6.92
			<b>TOTAL DIRECT DEPOSITS</b>	<b>-31,533.00</b>
35809	02/07/2020	TAXREFUND	Johnson / Overpayment on 2019 Taxes	-109.96
35810	02/07/2020	TAXREFUND	Heinig / Overpayment on 2019 Taxes - 251-00236	-276.49
35811	02/07/2020	MARKESAN WATER & SEWER	325 E John St - Del. W/S Amount Pd from Taxes	-128.92
35812	02/10/2020	AIRGAS USA, LLC	Cylinder Rental	-31.24
35813	02/10/2020	CHRIS' FLORAL & GIFTS	Sympathy Arrangement / Chisnell	-53.00
35814	02/10/2020	MARKESAN AUTO, HOME & FARM	Misc Charges	-436.84
35815	02/10/2020	PACKER CITY INT'L	Turn Signal / Wing Truck	-26.64
35816	02/10/2020	PERSONNEL EVALUATION, INC.	PEP Billing	-44.00
35817	02/10/2020	SECURIAN FINANCIAL GROUP, INC.	Mar 2020 Life Ins Premium	-123.42
35818	02/10/2020	SHELL FLEET	Jan 2020 Fuel	-949.07
35819	02/13/2020	WI MUNICIPAL CLERKS ASSC.	Amend / 2020 Dues	-65.00
35820	02/13/2020	GREEN LAKE COUNTY TREASURER	FEB TAX SETTLEMENT	-129,769.25

## City of Markesan Voucher List

February 4 through March 2, 2020

35821	02/13/2020	MARKESAN DISTRICT SCHOOLS	FEB TAX SETTLEMENT	-171,920.33
35822	02/13/2020	MORAIN PARK TECHNICAL COLLEGE	FEB TAX SETTLEMENT	-12,420.24
35823	02/14/2020	MARKESAN PUBLIC LIBRARY	2020 2nd Quarter Budget Payment	-16,300.00
35824	02/20/2020	10-8 VIDEO, LLC	Front and Rear Camera	-1,995.00
35825	02/20/2020	ADVANCED DISPOSAL	Feb 2020 Trash & Recycling	-7,214.40
35826	02/20/2020	ALLIANT ENERGY/WP&L	Jan - Feb 2020 Electric Bills	-3,373.77
35827	02/20/2020	BALLWEG IMPLEMENT	Supplies	-23.71
35828	02/20/2020	CENTURYLINK BUSINESS SERVICES	Pre-pay Invoice	-5.00
35829	02/20/2020	COMPLETE OFFICE OF WISCONSIN	Paper / Timesheets	-180.96
35830	02/20/2020	EMC INSURANCE	Property & Liability / Workers Comp	-3,436.95
35831	02/20/2020	ERGO BANK OF MARKESAN	WRS Loan - Payment #22	-320.64
35832	02/20/2020	GENERAL ENGINEERING CO., INC.	Building Inspection / Sign Ordinance	-2,124.40
35833	02/20/2020	GRAND RIVER FIRE DISTRICT	Jan 2020 Incidents	-420.90
35834	02/20/2020	HEARTLAND ENVIRONMENTAL DISTRIBUTORS	Turf King Herbicide	-228.17
35835	02/20/2020	JAHNKE PLUMBING LLC	Fix leak in heating line	-117.00
35836	02/20/2020	KRENTZ, DOROTHEA	Feb 2020 Cell Phone Reimb	-15.00
35837	02/20/2020	LANDMARK SERVICES COOPERATIVE	Jan 2020 Fuel	-898.36
35838	02/20/2020	MARKESAN DISTRICT SCHOOLS	2020 Summer Rec Program	-2,000.00
35839	02/20/2020	MCLEAN CODY	Feb 2020 Cell Phone Reimb	-15.00
35840	02/20/2020	MID-AMERICAN RESEARCH CHEMICAL	Gloves	-69.14
35841	02/20/2020	PFLUM, WILLIAM A.	Feb 2020 Cell Phone / Chiefs Conf.	-182.24
35842	02/20/2020	PORTAGE GLASS COMPANY	New frame on door at Library	-575.00
35843	02/20/2020	STUCKART, KURT	Feb 2020 Cell Phone Reimb	-15.00
35844	02/20/2020	VERIZON WIRELESS	Feb - March 2020 Cell Phone	-102.71
35845	02/20/2020	WATRY PHILIP	Feb 2020 Cell Phone Reimb	-15.00
35846	02/20/2020	WE ENERGIES	Jan - Feb 2020 Gas Bills	-1,596.79
35847	02/21/2020	WELLS FARGO REMITTANCE CENTER	Hydro Drives / Server / Google	-2,022.66
35848	02/27/2020	BERLIN CONSERVATION CLUB	2020 Dues	-40.00
35849	02/27/2020	ERGO BANK OF MARKESAN	Payment #2 of 9 for Dodge Charger	-2,887.46
35850	02/27/2020	PRE-EMPLOYMENT FUND	February 2020 Pre Employment / Stuckart	-76.92
35851	03/02/2020	ARAMARK	Feb 2020 Rug Cleaning	-100.00
35852	03/02/2020	BERLIN JOURNAL NEWSPAPERS	Election / Council / PW Ad	-488.40
35853	03/02/2020	CENTURYLINK BUSINESS SERVICES	Jan - Feb 2020 Phone & Internet	-433.49
35854	03/02/2020	COMPLETE OFFICE OF WISCONSIN	Files / Recycling Center	-18.44
35855	03/02/2020	GENERAL ENGINEERING CO., INC.	Engineering Services	-175.00
35856	03/02/2020	GREEN LAKE COUNTY TREASURER	2019 Tax Envelopes / Postage	-445.01
35857	03/02/2020	MCLEAN CODY	Pizza w/ an Officer	-95.67
35858	03/02/2020	OSHKOSH OFFICE SYSTEMS	Annual Contract	-330.00
35859	03/02/2020	RIPON COMMONWEALTH PRESS	Public Works Director Ad	-167.04
35860	03/02/2020	SHRED-IT USA	Shredding Service	-71.28
35861	03/02/2020	THEDACARE AT WORK	Behike / Pre-Employment Drug Screen	-164.00
35862	03/02/2020	WISCONSIN DEPT. OF REVENUE	2019 Manufacturing Assessment Fee	-325.53
			<b>TOTAL CHECK PAYMENTS</b>	<b>-365,420.44</b>
			<b>TOTAL PAYMENTS</b>	<b>-560,257.25</b>

## Markesan Utilities Voucher List

February 4 through March 2, 2020

Num	Date	Name	Memo	Original Amount
12518	02/10/2020	DIGGERS HOTLINE, INC.	2020 1st Prepayment Charges	-416.00
12519	02/10/2020	GENERAL ENGINEERING CO., INC.	Phosphorus Upgrade	-397.50
12520	02/20/2020	ALLIANT ENERGY/WP&L	Jan - Feb 2020 2019 Electric Bill	-2,805.78
12521	02/20/2020	COMPLETE OFFICE OF WISCONSIN	Toner	-78.50
12522	02/20/2020	HEBERER, JEFFREY	Feb 2020 Cell Phone Reimb	-15.00
12523	02/20/2020	LANDMARK SERVICES COOPERATIVE	Jan 2020 Fuel	-67.85
12524	02/20/2020	MARTELLE WATER TREATMENT	Sodium Hypochlorite	-99.60
12525	02/20/2020	USA BLUEBOOK	Supplies	-555.98
12526	02/20/2020	WE ENERGIES	Jan - Feb 2020 Gas Bills	-297.09
12527	02/27/2020	MARKESAN, CITY OF	Feb 2020 PR Reimb	-13,884.06
12528	02/27/2020	MARKESAN, CITY OF	Jan 2020 Expense Reimb	-3,072.27
12529	03/01/2020	GENERAL ENGINEERING CO., INC.	Income Survey	-1,500.00
12530	03/01/2020	NORTH CENTRAL LABS, INC.	Supplies	-640.28
12531	03/01/2020	U.S. CELLULAR	Feb - March 2020 Cell Phone	-48.24
12532	03/01/2020	WISCONSIN RURAL WATER ASSOC.	Membership Renewal	-45.00
			<b>TOTAL CHECK PAYMENTS</b>	<b>-23,923.15</b>
			<b>TOTAL PAYMENTS</b>	<b>-23,923.15</b>

