



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

## FINANCE, PERSONNEL & SAFETY

Markesan City Hall

February 3, 2022

6:00 PM

### AGENDA

Call to Order

Roll Call

Citizen's Comments

Emergency Management Report

Review and Approval of Vouchers Payable

Police Report & Schedule

- Request ATV/UTV Ordinance Change
- Ceremonial Swearing In and Badge Pinning of Officer Weber

New Business

- Update on Public Works Part-Time Employee Hours
- Discussion and Action on Hiring Interim Part-Time Snow Plow Operator

Adjournment

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

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

Posted: Horicon Bank City Hall  
ERGO Bank Post Office  
[www.markesanwi.gov](http://www.markesanwi.gov)

Dated February 2, 2022  
Elizabeth A Amend, Clerk-Treasurer

February 3, 2022

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: 37040 - 37098	\$	553,307.72
DD #4769 - 4804	\$	27,827.12
EFT #1186 - 1194	\$	30,401.36
TOTAL	\$	611,536.20
UTILITY CHECKS: #12894 - 12910	\$	58,797.05
EFT #		
TOTAL	\$	58,797.05

With the exception of:

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

Signed:

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

City of Markesan  
Voucher List

January 1 through February 3, 2022

Num	Date	Name	Memo	Original Amount
EFT-1186	01/17/2022	STATE OF WI HEALTH INS	FEB 2022 HEALTH INS	-18,315.18
EFT-1187	01/17/2022	DELTA DENTAL OF WISCONSIN	DELTAVISION FEB 2022	-20.58
EFT-1188	01/17/2022	DELTA DENTAL OF WISCONSIN	SUPPLEMENTAL DENTAL PLAN FEB 2022	-128.56
EFT-1189	01/18/2022	EMPOWER RETIREMENT (WDC)	1/14/22 PR	-440.00
EFT-1190	01/18/2022	INTERNAL REVENUE SERVICE	1/14/22 PR	-4,798.04
EFT-1191	01/18/2022	WISCONSIN DEPT. OF REVENUE	1/14/22 PR	-804.11
EFT-1192	02/01/2022	EMPOWER RETIREMENT (WDC)	1/28/22 PR	-440.00
EFT-1193	02/01/2022	INTERNAL REVENUE SERVICE	1/28/22 PR	-4,664.84
EFT-1194	02/01/2022	WISCONSIN DEPT. OF REVENUE	1/28/22 PR	-790.05
			TOTAL EFT PAYMENTS	-30,401.36
DD4769	01/14/2022	Amend, Elizabeth A	Direct Deposit	-1,063.45
DD4770	01/14/2022	Behlke, Ryan R	Direct Deposit	-1,314.63
DD4771	01/14/2022	Chisnell, Gerald	Direct Deposit	-138.52
DD4772	01/14/2022	Crowley, Brennan J	Direct Deposit	-621.95
DD4773	01/14/2022	Doro, Anthony A	Direct Deposit	-1,555.22
DD4774	01/14/2022	French, Jessica M	Direct Deposit	-359.26
DD4775	01/14/2022	Glover, Valerie	Direct Deposit	-163.85
DD4776	01/14/2022	Heberer, Jeffrey	Direct Deposit	-1,331.40
DD4777	01/14/2022	Heiling, Rachel	Direct Deposit	-573.88
DD4778	01/14/2022	Huhndorf, John E	Direct Deposit	-505.55
DD4779	01/14/2022	Knaub, Sharilyn J	Direct Deposit	-163.90
DD4780	01/14/2022	Krentz, Dorothea M	Direct Deposit	-1,066.14
DD4781	01/14/2022	Krombos, Kailie M	Direct Deposit	-94.65
DD4782	01/14/2022	McLean, Cody	Direct Deposit	-1,374.74
DD4783	01/14/2022	Meyer, Vanessa K	Direct Deposit	-152.74
DD4784	01/14/2022	Overbeck, Nicole M	Direct Deposit	-464.31
DD4785	01/14/2022	Pflum, William	Direct Deposit	-1,613.86
DD4786	01/14/2022	Shin, Nara	Direct Deposit	-106.67
DD4787	01/14/2022	Stellmacher, Nancy J	Direct Deposit	-3.01
DD4788	01/14/2022	Strelow, Joseph W	Direct Deposit	-1,662.36
DD4789	01/28/2022	Amend, Elizabeth A	Direct Deposit	-1,031.32
DD4790	01/28/2022	Behlke, Ryan R	Direct Deposit	-1,291.09
DD4791	01/28/2022	Chisnell, Gerald	Direct Deposit	-138.53
DD4792	01/28/2022	Doro, Anthony A	Direct Deposit	-1,555.22
DD4793	01/28/2022	French, Jessica M	Direct Deposit	-534.06
DD4794	01/28/2022	Glover, Valerie	Direct Deposit	-122.90
DD4795	01/28/2022	Heberer, Jeffrey	Direct Deposit	-1,283.03
DD4796	01/28/2022	Heiling, Rachel	Direct Deposit	-526.59
DD4797	01/28/2022	Knaub, Sharilyn J	Direct Deposit	-272.92
DD4798	01/28/2022	Krentz, Dorothea M	Direct Deposit	-1,081.13
DD4799	01/28/2022	Krombos, Kailie M	Direct Deposit	-67.99
DD4800	01/28/2022	McLean, Cody	Direct Deposit	-1,837.93
DD4801	01/28/2022	Meyer, Vanessa K	Direct Deposit	-171.60

