



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

## **STREETS, BUILDINGS & UTILITIES COMMITTEE**

Markesan City Hall

**October 3, 2023**

6:00 PM

### **AGENDA**

Call to Order

Roll Call

Citizen's Comments

Public Works Report

- Discussion and Action Timeline for Sidewalk Assessments
- Update on Alliant Energy Repairing Holes Downtown
- Discussion and Action on Safety Procedures for the Public Works Department
- Discussion and Action on the 5 Year Street Plan for the LRIP

Water & Sewer Department Report

- Discussion and Action on AI-Win Enterprise LLC Invoice for \$730.00 for WWTP Sludge Tank Repairs

New Business

- Discussion and Action on Pool Violation at 180 W Manchester Street
- Discussion and Action on Property Maintenance at 325 E John Street
- Discussion and Action on Pay App #5 to Kopplin & Kinas Co. for \$278,747.40

Old Business

- Update on Property Maintenance at 14 W Water Street
- Discussion and Action on Revision of Citation Letters
- Update on Public Works Punch List

Review Land Use Permits

Adjournment

A quorum of the Markesan Common Council may be in attendance at this meeting to gather information about a subject over which they have decision making responsibility. Under Wisconsin Open Meeting Law, this may constitute a meeting of the Common Council pursuant to the Badtke Decision, however, the Council will not take action at this meeting.

Any person requiring special assistance to participate in this meeting should contact the Clerk-Treasurer at 398-3031 at least 24 hours prior to the meeting so appropriate accommodations can be made.

Posted: City Hall  
ERGO Bank Post Office  
[www.markesanwi.gov](http://www.markesanwi.gov)

Dated September 29, 2023  
Elizabeth Amend, Clerk-Treasurer

# Special Assessments - A Common Way to Recover Costs of Public Improvements

Curt Witynski, Deputy Executive Director, League of Wisconsin Municipalities



Several months ago a state legislator called me into his office to discuss a question he had received from a constituent. The constituent had called to complain about the city charging her a special assessment of over \$1,000 for sidewalk and curb and gutter repairs. The legislator asked me whether the city could do this and if so whether other municipalities charge property owners for similar public improvements. I assured the legislator that municipalities have clear and longstanding authority to specially assess property owners to help pay for public improvements and that it was common for communities to do so.

I was surprised the legislator was unaware that communities have been able to specially assess property owners to recover the cost of public improvements for over 100 years. Our conversation started me thinking that perhaps other legislators and even some local officials are unfamiliar with this traditional method of paying for public work.

Special assessments are charges levied by municipalities against real property to recover some or all of the costs of a public work or improvement that specially benefits such property. Special assessments can be used to pay for street construction, sidewalks, curb and gutter, storm and sanitary sewer improvements, water mains, tree removal, parkland condemnation, and many other public improvements. Special assessments may be levied against nearly all public<sup>1</sup> and private property, including tax exempt parcels, for all or a portion of the cost of a public work or improvement as long as the following basic requirements are met:

1. The property is in fact specially benefited by the improvement; and
2. The amount of the assessment is made on a "reasonable basis." *CIT Group v. Village of Germantown*, 163 Wis.2d 426, 471 N.W.2d 610 (Ct. App. 1991).

The procedure for levying special assessments is set forth in the statutes at Wis. Stat. sec. 66.0703. The Wisconsin special assessment statute first appeared in its present form in 1945.<sup>2</sup> That statute was quite similar to the current one, which generally enables and sets out a process for municipalities to levy and collect special assessments for any municipal work or improvement. Prior to 1945, separate grants of authority to levy special assessments were sprinkled throughout the statutes and were connected to the specific type of work being performed.

Over the years, court decisions have made it clear that the procedure for levying special assessments set forth in the statutes must be strictly followed. Failure by a municipality to strictly adhere to the procedural requirements may result in a court voiding the assessment and requiring that the assessment be refunded.

The process for levying special assessments includes the following critical steps:

1. **Preliminary resolution.** The governing body adopts a preliminary resolution declaring that the governing body intends to exercise its police or taxing power to specially

assess for a stated municipal purpose. The resolution must contain a description of the purposes for which the assessment is to be levied and other information specified in Wis. Stat. sec. 66.0703(4). The preliminary resolution must also order the public works director or other appropriate municipal officer or employee to prepare a report on the proposed work or improvement and the proposed special assessments.

