



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

**PUBLIC HEARINGS
AND
SPECIAL
CITY OF MARKESAN COMMON COUNCIL
Markesan City Hall**

**AMENDED AGENDA
December 6, 2022
6:00 PM**

1. Preliminaries
 - 1.1. Call to Order
 - 1.2. Roll Call by the Clerk-Treasurer
 - 1.3. Pledge of Allegiance
 - 1.4. Citizen's Comments

2. Public Hearing – 6:00 PM
 - Review and Discuss Sex Offender Appeal Application
 - Applicant Appeal
 - Open Floor for Comments (for/against)
 - The Common Council may, by roll call vote, convene in closed session pursuant to Wis. Stats. 19.85(1)(f), to consider financial, medical, or other social/personal histories of specific persons, the appeal applicant, which is discussed in public, would likely have a substantial adverse effect on the reputation of the person.
 - Reconvene in Open Session pursuant to Wis. Stats. 19.85(2)
 - Decision on Approval/Denial of Residency.

Public Hearing – 6:30 PM

 - Review and Discuss Sex Offender Appeal Application
 - Applicant Appeal
 - Open Floor for Comments (for/against)
 - The Common Council may, by roll call vote, convene in closed session pursuant to Wis. Stats. 19.85(1)(f), to consider financial, medical, or other social/personal histories of specific persons, the appeal applicant, which is discussed in public, would likely have a substantial adverse effect on the reputation of the person.
 - Reconvene in Open Session pursuant to Wis. Stats. 19.85(2)
 - Decision on Approval/Denial of Residency.

3. Approval & Review of Minutes, Reports, & Correspondence
 - 3.1. Approve Common Council Minutes – November 8, 2022
 - 3.2. Approve the Committee of the Whole Finance Minutes and Closed Session Minutes – November 4, 2022
 - 3.3. Approve the Committee of the Whole Finance Minutes and Closed Session Minutes – November 7, 2022
 - 3.4. Approve the Dog Park Committee Minutes – November 17, 2022
 - 3.5. November Police Report and December Police Schedule
 - 3.6. November Library Director's Report and Markesan Library Board Minutes – November 17, 2022

4. Approval of Claims:
 - 4.1. City Checks , Electronic Payments - EFT , Direct Deposits and Utility Checks
 - 4.2. File Treasurer's Report for Audit

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.

5. Old Business

- 5.1 Discussion and Action on Johnson Block Audit Contract for Years 2022-2024
- 5.2 Discussion and Action to Reconsider Resolution #05-2022 Resolution to Adopt 2023 Annual Budget and Set 2022 Levy Payable In 2023; State Requirement to Reduce Tax Levy by \$24,000 from Ambulance Funds; Budget Adjustments: Reduce Wages Outlay by \$15,000, Reduce Streets Outlay by \$5,000, Reduce Bike Path by \$4,300 and Increase Audit Expense by \$300
- 5.3 Discussion and Approval of the August Winter & Sons Invoice for Boiler Repair for \$550.80 – PW Director
- 5.4 Discussion and Action on Resolution #06-2022 to Support Construction and Maintenance of a Multiple Purpose Bicycle and Pedestrian Trail Between the City of Markesan and Soldier's & Sailor's Park
- 5.5 Discussion and Action on Part-Time Public Works Employee Raise Effective Date

6 New Business

- 6.1 Discussion and Action on Implementing Electronic Check Deposits for ERGO Bank
- 6.2 Discussion and Action on Rollover of Fund Balances Into the Non-Lapsing Account
- 6.3 Update on Transition of WWTP Superintendent Position
- 6.4 Discussion and Action on Jeff Heberer's Vacation Rollover of 87.5 Hours
- 6.5 Discussion and Action on New Heater for Well #3
- 6.6 Discussion and Action on the Request to Use the City's Treatment Plant Property for the Dog Park Site
- 6.7 Discussion and Action on the Maintenance Update for 1775 N. Margaret Street – Written Documentation
- 6.8 Discussion and Action on Purchase of New Flag Pole for the Cemetery Memorial
- 6.9 Discussion and Action on Emergency Management Annual Member Payments: Members total of \$1200, Director- \$600, and Assistant Director- \$400
- 6.10 Discussion and Action on Emergency Management Annual Christmas Party, not to exceed \$750.00 with no alcohol bought with City Funds
- 6.11 Discussion and Action on Employee's 2022 Year End Gifts
- 6.12 Discussion and Action on Current WWTP Superintendent Bonus Pay
- 6.13 Discussion and Action on the 2023 Mobile Home Park License; Markesan Park WI MHC, LLC
- 6.14 Approval of Temporary Class "B" Retailers License: Markesan Fire Department, December 3-4, 2022
- 6.15 Approval of Operator's Licenses for the period ending 6/30/23: Jennifer M. Dirks, Kenya L. Fordham, Craig R. Muenchow and Nicole J. Wagner

7 Schedule Future Meetings and Agenda Items

8 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.

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

**FINANCE COMMITTEE OF THE WHOLE
CITY OF MARKESAN
Markesan City Hall**

Minutes
November 4, 2022

Call to Order at 4:15 pm

Roll Call by Sign In

Citizen's Comments: None

Motion by Dave, 2nd by Denny to convene into closed session by roll call vote – Dave-aye, Mike-aye, Pat-aye, Rita-aye, Dennis-aye and Adam-aye entered meeting at 4:29 pm; motion passed all ayes. Mayor Slate attended meeting at a later time.

Closed Session: Public Works Assistant Interviews

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).

Motion by Rich, 2nd by Adam to reconvene into open session and adjourn @ 6:01 p.m., all in favor motion carried.

Discussion and Action on the Public Works Assistant Position: None

**FINANCE COMMITTEE OF THE WHOLE
CITY OF MARKESAN
Markesan City Hall**

Minutes
November 7, 2022

Call to Order at 4:31pm by Rita

Roll Call by Sign In

Citizen's Comments: None

Motion by Rich, 2nd by Denny to convene into closed session by roll call vote – Dave-aye, Mike-aye, Pat-aye, Rita-aye, Dennis-aye and Mayor Slate-aye entered meeting at 4:32 pm; motion passed all ayes. Adam Thiem absent.

Closed Session: Public Works Assistant Interviews

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).

Motion by Dave, 2nd by Rich to reconvene into open session all in favor motion carried.

Discussion and Action on the Public Works Assistant Position: None

Motion by Denny, 2nd by Pat to adjourn at 5:54 p.m. all in favor motion carried.

Dog Park Committee Meeting
November 17, 2022 @ 6:00 PM
Markesan, WI

With a Quorum present, the Chairperson called the meeting to order at 6:00 pm with Roll Call by sign-in.

Motion to request use of the City Treatment Plant property for the site of the dog park by Nichole/Kimball. Motion carried.

Note: Rich will get estimates on parking area, Water Source, and Camera System.
Nichole will get estimates on fencing options.
Kathy and Kimball will get estimates on benches and equipment

Motion to approve the dog park site design by Kathy/Kimball. Motion carried.

No Action on dog park policies/rules. Will discuss in more detail at the January meeting.

First fundraising event is connected to Christmas Tree Ceremony, selling luminary lights.

The next meeting is set for 6:00 pm on December 8, 2022, at City Hall.

Meeting adjourned at 6:55 pm.

Respectfully submitted by



Rich Slate, Chairperson

Markesan Public Library Report – Nov. 2022

Programming: Hocus Pocus Mystery week did nicely. We had 55 participants. We didn't count our trick or treaters but there was a nice showing of that too and we put some pictures up on Facebook. Storytime and Play N Learn have had some nice turnouts. We had 17 (kids & parents) show up for Nov. 9 play n learn and the week prior's storytime had 11. The adult crafts always stay a hit and we will be doing demonstrations at Homespun Holidays of make and take crafts. We will also be at Homespun Holidays helping out at the Kidzone with kids crafts and I plan to put out a table for the library with flyers/promotion and some used book giveaways. The Axolotl has arrived and we are working hard on keeping his tank at the proper chemistry. His name is Arthur and everyone who pops into the library seems very excited to see him. We need to give Kailie a big thank you for taking care of Arthur and gifting us her pet.

Odds & Ends: We continue to change up our space by moving collections around. We are in the process of putting the dvds into alphabetical order and we do plan to put genre stickers on the dvds. So far anyone I have asked said they are good with the change and don't miss the spinners.

Children's Remodel Committee: I did some ordering for children's stools and nugget cover.

Challenged Material & Request for Reconsideration: There was a Request for Reconsideration form filled out. It was for the graphic novel "Squad". After reading it, researching reviews on it – I decided to withdraw the book. It did make YASLA's list for great graphic novels for teens and made the Rainbow list for 2022. That said, while the artwork is great and it handles the LGBTQ+ issue well, there is a lot in it that makes it for an older teen/adult read. Personally, I'd rate it 16+. It has many F words in it and gestures. It has lots of violence and issues like partying/date rape/peer pressure/body image/ microaggressions/family dynamics where the messages are grey at best.

We have other LGBTQ+ books that handle that topic just as well as "Squad" and we have other date rape books that handle that subject better and other books about peer pressure that handle it better.

I do think graphic novels hit different. It is easy for a child who is younger than 14 to pick it up and page through it because the cover is appealing to that younger age group. It's something for an older teen body wrapped in a child package in other words. Some of our younger kids go over to the YA section for graphic novels as there are some materials there that are appropriate for tweens and up. So I do think we have to be a little more careful/selective with this limited collection we have. We don't really have a section for adult graphic novels either.

I did talk it over with Jill too.

Preliminary Budget: I did update the budget. News looks good out of the city and the county for our appropriations to be approved. It might be time to make decisions on raises for staff.

As I addressed in past board meetings I think with the cost of living going up so steeply that it is important to give our Library Assistant I staff a raise where they are at least making \$13 an hour.

As always, thank you for all you do!

Sincerely,
Nicole Overbeck
Markesan Public Library

Markesan Public Library - Board of Trustees
Draft Minutes Nov. 17, 2022

- I. Call to order: The meeting was called to order at 4:15 pm by Nancy Kirst. Trustees present: Beth Kazda, Mike Hansen, Jill Worden, Harlan Barkley, Nancy Kirst, Cindy Boelter, Director Nicole Overbeck. Absent: Adam Thiem, Joan Slate.
- II. Approval of Minutes: **Kazda/Barkley motioned to approve the October 20, 2022 minutes. Motion carried.**
- III. Input from Public: None.
- IV. Financial Reports: Overbeck presented the bills, noting the WALs fee. **Motion by Kirst/Hansen to pay bills. Motion carried.** Kazda noted changes in donations account and a recovery of some of the lost funds as the stock market rebounded some. **Financial Reports were filed for audit.**
- V. President's Report: None.
- VI. Director's Report: Overbeck highlighted great turnouts for Hocus Pocus and Storytime/Play n' Learn. Upcoming activities include Santa Storytime. Projects staff is working on includes rearranging dvds and stickering them for genres.
- VII. Committee Report: Items like the children stools and Nook covers were ordered.
- VIII. Old Business:
 - A. Preliminary Budget
 1. **Motion by Worden/Barkley for library board to convene into closed session pursuant to Wisconsin Statutes Section 19.85(1)(c) by unanimous roll call vote in order to review and consider library staff wages & hours. Motion carried by unanimous roll call vote.**
 2. **Motion by Worden/Kazda for library board to reconvene by unanimous roll call vote to go into open session to take action on changes in library staff wages and hours. Motion carried by unanimous roll call vote.**
 - Motion by Barkley/Hansen to raise the Library Assistant I base salary to \$13 an hour in 2023. Other library staff will get a cost of living raise of 2%. Motion carried.**
 - B. Floor Waxing: Floor waxing could be done over the Thanksgiving brea. **Motion by Kirst/Worden to approve waxing the upper lobby floor and deep cleaning bathroom floors. Motion carried.**
 - C. Challenged Materials Policy: Motion was had about modifying the current policy to include that the library director should discuss challenges with one board member first after receiving a recommendation for reconsideration request from a patron. Overbeck will rephrase policy to include the stipulation and bring back to the board at the December meeting.
- IV. New Business:
 - A: 2023 Goals: Overbeck asked the board to consider any goals they may have for the library for the upcoming year. One of her main goals is to keep working on making the library space inviting to patrons. She would really like to maximize space for utility and comfort and work especially hard on the meeting room.

Adjournment and next meeting –meeting adjourned. Next meeting will be Thursday, Dec 15, 4:15
Respectfully Submitted, Nicole Overbeck, Library Director.

