



FINANCE, PERSONNEL & SAFETY COMMITTEE MEETING

Markesan City Hall

July 6, 2023

Immediately following Public Property & Health Committee

AGENDA

Call to Order

Roll Call

Citizen's Comments

Emergency Management Report

Review and Approval of Vouchers Payable

Police Report & Schedule

- Hiring of Part Time Crossing Guard – Heather Hamer
- Update on Dodge Charger

New Business

- Resignation of Public Works Assistant Chris Wolf
- Discussion and Action on Working from Home
- Discussion and Action Amazon Prime Membership for City of Markesan
- Discussion and Action on Dog Dayz of Summer
- Discussion and Action on Equipment Maintenance Position
- Discussion and Action on Debt Ratio
- Discussion and Action 2024 Preliminary Budget

Old Business

- Discussion and Action on Markesan Fire Department Fire Danger Sign – Recommendation from Tim Tripp

Closed Session: Water/Wastewater Superintendent and Public Works Employees

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

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.

July 6, 2023

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: 37857 - 37897	\$	556,019.71
DD #5725 - 5775	\$	35,428.26
EFT #1381 - 1389	\$	34,233.79
TOTAL	\$	625,681.76
UTILITY CHECKS: #13160 - 13173	\$	41,033.62

TOTAL	\$	41,033.62
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With the exception of:

Signed:

City of Markesan
Voucher List
June 6 through July 5, 2023

Num	Date	Name	Memo	Original Amount
EFT-1381	06/06/2023	WISCONSIN DEPT. OF REVENUE	6/2/23 PR	-1,007.94
EFT-1382	06/06/2023	EMPOWER RETIREMENT (WDC)	6/2/23 PR	-780.00
EFT-1383	06/06/2023	INTERNAL REVENUE SERVICE	6/2/23 PR	-5,806.90
EFT-1384	06/20/2023	STATE OF WI HEALTH INS	JULY 2023 HEALTH INS	-18,922.12
EFT-1385	06/20/2023	DELTA DENTAL OF WISCONSIN	SUPPLEMENTAL DENTAL PLAN JULY 2023	-342.38
EFT-1386	06/20/2023	DELTA DENTAL OF WISCONSIN	DELTA VISION JULY 2023	-41.16
EFT-1387	06/20/2023	EMPOWER RETIREMENT (WDC)	6/16/23 PR	-780.00
EFT-1388	06/20/2023	INTERNAL REVENUE SERVICE	6/16/23 PR	-5,902.90
EFT-1389	06/28/2023	CITGO	June 2023 Fuel	-650.39
			TOTAL EFT PAYMENTS	-34,233.79
DD5725	06/16/2023	Brinkman, Heidi M	Direct Deposit	-77.57
DD5726	06/16/2023	Corson, Amy M	Direct Deposit	-115.44
DD5727	06/16/2023	Dykstra, Dennis P	Direct Deposit	-243.80
DD5728	06/16/2023	Koos-Abendroth, Cheryl A	Direct Deposit	-378.17
DD5729	06/16/2023	Moore, Kari S	Direct Deposit	-9.70
DD5730	06/16/2023	Olson, Clyde A	Direct Deposit	-145.46
DD5731	06/16/2023	Panten, Beth M	Direct Deposit	-358.78
DD5732	06/16/2023	Phippen, Henry	Direct Deposit	-357.57
DD5733	06/16/2023	Slate, Rich	Direct Deposit	-461.75
DD5734	06/16/2023	Zacharias, Carmen J	Direct Deposit	-38.79
DD5735	06/16/2023	Amend, Elizabeth A	Direct Deposit	-1,241.33
DD5736	06/16/2023	Behlke, Ryan R	Direct Deposit	-1,788.65
DD5737	06/16/2023	Chisnell, Gerald	Direct Deposit	-138.53
DD5738	06/16/2023	DeNell, Linda M	Direct Deposit	-125.60
DD5739	06/16/2023	Galkowski, Jackson T	Direct Deposit	-1,157.20
DD5740	06/16/2023	Glover, Valerie	Direct Deposit	-156.08
DD5741	06/16/2023	Heberer, Jeffrey	Direct Deposit	-1,738.87
DD5742	06/16/2023	Heiling, Addie A	Direct Deposit	-82.67
DD5743	06/16/2023	Heiling, Rachel	Direct Deposit	-635.46
DD5744	06/16/2023	Huhndorf, John E	Direct Deposit	-502.23
DD5745	06/16/2023	Knaub, Sharilyn J	Direct Deposit	-138.06
DD5746	06/16/2023	Mace, Matthew R	Direct Deposit	-1,330.61
DD5747	06/16/2023	McLean, Cody	Direct Deposit	-1,406.77
DD5748	06/16/2023	Meyer, Vanessa K	Direct Deposit	-629.97
DD5749	06/16/2023	Pflum, William	Direct Deposit	-1,552.65
DD5750	06/16/2023	Plagenz-Jensen, Karen C	Direct Deposit	-686.47
DD5751	06/16/2023	Sippel, Christina J	Direct Deposit	-38.78
DD5752	06/16/2023	Stellmacher, Nancy J	Direct Deposit	-509.58
DD5753	06/16/2023	Wolf, Christopher N	Direct Deposit	-1,283.80
DD5754	06/16/2023	Zamzow, Todd B	Direct Deposit	-1,361.87
DD5755	06/30/2023	Amend, Elizabeth A	Direct Deposit	-1,241.32
DD5756	06/30/2023	Behlke, Ryan R	Direct Deposit	-1,726.52
DD5757	06/30/2023	Chisnell, Gerald	Direct Deposit	-138.52