**City of Markesan**  
**Treasurer's Report Budget vs. Actual**  
 January through February 2020

	Jan - Feb 20	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>4100000 · Taxes</b>				
4133000 · PILOT's Water Dept	0.00	69,000.00	-69,000.00	0.0%
4111000 · City Taxes & Overrun	612,421.00	0.00	612,421.00	100.0%
4112000 · TIF Increment	0.00	90,000.00	-90,000.00	0.0%
4114000 · Mobile Home Fees	234.86	2,800.00	-2,565.14	8.4%
4132000 · PILOT's MRH	13,011.69	14,500.00	-1,488.31	89.7%
<b>4180000 · Interest on Taxes</b>				
4180100 · Interest on Delq PP Taxes/Util	29.90			
4180150 · INTEREST ON SPECIAL CHARGES	116.37			
4180000 · Interest on Taxes - Other	0.00	1,000.00	-1,000.00	0.0%
<b>Total 4180000 · Interest on Taxes</b>	<b>146.27</b>	<b>1,000.00</b>	<b>-853.73</b>	<b>14.6%</b>
4100000 · Taxes - Other	0.00	612,421.00	-612,421.00	0.0%
<b>Total 4100000 · Taxes</b>	<b>625,813.82</b>	<b>789,721.00</b>	<b>-163,907.18</b>	<b>79.2%</b>
4200000 · Special Assessments	3,525.58			
<b>4300000 · Intergovernmental Revenues</b>				
4341000 · Shared Revenue	0.00	444,543.48	-444,543.48	0.0%
4342000 · Fire Dues	0.00	3,300.00	-3,300.00	0.0%
4343000 · Exempt Comp Aid	0.00	3,515.80	-3,515.80	0.0%
4353100 · Transportation Aids	20,392.01	81,588.06	-61,176.05	25.0%
4354500 · Recycling Grant	0.00	6,000.00	-6,000.00	0.0%
4379100 · EMS (Ambulance) Reimb	0.00	5,000.00	-5,000.00	0.0%
<b>Total 4300000 · Intergovernmental Revenues</b>	<b>20,392.01</b>	<b>543,927.34</b>	<b>-523,535.33</b>	<b>3.7%</b>
<b>4400000 · Licenses &amp; Permits</b>				
4410100 · Alcohol Licenses	10.00	2,300.00	-2,290.00	0.4%
4410200 · Operator's Licenses	105.00	1,200.00	-1,095.00	8.8%
4410300 · Soda Water Licenses	0.00	100.00	-100.00	0.0%
4410400 · Cigarette Licenses	0.00	300.00	-300.00	0.0%
4410500 · Other Business Lic.	0.00	150.00	-150.00	0.0%
4410900 · Cable Franchise Fees	300.00	1,200.00	-900.00	25.0%
4420000 · Dog Licenses (City)	799.33	750.00	49.33	106.6%
4430000 · Building Permits	2,075.00	1,000.00	1,075.00	207.5%
4440000 · Land Use Permits	0.00	250.00	-250.00	0.0%
<b>Total 4400000 · Licenses &amp; Permits</b>	<b>3,289.33</b>	<b>7,250.00</b>	<b>-3,960.67</b>	<b>45.4%</b>
<b>4500000 · Fines, Forfeits &amp; Penalties</b>				
4510000 · Ordinance Violations	1,537.14	8,250.00	-6,712.86	18.6%
4510100 · Parking Violations	140.00	500.00	-360.00	28.0%
<b>Total 4500000 · Fines, Forfeits &amp; Penalties</b>	<b>1,677.14</b>	<b>8,750.00</b>	<b>-7,072.86</b>	<b>19.2%</b>
<b>4600000 · Public Charges for Services</b>				
4610000 · Clerk-Treas Fees	330.50	1,500.00	-1,169.50	22.0%
4610100 · Publication Fees	0.00	400.00	-400.00	0.0%
4621000 · Police Dept Fees	0.00	200.00	-200.00	0.0%
4632200 · Snow Removal Fees	0.00	200.00	-200.00	0.0%
4643500 · Recycle Fees	301.62	2,000.00	-1,698.38	15.1%
4644000 · Weed Control Charges	1,027.82	1,000.00	27.82	102.8%
4654000 · Cemetery Sales	0.00	500.00	-500.00	0.0%
4672000 · Park Shelter Use	145.00	1,300.00	-1,155.00	11.2%
4674300 · Comm Ctr Use	100.00	600.00	-500.00	16.7%
<b>Total 4600000 · Public Charges for Services</b>	<b>1,904.94</b>	<b>7,700.00</b>	<b>-5,795.06</b>	<b>24.7%</b>
<b>4700000 · Intergov't Charges for Services</b>				
4732100 · School Liason	11,666.98	56,192.00	-44,525.02	20.8%
4734100 · Recycle Ctr-Towns	5,954.14	9,000.00	-3,045.86	66.2%
4739100 · Crossing Guard Reimb	6,210.33	6,300.00	-89.67	98.6%
<b>Total 4700000 · Intergov't Charges for Services</b>	<b>23,831.45</b>	<b>71,492.00</b>	<b>-47,660.55</b>	<b>33.3%</b>
<b>4800000 · Miscellaneous Revenue</b>				
4811000 · Interest-City Investments	3.01	1,000.00	-996.99	0.3%
4813000 · Spcl Assmt / Spcl Chrg Interest	3,353.02			
4820000 · Rent-Munl Bldg	500.00	3,000.00	-2,500.00	16.7%
4820100 · Rent-Land	0.00	2,362.00	-2,362.00	0.0%
4820200 · Rent-Cell Tower	1,801.88	10,300.00	-8,498.12	17.5%
4840900 · Ins Dividends	0.00	2,500.00	-2,500.00	0.0%
4850000 · Donations	600.00	4,600.00	-4,000.00	13.0%
4850100 · Police Donations	3,826.79			