December 6, 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: 37510 - 37561	\$	44,793.35
DD #5267 - 5351	\$	49,247.13
EFT #1296 - 1309	\$	50,820.08
TOTAL	\$	144,860.56
UTILITY CHECKS: #13044 - 13063	\$	732,840.78

TOTAL	\$	732,840.78
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With the exception of:

Signed:

City of Markesan
Voucher List

November 1 through December 5, 2022

Num	Date	Name	Memo	Original Amount
EFT-1296	11/08/2022	EMPOWER RETIREMENT (WDC)	11/4/22 PR	-640.00
EFT-1297	11/08/2022	INTERNAL REVENUE SERVICE	11/4/22 PR	-5,003.54
EFT-1298	11/08/2022	WISCONSIN DEPT. OF REVENUE	11/4/22 PR	-829.68
EFT-1299	11/16/2022	STATE OF WI HEALTH INS	DEC 2022 HEALTH INS	-21,004.32
EFT-1300	11/16/2022	DELTA DENTAL OF WISCONSIN	DELTA VISION DEC 2022	-41.16
EFT-1301	11/16/2022	DELTA DENTAL OF WISCONSIN	SUPPLEMENTAL DENTAL PLAN DEC 2022	-321.40
EFT-1302	11/22/2022	EMPOWER RETIREMENT (WDC)	11/18/22 PR	-790.00
EFT-1303	11/22/2022	INTERNAL REVENUE SERVICE	11/18/22 PR	-6,378.92
EFT-1304	11/22/2022	WISCONSIN DEPT. OF REVENUE	11/18/22 PR	-1,032.22
EFT-1305	11/22/2022	WRS (Wisconsin Retirement System)	Nov 2022 Retirement	-6,658.29
EFT-1306	12/05/2022	EMPOWER RETIREMENT (WDC)	12/2/22 PR	-790.00
EFT-1307	12/05/2022	WISCONSIN DEPT. OF REVENUE	12/2/22 PR	-924.13
EFT-1308	12/05/2022	INTERNAL REVENUE SERVICE	12/2/22 PR	-5,636.80
EFT-1309	12/05/2022	CITGO	Nov. 2022 Fuel	-769.62
			TOTAL EFT PAYMENTS	-50,820.08
DD5267	11/04/2022	Amend, Elizabeth A	Direct Deposit	-1,052.45
DD5268	11/04/2022	Behike, Ryan R	Direct Deposit	-1,319.03
DD5269	11/04/2022	Chisnell, Gerald	Direct Deposit	-138.53
DD5270	11/04/2022	Doro, Anthony A	Direct Deposit	-1,555.28
DD5271	11/04/2022	Glover, Valerie	Direct Deposit	-115.22
DD5272	11/04/2022	Heberer, Jeffrey	Direct Deposit	-1,299.71
DD5273	11/04/2022	Heiling, Addie A	Direct Deposit	-81.04
DD5274	11/04/2022	Heiling, Rachel	Direct Deposit	-633.40
DD5275	11/04/2022	Huhndorf, John E	Direct Deposit	-651.79
DD5276	11/04/2022	Knaub, Sharilyn J	Direct Deposit	-257.01
DD5277	11/04/2022	McLean, Cody	Direct Deposit	-1,362.90
DD5278	11/04/2022	Meyer, Vanessa K	Direct Deposit	-189.27
DD5279	11/04/2022	Overbeck, Nicole M	Direct Deposit	-985.78
DD5280	11/04/2022	Pflum, William	Direct Deposit	-1,613.75
DD5281	11/04/2022	Plagenz-Jensen, Karen C	Direct Deposit	-455.58
DD5282	11/04/2022	Pollesch, Owen T	Direct Deposit	-37.40
DD5283	11/04/2022	Stellmacher, Nancy J	Direct Deposit	-32.93
DD5284	11/04/2022	Stoll, Brittany M	Direct Depcsit	-36.52
DD5285	11/04/2022	Weber, Tanner J	Direct Deposit	-1,191.47
DD5286	11/04/2022	Wilderman, James H	Direct Deposit	-55.41
DD5287	11/04/2022	Zamzow, Todd B	Direct Deposit	-1,243.96
DD5288	11/18/2022	Baggett, Gayle S	Direct Deposit	-66.50
DD5289	11/18/2022	Daye, Jean A	Direct Deposit	-71.25
DD5290	11/18/2022	Dirks, Jennifer	Direct Deposit	-71.25
DD5291	11/18/2022	Fletcher-Dykstra, Donna L	Direct Deposit	-97.38
DD5292	11/18/2022	James, Sandra L	Direct Deposit	-66.50
DD5293	11/18/2022	Krogulski, Holly L	Direct Deposit	-66.50
DD5294	11/18/2022	Parker, Shirley M	Direct Deposit	-71.25

City of Markesan Voucher List

November 1 through December 5, 2022

DD5295	11/18/2022	Ropella, John J	Direct Deposit	-71.25
DD5296	11/18/2022	Glisch, Michael S	Direct Deposit	-61.42
DD5297	11/18/2022	Corson, Amy M	Direct Deposit	-115.43
DD5298	11/18/2022	Dykstra, Dennis P	Direct Deposit	-174.54
DD5299	11/18/2022	Koos-Abendroth, Cheryl A	Direct Deposit	-423.28
DD5300	11/18/2022	Moore, Kari S	Direct Deposit	-19.39
DD5301	11/18/2022	Oison, Clyde A	Direct Deposit	-58.18
DD5302	11/18/2022	Panten, Beth M	Direct Deposit	-232.71
DD5303	11/18/2022	Phippen, Henry	Direct Deposit	-328.48
DD5304	11/18/2022	Slate, Rich	Direct Deposit	-461.75
DD5305	11/18/2022	Zacharias, Carmen J	Direct Deposit	-38.80
DD5306	11/18/2022	Amend, Elizabeth A	Direct Deposit	-1,068.42
DD5307	11/18/2022	Behlke, Ryan R	Direct Deposit	-1,441.48
DD5308	11/18/2022	Chisnell, Gerald	Direct Deposit	-138.52
DD5309	11/18/2022	Doro, Anthony A	Direct Deposit	-1,844.44
DD5310	11/18/2022	Glover, Valerie	Direct Deposit	-153.62
DD5311	11/18/2022	Heberer, Jeffrey	Direct Deposit	-2,600.33
DD5312	11/18/2022	Heiling, Addie A	Direct Deposit	-60.26
DD5313	11/18/2022	Heiling, Rachel	Direct Deposit	-609.69
DD5314	11/18/2022	Huhndorf, John E	Direct Deposit	-425.97
DD5315	11/18/2022	Knaub, Sharilyn J	Direct Deposit	-223.40
DD5316	11/18/2022	Krombos, Kailie M	Direct Deposit	-65.45
DD5317	11/18/2022	Mace, Matthew R	Direct Deposit	-1,124.33
DD5318	11/18/2022	McLean, Cody	Direct Deposit	-1,327.30
DD5319	11/18/2022	Meyer, Vanessa K	Direct Deposit	-166.55
DD5320	11/18/2022	Overbeck, Nicole M	Direct Deposit	-997.49
DD5321	11/18/2022	Pflum, William	Direct Deposit	-1,542.94
DD5322	11/18/2022	Plagenz-Jensen, Karen C	Direct Deposit	-213.11
DD5323	11/18/2022	Pollesch, Owen T	Direct Deposit	-72.72
DD5324	11/18/2022	Stellmacher, Nancy J	Direct Deposit	-126.52
DD5325	11/18/2022	Stoll, Brittany M	Direct Deposit	-36.54
DD5326	11/18/2022	Weber, Tanner J	Direct Deposit	-1,085.72
DD5327	11/18/2022	Wilderman, James H	Direct Deposit	-464.24
DD5328	11/18/2022	Zamzow, Todd B	Direct Deposit	-1,192.08
DD5329	12/02/2022	Amend, Elizabeth A	Direct Deposit	-1,052.45
DD5330	12/02/2022	Behlke, Ryan R	Direct Deposit	-1,502.08
DD5331	12/02/2022	Chisnell, Gerald	Direct Deposit	-323.23
DD5332	12/02/2022	Doro, Anthony A	Direct Deposit	-1,555.28
DD5333	12/02/2022	Glover, Valerie	Direct Deposit	-92.18
DD5334	12/02/2022	Heberer, Jeffrey	Direct Deposit	-1,299.73
DD5335	12/02/2022	Heiling, Addie A	Direct Deposit	-60.26
DD5336	12/02/2022	Heiling, Rachel	Direct Deposit	-589.66
DD5337	12/02/2022	Huhndorf, John E	Direct Deposit	-131.60
DD5338	12/02/2022	Knaub, Sharilyn J	Direct Deposit	-204.11
DD5339	12/02/2022	Krombos, Kailie M	Direct Deposit	-33.95
DD5340	12/02/2022	Mace, Matthew R	Direct Deposit	-1,234.02
DD5341	12/02/2022	McLean, Cody	Direct Deposit	-1,758.15

City of Markesan Voucher List

November 1 through December 5, 2022

DD5342	12/02/2022	Meyer, Vanessa K	Direct Deposit	-146.37
DD5343	12/02/2022	Overbeck, Nicole M	Direct Deposit	-966.92
DD5344	12/02/2022	Pflum, William	Direct Deposit	-1,522.92
DD5345	12/02/2022	Plagenz-Jensen, Karen C	Direct Deposit	-357.16
DD5346	12/02/2022	Poilesch, Owen T	Direct Deposit	-49.88
DD5347	12/02/2022	Stellmacher, Nancy J	Direct Deposit	-97.73
DD5348	12/02/2022	Stoll, Brittany M	Direct Deposit	-41.11
DD5349	12/02/2022	Weber, Tanner J	Direct Deposit	-1,095.73
DD5350	12/02/2022	Wilderman, James H	Direct Deposit	-155.14
DD5351	12/02/2022	Zamzow, Todd B	Direct Deposit	-1,192.06
			TOTAL DIRECT DEPOSIT	-49,247.13
37510	11/10/2022	2 SISTERS PIGGLY WIGGLY	Food for Dors Retirement	-42.44
37511	11/10/2022	ALCIVIA	Grease	-42.80
37512	11/10/2022	AMEND, ELIZABETH	Reimb / Mileage / Election Food / Hall. Candy	-233.81
37513	11/10/2022	BERLIN JOURNAL NEWSPAPERS	PW Director & Ass. Ad / Ord. 268 / Council / Publ	-1,608.04
37514	11/10/2022	BRIGHTSPEED	Oct - Nov 2022 Phone / Internet	-282.65
37515	11/10/2022	COMMAND CENTRAL	2023 HMA Renewal	-410.00
37516	11/10/2022	ERGO BANK OF MARKESAN	WRS Loan - Payment #54	-320.64
37517	11/10/2022	GOLDEN WEST INDUSTRIAL SUPPLY	LED Flares / Tape	-391.14
37518	11/10/2022	MARKESAN AUTO, HOME & FARM	Misc. Parts / Supplies	-154.72
37519	11/10/2022	PFLUM, WILLIAM A.	Reimb / Mileage	-37.50
37520	11/10/2022	RIPON COMMONWEALTH PRESS	PW Assistant Ad	-136.00
37521	11/10/2022	SECURIAN FINANCIAL GROUP, INC.	Dec 2022 Life Ins Premium	-161.65
37522	11/10/2022	SONDALLE LAW OFFICE	Oct 2022 Legal Services	-125.00
37523	11/10/2022	THEDA CARE LABORATORIES	Blood Draw	-85.00
37524	11/10/2022	US POSTMASTER	4 Rolls of Stamps	-240.00
37525	11/15/2022	ALLIANT ENERGY/WP&L	Oct - Nov 2022 Electric Bills	-3,180.18
37526	11/15/2022	AUGUST WINTER & SONS, INC.	Annual Maintenance	-1,386.00
37527	11/15/2022	EMC INSURANCE	Property & Liability / Workers Comp	-4,559.85
37528	11/15/2022	HORICON BANK VISA	Amazon / 1&1 / Sophos	-478.90
37529	11/15/2022	SHELL FLEET	October 2022 Fuel	-1,192.13
37530	11/15/2022	WASTE MANAGEMENT CORPORATE SERVICES	November 2022 Trash & Recycling	-8,177.81
37531	11/15/2022	WISC. CHIEFS OF POLICE ASSN.	Pflum / Conference	-250.00
37532	11/16/2022	SECURIAN FINANCIAL GROUP, INC.	NOV ACCIDENT INS 2022 - 76038	-53.66
37533	11/17/2022	GREEN LAKE COUNTY CLERK	2022 Dog Licenses (May - Nov. 2022)	-119.75
37534	11/21/2022	BROWN, JESSICA	2022 CHRISTMAS TREE	-150.00
37535	11/28/2022	ERGO BANK OF MARKESAN	Half sales of cemetery plots 2022 for CD	-875.00
37536	11/28/2022	AIRGAS USA, LLC	Cylinder Rental	-34.40
37537	11/28/2022	BEHLKE, RYAN	Reimb / Boots & Pants	-303.26
37538	11/28/2022	BERGEMANN'S AUTOCARE	2014 Ford / Replace Water Pump	-1,163.24
37539	11/28/2022	COMPLETE OFFICE OF WISCONSIN	Paper / Paper Towel / TP / Office Supplies	-321.93
37540	11/28/2022	GENERAL ENGINEERING CO., INC.	Building Inspection / Street Project / Landfill	-6,590.14
37541	11/28/2022	LUCAS OIL LLC	Refund for Denied Operator's License for Henry	-35.00
37542	11/28/2022	MCLEAN CODY	Reimb / Pizza w/ a Cop	-203.40
37543	11/28/2022	PFLUM, WILLIAM A.	Reimb / Zoom Renewal	-158.15
37544	11/28/2022	PRE-EMPLOYMENT FUND	Nov 2022 Pre Employment / Behlke & Weber	-205.12

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City of Markesan Voucher List

