



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

## CITY OF MARKESAN COMMON COUNCIL

Markesan City Hall

### AGENDA

April 11, 2023

7:00 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. Approval & Review of Minutes, Reports, & Correspondence
  - 2.1. Approve Common Council Minutes and Closed Session Minutes – March 14, 2023
  - 2.2. Approve Special Common Council Minutes – March 20, 2023
  - 2.3. Approve Board of Zoning Appeals Minutes – March 20, 2023
  - 2.4. March Police Report & April Schedule
  - 2.5. Public Property & Health Minutes – April 4, 2023
  - 2.6. Finance Personnel & Safety Minutes – April 4, 2023
  - 2.7. Streets, Buildings & Utilities Minutes – April 4, 2023
  - 2.8. Markesan Library Board Minutes – March 16, 2023
3. Approval of Claims:
  - 3.1. City Checks #37728-37759, Electronic Payments #EFT 1346-1357, Direct Deposits # 5547-5596, and Utility Checks #13112-13131
  - 3.2. File Treasurer's Report for Audit
4. Old Business
  - 4.1 Discussion and Action on Reconsideration of the Action on CDL Training for Public Works Director
5. New Business
  - 5.1. Discussion and Action on June Dairy Days Location at Kiwanis Park
  - 5.2. Discussion and Action on Ness Electric Invoice for Kiwanis Park Bathroom Repairs – Chamber will Cover Cost
  - 5.3. Discussion and Action on the Accessory Building Administrative Policy
  - 5.4. Discussion and Action on the City of Markesan Occupancy Agreement for Non-Profit Organizations
  - 5.5. Discussion and Action for Public Work's Director to Work with Dale Lohrey on Removing the Compost Pile at the Recycling Center
  - 5.6. Discussion and Action on the Non-profit Organization, St Paul's Lutheran Church, to Rent Soldier's & Sailor's Park at no Cost
  - 5.7. Approval of Operator's Licenses for the period ending 6/30/23: Erica M Lien and Haley A Pemberton
6. Schedule Future Meetings and Agenda Items
7. 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

March 14, 2023

## MINUTES

### 1. Preliminaries

- 1.1 Meeting was called to order by Mayor Slate at 7:00 pm.
- 1.2 Present were Mayor Slate, Ald. Abendroth, Ald. Tetzlaff, Ald. Glisch, Ald. Prill and Clerk-Treasurer Amend. Also present was Kristin Radtke with Berlin Journal, Chief Pflum and Jackson Galkowski and family. Ald. Triemstra and Ald. Thiem were absent.
- 1.3 Pledge of Allegiance
- 1.4 Citizen's Comments: None
- 1.5 Chief Pflum introduced the new police officer Jackson Galkowski, and Clerk-Treasurer Amend swore in Officer Galkowski

### 2. Old Business

#### 2.1 Closed Session: Public Works Director Review

Motion Prill/Tetzlaff to convene into closed session by roll call vote – Dave-aye, Mike-aye, Pat-aye, Rita-aye at 7:08 pm. Motion carried 4-0 on a roll call vote.

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 Abendroth/Tetzlaff to reconvene into open session at 7:36 pm; motion carried 4-0 on a roll call vote.

- 2.2 Following discussion, motion Prill/Abendroth to approve Todd Zamzow to attend CDL Class starting July 10, 2023 for 4 weeks during the daytime hours Monday thru Thursday. Zamzow will sign the tuition repayment agreement for the CDL license fees, tuition and 144 training hours to be paid back to the City if Zamzow terminates employment within 5 years according to the tuition reimbursement policy; motion tied 2-2; Glisch-no, Tetzlaff-no, Abendroth-aye and Prill-aye; Mayor Slate broke tie voting aye; motion passed 3-2 on a roll call vote.

### 3. Approval & Review of Minutes, Reports & Correspondence

- 3.1 After review, motion Prill/Tetzlaff to approve the February 14, 2023 Common Council minutes as presented; motion carried 4-0.
- 3.2 After review, motion Abendroth/Glisch to approve the February 28, 2023 Special Common Council minutes as presented; motion carried 4-0.
- 3.3-3.7 After review of all items, motion Tetzlaff/Prill to approve the Dog Park Committee minutes of March 2, 2023, Streets, Building & Utilities minutes of March 7, 2023, Public Property & Health minutes of March 7, 2023, Finance, Personnel & Safety minutes of March 7, 2023, January Library Director's Report and Markesan Library Board minutes of February 16, 2023; motion carried 4-0.

### 4. Approval of Claims:

- 4.1 The Finance, Personnel & Safety Committee reviewed City and Utility checks and recommended approval to the Council. Motion Tetzlaff/Abendroth to approve the following vouchers as presented: City Checks #37681-37727, Electronic Payments #EFT 1332-1345, and Direct Deposits #5494-5546 in the amount of \$672,657.81, and Utility Checks #13099-13111 in the amount of \$36,719.87; motion carried 4-0 on a roll call vote.
- 4.2 After review, by consensus the February 2023 Treasurer's Report was filed for audit.

**5. New Business**

- 5.1 Following discussion, motion Prill/Tetzlaff to approve the revised job descriptions for the Water/Wastewater Operator/Lab Technician and Public Works Assistant to remove CDL license required; motion carried 4-0.
- 5.2 Motion Tetzlaff/Glisch to approve Waste Management Trash and Recycling Curbside pickup day to change to Wednesday's starting May 1, 2023; motion carried 4-0. Clerk to confirm that Waste Management is sending out postcards as a mailing to all the residents.
- 5.3 Following discussion, motion Prill/Glisch to approve Bulky Trash pickup to be at a drop off site instead of curbside. The drop off site will be the City Garage on April 28 and 29, 2023; motion carried 4-0.
- 5.4 Motion Abendroth/Glisch to approve the Brewer Heating and Cooling invoice for \$916.83 for new blower motor at WWTP; motion carried 4-0.
- 5.5 Motion Tetzlaff/Abendroth to approve the American Highway Products, LTD invoice for \$3,747.88 for manhole risers; motion carried 4-0 on a roll call vote.
- 5.6 Motion Abendroth/Tetzlaff to approve the bid for sewer televising from Great Lakes TV Seal, Inc. for \$2,822.90; motion carried 4-0 on a roll call vote.
- 5.7 Motion Tetzlaff/Glisch to approve the new poll workers – Jasmyne Pflum and Taylor Pflum, provided they correct their applications as being qualified electors; motion carried 4-0.

6. **Schedule Future Meetings and Agenda Items.** The following meetings were scheduled: Streets, Buildings & Utilities – April 4, 2023 at 6:00 PM at City Hall; Public Property & Health – April 4, 2023 immediately following Streets, Buildings & Utilities meeting at City Hall; Finance, Personnel & Safety – April 4, 2023 immediately following Public Property & Health meeting at City Hall; Common Council –April 11, 2023, at 7:00 PM at City Hall; Organizational Council Meeting – April 18, 2023 at 7:00 PM at City Hall and Board of Review with the Assessor – April 26, 2023 from 7:00 to 9:00 PM at City Hall.

7. **Adjournment.** Motion Prill/Glisch to adjourn; motion carried 4-0. The meeting adjourned at 7:51 pm.

Respectfully submitted,

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Elizabeth A. Amend, Clerk-Treasurer

CITY OF MARKESAN SPECIAL COMMON COUNCIL

March 20, 2023

MINUTES

**1. Preliminaries**

- 1.1 Meeting was called to order by Mayor Slate at 6:00 pm.
- 1.2 Present were Mayor Slate, Ald. Abendroth, Ald. Tetzlaff, Ald. Glisch, Ald. Thiem, Ald. Prill, Ald. Triemstra and Clerk-Treasurer Amend. Also present was Chief Pflum.
- 1.3 Pledge of Allegiance
- 1.4 Citizen's Comments: None

**2. New Business**

- 2.1 Following a report from Chief Pflum and discussion, motion Thiem/Triemstra to approve the police department to purchase a new 2023 Dodge Durango squad car for \$39,208 from Ewald to replace the 2014 SUV squad car; Department has budget money for the supplies for the new SUV; Sale of the 2014 SUV will make the first loan payment on the Durango; Loan will be from ERGO Bank with semi-annual payments and 5.5% interest for 5 years; motion carried 6-0 on a roll call vote.
- 2.2 Motion Tetzlaff/Thiem to approve the operator's license for the period ending 6/30/2023 to Haley A. Fischer

- 3. **Adjournment.** Motion Triemstra/Abendroth to adjourn; motion carried 6-0. The meeting adjourned at 6:09 pm.