**City of Markesan**  
**Treasurer's Report Budget vs. Actual**  
 January through February 2020

	Jan - Feb 20	Budget	\$ Over Budget	% of Budget
4890000 · Exp Reimb-All Types	952.75	2,500.00	-1,547.25	38.1%
Total 4800000 · Miscellaneous Revenue	11,037.45	26,262.00	-15,224.55	42.0%
4900000 · Other Financing Sources				
4910010 · 2018A Bond Income	0.00	75,000.00	-75,000.00	0.0%
Total 4900000 · Other Financing Sources	0.00	75,000.00	-75,000.00	0.0%
Total Income	691,471.72	1,530,102.34	-838,630.62	45.2%
Gross Profit	691,471.72	1,530,102.34	-838,630.62	45.2%
Expense				
5100000 · General Government				
5100100 · W&S Expense Reimb	1,253.89			
5100112 · Accts Rec - W&S WRS	-108.37			
5100114 · Accts Rec - W&S Insurance	-3.28			
5110000 · Legislative				
5110111 · Council	0.00	11,000.00	-11,000.00	0.0%
5110211 · Mayor	1,000.00	7,700.00	-6,700.00	13.0%
5111011 · Committees	0.00	500.00	-500.00	0.0%
Total 5110000 · Legislative	1,000.00	19,200.00	-18,200.00	5.2%
5130000 · Legal				
5130021 · City Atty-General	500.00	4,000.00	-3,500.00	12.5%
5130121 · City Atty-Prosecution	93.75	3,000.00	-2,906.25	3.1%
5131021 · Muni Code Updates	395.00	1,500.00	-1,105.00	26.3%
Total 5130000 · Legal	988.75	8,500.00	-7,511.25	11.6%
5140000 · General Administration				
5141011 · Legislative Support-Wages	851.53	15,000.00	-14,148.47	5.7%
5141025 · Legislat. Support-Training/Dues	32.50			
5141032 · Legislative Support-Publication	817.25			
5142011 · General Admin-Wages	3,507.53	27,000.00	-23,492.47	13.0%
5142021 · General Admin-Outside Services	200.56			
5142025 · General Admin-Training/Dues	97.50			
5142031 · General Admin-Office Supplies	954.76			
5143011 · Elections-Wages	1,180.39	6,000.00	-4,819.61	19.7%
5143032 · Elections-Publication	16.15			
5144011 · Licensing & Permits-Wages	461.85	2,200.00	-1,738.15	21.0%
Total 5140000 · General Administration	8,120.02	50,200.00	-42,079.98	16.2%
5150000 · Financial Administration				
5150011 · General Accounting-Wages	2,866.17	20,000.00	-17,133.83	14.3%
5150521 · Independent Audit	1,832.87	7,300.00	-5,467.13	25.1%
5151113 · Medicare (default)	1,312.26	5,957.00	-4,644.74	22.0%
5151213 · Social Security	4,591.98	24,000.00	-19,408.02	19.1%
5151314 · Health Insurance	28,798.55	140,000.00	-111,201.45	20.6%
5151315 · HRA-Health Reimbursement	1,079.23			
5151414 · Life Insurance	120.65	650.00	-529.35	18.6%
5151611 · Paid Time Off (PTO)-Wages	11,257.87			
5152012 · Wisconsin Retirement System	7,163.44	37,000.00	-29,836.56	19.4%
5155011 · Property Assessment-Wages	0.00	6,000.00	-6,000.00	0.0%
5155111 · Prop Tax Collection-Wages	1,136.72	2,700.00	-1,563.28	42.1%
5155121 · Prop Tax Collection-Outside Ser	445.01			
5156005 · Prop & Liability Ins	3,203.70	19,150.00	-15,946.30	16.7%
5156100 · Workers Comp - Calculated	30.68			
5156105 · Workers Comp	2,014.84	11,500.00	-9,485.16	17.5%
5156205 · Employee Bonds	0.00	850.00	-850.00	0.0%
5150000 · Financial Administration - Other	10.00			
Total 5150000 · Financial Administration	65,863.97	275,107.00	-209,243.03	23.9%
5160000 · Municipal Building				
5160011 · Municipal Building-Wages	1,779.48			
5160021 · Municipal Building-Outside Serv	1,005.84			
5160022 · Municipal Building-Utilities	4,032.66			
5160023 · Municipal Building-Repairs&Supp	1,779.84			
5160000 · Municipal Building - Other	0.00	44,100.00	-44,100.00	0.0%
Total 5160000 · Municipal Building	8,597.82	44,100.00	-35,502.18	19.5%
Total 5100000 · General Government	85,712.80	397,107.00	-311,394.20	21.6%
5150520 · Bank Service Charges	50.00			
5200000 · Public Safety				

**City of Markesan**  
**Treasurer's Report Budget vs. Actual**  
 January through February 2020

	Jan - Feb 20	Budget	\$ Over Budget	% of Budget
<b>5210000 · Law Enforcement</b>				
5210001 · Police Administration				
5210011 · Police Admin-Wages	12,017.56	63,700.00	-51,682.44	18.9%
5210019 · Police Admin-Uniforms	0.00	1,300.00	-1,300.00	0.0%
5210021 · Police Admin-Outside Services	387.20			
5210022 · Police Admin-Utilities	336.74	270.00	66.74	124.7%
5210034 · Police Admin-Supplies	323.67	6,000.00	-5,676.33	5.4%
5210035 · Police Admin - Donations	1,995.00			
<b>Total 5210001 · Police Administration</b>	<b>15,060.17</b>	<b>71,270.00</b>	<b>-56,209.83</b>	<b>21.1%</b>
5212000 · Police Patrol				
5212011 · Police Patrol-Wages				
5213011 · Police Criminal Invest-Wages	43.96			
5212011 · Police Patrol-Wages - Other	27,918.48	164,000.00	-136,081.52	17.0%
<b>Total 5212011 · Police Patrol-Wages</b>	<b>27,962.44</b>	<b>164,000.00</b>	<b>-136,037.56</b>	<b>17.1%</b>
5212021 · Police Patrol-Outside Services	362.00	5,000.00	-4,638.00	7.2%
5212022 · Police Patrol-Utilities	134.73	600.00	-465.27	22.5%
5212023 · Police Patrol-Repairs/Supplies	231.98	12,000.00	-11,768.02	1.9%
5212033 · Police Patrol-Fuel/Miles	614.01			
<b>Total 5212000 · Police Patrol</b>	<b>29,305.16</b>	<b>181,600.00</b>	<b>-152,294.84</b>	<b>16.1%</b>
5213021 · Police Criminal Inv-Suppl/Serv	0.00	1,400.00	-1,400.00	0.0%
5214025 · Police Training	167.24	1,500.00	-1,332.76	11.1%
<b>Total 5210000 · Law Enforcement</b>	<b>44,532.57</b>	<b>255,770.00</b>	<b>-211,237.43</b>	<b>17.4%</b>
5219000 · School Crossing Guard	2,087.79	11,000.00	-8,912.21	19.0%
5220000 · Fire Protection				
5220021 · Fire Dept-Annual Budget	13,685.35	38,850.00	-25,164.65	35.2%
5220022 · Water Hydrant Rental	0.00	113,000.00	-113,000.00	0.0%
5220034 · Fire Dept-Incident Charges	556.93			
5220000 · Fire Protection - Other	954.00			
<b>Total 5220000 · Fire Protection</b>	<b>15,196.28</b>	<b>151,850.00</b>	<b>-136,653.72</b>	<b>10.0%</b>
5230021 · Ambulance Service	0.00	26,000.00	-26,000.00	0.0%
5240021 · Building Inspection	2,520.00	7,000.00	-4,480.00	36.0%
5290000 · Other Public Safety				
5290022 · Emergency Govt-Utilities	53.88			
5290023 · Emer Govt-Supp., Equip & Repair	543.16			
5290000 · Other Public Safety - Other	0.00	8,000.00	-8,000.00	0.0%
<b>Total 5290000 · Other Public Safety</b>	<b>597.04</b>	<b>8,000.00</b>	<b>-7,402.96</b>	<b>7.5%</b>
<b>Total 5200000 · Public Safety</b>	<b>64,933.68</b>	<b>459,620.00</b>	<b>-394,686.32</b>	<b>14.1%</b>
5300000 · Public Works				
5310000 · Streets Administration				
5310005 · Streets Admin-CDL Testing	115.00			
5310011 · Streets Admin-Wages	705.38			
5310021 · Streets Admin-Outside Services	744.04			
5310000 · Streets Administration - Other	0.00	6,750.00	-6,750.00	0.0%
<b>Total 5310000 · Streets Administration</b>	<b>1,564.42</b>	<b>6,750.00</b>	<b>-5,185.58</b>	<b>23.2%</b>
5311000 · Public Works Shop				
5311011 · PW Shop-Wages	816.75			
5311022 · PW Shop-Utilities	1,133.54			
5311033 · PW Shop-Fuel	23.16			
5311034 · PW Shop-Supplies/Tools	285.77			
5311000 · Public Works Shop - Other	0.00	12,900.00	-12,900.00	0.0%
<b>Total 5311000 · Public Works Shop</b>	<b>2,259.22</b>	<b>12,900.00</b>	<b>-10,640.78</b>	<b>17.5%</b>
5312000 · Public Works Mach & Equip				
5312011 · PW Mach & Equip-Wages	3,774.85			
5312023 · PW Mach & Equip-Repair/Supplies	1,751.91			
5312033 · PW Mach & Equip-Fuel	156.35			
5312000 · Public Works Mach & Equip - Other	0.00	36,000.00	-36,000.00	0.0%
<b>Total 5312000 · Public Works Mach &amp; Equip</b>	<b>5,683.11</b>	<b>36,000.00</b>	<b>-30,316.89</b>	<b>15.8%</b>
5331000 · Road Maintenance				
5331011 · Road Maintenance-Wages	18.10			
5331000 · Road Maintenance - Other	0.00	12,100.00	-12,100.00	0.0%