November 1 through December 5, 2022

37545	11/28/2022	VERIZON WIRELESS	Nov - Dec 2022 Cell Phone	-100.99
37546	11/28/2022	WE ENERGIES	Oct - Nov 2022 Gas Bills	-650.36
37547	11/28/2022	ZAMZOW, TODD	Reimb / Learner's Permit	-30.60
37548	11/28/2022	SOUTHERN G. LAKE CO. AMBULANCE	Ambulance portion 2022 shared revenue	-5,199.31
37549	11/29/2022	MARKESAN, CITY OF-PETTY CASH	Postage	-26.40
37550	12/02/2022	WELLS FARGO REMITTANCE CENTER	Google / Xmas Lights / Wayside	-1,397.57
37551	12/05/2022	ARAMARK	Nov 2022 R'ig Cleaning	-137.94
37552	12/05/2022	BERLIN JOURNAL NEWSPAPERS	Holiday Ad / Election / Council	-537.50
37553	12/05/2022	BRIGHTSPEED	Nov - Dec 2022 Phone / Internet	-414.19
37554	12/05/2022	CENTURYLINK BUSINESS SERVICES	Oct - Nov 2022 Phone / Internet	-451.00
37555	12/05/2022	DODGE COUNTY CLERK OF COURTS	Copies	-3.75
37556	12/05/2022	HUB INTERNATIONAL MIDWEST LTD.	Public Official Bond / Pflum & Heiling	-475.00
37557	12/05/2022	LEAGUE OF WI MUNICIPALITIES	2023 League Dues	-643.94
37558	12/05/2022	MARKESAN AUTO, HOME & FARM	Misc. Parts / Supplies	-679.24
37559	12/05/2022	MARKESAN CHAMBER OF COMMERCE	2023 Chamber Dues	-75.00
37560	12/05/2022	SONDALLE LAW OFFICE	Nov 2022 Legal Services	-181.25
37561	12/05/2022	THEDACARE AT WORK	Mace / Pre-Employment Screening	-80.00
			TOTAL CHECK PAYMENTS	-44,793.35
			TOTAL PAYMENTS	-144,860.56

Markesan Utilities Voucher List

November 1 through December 5, 2022

Num	Date	Name	Memo	Original Amount
13044	11/08/2022	BRIGHTSPEED	Oct - Nov 2022 Phone / Internet	-190.48
13045	11/08/2022	CORE & MAIN	Supplies	-670.00
13046	11/08/2022	MARKESAN LUMBER	Steel Door	-629.00
13047	11/08/2022	MARTELLE WATER TREATMENT	Supplies	-159.60
13048	11/08/2022	NORTHERN LAKE SERVICE	Supply	-22.05
13049	11/08/2022	SPEEDY CLEAN	Vaccum & Wash Lift Station	-1,890.00
13050	11/09/2022	KOPPLIN & KINAS CO., INC	PAY APP NO. 3 - 2022 STREETS PROJECT	-687,104.30
13051	11/14/2022	ALLIANT ENERGY/WP&L	Oct - Nov 2022 Electric Bill	-2,196.13
13052	11/14/2022	HUNT'S REPAIR, INC.	Repair & Balance Tire	-17.00
13053	11/14/2022	SABEL MECHANICAL LLC	260 S High St Work	-5,472.00
13054	11/29/2022	MARKESAN, CITY OF	Oct '22 Expense Reimb / Nov '22 PR Reimb	-21,722.05
13055	11/29/2022	WE ENERGIES	Oct - Nov 2022 Gas Bills	-47.12
13056	12/05/2022	BRIGHTSPEED	Nov - Dec 2022 Phone / internet	-187.22
13057	12/05/2022	CORE & MAIN	2022 Street Project	-6,512.65
13058	12/05/2022	GENERAL ENGINEERING CO., INC.	Phosphorus	-531.25
13059	12/05/2022	KINAS EXCAVATING, INC.	Hydrant Work	-1,077.41
13060	12/05/2022	NORTH CENTRAL LABS, INC.	Supplies	-582.65
13061	12/05/2022	NORTHERN LAKE SERVICE	Sample	-1,040.00
13062	12/05/2022	USA BLUEBOOK	Supplies	-2,519.87
13063	12/05/2022	WI STATE LAB. OF HYGIENE	Samples	-270.00
			TOTAL CHECK PAYMENTS	-732,840.78
			TOTAL PAYMENTS	-732,840.78

City of Markesan Treasurer's Report Budget vs. Actual January through November 2022

	Jan - Nov 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4100000 · Taxes				
4133000 · PILOT's Water Dept	0.00	60,000.00	-60,000.00	0.0%
4111000 · City Taxes & Overrun	612,421.07	612,421.00	0.07	100.0%
4112000 · TIF Increment	0.00	100,000.00	-100,000.00	0.0%
4114000 · Mobile Home Fees	295.07	70.00	225.07	421.5%
4132000 · PILOT's MRH	11,492.61	13,000.00	-1,507.39	88.4%
4180000 · Interest on Taxes	331.39	1,000.00	-668.61	33.1%
4190000 · State Personal Prop Aid	4,635.18	4,635.18	0.00	100.0%
4195000 · State TID Personal Prop Aid	4,110.31	4,110.31	0.00	100.0%
Total 4100000 · Taxes	633,285.63	795,236.49	-161,950.86	79.6%
4300000 · Intergovernmental Revenues				
4354650 · ARPA GRANT	73,320.32			
4341000 · Shared Revenue	433,483.50	438,641.58	-5,158.08	98.8%
4342000 · Fire Dues	3,605.49	3,300.00	305.49	109.3%
4343000 · Exempt Comp Aid	3,888.15	3,888.16	-0.01	100.0%
4344000 · Lottery Credit- Mobil Home	85.50			
4345000 · Lottery Credit	167.27			
4352100 · Police Training	480.00			
4353100 · Transportation Aids	97,875.07	98,146.85	-271.78	99.7%
4354500 · Recycling Grant	5,877.62	5,900.00	-22.38	99.6%
4379100 · EMS (Ambulance) Reimb	11,945.28	5,000.00	6,945.28	238.9%
Total 4300000 · Intergovernmental Revenues	630,728.20	554,876.59	75,851.61	113.7%
4400000 · Licenses & Permits				
4410100 · Alcohol Licenses	3,514.95	2,500.00	1,014.95	140.6%
4410200 · Operator's Licenses	1,370.00	1,800.00	-430.00	76.1%
4410300 · Soda Water Licenses	95.00	80.00	15.00	118.8%
4410400 · Cigarette Licenses	375.00	300.00	75.00	125.0%
4410500 · Other Business Lic.	100.00	300.00	-200.00	33.3%
4410900 · Cable Franchise Fees	900.00	1,200.00	-300.00	75.0%
4420000 · Dog Licenses (City)	928.83	900.00	28.83	103.2%
4430000 · Building Permits	5,790.00	3,400.00	2,390.00	170.3%
4440000 · Land Use Permits	250.00	250.00	0.00	100.0%
4450000 · MDM Hunter Permit Fee	240.00			
Total 4400000 · Licenses & Permits	13,563.78	10,730.00	2,833.78	126.4%
4500000 · Fines, Forfeits & Penalties				
4510000 · Ordinance Violations	12,818.02	9,000.00	3,818.02	142.4%
4510100 · Parking Violations	340.00	600.00	-260.00	56.7%
4500000 · Fines, Forfeits & Penalties - Other	-777.50			
Total 4500000 · Fines, Forfeits & Penalties	12,380.52	9,600.00	2,780.52	129.0%
4600000 · Public Charges for Services				
4610000 · Clerk-Treas Fees	1,205.00	1,600.00	-395.00	75.3%
4610100 · Publication Fees	223.00	250.00	-27.00	89.2%
4621000 · Police Dept Fees	260.00	200.00	60.00	130.0%
4632200 · Snow Removal Fees	220.00	220.00	0.00	100.0%
4643500 · Recycle Fees	3,033.23	3,000.00	33.23	101.1%
4644000 · Weed Control Charges	249.46	500.00	-250.54	49.9%
4654000 · Cemetery Sales	875.00	500.00	375.00	175.0%
4672000 · Park Shelter Use	2,075.00	1,500.00	575.00	138.3%
4674300 · Comm Ctr Use	490.00	150.00	340.00	326.7%
4674400 · Sidewalk Repair Fees	2,823.49			
Total 4600000 · Public Charges for Services	11,454.18	7,920.00	3,534.18	144.6%
4700000 · Intergov't Charges for Services				
4732100 · School Liason	56,639.60	57,000.00	-360.40	99.4%
4734100 · Recycle Ctr-Towns	0.00	15,000.00	-15,000.00	0.0%
4739100 · Crossing Guard Reimb	0.00	5,500.00	-5,500.00	0.0%
Total 4700000 · Intergov't Charges for Services	56,639.60	77,500.00	-20,860.40	73.1%
4800000 · Miscellaneous Revenue				
4811000 · Interest-City Investments	2,090.14	1,500.00	590.14	139.3%
4820000 · Rent-Muni Bldg	14,850.00	15,000.00	-150.00	99.0%
4820100 · Rent-Land	3,502.50	2,362.00	1,140.50	148.3%
4820200 · Rent-Cell Tower	11,654.53	11,000.00	654.53	106.0%
4840900 · Ins Dividends	2,138.00	1,800.00	338.00	118.8%
4850000 · Donations	1,267.62	9,100.00	-7,832.38	13.9%
4850025 · Connolly Memorial Cemetery Fund	5,300.00			
4850050 · Playground Donations	57,761.62			

City of Markesan Treasurer's Report Budget vs. Actual January through November 2022

	Jan - Nov 22	Budget	\$ Over Budget	% of Budget
4850060 · Luminary Bag Donation	180.00			
4850100 · Police Donations	225.00	3,000.00	-2,775.00	7.5%
4890000 · Exp Reimb-All Types	7,361.79	2,500.00	4,861.79	294.5%
Total 4800000 · Miscellaneous Revenue	106,331.20	46,262.00	60,069.20	229.8%
Total Income	1,464,383.11	1,502,125.08	-37,741.97	97.5%
Gross Profit	1,464,383.11	1,502,125.08	-37,741.97	97.5%
Expense				
5100000 · General Government				
5100100 · W&S Expense Reimb	4,384.54			
5100111 · Accts Rec - W&S Wages	51.45			
5100112 · Accts Rec - W&S WRS	-114.83			
5100114 · Accts Rec - W&S Insurance	-100.31			
5100200 · Library Expense Reimb	-1,913.25			
5110000 · Legislative				
5110111 · Council	0.00	10,500.00	-10,500.00	0.0%
5110211 · Mayor	5,000.00	8,300.00	-3,300.00	60.2%
5111011 · Committees	0.00	400.00	-400.00	0.0%
Total 5110000 · Legislative	5,000.00	19,200.00	-14,200.00	26.0%
5130000 · Legal				
5130021 · City Atty-General	1,387.50	2,800.00	-1,412.50	49.6%
5130121 · City Atty-Prosecution	993.75	1,000.00	-6.25	99.4%
5131021 · Muni Code Updates	1,500.00	1,500.00	0.00	100.0%
Total 5130000 · Legal	3,881.25	5,300.00	-1,418.75	73.2%
5140000 · General Administration				
5141011 · Legislative Support-Wages	6,561.08	16,000.00	-9,438.92	41.0%
5141025 · Legislat. Support-Training/Dues	802.09			
5141032 · Legislative Support-Publication	6,242.99			
5142011 · General Admin-Wages	17,779.09	30,000.00	-12,220.91	59.3%
5142021 · General Admin-Outside Services	526.68			
5142025 · General Admin-Training/Dues	420.00			
5142031 · General Admin-Office Supplies	3,605.32			
5142033 · General Admin-Mileage	89.94			
5143011 · Elections-Wages	5,119.21	5,000.00	119.21	102.4%
5143032 · Elections-Publication	240.91			
5143034 · Elections-Supplies	810.65			
5144011 · Licensing & Permits-Wages	1,528.47	3,000.00	-1,471.53	50.9%
5144032 · Licensing & Permits-Publication	292.75			
Total 5140000 · General Administration	44,019.16	54,000.00	-9,980.82	81.5%
5150000 · Financial Administration				
5150011 · General Accounting-Wages	18,981.73	18,000.00	981.73	105.5%
5150034 · General Accounting-Supplies	1,575.42			
5150521 · Independent Audit	10,778.50	9,400.00	1,378.50	114.7%
5151113 · Medicare (default)	6,547.27	7,450.00	-902.73	87.9%
5151213 · Social Security	19,803.93	26,500.00	-6,696.07	74.7%
5151314 · Health Insurance	101,960.23	143,000.00	-41,039.77	71.3%
5151414 · Life Insurance	552.31	600.00	-47.69	92.1%
5151611 · Paid Time Off (PTO)-Wages	49,648.17			
5152012 · Wisconsin Retirement System	32,191.11	36,000.00	-3,808.89	89.4%
5155011 · Property Assessment-Wages	0.00	6,200.00	-6,200.00	0.0%
5155021 · Prop. Assmnt.-Outside Services	6,317.76			
5155111 · Prop Tax Collection-Wages	941.27	3,000.00	-2,058.73	31.4%
5155121 · Prop Tax Collection-Outside Ser	899.80			
5156005 · Prop & Liability Ins	22,564.76	22,500.00	64.76	100.3%
5156100 · Workers Comp - Calculated	148.45			
5156105 · Workers Comp	13,997.74	13,000.00	997.74	107.7%
5156205 · Employee Bonds	850.00	900.00	-50.00	94.4%
Total 5150000 · Financial Administration	287,758.45	286,550.00	1,208.45	100.4%
5160000 · Municipal Building				
5160011 · Municipal Building-Wages	4,522.91			
5160021 · Municipal Building-Outside Serv	5,043.32			
5160022 · Municipal Building-Utilities	23,744.33			
5160023 · Municipal Building-Repairs&Supp	4,656.92			
5160000 · Municipal Building - Other	0.00	46,000.00	-46,000.00	0.0%
Total 5160000 · Municipal Building	37,967.48	46,000.00	-8,032.52	82.5%
Total 5100000 · General Government	380,933.96	411,050.00	-30,116.04	92.7%