City of Markesan
Voucher List
June 6 through July 5, 2023

DD5758	06/30/2023	DeNell, Linda M	Direct Deposit	-125.59
DD5759	06/30/2023	Galkowski, Jackson T	Direct Deposit	-1,157.19
DD5760	06/30/2023	Glover, Valerie	Direct Deposit	-177.08
DD5761	06/30/2023	Heberer, Jeffrey	Direct Deposit	-1,738.86
DD5762	06/30/2023	Heiling, Addie A	Direct Deposit	-110.21
DD5763	06/30/2023	Heiling, Rachel	Direct Deposit	-633.35
DD5764	06/30/2023	Huhndorf, John E	Direct Deposit	-770.99
DD5765	06/30/2023	Knaub, Sharilyn J	Direct Deposit	-272.33
DD5766	06/30/2023	Mace, Matthew R	Direct Deposit	-1,622.68
DD5767	06/30/2023	McLean, Cody	Direct Deposit	-1,354.50
DD5768	06/30/2023	Meyer, Vanessa K	Direct Deposit	-493.07
DD5769	06/30/2023	Pflum, William	Direct Deposit	-1,552.64
DD5770	06/30/2023	Plagenz-Jensen, Karen C	Direct Deposit	-462.69
DD5771	06/30/2023	Shin, Hanul	Direct Deposit	-50.87
DD5772	06/30/2023	Sippel, Christina J	Direct Deposit	-48.49
DD5773	06/30/2023	Stellmacher, Nancy J	Direct Deposit	-423.48
DD5774	06/30/2023	Wolf, Christopher N	Direct Deposit	-1,283.80
DD5775	06/30/2023	Zamzow, Todd B	Direct Deposit	-1,361.87
			TOTAL DIRECT DEPOSIT	-35,428.26
37857	06/06/2023	SECURIAN FINANCIAL GROUP, INC.	APRIL-JUNE ACCIDENT INS 2023 - 76038	-197.94
37858	06/15/2023	AIRGAS USA, LLC	Cylinder Rental	-35.91
37859	06/15/2023	BEHLKE, RYAN	Reimb / Shop Vac	-94.94
37860	06/15/2023	CENTURYLINK BUSINESS SERVICES	Pre-pay Invoice	-5.00
37861	06/15/2023	EMC INSURANCE	Property & Liability / Workers Comp	-4,793.97
37862	06/15/2023	ERGO BANK OF MARKESAN	WRS Loan - Payment #61	-320.64
37863	06/15/2023	GREEN LAKE COUNTY CLERK	2023 Dog Licenses (Dec. 2022 - June 2023)	-1,111.75
37864	06/15/2023	HORICON BANK VISA	1&1 / WMCA Meeting / Amazon	-767.32
37865	06/15/2023	MCLEAN CODY	Reimb / Stakes for No Parking Signs	-34.23
37866	06/15/2023	NESS ELECTRIC, INC	Kiwanis Park / Security Light	-162.51
37867	06/15/2023	PFLUM, WILLIAM A.	Reimb / Flags & Car Wipes	-37.08
37868	06/15/2023	RENNERT'S FIRE EQUIPMENT	Charger / Remove all accessories	-1,475.00
37869	06/15/2023	SHELL FLEET	May 2023 Fuel	-481.62
37870	06/15/2023	SUPERIOR CHEMICAL CORPORATION	Soap	-161.76
37871	06/15/2023	WASTE MANAGEMENT CORPORATE SERVICES	June 2023 Trash & Recycling	-7,878.97
37872	06/15/2023	WINDYWARES-JBL AWARDS LLC	2023 JDD Youth Officer	-35.00
37873	06/20/2023	ALLIANT ENERGY/WP&L	May - June 2023 Electric Bills	-1,811.62
37874	06/20/2023	NESS ELECTRIC, INC	Bulbs	-493.98
37875	06/20/2023	RAY'S SANITATION	2023 JDD	-1,200.00
37876	06/20/2023	VERIZON WIRELESS	June - July 2023 Cell Phone	-92.45
37877	06/20/2023	WELLS FARGO REMITTANCE CENTER	Google / FVTC CDL / Menards	-1,373.94
37878	06/21/2023	MARKESAN WATER & SEWER	pay back W/S Replacement savings from Kinast	-512,865.98
37879	06/30/2023	PRE-EMPLOYMENT FUND	June 2023 Pre Employment / Galkowski	-192.30
37880	07/03/2023	ARAMARK	6/8/2023 Rug Cleaning	-68.97
37881	07/03/2023	BALLWEG IMPLEMENT	Mower Blade / O-ring	-104.96
37882	07/03/2023	BERLIN JOURNAL NEWSPAPERS	Council / Liquor / Solid Waste Bids	-902.00