2. **Report.** The public works director or other appropriate municipal officer shall prepare a report consisting of:
  - a. Preliminary or final plans and specifications.
  - b. An estimate of the entire cost of the proposed work or improvement.
  - c. An estimate, as to each parcel of property affected, of the assessment to be levied.
3. **Public Hearing.** The governing body, one of its committees, or the board of public works must conduct a hearing prior to the levying of the special assessments. When the report mentioned above has been completed and filed with the clerk, the clerk sets a hearing date and publishes a class 1 notice of a public hearing on the proposed work and special assessment. In addition, a copy of the hearing notice must be mailed to every interested party whose post office address is known or can be ascertained with reasonable diligence. After the public hearing the governing body may approve, disapprove, or modify

gutter, but not full street repairs. A community that specially assesses must also decide the percentage of the cost of a public improvement that it chooses to recover from special assessments. Some communities may recover 50 percent or less of the cost of a project through special assessments. Others may, depending on the type of work, specially assess 100 percent of the cost.

Some communities have adopted special assessment policies guiding staff and informing the public about what types of improvements and how much of the cost of the improvement will be specially assessed.

The special assessment process can be complex and at times controversial. The League has several resources providing more information on this important

tool for recovering the cost of municipal work. Contact the League office for more information about the following:

- League legal opinions on the topic of special assessments. (League attorneys have written hundreds of formal opinions in the last 70 years covering many different special assessment issues.) Use the search function on our website.
- The League publishes a *Special Assessments in Wisconsin Manual*, which includes sample forms.
- Special Assessment FAQs are posted under the legal tab on the League's website: <http://www.lwm-info.org/1095/Special-Assessments>
- The League has collected sample municipal special assessment policies,

resolutions, and ordinances, which are posted on the League's website: <http://bit.ly/SpecialAssessments>

**Special Assessments 653**

**About the Author:**

Curt Witynski, League Deputy Director manages the League's lobbying program, representing the League before the Legislature, the governor's office, and state agencies. He writes the *Legislative Bulletin* and *Capitol Buzz* newsletters, organizes legislative material and the Budgeting Toolkit for the League's web page, and answers questions from the media and members about legislation. Contact Curt at [witynski@lwm-info.org](mailto:witynski@lwm-info.org)

1. Property of the United States is exempt from special assessments. Wis. Stat. sec. 1.04. Other property specified in Wis. Stat. sec. 66.0705, such as state property held for highway right of way purposes, is also exempt from special assessments.
2. Sec. 66.60, Wis. Stats. (1945).



**Integrated**  
PUBLIC RESOURCES

**PUBLIC/PRIVATE PARTNERSHIPS (P3)**  
A new tool for your community

**MUNICIPAL ADMINISTRATOR SERVICES OFFERED ON AN AS-NEEDED BASIS:**

- ▣ Interim Administrator Services
- ▣ Administrator Recruitment
- ▣ Organizational Analysis/Operations Improvement
- ▣ Operational Budgets/Capital Budgets/Plans
- ▣ Economic Development Projects
- ▣ Downtown Revitalization Initiatives
- ▣ TIF District Implementation
- ▣ Business Improvement District (BID) Creation
- ▣ Consolidation or Shared Services Studies
- ▣ Comprehensive Planning/Strategic Planning
- ▣ Classification and Compensation Studies
- ▣ Facilitation and Training
- ▣ Project Management

**PROFESSIONAL SERVICES FOR PARKS AND RECREATION ADMINISTRATION AND FACILITIES:**

- ▣ Grant Writing and Administration
- ▣ Open Space Plan Development
- ▣ Parks Development and Design Assistance
- ▣ Master Planning
- ▣ Parks & Recreation Administrative Services
- ▣ Parks & Recreation Staff Recruitment

**Together, let's achieve the GOALS of YOUR COMMUNITY.**

**920.751.4200**

NEENAH WI MACHESNEY PARK IL VALPARAISO IN

**IPR-P3.COM**

A MCMAHON GROUP COMPANY

## **City of Markesan 5 year Street Plan**

2024/2025

Seal 2009 Street project

New curb and gutter on E Vista

2025/2026

Mill and overlay Summit St from Bridge St to Margaret St

2026/2027

Mill and overlay Grand St and intersecting streets Charles, and Caroline to Margaret St

Mill and overlay North St from Margaret St to dead end

2027/2028

Overlay Charles St from N Main to Margaret St and Caroline St from N Main to Margaret St

2028/2029

Chip/crack seal 2022 street project

City Hall:

BATI is scheduled to run a test on the heating and cooling system Oct 4. Cost for the system check is \$1500 plus materials.(Materials are if they find parts that are failing/not working properly)

Boiler inspections/cleaning are scheduled for later this month. These inspections are required by the state and all the paperwork will be taken care of by August Winters Co.