**City of Markesan
Treasurer's Report Budget vs. Actual
January through November 2022**

	Jan - Nov 22	Budget	\$ Over Budget	% of Budget
5150520 · Bank Service Charges	90.00			
5200000 · Public Safety				
5210000 · Law Enforcement				
5210001 · Police Administration				
5210011 · Police Admin-Wages	58,789.68	74,500.00	-15,710.32	78.9%
5210019 · Police Admin-Uniforms	1,934.11	1,300.00	634.11	148.8%
5210022 · Police Admin-Utilities	4,024.84			
5210034 · Police Admin-Supplies	3,218.33	5,000.00	-1,781.67	64.4%
5210035 · Police Admin - Donations	72.78			
5210040 · Police Admin - Playground Don.	60,988.00			
Total 5210001 · Police Administration	129,027.74	80,800.00	48,227.74	159.7%
5212000 · Police Patrol				
5212011 · Police Patrol-Wages				
5213011 · Police Criminal Invest-Wages	0.00	1,300.00	-1,300.00	0.0%
5212011 · Police Patrol-Wages - Other	115,437.65	161,750.00	-46,312.35	71.4%
Total 5212011 · Police Patrol-Wages	115,437.65	163,050.00	-47,612.35	70.8%
5212021 · Police Patrol-Outside Services	2,933.10	5,000.00	-2,066.90	58.7%
5212022 · Police Patrol-Utilities	563.44	480.00	83.44	117.4%
5212023 · Police Patrol-Repairs/Supplies	5,987.05	11,200.00	-5,212.95	53.5%
5212033 · Police Patrol-Fuel/Miles	8,326.16			
Total 5212000 · Police Patrol	133,247.40	179,730.00	-46,482.60	74.1%
5213021 · Police Criminal Inv-Suppl/Serv	1,197.96	1,300.00	-102.04	92.2%
5214025 · Police Training	1,205.29	1,400.00	-194.71	86.1%
Total 5210000 · Law Enforcement	264,678.39	263,230.00	1,448.39	100.6%
5219000 · School Crossing Guard	10,137.20	11,000.00	-862.80	92.2%
5220000 · Fire Protection				
5220021 · Fire Dept-Annual Budget	28,230.49	24,000.00	4,230.49	117.6%
5220022 · Water Hydrant Rental	0.00	113,586.00	-113,586.00	0.0%
5220034 · Fire Dept-Incident Charges	1,865.49			
Total 5220000 · Fire Protection	30,095.98	137,586.00	-107,490.02	21.9%
5230021 · Ambulance Service	11,945.28	29,000.00	-17,054.72	41.2%
5240021 · Building Inspection	11,924.65	9,000.00	2,924.65	132.5%
5290000 · Other Public Safety				
5290011 · Emergency Govt-Wages	0.00	7,870.00	-7,870.00	0.0%
5290022 · Emergency Govt-Utilities	711.41			
5290023 · Emer Govt-Suppl., Equip & Repair	1,207.37			
Total 5290000 · Other Public Safety	1,918.78	7,870.00	-5,951.22	24.4%
Total 5200000 · Public Safety	330,700.28	457,686.00	-126,985.72	72.3%
5300000 · Public Works				
5310000 · Streets Administration				
5310011 · Streets Admin-Wages	1,583.51			
5310021 · Streets Admin-Outside Services	8,148.55			
5310000 · Streets Administration - Other	0.00	6,500.00	-6,500.00	0.0%
Total 5310000 · Streets Administration	9,732.06	6,500.00	3,232.06	149.7%
5311000 · Public Works Shop				
5311011 · PW Shop-Wages	803.79			
5311022 · PW Shop-Utilities	4,831.53			
5311033 · PW Shop-Fuel	463.25			
5311034 · PW Shop-Supplies/Tools	2,719.74			
5311000 · Public Works Shop - Other	0.00	13,000.00	-13,000.00	0.0%
Total 5311000 · Public Works Shop	8,818.31	13,000.00	-4,181.69	67.8%
5312000 · Public Works Mach & Equip				
5312011 · PW Mach & Equip-Wages	10,550.82			
5312023 · PW Mach & Equip-Repair/Supplies	5,194.82			
5312033 · PW Mach & Equip-Fuel	3,126.86			
5312000 · Public Works Mach & Equip - Other	0.00	36,000.00	-36,000.00	0.0%
Total 5312000 · Public Works Mach & Equip	18,872.50	36,000.00	-17,127.50	52.4%
5331000 · Road Maintenance				
5331011 · Road Maintenance-Wages	766.30			
5331033 · Road Maintenance-Fuel	712.82			
5331000 · Road Maintenance - Other	0.00	10,150.00	-10,150.00	0.0%

**City of Markesan
Treasurer's Report Budget vs. Actual
January through November 2022**

	Jan - Nov 22	Budget	\$ Over Budget	% of Budget
Total 5331000 · Road Maintenance	1,479.12	10,150.00	-8,670.88	14.6%
5331100 · Curbs & Gutters				
5331111 · Curbs & Gutters-Wages	48.00			
5331100 · Curbs & Gutters - Other	0.00	500.00	-500.00	0.0%
Total 5331100 · Curbs & Gutters	48.00	500.00	-452.00	9.6%
5331200 · Traffic Signs & Markings				
5331211 · Traffic Signs, Markings-Wages	626.48			
5331223 · Traffic Sign & Mark-Repair/Supp	777.73			
5331200 · Traffic Signs & Markings - Other	0.00	2,000.00	-2,000.00	0.0%
Total 5331200 · Traffic Signs & Markings	1,404.21	2,000.00	-595.79	70.2%
5331300 · Bridges & Culverts				
5331321 · Bridges & Culverts-Outside Serv	632.41			
5331300 · Bridges & Culverts - Other	0.00	1,000.00	-1,000.00	0.0%
Total 5331300 · Bridges & Culverts	632.41	1,000.00	-367.59	63.2%
5331900 · Snow & Ice Control				
5331911 · Snow & Ice Control-Wages	7,219.32			
5331933 · Snow & Ice Control-Fuel	2,068.88			
5331900 · Snow & Ice Control - Other	0.00	25,000.00	-25,000.00	0.0%
Total 5331900 · Snow & Ice Control	9,288.20	25,000.00	-15,711.80	37.2%
5342022 · Street Lighting	22,039.28	27,000.00	-4,960.72	81.6%
5343100 · Sidewalks				
5343111 · Sidewalks-Wages	64.82			
5343100 · Sidewalks - Other	0.00	20,000.00	-20,000.00	0.0%
Total 5343100 · Sidewalks	64.82	20,000.00	-19,935.18	0.3%
5344000 · Storm Sewers				
5344111 · Storm Sewers-Wages	81.64			
5344000 · Storm Sewers - Other	0.00	1,250.00	-1,250.00	0.0%
Total 5344000 · Storm Sewers	81.64	1,250.00	-1,168.36	6.5%
5344100 · Street Cleaning	2,046.29	1,500.00	546.29	136.4%
5345000 · Parking Lots				
5345011 · Parking Lots-Wages	115.92			
5345000 · Parking Lots - Other	0.00	500.00	-500.00	0.0%
Total 5345000 · Parking Lots	115.92	500.00	-384.08	23.2%
5362000 · Sanitation/Trash				
5362011 · Sanitation/Trash-Wages	7,165.03			
5362021 · Sanitation/Trash-Outside Serv.	58,023.57			
5362000 · Sanitation/Trash - Other	0.00	70,200.00	-70,200.00	0.0%
Total 5362000 · Sanitation/Trash	65,188.60	70,200.00	-5,011.40	92.9%
5363100 · Landfill Monitoring	4,125.79	2,800.00	1,325.79	147.3%
5363500 · Recycling Center				
5363511 · Recycling Center-Wages	4,368.80			
5363533 · Recycling Center-Fuel	231.60			
5363500 · Recycling Center - Other	371.09	8,000.00	-7,628.91	4.6%
Total 5363500 · Recycling Center	4,971.49	8,000.00	-3,028.51	62.1%
5363521 · Recycling-Curbside	24,627.29	27,000.00	-2,372.71	91.2%
5363600 · Recycling Center-Mackford	1,124.72	8,000.00	-4,875.28	18.7%
5363700 · Recycling Center-Manchester	1,124.74	4,000.00	-2,875.26	28.1%
5363800 · Recycling Center-Green Lake	2,191.18	5,000.00	-2,808.82	43.8%
5364000 · Weed Control				
5364011 · Weed Control-Wages	1,417.35			
5364034 · Weed Control-Supplies	123.00			
5364000 · Weed Control - Other	0.00	1,500.00	-1,500.00	0.0%
Total 5364000 · Weed Control	1,540.35	1,500.00	40.35	102.7%
Total 5300000 · Public Works	179,516.92	268,900.00	-89,383.08	66.8%
5400000 · Health & Human Services				
5490000 · Cemetery				
5491011 · Cemetery-Wages	9,802.23			
5491022 · Cemetery-Utilities	259.56			
5491033 · Cemetery-Fuel	407.31			
5491034 · Cemetery-Supplies	1,653.64			

City of Markesan
Treasurer's Report Budget vs. Actual
January through November 2022

	Jan - Nov 22	Budget	\$ Over Budget	% of Budget
5490000 · Cemetery - Other	0.00	11,540.00	-11,540.00	0.0%
Total 5490000 · Cemetery	12,122.74	11,540.00	582.74	105.0%
Total 5400000 · Health & Human Services	12,122.74	11,540.00	582.74	105.0%
5500000 · Culture, Rec & Educ				
5510000 · Library				
5511011 · Library-Wages	2,119.02			
5511021 · Library-Annual Budget	69,994.25			
5510000 · Library - Other	0.00	67,200.00	-67,200.00	0.0%
Total 5510000 · Library	72,113.27	67,200.00	4,913.27	107.3%
5520000 · Parks				
5520011 · Parks-Wages	10,158.18			
5520022 · Parks-Utilities	2,837.47			
5520023 · Parks-Repairs/Supplies	2,112.17			
5520033 · Parks-Fuel	652.93			
5520000 · Parks - Other	0.00	17,900.00	-17,900.00	0.0%
Total 5520000 · Parks	15,760.75	17,900.00	-2,139.25	88.0%
5530000 · City Events/Banners				
5530011 · City Events/Banners-Wages	1,481.29			
5530000 · City Events/Banners - Other	1,344.19	3,100.00	-1,755.81	43.4%
Total 5530000 · City Events/Banners	2,825.48	3,100.00	-274.52	91.1%
5530100 · Summer Rec Program	2,000.00	2,000.00	0.00	100.0%
5531000 · Events Comm. (Special Events)	4,862.29	6,000.00	-1,137.71	81.0%
Total 5500000 · Culture, Rec & Educ	97,561.79	96,200.00	1,361.79	101.4%
5600000 · Conservation & Development				
5670000 · Advertising & Promotion	75.00	250.00	-175.00	30.0%
5671000 · Industrial Park Development	253.13			
5671021 · TIF Fees	2,336.80			
5690000 · Zoning & Development	202.50	250.00	-47.50	81.0%
5691000 · Mapping	0.00	500.00	-500.00	0.0%
Total 5600000 · Conservation & Development	2,867.43	1,000.00	1,867.43	286.7%
5900000 · Debt Service				
5912000 · 2018 Bond Issue Princ.				
5912100 · 2018 Bond Issue Fees	750.00	750.00	0.00	100.0%
5912000 · 2018 Bond Issue Princ. - Other	105,000.00	105,000.00	0.00	100.0%
Total 5912000 · 2018 Bond Issue Princ.	105,750.00	105,750.00	0.00	100.0%
5916000 · Principal Long-Term Debt	3,081.87	3,404.00	-322.13	90.5%
5918000 · Safety Equipment-Principal	0.00	5,283.36	-5,283.36	0.0%
5925000 · Safety Equipment-Interest	0.00	491.56	-491.56	0.0%
5926000 · Interest Long Term Debt	445.17	409.00	36.17	108.8%
5926250 · 2018A Bond Issue Interest	34,272.50	34,272.50	0.00	100.0%
5927000 · Patrol Car Principal Loan	5,282.34			
5927500 · Patrol Car Interest Loan	492.58			
Total 5900000 · Debt Service	149,324.46	149,610.42	-285.96	99.8%
6000000 · Capital Outlay				
6571400 · Outlay - City Hall	0.00	5,000.00	-5,000.00	0.0%
6571900 · Outlay - General Acctg Admin	0.00	3,000.00	-3,000.00	0.0%
6572200 · Outlay - Fire Department	53,546.75	53,000.00	546.75	101.0%
6572900 · Outlay - Emergency Govt	4,129.04	8,500.00	-4,370.96	48.6%
6573270 · Outlay - Garages & Sheds	0.00	1,500.00	-1,500.00	0.0%
6573310 · Outlay - Streets	0.00	30,054.66	-30,054.66	0.0%
6573320 · Outlay - 2022 Streets Project	238,539.50			
6573330 · Outlay - 2023 Streets Project	17,090.65			
6573460 · Outlay - Parking Lots	0.00	1,500.00	-1,500.00	0.0%
6574200 · Outlay - Recycling Center	0.00	5,000.00	-5,000.00	0.0%
6575100 · Outlay - Cemetery	2,600.00	12,150.00	-9,650.00	20.6%
6576100 · Outlay - Library	800.00	800.00	0.00	100.0%
6576200 · Outlay - Parks	0.00	5,000.00	-5,000.00	0.0%
6576300 · Outlay - Codification	90.00	2,000.00	-1,910.00	4.5%
Total 6000000 · Capital Outlay	316,695.94	127,504.66	189,191.28	248.4%
Total Expense	1,469,813.52	1,523,491.08	-53,677.56	96.5%
Net Ordinary Income	-5,430.41	-21,366.00	15,935.59	25.4%

11:18 AM
12/05/22
Accrual Basis

City of Markesan
Treasurer's Report Budget vs. Actual
January through November 2022

	<u>Jan - Nov 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Net Income	<u>-5,430.41</u>	<u>-21,366.00</u>	<u>15,935.59</u>	<u>25.4%</u>



November 29, 2022

The City Council
City of Markesan
Markesan, WI 53946

We are pleased to confirm our understanding of the services we are to provide the City of Markesan, Wisconsin for the years ended December 31, 2022, 2023, and 2024.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the disclosures, which collectively comprise the basic financial statements of the City of Markesan, Wisconsin as of and for the years ended December 31, 2022, 2023 and 2024. Accounting principles generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as budgetary comparison schedules, to supplement the City of Markesan, Wisconsin's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City of Markesan, Wisconsin's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis (if prepared by management)
- 2) Budgetary Comparison Schedules
- 3) Wisconsin Retirement System Schedules
- 4) Local Retiree Life Insurance Fund Schedules

We have also been engaged to report on supplementary information other than RSI that accompanies the City of Markesan's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS and will provide an opinion on it in relation to the financial statements as a whole:

- 1) Schedule of Operating Revenues and Expenses – Proprietary Funds
- 2) Statement of Change in Non-Lapsing Funds



Audit Scope and Objectives (Continued)

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

Auditor's Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We may also request written representations from your attorneys as part of the engagement.