City of Markesan Voucher List

June 6 through July 5, 2023

37883	07/03/2023	BIGNELL'S POWERSPORTS	Mower	-9,395.00
37884	07/03/2023	BRIGHTSPEED	June - July 2023 Phone / Internet	-417.57
37885	07/03/2023	CENTURYLINK BUSINESS SERVICES	May - June 2023 Phone / Internet	-452.42
37886	07/03/2023	COMPLETE OFFICE OF WISCONSIN	PD Toner	-87.24
37887	07/03/2023	GENERAL ENGINEERING CO., INC.	Building Inspection / 2022 Project	-3,283.78
37888	07/03/2023	LITTLE GREEN LAKE PROT & REHAB DISTRICT	April - June 2023 Water/Sewer	-385.24
37889	07/03/2023	MARKESAN AUTO, HOME & FARM	Misc. Parts / Supplies	-689.20
37890	07/03/2023	MARKESAN WATER & SEWER	April - June 2023 W/S Bill	-620.57
37891	07/03/2023	MARKESAN, CITY OF-PETTY CASH	Postage	-38.58
37892	07/03/2023	MID-AMERICAN RESEARCH CHEMICAL	Supplies	-524.09
37893	07/03/2023	MODERN RENTALS, INC.	Part for Equipment	-53.98
37894	07/03/2023	NAPRALLA TIRE	Tires / Kubota Mower	-196.48
37895	07/03/2023	SUPERIOR CHEMICAL CORPORATION	Cleaner / Parks	-348.87
37896	07/03/2023	WE ENERGIES	May - June 2023 Gas Bills	-172.25
37897	07/05/2023	THE UNIFORM SHOPPE	Mclean / Galkowski Uniform	-2,654.60
			TOTAL CHECKS	-556,019.71
			TOTAL PAYMENTS	-625,681.76

Markesan Utilities
Voucher List
June 6 through July 5, 2023

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Original Amount</u>
13160	06/16/2023	ALCIVIA	Supply	-129.50
13161	06/20/2023	ALLIANT ENERGY/WP&L	May - June 2023 Electric Bill	-2,794.52
13162	06/29/2023	US POSTMASTER	5 Rolls of stamps	-315.00
13163	06/30/2023	MARKESAN, CITY OF	June PR Reimb / May '23 Expense Reimb	-33,272.88
13164	07/03/2023	BRIGHTSPEED	June - July 2023 Phone / Internet	-189.34
13165	07/03/2023	CIVIC SYSTEMS, LLC	July - Dec 2023 Software Support	-1,010.00
13166	07/03/2023	L W ALLEN, INC.	Gasket	-86.08
13167	07/03/2023	MARKESAN WATER & SEWER	April - June 2023 W/S Bill	-489.08
13168	07/03/2023	MARTELLE WATER TREATMENT	Supplies	-159.60
13169	07/03/2023	NORTH CENTRAL LABS, INC.	Supplies	-263.42
13170	07/03/2023	NORTHERN LAKE SERVICE	Annual Water Testing	-2,131.70
13171	07/03/2023	SUTTON, DAVID	Fix service door	-45.00
13172	07/03/2023	WE ENERGIES	May - June 2023 Gas Bills	-26.75
13173	07/05/2023	MARKESAN LUMBER	Supplies	-120.75
			TOTAL CHECKS	-41,033.62
			TOTAL PAYMENTS	-41,033.62