Respectfully submitted,

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Elizabeth A. Amend, Clerk-Treasurer

# City of Markesan - Committee Report

Committee Report of BOARD OF ZONING APPEALS

Date: March 20, 2023

Time: 6:00 PM

Place: City Hall

The following Committee Members were present:

DAVE ZANTO ✓

ISSAC DALLMAN ✓

Kristopher Miller ✓

Chris Talma ✓

Mayor Notified: Yes x No   

Minutes - 3-20-23

Notes and Comments on Meeting:

Meeting called to order 6pm 3/20/23

Discussion followed.

Motion to approve by Issac Dallman

Others Present:

2nd by Chris Miller

Approved

Meeting adjourned by 6:10

Motion by David Zant

2nd by Kurt Talma

PUBLIC PROPERTY & HEALTH COMMITTEE

Markesan City Hall

April 4, 2023

MINUTES

Call to Order at 6:16 p.m.

Roll Call by Sign-in – Adam, Rita, Pat, Mike, and Rich. Also in attendance were Wendy Metke, and several members of the Chamber/Fire Department.

Citizen's Comments – None

Motion by Pat/Mike to adjust the agenda as follows: After Quote for Cemetery Light: Community Garden, Kiwanis Park – June Dairy Days, Quote for Kiwanis Park Bathroom Repairs. Motion carried.

New Business:

Quote for Cemetery Light – Motion was made by Rita/Mike to approve the quote from Ness Electric of \$579.52 for the installation of an area light at the cemetery. Motion carried,

Community Garden at Zanto Park - Wendy Metke presented her proposal for the creation of a 50'x100' community garden at Zanto Park on W. John St. Following discussion a motion was made by Pat/Rich to approve in principal the idea of a community garden and proceed with plans to develop a smaller version. Motion carried.

Kiwanis Park – June Dairy Days - Joel Strahota speaking on behalf of the Fire Dept/Chamber of Commerce explained their desire to move June Dairy Days to Kiwanis Park citing the need for a larger area for the band they have secured. Following discussion regarding safety issues, set up, lighting, and the affects to the neighborhood, a motion was made by Rita/Adam to approve the relocation of June Dairy Days to Kiwanis Park. Motion carried. 1 Naye (Mike).

Kiwanis Park Bathroom Repairs - Motion was made by Rich/Pat to approve the quote of \$1,606.23 from Ness Electric for bathroom lighting repairs at Kiwanis Park. Motion carried. (Chamber to reimburse City for said repairs).

Old Business:

Dog Park Site Plan – No action.

Available Space in City Hall – A map was presented showing rooms that are still available for rent on the west wing of City Hall.

Occupancy Agreement for Use of Rooms at City Hall – An updated Occupancy Agreement for Non-Profit Organization’s Use of Rooms at City Hall was presented. Motion was made by Rich/Rita to approve the Agreement as presented, but amending #5 to “,,not responsible **FOR** Occupant’s property...”. Motion carried.

Update on 650 N. Margaret St. Maintenance Issues – Owner provided an update indicating painting is planned to be done in mid June.

Brush/Wood Chipper at Recycling Center – Upon review of our agreement with the affected parties regarding recycling and composting services at the landfill, it was determined that the City assumes costs of maintenance for compost and brush collection. In light of the fact that much of the brush at the landfill has been delivered from the other towns in the agreement, motion was made by Rich/Mike to contact the towns explaining the issue and request reimbursement of their percentage of the cost to remove the brush. Motion carried.

\*\*The Committee is requesting Todd to supply Council with a tentative date the brush will be removed and to work with Dale Lohrey for the removal of the compost pile, recording time and cost involved so towns can be billed their percentage.

As there was no further business to come before the Committee, motion was made by Rich/Adam to adjourn. Motion carried. Meeting adjourned at 7:11 p.m.

Pat Prill  
Chairman

FINANCE, PERSONNEL & SAFETY  
Markesan City Hall  
April 4, 2023  
MINUTES

Call to Order at 7:12 p.m. by Rita

Roll Call was by sign in

Citizen's Comments – None

Emergency Management Report – nothing to report

Review and Approval of Vouchers Payable

After Review of Voucher Payables, motion by Dave, 2<sup>nd</sup> by Rich to approve. Dave Abendroth would like an explanation in regards to payment for Clutch Adjustment, why wasn't John H able to do maintenance work?

Police Report & Schedule – After review motion by Rich & 2nd by Pat to accept Police Report and Schedule as presented.

Old Business

- Discussion and Action on Reconsideration of the Action on CDL Training for Public Works Director. Rita pointed out several issues regarding whether the repayment of wages is ethically and legal to do.  
At the next Common Council meeting all council members to review contract, and policy. Mayor Slate will reach out to Labor Lawyer James Macy on estimated cost to look into the CDL repayment of wages issue.
- Discussion and Action on Accessory Building Policy for the City  
Mayor Slate read the attached policy document as presented, motion by Rich, 2<sup>nd</sup> by Dave to accept Accessory Building Policy for the City as presented.
- Discussion and Action on Burning Leaves Ordinance  
Mayor Slate continues to work with Todd, Public Works Director.

Adjournment – Motion by Pat, 2<sup>nd</sup> by Denny to adjourn at 7:29 p.m.

Respectfully Submitted by Rita Tetzlaff



**STREETS, BUILDINGS & UTILITIES COMMITTEE**  
Markesan City Hall

**April 4, 2023**  
6:00 PM

**MINUTES**

Call to Order – At 6:01 pm.

Roll Call – Was by sign in with all members present.

Citizen's Comments – None.

Public Works Report – None.

**Water & Sewer Department Report**

- Update on Matt Mace's Schooling – Matt has passed all tests to obtain his water license from the DNR. He will be taking tests for the Wastewater next month. Good JOB Matt.

**New Business**

- Discussion and Action Hornet Harriers Markesan Community Running Club Route Proposal – After discussion motion by Rich & 2<sup>nd</sup> by Dennis to approve the routes in the city. Motion passed all ayes.
- Discussion and Update on 531 W. John St., Lot 3 Property Maintenance – The committee acknowledged the email regarding the progress made on the project. Motion by Rich & 2<sup>nd</sup> by Dave to have the owners provide another update for the May 2023 committee meeting. Motion passed all ayes.

**Old Business**

- Discussion and Action on Maintenance Update for 1775 N. Margaret Street – Tim Tripp Update – After discussion, motion by Rich & 2<sup>nd</sup> by Dennis to have the owner, Tim Tripp and Attorney Sondalle set a meeting to resolve next steps. Motion passed 3 ayes, 1 abstention.

**Review Land Use Permits**

Adjournment – Motion by Dennis & 2<sup>nd</sup> by Dave to adjourn at 6:15 pm. Motion passed.

Respectfully Submitted  
Dave Abendroth

**Markesan Public Library - Board of Trustees**  
Draft Minutes March 16, 2023

- I. Call to order: The meeting was called to order at 4:15 pm by Jill Worden. Trustees present: Beth Kazda, Mike Hansen, Jill Worden, Harlan Barkley, Cindy Boelter, Joan Slate, Nancy Kirst, Acting Director Nancy Stellmacher. Absent: Adam Thiem,
- II. Approval of Minutes: **Kazda/Barkley motioned to approve the February 16, 2023 minutes. Motion carried.**
- III. Input from Public: None.
- IV. Financial Reports: Stellmacher presented the bills. **Motion by Kirst/Worden to pay bills. Motion carried.** There was discussion of transferring money due to better interest rates. **Motion by Slate/Barkley to do a transfer of money. Financial Reports were filed for audit.**
- V. President's Report: Nothing to report.
- VI. Director's Report: Events coming up in March will be: a Marshmallow Rockets Program on March 15 @ 10:00 given by Morgan Martinez; the 3<sup>rd</sup> Annual Bunny Pageant will be return again with decorating of bunnies, voting and prizes; the book club will be meeting on Monday March 27 @ 6:00; there will be a seed and garden program presented by Danielle Boerson from Boerson Farms on March 30 @ 6:00. The library is still offering make and take crafts. The interest has not diminished with those. There will be a WALs meeting in Ripon on March 21 that 2 of the library assistants will be attending. I will be gone on vacation the week of March 19.
- VII. Committee Report: The Refresh Program is on hold.
- VIII. Old Business:
  - A. Library Director Search: Kazda had put the director position on Indeed but didn't have any potential candidates apply to be interviewed.
- IX. New Business:
  - A. J & H Controls came and did a repair on an actuator.
  - B. The Summer Reading Program will continue to be run as in previous years.
  - C. The Garden/Home Art Auction will be held May 1 – May 12.
  - D. The library's Hoopla Account was depleted. It was decided to pay the amount of \$1000 to Hoopla from which to draw from for future charges. A private donation from a patron will be used to pay the amount. **Motion by Slate/Hanson to pay \$1000 to Hoopla. Motion carried.**
  - E. It was decided to terminate the employment of the current janitor and look at hiring someone else.

