

The **COMMON COUNCIL** of the City of Tomah met in **REGULAR SESSION on July 20, 2021** at 6:00 p.m. with Mayor Michael Murray presiding. Following the Pledge of Allegiance, roll call was taken. Present: Michael Murray, Adam Gigous, Richard Yarrington, Shawn Zabinski, John Glynn, Mitchell Koel, Lamont Kiefer, and Nellie Pater. Absent: Dean Peterson. Also in attendance: City Administrator Bradley Hanson, City Attorney Penny Precour, City Clerk Becki Weyer, City Treasurer Molly Powell, Public Safety Director/Fire Chief Tim Adler, Library Director Irma Keller, Chamber/CVB Director Tina Thompson, Building Inspector Shane Rolf (remote) and Senior and Disabled Ctr. Coordinator Pam Buchda. Gregg Hagen videotaped the meeting.

The general public was able to access the meeting via Zoom at this link:

<https://zoom.us/j/7689466740?pwd=dEdLR2hXK0ZYMK1qNU5vNFlwMzdSZz09>

Password: Tomah2020

Adjourn to Closed session

Motion by Zabinski, second by Gigous, to adjourn to closed session according to Wis. Statutes 19.85(1)(c): considering compensation of the Police Department Union; 19.85 (1) (e) deliberating on the purchase of public property and investment of public funds, whenever competitive reasons require a closed session, and 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; over all three of these topics which the Common Council has jurisdiction or exercises responsibility over. Motion carried.

Adjourned to closed session at 6:03 p.m.

Meeting resumed to open session at 7:32 p.m. There was a five-minute recess prior to moving forward with the agenda.

No action needed on closed session items.

Emergency Services Building (ESB) Update

No action necessary

Procure CBS Squared for Archeological Survey for the Emergency Services Building

No action necessary. Kelly from Keller appeared to give a timeline of what the City needs to accomplish once a building site is selected. The process usually takes four months with a two-week bidding process. Late December would be the time frame if the process can be started immediately. January is also a good time to bid, but December is the most cost-effective choice. Kelly passed out a calendar of events to the Council for review.

Adam Thorson appeared on behalf of Managed Investments to appeal to the Council regarding the Thorson property as consideration for the location for the Public Safety building.

Eric Sherman appeared before the Council to appeal his Bartender License denial.

Motion by Yarrington, second by Koel, to approve Eric Sherman's Bartender License. Motion carried with three negative votes. (Zabinski, Glynn, and Pater).

Reports

Mayor

Reminder the Monroe County Fair is this weekend at the Fairgrounds please attend to take part and support our community.

City Administrator

City Administrator Hanson provided a written report and covered the highlights with the Council. He reiterated that City employee training and procedures is a focus. Hanson commended Kim Lambert on taking on the additional duties of payroll and her performance in that regard.

Public Safety Report

Public Safety Director/Fire Chief Tim Adler provided a written report. Adler covered the highlights of the report with the Council.

FIRE:

There was a structure fire on June 25th at 402 W Council. Adler has been working with the Building Inspector and Public Works Director on trying to narrow down different sites for the Public Safety building. The Fire Department participated at the Tractor Pull, and Adler took several members of the Council to Lake Delton to tour a footprint for the Public Safety building. Adler did an after-action review of the double fatal accident on I-90. Thank you to everyone for their assistance with the up and coming 150th celebration on August 28th. Adler is working with the school district on safety meetings.

EMS:

The TAAS is currently staffed with 2 ambulances full time, 3 shifts, at least 4 people on each. Dawson Dean has been hired to full time from part time, so now two crews have 5 people with one more person to hire. The service continues to work with the VA on billing issues and so we are now taking in more than billing out. The purchase of Monroe County vehicles will take another 30-45 days due to low inventory on vehicles. The last step for Critical Care certification has been completed and they should hear in the next month or two if the services will be able to take Critical Care patients.

City Clerk

City Clerk Weyer provided a written report and covered the highlights with the Council.

Treasurer

Powell stated Candi Maas, the new AP Clerk started this last Monday. Candi comes from Whitewater, and has many years of municipal experience. Powell attended training last week. The last round of tax payments is due July 31st, 2021.

Library

In June there were 1857 eBooks checked out. There were 4686 physical items from the library checked out. Keller covered the month's summer reading programs and spoke about the new books available at the library. There are signs available for area businesses to help promote the library.