## City of Markesan Voucher List

January 1 through February 3, 2022

DD4802	01/28/2022	Pflum, William	Direct Deposit	-1,628.85
DD4803	01/28/2022	Stellmacher, Nancy J	Direct Deposit	-406.97
DD4804	01/28/2022	Strelow, Joseph W	Direct Deposit	-1,546.90
			<b>TOTAL DIRECT DEPOSIT</b>	<b>-27,827.12</b>
37040	01/06/2022	MARKESAN PUBLIC LIBRARY	2022 1st & 2nd Qtr Budget Payment	-33,600.00
37041	01/06/2022	MARKESAN WATER & SEWER	W/S Penalties added to 2021 Tax Bill (Mike Wilki	-38.84
37042	01/06/2022	MARKESAN WATER & SEWER	Del. W/S Bill added to 2021 Tax Bill (Mike Wilkin:	-188.42
37043	01/13/2022	GREEN LAKE COUNTY TREASURER	JAN TAX SETTLEMENT	-209,910.84
37044	01/13/2022	MARKESAN DISTRICT SCHOOLS	JAN TAX SETTLEMENT	-226,428.34
37045	01/13/2022	MORAINÉ PARK TECHNICAL COLLEGE	JAN TAX SETTLEMENT	-16,841.62
37046	01/14/2022	ALCIVIA	Dec 2021 Fuel	-989.70
37047	01/14/2022	ALLIANT ENERGY/WP&L	Dec '21 - Jan '22 Electric Bills	-3,525.50
37048	01/14/2022	CENTURYLINK	Dec '21 - Jan '22 Phone / Internet	-418.10
37049	01/14/2022	ERGO BANK OF MARKESAN	WRS Loan - Payment #44	-320.64
37050	01/14/2022	HORICON BANK VISA	Amazon / 1&1	-499.68
37051	01/14/2022	MARKESAN AUTO, HOME & FARM	Misc. Parts / Supplies	-456.94
37052	01/14/2022	MARKESAN WATER & SEWER	Oct - Dec 2021 W/S Bills	-700.65
37053	01/14/2022	MODERN OVERHEAD DOOR CORP.	Service Garage Door at PD	-166.88
37054	01/14/2022	SHELL FLEET	Dec 2021 Fuel	-457.72
37055	01/17/2022	TAXREFUND	Malkowski / Overpayment on 2021 Taxes	-97.93
37056	01/17/2022	EMC INSURANCE	Property & Liability / Workers Comp	-4,199.92
37057	01/17/2022	SECURIAN FINANCIAL GROUP, INC.	Feb 2022 Life Ins Premium	-126.30
37058	01/24/2022	ACTION APPRAISERS & CONSULTANT	2022 1st Quarter Maintenance	-1,500.00
37059	01/24/2022	AIRGAS USA, LLC	Cylinder Rental	-33.39
37060	01/24/2022	THEDA CARE LABORATORIES	Blood Draw	-42.50
37061	01/24/2022	VERIZON WIRELESS	Dec '21 - Jan '22 Cell Phone	-97.04
37062	01/24/2022	SOUTHERN G. LAKE CO. AMBULANCE	VOID:	0.00
37063	01/24/2022	SOUTHERN G. LAKE CO. AMBULANCE	EMERG. MEDICAL SERV FUND ASSIST. PROGR	-6,745.97
37064	01/27/2022	GREEN LAKE COUNTY TREASURER	del. tax payment for Bossingham	-12.16
37065	01/27/2022	PRE-EMPLOYMENT FUND	Jan 2022 Pre Employment / Behlke	-115.38
37066	01/31/2022	MARKESAN, CITY OF	new garage 2021 taxes	-61.74
37067	01/31/2022	SECURIAN FINANCIAL GROUP, INC.	JAN ACCIDENT INS 2022	-47.60
37068	02/01/2022	2 SISTERS PIGGLY WIGGLY	X-Mas Celebration / PD Supply	-444.93
37069	02/01/2022	A-1 ELEVATOR	2022 Annual Service	-510.00
37070	02/01/2022	ARAMARK	Jan 2022 Rug Cleaning	-125.38
37071	02/01/2022	AUGUST WINTER & SONS, INC.	Water Filter Elements for Boiler	-472.00
37072	02/01/2022	BERLIN JOURNAL NEWSPAPERS	Council / PW Ad	-657.75
37073	02/01/2022	CENTURYLINK	Jan - Feb 2022 Phone / Internet	-415.64
37074	02/01/2022	CENTURYLINK BUSINESS SERVICES	Dec '21 - Jan '22 Phone & Internet	-441.12
37075	02/01/2022	COMPLETE OFFICE OF WISCONSIN	Office Supplies	-337.22
37076	02/01/2022	GENERAL ENGINEERING CO., INC.	2022 Street Project / Inspection	-4,277.24
37077	02/01/2022	GRAND RIVER FIRE DISTRICT	Budget / Annual inspections / Incident Charges	-15,745.19
37078	02/01/2022	HOMAN AUTO SALES, INC.	2019 Dodge / Install washer nozzle	-72.64
37079	02/01/2022	JAHNKE'S LANDSCAPING	Christmas Tree	-302.00
37080	02/01/2022	JOHNSON BLOCK AND COMPANY	Billing on 2021 Audit	-4,180.40
37081	02/01/2022	KEIL ENTERPRISES	Behlke / Training	-195.00