**Motion Worden/Slate to adjourn the meeting at 5:30.** Next meeting will be Thursday, April 20, 2023 @ 4:15

Respectfully Submitted, Nancy Stellmacher, Acting Director.

April 4, 2023

TO: CLERK-TREASURER  
FROM: FINANCE, PERSONNEL & SAFETY COMMITTEE

Please be advised we have reviewed the following vouchers, found them to be in order, and recommend to the Common Council that authorization for payment be approved:

CITY CHECKS: 37728 - 37759	\$	51,956.84
DD #5547 - 5596	\$	32,835.58
EFT #1346 - 1357	\$	42,065.31
TOTAL	\$	126,857.73
UTILITY CHECKS: #13112 - 13131	\$	30,811.18
TOTAL	\$	30,811.18

With the exception of:

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

Signed:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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**City of Markesan**  
**Voucher List**  
March 7 through April 3, 2023

Num	Date	Name	Memo	Original Amount
EFT-1346	03/08/2023	WISCONSIN DEPT. OF REVENUE	TIF FEE WITH STATE	-150.00
EFT-1347	03/14/2023	EMPOWER RETIREMENT (WDC)	3/10/23 PR	-720.00
EFT-1348	03/14/2023	WISCONSIN DEPT. OF REVENUE	3/10/23 PR	-883.22
EFT-1349	03/14/2023	INTERNAL REVENUE SERVICE	3/10/23 PR	-5,298.66
EFT-1350	03/20/2023	STATE OF WI HEALTH INS	APRIL 2023 HEALTH INS	-19,811.48
EFT-1351	03/20/2023	DELTA DENTAL OF WISCONSIN	SUPPLEMENTAL DENTAL PLAN APRIL 2023	-342.38
EFT-1352	03/20/2023	DELTA DENTAL OF WISCONSIN	DELTA VISION APRIL 2023	-41.16
EFT-1353	03/28/2023	INTERNAL REVENUE SERVICE	3/24/23 PR	-5,458.52
EFT-1354	03/28/2023	WISCONSIN DEPT. OF REVENUE	3/24/23 PR	-910.91
EFT-1355	03/30/2023	CITGO	March 2023 Fuel	-924.09
EFT-1356	03/31/2023	EMPOWER RETIREMENT (WDC)	3/24/23 PR	-720.00
EFT-1357	03/31/2023	WRS (Wisconsin Retirement System)	March 2023 Retirement	-6,804.89
			<b>TOTAL EFT PAYMENTS</b>	<b>-42,065.31</b>
DD5547	03/10/2023	Brinkman, Heidi M	Direct Deposit	-96.97
DD5548	03/10/2023	Corson, Amy M	Direct Deposit	-115.43
DD5549	03/10/2023	Dykstra, Dennis P	Direct Deposit	-121.89
DD5550	03/10/2023	Koos-Abendroth, Cheryl A	Direct Deposit	-310.30
DD5551	03/10/2023	Moore, Kari S	Direct Deposit	-9.70
DD5552	03/10/2023	Olson, Clyde A	Direct Deposit	-29.10
DD5553	03/10/2023	Panten, Beth M	Direct Deposit	-213.33
DD5554	03/10/2023	Phippen, Henry	Direct Deposit	-299.38
DD5555	03/10/2023	Slate, Rich	Direct Deposit	-461.75
DD5556	03/10/2023	Amend, Elizabeth A	Direct Deposit	-1,241.33
DD5557	03/10/2023	Behlke, Ryan R	Direct Deposit	-1,602.15
DD5558	03/10/2023	Chisnell, Gerald	Direct Deposit	-138.52
DD5559	03/10/2023	DeNell, Linda M	Direct Deposit	-324.28
DD5560	03/10/2023	Glover, Valerie	Direct Deposit	-108.04
DD5561	03/10/2023	Heberer, Jeffrey	Direct Deposit	-1,738.88
DD5562	03/10/2023	Heiling, Addie A	Direct Deposit	-69.94
DD5563	03/10/2023	Heiling, Rachel	Direct Deposit	-640.44
DD5564	03/10/2023	Huhndorf, John E	Direct Deposit	-487.92
DD5565	03/10/2023	Knaub, Sharilyn J	Direct Deposit	-301.07
DD5566	03/10/2023	Krombos, Kailie M	Direct Deposit	-84.04
DD5567	03/10/2023	Mace, Matthew R	Direct Deposit	-1,302.77
DD5568	03/10/2023	McLean, Cody	Direct Deposit	-1,622.11
DD5569	03/10/2023	Meyer, Vanessa K	Direct Deposit	-138.06
DD5570	03/10/2023	Pflum, William	Direct Deposit	-1,606.74
DD5571	03/10/2023	Pollesch, Owen T	Direct Deposit	-38.15
DD5572	03/10/2023	Stellmacher, Nancy J	Direct Deposit	-622.63
DD5573	03/10/2023	Wilderman, James H	Direct Deposit	-144.75
DD5574	03/10/2023	Wolf, Christopher N	Direct Deposit	-1,248.60
DD5575	03/10/2023	Zamzow, Todd B	Direct Deposit	-1,254.15
DD5576	03/24/2023	Kazda, Elizabeth A	Direct Deposit	-821.91

## City of Markesan Voucher List

March 7 through April 3, 2023

DD5577	03/24/2023	Amend, Elizabeth A	Direct Deposit	-1,250.01
DD5578	03/24/2023	Behlke, Ryan R	Direct Deposit	-1,498.45
DD5579	03/24/2023	Chisnell, Gerald	Direct Deposit	-138.53
DD5580	03/24/2023	DeNell, Linda M	Direct Deposit	-202.10
DD5581	03/24/2023	Galkowski, Jackson T	Direct Deposit	-754.91
DD5582	03/24/2023	Glover, Valerie	Direct Deposit	-183.09
DD5583	03/24/2023	Heberer, Jeffrey	Direct Depcsit	-1,738.86
DD5584	03/24/2023	Heiling, Addie A	Direct Deposit	-82.66
DD5585	03/24/2023	Heiling, Rachel	Direct Deposit	-633.36
DD5586	03/24/2023	Huhndorf, John E	Direct Deposit	-371.69
DD5587	03/24/2023	Knaub, Sharilyn J	Direct Deposit	-413.07
DD5588	03/24/2023	Mace, Matthew R	Direct Deposit	-1,302.76
DD5589	03/24/2023	McLean, Cody	Direct Deposit	-1,660.39
DD5590	03/24/2023	Meyer, Vanessa K	Direct Deposit	-228.11
DD5591	03/24/2023	Pflum, William	Direct Deposit	-1,606.74
DD5592	03/24/2023	Pollesch, Owen T	Direct Deposit	-12.72
DD5593	03/24/2023	Stellmacher, Nancy J	Direct Deposit	-832.61
DD5594	03/24/2023	Wilderman, James H	Direct Deposit	-182.85
DD5595	03/24/2023	Wolf, Christopher N	Direct Deposit	-1,294.18
DD5596	03/24/2023	Zamzow, Todd B	Direct Deposit	-1,254.16
			<b>TOTAL DIRECT DEPOSIT</b>	<b>-32,835.58</b>
37728	03/10/2023	ERGO BANK OF MARKESAN	WRS Loan - Payment #58	-320.64
37729	03/10/2023	WASTE MANAGEMENT CORPORATE SERVICES	March 2023 Trash & Recyling	-8,028.39
37730	03/14/2023	EMC INSURANCE	Property & Liability / Workers Comp	-4,678.60
37731	03/14/2023	HORICON BANK VISA	1&1 / Amazon / Mace Training	-609.62
37732	03/14/2023	SHELL FLEET	Feb 2023 Fuel	-901.91
37733	03/21/2023	SECURIAN FINANCIAL GROUP, INC.	MARCH ACCIDENT INS 2023 - 76038	-65.98
37734	03/24/2023	AIRGAS USA, LLC	Cylinder Rental / Supply for Shop	-111.92
37735	03/24/2023	ALLIANT ENERGY/WP&L	Feb - Mar 2023 Electric Bills	-3,237.29
37736	03/24/2023	COMPLETE OFFICE OF WISCONSIN	Office Supplies	-206.69
37737	03/24/2023	JOHNSON BLOCK AND COMPANY	2022 Audit	-10,949.40
37738	03/24/2023	MCLEAN CODY	Reimb / Pizza w/ a Cop & Pants	-200.62
37739	03/24/2023	PRE-EMPLOYMENT FUND	March 2023 Pre Employment / Behlke & Galkows	-141.02
37740	03/24/2023	STATE OF WI DSPS	Electrical Inspection Registration (ID1479741)	-40.00
37741	03/24/2023	VERIZON WIRELESS	Mar - Apr 2023 Cell Phone	-92.48
37742	03/24/2023	WE ENERGIES	Feb - Mar 2023 Gas Bills	-1,689.76
37743	03/24/2023	WELLS FARGO REMITTANCE CENTER	Google / McAfee / Election Food	-305.04
37744	03/30/2023	BERGEMANN'S AUTOCARE	2014 Ford / Change Oil	-228.82
37745	03/30/2023	BLAST MASTERS, LLC	Hein Park Pavers	-942.63
37746	03/30/2023	BROOKS TRACTOR	Alternator	-583.84
37747	03/30/2023	CENTURYLINK BUSINESS SERVICES	Feb - Mar 2023 Phone / Internet	-459.44
37748	03/30/2023	GENERAL CODE	Annual Maintenance	-995.00
37749	03/30/2023	GENERAL ENGINEERING CO., INC.	Street Projects / Building Inspection	-12,273.67
37750	03/30/2023	GOLDEN WEST INDUSTRIAL SUPPLY	Traffic Wands	-193.09
37751	03/30/2023	GRAND RIVER FIRE DISTRICT	2/16/23 Incident Charge	-148.91
37752	03/30/2023	LITTLE GREEN LAKE PROT & REHAB DISTRICT	Jan - March 2023 Water/Sewer	-155.00