Tomah Public Housing & Community Development Block Grant

No report was submitted.

Senior & Disabled Services

Coordinator Buchda provided a written report. Buchda covered the highlights of the upcoming musical events. On July 1st, masks became optional at the Sr. Center for those who have been vaccinated. Buchda put together attendance numbers from the past several months and presented to the Council. Thank you to NASA for providing boat rides during Sunday Funday. The new part-time aide Paulette started last Tuesday. Crazy days is the first Saturday in August and the Sr. Center will be selling hamburgers, brats, and ice cream. Volunteers are needed for grilling.

Planning & Building Inspection

Rolf provided a written report.

Chamber/CVB

The parade for July 4th, went well. The Chamber Golf Outing was also a success. Billboard ATV advertising has gone up outside the City. There are ad campaigns running for the Fire Department's 150th anniversary and for the Rotary's Rally for the Record event. The Chamber will not be hosting the Cranfest bussing this year. Thompson covered the remaining performances scheduled for DTN through the end of the summer. August 5th will be a military appreciation evening at DTN. Business after 5 at the county fair is tomorrow night, and there will be free food, beer, soda, water, ice cream, prizes, and Aaron Scott will be in attendance. The Chamber has come to an agreement on dividing ARP funds with Parks and Rec. and the Chamber will be using some funds to begin the process of putting murals up in town. For membership there were 26 new members in 2020, the most new members in 14 years. Thompson anticipates bringing a tourism contract to Council for the August meeting.

CONSENT AGENDA

Motion by Koel, second by Pater, to approve the following consent agenda:

- A. Approval of Minutes from June 15, 2021
- B. June 2021 Cash and Investments Report
- C. Renewal of "Indoor/Outdoor" Cabaret License for The Bank Bar
- D. Special Beer Permit Application for Tomah Fire Department for their event Wild Turkey Federation Banquet on August 14, 2021
- E. Request from Kelsey's and Smoke's Elbow Room Bars for Extension of Alcohol Beverage Licenses for a Special Event on August 14, 2021 and Closing of the Alleyway

Motion carried.

Committee of the Whole

Proposed resolutions amending project plans of TID #8, #9, #10, and the creation of TID #11

Resolution Approving Territory Amendment #2 And Project Plan Amendment #2 of Tax Incremental Finance District #8

Resolution Approving Amendment No. 1 of Tax Incremental Finance District No. 10

Resolution Approving Creation of Tax Incremental Finance District No. 11

Resolution Approving Allocation of Excess Tax Increment from Tax Incremental Finance District No. 11 to No. 8

Motion by Gigous, second by Yarrington, to postpone until the August meeting. Councilperson Zabinski spoke on how the information needs to be submitted to the Council and Committee of the Whole with

enough time to research the items and make an informed decision, as the TID information was not given to the Alderpersons with enough time to do so. She reiterated that there seems to be a communication problem with City departments and that it should not happen in the future. Motion carried.

American Rescue Plan Act of 2021

This item was postponed by the Committee of the Whole until the August meeting.

Resolution Authorizing A Change in the 2021 City of Tomah Position Count by The Abolishment of The Tomah Area Ambulance Bookkeeper Position and The Creation of a Full Time Administrative Assistant to The Public Safety Director

Motion by Yarrington, second by Koel, to approve the Resolution Authorizing a Change in the 2021 City of Tomah Position Count by The Abolishment of The Tomah Area Ambulance Bookkeeper Position and The Creation of a Full Time Administrative Assistant to The Public Safety Director and to approve the job description as presented. Motion carried.

RESOLUTION NO. 2021-07-20-26

A RESOLUTION AUTHORIZING A CHANGE IN THE 2021 CITY OF TOMAH POSITION COUNT BY THE ABOLISHMENT OF THE TOMAH AREA AMBULANCE BOOKKEEPER POSITION AND THE CREATION OF A FULL TIME ADMINISTRATIVE ASSISTANT TO THE PUBLIC SAFETY DIRECTOR.