P.O. Box 352 • 150 S. Bridge St. • Markesan, WI 53946 • P: (920) 398-2121 • F: (920) 398-8127

Markesan Police Department
William A. Pflum, Chief of Police

Finance, Personnel and Public Safety Committee
Presented on July 6, 2023

June 2023

Agenda:

Crossing Guard

Appendix:

Crossing Guard

This department is requesting that you approve Heather Hamer as a fill in crossing guard. Heather lives right in town and right next to a crossing guard post. Heather has children and recognizes how important the role of a crossing guard plays in our community. She will be a great asset to the community in this role.

Dodge Charger Final Settlement

EMC Insurance has issued payment to the City of Markesan for the total loss of the 2019 Dodge Charger. The market value replacement settlement they gave for the Dodge Charger was \$26,882.50.

Then they paid \$14,966.51 to up fit and get graphics on the replacement vehicle which will be the Dodge Durango. They also paid \$1,615 for the decommission of the Dodge Charger which is having it completely cleaned out of all of our equipment and the decals removed.

Total check amount that was cut to the City of Markesan from EMC was \$42,964.01 and a \$500 check will be cut to the City of Markesan from Green Lake County to cover the \$500 deductible amount.

To help with comparison this department purchased the 2019 Dodge Charger in the spring of 2019 and paid \$25,932.00.

Attached is the Insurance settlement worksheet and a copy of our quote from 2019 for Dodge Charger.

Owner : City Of Markesan
 Claim #: Z01785471
 Branch : HO ERU

Date of Loss: 04/21/2023
 Adjuster: Brandon Thomas

Year: 2019 Make: DODGE
 VIN : 2C3CDXKT7KH582019

Model : CHARGER
 Mileage: 57000

Average of CCC Market Survey and NADA Official Used Car Guide = \$ 26,718.00
 Adjustments: + \$.00

Title Information: Clean Title - \$.00
 Prior Damage Deductions: + \$.00

 ACV = \$ 26,718.00
 Tax + \$.00
 Transfer Fees / Tag Fees + \$ 164.50

EMC Takes Possession of Vehicle

Gross Settlement = \$ 26,882.50
 Deductible - \$ 500.00
 + \$ 16,581.51

After Tax Adjustments:

Decommission \$ 1,615.00
 Police Equipment-Upfit \$ 14,966.51

Net Settlement = \$ 42,964.01

*** This vehicle will be sold to a salvage buyer who may sell parts off of the vehicle or rebuild it. EMC will not be responsible for your personal or business information either in or on your vehicle. As the vehicle owner it is your responsibility to remove all personal and business items or decals/wraps from the vehicle without causing further damage.

Vehicle Owner Retains Salvage

ACV = \$ 26,718.00
 Tax + \$.00
 Salvage Value - \$ 6,336.53
 Deductible - \$ 500.00

After Tax Adjustments:

+ \$.00

Net Settlement = \$ 19,881.47

Please contact your insurance agent for guidance on all owner retained salvage vehicle coverage.

Salvage Location:
 Reference #:
 Appraiser : Brandon Thomas

*** This settlement is void if it is discovered anything is removed from the vehicle/unit or the vehicle/unit has a branded/prior salvage title.

*** By agreeing to this settlement you guarantee the vehicle/unit is free of any liens and encumbrances.



Ewald Automotive Group

Chrissy Gensch | 262-673-9400 | cgensch@ewaldauto.com

2019 Dodge Charger AWD Police to the specifications as detailed. Registration and fees are not included. Delivery can be anticipated approximately 14-16 weeks from order. Payment terms are net 10 days.

Pricing is valid through 10/31/18, all orders must be placed before this date.