## City of Markesan Voucher List

March 7 through April 3, 2023

37753	03/30/2023	MARKESAN WATER & SEWER	Jan - Mar 2023 W/S Bill	-969.07
37754	03/30/2023	RENNERT'S FIRE EQUIPMENT	Plow / Hydraulic Leak & Adjust Clutch	-449.80
37755	03/30/2023	THE UNIFORM SHOPPE	Galkowski / Uniform	-672.65
37756	03/30/2023	THEDACARE AT WORK	Galkowski / Pre-Employment Screening	-179.00
37757	04/03/2023	ACTION APPRAISERS & CONSULTANT	2023 2nd Quarter Maintenance	-1,500.00
37758	04/03/2023	ARAMARK	March 2023 Rug Cleaning	-206.91
37759	04/03/2023	BRIGHTSPEED	Mar - Apr 2023 Phone / Internet	-419.65
			<b>TOTAL CHECK PAYMENTS</b>	<b>-51,956.84</b>
			<b>TOTAL PAYMENTS</b>	<b>-126,857.73</b>

**Markesan Utilities  
Voucher List  
March 7 through April 3, 2023**

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Original Amount</u>
13112	03/17/2023	DEPT. OF NATURAL RESOURCES	Matthew Mace / Certification	-50.00
13113	03/24/2023	ALLIANT ENERGY/WP&L	Feb - Mar 2023 Electric Bill	-2,530.49
13114	03/24/2023	AMERICAN HIGHWAY PRODUCTS LTD	2022 Street Project	-3,730.68
13115	03/24/2023	BREWER HEATING & COOLING	Replace blower motor & duct sensor in office	-916.83
13116	03/24/2023	CORE & MAIN	Supplies	-349.50
13117	03/24/2023	MACE, MATTHEW	Reimb / Meal from Training	-12.33
13118	03/24/2023	MARKESAN SCHOOL DISTRICT	Print 650 colored copies	-97.50
13119	03/24/2023	MULCAHY/SHAW WATER, INC.	Lamps	-388.50
13120	03/24/2023	NORTHERN LAKE SERVICE	Sample	-46.37
13121	03/24/2023	USA BLUEBOOK	Supplies	-206.10
13122	03/24/2023	WE ENERGIES	Feb - Mar 2023 Gas Bills	-448.47
13123	03/29/2023	US POSTMASTER	5 Rolls of stamps	-315.00
13124	03/30/2023	COMPLETE OFFICE OF WISCONSIN	Ink	-243.78
13125	03/30/2023	GENERAL ENGINEERING CO., INC.	Engineering Services	-64.68
13126	03/30/2023	MARKESAN WATER & SEWER	Jan - March 2023 W/S Bill	-378.92
13127	03/30/2023	MARKESAN, CITY OF	March '23 PR Reimb / Feb '23 Expense Reimb	-19,796.01
13128	03/30/2023	USA BLUEBOOK	Supplies	-285.84
13129	04/03/2023	BADGER LABORATORIES & ENG.	Samples	-385.00
13130	04/03/2023	BRIGHTSPEED	Mar - Apr 2023 Phone / Internet	-190.18
13131	04/03/2023	MULCAHY/SHAW WATER, INC.	Calibration	-375.00
			<b>TOTAL CHECK PAYMENTS</b>	<b>-30,811.18</b>
			<b>TOTAL PAYMENTS</b>	<b>-30,811.18</b>

## City of Markesan Treasurer's Report Budget vs. Actual January through March 2023

	Jan - Mar 23	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4100000 · Taxes				
4133000 · PILOT's Water Dept	0.00	60,000.00	-60,000.00	0.0%
4111000 · City Taxes & Overrun	588,420.62	588,421.00	-0.38	100.0%
4112000 · TIF Increment	0.00	105,000.00	-105,000.00	0.0%
4114000 · Mobile Home Fees	75.75	325.00	-249.25	23.3%
4132000 · PILOT's MRH	9,053.69	12,000.00	-2,946.31	75.4%
4180000 · Interest on Taxes	76.60	1,000.00	-923.40	7.7%
4190000 · State Personal Prop Aid	0.00	4,635.18	-4,635.18	0.0%
4195000 · State TID Personal Prop Aid	0.00	4,110.31	-4,110.31	0.0%
<b>Total 4100000 · Taxes</b>	<b>597,626.66</b>	<b>775,491.49</b>	<b>-177,864.83</b>	<b>77.1%</b>
4200000 · Special Assessments				
4220000 · Sidewalk Assessment Loan	0.00	13,334.00	-13,334.00	0.0%
4230000 · Sidewalk Assessments	0.00	6,666.00	-6,666.00	0.0%
<b>Total 4200000 · Special Assessments</b>	<b>0.00</b>	<b>20,000.00</b>	<b>-20,000.00</b>	<b>0.0%</b>
4300000 · Intergovernmental Revenues				
4341000 · Shared Revenue	0.00	438,011.68	-438,011.68	0.0%
4342000 · Fire Dues	0.00	3,600.00	-3,600.00	0.0%
4343000 · Exempt Comp Aid	0.00	3,888.15	-3,888.15	0.0%
4344000 · Lottery Credit- Mobil Home	676.20			
4352100 · Police Training	375.00			
4353100 · Transportation Aids	24,470.85	97,870.61	-73,399.76	25.0%
4354500 · Recycling Grant	0.00	5,900.00	-5,900.00	0.0%
<b>Total 4300000 · Intergovernmental Revenues</b>	<b>25,522.05</b>	<b>549,270.44</b>	<b>-523,748.39</b>	<b>4.6%</b>
4400000 · Licenses & Permits				
4410100 · Alcohol Licenses	10.00	3,000.00	-2,990.00	0.3%
4410200 · Operator's Licenses	90.00	1,300.00	-1,210.00	6.9%
4410300 · Soda Water Licenses	0.00	90.00	-90.00	0.0%
4410400 · Cigarette Licenses	0.00	375.00	-375.00	0.0%
4410500 · Other Business Lic.	0.00	200.00	-200.00	0.0%
4410900 · Cable Franchise Fees	300.00	1,200.00	-900.00	25.0%
4420000 · Dog Licenses (City)	915.28	925.00	-9.72	98.9%
4430000 · Building Permits	2,145.00	4,000.00	-1,855.00	53.6%
4440000 · Land Use Permits	315.00	250.00	65.00	126.0%
4450000 · MDM Hunter Permit Fee	0.00	200.00	-200.00	0.0%
<b>Total 4400000 · Licenses &amp; Permits</b>	<b>3,775.28</b>	<b>11,540.00</b>	<b>-7,764.72</b>	<b>32.7%</b>
4500000 · Fines, Forfeits & Penalties				
4510000 · Ordinance Violations	2,787.35	9,000.00	-6,212.65	31.0%
4510100 · Parking Violations	320.00	600.00	-280.00	53.3%
<b>Total 4500000 · Fines, Forfeits &amp; Penalties</b>	<b>3,107.35</b>	<b>9,600.00</b>	<b>-6,492.65</b>	<b>32.4%</b>
4600000 · Public Charges for Services				
4610000 · Clerk-Treas Fees	395.00	1,200.00	-805.00	32.9%
4610100 · Publication Fees	0.00	250.00	-250.00	0.0%
4621000 · Police Dept Fees	0.00	250.00	-250.00	0.0%
4632200 · Snow Removal Fees	0.00	250.00	-250.00	0.0%
4643500 · Recycle Fees	425.00	3,400.00	-2,975.00	12.5%
4644000 · Weed Control Charges	133.33	350.00	-216.67	38.1%
4654000 · Cemetery Sales	0.00	750.00	-750.00	0.0%
4672000 · Park Shelter Use	750.00	1,700.00	-950.00	44.1%
4674300 · Comm Ctr Use	205.00	150.00	55.00	136.7%
<b>Total 4600000 · Public Charges for Services</b>	<b>1,908.33</b>	<b>8,300.00</b>	<b>-6,391.67</b>	<b>23.0%</b>
4700000 · Intergov't Charges for Services				
4732100 · School Liason	20,076.00	61,000.00	-40,924.00	32.9%
4734100 · Recycle Ctr-Towns	0.00	9,500.00	-9,500.00	0.0%
4739100 · Crossing Guard Reimb	0.00	5,500.00	-5,500.00	0.0%
<b>Total 4700000 · Intergov't Charges for Services</b>	<b>20,076.00</b>	<b>76,000.00</b>	<b>-55,924.00</b>	<b>26.4%</b>
4800000 · Miscellaneous Revenue				
4811000 · Interest-City Investments	983.29	1,500.00	-516.71	65.6%
4820000 · Rent-Muni Bldg	5,050.00	16,200.00	-11,150.00	31.2%
4820100 · Rent-Land	250.00	3,600.00	-3,350.00	6.9%
4820200 · Rent-Cell Tower	3,824.36	11,475.00	-7,650.64	33.3%
4840900 · Ins Dividends	1,893.00	2,000.00	-107.00	94.7%
4850000 · Donations	600.00	5,000.00	-4,400.00	12.0%
4850030 · Dog Park Donations	0.00	60,000.00	-60,000.00	0.0%



