

CITY OF MARKESAN COMMON COUNCIL

Markesan City Hall

November 14, 2023

MINUTES

1. Preliminaries

1.1 Meeting was called to order by Mayor Slate at 7:00 pm.

1.2 Present were Ald. Prill (via telephone), Ald. Lager, Ald. Thiem, and Ald. Triemstra, Kirsten Radtke from Berlin Journal and Clerk-Treasurer Betsy Amend. Ald. Abendroth and Ald. Glisch were absent. Also present was Aaron Fletcher from the Little Green Lake Association

1.3 Pledge of Allegiance

1.4 Citizen's comments

2. Approval & Review of Minutes, Reports & Correspondence

2.1 After review, motion Thiem/Triemstra to approve the October 10, 2023 Common Council minutes as presented; motion carried 4-0.

2.2 After review, motion Prill/Triemstra to approve the Committee of the Whole Finance Minutes from October 16, 2023; and to file the closed session COW Finance Minutes in the employees personnel file because it was a job review; motion carried 4-0.

2.3-2.8 After review of all items, motion Prill/Triemstra to approve Planning Commission Committee Minutes of November 7, 2023, October Police Report & November Schedule, Finance, Personnel & Safety Minutes and Finance, Personnel & Safety Closed Session minutes of November 7, 2023, Streets, Building & Utilities minutes of November 7, 2023, Public Property & Health minutes of November 7, 2023, October Library's Director's Report and Markesan Library Board minutes of October 19, 2023; motion carried 4-0.

3. Approval of Claims:

3.1 The Finance, Personnel & Safety Committee reviewed City and Utility checks and recommended approval to the Council. Motion Triemstra/Lager to approve the following vouchers as presented: City Checks #38039-38105, electronic payments #EFT 1436-1449, and direct deposits #5914-5982 in the amount of \$433,034.27, and Utility Checks #13217-13238 in the amount of \$61,096.94; motion carried 4-0 on a roll call vote.

3.2 After review, by consensus the October 2023 Treasurer's Report was filed for audit.

4. Old Business

4.1 Following discussion, motion Triemstra/Lager to approve the 2024 Employee's Wages at 3% increase; motion carried 4-0 on a roll call vote. Motion Thiem/Triemstra to approve the \$1.00 an hour raise for Todd Zamzow, the Public Works Director, for his one year review; motion carried 3-1 on a roll call vote.

Motion Thiem/Triemstra to adjourn and go into the Budget Public Hearing at 7:16 pm.

5. 2023 Budget Public Hearing at 7:16 pm: No comments.

6. New Business

6.1 Motion Triemstra/Thiem to approve the hiring of Carla VanRossum as the new Deputy Clerk-Treasurer to begin on November 16, 2023 at \$16.50 an hour with a possible raise to \$17.00 at 6 months; motion carried 4-0.

6.2 Motion Prill/Lager to approve Resolution 03-2023 to Adopt the 2024 Annual Budget with a total of \$1,612,584.68 expenditures and to set the 2023 Levy at \$588,421 payable in 2024; motion carried 4-0 on a roll call vote.

6.3 Motion Triemstra/Prill to approve the city wide survey to be done by Community Perceptions and not to exceed \$6,712.63; motion carried 4-0 on a roll call vote.

6.4 Motion Triemstra/Lager to approve the recommendation from the Planning Committee to approve the CSM for 901 N Margaret Street, owner's Van Hise II, LLC to convert one lot to two lots; motion carried 4-0 on a roll call vote.

6.5 Motion Triemstra/Thiem to approve the bid for wood chipping at the Recycling Center from TLB Wood Products, LLC for \$4,800 plus fuel surcharge to be done in 2023; motion carried 4-0 on a roll call vote.

6.6 Motion Triemstra/Thiem to approve the support of the Little Green Lake Protection & Rehab District's Comprehensive Plan Update for Grant Approval from the WI DNR with a donation of \$300; motion carried 4-0.

6.7 Following discussion, motion Thiem/Triemstra to approve the BATI repairs to the City Hall Heating and Cooling System not to exceed \$3,000; highly recommended for the Public Works Director and assistant to learn how to do these repairs from BATI; motion carried 4-0 on a roll call vote.

6.8 Motion Thiem/Triemstra to approve the Roberts Brothers Invoice for \$10,125 for painting of the Public Works Shop in 2024; motion carried 4-0 on a roll call vote.

6.9 Motion Prill/Triemstra to approve the General Engineering Pay App #6 to Kopplin & Kinas for \$199,312.54; motion carried 4-0 on a roll call vote.

6.10 Motion Triemstra/Lager to approve the North Central Laboratories invoice for the WWTP Spectrophotometer for \$3,047.09; motion carried 4-0 on a roll call vote.

6.11 Following discussion, motion Prill/Thiem to approve the 2024 Memo of Understanding between the City of Markesan and Green Lake County for the WisVote Voter Registration System; motion carried 4-0.

6.12 Motion Thiem/Triemstra to approve the 2022 Single Audit from Johnson Block; motion carried 4-0 on a roll call vote.

6.13 Motion Thiem/Lager to approve the 2022 Financial Audit from Johnson Block; motion carried 4-0 on a roll call vote. Ald. Prill would like Johnson Block to answer the question of: the recommendation of the Utility Department's financial status and raising rates in the future?

6.14 Motion Triemstra/Thiem to grant Operator's License for the period ending 6/30/24 to Gabriela Gomez and Sara Windle; motion carried 4-0.

7. Schedule Future Meetings and Agenda Items. The following meetings were scheduled: Public Property & Health Committee – December 5, 2023 at 6:00 PM at City Hall; Finance, Personnel & Safety Committee – December 5, 2023 immediately following Public Property & Health Committee meeting at City Hall; Streets, Building & Utilities Committee – December 5, 2023 immediately following Finance, Personnel & Safety Committee meeting at City Hall; and Common Council – December 12, 2023, 7:00 PM at City Hall.

8. Adjournment. Motion Triemstra/Thiem to adjourn; motion carried 4-0. The meeting adjourned at 7:32 PM.

Respectfully submitted,

Elizabeth A. Amend, Clerk-Treasurer