**City of Markesan**  
**Treasurer's Report Budget vs. Actual**  
 January through February 2020

	Jan - Feb 20	Budget	\$ Over Budget	% of Budget
Total 5331000 · Road Maintenance	18.10	12,100.00	-12,081.90	0.1%
5331100 · Curbs & Gutters	0.00	525.00	-525.00	0.0%
5331200 · Traffic Signs & Markings	0.00	2,010.00	-2,010.00	0.0%
5331300 · Bridges & Culverts	0.00	500.00	-500.00	0.0%
5331900 · Snow & Ice Control				
5331911 · Snow & Ice Control-Wages	5,003.68			
5331933 · Snow & Ice Control-Fuel	1,318.06			
5331934 · Snow & Ice Control-Supplies	4,925.23			
5331900 · Snow & Ice Control - Other	0.00	25,000.00	-25,000.00	0.0%
Total 5331900 · Snow & Ice Control	11,246.97	25,000.00	-13,753.03	45.0%
5342022 · Street Lighting	5,760.15	24,000.00	-18,239.85	24.0%
5343100 · Sidewalks	0.00	500.00	-500.00	0.0%
5344000 · Storm Sewers	0.00	1,750.00	-1,750.00	0.0%
5344100 · Street Cleaning	144.80	1,800.00	-1,655.20	8.0%
5345000 · Parking Lots				
5345011 · Parking Lots-Wages	24.75			
5345000 · Parking Lots - Other	0.00	525.00	-525.00	0.0%
Total 5345000 · Parking Lots	24.75	525.00	-500.25	4.7%
5362000 · Sanitation/Trash				
5362011 · Sanitation/Trash-Wages	1,149.38			
5362021 · Sanitation/Trash-Outside Serv.	4,791.15			
5362000 · Sanitation/Trash - Other	0.00	63,000.00	-63,000.00	0.0%
Total 5362000 · Sanitation/Trash	5,940.53	63,000.00	-57,059.47	9.4%
5363100 · Landfill Monitoring	0.00	3,000.00	-3,000.00	0.0%
5363500 · Recycling Center				
5363511 · Recycling Center-Wages	600.10			
5363523 · Recycling Center-Markesan	18.44			
5363533 · Recycling Center-Fuel	11.59			
5363500 · Recycling Center - Other	11.90	5,500.00	-5,488.10	0.2%
Total 5363500 · Recycling Center	642.03	5,500.00	-4,857.97	11.7%
5363521 · Recycling-Curbside	2,123.25	26,000.00	-23,876.75	8.2%
5363600 · Recycling Center-Mackford	86.90	2,100.00	-2,013.10	4.1%
5363700 · Recycling Center-Manchester	86.90	1,200.00	-1,113.10	7.2%
5363800 · Recycling Center-Green Lake	161.90	2,100.00	-1,938.10	7.7%
5364000 · Weed Control	0.00	1,500.00	-1,500.00	0.0%
Total 5300000 · Public Works	35,743.03	228,760.00	-193,016.97	15.6%
5400000 · Health & Human Services				
5490000 · Cemetery				
5491011 · Cemetery-Wages	76.65			
5491022 · Cemetery-Utilities	48.21			
5490000 · Cemetery - Other	0.00	8,500.00	-8,500.00	0.0%
Total 5490000 · Cemetery	124.86	8,500.00	-8,375.14	1.5%
Total 5400000 · Health & Human Services	124.86	8,500.00	-8,375.14	1.5%
5500000 · Culture, Rec & Educ				
5510000 · Library				
5511011 · Library-Wages	411.94			
5511021 · Library-Annual Budget	32,600.00			
5510000 · Library - Other	0.00	65,200.00	-65,200.00	0.0%
Total 5510000 · Library	33,011.94	65,200.00	-32,188.06	50.6%
5520000 · Parks				
5520011 · Parks-Wages	734.90			
5520022 · Parks-Utilities	221.61			
5520023 · Parks-Repairs/Supplies	459.28			
5520033 · Parks-Fuel	17.37			
5520000 · Parks - Other	0.00	16,000.00	-16,000.00	0.0%
Total 5520000 · Parks	1,433.16	16,000.00	-14,566.84	9.0%
5530000 · City Events/Banners				
5530011 · City Events/Banners-Wages	257.10			