Roof drains have been cleared of debris. The debris clearing will continue until all the leaves are off the trees.

General upkeep/maintenance is done every Tuesday and Thursday unless an issue arises.

Street/Sidewalks:

The City is currently on the list for "Asphalt Specialist" to make repairs to the 3 problem areas.(City Hall driveway, City parking lot hole, and the intersection of Grand and Charles.

Light Poles that were replaced this spring/summer, those holes will be taken care of the week of October 2-6. That was from the phone call that I received on Thursday 28th.

Sidewalk assessment is a work in progress. I have a list of sidewalks that need repair/replace. Currently reaching out to Concrete Contractors and local excavating contractors for interest for next spring.

5 year street plan:

2024/2025 Seal 2009 Street Project

2025/2026 Mill and overlay Summit St from Bridge St to Margaret St

2026/2027 Mill and overlay Grand and intersecting streets Charles and Caroling to Margaret St

2027/2028 Overlay Charles St from N Main to Margaret and Caroline from N Main to Margaret

2028/2029 Chip/crack seal 2022 project

I'm waiting for Lukas to help aid me in this.

Street sweeping of large amount of leaves on the street to help reduce plugged storm drains and less vacuuming.

Shop//ETC:

Shop painting I have 3 bids incoming from Robert Brothers(Randolph) Steve's Quality Painting, and New Beginnings Custom Painting.

Kiwanis Park, Library Shed all sealed bids are in at City Hall.

RFB for Hien Bathroom/Pump is going in the paper the week of Oct 1

Stump removal. 6 stumps(3 S&S, 1 City Hall, and 2 cemetery) bids have been sent out to the following: Ultimate Outdoor Bros, B and b Stump Grinding, and Capital Tree Service. All but Capital Tree Service has replied with bids.

Equipment:

Plow truck oil pan and gaskets have been repaired/replaced by D&E

New spreader motor on the salt truck has been replaced

Plow is still out for repairs. Once harvest time slows they will be working on it.

Street Sweeper has a breakdown or two each time we use it. They are just minor repairs.(chain link breaking, chain or sprocket slipping off)

New payloader tires have been installed Wednesday Spet. 27th

Recycling Center:

Still looking for a quality used wood chipper. When talking with the Stump removal contractors they are busy with all the dead Ash trees thus making equipment hard to find.

White goods Aronson is no longer taking anything that has freon in it, so I have contact Sadoff recycling. I have provide them with an approximate amount of those goods that are placed out there in a year. Sadoff is working on pricing and logistics.

Cemetery:

New Flagpole base has been installed.

3 contractor have been contacted about replacing the "South Side" road. Davis Construction, Asphalt Specialists, and Scott Construction. Meeting with Davis on Monday.

# AL-WIN ENTERPRISE LLC

W11858 County Road P  
Randolph, WI 53956  
920 326-5858

alwinenterllc@gmail.com

# Invoice

Date	Invoice #
9/27/2023	23092701

Bill To
City of Markesan 150 S. Bridge St. P.O. Box 352 Markesan, WI 53946

P.O. No.	Terms
	Upon Receipt

Description	Amount
Non-Taxable Product/Service 9/19/23 Tanker Axle Repaired	849.85
***Please pay \$730.00 if paid by 10/27/2023	
Thank you for your business	<b>Total</b> 849.85

General Engineering Company  
P.O. Box 340  
916 Silver Lake Drive  
Portage, WI 53901



608-745-4070 (Office)  
608-745-5763 (Fax)  
[gec@generalengineering.net](mailto:gec@generalengineering.net)  
[www.generalengineering.net](http://www.generalengineering.net)

*Engineers • Consultants • Inspectors*

September 06, 2023

Byran & Heather Hamer  
180 W Manchester  
Markesan, WI 53946

RE: Pool Violations - 2<sup>nd</sup> Notice (Permit 22-0032)