Our audit of the financial statements does not relieve you of your responsibilities.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

We have identified the following significant risks of material misstatement as part of our audit planning:

- Possibility of management override of controls and limited segregation of duties.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City of Markesan, Wisconsin's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also assist in preparing the financial statements and may assist in maintaining depreciation schedules of the City of Markesan in conformity with accounting principles generally accepted in the United States of America based on information provided by you.

We will perform the services in accordance with applicable professional standards. The other services are limited to the depreciation schedules and financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America with the oversight of those charged with governance.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with GAAP. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

With regard to publishing the financial statements on your website, you understand that websites are a means of distributing information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information in the website with the original document.



Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Johnson Block and Co., Inc. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to regulators or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Johnson Block and Co., Inc.'s personnel. Furthermore, upon request, we may provide copies of selected audit documentation to regulators or its designee. The regulator or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

Brent Nelson is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fees for these services will be at our standard hourly rates plus out-of-pocket costs (such as staff travel, mileage, and confirmation fees). Based on preliminary estimates, our fees should approximate the following:

	2022	2023	2024
Audit			
General Fund	\$ 7,900	\$ 8,250	\$ 8,600
TIF District #1 (annual activity)	950	1,000	1,050
Water & Wastewater Utility	7,900	8,250	8,600
Preparation of DOR Form C	1,450	1,500	1,550
Preparation of Utility PSC annual report	1,450	1,500	1,550
Total	\$ 19,650	\$ 20,500	\$ 21,350

Please note that the fees quoted above now include additional time required for GASB Statement No. 84 and No. 88. These standards were billed separately in recent audits.

The table above does not include any audit procedures on the library. We estimate our fees to include the library activity within the scope of our audit to be \$1,500-\$3,000. If the library activity is not included in the scope of our audit, we will continue to qualify our opinion on the audited financial statements as we have in prior years.

The Department of Revenue requires submission of a TID Annual Report (PE-300) for each TIF District. We estimate our annual cost to compile and submit the PE-300 reports to be \$700 for each TIF District.

For the Municipal Financial Report – Form C required by the Wisconsin Department of Revenue for shared revenue and highway aid, wages, payroll taxes, and benefit expenditures are required to be allocated to all the different departments of the City (General Government, Public Safety, Public Works, Culture, Recreation, and Education, etc.). Additional time to proportionately allocate these expenditures to the appropriate expenditure functions of the City may be billed at our standard hourly rates.

Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.



JOHNSON BLOCK
CPAs

Engagement Administration, Fees, and Other (Continued)

The attached Addendums A and B, which are an integral part of this engagement letter, relate to our preparation of the PSC and Municipal Financial Report forms.

Additional services to comply with any changes in accounting and auditing standards will be billed at our regular hourly rates with any software expenses incurred. We will discuss any new standards with you that become effective during this contract. Most notably, the City will implement GASB Statement No. 87, Leases, for the year ended December 31, 2022. To assist with GASB 87 compliance, many different accounting software packages are available for purchase. Instead of our clients potentially purchasing new software, Johnson Block will be offering a new nonaudit service. This service would include tracking of applicable City leases in a program purchased by Johnson Block and Company, Inc. Our software will make the necessary calculations needed to record the annual GASB No. 87 journal entries.

The annual maintenance of a governmental depreciation schedule would be billed at our standard hourly rates. We estimate this to be \$600.

This letter was prepared under the assumption that a single audit performed in accordance with the Uniform Guidance will not be required. If we are requested or required by governmental agencies to audit additional funds or programs not included in our proposal, our time performing these services would be billed at our standard hourly rates. The amount of time spent on a Single Audit is dependent on the type of major programs to be tested.

Unanticipated Services

Below are services considered to be outside the scope of our engagement. If any such service needs to be completed before the audit can proceed in an efficient manner, we will determine whether we can provide the service and maintain our independence. If appropriate, we will notify you and provide a fair and reasonable price for providing the service. We will bill you for the service at periodic dates after the additional service has been performed.

Bookkeeping services

Bookkeeping services are not audit services. Bookkeeping services include but are not limited to the following activities:

- Preparation of a trial balance
- Account or bank statement reconciliations
- Capital asset accounting (e.g., calculating depreciation, identify capital assets for additions and deletions)
- Significant additional time spent calculating accruals
- Processing immaterial adjustments through the financial statements requested by management
- Adjusting the financial statements for new activities and new disclosures

Additional work resulting from unanticipated changes in your organization or accounting records

If your organization undergoes significant changes in key personnel, accounting systems, and/or internal control, we are required to update our audit documentation and audit plan. The following are examples of situations that will require additional audit work:

- Deterioration in the quality of the entity's accounting records during the current-year engagement in comparison to the prior-year engagement
- Significant new accounting issues, significant changes in your volume of business or new or unusual transactions
- Changes in audit scope or requirements resulting from changes in your activities
- Erroneous or incomplete accounting records
- Implementation or adoption of new or existing accounting, reporting, regulatory, or tax requirements and any applicable financial statement disclosures



Nonattest and Other Services

Prior to or as part of our audit engagement, it may be necessary for us to perform certain nonattest services including, but not limited to, compiling the PSC annual report and DOR forms, preparing a draft of your financial statements and maintenance of depreciation schedules. We will not perform any management functions or make management decisions on your behalf with respect to any nonattest services we provide. In connection with our performance of any nonattest services, you agree that you will:

- Continue to make all management decisions and perform all management functions including approving all journal entries and general ledger classifications when they are submitted to you.
- Designate employee(s) with suitable skill, knowledge, and/or experience, preferably within senior management, to oversee the services we perform.
- Evaluate the adequacy and results of the nonattest services we perform.
- Accept responsibility for the results of our nonattest services.
- Establish and maintain internal controls, including monitoring ongoing activities related to the nonattest function.

Reporting

We will issue a written report upon completion of our audit of the City of Markesan, Wisconsin's financial statements. Our report will be addressed to the City Council of Markesan. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

We appreciate the opportunity to be of service to the City of Markesan and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,

Johnson Block & Company, Inc.

Johnson Block & Co., Inc.

RESPONSE:

This letter correctly sets forth the understanding of the City of Markesan, Wisconsin.

Signature: _____

Title: _____

Date: _____



JOHNSON BLOCK
CPAs

ADDENDUM A

We will perform the following services:

We will compile, from information you provide, the annual Financial Report Forms to the Wisconsin Department of Revenue, for the years ended December 31, 2022, 2023, and 2024. Upon completion of the compilation of the annual Financial Report Forms, we will provide the City with our accountant's compilation report. If, for any reason caused by or relating to affairs or management of the City, we are unable to complete the compilation or if we determine in our professional judgement the circumstances necessitate, we may withdraw and decline to submit the annual Financial Report Forms to you as a result of this engagement.

Our Responsibilities and Limitations

We will be responsible for performing the compilation in accordance with *Statements on Standards for Accounting and Review Services* established by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements. We will utilize information that is the representation of management without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in conformity with accounting principles generally accepted in the United States of America.

Our engagement cannot be relied upon to disclose errors, fraud, or other illegal acts that may exist and, because of the limited nature of our work, detection is highly unlikely. However, we will inform the appropriate level of management of any material errors, and of any evidence that fraud may have occurred. In addition, we will report to you any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

Management's Responsibilities

The City's management is responsible for the financial statements referred to above. In this regard, management is responsible for (i) the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, (ii) designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements, (iii) preventing and detecting fraud, (iv) identifying and ensuring that the entity complies with the laws and regulations applicable to its activities, and (v) making all financial records and related information available to us. Management also is responsible for identifying and ensuring that the City complies with the laws and regulations applicable to its activities.

Management is responsible for providing us with the information necessary for the compilation of the financial statements and the completeness and the accuracy of that information and for making City personnel available to whom we may direct inquiries regarding the compilation. We may make specific inquiries of management and others about the representations embodied in the financial statements.



ADDENDUM B

We will perform the following services:

We will compile, from information you provide, the Public Service Commission Annual Report, including the balance sheet of the electric and water utility, an enterprise fund of the City of Markesan, as of December 31, 2022, 2023, and 2024 and the related statements of income and retained earnings for the years then ended and the supplemental schedules as of and for the years ended December 31, 2022, 2023, and 2024. Upon completion of the Public Service Commission Annual Report, we will provide the City with our accountant's compilation report. If, for any reason caused by or relating to affairs or management of the City, we are unable to complete the compilation or if we determine in our professional judgment the circumstances necessitate, we may withdraw and decline to submit the Public Service Commission Annual Report to you as a result of this engagement.

Our Responsibilities and Limitations

We will be responsible for performing the compilation in accordance with *Statements on Standards for Accounting and Review Services* established by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements. We will utilize information that is the representation of management without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in conformity with accounting principles generally accepted in the United States of America.

Our engagement cannot be relied upon to disclose errors, fraud, or other illegal acts that may exist and, because of the limited nature of our work, detection is highly unlikely. However, we will inform the appropriate level of management of any material errors, and of any evidence that fraud may have occurred. In addition, we will report to you any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

Management's Responsibilities

The City's management is responsible for the financial statements referred to above. In this regard, management is responsible for (i) the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, (ii) designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements, (iii) preventing and detecting fraud, (iv) identifying and ensuring that the entity complies with the laws and regulations applicable to its activities, and (v) making all financial records and related information available to us. Management also is responsible for identifying and ensuring that the City complies with the laws and regulations applicable to its activities.

Management is responsible for providing us with the information necessary for the compilation of the financial statements and the completeness and the accuracy of that information and for making City personnel available to whom we may direct inquiries regarding the compilation. We may make specific inquiries of management and others about the representations embodied in the financial statements.

CITY OF MARKESAN

RESOLUTION NO. 05-2022

ADOPT 2023 ANNUAL BUDGET AND SET 2022 LEVY PAYABLE IN 2023

WHEREAS, pursuant to Wis. Stats. 65.07 and 65.90, the Markesan Common Council having the power and duty to act for the good order of the City of Markesan and its residents, shall annually establish a City budget and levy taxes for the purposes set forth in such budget; and

WHEREAS, pursuant to Wis. Stats. 65.05 and 65.90, the Markesan Common Council shall on or before November 30 in each year adopt a budget for proposed appropriations for the subsequent fiscal year and hold a public hearing thereon; and

WHEREAS, said public hearing for the Year 2023 Budget was legally noticed and held on November 8, 2022; and

WHEREAS; the Common Council has deliberated and reconsidered said 2023 Budget;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Markesan, Green Lake County, Wisconsin, that the attached 2023 Budget is adopted, and there is hereby levied and assessed upon all the taxable property, real and personal, in the City of Markesan for the year 2022, the sum of \$588,421 as and for municipal taxes payable in 2023.

Adopted by the Common Council of the City of Markesan this 6th day of December, 2022, by a roll call vote of Aye, Nay, Absent, Abstain.