**City of Markesan**  
**Treasurer's Report Budget vs. Actual**  
 January through February 2020

	Jan - Feb 20	Budget	\$ Over Budget	% of Budget
5530021 · City Events/Banner-Outside Srvc	323.50			
Total 5530000 · City Events/Banners	580.60			
5530100 · Summer Rec Program	2,000.00	2,000.00	0.00	100.0%
5531000 · Events Comm. (Special Events)	4,626.33	5,000.00	-373.67	92.5%
Total 5500000 · Culture, Rec & Educ	41,652.03	88,200.00	-46,547.97	47.2%
5600000 · Conservation & Development				
5670000 · Advertising & Promotion	115.00	500.00	-385.00	23.0%
5671000 · Industrial Park Development	48.70			
5671021 · TIF Fees	700.00	300.00	400.00	233.3%
5690000 · Zoning & Development	0.00	250.00	-250.00	0.0%
5691000 · Mapping	0.00	250.00	-250.00	0.0%
Total 5600000 · Conservation & Development	863.70	1,300.00	-436.30	66.4%
5900000 · Debt Service				
5912000 · 2018 Bond Issue Princ.				
5912100 · 2018 Bond Issue Fees	0.00	750.00	-750.00	0.0%
5912000 · 2018 Bond Issue Princ. - Other	100,000.00	100,000.00	0.00	100.0%
Total 5912000 · 2018 Bond Issue Princ.	100,000.00	100,750.00	-750.00	99.3%
5926000 · Interest Long Term Debt	117.42	640.15	-522.73	18.3%
5926100 · Principle Long Term Debt	0.00	3,207.53	-3,207.53	0.0%
5926250 · 2018A Bond Issue Interest	19,687.50	38,425.00	-18,737.50	51.2%
5927000 · Patrol Car Principal Loan	2,417.83	4,879.98	-2,462.15	49.5%
5927500 · Patrol Car Interest Loan	469.63	894.94	-425.31	52.5%
Total 5900000 · Debt Service	122,692.38	148,797.60	-26,105.22	82.5%
6000000 · Capital Outlay				
6571400 · Outlay - City Hall	0.00	5,000.00	-5,000.00	0.0%
6571900 · Outlay - General Acctg Admin	0.00	2,500.00	-2,500.00	0.0%
6572200 · Outlay - Fire Department	0.00	8,500.00	-8,500.00	0.0%
6572900 · Outlay - Emergency Govt	0.00	5,000.00	-5,000.00	0.0%
6573240 · Outlay - Machines & Equipment	0.00	20,000.00	-20,000.00	0.0%
6573270 · Outlay - Garages & Sheds	0.00	1,500.00	-1,500.00	0.0%
6573310 · Outlay - Streets	1,194.09	95,000.00	-93,805.91	1.3%
6573460 · Outlay - Parking Lots	0.00	1,500.00	-1,500.00	0.0%
6574200 · Outlay - Recycling Center	0.00	1,500.00	-1,500.00	0.0%
6575100 · Outlay - Cemetery	0.00	2,000.00	-2,000.00	0.0%
6576100 · Outlay - Library	0.00	800.00	-800.00	0.0%
6576200 · Outlay - Parks	0.00	3,000.00	-3,000.00	0.0%
Total 6000000 · Capital Outlay	1,194.09	146,300.00	-145,105.91	0.8%
Total Expense	352,966.57	1,478,584.60	-1,125,618.03	23.9%
Net Ordinary Income	338,505.15	51,517.74	286,987.41	657.1%
Net Income	338,505.15	51,517.74	286,987.41	657.1%

**ORDINANCE NO. 257**

An Ordinance amending Section 23-4(J) of the Municipal Code of the City of Markesan.

The Common Council of the City of Markesan in session duly begun on the 10th day of March, 2020, hereby amends Section 23-4(J) of the City of Markesan Municipal Code.

SECTION 1: Section 23-4(J) of the Municipal Code is hereby amended to read as follows:

- J. Common Council agenda. A proposed agenda, together with relevant materials and communications, shall be prepared by the Clerk-Treasurer and be available at the Clerk-Treasurer's office for public inspection and copying, and delivered to the Mayor, the Common Council members, and City officers required to attend regular meetings not later than 4:00 p.m. on the Monday immediately preceding the regular Common Council. The agenda and materials for a special Common Council meeting shall be available as soon as prepared and assembled by the Clerk-Treasurer.

SECTION 2: This ordinance shall be in full force and effect upon passage and publication.

ROLL CALL: Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_ Abstained \_\_\_\_\_

APPROVED this 10th day of March, 2020.

CITY OF MARKESAN

\_\_\_\_\_  
RICH SLATE, Mayor

ATTEST:

\_\_\_\_\_  
ELIZABETH AMEND, Clerk-Treasurer

APPROVED AS TO FORM:

\_\_\_\_\_  
DANIEL D. SONDALLE, City Attorney



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

March 5, 2020

Shawn & Cristal Strahota  
309 East John Street  
Markesan, WI 53946

Re: Property Maintenance and Citation  
309 East John Street  
City of Markesan, Wisconsin

Dear Mr. Strahota:

The City of Markesan Public Property & Health committee met on Tuesday, March 3, 2020 in regards to your property at 309 East John Street. You were not in attendance at this meeting; therefore, they request you to attend the Common Council meeting on Tuesday, March 10, 2020 at 7 PM. At that time they will discuss your property and the maintenance status.

If you do not come to the meeting, the citations will be enforced immediately.

Per the Common Council, citations will be issued daily until the property has been brought up to code.

If you have any questions or concerns, please feel free to contact me at 920-398-3031.

Sincerely,

Elizabeth Amend, City Clerk-Treasurer



P.O. Box 352

January 15, 2020

Shawn & Cristal Strahota  
309 East John Street  
Markesan, WI 53946

Re: Property Maintenance Citation  
309 East John Street  
City of Markesan, Wisconsin

Dear Mr. Strahota:

The City of Markesan Common Council met on Tuesday, January 14, 2020 for a special hearing that you requested in regards to a property citation at 309 East John Street. You were not in attendance at this meeting, therefore, the Common Council made the motion to begin the citations effective January 15, 2020.

You were asked to please bring a plan and timeline to the Council to remedy the violations stated below:

*The City of Markesan Building Inspection Department has received complaints regarding the dilapidated condition of the house located at the above referenced address. This condition is a violation of the City Property Maintenance Code Chapter 273-5 (copy enclosed).*

*The violations include:*

1. *The rear porch guardrail is missing.*
2. *The front porch structure is failing.*
3. *Front and rear exterior steps are unsafe.*
4. *The exterior needs painting for preservation and appearance. Much of the siding has begun to deteriorate.*
5. *The exterior wall covering and windows are not water tight.*

Per the Common Council, citations will be issued daily until the property has been brought up to code.

You may attend the February Public Property meeting to discuss or dispute the citation. If you do come to the February meeting, it is on **Tuesday, February 4<sup>th</sup> at 6:30 pm**. Please make sure that you bring a plan, timeline, and a list of any contractors that you have consulted or hired for the work, and a list of any repairs that have been completed so far.

If you have any questions or concerns, please feel free to contact me at 920-398-3031.

Sincerely,

Elizabeth Amend, City Clerk-Treasurer

Sent  
Certified  
1-16-2020

<b>U.S. Postal Service™</b>		<b>CERTIFIED MAIL® RECEIPT</b>	
Domestic Mail Only			
For delivery information, visit our website at <a href="http://www.usps.com">www.usps.com</a> ®			
MARKESAN, WI 53946			
Certified Mail Fee		\$3.50	0677
Extra Services & Fees (check box, add fee as appropriate)		\$2.80	03
Return Receipt (hardcopy)		\$0.00	
Return Receipt (electronic)		\$0.00	
<input type="checkbox"/> Certified Mail Restricted Delivery		\$0.00	
<input type="checkbox"/> Adult Signature Required		\$0.00	
<input type="checkbox"/> Adult Signature Restricted Delivery		\$0.00	
Postage		\$0.55	
Total Postage and Fees		\$6.85	01/16/2020
Postmark Here			
Sent To <b>Shawn &amp; Cristal Strahota</b>			
Street and Apt. No. or PO Box No. <b>309 E. John St</b>			
City, State, ZIP+4® <b>Markesan WI 53946</b>			
PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions			

General Engineering Company  
P.O. Box 340  
916 Silver Lake Drive  
Portage, WI 53901



*Engineers • Consultants • Inspectors*

608-745-4070 (Office)  
608-745-5763 (Fax)  
[gec@generalengineering.net](mailto:gec@generalengineering.net)  
[www.generalengineering.net](http://www.generalengineering.net)

December 5, 2019

Shawn & Cristal Strahota  
309 East John Street  
Markesan, WI 53946

Re: Property Maintenance  
309 East John Street  
City of Markesan, Wisconsin

Dear Mr. Strahota:

The City of Markesan Building Inspection Department has received complaints regarding the dilapidated condition of the house located at the above referenced address. This condition is a violation of the City Property Maintenance Code Chapter 273-5 (copy enclosed).

The violations include:

1. The rear porch guardrail is missing.
2. The front porch structure is failing.
3. Front and rear exterior steps are unsafe.
4. The exterior needs painting for preservation and appearance. Much of the siding has begun to deteriorate.
5. The exterior wall covering and windows are not water tight.