Quote Worksheet

	MSRP
Base Price	\$37,055.00
Dest Charge	\$1,345.00
Adjustments	\$0.00
Total Options	\$3,125.00
	Subtotal
	\$41,525.00
	Subtotal Pre-Tax Adjustments
	\$0.00
Less Customer Discount	(\$15,593.00)
	Subtotal Discount
	(\$15,593.00)
Trade-In	\$0.00
	Subtotal Trade-In
	\$0.00
	Taxable Price
	\$25,932.00
Sales Tax	\$0.00
	Subtotal Taxes
	\$0.00

RECEIVED JUN 26 2023

June 26, 2023

City of Markesan Public Works

Dear Mr. Zamzow,

I am writing this to inform you of my resignation, last available day July 7th, 2023. I am resigning with the two-week period as referenced in our employee handbook.

I would like to express my gratitude for the opportunities this company has provided me since I've been employed here.

Please also inform any additional parties necessary of my planned departure.

Sincerely,

Chris Wolf

POSITION DESCRIPTION

TITLE: Machine Maintenance Technician

DEPARTMENT: Streets and Building Committee

A. JOB DESCRIPTION

The Machine Maintenance Technician performs preventive maintenance inspections and service on machines. Thoroughly cleans machines and machine parts, removing parts and reinstalling as necessary. Oils and lubricates moving parts on machines to ensure effective performance. Records and reports damaged, worn, or broken parts.

B. DUTIES AND RESPONSIBILITIES

1. Inspect machines, engines, transmissions etc.
2. Conduct repairs aiming for maximum reliability.
3. Troubleshoot reported problems and resolve them in a timely manner.
4. Perform thorough maintenance on machinery, equipment and systems.
5. Operate and maintain a variety of machines such as bucket truck, end loaders, sweepers, backhoe, skid steer, various mowers, tractors, stump grinder, chainsaw, brush chipper, and other equipment as needed.
6. Works varying hours to meet the needs of projects conducted outside of normal office hours.

C. QUALIFICATIONS

1. Ability to work independently.
2. Knowledge of planning and budgeting.
3. Knowledge and experience in machine maintenance.
4. Communication and interpersonal skills as applied to interaction with co-workers, supervisor, and the general public that is sufficient to exchange and convey information and to receive work directions.

D. PHYSICAL REQUIREMENTS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to walk; use hands to finger, handle or feel; and reach with hands and arms. The employee is occasionally required perform moderately physically demanding work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, crawling, lifting, carrying, pushing and pulling moderately heavy objects and materials twenty to fifty pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus. Employee is regularly exposed to outside weather conditions during all seasons of the year.

E. REASONING ABILITY

Requires the ability to apply principles of rational systems. Ability to interpret instructions furnished in written, oral, diagrammatic or schedule form. Ability to exercise independent judgement to adopt or modify methods and standards to meet variations in assigned objective.

Requires the ability to exercise the judgement, decisiveness and creativity required insituations involving the evaluation of information against sensory, judgmental and/or subjective criteria, as opposed to criteria that are clearly measurable or verifiable.

F. MISCELLANEOUS

The above is intended to describe the general content of the requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities or requirements

This position description has been prepared to assist in defining job responsibilities, physical demands, working conditions, and skills needed. The City retains and reserves all rights to change, modify, amend, add or delete in many section of this document as it deems, in its judgment, to be proper.

The City of Markesan is an Equal Opportunity Employer. In compliance with the American Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

Fire Department DNR Fire Danger Sign

1 message

Tim Tripp <ttripp@generalengineering.net>
To: Betsy Amend <bamend@markesanwi.gov>
Cc: Lukasz Lyzwa <llyzwa@generalengineering.net>

Wed, Jun 14, 2023 at 3:04 PM

Mayor Slate, Council Members, and Betsy;

I have reviewed the letter from the Grand River Fire District regarding the order to replace the "Smokey the Bear" Fire Danger Sign.

I have been informed that there are no objections raised to this order by the Mayor or the Council Members. I also have no objections to improving the sign by this order.

Since ordinance 400-116 (C)(7)(B) states that no permit is required for a government sign placed by the order of a public official, we will not issue a sign permit for this sign. If installed according to the design submitted with the sign permit application, all sign requirements laid out in the ordinances will be met except the sign separation requirement.

I will attach my statement and Chief Strahota's letter with their application and place it in our files so a record of this approval is saved.