## City of Markesan Treasurer's Report Budget vs. Actual January through March 2023

	Jan - Mar 23	Budget	\$ Over Budget	% of Budget
4850100 · Police Donations	10.00	3,000.00	-2,990.00	0.3%
4890100 · Wage Carryover from 2022	0.00	30,000.00	-30,000.00	0.0%
4890000 · Exp Reimb-All Types	571.51	2,500.00	-1,928.49	22.9%
<b>Total 4800000 · Miscellaneous Revenue</b>	<b>13,182.16</b>	<b>135,275.00</b>	<b>-122,092.84</b>	<b>9.7%</b>
<b>Total Income</b>	<b>665,197.83</b>	<b>1,585,476.93</b>	<b>-920,279.10</b>	<b>42.0%</b>
<b>Gross Profit</b>	<b>665,197.83</b>	<b>1,585,476.93</b>	<b>-920,279.10</b>	<b>42.0%</b>
<b>Expense</b>				
<b>5100000 · General Government</b>				
5100100 · W&S Expense Reimb	20,919.82			
5100112 · Accts Rec - W&S WRS	-61.22			
5100114 · Accts Rec - W&S Insurance	-126.21			
<b>5110000 · Legislative</b>				
5110111 · Council	890.00	11,000.00	-10,110.00	8.1%
5110211 · Mayor	1,000.00	9,400.00	-8,400.00	10.6%
5111011 · Committees	0.00	400.00	-400.00	0.0%
<b>Total 5110000 · Legislative</b>	<b>1,890.00</b>	<b>20,800.00</b>	<b>-18,910.00</b>	<b>9.1%</b>
<b>5130000 · Legal</b>				
5130021 · City Atty-General	481.25	1,800.00	-1,318.75	26.7%
5130121 · City Atty-Prosecution	481.25	1,000.00	-518.75	48.1%
5131021 · Muni Code Updates	0.00	995.00	-995.00	0.0%
<b>Total 5130000 · Legal</b>	<b>962.50</b>	<b>3,795.00</b>	<b>-2,832.50</b>	<b>25.4%</b>
<b>5140000 · General Administration</b>				
5141011 · Legislative Support-Wages	1,516.50	17,500.00	-15,983.50	8.7%
5141025 · Legislat. Support-Training/Dues	20.00			
5141032 · Legislative Support-Publication	627.25			
5142011 · General Admin-Wages	5,538.25	34,500.00	-28,961.75	16.1%
5142021 · General Admin-Outside Services	123.76			
5142025 · General Admin-Training/Dues	130.00			
5142031 · General Admin-Office Supplies	1,458.94			
5143011 · Elections-Wages	1,267.75	5,500.00	-4,232.25	23.1%
5143032 · Elections-Publication	17.30			
5143034 · Elections-Supplies	109.83			
5144011 · Licensing & Permits-Wages	531.75	3,500.00	-2,968.25	15.2%
<b>Total 5140000 · General Administration</b>	<b>11,341.33</b>	<b>61,000.00</b>	<b>-49,658.67</b>	<b>18.6%</b>
<b>5150000 · Financial Administration</b>				
5150011 · General Accounting-Wages	4,218.87	21,000.00	-16,781.13	20.1%
5150521 · Independent Audit	7,992.24	10,300.00	-2,307.76	77.6%
5151113 · Medicare (default)	1,961.42	8,200.00	-6,238.58	23.9%
5151213 · Social Security	5,863.72	27,500.00	-21,636.28	21.3%
5151314 · Health Insurance	34,584.34	156,000.00	-121,415.66	22.2%
5151414 · Life Insurance	115.60	700.00	-584.40	16.5%
5151611 · Paid Time Off (PTO)-Wages	14,968.56			
5152012 · Wisconsin Retirement System	10,076.78	42,000.00	-31,923.22	24.0%
5155011 · Property Assessment-Wages	0.00	6,400.00	-6,400.00	0.0%
5155021 · Prop. Assmnt.-Outside Services	1,822.18			
5155111 · Prop Tax Collection-Wages	1,018.25	4,000.00	-2,981.75	25.5%
5155121 · Prop Tax Collection-Outside Ser	422.62			
5156005 · Prop & Liability Ins	9,352.75	25,500.00	-16,147.25	36.7%
5156100 · Workers Comp - Calculated	45.73			
5156105 · Workers Comp	3,827.56	11,500.00	-7,672.44	33.3%
5156205 · Employee Bonds	0.00	900.00	-900.00	0.0%
5156305 · Unemployment Taxes	10.98			
<b>Total 5150000 · Financial Administration</b>	<b>96,281.60</b>	<b>314,000.00</b>	<b>-217,718.40</b>	<b>30.7%</b>
<b>5160000 · Municipal Building</b>				
5160011 · Municipal Building-Wages	1,489.38			
5160021 · Municipal Building-Outside Serv	1,533.19			
5160022 · Municipal Building-Utilities	9,036.56			
5160023 · Municipal Building-Repairs&Supp	68.78			
5160000 · Municipal Building - Other	0.00	50,000.00	-50,000.00	0.0%
<b>Total 5160000 · Municipal Building</b>	<b>12,127.91</b>	<b>50,000.00</b>	<b>-37,872.09</b>	<b>24.3%</b>
<b>Total 5100000 · General Government</b>	<b>143,335.73</b>	<b>449,595.00</b>	<b>-306,259.27</b>	<b>31.9%</b>
5150520 · Bank Service Charges	49.37			
<b>5200000 · Public Safety</b>				
<b>5210000 · Law Enforcement</b>				
<b>5210001 · Police Administration</b>				