You have 30 days from the date of this letter to correct these violations. If violations are not corrected within 30 days penalties will be imposed which will include citations. Per 273-12 each day a violation exists is considered a separate violation and subject to a citation.

You have 5 days from the receipt of this letter to request a hearing before the Common Council. This notice becomes an order after 5 days if a hearing is not requested.

If you have any questions or concerns, please feel free to contact me at (608) 617-6873.

Sincerely,

**GENERAL ENGINEERING COMPANY**

*Timothy Tripp* / BKF

Timothy Tripp  
City of Markesan  
Building Inspector

Portage

Black River Falls

La Crosse



Consulting Engineering • Structural Engineering • Building Design • Environmental Services • Building Inspection • GIS Services  
Grant Procurement & Administration • Land Surveying • Zoning Administration • Mechanical, Electrical, & Plumbing Services





Betsy Amend &lt;bamend@markesanwi.gov&gt;

---

**Strahota Property**

1 message

---

**Tim Tripp** <ttripp@generalengineering.net>  
To: Betsy Amend <bamend@markesanwi.gov>

Fri, Jan 24, 2020 at 9:41 AM

Betsy,

The City has asked for a list prioritizing the violations listed in the letter to the above referenced property. Each item is a violation of city ordinance 273-5.

However this could be a reasonable progressive approach.

The easiest and least expensive repairs are to provide a code compliant guardrail on the rear porch and code compliant steps on the front porch. (Items 1 and 3 in the attached letter.) This would correct the most obvious and immediate health and safety issues. A building permit would be required for this work.

Next are the more expensive, but necessary repairs for the structural integrity of the house. Repair or replace the missing or broken windows. Repair or replace the deteriorated exterior siding. Repairing these 2 items will prevent further structural damage to the house. It is clear from the pictures the front entry porch/2nd floor deck is structurally unsound and needs to be rebuilt. These items will require a permit as well.





Timothy Tripp  
General Engineering Company  
Municipal Building Inspector  
Office 608.745.4070  
Cell 608.617.6873

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## ORDINANCE NO. 115-7

An Ordinance Amending Ordinance No. 115-7 of the Municipal Code of the City of Markesan.

The Common Council of the City of Markesan in session duly begun on the \_\_\_\_ day of \_\_\_\_\_, 2019, hereby amends Ordinance No. 115-7 of the Markesan Municipal Code to read as follows:

**SECTION 1:** Ordinance 115-7 of the Municipal Code is hereby amended to read as follows:

### Swimming Pool Regulations

A. ~~Definition. A swimming pool is a body of water or an outdoor structure containing a body of water in a receptacle or other container.~~ **Purpose. The purpose of this section is to regulate permanent swimming pools in order to prevent the creation of nuisances and to promote health, safety and general welfare of the public.**

B. Private outdoor swimming pool means a man-made rigid or semi-rigid receptacle for water having a capacity depth at any point greater than 18 inches, used or intended to be used for swimming, wading or bathing, including pools installed or maintained in-ground or aboveground and which is used exclusively by the owner or occupant of the property on which it is located, and his or her family and guests. Installed in such a manner that the pool will remain in place as a fixture throughout the full year and will be considered as a permanent or semi-permanent structure on the land. The term includes all structural facilities, appliances and appurtenances, equipment and other items used and intended to be used for the operation and maintenance of a private or residential swimming pool. ~~This does not include pools intended for or designed to be disassembled for transportation, storage or relocation.~~ This also includes Portable/Temporary above ground pools **and in-ground hot tubs.** ~~with a capacity depth greater than 48 inches.~~

C. Portable/Temporary above-ground ~~pools are~~ pool means a private **outdoor** swimming pools which can be disassembled for transportation, storage or relocation and includes portable pools with flexible non-rigid walls that achieve structural integrity by means of uniform shape, support frame or a combination thereof, and which can be disassembled for storage or relocation. ~~and which has a capacity depth of less than 48 inches.~~

D. Exempt pools. Storable children's swimming or wading pools with a maximum dimension of 15 feet and a maximum wall height of 18 inches and which are so constructed that they may be readily disassembled for storage and reassembled to their original integrity are exempt from the provisions of this section. **Covered above-ground hot tubs are considered exempt pools.**

E. Permit required. Before work is commenced on the construction or erection of private ~~or residential~~ outdoor swimming pools or on any alterations, additions, remodeling or other improvements, an application for a swimming pool building permit to construct, erect, alter, remodel or add must be submitted in writing to the Building Inspector. Plans and specifications and pertinent explanatory data should be submitted to the Building Inspector at the time of application. No work or any part of the work shall be commenced until a written permit for such work is obtained by the applicant. The required building permit fee pursuant to the City Building Code shall accompany such application.

F. Construction requirements. In addition to such other requirements as may be reasonably imposed by the Building Inspector, the Building Inspector shall not issue a permit for construction as provided for in Subsection E unless the following construction requirements are observed:

- (1) Approved materials. All materials and methods of construction in the construction, alteration, addition, remodeling or other improvements and pool installation shall be in accord with all state regulations and codes and with any and all ordinances of the City now in effect or hereafter enacted.

(2) Plumbing. All plumbing work shall be in accordance with all applicable ordinances of the City and all state codes. Every private or residential swimming pool shall be provided with a suitable draining method, and in no case shall waters from any pool be drained into the sanitary sewer system or onto lands of other property owners adjacent to that on which the pool is located or in the general vicinity.

(3) Electrical installations. All electrical installations, including lighting and heating but not limited thereto, which are provided for, installed and used in conjunction with a private swimming pool shall be in conformance with the state laws and City ordinances regulating electrical installations.

G. Setbacks and other requirements.

(1) Private **outdoor** swimming pools shall be erected or constructed in rear or side yards only and only on a lot occupied by a principal building. No swimming pool shall be erected or constructed on an otherwise vacant lot. A lot shall not be considered vacant if the owner owns the contiguous lot and said lot is occupied by a principal building.

(2) A swimming pool shall be at least 10 feet from any lot line or building unless designed and approved as an addition to a building and in no case shall the pool be allowed closer than what is permitted for an accessory structure.

H. Life Preservers required.

Every private swimming pool shall be equipped with a minimum of two throwing ring buoys or equivalent life preservers.

I. Enclosure – Private Outdoor Swimming Pool.

(1) Fence; in-ground/above ground pools. All outdoor, private pools shall have a fence or other solid structure not less than four feet in height completely enclosing the pool with no opening therein (other than doors or gates) larger than three inches square. All gates or doors opening through the enclosure shall be equipped with a self-closing and self-latching devices and kept securely closed and locked at all times when not in actual use.

(2) Pool wall border.

(a) An approved barrier shall consist of a solid wall of durable material of which the pool itself is constructed and shall extend directly above the vertical water-enclosing wall of the pool. Such walls shall extend more than three feet above the level of the ground immediately adjacent to the pool. Such a solid pool wall barrier shall not be located within six feet of any other wall or fence or other structure which can be readily climbed by children. Every entrance to a pool, such as a ladder, must be secured or adequately safeguarded to prevent unauthorized entry into the pool.

(b) The pool enclosure may be omitted where portable pools are installed above ground and have a raised deck around the entire pool perimeter with an attached enclosed railing and gate a minimum of 36 inches high on the top.

J. All Portable/Temporary above ground pools shall be adequately covered or drained when not in use. Pool covers must be well-maintained and secured and fitted to the pool to prevent a child, adult or animal from getting over, under or through. The pool cover fabric must hold a static weight of 485 pounds (the average weight of two adults and one child).