WHEREAS, the Common Council of the City of Tomah hereby authorizes a change in the 2021 City of Tomah position count by the abolishment of one full time Ambulance Service Bookkeeper;

WHEREAS, the Common Council of the City of Tomah hereby authorizes the creation of one additional full time Administrative Assistant to the Public Safety Director;

WHEREAS, the Common Council of the City of Tomah hereby determines that the current Bookkeeper job description is not sufficient to serve the needs of the Ambulance Service or the Public Safety Director;

WHEREAS, the Common Council of the City of Tomah establishes the Administrative Assistant to the Public Safety Director wages as Grade I with benefits as defined in the City of Tomah Personnel Manual Policy, and

NOW, THEREFORE BE IT FURTHER RESOLVED that the City of Tomah Common Council does hereby authorize a change in the 2021 City of Tomah Position Count by the abolishment of one full time Ambulance Service Bookkeeper and the creation of one additional full time Administrative Assistant to the Public Safety Director position as described above

Dated this ____20th____ day of July, 2021.

Michael Murray, Mayor
ATTEST:

Rebecca Weyer, City Clerk

Resolution Designating Public Depository and Authorizing Withdrawal of City Moneys

Motion by Gigous, second by Glynn, to approve the Resolution Designating Public Depository and Authorizing Withdrawal of City Moneys. Motion carried.

W.B.A.100 (3/02)11024

Prepared and intended for use by commercial banks in transactions governed by Wisconsin Law.

RESOLUTION DESIGNATING PUBLIC DEPOSITORY AND AUTHORIZING WITHDRAWAL OF COUNTY, CITY, VILLAGE, TOWN OR SCHOOL DISTRICT MONEYS

(Not for use by City or County of Milwaukee)

CITY OF TOMAHResolution No. 2021-07-20-27Wisconsin(Municipality)

RESOLVED, that Citizens Community Federal N.A. (the "Bank"), qualified as a public depository under Ch. 34, Wis. Stats., is hereby designated as a depository in which the funds of this Municipality may from time to time be deposited; that the following described account(s) be opened and maintained in the name of this Municipality with the Bank subject to the rules and regulations of the Bank from time to time in effect; that the person(s) and the number thereof designated by title opposite the following designation of account(s) is hereby authorized, for and on behalf of this Municipality, to sign order checks as provided in § 66.0607 (3), Wisconsin Statutes, for payment or withdrawals of money from said account(s) and to issue instructions regarding the same and to endorse for deposit, negotiation, collection or discount by Bank any and all checks, drafts, notes, bills, certificates of deposit or other instruments or orders for the payment of money owned or held by said Municipality; that the endorsement for the deposit may be in writing, by stamp, or otherwise, with or without designation of signature of the person so endorsing; and that any officer, agent or employee of this Municipality is hereby authorized to make oral or written requests of the Bank for the transfer of funds or money between accounts maintained by the Municipality at the Bank.

Name or Type of Account	Number of Signatures Required	Type or Print Titles of Authorized Persons
1. PUBLIC FUNDS CIVIC CHECKING INT	ONE	MOLLY ANNE POWELL SCOTT RICHARD HOLUM
2.		
3.		
4.		

This Resolution includes all of the provisions on the reverse side.

This is to Certify, that the foregoing is a true and correct copy of resolutions duly and legally adopted by the governing body of the Municipality at an open legal meeting held on the _____ day of _____ and said resolutions are now in full force and effect.

Signed and sealed this _____ day of _____

(NO) * SEAL (Clerk)

The undersigned member of the governing body not authorized to sign order checks certifies that the foregoing is a correct copy of a resolution passed in therein set forth.

Title: _____

IMPORTANT

This Form, together with Signature Card, applies to all counties, cities, villages, towns and school districts except the County of Milwaukee and the City of Milwaukee. For Milwaukee County see § 66.0607(2) Wisconsin Statutes, and for the City of Milwaukee, see § 66.0607(5), Wisconsin Statutes.

Use Forms WBA 102 for Public Depository Accounts of all other public entities.

Facsimile signatures are permitted on checks drawn against these accounts, in accordance with § 66.0607(3), Wisconsin Statutes.

The original and one copy of this resolution is for the depository bank, and, if the treasurer is under Corporate Surety, one copy is for the Surety Company, with a copy to be retained by the local clerk.

WIM100

To be countersigned by the Chief Executive Officer (County Board Chairman, City Mayor or Manager, Town Chairman, Village President, School District President).

The counter-signature on checks of the Chief Executive Officer of the county, city, village or town may be eliminated by ordinance. In such case, a copy of the ordinance, certified by the clerk, should be attached hereto.