CITY OF MARKESAN

Rich Slate, Mayor

ATTEST:

Elizabeth Amend, Clerk-Treasurer

Budget Worksheet - Summarized by Main GL
For The 6 Periods Ended 6/30/2022
City of Markesan

	2021 ACTUALS	2022 JAN - JUNE	2022 BUDGET	2023 BUDGET	2022-2023 Budget Inc(+)/Dec(-)	COMMENTS
Revenue						
Taxes						
City Taxes	612,421.03	612,421.07	612,421.00	588,421.00	(24,000.00)	
TIF Increment	0.00		100,000.00	105,000.00	5,000.00	Brent update - depending on mill rates later this fall, could be 105,000
Total Taxes:	612,421.03	712,421.00	712,421.00	693,421.00	(19,000.00)	
Fees and Other Payments					0.00	
Mobile Home Fees	401.60	159.22	70.00	325.00	255.00	mobile home fees based off of assessment ratio and tax rate, plus this could include lot fees as well
Payment in Lieu of Taxes: MRH	12,417.56	11,492.61	13,000.00	12,000.00	(1,000.00)	
Payment in Lieu of Taxes: Water Prop. 1	0.00		60,000.00	60,000.00	0.00	Per Brent estimate
Interest on Taxes	2,842.59	331.39	1,000.00	1,000.00	0.00	Varies depending on collection of delinquent Personal Property taxes.
Total Fees and Other Payments:	15,661.75	11,983.22	74,070.00	73,325.00	(745.00)	
Special Assessments						
Curb/Gutter Assessments	0.00	0.00	0.00	0.00	0.00	
Loan for Sidewalk Assessments				13,334.00	13,334.00	Sidewalk assessment 2023 - for loan for 2 yrs
Sidewalk Assessments	0.00	0.00	6,666.00	6,666.00	0.00	Sidewalk assessment 2023 from residents
Total Special Assessments:	0.00	0.00	6,666.00	20,000.00	13,334.00	
Intergovernmental Revenues						
Shared Revenue	416,518.84		438,641.58	438,011.68	(629.90)	Exp. Restraint in 2023-State Estimate received
Fire Insurance 2% Dues	3,371.67		3,300.00	3,600.00	300.00	In & Out.
State Personal Prop Tax Aid	3,368.21	4,635.18	4,635.18	4,635.18	0.00	Received estimate from State
State TID Personal Prop Tax Aid	0.00	4,110.31	4,110.31	4,110.31	0.00	Received estimate from State
Exempt Computer Aid	3,515.80		3,888.16	3,888.15	(0.01)	Received estimate from State
Police Training Grants	480.00		0.00	0.00	0.00	
Police Grants			0.00	0.00	0.00	
Transportation Aids	93,803.27	48,937.52	98,146.85	97,870.61	(276.24)	from DOT 2023 estimate

**Budget Worksheet - Summarized by Main GL
For The 6 Periods Ended 6/30/2022
City of Markesan**

	2021 ACTUALS	2022 JAN - JUNE	2022 BUDGET	2023 BUDGET	2022-2023 Budget Inc(+)/Dec(-)	COMMENTS
DNR Recycling Grant	5,893.07	5,877.62	5,900.00	5,900.00	0.00	
EMS (Ambulance) Reimbursement	4,635.49	6,745.97	5,000.00	0.00	(5,000.00)	Added for reimbursement to Ambulance

Total Intergovernmental Revenues: 531,586.35 70,306.60 563,622.08 558,015.93 (5,606.15)

Licenses & Permits						
Alcohol Licenses	3,046.68	3,165.01	2,500.00	3,000.00	500.00	
Operator's Licenses	1,350.00	1,165.00	1,800.00	1,300.00	(500.00)	
Soda Water Licenses	85.00	90.00	80.00	90.00	10.00	
Cigarette Licenses	375.00	375.00	300.00	375.00	75.00	
Other Business Licenses	392.00	50.00	300.00	200.00	(100.00)	mobile home license
Cable Franchise Fees	1,200.00	600.00	1,200.00	1,200.00	0.00	
Dog Licenses (City Share)	887.17	928.83	900.00	925.00	25.00	City Share
MDM Hunter Permit Fee	220.00			200.00		
Buildings Permits	4,980.00	2,890.00	3,400.00	4,000.00	600.00	
Land Use Permits (Zoning)	750.00		250.00	250.00	0.00	
Total Licenses & Permits:	13,285.85	9,263.84	10,730.00	11,540.00	810.00	

Fines, Forfeits & Penalties						
Ordinance Violations-Court/Other	8,387.66	6,380.16	9,000.00	9,000.00	0.00	
Parking Violations	660.00	340.00	600.00	600.00	0.00	
Total Fines, Forfeits & Penalties:	9,047.66	6,720.16	9,600.00	9,600.00	0.00	

Public Charges for Services						
Clerk-Treasurer's Fees	991.11	630.00	1,600.00	1,200.00	(400.00)	
Publication Fees	236.00	161.00	250.00	250.00	0.00	
Police Dept Fees	1,294.24	235.00	200.00	250.00	50.00	
Snow Removal Fees	1,520.62	220.00	220.00	250.00	30.00	
Recycle-Ecycle Disposal Fees	4,475.72	1,714.24	3,000.00	3,400.00	400.00	
Weed Control Charges	470.01	134.46	500.00	350.00	(150.00)	
Cemetery Lot Sales	1,135.00	1,250.00	500.00	750.00	250.00	
Park Shelter Use	2,380.00	1,550.00	1,500.00	1,700.00	200.00	
Community Center Use	390.00	180.00	150.00	150.00	0.00	
Total Public Charges for Services:	12,892.70	6,074.70	7,920.00	8,300.00	380.00	

Intergov't Charges for Services

Budget Worksheet - Summarized by Main GL
For The 6 Periods Ended 6/30/2022
City of Markesan

	2021 ACTUALS	2022 JAN - JUNE	2022 BUDGET	2023 BUDGET	2022-2023 Budget Inc(+)/Dec(-)	COMMENTS
School Liason	60,949.24	33,401.12	57,000.00	61,000.00	4,000.00	
Recycling Center - Towns Reimb	9,435.44	0.00	15,000.00	9,500.00	(5,500.00)	Burn pad engineering & development (\$2000 each) done in 2023?
Crossing Guard Reimbursement	7,018.53	0.00	5,500.00	5,500.00	0.00	
Total Intergov't Charges for Services:	77,403.21	33,401.12	77,500.00	76,000.00	(1,500.00)	

Miscellaneous Revenue

Interest Earnings	12,410.83	1,261.58	1,500.00	1,500.00	0.00	
Special Assmnt/Charges Interest		0.00	0.00	0.00	0.00	
Rent - Municipal Building	15,000.00	8,100.00	15,000.00	16,200.00	1,200.00	Daycare and Dulias
Rent - Land	2,362.50	2,362.00	2,362.00	3,600.00	1,238.00	
Rent - Cell Tower	10,212.91	6,574.08	11,000.00	11,475.00	475.00	
Sale of City Property		0.00	0.00	0.00	0.00	
Insurance Dividends/Rebates	2,207.00	2,138.00	1,800.00	2,000.00	200.00	
Donations	4,918.85	1,217.62	9,100.00	5,000.00	(4,100.00)	only build with donations
Dog Park Donations			60,000.00			
Police Donations	4,515.00	25.00	3,000.00	3,000.00	0.00	
Wage Carryover from 2022				30,000.00		
Connolly Memorial Cemetery Fund		5,300.00				
Expense Reimbursements - All Types	5,460.00	2,516.40	2,500.00	2,500.00	0.00	
Total Miscellaneous Revenue:	57,087.09	29,494.68	46,262.00	135,275.00	89,013.00	

Other Financing Sources

General Obligation Debt Proceeds	0.00	0.00	0.00	0.00	0.00	money set aside for Streets from 2018 Bond-per auditor; adjustment to reduce by \$27,000 to move to 2022
Bond Income for 2022 Streets	0.00	0.00	0.00	0.00	0.00	
Transfer from Fund Balance	0.00	0.00	*	0.00	0.00	FROM TIF-Book entry. No actual
Total Other Financing Sources:	0.00	0.00	0.00	0.00	0.00	
Total Revenue:	1,329,385.64	167,244.32	1,508,791.08	1,585,476.93	76,685.85	

Expenses
General Government

Budget Worksheet - Summarized by Main GL
For The 6 Periods Ended 6/30/2022
City of Markesan

Print Date: 11/30/2022

	2021 ACTUALS	2022 JAN - JUNE	2022 BUDGET	2023 BUDGET	2022-2023 Budget Inc(+)/Dec(-)	COMMENTS
W&S Reimbursement	0.00	0.00	0.00	0.00	0.00	In & Out
Library Reimbursement	0.00	0.00	0.00	0.00	0.00	In & Out
Council	10,790.00		10,500.00	11,000.00	500.00	
Mayor	9,340.00	2,500.00	8,300.00	9,400.00	1,100.00	
Committees & Commissions	440.00		400.00	400.00	0.00	
City Attorney-General	1,825.00	706.25	2,800.00	1,800.00	(1,000.00)	
City Attorney-Prosecution	1,371.80	562.50	1,000.00	1,000.00	0.00	
Legal Fees - Special			0.00		0.00	
Municipal Code Updates	995.00	1,500.00	1,500.00	995.00	(505.00)	Annual fee \$995 for eCode
Legislative Support	13,984.98	6,773.45	16,000.00	17,500.00	1,500.00	
General Administration	41,548.19	12,065.03	30,000.00	34,500.00	4,500.00	
Elections	4,634.61	2,282.23	5,000.00	5,500.00	500.00	
Licensing & Permits	2,385.76	1,332.60	3,000.00	3,500.00	500.00	
Payroll & General Accounting	16,853.07	9,865.54	18,000.00	21,000.00	3,000.00	
Independent Audit	10,384.32	10,778.50	9,400.00	10,300.00	900.00	
Medicare	8,023.50	3,358.02	7,450.00	8,200.00	750.00	
Social Security	26,722.13	10,181.15	26,500.00	27,500.00	1,000.00	
Health Insurance	137,438.21	53,092.04	143,000.00	156,000.00	13,000.00	2023 Rates
Life Insurance	625.63	283.56	600.00	700.00	100.00	
Wisconsin Retirement System	39,671.12	16,447.17	36,000.00	42,000.00	6,000.00	
Property Assessment	6,016.44	3,317.76	6,200.00	6,400.00	200.00	
Property Tax Collection	2,993.00	1,322.32	3,000.00	4,000.00	1,000.00	
Property & Liability Insurance	19,289.20	12,287.39	22,500.00	25,500.00	3,000.00	
Workers Comp	11,071.80	7,779.93	13,000.00	11,500.00	(1,500.00)	
Employee Bonds	850.00		900.00	900.00	0.00	
Municipal Building	45,821.32	20,100.43	46,000.00	50,000.00	4,000.00	added \$1386 for boiler contract/utilities increase, and higher utility bills
Total General Government:	413,075.08	176,535.87	411,050.00	449,595.00	38,545.00	

	2021 ACTUALS	2022 JAN - JUNE	2022 BUDGET	2023 BUDGET	2022-2023 Budget Inc(+)/Dec(-)	COMMENTS
Public Safety						
Police Administration	91,522.52	96,733.10	80,800.00	87,400.00	6,600.00	
Police Patrol	179,003.61	68,458.19	178,430.00	195,000.00	16,570.00	
Police Criminal Invest.	2,044.53	798.29	1,300.00	1,500.00	200.00	
Police Training	1,159.56	610.76	1,400.00	1,300.00	(100.00)	
Total Law Enforcement	273,730.22	166,600.34	261,930.00	285,200.00	23,270.00	
School Crossing Guards	12,729.53	6,115.70	11,000.00	11,000.00	0.00	

**Budget Worksheet - Summarized by Main GL
For The 6 Periods Ended 6/30/2022
City of Markesan**

	2021 ACTUALS	2022 JAN - JUNE	2022 BUDGET	2023 BUDGET	2022-2023 Budget Inc(+)/Dec(-)	COMMENTS
Fire Department	30,771.27	26,101.49	24,000.00	24,625.00	625.00	
Fire Hydrant Rental	113,586.00		113,586.00	113,750.00	164.00	Brent
Ambulance Service	28,635.49	6,745.97	29,000.00		(29,000.00)	
Building Inspection	10,598.65	7,629.80	9,000.00	12,500.00	3,500.00	
Emergency Government	11,137.92	1,407.67	7,870.00	8,370.00	500.00	See detail spreadsheet
Total Public Safety:	481,189.08	214,600.97	456,386.00	455,445.00	(941.00)	

	2021 ACTUALS	2022 JAN - JUNE	2022 BUDGET	2023 BUDGET	2022-2023 Budget Inc(+)/Dec(-)	COMMENTS
Public Works						
Streets Administration	7,186.88	4,840.25	6,500.00	7,000.00	500.00	
Public Works Shop	8,812.86	6,246.26	13,000.00	10,200.00	(2,800.00)	
Public Works Machinery & Equipment	42,452.34	11,336.15	36,000.00	36,000.00	0.00	
Roadway Maintenance	14,850.90	460.40	10,150.00	10,650.00	500.00	
Curb & Gutters	306.02	48.00	500.00	500.00	0.00	
Traffic Sign & Markings	571.21	458.43	2,000.00	2,000.00	0.00	
Bridges & Culverts	0.00		1,000.00	1,000.00	0.00	
Snow & Ice Control	15,459.96	9,288.20	25,000.00	26,000.00	1,000.00	
Street Lighting	26,452.74	12,572.93	27,000.00	24,000.00	(3,000.00)	LED Lights put in
Sidewalks	199.19	43.32	20,000.00	20,000.00	0.00	2023 Assessment
Storm Sewers	77.25	38.64	1,250.00	250.00	(1,000.00)	
Street Cleaning	1,093.84	1,230.00	1,500.00	1,700.00	200.00	
Parking Lots	63.63	115.92	500.00	500.00	0.00	
Sanitation-Trash	68,816.87	32,327.14	70,200.00	74,000.00	3,800.00	Includes bulky trash/plus wages
Landfill Monitoring	4,614.87	2,097.80	2,800.00	4,200.00	1,400.00	
Recycling-Curbside	26,127.36	13,370.72	27,000.00	27,500.00	500.00	
Recycling Center	6,768.23	2,107.43	8,000.00	7,500.00	(500.00)	Burn pad/Chipper - add \$2000 each if doing project
Recycling Center-Mackford	1,629.70	602.21	6,000.00	1,700.00	(4,300.00)	Burn pad/Chipper - add \$2000 each if doing project
Recycling Center - Manchester	1,632.72	602.23	4,000.00	1,700.00	(2,300.00)	Burn pad/Chipper - add \$2000 each if doing project
Recycling Center - Green Lake	2,545.97	1,170.65	5,000.00	2,600.00	(2,400.00)	Burn pad/Chipper - add \$2000 each if doing project
Weed & Brush Control	1,343.90	641.64	1,500.00	1,700.00	200.00	
Total Public Works:	231,006.44	99,598.32	268,900.00	260,700.00	(8,200.00)	