Permit Expiration Date (06/30/2024)

180 W Manchester St

Markesan, WI

Dear Bryan & Heather Hamer:

This is a 2<sup>nd</sup> notice that the pool on your property has not been made secure according to the City Ordinance "115-7 Swimming Pools Regulations". Members of the Police Department have observed that the pool is not adequately **enclosed**. They have also observed that the pool **ladder** has not been "secured or adequately safeguarded to prevent unauthorized entry into the pool." Ordinance 115-7 section G addresses permanent pools. This section requires adequate barriers around the pool and an adequately secured entrance ladder to the pool.

The first letter delivered to you in person by the City's Police Department on July 31, 2023 stated that the violations will begin to be counted from that date and the corrections deadline was in 30 days, which was August 31, 2023. This is your final notice that you have 30 calendar days to resolve the violations by complying with Ordinance Chapter 115-7. This final 30-day period for corrections will end October 6th, 2023. You have the right to request a hearing before the Common Council or Committee. This hearing must be requested within 5 days of receipt of this letter. If a hearing is not requested, this letter becomes an order to correct the violations.

Per Ordinances Chapter 1-3 and 273-12, "Each day a violation exists after the notice of violation has been received and which becomes an order of the Building Inspector shall constitute a separate violation of this chapter."

Please contact the City of Markesan Building Inspector at 608.617.6373 or at [ttripp@generalengineering.net](mailto:ttripp@generalengineering.net) with any questions you may have regarding the violations. Please contact the City Clerk, Betsy Amend, to request a hearing before the Common Council or Committee.

Thank you in advance for your cooperation in this matter.

Sincerely,

**GENERAL ENGINEERING COMPANY**

*Timothy Tripp*

Timothy Tripp  
City of Markesan  
Building Inspector  
Certification #1330733  
Cc: City of Markesan

Portage •

Black River Falls •

La Crosse



Consulting Engineering • Structural Engineering • Environmental Services • Building Inspection • Cross Connection Control  
Grants & Funding Services • Land Surveying • Zoning Administration • Mechanical, Electrical, & Plumbing Services • GIS Services





General Engineering Company  
P.O. Box 340  
916 Silver Lake Drive  
Portage, WI 53901



608-745-4070 (Office)  
608-745-5763 (Fax)  
[gec@generalengineering.net](mailto:gec@generalengineering.net)  
[www.generalengineering.net](http://www.generalengineering.net)

*Engineers • Consultants • Inspectors*

## THIRD NOTICE

August 4, 2023

Gail Bossingham  
911 Ramble Ln  
Plover, WI 54467

RE: Property Maintenance Violation  
325 E John St  
City of Markesan

Dear Gail Bossingham:

The Markesan Building Inspection Department and the Keep Markesan Great Committee are writing regarding the condition of the house and property located at the above referenced address.

Back on May 9, 2023 you had written an email to the City stating that you had a buyer for the property. As of today, the City has not seen any for sale sign or sale of the property go through. Therefore, no maintenance violation has been resolved as your email stated it would be. The City and the Committee are requesting a timetable of when the property will be sold and a name and address of who to direct any future correspondence to if there is a new owner? Please provide this to the City by **August 21, 2023**. Otherwise, the violation will follow the timeline listed below.

This letter is to provide notice that your property is in violation of the City of Markesan's Ordinance Chapter 273-5 A through D, K, & L regarding property maintenance. The roofing shingles are in extremely poor condition. Exterior paint is peeling. Large areas of the exterior wood siding are missing paint and exposed to the elements causing deterioration. There is a broken guardrail on the second-floor porch.

This letter provides documentation that the violations will begin to be counted from the date of this letter, August 4, 2023. Per the Ordinances, you have 30 calendar days to resolve the violations by complying with Ordinance Chapter 273. The 30-day period for corrections will end September 4, 2023. You have the right to request a hearing before the Common Council or Committee. This hearing must be requested within 5 days of receipt of this letter. If a hearing is not requested, this letter becomes an order to correct the violations.

Per Ordinances Chapter 1-3 and 273-12, "Each day a violation exists after the notice of violation has been received and which becomes an order of the Building Inspector shall constitute a separate violation of this chapter."