## City of Markesan Treasurer's Report Budget vs. Actual January through March 2023

	Jan - Mar 23	Budget	\$ Over Budget	% of Budget
5210011 · Police Admin-Wages	13,666.16			
5210019 · Police Admin-Uniforms	514.46			
5210022 · Police Admin-Utilities	1,535.81			
5210034 · Police Admin-Supplies	932.91			
5210040 · Police Admin - Playground Don.	942.63			
5210001 · Police Administration - Other	0.00	87,400.00	-87,400.00	0.0%
<b>Total 5210001 · Police Administration</b>	<b>17,591.97</b>	<b>87,400.00</b>	<b>-69,808.03</b>	<b>20.1%</b>
5212000 · Police Patrol				
5212011 · Police Patrol-Wages	31,726.07			
5212021 · Police Patrol-Outside Services	261.00			
5212022 · Police Patrol-Utilities	329.09			
5212023 · Police Patrol-Repairs/Supplies	2,269.89			
5212033 · Police Patrol-Fuel/Miles	1,488.55			
5212000 · Police Patrol - Other	0.00	195,000.00	-195,000.00	0.0%
<b>Total 5212000 · Police Patrol</b>	<b>36,074.60</b>	<b>195,000.00</b>	<b>-158,925.40</b>	<b>18.5%</b>
5213021 · Police Criminal Inv-Suppl/Serv	374.50	1,500.00	-1,125.50	25.0%
5214025 · Police Training	688.00	1,300.00	-612.00	52.9%
<b>Total 5210000 · Law Enforcement</b>	<b>54,729.07</b>	<b>285,200.00</b>	<b>-230,470.93</b>	<b>19.2%</b>
5219000 · School Crossing Guard	2,551.50	11,000.00	-8,448.50	23.2%
5220000 · Fire Protection				
5220021 · Fire Dept-Annual Budget	13,734.00	24,625.00	-10,891.00	55.8%
5220022 · Water Hydrant Rental	0.00	113,750.00	-113,750.00	0.0%
5220034 · Fire Dept-Incident Charges	451.91			
<b>Total 5220000 · Fire Protection</b>	<b>14,185.91</b>	<b>138,375.00</b>	<b>-124,189.09</b>	<b>10.3%</b>
5240021 · Building Inspection	3,311.80	12,500.00	-9,188.20	26.5%
5290000 · Other Public Safety				
5290011 · Emergency Govt-Wages	0.00	2,200.00	-2,200.00	0.0%
5290022 · Emergency Govt-Utilities	194.54	1,900.00	-1,705.46	10.2%
5290023 · Emer Govt-Supp., Equip & Repair	700.33	4,270.00	-3,569.67	16.4%
<b>Total 5290000 · Other Public Safety</b>	<b>894.87</b>	<b>8,370.00</b>	<b>-7,475.13</b>	<b>10.7%</b>
<b>Total 5200000 · Public Safety</b>	<b>75,673.15</b>	<b>455,445.00</b>	<b>-379,771.85</b>	<b>16.6%</b>
5300000 · Public Works				
5310000 · Streets Administration				
5310011 · Streets Admin-Wages	1,423.25			
5310021 · Streets Admin-Outside Services	109.23			
5310000 · Streets Administration - Other	0.00	7,000.00	-7,000.00	0.0%
<b>Total 5310000 · Streets Administration</b>	<b>1,532.48</b>	<b>7,000.00</b>	<b>-5,467.52</b>	<b>21.9%</b>
5311000 · Public Works Shop				
5311011 · PW Shop-Wages	1,470.88			
5311022 · PW Shop-Utilities	2,411.11			
5311033 · PW Shop-Fuel	65.82			
5311034 · PW Shop-Supplies/Tools	428.06			
5311000 · Public Works Shop - Other	0.00	10,200.00	-10,200.00	0.0%
<b>Total 5311000 · Public Works Shop</b>	<b>4,375.87</b>	<b>10,200.00</b>	<b>-5,824.13</b>	<b>42.9%</b>
5312000 · Public Works Mach & Equip				
5312011 · PW Mach & Equip-Wages	4,239.40			
5312023 · PW Mach & Equip-Repair/Supplies	2,613.41			
5312033 · PW Mach & Equip-Fuel	444.30			
5312000 · Public Works Mach & Equip - Other	0.00	36,000.00	-36,000.00	0.0%
<b>Total 5312000 · Public Works Mach &amp; Equip</b>	<b>7,297.11</b>	<b>36,000.00</b>	<b>-28,702.89</b>	<b>20.3%</b>
5331000 · Road Maintenance				
5331011 · Road Maintenance-Wages	25.00			
5331000 · Road Maintenance - Other	0.00	10,650.00	-10,650.00	0.0%
<b>Total 5331000 · Road Maintenance</b>	<b>25.00</b>	<b>10,650.00</b>	<b>-10,625.00</b>	<b>0.2%</b>
5331100 · Curbs & Gutters	0.00	500.00	-500.00	0.0%
5331200 · Traffic Signs & Markings				
5331211 · Traffic Signs, Markings-Wages	132.90			
5331200 · Traffic Signs & Markings - Other	0.00	2,000.00	-2,000.00	0.0%

## City of Markesan Treasurer's Report Budget vs. Actual January through March 2023

	Jan - Mar 23	Budget	\$ Over Budget	% of Budget
Total 5331200 · Traffic Signs & Markings	132.90	2,000.00	-1,867.10	6.6%
5331300 · Bridges & Culverts	0.00	1,000.00	-1,000.00	0.0%
5331900 · Snow & Ice Control				
5331911 · Snow & Ice Control-Wages	12,328.99			
5331933 · Snow & Ice Control-Fuel	2,716.03			
5331900 · Snow & Ice Control - Other	0.00	26,000.00	-26,000.00	0.0%
Total 5331900 · Snow & Ice Control	15,045.02	26,000.00	-10,954.98	57.9%
5342022 · Street Lighting	6,270.05	24,000.00	-17,729.95	26.1%
5343100 · Sidewalks				
5343111 · Sidewalks-Wages	108.23			
5343100 · Sidewalks - Other	0.00	20,000.00	-20,000.00	0.0%
Total 5343100 · Sidewalks	108.23	20,000.00	-19,891.77	0.5%
5344000 · Storm Sewers				
5344111 · Storm Sewers-Wages	288.98			
5344000 · Storm Sewers - Other	0.00	250.00	-250.00	0.0%
Total 5344000 · Storm Sewers	288.98	250.00	38.98	115.6%
5344100 · Street Cleaning	0.00	1,700.00	-1,700.00	0.0%
5345000 · Parking Lots				
5345011 · Parking Lots-Wages	25.00			
5345000 · Parking Lots - Other	0.00	500.00	-500.00	0.0%
Total 5345000 · Parking Lots	25.00	500.00	-475.00	5.0%
5362000 · Sanitation/Trash				
5362011 · Sanitation/Trash-Wages	1,211.00			
5362021 · Sanitation/Trash-Outside Serv.	16,206.09			
5362000 · Sanitation/Trash - Other	0.00	74,000.00	-74,000.00	0.0%
Total 5362000 · Sanitation/Trash	17,417.09	74,000.00	-56,582.91	23.5%
5363100 · Landfill Monitoring	0.00	4,200.00	-4,200.00	0.0%
5363500 · Recycling Center				
5363511 · Recycling Center-Wages	722.41			
5363533 · Recycling Center-Fuel	32.91			
5363500 · Recycling Center - Other	18.36	7,500.00	-7,481.64	0.2%
Total 5363500 · Recycling Center	773.68	7,500.00	-6,726.32	10.3%
5363521 · Recycling-Curbside	6,879.21	27,500.00	-20,620.79	25.0%
5363600 · Recycling Center-Mackford	324.39	1,700.00	-1,375.61	19.1%
5363700 · Recycling Center-Manchester	324.39	1,700.00	-1,375.61	19.1%
5363800 · Recycling Center-Green Lake	630.39	2,600.00	-1,969.61	24.2%
5364000 · Weed Control	0.00	1,700.00	-1,700.00	0.0%
Total 5300000 · Public Works	61,449.79	260,700.00	-199,250.21	23.6%
5400000 · Health & Human Services				
5490000 · Cemetery				
5491011 · Cemetery-Wages	250.00			
5491022 · Cemetery-Utilities	63.83			
5490000 · Cemetery - Other	0.00	16,000.00	-16,000.00	0.0%
Total 5490000 · Cemetery	313.83	16,000.00	-15,686.17	2.0%
Total 5400000 · Health & Human Services	313.83	16,000.00	-15,686.17	2.0%
5500000 · Culture, Rec & Educ				
5510000 · Library				
5511011 · Library-Wages	665.25			
5511021 · Library-Annual Budget	34,694.50			
5510000 · Library - Other	0.00	69,389.00	-69,389.00	0.0%
Total 5510000 · Library	35,359.75	69,389.00	-34,029.25	51.0%
5520000 · Parks				
5520011 · Parks-Wages	208.58			
5520022 · Parks-Utilities	877.88			
5520023 · Parks-Repairs/Supplies	5.88			
5520033 · Parks-Fuel	49.36			
5520000 · Parks - Other	0.00	18,000.00	-18,000.00	0.0%
Total 5520000 · Parks	1,141.68	18,000.00	-16,858.32	6.3%
5530000 · City Events/Banners				