## City of Markesan Voucher List

January 1 through February 3, 2022

37082	02/01/2022	MARKESAN DISTRICT SCHOOLS	2022 Summer Rec Program	-2,000.00
37083	02/01/2022	MARKESAN WATER & SEWER	owe utility for cc pymnt for water bill	-151.10
37084	02/01/2022	MID-AMERICAN RESEARCH CHEMICAL	Garbage Bags	-92.28
37085	02/01/2022	MID-STATE ORGANIZED CRIME	2022 Membership	-100.00
37086	02/01/2022	SMALL TOWN APPAREL LLC	EG / Beanies	-147.00
37087	02/01/2022	SONDALLE FORD	Mount & Balance Tires	-993.36
37088	02/01/2022	SONDALLE LAW OFFICE	Dec 2021 Legal Services	-125.00
37089	02/01/2022	WASTE MANAGEMENT CORPORATE SERVICES	Jan 2022 Trash & Recycling	-7,553.12
37090	02/01/2022	WE ENERGIES	Dec '21 - Jan '22 Gas Bills	-2,286.95
37091	02/01/2022	WELLS FARGO REMITTANCE CENTER	Google / Heiling - WMCA	-143.00
37092	02/01/2022	WI DEPARTMENT OF JUSTICE	TIME Billing	-231.00
37093	02/01/2022	WISCONSIN DEPT. OF REVENUE	2021 Manufacturing Assessment Fee	-317.76
37094	02/01/2022	LAKESIDE MUNICIPAL COURT	Payment from Jaime Garcia	-124.00
37095	02/02/2022	GREEN LAKE COUNTY TREASURER	tax payment for another muni.	-2,518.18
37096	02/03/2022	CARDMEMBER SERVICES	X-mas Celebration Supplies	-472.16
37097	02/03/2022	MARKESAN HIGH SCHOOL YEARBOOK	Yearbook Ad	-40.00
37098	02/03/2022	SONDALLE LAW OFFICE	Jan 2022 Legal Services	-212.50
			<b>TOTAL CHECK PAYMENTS</b>	<b>-553,307.72</b>
			<b>TOTAL PAYMENTS</b>	<b>-611,536.20</b>