Please contact the City of Markesan Building Inspector at 608.617.6873 or [tripp@generalengineering.net](mailto:tripp@generalengineering.net) with any questions you may have regarding the violations. Please contact the City Clerk to request a hearing before the Common Council or Committee.

Thank you in advance for your cooperation in this matter.

Sincerely,

**GENERAL ENGINEERING COMPANY**

*Timothy Tripp*

Timothy Tripp #1330733  
Building Inspection Department  
City of Markesan

Portage

Black River Falls

La Crosse

Consulting Engineering • Structural Engineering • Building Design • Environmental Services • Building Inspection • GIS Services  
Grant Procurement & Administration • Land Surveying • Zoning Administration • Mechanical, Electrical, & Plumbing Services



---

**From:** gbossingham <gbossingham@charter.net>  
**Sent:** Tuesday, May 9, 2023 9:40:03 AM  
**To:** Tim Tripp <ttripp@generalengineering.net>  
**Subject:** GEC letter

You don't often get email from gbossingham@charter.net. [Learn why this is important](#)

I am responding to your letter regarding the violations of my house. There is no way I will be able to fix all these violations in the time you are demanding. I am in the process of selling the house and the buyer is planning on a total renovation.  
Gail Bossingham

Sent from my Verizon, Samsung Galaxy smartphone

General Engineering Company  
P.O. Box 340  
916 Silver Lake Drive  
Portage, WI 53901



608-742-2169 (Office)  
608-742-2592 (Fax)  
[gec@generalengineering.net](mailto:gec@generalengineering.net)  
[www.generalengineering.net](http://www.generalengineering.net)

*Engineers • Consultants • Inspectors*

September 8, 2023

City of Markesan  
P.O. Box 352  
Markesan, WI 53946

Re: 2022 City of Markesan Street and Utility Reconstruction Project - Pay Application No. 5  
City of Markesan, Green Lake County, Wisconsin  
GEC #2-0120-28D

Dear Mayor Slate:

The general contractor, Kopplin & Kinas Co. Inc., has requested payment for recent construction costs associated with the above-referenced project. The pay application covers construction work and material storage that has been completed to date.

I have reviewed the submitted pay request and recommend payment to Kopplin & Kinas Co. Inc., for Pay Application No. 5 in the amount of \$278,747.40. By contract we have withheld 5% of the value of the work completed (\$14,670.92) as retainage.

If in agreement with the pay application, please sign all three copies. One copy is for the City records, one copy is for GEC records, and one copy is to be sent to Kopplin & Kinas Co. Inc., with their payment. We will forward signed copies to the DNR for their reference.

Subsequent pay requests will also be reviewed for completeness and accuracy prior to my recommendation for payment. If you have any questions along the way, please do not hesitate to contact me.

Yours truly,

**GENERAL ENGINEERING COMPANY**

*Lukasz Lyzwa*

Lukasz Lyzwa  
Project Engineer

Enclosures

Cc: Betsy Amend, Clerk  
Jeff Haberer, Water/Wastewater Superintendent



**Contractor's Application for Payment No. 5**


Application Period:	06/30/2023	Application Date:	8/27/2023
To (Owner):	City of Markesan	Via (Engineer):	General Engineering Company
Project:	2022 Street & Utility Reconstruction Project	Contract:	Koppin & Kraus Co., Inc
Owner's Contract No.:		Contractor's Project No.:	
		Engineer's Project No.:	2-0120-28D

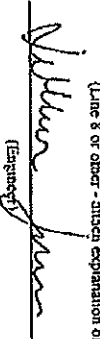
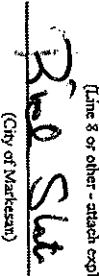
**Application Fee Payment  
Change Order Summary**

Approved Change Order Number	Additions	Deductions	
CO1	\$138,225.00		
TOTALS	\$138,225.00		
NET CHANGE BY CHANGE ORDERS	\$138,225.00		

1. ORIGINAL CONTRACT PRICE: \$ 52,597,482.80
2. Net change by Change Orders: \$ 138,225.00
3. Current Contract Price (Line 1 + 2): \$ 52,735,707.80
4. TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate): \$ 52,945,878.80
5. RETAINAGE:
  - a. 5% X \$ 293,418.31 Work Completed \$ 146,709.92
  - b. 5% X \$ - Stored Material \$ 114,678.92
  - c. Total Retainage (Line 5a + Line 5b): \$ 32,991,107.89
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c): \$ 52,652,460.99
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application): \$ 52,788,747.40
8. AMOUNT DUE THIS APPLICATION: \$ 20,566.16
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above): \$ 210,566.16