**City of Markesan**  
**Treasurer's Report Budget vs. Actual**  
**January through March 2023**

	Jan - Mar 23	Budget	\$ Over Budget	% of Budget
5530011 · City Events/Banners-Wages	333.40			
5530000 · City Events/Banners - Other	0.00	3,100.00	-3,100.00	0.0%
<b>Total 5530000 · City Events/Banners</b>	<b>333.40</b>	<b>3,100.00</b>	<b>-2,766.60</b>	<b>10.8%</b>
5530100 · Summer Rec Program	2,000.00	2,000.00	0.00	100.0%
5531000 · Events Comm. (Special Events)	369.04	6,000.00	-5,630.96	6.2%
<b>Total 5500000 · Culture, Rec &amp; Educ</b>	<b>39,203.87</b>	<b>98,489.00</b>	<b>-59,285.13</b>	<b>39.8%</b>
5600000 · Conservation & Development				
5670000 · Advertising & Promotion	0.00	150.00	-150.00	0.0%
5671000 · Industrial Park Development	73.92			
5671021 · TIF Fees	1,250.00			
5690000 · Zoning & Development	0.00	250.00	-250.00	0.0%
5691000 · Mapping	0.00	50.00	-50.00	0.0%
<b>Total 5600000 · Conservation &amp; Development</b>	<b>1,323.92</b>	<b>450.00</b>	<b>873.92</b>	<b>294.2%</b>
5900000 · Debt Service				
5912000 · 2018 Bond Issue Princ.				
5912100 · 2018 Bond Issue Fees	0.00	850.00	-850.00	0.0%
5912000 · 2018 Bond Issue Princ. - Other	110,000.00	110,000.00	0.00	100.0%
<b>Total 5912000 · 2018 Bond Issue Princ.</b>	<b>110,000.00</b>	<b>110,850.00</b>	<b>-850.00</b>	<b>99.2%</b>
5916000 · Principal Long-Term Debt	859.78	3,511.00	-2,651.22	24.5%
5926000 · Interest Long Term Debt	102.14	249.00	-146.86	41.0%
5926250 · 2018A Bond Issue Interest	16,585.00	31,932.50	-15,347.50	51.9%
5927000 · Patrol Car Principal Loan	2,720.71	5,496.80	-2,776.09	49.5%
5927500 · Patrol Car Interest Loan	166.75	278.12	-111.37	60.0%
<b>Total 5900000 · Debt Service</b>	<b>130,434.38</b>	<b>152,317.42</b>	<b>-21,883.04</b>	<b>85.6%</b>
6000000 · Capital Outlay				
6576550 · Dog Park Outlay	0.00	60,000.00	-60,000.00	0.0%
6576450 · Employee Wage Contingency Fund	0.00	15,000.00	-15,000.00	0.0%
6571400 · Outlay - City Hall	0.00	10,000.00	-10,000.00	0.0%
6571900 · Outlay - General Acctg Admin	0.00	5,000.00	-5,000.00	0.0%
6572200 · Outlay - Fire Department	0.00	5,000.00	-5,000.00	0.0%
6572900 · Outlay - Emergency Govt	0.00	3,000.00	-3,000.00	0.0%
6573270 · Outlay - Garages & Sheds	0.00	5,000.00	-5,000.00	0.0%
6573310 · Outlay - Streets	0.00	17,376.00	-17,376.00	0.0%
6573320 · Outlay - 2022 Streets Project	482,885.78			
6573340 · Outlay - 2025 Streets Project	16,602.30			
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	0.00	9,000.00	-9,000.00	0.0%
6576100 · Outlay - Library	0.00	800.00	-800.00	0.0%
6576200 · Outlay - Parks	0.00	10,104.51	-10,104.51	0.0%
6576500 · Outlay - Walking Path	560.00	5,700.00	-5,140.00	9.8%
<b>Total 6000000 · Capital Outlay</b>	<b>500,048.08</b>	<b>152,480.51</b>	<b>347,567.57</b>	<b>327.9%</b>
<b>Total Expense</b>	<b>951,832.12</b>	<b>1,585,476.93</b>	<b>-633,644.81</b>	<b>60.0%</b>
<b>Net Ordinary Income</b>	<b>-286,634.29</b>	<b>0.00</b>	<b>-286,634.29</b>	<b>100.0%</b>
<b>Net Income</b>	<b>-286,634.29</b>	<b>0.00</b>	<b>-286,634.29</b>	<b>100.0%</b>

RECEIVED MAR 30 2023

Ness Electric, Inc  
 380 Enterprise Dr  
 Markesan, WI 53946

# Estimate

Date	Estimate #
3/23/2023	967

Name / Address
City of Markesan P.O. Box 352 Markesan, WI 53946-0352

Project
Maintenance

Description	Qty	Rate	Total
Labor for one man to install light at <u>cemetery</u> .	1	90.00	90.00
LITH ESXF4ALO SWW2 UVOLT YS DDBM2 AREA LIGHT	1	489.52	489.52
<i>Memorial # 4850025</i>			579.52
Labor for 2 men to install lights and hand dryer in Kiwani's Park bathroom.	3	180.00	540.00
2G Bell with 3/4" Holes	1	23.04	23.04
1G Bell Box 1/2" Hubs	1	12.28	12.28
WP 1G Blank Cover	1	10.51	10.51
2G WIU box cover	1	40.16	40.16
GFCI/TR Outlet	1	24.85	24.85
120V Swivel Mount Photo Eye	1	24.40	24.40
UWPLd3140R9- 4' LED Wrap Light	4	184.9475	739.79
Miscellaneous Charges	1	191.22	191.22
			1,606.25

*Chamber will reimburse City*

We appreciate the opportunity to provide an estimate!

**Subtotal** \$2,185.77

**Sales Tax (5.5%)** \$0.00

**Total** \$2,185.77

**\*\*\*\*Please note that prices and availability are subject to market changes.\*\*\*\***



150 S. BRIDGE ST. • MARKESAN, WI 53946 • 920-398-3031

## **Administrative Policy – “Accessory Buildings” February 14, 2023**

The purpose of this policy is to provide the Building Inspector a documented Accessory Structure review procedure for Zoning purposes. This will enable consistent interpretation of the Zoning Ordinances. It follows the requirements of sections 400-7, -9, -23, -24, -37, -39, -41\*, -43 of the City Code.

(\* 400-41 does not reference accessory buildings, but its lack of mentioning them when compared to -37 sheds light on the following interpretation)

Reason for clarification: In the past, we have enforced one accessory structure like a garage, shed, carport, etc. per property. This was based on the use of “shed” or “accessory building” in its singular form in sections of the Zoning Ordinances.

Moving Forward:

No longer will the number of structures be the determining factor. The number of accessory structures will be dictated by 400-23 which limits accessory structures to 30% of the rear yard. 400-23 also excludes attached garages from the definition of an accessory building.

When reviewing an application for an accessory structure:

1. A detailed site plan showing property size, dimensions, all buildings sizes, and all their setbacks must be submitted with the permit application.
2. A detailed design of the structure and a description of its use must be submitted with the application.
3. Use Sections 400-7, -9, -23 to verify structure meets the definition of an accessory structure.
4. Use Sections 400-23, -37, -39, -41, -43 to verify the size, location, and setbacks of the accessory

# CITY OF MARKESAN OCCUPANCY AGREEMENT

## THIS AGREEMENT

Is made on this date between \_\_\_\_\_ (Markesan, WI 53946), a non-profit organization hereinafter referred to as the "Occupant," and the CITY OF MARKESAN (150 S. Bridge St.; Markesan, WI 53946) a Wisconsin municipality hereinafter referred to as the "Provider."

### PURPOSE OF AGREEMENT:

1. Provider is the owner of real estate (the Premises) located at 150 South Bridge Street; Markesan, Wisconsin, more particularly described as Room No. \_\_\_\_\_;
2. Occupant desires to use the Premises to store items of the organization at no cost to the Occupant

### THE PARTIES AGREED AS FOLLOWS:

**IN CONSIDERATION** of the mutual covenants and agreements hereinafter contained, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Provider hereby grants to Occupant use of the Premises at no cost.
2. In consideration of the use of the Premises, Occupant accepts the responsibility for the care and maintenance of the Premises.
3. This Agreement shall not be construed or interpreted as a lease or sublease of the Premises that the Tenant Landlord Law shall not apply to this Agreement.