Health & Human Services						
Senior Transportation		0.00		0.00	0.00	New van \$1069.00, offset with donations

Budget Worksheet - Summarized by Main GL
For The 6 Periods Ended 6/30/2022
City of Markesan

Print Date: 11/30/2022

	2021 ACTUALS	2022 JAN - JUNE	2022 BUDGET	2023 BUDGET	2022-2023 Budget Inc(+)/Dec(-)	COMMENTS
Cemetery	14,475.56	5,940.06	11,540.00	16,000.00	4,460.00	added annual digitizing map contract \$240
Total Health & Human Services:	14,475.56	5,940.06	11,540.00	16,000.00	4,460.00	
Culture, Rec & Educ						
Library	69,965.81	51,521.81	67,200.00	69,389.00	2,189.00	wage increase for assistants
Parks	21,861.70	8,197.83	17,900.00	18,000.00	100.00	
Special Events	4,879.86	4,022.29	6,000.00	6,000.00		JDD/AugustFest
Celebrations/City Events	3,886.67	1,208.47	3,100.00	3,100.00	0.00	
Summer Recreation Programs	2,000.00	2,000.00	2,000.00	2,000.00	0.00	Contribution toward Summer programs thru School District
Total Culture, Rec & Educ:	102,594.04	66,950.40	96,200.00	98,489.00	2,289.00	

	2021 ACTUALS	2022 JAN - JUNE	2022 BUDGET	2023 BUDGET	2022-2023 Budget Inc(+)/Dec(-)	COMMENTS
Conservation & Development						
Advertising & Promotion	100.00		250.00	150.00	(100.00)	
TIF Development	0.00	2,476.31	0.00	0.00	0.00	
Zoning Expenses	964.25		250.00	250.00	0.00	
Mapping	47.50		500.00	50.00	(450.00)	
Total Conservation & Development:	1,111.75	2,476.31	1,000.00	450.00	(550.00)	

	2021 ACTUALS	2022 JAN - JUNE	2022 BUDGET	2023 BUDGET	2022-2023 Budget Inc(+)/Dec(-)	COMMENTS
Capital Outlay						
City Hall - Outlay	79,030.81		5,000.00	10,000.00	5,000.00	Server expansion \$15,000/new computers in 2027 \$10,000/New wireless system \$10,000
General Admin - Outlay	2,559.10		3,000.00	5,000.00	2,000.00	Server expansion \$15,000/new computers in 2027 \$10,000/New wireless system \$10,000
Employee Wage Contingency Fund				15,000.00		Mayor Slate
Transfer Into Fund Balance						
Codification - Outlay	0.00	90.00	2,000.00	0.00	(2,000.00)	every other year update/rollover
Police Admin - Outlay	0.00				0.00	
Police Patrol - Outlay	0.00				0.00	
Emergency Government - Outlay	0.00	4,129.04	5,000.00	3,000.00	(2,000.00)	
Fire Department Outlay	0.00	53,546.75	53,000.00	5,000.00	5,000.00	2023 Required Maintenance
PW Equipment - Outlay	4,500.00				0.00	
PW Garage & Shed - Outlay	0.00		1,500.00	5,000.00	3,500.00	Salt shed
Streets - Outlay	31,456.00		30,054.66	17,376.00	(12,678.66)	
2022 Streets Project		6,091.85				
Parking Lots - Outlay	0.00		1,500.00	1,500.00	0.00	

**Budget Worksheet - Summarized by Main GL
For The 6 Periods Ended 6/30/2022
City of Markesan**

Print Date: 11/30/2022

	2021 ACTUALS	2022 JAN - JUNE	2022 BUDGET	2023 BUDGET	2022-2023 Budget Inc(+)/Dec(-)	COMMENTS
Recycling Center - Outlay	0.00		5,000.00	5,000.00	0.00	
Cemetery - Outlay	3,150.00		12,150.00	9,000.00	(3,150.00)	Road/ \$3,150 for digitizing cemetery maps out of 2021 outlay
Library - Outlay	0.00		800.00	800.00	0.00	
Dog Park Outlay				60,000.00		use all donations to build
Bike/Walking Path Outlay				5,700.00		NEW
Parks - Outlay	0.00		5,000.00	10,104.51	5,104.51	Hein Park building roof/S & S Shelter
Total Capital Outlay:	120,695.91	63,857.64	124,004.66	152,480.51	(4,224.15)	

Debt Service

2018A BOND ISSUE PRINCIPLE	105,000.00	105,000.00	105,000.00	110,000.00	5,000.00	
2018A BOND ISSUE INTEREST	36,425.00	17,687.50	34,272.50	31,932.50	(2,340.00)	
WRS Loan - Principal	2,948.93	1,665.00	3,404.00	3,511.00	107.00	
WRS Loan - Interest	578.11	258.84	409.00	249.00	(160.00)	
Safety Equip Princ & Int	0.00		0.00			
2018A BOND ISSUE FEES	750.00		750.00	850.00	100.00	
Sidewalk Assess. Loan Princ.	0.00		5,800.00		(5,800.00)	
Sidewalk Assess. Loan Int.	0.00		800.00		(800.00)	
Principal - Police Car	5,078.87	2,617.53	5,283.36	5,496.80	213.44	
Interest - Police Car	696.05	269.93	491.56	278.12	(213.44)	
Total Debt Service:	151,476.96	127,498.80	156,210.42	152,317.42	(3,893.00)	
Total Expenses:	1,515,624.82	757,458.37	1,525,291.08	1,585,476.93	27,485.85	
Net Income (Loss):	(186,239.18)	(590,214.05)	(16,500.00)	0.00	49,200.00	



Betsy Amend <bamend@markesanwi.gov>

August Winter & Sons

1 message

Todd Zamzow <tzamzow@markesanwi.gov>
To: Betsy Amend <bamend@markesanwi.gov>

Tue, Nov 22, 2022 at 7:15 AM

On 09/29/2022 August Winter & Sons (employee John Hansen) was at City Hall trying to correct the HVAC issue. The daycare was in need of heat as the infants were very cold in the early mornings. I took John around and we turned on both boiler systems(waited for each to come up to temperature once started) we then check all thermostats were functioning properly, and traced the furnace venting for each of the 6 furnaces. It is a very complex and confusing system. This took approximately 3.5, because neither of us were familiar with the system.

Todd

RECEIVED OCT 11 2022

Service Invoice



AUGUST WINTER & SONS, INC.
MECHANICAL CONTRACTOR & FABRICATOR

PO BOX 1896 APPLETON, WI 54912-1896
2323 N. ROEMER RD. APPLETON, WI 54911
P: (920) 739-8881 F: (920) 739-4993

43683

Invoice Date 10/11/22

Due Date 11/10/22

Page 1 of 2

Bill To: City of Markesan
150 South Bridge St
Markesan, WI 53946

*City Hall
Mte.*

EMA

Work Order: 39335

1 wing cold, damper not working in day care

Service City of Markesan
Location: 150 South Bridge St
Markesan, WI 53946

Scope: General Service Request

Date of Service	Description	Qty	UM	Unit Price	Price Total
Labor					
09/29/22	Regular Time John Hansen	3.50	HR	130.00	455.00
Labor Subtotal					455.00
Other					
09/29/22	Fuel Surcharge	1.00		10.00	10.00
09/29/22	Mileage	1.00		85.80	85.80
Other Subtotal					95.80
Terms: Net 30 days					
Subtotal					550.80
Tax					0.00
Total					550.80



AUGUST WINTER & SONS, INC.
MECHANICAL CONTRACTOR & FABRICATOR

PO BOX 1886 APPLETON, WI 54912-1886
 2323 N. ROEMER RD. APPLETON, WI 54911
 P: (920) 739-8881 F: (920) 739-4993

Service Invoice

43683

Invoice Date 10/11/22

Due Date 11/10/22

Page 2 of 2

Bill To: City of Markesan
 150 South Bridge St
 Markesan, WI 53946

Work Order: 39335	Service City of Markesan
1 wing cold, damper not working in day care	Location: 150 South Bridge St Markesan, WI 53946
Scope: General Service Request	
Service Center: Appleton	Description: 1 wing cold, damper not working in day care
Lead Technician: 708 - John Hansen	Service Site Contact: Betsy
	Requested Date: 9/29/2022

<u>Work Order Trip History</u>		
09/29/22	John Hansen	Met with maintenance and went over HVAC system. After further investigation found south boiler shut off. Turn the boiler on and watched operation. Also found north boiler had recirculating pumps off to system. Turn them on and watch the system run. Then went around and verified that we had heat in different areas of building. There was heat in all areas that we checked. Maintenance said he would check on building in the morning and give us a call if there was still stuff needed. Customer was wondering if we had any information on the heating and air-conditioning system operation at the shop. Told him I would check in with office. If we do send the information to Betsy please.

Purchase Orders:

PO	Date	Description
----	------	-------------

RESOLUTION NO. 06-2022

**A RESOLUTION TO SUPPORT CONSTRUCTION AND MAINTENANCE OF
A MULTIPLE PURPOSE BICYCLE AND PEDESTRIAN TRAIL
BETWEEN THE CITY OF MARKESAN AND SOLDIER'S & SAILOR'S PARK**

The Common Council of the City of Markesan, Green Lake County, Wisconsin, duly assembled at its regular meeting begun on the 6th day of December, 2022, does resolve as follows:

WHEREAS, bicycling and walking are viable and environmentally sound forms of transportation and excellent forms of recreation; and

WHEREAS, bicycling and walking activities and attractions have great potential to have a positive impact on the economy and tourism industry and to stimulate economic development by making the area attractive to businesses and citizens who enjoy the out of doors and healthy lifestyles; and

WHEREAS, creating bicycling and walking friendly communities has been shown to improve citizen's health, well-being, and quality of life to boost community spirit, to improve traffic safety, and to reduce pollution and congestion; and

WHEREAS, it is the priority of the City of Markesan to protect human health and safety; and

WHEREAS, the City of Markesan recognizes bicycling and walking as important and viable modes of transportation and recreation; and

WHEREAS, officials of the City of Markesan consider bicycle and pedestrian transportation to be of utmost importance to the area by providing the area with recreation and transportation opportunities as well as the possibilities of economic and community development.

NOW THEREFORE BE IT RESOLVED that the Common Council of the City of Markesan hereby supports and endorses the establishment of a bicycle and pedestrian trail from the City of Markesan to Soldier's & Sailor's Park.

Adopted by the Common Council of the City of Markesan this 6th day of December, 2022, by a roll call vote of Aye, Nay, Absent, Abstain.

CITY OF MARKESAN

Rich Slate, City Mayor

ATTEST:

Elizabeth A Amend, City Clerk-Treasurer

John Huhndorf's Repair and Maintenance List – 2022

December 28, 2021 Repaired Street Sweeper – 2 hours

January 26-27, 2022 Repaired Street Sweeper – 6 hours

February 7-16, 2022 Repaired Snow Plow – 4.5 hours

March 16 and March 22, 2022 Repaired Street Sweeper – 3 hours

April 14, 2022 Repaired Tail Lights on GMC Truck – 2 hours

May 16-17, 2022 Repaired Zero Turn Mower – 9 hours

May 25, 2022 Repaired Leaf Truck Tailgate – 4 hours

June 1, 2022 Repaired Ferris Lawn Mower – 1.5 hours

June 3, 2022 Repaired String Mower for John Deere – 3 hours

June 6, 2022 Repaired Weed Eater – 1 hour

June 13, 2022 Repaired Ferris Lawn Mower – 2.5 hours

June 21-22, 2022 Sharpened Lawn Mower Blades – 3 hours

June 28-29, 2022, July 1 Repair Disk Bine Mower – 5 hours

July 6, 2022 Grease Disk Bine Mower and Fuel Mower – 3 hours

July 11, 2022 to July 19, 2022 Repaired Disk Bine – 13 hours

July 28, 2022 Maintenance to Ford Tractor – 1 hour

July 29, 2022 Repair Ferris Mower - .5 hour

August 4, 2022 Switch Ferris - .5 hour

August 9, 2022 Adjust and Replace Broken Chain – 1.5 hours

August 15-17, 2022 Repair Line Painter, Adjust and Replace John Deere Mower Blades, and Adjust Brakes on Street Sweeper – 6.5 hours

August 30, 2022 Repaired Leaf Pick Up Truck – 3 hours

September 6, 2022 Installed liner/cutter blade for leaf truck and ordered air filter – 1 hour

September 12, 2022 Oil and grease Street Sweeper – 1 hour

September 22, 2022 – 2 hours

September 27, 2022 Remove and clean diskbine and storage – 1 ½ hours and Street Sweeper – 1 ½ hours