**Contractor's Certification**  
 The undersigned Contractor certifies that to the best of his knowledge (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By:  Date: 9/5/23

Payment of: \$ 5278,747.40 (Line 8 or other - attach explanation of the other amount)  
 is recommended by:  (Engineer) 8/30/2023 (Date)  
 Payment of: \$ 5278,747.40 (Line 8 or other - attach explanation of the other amount)  
 is approved by:  (City of Markesan) 9/12/23 (Date)  
 Concurrence by: \_\_\_\_\_ (Date)  
 Funding Agency (if applicable): \_\_\_\_\_ (Date)

For (contract): 2022 Street & Utility Reconstruction  
 Application Period: thru 06/30/2023  
 Street: All Streets  
 Application Number: 5  
 Application Date: 8/27/2023

Item No.	Item Description	QTY	Units	Unit	Scheduled Value	This Period Quantity	Amount	Work Completed		Material Stored In G or I	Total Completed & Stored To Date (H+I)	% (I/F)	Balance To Finish (F-I)
								Previous Application Quantity	Previous Application Amount				
1	Performance and Payment Bonds	1	LS	\$	35,000.00			1	\$	35,000.00	\$	100.00%	\$
2	Mobilization/Demobilization	1	LS	\$	100,000.00			0.75	\$	75,000.00	\$	75.00%	25,000.00
3	Silt Fence/Sediment Log	4,000	LF	\$	2,000.00				\$	-	\$	100.00%	2,000.00
4	Inlet Protection	1	LS	\$	2,210.00			1	\$	2,210.00	\$	100.00%	-
5	Traffic Control	1	LS	\$	7,500.00			1	\$	7,500.00	\$	100.00%	-
6	Temporary Access	1	LS	\$	6,000.00			1	\$	6,000.00	\$	100.00%	-
7	Temporary Water Service	1	LS	\$	4,170.00				\$	-	\$	100.00%	4,170.00
8	Temporary Water Service	1	LS	\$	31,135.00			1	\$	31,135.00	\$	100.00%	-
9	Milling Existing Pavement	2,400	CV	\$	66,240.00			2216.5	\$	61,175.40	\$	92.35%	5,064.60
10	Remove Asphalt Pavement	22,555	SY	\$	35,656.90			22555	\$	35,656.90	\$	100.00%	-
11	Remove Concrete Curb and Gutter	10,500	LF	\$	13,335.00			10500	\$	13,335.00	\$	100.00%	-
12	Remove Driveway and Sidewalk	37,300	SF	\$	21,261.00			3018.7	\$	21,261.00	\$	100.00%	-
13	Remove Sanitary Sewer Pipes and Manholes	1	LS	\$	4,825.00			1	\$	4,825.00	\$	100.00%	-
14	Remove Water Main Pipes, Hydrants, Valves, Curb	1	LS	\$	6,025.00			1.0	\$	6,025.00	\$	100.00%	-
15	Pipe Bulkhead	1	LS	\$	425.00				\$	-	\$	100.00%	425.00
<b>Sanitary Sewer</b>					<b>GENERAL TOTAL:</b>					<b>\$ 299,103.30</b>		<b>94.01%</b>	<b>\$ 20,121.34</b>

16	Connect to Existing Sanitary Sewer	7	EA	\$	1,565.00			7	\$	10,955.00	\$	100%	\$
17	Sanitary Sewer, 8-inch PVC	910	LF	\$	68.00			950.5	\$	64,634.00	\$	104%	(2,754.00)
18	TV Inspection of Sanitary Sewer	910	LF	\$	1.50			950.5	\$	1,425.75	\$	104%	(60.75)
19	Sanitary Sewer Manhole, 4-Ft.I.D.	56.6	WF	\$	400.00			56.8	\$	22,720.00	\$	100%	-
20	Unclassified Sewer Work	1	LS	\$	2,050.00			1	\$	2,050.00	\$	100%	-
21	Sanitary Sewer Manhole Frame & Cover (w/	7	EA	\$	885.00			7	\$	6,195.00	\$	100%	-
22	Sanitary Sewer Manhole Frame & Cover Adjustment	17	EA	\$	1,265.00			17	\$	21,505.00	\$	100%	-
23	Sanitary Sewer Lateral, 6-inch PVC w/Tracer Wire	830	LF	\$	74.50			694	\$	51,703.00	\$	84%	10,132.00
24	Telesise Sanitary Sewer Lateral	24	EA	\$	135.00			24	\$	3,240.00	\$	100%	-
<b>Watermain</b>					<b>SANITARY SEWER TOTAL:</b>					<b>\$ 184,427.75</b>		<b>96%</b>	<b>\$ 7,317.25</b>

