

MARION COMMON COUNCIL MEETING – February 8, 2021

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

Present: Scott Hoffmann, Jill Grogan, Chris Goke, Wanda Tucker, Richard Workman Sr., Ken Williamson

Others Present: John Bork (MCO), Sara Tischauer (Marion Advertiser), David Mattes, Chief Kevin Schultz, Dan Herzberg (Graef), Le Ann Hopp, Todd Prellwitz, Attorney Mike Meyer (via phone)

m/s/c Hoffmann/Williamson to approve the agenda.

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

m/s/c Goke/Workman to approve the council meeting minutes from January 11th, 2021

m/s/c Tucker/Hoffmann to approve the minutes from the Special Joint Council/Plan Commission meeting on January 25th, 2021.

m/s/c Goke/Workman to approve the open and closed session Committee of the Whole minutes from February 1st; no items were taken out for further discussion.

Acknowledgement of Citizens/Open Forum: None.

Communications/Petitions/Correspondence: Emailed to members as received. Thank you card from the librarians for the Christmas gifts was received. Also in the packet was a notice that Prospect Place is having a special Valentine's Day dinner to benefit the Clintonville Area Ambulance and Marion Police Department.

Standing Committee Reports:

Personnel:

Public Protection:

Community Properties:

City Finance: Goke reported on the January 11th meeting. They reviewed the monthly bills, bank statements and financial reports; Workman found an error in the reported fire department checkbook balance and it was corrected. The TID 2 closing audit was reviewed. Mattes provided information on the annual athletic field expenses. They went into closed session to review the athletic field lease. m/s/c Tucker/Workman to approve the open and closed session Finance minutes from January 11th, 2021.

Water & Sewer:

Streets & Highways:

Board Reports:

ADA Compliance:

Ambulance:

Board of Health:

City Plan Commission:

Joint Review Board:

Library Board:

Marion Fire Department Town Advisory Committee:

Utility Board: Minutes from February 3rd were on the table.

Zoning Board of Appeals:

Department Reports:

Clerk-Treasurer: No report.

Fire: The January report was in the packet.

Library: Monthly report and calendar were in the packet. Hopp reported circulation for 2020 was down approx. 9,000 from 2019 due to Covid-19. Still open and offering curbside pick-up. Computers are available by appointment. An OWLS grant was received for two laptops that will be available for lending. "Take & Make

D.I.Y.” activities continue. Patrons will get a chocolate treat with checkouts in February. Both “Cozy Up & Read” winners were new patrons.

Police: Written report was in the packets. Schultz thanked the city crew for installing new lockers.

Street: Written report was in the packets. Mattes reported the streetlights were out downtown last night. Repairs were made and only one light remains out.

Water & Sewer: Written report was in the packets. Bork reported Marion is doing fine with the cold.

Miscellaneous Reports:

Mayor’s Report: Schoen reported Attorney Michael Meyer submitted his retirement/resignation from the city effective April 1st. Rogers is putting together a request for proposals for a new attorney.

Marion Pond Association: No report.

New Business:

- a. Resolution 2021-01: Resolution Designating Public Depositories and Authorizing Withdrawal of City Moneys – CDBG Water Plant Account: This is for a new account for the \$196,000 coming back from Waupaca County for the water plant project. Money will go in and out of this account as the project is underway and the account will close when the project ends. m/s/c roll call Hoffmann/Workman to approve Resolution 2021-01 and waive the reading; 5 ayes, voting nay was Goke.
- b. 2021 Athletic Field Lease: The cost of the 2021 lease was changed to \$10,500 from the previously approved amount of \$12,500. The CPI language was added back in. The annual amount for the last 20 years had been \$9,000 + the annual CPI. Long-term expenses will be addressed for next year. Total annual cost to maintain the field was estimated at \$20,000; school portion was estimated at \$14,000. m/s/c roll call Goke/Hoffman to approve the 2021 agreement for the athletic field between the City of Marion and the Marion School District and waive the reading; 5 ayes; voting nay was Williamson.
- c. Application for Temporary Class “B” Beer License – Marion Lions Club Fish Derby – February 27, 2021: m/s/c Williamson/Hoffmann to approve the Temporary Class B License for the Fish Derby.
- d. Land Sale Modification/Counter Offer – Todd Prellwitz: Prellwitz is asking for an extension of the closing date to on/before May 15th. m/s/c uroll Williamson/Tucker to approve the amendment to the offer to purchase.
- e. Raze Order 112 E. Garfield Avenue: Committee of the Whole recommended Attorney Meyer work with the building inspector to issue a “raze only” order, for it to be served in the manner of a summons, to get a title report, to record it on the deed and to placard the building. m/s/c uroll Goke/Workman to proceed with the recommendation of the Committee of the Whole in regards to the raze order.
- f. GRAEF Agreement – Mavis Road Development: Herzberg provided an agreement and map for developing 800 feet of roadway west of the existing farm. Agreement is for \$59,645; they will not charge us if they go over. Will be designed for 800 ft. but the city will have the option of just going the first 400 ft.; it will be put to bid both ways. The engineer has to consider possible development of the whole area at this time. Plat will need to be submitted to the DOA & DOT. Agreement includes the preliminary design work. Hope to start posting the project plans April 9th. Bids to be received before the May Committee of the Whole with Council approval on May 10th. Rezoning will work in conjunction. Engineering services will be completed by July 1st. Borrowing will be arranged. Herzberg estimated total project cost to be \$150,000 for the first 400 ft. and \$125,000 for the next 400 ft. Discussions on population growth, remaining stagnant, levy limits, operating expenses, private lots and other municipalities giving away lots. m/s/c uroll Williamson/Workman to approve the GRAEF engineering agreement for the Mavis Road Development and to move forward with the project.

Hoffmann asked about using the \$196,000 coming back from Waupaca County; those funds are already dedicated to the water plant project. Bork reminded council that both the water and sewer departments pay an annual payment in lieu of taxes.

Tucker asked about the status of the municipal garage; it is still in the Capital Improvement Plan for the near future; this development will not affect the garage. There will still be borrowing capacity.

- g. Potential Housing Development Options: Discussed above. Goke suggested the city advertise lots available; once development starts, more may come. Certain parameters should be set to control the development.

Approval of Payments:

a. Clerk-Treasurer, Fire Department, Library, Police Department, Senior Center, Street Department, Payroll Vouchers and Utility Vouchers: Finance 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 \$174,670.95. m/s/c uroll Hoffmann/Workman to approve the payments as presented.

Treasurer's Report:

a. Approval of the Treasurer's Report and Money Transfers: \$44,676 transferred from the pooled cash account to the general fund debt service account on January 5th to move the 2021 W. Garfield loan payment. \$478,201 transferred from the City money market to pooled cash on January 12th to pay the monthly bills and January tax settlements. \$406,352 transferred from pooled cash to the city money market on January 28th to move tax collections revenues. \$212,367 transferred from pooled cash to the water and sewer money market on January 28th to move the 4th quarter utility collections. m/s/c uroll Goke/Tucker to approve the treasurer's report and money transfers as presented.

Announcements: Meeting Dates:

Joint Council/Plan Comm.	3/29	5:00 pm (added)
Committee of the Whole	3/1	4:30 pm
Utility Board	3/3	4:00 pm
Finance	3/8	4:30 pm
Council	3/8	6:00 pm

CLOSED SESSION: Not needed.

OPEN SESSION: n/a.

m/s/c Hoffmann/Workman to adjourn. Time: 6:51 p.m.

Mary S. Rogers
Clerk-Treasurer