## Markesan Utilities Voucher List

January 1 through February 3, 2022

Num	Date	Name	Memo	Original Amount
12894	01/13/2022	ALCIVIA	Dec 2021 Fuel	-42.44
12895	01/13/2022	ALLIANT ENERGY/WP&L	Dec '21 - Jan '22 Electric Bill	-2,635.03
12896	01/13/2022	CENTURYLINK	Dec '21 - Jan '22 Phone / Internet	-181.86
12897	01/13/2022	CIVIC SYSTEMS, LLC	Jan - Jun 2022 Software Support	-1,010.00
12898	01/13/2022	MARKESAN WATER & SEWER	Oct - Dec 2021 W/S Bill	-392.96
12899	01/26/2022	WEST SIDE GM	NEW COLORADO TRUCK	-27,090.40
12900	01/27/2022	MARKESAN, CITY OF	Jan '22 PR Reimb / Dec '21 Expense Reimt	-23,735.00
12901	01/27/2022	MARKESAN-PETTY CASH	Postage	-13.30
12902	02/03/2022	CENTURYLINK	Jan - Feb 2022 Phone / Internet	-180.92
12903	02/03/2022	CORE & MAIN	Supply	-1,145.12
12904	02/03/2022	E. & B. SCALE COMPANY	Clean & Certify Ohaus	-105.00
12905	02/03/2022	GENERAL ENGINEERING CO., INC.	WWTP Chemical Addition	-390.00
12906	02/03/2022	NESS ELECTRIC, INC	Sewer Plant	-40.21
12907	02/03/2022	NORTH CENTRAL LABS, INC.	Supplies	-358.71
12908	02/03/2022	U.S. CELLULAR	Jan - Feb 2022 Cell Phone	-53.65
12909	02/03/2022	USA BLUEBOOK	Metering Pump / Supplies	-982.04
12910	02/03/2022	WE ENERGIES	Dec '21 - Jan '22 Gas Bills	-440.41
			<b>TOTAL CHECK PAYMENTS</b>	<b>-58,797.05</b>
			<b>TOTAL PAYMENTS</b>	<b>-58,797.05</b>



Markesan Police Department  
William A. Pflum, Chief of Police  
P.O. Box 352 • 150 S. Bridge St. • Markesan, WI 53946 • P: (920) 398-2121 • F: (920) 398-8127

**Finance, Personnel and Public Safety Committee**  
*Presented on February 3, 2022*

**January 2022**

**Agenda:**

**Requested ATV/UTV ordinance change**  
**Ceremonial Swearing In and Badge Pinning of Officer Weber**

**Appendix:**

- 1. Current ATV/UTV Ordinance**
- 2. Approved and Proposed ATV/UTV County Map**

### **Requested ATV/UTV Ordinance Change**

This department has been approached by representatives of the 4 Corners ATV/UTV Club which is a local ATV/UTV Club. This club has reached out to this department and advised that in the near future CTH S on the west and east of Markesan and CTH O south of Markesan would be ATV/UTV approved routes.

Which means those from outside of Markesan could legally ride into Markesan on CTH S and CTH O and those from Markesan could ride legally out of Markesan on those two county highways.

The ATV/UTV Club appreciates that we already have an ATV/UTV ordinance that allows the operation on all city streets as long as the rules within the ordinance are followed.

However, the club would like our ordinance to mirror the rest of the ordinances in Green Lake County that permit ATV's as well and not just UTV's which our current ordinance prohibits.

I told the club that I would bring this up to the committee. If you would decide to allow ATV's, the only change that would need to be made to ordinance 355-64.2 is that J of said ordinance would need to be removed or stricken. J of that ordinance states that "ATVs prohibited. ATVs are prohibited from all routes in the City of Markesan."

### **Swearing In and Badge Pinning of Officer Tanner Weber**

This evening family and friends of Tanner Weber are in attendance to observe the ceremonial swearing in and pinning of Officer Weber.

At this time I would like to have Clerk Amend provide the oath of office to Officer Tanner Weber. Once the oath is complete, a person of Officer Tanner Weber's choosing will pin his police officer badge on him.