25	Connect to Existing Water Main	12	EA	\$	2,130.00			12	\$	25,560.00	\$	100%	\$
26	Water Main, 6-inch Ductile Iron	5,600	LF	\$	Used Alternate**			37	\$	60,125.00	\$	100%	\$
27	Gate Valve with Adapter, 6-inch	37	EA	\$	1,625.00			10	\$	65,900.00	\$	100%	\$
28	Hydrant w/ 6-inch Gate Valve on Lead	10	EA	\$	6,590.00				\$	-	\$	100%	-
29	Water Lateral, 1-inch Copper	3,100	LF	\$	Used Alternate**			89	\$	42,275.00	\$	100%	\$
30	Corp Stop & Curb Stop w/ Box, 1-inch	89	EA	\$	475.00				\$	-	\$	100%	-
<b>Storm Sewer</b>					<b>WATER TOTAL:</b>					<b>\$ 193,860.00</b>		<b>100%</b>	<b>\$</b>

31	Storm Sewer Manhole Frame and Cover Adjustment	26	EA	\$	495.00			26	\$	12,870.00	\$	100%	\$		
<b>Pavement and Concrete</b>					<b>STORM SEWER TOTAL:</b>					<b>\$ 12,870.00</b>		<b>100%</b>	<b>\$</b>		
32	Unclassified Excavation - Street Sections	6,300	CV	\$	21.12			9384.48	\$	198,200.22	\$	184,988.54	\$	288%	(250,132.76)
33	Recycled Aggregate Base Course Asphalt Millings (6")	22,555	SY	\$	1.88			22555	\$	42,403.40	\$	100%	\$		
34	Recycled Aggregate Base Course Asphalt Millings (6")	2,645	CV	\$	1.00			2216.5	\$	2,216.50	\$	84%	428.50		
35	Rock Excavation	500	CV	\$	0.01				\$	-	\$	100%	5.00		
36	Crushed Aggregate Base Course (8")	16,500	TN	\$	9.99			1209	\$	12,085.82	\$	184,954.46	\$	112%	(31,621.23)
37	Finish Grade Base Course	22,555	SY	\$	1.00			5650	\$	5,650.00	\$	22,555.00	\$	125%	(5,650.00)
38	AC Binder Course, 1-3/4" 41T 58-28S	2,720	TN	\$	67.80			68.63	\$	4,653.11	\$	188,450.00	\$	102%	(4,653.11)
39	AC Surface Course, 1-3/4" 41T 58-28S Spring 2023	2,720	TN	\$	Used Alternate**			2274	\$	7,049.40	\$	83,370.00	\$	375%	(6,138.00)
40	Saw Cut Existing AC Pavement	720	LF	\$	Used Alternate**				\$	-	\$	2,310.00	\$	86%	390.00
41	Concrete Slabs	45	SF	\$	Used Alternate**				\$	-	\$	2,310.00	\$	86%	390.00



---

**14 W Water Street**

1 message

---

William Pflum <wpflum@markesanwi.gov>  
To: Betsy Amend <bamend@markesanwi.gov>

Wed, Sep 27, 2023 at 12:00 PM

Betsy,

This department has observed significant progress on 14 W. Water Street over the past two weeks. Thus this department has given the homeowners 30 days to complete the needed items that they were in violation of before any enforcement action is taken.

This department will follow up on the property the end of October to ensure all items have been taken care of or enforcement action will occur.



