

CITY OF MARKESAN COMMON COUNCIL

Markesan City Hall

November 8, 2022

MINUTES

1. Preliminaries

- 1.1 Meeting was called to order by Mayor Slate at 7:00 pm.
- 1.2 Present were Ald. Abendroth, Ald. Glisch, Ald. Prill (via telephone), Ald. Tetzlaff, Mayor Slate, Ald. Thiem and Ald. Triemstra. Also present were Kirsten Radtke from Berlin Journal and Clerk-Treasurer Betsy Amend.
- 1.3 Pledge of Allegiance
- 1.4 Citizen's comments: None

2. Approval & Review of Minutes, Reports & Correspondence

- 2.1 After review, motion Triemstra/Prill to approve the October 11, 2022 Common Council minutes as presented; motion carried 6-0.
- 2.2-2.8 After review, motion Thiem/Tetzlaff to approve the October 10, 2022 Committee of the Whole Finance minutes and COW Finance Closed Session minutes; Dog Park Committee minutes of October 19, 2022; October Police Report & November Schedule, Streets, Building & Utilities minutes of November 1, 2022, Public Property & Health minutes of November 1, 2022, COW Finance, Personnel & Safety minutes and COW Finance closed minutes of November 1, 2022, October Library Director's Report and Markesan Library Board minutes of October 20, 2022; motion carried 6-0.

3. Approval of Claims:

- 3.1 The Finance, Personnel & Safety Committee reviewed City and Utility checks and recommended approval to the Council. Motion Tetzlaff/Glisch to approve the following vouchers as presented: City Checks #37472-37509, electronic payments #EFT 1283-1295, and direct deposits #5214-5266 in the amount of \$110,501.51, and Utility Checks #13032-13043 in the amount of \$36,493.44; motion carried 6-0 on a roll call vote.
- 3.2 After review, by consensus the October 2022 Treasurer's Report was filed for audit.

4. 2023 Budget Public Hearing: At 7:18 PM with no comments.

5. New Business

- 5.1 No action on the 2022 Streets and Utilities Project
- 5.2 Dog Park Committee will be raising \$60,000 for the new dog park. Requesting \$60,000 be put on the 2023 budget for expenses and outlay. All money will be raised, if not, the dog park will not be built. This will be discussed under the budget later in the meeting.
- 5.3 Following discussion, motion Prill/Triemstra to approve the budget as presented with the changes to the dog park, walking/bike path, streets outlay, liability insurance and workers compensation insurance; motion carried 6-0.
 - a./b. Following discussion on the tax levy, motion Prill/Abendroth to waive the reading, approve Resolution #05-2022 to adopt the 2023 annual budget and set the 2022 tax levy payable in 2023 at \$612,421; motion carried 6-0 on a roll call vote.

6. New Business

- 6.1 Motion Abendroth/Triemstra to hire Matt Mace as the new Water/Wastewater Operator/Lab Technician with the conditions stated in the employment offer letter; motion carried 6-0 on a roll call vote.
- 6.2 Motion Prill/Tetzlaff to approve the Police Department's new Wage Scale as presented effective January 1, 2023; motion carried on a roll call vote.
- 6.3 Motion Tetzlaff/Triemstra to approve Sergeant McLean's rollover of 20 hours of vacation into 2023; motion carried on a roll call vote.
- 6.4 Motion Triemstra/Glisch to approve the wage increase for the Public Works Director for the CDL license to \$1.00 on January 1, 2023 and \$1.00 on April 1, 2023 contingent on the enrollment into the CDL class; motion carried 6-0 on a roll call vote.

- 6.5 Motion Triemstra/Thiem to approve the new hours for the Public Works Assistant to be 6:30am to 2:30pm; motion carried 6-0.
- 6.6 Two candidates were interviewed for the Public Works Assistant position and met with Todd Zamzow, Public Works Director, following discussion, motion Prill/Glisch to hire Chris Wolf at \$21.50 an hour and to amend the motion to include the pay scale of 3% increase at reviews at 3 months, 6 months, 9 months and to be at \$24.00 at one year from hire date, and also to complete his CDL license when possible; motion carried 6-0 on a roll call vote.
- 6.7 Motion Triemstra/Glisch to approve the purchase of Christmas tree lights, not to exceed \$1,800 and charged to account #5530000 City Events/Banners; motion carried 6-0 on a roll call vote.
- 6.8 After discussion, motion Tetzlaff/Thiem to approve the August Winter & Sons invoice for \$550.80 for the boiler repair; motion failed 0-6 on a roll call vote. Todd Zamzow should present an explanation to the Committee in December for these repairs.
- 6.9 Motion Abendroth/Triemstra to cancel the US Cellular Contract on December 10, 2022 and to remove the Public Works Director cell phone from the Verizon Plan immediately;
- 6.10 Following discussion, motion Abendroth/Glisch to accept the bid from Ultimate Outdoor Bros. for removal of the trees by the library shed when the ground is frozen for \$1,950; motion carried 6-0 on a roll call vote.
- 6.11 Motion Abendroth/Thiem to approve the Forester's recommendation to have letters sent to the property owners on North Margaret Street to remove the dead trees on their terrace within 60 days; motion carried 6-0.
- 6.12 After discussion and motion read by Ald. Abendroth from the attorney, motion Thiem/Triemstra to waive the 30-day violation notice and allow the new property owner (buyer) of 150 E John Street to commence within one year from the date of purchase to rectify the violations indicated in the October 13, 2022 correspondence directed to the current property owner, James & Kathleen Wesner Revocable Trust (seller); motion carried 6-0.
- 6.13 Motion Triemstra/Thiem to appoint Helen Reid to the Dog Park Committee; motion carried 6-0.

7. **Schedule Future Meetings and Agenda Items.** The following meetings were scheduled: Public Property & Health – December 6, 2022 at 6:00PM at City Hall; Finance, Personnel & Safety – December 6, 2022 immediately following Public Property & Health at City Hall; Streets, Buildings & Utilities – December 6, 2022, immediately following Finance, Personnel & Safety meeting at City Hall; and Common Council – December 13, 2022, 7:00 PM at City Hall

8. **Adjournment.** Motion Triemstra/Thiem to adjourn; motion carried 6-0. The meeting adjourned at 7:41 pm.

Respectfully submitted,

Elizabeth A. Amend, Clerk-Treasurer