K. Compliance. All swimming pools existing at the time of passage of this chapter not satisfactorily fenced shall comply with the fencing requirements of this section when water is placed in the pool. Enclosures on existing pools shall be inspected by the Building Inspector for compliance. Variations in enclosure requirements that do not adversely affect the safety of the public may be approved.

L. Pool Draining. No private swimming pool shall be constructed to allow water from the pool to drain into a sanitary sewer or septic tank or onto any adjoining property. Provisions may be made for draining the contents of a swimming pool into a storm sewer, but such installation shall be subject to prior approval by the Water Department Superintendent and/or Building Inspector.

M. Filter system required. All private, outdoor swimming pools within the meaning of this ordinance must have a filtration system in place to assure proper circulation of the pool water and maintenance of the proper bacterial quality.

N. Dirt bottoms prohibited. All permanent or semi-permanent swimming pools shall have the sides and bottom of a smooth, impervious finish, and no sand or dirt bottom shall be permitted.

**SECTION 2:** This ordinance shall be in full force and effect upon passage and publication.

ROLL CALL: Ayes \_\_\_ Nays \_\_\_\_\_ Absent \_\_\_ Abstained

APPROVED this \_\_\_ day of \_\_\_\_\_, 2019.

CITY OF MARKESAN

\_\_\_\_\_  
RICH SLATE, Mayor

ATTEST:

\_\_\_\_\_  
ELIZABETH AMEND, Clerk-Treasurer

APPROVED AS TO FORM:

\_\_\_\_\_  
DANIEL D. SONDALLE, City Attorney

## ORDINANCE NO. 115-7

An Ordinance Amending Ordinance No. 115-7 of the  
Municipal Code of the City of Markesan.

The Common Council of the City of Markesan in session duly begun on the \_\_\_\_ day of September, 2019, hereby amends Ordinance No. 115-7 of the Markesan Municipal Code to read as follows:

**SECTION 1:** Ordinance 115-7 of the Municipal Code is hereby amended to read as follows:

### **Swimming Pool Regulations**

1. Purpose. The purpose of this section is to regulate private outdoor swimming pools to promote health, safety and general welfare of the public.
2. Definition. Private outdoor swimming pools are man-made rigid or semi-rigid receptacles for water having a capacity depth at any point greater than 18 inches, used or intended to be used for swimming, wading or bathing; including pools installed or maintained in-ground or aboveground and which are used exclusively by the owner, occupant or guests of the property on which the pool is located.
  - a. Permanent pools. Are private outdoor swimming pools installed in such a manner that the pool will remain in place as a fixture throughout the full year and will be considered as a permanent or semi-permanent structure on the land. The term includes all structural facilities, appliances and appurtenances, equipment and other items used and intended to be used for the operation and maintenance of a pool. This also includes in-ground hot tubs.
  - b. Portable/Temporary pools. Are above-ground private outdoor swimming pools that are installed in such a manner that the pool can be disassembled for transportation, storage or relocation and includes portable pools with flexible non-rigid walls that achieve structural integrity by means of uniform shape, support frame, or a combination thereof. This also includes above-ground hot tubs.
  - c. Exempt pools. Storable children's swimming or wading pools with a maximum dimension of 15 feet and a maximum wall height of 18 inches and which are so constructed that they may be readily disassembled for storage and reassembled to their original integrity are exempt from the provisions of this section.
3. Permit required. Before work is commenced on the construction or assembly of a permanent private outdoor swimming pool, an application for a building permit must be submitted in writing to the Building Inspector. Any required plans, maps, specifications and pertinent explanatory data should be submitted to the Building Inspector at the time

of application. No work or any part of the work shall be commenced until a written permit for such work is obtained by the applicant. The required building permit fee pursuant to the City Building Code shall accompany such application.

4. Construction requirements. In addition to such other requirements as may be reasonably imposed by the Building Inspector, the Building Inspector shall not issue a permit for a permanent private outdoor swimming pool unless the following construction requirements are observed:
  - a. Approved materials. All materials and methods of construction in the construction, alteration, addition, remodeling or other improvements and pool installation shall be in accord with all state regulations and codes and with any and all ordinances of the City now in effect or hereafter enacted.
  - b. Plumbing. All plumbing work shall be in accordance with all applicable ordinances of the City and all state codes. Every private or residential swimming pool shall be provided with a suitable draining method, and in no case shall waters from any pool be drained into the sanitary sewer system or onto lands of other property owners adjacent to that on which the pool is located or in the general vicinity.
  - c. Electrical installations. All electrical installations, including lighting and heating but not limited thereto, which are provided for, installed and used in conjunction with a private swimming pool shall be in conformance with the state laws and City ordinances regulating electrical installations.
5. Setbacks and other requirements.
  - a. All private outdoor swimming pools shall be erected or constructed in rear or side yards only and only on a lot occupied by a principal building. No pool shall be erected or constructed on an otherwise vacant lot. A lot shall not be considered vacant if the owner owns the contiguous lot and the said lot is occupied by a principal building.
  - b. All private outdoor swimming pools shall be at least 10 feet from any lot line or building unless designed and approved as an addition to a building and in no case shall the pool be allowed closer than what is permitted for an accessory structure.
6. Life Preservers required. All private outdoor swimming pools shall be equipped with a minimum of one throwing ring buoy or equivalent life preserver.

7. Enclosures. All permanent private outdoor swimming pools must be enclosed by one of the following means:
  - a. A fence or other solid structure not less than four feet in height completely enclosing the pool with no opening therein (other than doors or gates) larger than three inches square. All gates or doors opening through the enclosure shall be equipped with a self-closing and self-latching devices and kept securely closed at all times when not in actual use.
  - b. An approved barrier consisting of a solid wall of durable material of which the pool itself is constructed and shall extend directly above the vertical water-enclosing wall of the pool. Such walls shall extend more than three feet above the level of the ground immediately adjacent to the pool. Such a solid pool wall barrier shall not be located within six feet of any other wall or fence or other structure which can be readily climbed by children. Every entrance to a pool, such as a ladder, must be secured or adequately safeguarded to prevent unauthorized entry into the pool.
  - c. The pool enclosures described in the sub sections above may be omitted where permanent private outdoor swimming pools are installed above ground and have a raised deck around the entire pool perimeter with an attached enclosed railing and gate with a minimum measurement of 36 inches high on the top.
8. Covers. All Portable/Temporary pools shall be adequately covered or drained when not in use. Covers must be well-maintained and secured and fitted to the swimming pool to prevent a child, adult or animal from getting over, under or through. The pool cover fabric must hold a static weight of 150 pounds. Every entrance to a pool, such as a ladder, must be secured or adequately safeguarded to prevent unauthorized entry into the pool.
9. Compliance. All private outdoor swimming pools existing at the time of passage of this chapter not satisfactorily fenced shall comply with the fencing requirements of this section when water is placed in the pool. Enclosures on existing pools shall be inspected by the Building Inspector for compliance. Variations in enclosure requirements that do not adversely affect the health, safety and general welfare of the public may be approved.
10. Pool Draining. No private outdoor swimming pools shall be constructed to allow water from the pool to drain into a sanitary sewer or septic tank or onto any adjoining property. Provisions may be made for draining the contents of a swimming pool into a storm sewer, but such installation shall be subject to prior approval by the Water Department Superintendent and/or Building Inspector.
11. Filter system required. All private outdoor swimming pools within the meaning of this ordinance must have a filtration system in place to assure proper circulation of the pool water and maintenance of the proper bacterial quality.