September 28, 2022 Bleed brake and adjust – 2 hours

September 29, 2022 Street Sweeper truck – 1 ¾ hours

October 4, 2022 Put away equipment – 2 ½ hours

October 11, 2022 Grease Street Sweeper - 1 ½ hours

October 12, 2022 Worked on Street Sweeper - ½ hour

November 14 and November 17, 2022 Worked on Snow Plows – 6 ½ hours

	A	B	C	D	E
1	PART-TIME PUBLIC WORKS 2022 HOURS				
2					
3		Budgeted	Hours Remaining		
4	Snow Removal	70.00	23.00		
5	Machine Maint.	60.00	(38.75)		
6	Recycling Center	144.00	(3.00)		
7	Water / Sewer	96.00	10.00		
8	Parks	300.00	(158.00)		
9		670.00			
10			-166.75		
11					
12					
13	<u>PARK HOURS</u>				
14	PAY PERIOD				
15	END DATE	SOLDIER'S & SAILOR'S	HEIN	KIWANIS	ZANTO
16	4/16/2022	10.75			
17	4/30/2022	18	2	10	
18	5/14/2022	25	7	11.5	
19	5/28/2022	23	4.25	11	0.75
20	6/4/2022	13.5	2	2	1.25
21	6/11/2022	7.25	4.25	3	0.5
22	6/18/2022	12	6	3	
23	6/25/2022	9	11.5	3	1
24	7/2/2022	6.5	8	0	1
25	7/9/2022	5.5	4	4.5	0
26	7/16/2022	13.5	4	0	3.25
27	7/23/2022	8.5	3.25	2.75	0
28	7/30/2022	10	6	2.5	
29	8/6/2022	12.5	6	6	0.5
30	8/13/2022	5.5	2.5	2.5	1
31	8/20/2022	7.5	6	3	
32	8/27/2022	8.5	4	3	1.5
33	9/3/2022	10.25	4.5	3.25	1
34	9/10/2022	11.5	4	2.5	1
35	9/17/2022	5.5	3	2	0.5
36	9/24/2022	7.5	4.5	2.5	
37	10/1/2022	7	3.75	3	
38	10/8/2022	12	4.5		
39	10/15/2022	0.5	0.5		
40	10/22/2022	1	1		
41	11/5/2022	4.5	0.5		
42	11/12/2022		0.5		
43	SUB-TOTALS	256.25	107.5	81	13.25
44					
45				TOTAL PARK HOURS	458

6000000 · Capital Outlay

6571400 · Outlay - City Hall	0.00	5,000.00	-5,000.00	0.0%
6571900 · Outlay - General Acctg Admin	0.00	3,000.00	-3,000.00	0.0%
6572200 · Outlay - Fire Department	53,546.75	53,000.00		101.03%
6572900 · Outlay - Emergency Govt	4,129.04	8,500.00	-4,370.96	48.58%
6573270 · Outlay - Garages & Sheds	0.00	1,500.00	-1,500.00	0.0%
6573310 · Outlay - Streets	0.00	30,054.66	-30,054.66	0.0%
6573320 · Outlay - 2022 Streets Project	255,630.15			
6573460 · Outlay - Parking Lots	0.00	1,500.00	-1,500.00	0.0%
6574200 · Outlay - Recycling Center	0.00	5,000.00	-5,000.00	0.0%
6575100 · Outlay - Cemetery	2,500.00	12,150.00	-9,650.00	20.58%
6576100 · Outlay - Library	800.00	800.00	0.00	100.0%
6576200 · Outlay - Parks	0.00	5,000.00	-5,000.00	0.0%
6576300 · Outlay - Codification	90.00	2,000.00	-1,910.00	4.5%
			-66,985.62	

CITY OF MARKESAN

Application for a Mobile Home Park License

PLEASE PRINT CLEARLY. This license is applied for under Chapter 240 and Chapter 400, Article XI, of the City of Markesan Code of Ordinances, and Wisconsin Statutes, Ss. 66.0435, which requires all of the following information. Please answer all questions completely. Incomplete or illegible forms will be returned.

 x NEW APPLICATION

 RENEWAL APPLICATION
(Due date: Dec. 1st)

New applications must include a complete plan, drawn to scale, for the layout of the mobile home park. Renewal applications should include information about any changes or additions to the layout of the mobile home park.

FEES: \$50, plus \$2 per mobile home lot (up to \$100 for every 50 lots, or fraction thereof)

BUSINESS NAME Markesan

BUSINESS PHONE 608-742-4709

BUSINESS ADDRESS 531 West John Street, Markesan, WI 53946 | Mailing: 31200 Northwestern Hwy, Farmington Hills MI 48334
Street City State Zip

APPLICANT NAME Markesan Park WI MHC, LLC PHONE (best # to reach you) 248-626-0737
(Person Responsible)

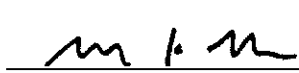
LOCATION OF MOBILE HOME PARK 531 West John Street, Markesan, WI 53946
Street City State Zip

TOTAL NUMBER OF MOBILE HOME LOTS 23

TOTAL NUMBER CURRENTLY OCCUPIED 16

I hereby make application to the Common Council of the City of Markesan, Green Lake County, Wisconsin, for a License to operate a mobile home park. I understand that changes to the homes located in the mobile home park, including change of ownership, shall be reported throughout the year, within 10 days of the change. I hereby certify that the information provided on this application is true and correct. I understand that failure to provide all required information or that falsification of any information may be grounds for denial or revocation of this license.

SIGNATURE OF APPLICANT:



Markesan Park WI MHC, LLC
By: Newbury Management Company, its authorized agent
By: Joel K. Brown, Authorized Agent

Date 11/17/2022

FOR OFFICE USE ONLY (R 10-15):

Date Returned 12/2/22 Amount Paid 96.- Receipt Number 24726

License Number _____

Expiration Date Dec. 31, _____

TEMPORARY CLASS "B" RETAILER'S LICENSE
- FERMENTED MALT BEVERAGES AND WINE NOT MORE THAN 6% ALCOHOL BY VOLUME (GATHERING OR PICNIC)

\$10.00
No. TB.042-22.23

TEMPORARY CLASS "B" RETAILER'S LICENSE
for the sale of fermented malt beverages and wine coolers at a
GATHERING OR PICNIC

WHEREAS, the local governing body of the City of Markesan, County of Green Lake, Wisconsin, has, upon application duly made, granted and authorized the issuance of a Retail Temporary Class "B" License to:

Markesan Fire Department
Manuel Ortiz, Agent

to sell Fermented Malt Beverages as defined by law, and wine coolers, pursuant to Section 125.26 of the Statutes of the State of Wisconsin and Local Ordinances;

AND WHEREAS, the said applicant has paid to the treasurer the sum of \$10 for such Temporary Class "B" Retailer's License as provided by local ordinances, and has complied with all the requirements necessary for obtaining such license;

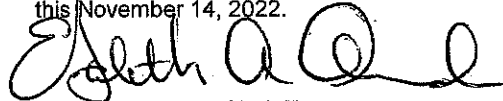
LICENSE IS HEREBY ISSUED to said applicant to sell, deal and traffic in, at retail, Fermented Malt Beverages and Wine Coolers at the following described premises:

Markesan Fire Department, 877 N.
Margaret Street, Markesan, WI 53946

FOR THE PERIOD from December 3, 2022, to December 4, 2022.

Given under my hand and the corporate seal of the City of
Markesan, County of Green Lake, State of Wisconsin,
this November 14, 2022.

(Corporate Seal)



Elizabeth Amend, Clerk-Treasurer

This license must be FRAMED and POSTED in a conspicuous place in the room or place where
Fermented Malt Beverages and Wine Coolers are drawn or removed for service or sale.

City of Markesan

PO Box 352

Markesan, WI 53946

Cost-20.00 Per

Application

Application for Operator's License

to Serve Fermented Malt Beverages and Intoxicating Liquors

Date Rec'd	11/14/22
Recp#	24690
Date Apprv'd	_____
Lic#	_____

PLEASE PRINT CLEARLY

NAME (First - Middle - Last) Jennifer M. Dirks

Circle: Male / Female

OTHER NAMES (maiden or nicknames; if none, so state) _____

BIRTHDATE _____

DRIVERS LICENSE # _____

ONE (best # to reach you) _____

ADDRESS _____
Street

Apt. No. _____

City Markesan

State WI

Zip 53946

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

_____ **Provisional - \$15**

List the name of the alcohol beverage premises that will employ you: Family Dollar

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 Markesan
2. 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)
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

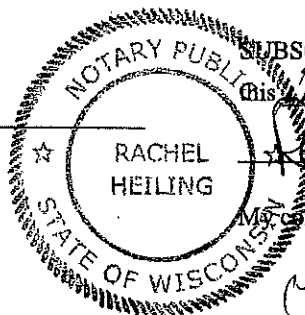
****If you answered 'Yes' to any of the questions 4-7, please explain (use back or additional sheets).**

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:

Jennifer Dirks
Date 10/27/22



SUBSCRIBED AND SWORN TO BEFORE ME

this 27th day of October, 2022

Rachel Heiling
(Clerk/Notary Public)

My Commission expires 5/8/2025

WP

OK

11-15-22

Application for Operator's License

to Serve Fermented Malt Beverages and Intoxicating Liquors

Date Rec'd	11/28/22
Recp#	1
Date Apprv'd	11/28/22
Lic#	

PLEASE PRINT CLEARLY

NAME (First - Middle - Last) Kenya Lynn Fordham Circle: Male Female

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

DRIVERS LICENSE _____ HOME (best # to reach you) _____

ADDRESS _____ Apt. No. _____ City Markesan State WI Zip 53946

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

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

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 Markesan
2. As required by Wisconsin Statutes, Section 125.17(6), have you completed the alcohol beverage server course? YES NO _____ If yes, where? Citgo, Markesan WI, 53946
(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

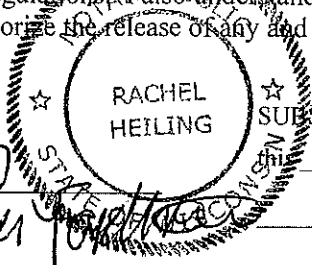
****If you answered 'Yes' to any of the questions 4-7, please explain (use back or additional sheets).**

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:

Kenya Fordham
Date 11/28/22



SUBSCRIBED AND SWORN TO BEFORE ME

This 28 day of November, 2022
Rachel Heiling
(Clerk/Notary Public)

My commission expires 5/18/2025

WP

ok

11-28-22

****If you answered 'Yes' to any of the questions 4-7, please use the space below to list the charge, the location of the arresting agency, date of conviction, penalty, and any other information you would like us to consider in reviewing your background when considering this application.**

ONE OUI BUT NOT A FELON

FOR OFFICE USE ONLY (R 9-14):

COMMON COUNCIL: Date Approved _____ Date Denied _____

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

Date Rec'd 11-29-22
Recp# _____
Date Apprv'd _____
Lic# _____

PLEASE PRINT CLEARLY

NAME (First - Middle - Last) Craig Robert Muenchow Circle: Male / Female

OTHER NAMES (maiden or nicknames; if none, so state) _____ BIRTHDAT. _____

DRIVERS LICENSE # _____ PHONE (best # to reach you) _____

ADDRESS Horicon WI 53032
Street Apt. No. City State Zip

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

List the name of the alcohol beverage premises that will employ you: Last Chance Grill & Bar

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 _____
2. As required by Wisconsin Statutes, Section 125.17(6), have you completed the alcohol beverage server course? YES X NO _____ If yes, where? Serving alcohol.com
(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).**

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:

Craig Muenchow

Date 11/29/22

SUBSCRIBED AND SWORN TO BEFORE ME

this 29th day of November, 2022

[Signature]
(Clerk/Notary Public)

My commission expires _____

W.P.

Ok

11-30-22

Application for Operator's License

to Serve Fermented Malt Beverages and Intoxicating Liquors

Date Rec'd 11/23/22
 Recp# _____
 Date Apprv'd _____
 Lic# _____

pd. cash

PLEASE PRINT CLEARLY

NAME (First - Middle - Last) Nicole Jean Wagner Circle: Male / (Female)
 OTHER NAMES (maiden or nicknames; if none, so state) Walker Zink Zahn BIRTHDATE _____
 DRIVERS LICENSE # _____ PHONE (best # to reach you) _____
 ADDRESS _____
 Street Apt. No. City Markesan State WI Zip 53946

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

List the name of the alcohol beverage premises that will employ you: Last Chance

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.

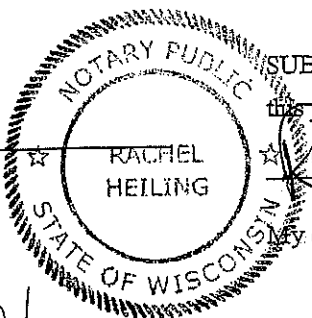
1. If application is a renewal (within past two years you've held a Class "A", "Class A", "Class C", Class "B", or "Class B" license/permit or a manager's or operator's license in the State of Wisconsin), where was previous license granted? City/Village/Town of City of Princeton
2. As required by Wisconsin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

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: Nicole Wagner
 Date 11-23-22



SUBSCRIBED AND SWORN TO BEFORE ME
 this 23 day of November, 2022
Rachel Heiling
 (Clerk/Notary Public)
 My commission expires 5/8/2025

WP

OK

11-28-22