## Chapter 355. Vehicles and Traffic

### Article XIV. Low-Speed Vehicles

#### § 355-64.2. All-terrain vehicles and utility terrain vehicles.

[Added 9-11-2018 by Ord. No. 245]

- A. Intent. The City of Markesan adopts the following all-terrain vehicle and utility terrain vehicle ordinance/route for the operation of all-terrain vehicles and utility terrain vehicles upon the roadways listed in Subsection C below. Following due consideration of the recreational value to connect trail opportunities and weighted against possible dangers, public health, liability aspects, terrain involved, traffic density and history of automobile traffic, this section has been created.
- B. Statutory authority. These routes are created pursuant to city authority under §§ 62.11(5) and 23.33(8)(B), Wis. Stats. The provisions of § 23.33 of the Wisconsin Statutes, and subsequent amendments thereto, are hereby incorporated herein by reference as part of this section, except for those provisions therein which conflict with this section. Further, the definitions set forth in § 23.33(1) of the Wisconsin Statutes are hereby adopted and incorporated herein.
- C. Routes. The following roads are designates as routes:
- (1) All City streets having a speed limit of 35 mph or less are ATV/UTV routes unless prohibited by signs posted by the City.
- D. Conditions. In addition to the provisions of § 23.33, Wis. Stats., as a condition for the use of this route, the following conditions shall apply to all operators (and passengers where applicable):
- (1) All ATV/UTV operators must carry liability insurance coverage and such operator has in his/her immediate possession a certificate or proof of insurance covering such vehicle which shall be displayed upon demand from any traffic officer.
  - (2) All ATVs/UTVs must be properly registered with the Department of Natural Resources prior to operating on any routes.
  - (3) All ATV/UTV operators shall observe posted speed limits.
  - (4) All ATV/UTV operators shall slow the vehicle to 15 mph or less when operating within 150 feet of a dwelling.

- (5) All ATV/UTV operators shall operate on paved portions of the roadway only. Operation on gravel shoulders, grassy in-slopes, ditches, or other highway/roadway rights-of-way are prohibited.
  - (6) All ATV/UTV operators shall ride single file on the right-hand side of the paved portion of the highway.
  - (7) All ATV/UTV operators shall have a headlight and taillight illuminated while operating on a roadway.
  - (8) All ATV/UTV operators who are born after January 1, 1988, and operating on City road/highway are required to have an ATV Safety Certificate provided by the Department of Natural Resources.
  - (9) ATV/UTV operators shall be 16 years of age or older.
  - (10) ATV/UTV operators under 18 years of age shall wear protective headgear of the type required by § 347.485(1)(a), Wis. Stats.
  - (11) ATV/UTV operators shall engage in recreational use of the routes between 6:00 a.m. and 10:00 p.m. only.
  - (12) No open intoxicants are allowed while operating on, or as a passenger in, any ATV/UTV in the City.
  - (13) All Wisconsin Statutes related to the operation of an ATV/UTV while under the influence of alcohol or a restricted controlled substance will be strictly enforced, including absolute sobriety by ATV/UTV operators under the age of 21.
  - (14) The City of Markesan may close ATV/UTV routes at any time through removal of all route signage and by providing notice to the public.
- E. Signage. Routes must be signed in accordance with Wisconsin Administrative Code NR 64.12. The Green Lake County Highway Department and Markesan Public Works has the sole responsibility and authority to post signs on ATV/UTV routes.
- F. Enforcement. This section shall be enforced by any law enforcement officer of the Markesan Police Department or any other law enforcement official as set forth in § 23.33(12), Wis. Stats.
- G. Penalties. Wisconsin state all-terrain vehicle/utility terrain vehicle penalties as found in § 23.33(13)(a), Wis. Stats., and hereafter amended, are adopted by reference.
- H. Severability. The provision of this section shall be deemed severable and it is expressly declared that the City of Markesan would have passed the other provisions of this section irrespective of whether or not one or more provisions may be declared invalid. If any provision of this section or the application to any person or circumstances is held invalid, the remainder of the section and the application of such provisions to other person's circumstances shall not be deemed affected.
- I. Maintenance. Designation of City of Markesan streets as an ATV/UTV route does not impose upon the Green Lake County Highway Department or the City of Markesan Public Works a greater duty of care or responsibility for maintenance of those streets than for any other segment of county highway. Operators of ATVs/UTVs on City streets assume the usual and normal risks of ATV/UTV operation.

J. ATVs prohibited. ATVs are prohibited from all routes in the City of Markesan.





## NOTICE

The City of Markesan is currently accepting applications for an interim part-time snow plow operator. Applicants must have a CDL license and be willing to work on an “as needed basis”. Hourly wage will be \$16.50/hr. with 4 hours guaranteed per call. Applications may be obtained at the Clerk’s Office at 150 S. Bridge Street in Markesan or online at [www.markesanwi.gov](http://www.markesanwi.gov). The City of Markesan is an Equal Opportunity Employer.

Elizabeth A Amend  
City Clerk-Treasurer