

## MARION COMMON COUNCIL MEETING – November 11, 2024

Mayor Chris Goke called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

*Present:* Neal Westemeier, Joe Larson, Wanda Tucker, Harry Faehling

*Absent:* Jill Grogan

*Others Present:* John Bork (MCO), Chief Kevin Schultz, Le Ann Hopp, Sara Tischauser (Marion Advertiser), Eric Deschler, Gwendalyn Williams, Elijah Smith, Attorney VanderWaal.

*Attending via Teams meeting:* Dan Herzberg (GRAEF), Jeffrey Seeger

m/s/c Westemeier/Larson to approve the agenda.

m/s/c Tucker/Westemeier to deviate from the order of agenda if necessary.

m/s/c Westemeier/Faehling to approve the council meeting minutes from October 14, 2024.

m/s/c Tucker/Larson to approve the Committee of the Whole meeting minutes from November 4, 2024.

### **Acknowledgement of Citizens/Open Forum: Communications/Petitions/Correspondence:**

### **Standing Committee Reports:**

Personnel:

Public Protection:

Community Properties:

City Finance: Tucker reported on the meeting held October 14th. They reviewed the 2023 audit reports and financial statements with the auditor, and everything looks good. They also reviewed the bills, bank statements, financial reports, 2024 borrowing and the 3<sup>rd</sup> quarter 2024 budget status. m/s/c Faehling/Westemeier to approve the Finance minutes from October 14<sup>th</sup>, 2024.

Tucker reported on the meeting held October 21<sup>st</sup>. They reviewed the 2025 proposed fee schedule, 5-Year Capital Improvement Plan, debt projections, budget, and borrowing. m/s/c Westemeier/Larson to approve the Finance minutes from October 21<sup>st</sup>, 2024.

Water & Sewer:

Streets & Highways:

### **Board Reports:**

ADA Compliance:

Ambulance:

Northern Waupaca County Joint Municipal Court:

Board of Health:

City Plan Commission:

Library Board:

Marion Fire Department Town Advisory Committee: Westemeier reported on the October 22<sup>nd</sup> meeting; they reviewed the truck replacement schedule and approved the SCBA replacements and 2025 department budget.

Utility Board: The November 6<sup>th</sup> minutes were in the packet for review.

Zoning Board of Appeals:

### **Department Reports:**

Deviated to: Library: The monthly report was in the packet and reviewed.

Deviated back: Clerk-Treasurer: The monthly written report was on the table and reviewed.

Fire:

Police: Written report was in the packet. Schultz reported two accidents at the Hwy 45 & NE 7<sup>th</sup> Street intersection over the past week or so. All crashes at the Hwy 45 intersections are reported to the state. The DOT considers that data when reviewing any possible changes to the intersection. There hasn't been any fatalities in a

few years. Schultz will speak with the traffic engineer from the DOT again to see if anything can be done. Mayor Goke recommended contacting our State Representative also. Schutlz also reported on the current "Stay Right at Night" initiative to combat wrong-way drivers.

Street: Written report was in the packet. Smith reported the roofing repair estimate is \$3,863.00; it won't be invoiced until after the first of the year. The boiler for the Senior Center will be ordered tomorrow. Christmas lights are going up.

Water & Sewer: Written report was in the packet. Bork reported a temporary patch was put in on Parkview Avenue due to a water main break; it may settle over winter and will be fully repaired in spring. Bork also reported the equipment building repairs are finished; he is very happy with the crew and results.

### **Miscellaneous Reports:**

Mayor's Report: Mayor Goke recapped his proclamation for David Mattes Day on November 20<sup>th</sup>. An open house will be held from 2:00 p.m. – 4:00 p.m.. Mattes is still employed until February 1, 2025, but will be out on vacation much of his remaining time. Mattes will have been with the city for 31 years on Feb 1<sup>st</sup>.

Marion Pond Association:

### **New Business:**

- a. Consideration and Possible Appointment of Ward 2 Alderperson to Fill Vacancy – Gwendalyn Williams: Mayor Goke would like to appoint Gwendalyn Williams to fill the vacancy created by his election to mayor. This term expires April 2025. m/s/c uroll Westemeier/Faehling to appoint Gwendalyn Williams as the new Ward 2 Alderperson effective immediately. Rogers administered the oath to Williams, and she joined the meeting as the Ward 2 representative.
- b. Walking Trail Access Across 925 US Highway 45 – Jeff Seeger & Eric Deschler: Seeger & Deschler, owners of a new proposed campground, were present to discuss the city-owned trail that crosses into their property. Deschler reported the surveyor should be putting up stakes tonight. He stated everything is going good with the DNR; they are not disturbing more than an acre. Seeger reported they are working with the city building inspector and have all the permits they need as far as electrical and water & sewer. Bork was asked to review the access easement for water and sewer. Bork recommended the owners contact the gas station owner regarding an alternate access to get into the city with ATV/UTV's. No decisions have been made regarding a possible gate over the water/sewer easement off of Slaughterhouse Road. Mayor Goke requested a copy of the CSM when it's completed.
- c. 2025 Athletic Field Lease with the Marion School District: The current lease base rent is \$10,500. The 2023 actual expenses show the city ran about \$500 over that amount. Rogers completed a percentage breakout per the school district request with 51% being attributed to the Community Service portion that may be grant eligible. Under the new proposal, the annual CPI would apply to only the Community Service portion. The Committee of the Whole recommended upping the base to \$11,000. Brief discussions on further increasing the base rent, annual extensions, a backout clause, and long-term field improvements. Rogers will review the actual costs each August. m/s/c uroll Westemeier/Faehling to make the athletic field lease a 2-year term (from January 1, 2025, through December 31, 2026), to increase the rent to \$11,000, to include a 90-day back-out clause (at the end of each year) and to apply the CPI only to the Community Service portion as determined by the Clerk each year.
- d. 2025 Property & Liability Insurance Renewal: The League Insurance costs decreased a bit for the same coverage. m/s/c uroll Tucker/Westemeier to accept the 2025 Property & Liability Insurance renewal for \$61,567.00.
- e. 2025 Employee Handbook & Job Descriptions: No further discussion or concerns. Mayor Goke thanked the Personnel Committee for their work on the project. m/s/c Tucker/Faehling to accept the 2025 Employee Handbook and job descriptions with the Fire Department and Street/Park General Laborer job descriptions still pending.

