

CITY OF MARKESAN COMMON COUNCIL

Markesan City Hall

October 11, 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, 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 Prill/Tetzlaff to approve the September 13, 2022 Common Council minutes and CDBG Public Hearing and Closed Session minutes as presented; motion carried 6-0.
- 2.2 After review, motion Triemstra/Tetzlaff to approve the September 19, 2022 Committee of the Whole Finance minutes and COW Finance Closed Session minutes as presented; motion carried 6-0.
- 2.3-2.7 After review of all items, motion Triemstra/Tetzlaff to approve the September Police Report & October Schedule, Streets, Building & Utilities minutes of October 4, 2022, Public Property & Health minutes of October 4, 2022, COW Finance, Personnel & Safety minutes and COW Finance closed minutes of October 4, 2022, September Library Director's Report and Markesan Library Board minutes of September 15, 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/Abendroth to approve the following vouchers as presented: City Checks #37437-37471, electronic payments #EFT 1274-1282, and direct deposits #5170-5213 in the amount of \$818,917.96, and Utility Checks #13023-13031 in the amount of \$558,698.49; motion carried 6-0 on a roll call vote.
- 3.2 After review, by consensus the September 2022 Treasurer's Report was filed for audit.

**4. Old Business**

- 4.1 Motion Prill/Thiem to pay Kopplin & Kinan Co., Inc. for Pay Application No. 3 for \$687,104.30 for the 2022 Streets & Utilities Project and withhold \$53,414.87 as retainage; motion carried 6-0 on a roll call vote.

**5. New Business**

- 5.1 Motion Triemstra/Tetzlaff to hire Candace VanWhy as an Election Official; motion carried 6-0.
- 5.2 Motion Abendroth/Triemstra to approve payment to Northern Lake Service for \$1,047 invoice for the Utility Department; motion carried 6-0 on a roll call vote.
- 5.3 Motion Prill/Glisch to waive the reading, approve Resolution #04-2022 Authorizing Execution of the Department of Natural Resources Principal Forgiven Financial Assistance Agreement for \$160,000 of Funding; motion carried 6-0 on a roll call vote.
- 5.4 No action on the Department of Transportation STP(Surface Transportation Plan)-Local Project Funds for 2023-2026 Local Program Cycle from the Bipartisan Infrastructure Law for the City of Markesan's 2024 Bridge Street Project
- 5.5 No action on Unpaid/Paid Required Training/Education Hours. The City is required to pay employees for education hours that are required by the City for the employee's position. Tetzlaff to put on agenda in future if a change is needed.
- 5.6 Motion Abendroth/Prill to promote Todd Zamzow to Public Works Director effective October 12, 2022; motion carried 6-0 on a roll call vote.
- 5.7 Motion Tetzlaff/Triemstra to approve the Public Works Assistant (Todd Zamzow, now PW Director) work hours to be 6:30 am to 2:30 pm Monday through Friday; motion carried 6-0.

- 5.8 Following discussion, motion Tetzlaff/Prill to change the hourly wages for the part-time Public Works employee as machine maintenance at \$18.00 an hour, parks at \$16.00 an hour, recycling center at \$12.00 an hour, and street sweeper and snow removal at \$16.50 an hour effective January 1, 2023; motion carried 3-3 with a tie – yes-Prill, Tetzlaff, and Thiem, no-Abendroth, Glisch and Triemstra, then motion passed 4-3 with Mayor Slate voting yes on a roll call vote.
- 5.9 Motion Prill/Abendroth to approve an increase in wage for the recycling attendant (Dykstra) to increase to \$11.00 an hour effective January 1, 2023; motion carried 6-0 on a roll call vote.
- 5.10 Motion Abendroth/Glisch to approve a \$1.50 wage increase for all police officers effective January 1, 2023; motion carried 6-0 on a roll call vote.
- 5.11 Motion Triemstra/Glisch to approve a wage increase for the Clerk-Treasurer effective January 1, 2023 to \$27.00 an hour; motion carried 6-0 on a roll call vote.
- 5.12 Motion Abendroth/Triemstra to approve a wage increase for the Deputy Clerk-Treasurer effective January 1, 2023 to \$20.00 an hour; motion carried on a roll call vote.
- 5.13 Following discussion on the 2023 budget, motion Prill/Triemstra to publish the 2023 Budget as presented and to have the Public Hearing on the 2023 Budget on Tuesday, November 8, 2023 at 7:15 pm; motion carried on a roll call vote.
- 5.14 Motion Triemstra/Thiem to approve the Operator’s License for the period ending 6/30/2023 to Esteban D. Molina; motion carried 6-0.

**6. Schedule Future Meetings and Agenda Items.** The following meetings were scheduled: COW Finance, Personnel & Safety – November 1, 2022 at 6:00 PM at City Hall; Streets, Buildings & Utilities – November 1, 2022, immediately following COW Finance, Personnel & Safety meeting at City Hall; Public Property & Health – November 1, 2022 immediately following Streets, Buildings & Utilities meeting at City Hall and Common Council – November 8, 2022, 7:00 PM at City Hall with the 2023 Budget Public Hearing at 7:15 PM.

**7. Adjournment.** Motion Triemstra/Prill to adjourn; motion carried 6-0. The meeting adjourned at 7:53 pm.

Respectfully submitted,

---

Elizabeth A. Amend, Clerk-Treasurer