12. Dirt bottoms prohibited. All private outdoor swimming pools shall have the sides and bottom of a smooth, impervious finish, and no sand or dirt bottom shall be permitted.

**SECTION 2:** This ordinance shall be in full force and effect upon passage and publication.

ROLL CALL: Ayes \_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_ Abstained

APPROVED this \_\_\_ day of September, 2019.

CITY OF MARKESAN

\_\_\_\_\_  
RICH SLATE, Mayor

ATTEST:

\_\_\_\_\_  
ELIZABETH AMEND, Clerk-Treasurer

APPROVED AS TO FORM:

\_\_\_\_\_  
DANIEL D. SONDALLE, City Attorney

Published: \_\_\_\_\_

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

Date Rec'd 2-14-2020  
 Recp# 23105  
 Date Apprv'd \_\_\_\_\_  
 Lic# \_\_\_\_\_

PLEASE PRINT CLEARLY

NAME (First - Middle - Last) Karasue Irene Burckhardt Circle: Male / (Female)

OTHER NAMES (maiden or nicknames; if none so state) \_\_\_\_\_ BIRTHDATE \_\_\_\_\_

DRIVERS LICENSE \_\_\_\_\_ PHONE (best # to reach you) \_\_\_\_\_  
 ADDRESS 160 E 2nd St Marquette WI 53947  
 Street Apt. No. City State Zip

New/Renewal (1-year) - \$20  pro  Provisional - \$15

**PAID**  
FEB 14 2020

List the name of the alcohol beverage premises that will employ you: \_\_\_\_\_ BY: \_\_\_\_\_

**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.

1. 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 Princeton WI
2. As required by Wisconsin Statutes, Section 125.17(6), have you completed the alcohol beverage server course? YES  NO \_\_\_\_\_ If yes, where? Sauk County  
(If this is a new application, proof of completion must be submitted with the application)
3. Do you understand your responsibilities as an alcohol beverage license holder? YES  NO \_\_\_\_\_
4. 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
5. 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
6. Have you ever been convicted of a felony? YES \_\_\_\_\_ NO
7. 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:  
Karasue Irene Burckhardt

Date 2-14-2020

SUBSCRIBED AND SWORN TO BEFORE ME  
this 14th day of Feb., 2020

[Signature]  
(Clerk/Notary Public)  
My commission expires \_\_\_\_\_

WP. OK 02-14-20

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

**\$35.- cash**  
Date Rec'd 2/17/20  
Recp# 23107  
Date Apprv'd \_\_\_\_\_  
Lic# \_\_\_\_\_

PLEASE PRINT CLEARLY

NAME (First - Middle - Last) Debra Lynn Carver Circle: Male  Female

OTHER NAMES (maiden or nicknames; if none, so state) Sutton BIRTHDATE \_\_\_\_\_

DRIVERS LICENSE \_\_\_\_\_ PHONE (best # to reach you) \_\_\_\_\_

ADDRESS 511 South Mill Street Kingston WI 53939  
Street Apt. No. City State Zip

New/Renewal (1-year) - \$20       Provisional - \$15

List the name of the alcohol beverage premises that will employ you. Cardon Oil

**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.

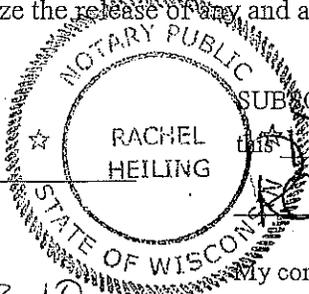
- If application is a renewal (within past two years you've held a Class "A", "Class A", "Class C", Class "B", or "Class B" license/permit or a manager's or operator's license in the State of Wisconsin), where was previous license granted? City/Village/Town of \_\_\_\_\_
- As required by Wisconsin Statutes, Section 125.17(6), have you completed the alcohol beverage server course?  
YES  NO \_\_\_\_\_ If yes, where? \_\_\_\_\_  
(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).**

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SIGNATURE OF APPLICANT:  
Debra Carver  
Date 2/17/20



SUBSCRIBED AND SWORN TO BEFORE ME  
this 17th day of February, 2020  
Rachel Heiling  
(Clerk/Notary Public)  
My commission expires 5/8/2021

WP ot od-18.20

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

Date Rec'd	<u>3-9-20</u>
Recp#	_____
Date Apprv'd	_____
Lic#	_____

PLEASE PRINT CLEARLY

NAME (First - Middle - Last) ROBERT E. Kwiatkowski Circle: Male / Female  
 OTHER NAMES (maiden or nicknames; if none, so state) "BUCK" BIRTHDATE \_\_\_\_\_  
 DRIVERS LICENSE # \_\_\_\_\_ ONE (best # to reach you) \_\_\_\_\_  
 ADDRESS W 3376 MAIN ST. MANCHESTER WI 53946  
Street Apt. No. City State Zip

New/Renewal (1-year) - \$20 RD  Provisional - \$15

List the name of the alcohol beverage premises that will employ you: SMB DRIFTERS / HORNETS NEST

**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? GRANDFATHERED  
(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).**

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SIGNATURE OF APPLICANT:  
Robert Kwiatkowski

SUBSCRIBED AND SWORN TO BEFORE ME  
this 9th day of March, 2020  
[Signature]  
Clerk/Notary Public  
My commission expires \_\_\_\_\_

Date 3-9-2020  
WP ok 03-10-20

7355: CASH  
 Date Rec'd 2/17/20  
 Recp# \_\_\_\_\_  
 Date Apprv'd \_\_\_\_\_  
 Lic# \_\_\_\_\_

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

PLEASE PRINT CLEARLY

NAME (First - Middle - Last) Ashley Ann Lessor Circle: Male / Female

OTHER NAMES (maiden or nicknames; if none, so state) \_\_\_\_\_ BIRTHDATE \_\_\_\_\_

DRIVERS LICENSE # \_\_\_\_\_ PHONE (best # to reach you) \_\_\_\_\_

ADDRESS 312 1/2 N. Madison St Cambria WI 53923  
 Street Apt. No. City State Zip

X New/Renewal (1-year) - \$20 X Provisional - \$15

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

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.

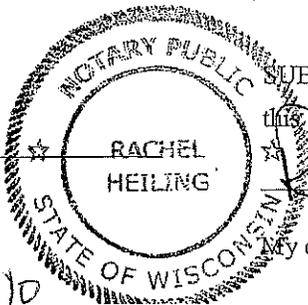
1. If application is a renewal (within past two years you've held a Class "A", "Class A", "Class C", Class "B", or "Class B" license/permit or a manager's or operator's license in the State of Wisconsin), where was previous license granted? City/Village/Town of Randolph
2. As required by Wisconsin Statutes, Section 125.17(6), have you completed the alcohol beverage server course? YES X NO \_\_\_\_\_ If yes, where? Moraine Park Beaver Dam WI  
 (If this is a new application, proof of completion must be submitted with the application)
3. Do you understand your responsibilities as an alcohol beverage license holder? YES X NO \_\_\_\_\_
4. 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 X
5. 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 X
6. Have you ever been convicted of a felony? YES \_\_\_\_\_ NO X
7. Do you have any criminal charges presently pending against you? YES \_\_\_\_\_ NO X

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

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SIGNATURE OF APPLICANT:  
Ashley Lessor  
 Date 2-17-2020



SUBSCRIBED AND SWORN TO BEFORE ME  
 this 17th day of February, 2020  
Rachel Heiling  
 (Clerk/Notary Public)  
 My commission expires 5/8/2021

WP ok 02-18-20