- f. Agreement for 2024 Auditing Services, CliftonLarsonAllen, LLP: Carry.
- g. Sr. Center Boiler Replacement: Unbudgeted expense; funds will have to come out of reserves. m/s/c uroll Faehling/Westemeier to approve the quote from Precision Heating and Cooling to replace the boiler at the Senior Center for \$6,258.00.
- h. Resolution 2024-12: 13-mo. Borrowing for the 2025 Operating Budget: Is for the operating shortfall. The only way to get rid of this borrowing is to eliminate services or people. m/s/c uroll Westemeier/Tucker to approve Resolution 2024-12 for the 13-month borrowing for the 2025 operating budget not to exceed \$70,000 and waive the reading.
- i. Resolution 2024-13: Adopting the 2025 Fee Schedule: Only change from last year was to remove some items that were not applicable anymore. m/s/c uroll Westemeier/Larson to approve Resolution 2024-13 adopting the 2025 Fee Schedule and waive the reading.
- j. Resolution 2024-14: Adopting the 5-year Capital Improvement Plan: m/s/c uroll Tucker/Westemeier to approve Resolution 2024-14 adopting the 5-year Capital Improvement Plan for 2025-2029 and waive the reading.
- k. Resolution 2024-15: Adopting the 2025 Budget: Changes were made at the Finance Committee meeting tonight. Updated resolution and budget were on the table. The city tax rate is staying the same as last year at \$7.13/thousand. Both school district referendums passed and will increase the tax bills by about \$1.93/thousand. At the tax rate of \$7.13, the city is still in a good financial position and is well below our borrowing capacity. The infrastructure is still being improved upon and new vehicles and equipment are being purchased. m/s/c uroll Westemeier/Faehling to approve Resolution 2024-15 adopting the 2025 Budget and waive the reading.
- l. Wastewater Treatment Plant Building – Pay Request #1 – Michels Construction Inc: Utility Board recommended approval. m/s/c uroll Tucker/ Westemeier to approve Pay Request #1 from Michels Construction in the amount of \$73,625.00.
- m. Proposal for Professional Services for Municipal Chlorination Upgrade - GRAEF: Estimated fee is \$6,500. The Utility Board recommended approval. m/s/c uroll Westemeier/Faehling to approve the Graef agreement for professional services for the municipal chlorination upgrade.
- n. Termination of Raze Order – 305 S.E. 1<sup>st</sup> Street: The house was sold and repaired with council approval. m/s/c Westemeier/Faehling to approve the termination of the raze order for 305 S.E. 1<sup>st</sup> Street.
- o. Potential Future Development & Rezoning:
  - 1. Gollnow Road Area: Carry.
  - 2. Gerbig Road Area: Carry.

### **Approval of Payments:**

a. Clerk-Treasurer, Fire Department, Library, Police Department, Senior Center, Street Department, Payroll Vouchers and Utility Vouchers: The Finance Committee reviewed the bills prior to the meeting and found them to be in order. Copies of the check register were on the table. Invoices total \$160,541.52. m/s/c uroll Tucker/Westemeier to approve the payments as presented.

### **Treasurer's Report:**

a. Approval of the Treasurer's Report and Money Transfers: The Money Transfers and Treasurer's Report for the month were part of the packet and reviewed by the Finance Committee prior to council. m/s/c uroll Tucker/Westemeier to approve the treasurer's report and money transfers as presented.

### **Announcements: Meeting Dates:**

- 1. 11/20/24 – 2:00 - 4:00 p.m. – David Mattes Day – open house
- 2. 12/2/24 – 5:00 p.m. – Committee of the Whole
- 3. 12/4/24 – 4:00 p.m. – Public Hearing – 2025 Water & Sewer Budgets (time change)
- 4. 12/4/24 – 4:15 p.m. – Utility Board (time change)

5. 12/9/24 – 5:00 p.m. – Finance
6. 12/9/24 – 6:00 p.m. – Common Council
7. Calendar Other Meeting Dates and Times

**Closed Session:** m/s/c Westemeier/Faehling to move into closed session per 19.85 (1) (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (walking trail access, alleged police violation). Time 7:08 p.m. Attending: Mayor Goke, Westemeier, Larson, Tucker, Faehling, Williams, Chief Schultz, John Bork (left at 7:26 p.m.), Rogers, and Attorney VanderWaal.

**Open Session:** m/s/c Faehling/Lason to move into open session. Time: 7:34 p.m.

**Adjournment:** m/s/c Williams/Westemeier to adjourn. Time: 7:35 p.m.

Mary S. Rogers  
Clerk-Treasurer