If you have any questions, please let me know.

Timothy Tripp
Building Inspector | **General Engineering Company**
916 Silver Lake Drive | PO Box 340 | Portage, WI 53901
P 608-742-2169 | C 608-617-6873
ttripp@generalengineering.net
www.generalengineering.net

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 **Fire Department Sign Order.pdf**
174K

Grand River Fire District

877 N. Margaret St.

Markesan, WI 53946

June 7, 2023

City of Markesan
Attention Mayor Slate
PO BOX 352
Markesan, WI 53946

RE: Replacement of Fire Danger Sign

To the Honorable Mayor Slate,

The Grand River Fire District is replacing the "Smokey the Bear" fire danger sign with a new LED digital sign. We contacted the Wisconsin Department of Natural Resources, which encourages all communities to install a fire danger sign and approved the new replacement sign.

We initially filed a sign permit with the City, but discovered under ordinance 400-116 (C)(7)(B), that no permit shall be required for the following types and classes of signs: "Government signs for regulatory purposes, danger signs, and aids to service of safety which are erected by or on the order or a public officer in the performance of his public duty."

As the duly appointed Fire Chief for the Grand River Fire District, I now order replacing the fire danger sign at 877 N. Margaret Street in Markesan, Wisconsin. Please get in touch with me with any other questions.

Chief Joel R. Strahota



Grand River Fire District

Markesan Fire Department Fire Danger Sign

1 message

Tim Tripp <ttripp@generalengineering.net>

Wed, May 31, 2023 at 3:59 PM

To: Betsy Amend <bamend@markesanwi.gov>

Cc: Rachel Heiling <rheiling@markesanwi.gov>, Lukasz Lyzwa <llyzwa@generalengineering.net>

Betsy,

Please provide the following information to the Mayor and the appropriate committees.

The Markesan Fire Department has applied to replace the Smokey the Bear Fire Danger Sign with a new LED sign and memorial plaque. (See attached description of what they are proposing and the photos of the existing sign) This sign is a legally non-conforming sign.

Lukasz and I reviewed the sign ordinances and cannot permit this sign based on 2 ordinances.

400-115 B (5) states:

No sign shall be erected at any location where it may, by reason of its position, shape, color or other characteristics, interfere with, obstruct the view of or be confused with any authorized traffic sign, traffic signal or other traffic device nor shall any sign make use of the words "STOP," "LOOK," "DRIVE-IN," "DANGER," "ENTER," "EXIT," "OPEN" or use any other word, phrase or symbol or character in such a manner as to interfere with, mislead or confuse traffic. "ENTER," "EXIT" and "DRIVE-IN" signs may be allowed by permit of the Common Council for use where such signs significantly aid the flow of traffic and provided further that the business for which said signs are requested shall have separate entrance and exit drives with curb cuts for each separated by a minimum distance of 10 feet.

However, due to the nature and purpose of the sign, we recommend this not hold up permitting the sign.

400-116 A (1) (a&b) states:

(1) Spacing.

(a) One freestanding sign shall be permitted for each full 200 feet of frontage on any highway, road or street which is open to the public and abutting said business premises; provided, however, that any business premises with less than 200 feet of total frontage shall be permitted one on-premises freestanding sign, and provided further that no segment of frontage along a single highway, road or street shall have more signs directed or oriented to or toward that segment than would be permitted based upon the number of feet of frontage in that segment. Signs placed pursuant to the terms of this subsection shall be removed prior to any sale, lease, assignment or transfer of property which would result in such signs failing to comply with the spacing requirements of this section. For purposes of this subsection, shopping centers and amusement parks shall be considered a single business premises.

(b) Notwithstanding all other provisions stated herein, no freestanding sign shall be placed within 100 feet of any other freestanding sign.

The Fire Department has approximately 350 feet of frontage. This ordinance allows for only 1 sign, which exists closer to the building.

I have discussed the situation with Joel Strahota, the Fire Chief. Lukasz and I support what the Fire Department is trying to do. However, we cannot approve the sign application due to the requirements outlined in 400-116 A (1) (a). We also feel that we must rule consistently in harmony with past decisions on sign applications to maintain uniformity. We recommend either the Fire Department revise their application to meet the ordinance requirements or the appropriate individuals from the City discuss with them a request for variance or other options available to them to appeal the decision.

If there is anything more we can do to assist, let us know.

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