

PUBLIC PROPERTY & HEALTH COMMITTEE

Markesan City Hall

September 5, 2023 - 6:00 P.M.

MINUTES

Call to Order at 6:00 p.m.

Roll Call by Sign-in – Adam, Pat, Mike, and Rich.

Citizen's Comments – None

Public Works Report

Brush Removal Cost at Recycling Center – Annual plan for disposing of brush was provided along with a breakdown of brush loads deposited by each municipality from 1/2022 to date. Motion was made by Rich/Adam to contact Town of Manchester requesting they pay their share of chipper costs since they are bringing brush to the location. Motion carried.

Motion was made by Mike/Rich to have Todd secure bids for the purchase of a chipper for use at the recycling center. Motion carried.

Old Business:

- 650 N. Margaret Property Maintenance Update - (Rich left the room while discussion was held on this matter). The property owner provided an update regarding plans for the property. Motion was made by Mike/Pat to allow the property owner until November 1 to replace the windows in the garage. Motion carried.
- Update on Parks Punch List – Pat provided an update indicating most items have been completed, garage door at Soldier's & Sailor's has been fixed, and John will be staining the decks at the Boy Scout Cabin. Motion was made by Pat/Rich to contact Ness Electric for an estimate to repair the circuit breaker box at the warming shed at Kiwanis Park. Motion carried.
- Update on Public Works Punch List – Pat will provide copies of Todd's punch list for Council showing progress that has been made.
- Update on Air Conditioning/Heat Zoning at City Hall – Pat reported Todd will continue to contact Bati to schedule a time they can come review the issues.

New Business:

- Office Lease for Grand River Bookkeepers, LLC – Following a presentation by owner, Dawn Lainberger, regarding her desire to rent a single room at City Hall, motion was made by Rich/Adam to draft a one year lease with rent to be \$200/mo. Motion carried,  
A motion was made by Rich/Pat to include in the lease that appropriate signs can be installed on the office door to the office, entryway to City Hall, and in the hallway, provided none are in violation of fire codes. Motion carried.

Motion was made by Rich/Adam to allow tenant to move some equipment in the office in October upon the acceptance and signing of the lease. Motion carried. (Full control and use of the area will not be allowed until Jan. 1, 2024.)

- Adoption of Dog Park Rules – No action. Rules will be provided at Oct. meeting.
- Purchase of Dog Park Fence – Motion was made by Rich/Mike to accept the bid from Simple Solution Fencing, LLC in the amount of \$16,033.60 for the Dog Park Fence. Motion carried. (It was noted that donations have totaled approx. \$13,600. City to be reimbursed for the full amount of the fencing).
- Moving of Utility Pedestal at Cemetery - Pat/Rich moved to approve the quote of Alliant Energy in the amount of \$665 to move the utility pedestal to the east side of the entrance to the new cemetery. Motion carried.
- Recycling Center Agreement - The Agreement with the City and the Towns of Green Lake, Manchester, & Mackford was reviewed after which a motion was made by Rich/Pat to forward to the City Attorney proposed changes to Section 3 as presented. (Copy attached to these minutes). Motion carried.  
Motion was made by Pat/Mike to forward to the City Attorney proposed changes to Section 5 as presented. (Copy attached to these minutes). Motion carried
- Update on bidding on Public Works Punch List
  - Repair/replace driveway at old cemetery – Yet to be bid out
  - Removal of tree stumps (east side old cemetery, City Hall, Kiwanis Park) – Yet to be bid out
  - Repairs to Kiwanis warming shelter, other shelter & restrooms – Bids are being advertised
  - Painting of Kiwanis Park 2 shelters and restrooms – No action
  - Repair of Library garage – Bid is being advertised
  - Painting of City Garage – Yet to be bid out
- Boy Scout 2024 Painting Bid – Motion was made by Pat/Mike to accept the bid from New Beginnings Custom Painting in the amount of \$6,000 for the 2024 painting of the Boy Scout Cabin. Motion carried.

As there was no further business to come before the Committee, motion was made by Rich/Adam to adjourn. Motion carried. Meeting adjourned at 6:44 p.m.

Respectfully Submitted

Pat Prill, Chairman

(It was noted that there are large holes around some of the cemetery stones on both the old and new cemeteries. Pat will contact the Public Works Dept to look into the issue).