Will Pflum  
Chief of Police  
Markesan Police Department

Citation letter  
Sample

July 26, 2023

Markesan, WI 53946

Dear Property Owner:

It has come to the City's attention that your property at \_\_\_\_\_, Markesan, is currently in violation of Section 273-5: Property Maintenance of the City of Markesan Code. Per Section 273-5(F), grass upon private premises shall not be longer than 6 inches, and/or Section 273-5(B), the exterior of the premises and surrounding yard shall be kept free of hazards such as weeds. **Please bring the property into compliance by 7:00am, Friday, August 4, 2023.**

Failure to correct the violation will result in the City taking action to have the grass cut and/or weeds trimmed, the expense of which, including an administrative fee, will be billed to you. Calculated fees are \$55 per hour, with a minimum of two hours. Fees for any second and subsequent violations are doubled. Failure to pay such invoice upon receipt will result in the full amount, plus interest and penalties being added to the next property tax bill.

According to the update of Section 252-8(c), the City of Markesan will only serve notice once per calendar year as to this fact. **(This will be your only notice for the 2023 summer season)**

Please disregard this notice if you have resolved this issue since the date of this letter.

Sincerely,

Elizabeth Amend  
Clerk-Treasurer



# Citation Letter Sample

July 20, 2023

.....  
.....  
Markesan, WI 53946

It has come to the City's attention that the property a ..... Markesan, is currently in violation of Section 252-10: Nuisances of the City of Markesan Code. Per Section 252-10(A), the owner/occupant shall not permit any tree branches to overhang onto a public street at a height of less than 14 feet over the street, nor any branches to overhang any public sidewalk at a height of less than 10 feet. **Please bring the property into compliance by July 31, 2023.**

Please note that failure to correct the violation will result in the City taking action to have the tree trimmed, the expense of which, including an administrative fee, will be billed to you. Failure to pay such invoice upon receipt will result in the full amount, plus interest and penalties being added to the next property tax bill.

Your prompt attention to this matter would be appreciated. Thank you in advance for your cooperation.

Sincerely,

Rachel Heiling  
Deputy Clerk-Treasurer

Enclosure

Director of Public Works

Punch List

July 2023

- Paint numerous street sign posts black
- Replace stop signs as needed - Moorland/W Caroline & Summit/Main as examples
- Paint numerous stop sign posts black
- Spray weeds in the gutter throughout city where needed
- Mow grass in ditch along W John - safety hazard
- Spray weeds - S Willow Court lift station area
- Trim shrubs - S Willow Court lift station after blossoming finished
- Mark all dead trees throughout the city for removal - notify property owners & followup if not removed within allotted time
- Remove dead tree in circle of new cemetery
- Replace "exit" and "enter" signs at cemetery with new
- Obtain quotes for replacement/repair of old cemetery driveway
- Trim/weed east bank of old cemetery & then spray to kill burning nettle - possibly save ground cover.
- Remove stump on newly cut tree at old cemetery - east side
- Pump House at Hein Park - Coordinate with Utility Dept to paint & roof building
- Secure quotes to repaint City Garage - oxidized
- Trim tall grass on banks of river
- Review what needs to be done with Kiwanis shelter - roof, paint, electric
- Paint restroom at Kiwanis Park
- Inspect old playground equipment on Kiwanis Park hill ensuring it's safe
- Replace "Riverdale Park" with new "Kiwanis Park" sign and trim shrubs so sign can be seen
- Repaint City Hall benches on south of building and east lower level
- "Wet and Forget" southwest lower corner by Food Pantry entrance
- Clean fascia of City Hall
- Pressure wash chalk graffiti off brick on south lower side of city hall. - should be determined whether permission was given to chalk building
- Lower window of daycare portion taped shut - Why??
- Lower window of daycare portion left open - Why??
- Clean weeds out of stoned area on north end of city hall building
- Paint railing on north end of city hall building
- Spray weeds in parking lot at city hall
- Replace south gutter/downspout with pvc downspout like other downspout
- Remove stump on hillside by city hall parking lot
- Trim shrubs in raised area in Hein Park
- Put house number on pump house at Hein Park - half gone

- Obtain quotes to replace front of city garage - sunk down about 6"
- Remove sagging braces on siren tower by city garage
- Repaint/install new reflective stripes on "dead end" sign on Pigtail Alley
- Inspect all sidewalks and mark those needed to be replaced/repared - follow standard procedure - notify property owners, secure contractor
- Paint railings/fences of both bridges
- Repair roof and siding of garage by library