4. Occupant agrees to allow Provider or named agents to access Premises without any written or verbal notice for any reason, including but not limited to showings, inspections, repairs, or to secure compliance with any laws.
5. The Occupant should purchase insurance on the contents stored on the Premises. If Occupant does not have insurance Occupant shall be considered "self-insured. Proceeds from Occupant purchased insurance shall belong to the Occupant. The provider is not responsible for Occupant's property stored on the Premises.
6. Provider shall not be liable, and Occupant hereby waives all claims against the Provider for any damage to any property or any injury to any person in or about the leased property by or from any cause whatsoever, except to the extent caused by or arising from the gross negligence or willful misconduct of the Occupant or its agents.
7. The Occupant shall not store improperly packaged food or perishable goods, flammable materials, explosives, other inherently dangerous material, or any property that would violate any governmental law.
8. The Occupant agrees to maintain a state of cleanliness in and around the Premises so as not to violate any City or State health or safety codes and shall not store any items in hallways or other common areas.
9. The Occupant agrees not to store equipment and supplies in such a manner that could damage or destroy Provider's furnishings, fixtures, or room surfaces.
10. The tenant cannot alter the Premises or drive nails, tacks, screws, or fasteners into any ceiling, floor, wall, or woodwork of the property without the Provider's permission.
11. The Occupant must repair any damage from improperly storing items, using nails, tacks, screws, or fasteners on the Premises. Occupant further agrees to pay all costs for any damage to the Premises not repaired by the use of the Occupant at standard commercial rates for supplies and labor.
12. Rights under this Agreement are not assignable or transferable.
13. This Agreement begins upon signing and may be terminated immediately by Provider or Occupant in writing.
14. The parties hereto may amend, modify, or terminate this Agreement by written instrument signed by each.



**SIGNATURE PAGE**

IN WITNESS WHEREOF, the parties or their respective agents, have set their names and seals to this OCCUPANCY AGREEMENT and upon signing, each party acknowledges the fact that they have read and understood the foregoing and agrees to all of the terms and conditions contained therein and that they have received a signed and completed copy hereof.

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

PROVIDER:

OCCUPANT:

\_\_\_\_\_

\_\_\_\_\_

WITNESS:

Personally came before me the above named signatories, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Dated: \_\_\_\_\_

\_\_\_\_\_

**CITY OF MARKESAN  
RESERVATION FORM AND RENTAL AGREEMENT**

Name/Organization renting: St Pauls Lutheran  
 Reason for use: Youth Night  
 Responsible person: Cody Mde  
 Address of responsible person: 630 Hollander St Markesan  
 Phone: 608-669-4537 Alternate Phone: \_\_\_\_\_  
 Date Requested: 7/16/23 Time Requested: 2:30p - 7:30p

Space Requested (Please circle). Fees are based on resident/non-resident status:

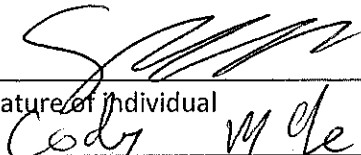
City Hall		S&S - Big Building (\$75/\$100)	S&S - Scout Cabin (\$75/\$100)
Community Room (\$50/\$75)	Including Kitchen (add \$15)	Hein Park (No Chrg/\$25)	Kiwanis Park (No Chrg/\$25)

A security deposit of \$100 (separate check) is required for all rentals when key is picked up

**Rental Agreement**

**In consideration for the use of the above requested City of Markesan facilities, I hereby agree to the following:**

- Rental fees are payable with this Rental Agreement to the City of Markesan. Security deposits may be paid with the Agreement, or when I pick up the key. No reservation will be "held" without payment of appropriate fees.
- Cancellations more than 14 days prior to the reservation will receive a refund of the fees, less a \$15 processing charge. Cancellations less than 14 days prior to the reservation will not be refunded. Cancellations prior to the original date may be transferred to another available day at no charge.
- Keys are to be picked up at the Clerk-Treasurer's Office the day of the event or the Thursday or Friday prior for a weekend event. I understand no one may be available to provide a key outside of regular office hours, and failure to pick up the key during the designated times may mean I will be unable to access the facility. If a City employee is available to provide a key outside of office hours, there is an additional \$25 charge to cover overtime.
- I understand I am fully responsible for any damages caused by myself or my guests to City property. I shall forfeit \$40 of my security deposit if proper cleaning is not completed, or more if there is any damage to City property or excessive cleaning required. I also understand that such costs in excess of the security deposit will be billed to me.
- The City of Markesan, its officers, agencies or employees, will not be responsible for injuries, loss of or damage to personal property occurring as a result of my activity being conducted on City of Markesan property. In addition, I agree to hold the City of Markesan harmless from any and all actions and/or suits relating to my use of such property.
- Violation of any rental guidelines and/or Municipal Codes by me or my guests will be just cause for termination of this rental agreement, immediate removal of those individuals associated with the use of the facilities and the possible denial of future reservation of City facilities.
- IN ADDITION TO THE ABOVE, I ACKNOWLEDGE RECEIPT OF, UNDERSTANDING AND ACCEPTANCE OF THE CONDITIONS AND REGULATIONS STATED IN THE RENTAL GUIDELINES. (see reverse)

Signature of Individual:   
 Print Name: Cody Mde

Date: 4/5/23

FOR OFFICE USE ONLY

Amt. of Rental \_\_\_\_\_ Amt. of Deposit \_\_\_\_\_ Cleaning/Damage Charges \_\_\_\_\_  
 Date Received \_\_\_\_\_ Date Received \_\_\_\_\_ Notes: \_\_\_\_\_

Erica

\* Call state when ready

City of Markesan  
PO Box 352  
Markesan, WI 53946

Cost-20.00 Per  
Application 920-260-1521

Date Rec'd	3/23/23
Recp#	24911
Date Apprv'd	
Lic#	

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

PLEASE PRINT CLEARLY

NAME (First - Middle - Last) Erica M. Lien

Circle: Male  Female

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

BIRTHDATE 7-13-81

ID- DRIVERS LICENSE \_\_\_\_\_

PHONE (best # to reach you) 122

ADDRESS \_\_\_\_\_  
Street

Markesan, WI 53946  
Apt. No. City State Zip

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: Dollar Tree

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.

- 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 \_\_\_\_\_
- As required by Wisconsin Statutes, Section 125.17(6), have you completed the alcohol beverage server course? YES  NO  If yes, where? Family Dollar  
(If this is a new application, proof of completion must be submitted with the application)
- Do you understand your responsibilities as an alcohol beverage license holder? YES  NO
- 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
- 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
- Have you ever been convicted of a felony? YES  NO
- 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**

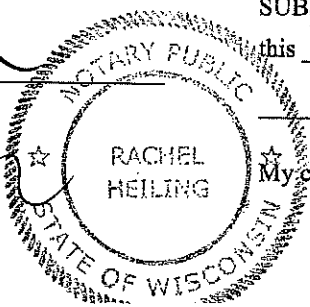
I hereby make application to the Common Council of the City of Markesan, Green Lake County, Wisconsin, for a License to serve Fermented Malt Beverages and Intoxicating Liquors in a place licensed by the City for the sale of alcohol beverages. I hereby certify that the information provided on this application 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:

Erica Lien  
Date 2/15/2023  
Erica Lien  
3/23/2023

SUBSCRIBED AND SWORN TO BEFORE ME

this 23rd day of March, 2023  
Rachel Heiling  
(Clerk/Notary Public)  
My commission expires 5/8/2025



OK'd WP

*Haley*

City of Markesan  
PO Box 352  
Markesan, WI 53946

Cost-20.00 Per  
Application

Date Rec'd	<u>3/13/23</u>
Recp#	<u>24912</u>
Date Apprv'd	_____
Lic#	_____

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

PLEASE PRINT CLEARLY

NAME (First - Middle - Last) Haley Autumn Pemberton Circle: Male / Female  
 OTHER NAMES (maiden or nicknames: if none, so state) \_\_\_\_\_ BIRTHDATE 11/06/2000  
 DRIVERS LICENSE # \_\_\_\_\_ PHONE (best # to reach you) \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 Street Apt. No. City State Zip  
Markesan WI 53946

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

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

**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.

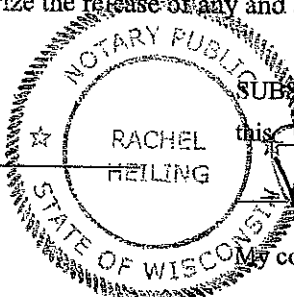
- If application is a renewal (within past two years you've held a Class "A", "Class A", "Class C", Class "B", or "Class B" license/permit or a manager's or operator's license in the State of Wisconsin), where was previous license granted? City/Village/Town of \_\_\_\_\_
- As required by Wisconsin Statutes, Section 125.17(6), have you completed the alcohol beverage server course? YES  NO \_\_\_\_\_ If yes, where? Family Dollar  
(If this is a new application, proof of completion must be submitted with the application)
- Do you understand your responsibilities as an alcohol beverage license holder? YES  NO \_\_\_\_\_
- 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
- 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
- Have you ever been convicted of a felony? YES \_\_\_\_\_ NO
- 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:  
Haley Pemberton  
Date 02/07-23



SUBSCRIBED AND SWORN TO BEFORE ME  
this 07 day of March, 2023  
Rachel Heiling  
(Clerk/Notary Public)  
My commission expires 5/8/2025

Haley Pemberton  
3-13-23

WP OK 04-07-23