School district order checks must carry the signature of the clerk, treasurer and president. In school districts having 5 or more school board members, the actual signature of any board member other than the clerk or treasurer may be used in place of the president's signature.

FURTHER RESOLVED, that the Bank be and is hereby authorized and directed to honor, certify, pay and charge to any of the accounts of this Municipality, all order checks for the payment, withdrawal or transfer of funds or money deposited in these accounts or to the credit of this Municipality for whatever purpose or to whomever payable, including requests for conversion of such instruments into cash as well as for deduction from and payment of cash out of any deposit, and whether or not payable to, endorsed or negotiated by or for the credit of any persons signing such instrument or payable to or for the credit of any other officer, agent or employee of this Municipality, when signed, accepted, endorsed or approved as evidenced by original or facsimile signature by the person(s), and the number thereof, designated by title opposite the designation of the accounts described in the foregoing resolution, and to honor any request(s) made in accordance with the foregoing resolution, whether written or oral, and including but not limited to, request(s) made by telephone or other electronic means, for the transfer of funds or money between accounts maintained by this Municipality at the Bank, and the Bank shall not be required or under any duty to inquire as to the circumstances of the issuance or use of any such instrument or request or the application or use of proceeds thereof.

FURTHER RESOLVED, that the Bank be and is hereby authorized to comply with any process, summons, order, injunction, execution, distraint, levy, lien, or notice of any kind (hereafter called "Process") received by or served upon the Bank by which, in the Bank's opinion, another person or entity claims an interest in any of these accounts and Bank may, at its option and without liability, thereupon refuse to honor orders to pay or withdraw sums from these accounts and may hold the balance therein until Process is disposed of to Bank's satisfaction.

FURTHER RESOLVED, that any one of the persons holding the offices of this Municipality designated above is hereby authorized (1) to receive for and on behalf of this Municipality, securities, currency or any other property of whatever nature held by, sent to, consigned to or delivered to the Bank for the account of or for delivery to this Municipality, and to give receipt therefor, and the Bank is hereby authorized to make delivery of such property in accordance herewith, (2) to sell, transfer, endorse for sale of otherwise authorize the sale of transfer of securities or any other property of whatever nature held by, sent to, consigned to or delivered to the Bank for the account of or for delivery to this Municipality, and to receive and/or apply the proceeds of any such sale to the credit of this Municipality in any such manner as he/she/they deem(s) proper, and the Bank is hereby authorized to make a sale or transfer of any of the aforementioned property in accordance herewith, and (3) pursuant to § 34.07, Wisconsin Statutes, to accept such security and to execute such documents as said officer deems proper and necessary to secure the funds of this Municipality and to issue instructions regarding the same.

FURTHER RESOLVED, that this Municipality assumes full responsibility for any and all payments made or any other actions taken by the Bank in reliance upon the signatures, including facsimiles thereof, of any person or persons holding the offices of this Municipality designated above regardless of whether or not the use of a facsimile signature was unlawful or unauthorized and regardless of by whom or by what means the purported signature or facsimile signature may have been affixed to any instrument of such signature resemble the specimen or facsimile signatures provided to the Bank, for refusing to honor any signatures not provided to the Bank, for honoring any requests for transfer of funds or money between account or for the instructions for the persons designated in the foregoing resolutions regarding security for the accounts notwithstanding any inconsistent requirements of this Municipality not expressed in the foregoing resolutions, and that this Municipality agrees to indemnify and hold harmless the Bank against any and all claims, demands, losses, costs, damages or expenses suffered or incurred by the Bank resulting from or arising out of any such payment or other action, subject to § 893.60, Wisconsin Statutes.

FURTHER RESOLVED, that the Clerk of this Municipality be and hereby is authorized and directed to certify to the Bank the foregoing resolutions, that the provisions thereof are in conformity with law, the names, incumbencies and specimen or facsimile signature(s) on signature cards of the officer or officers named therein, and that the foregoing resolutions and signature cards and the authority thereby conferred shall remain in full force and effect until this Municipality notifies the Cashier of the Bank to the contrary in writing; and the Bank may conclusively presume that such resolutions and signature cards are in effect and that the persons identified therein from time to time as officers of the Municipality have been duly elected or appointed to and continue to hold such offices.

Resolution for Payment of Monthly Bills

Motion by Kiefer, second by Zabinski, to approve the Resolution Authorizing the Payment of Monthly Bills in the amount of \$ \$ 1,712,969.59. Motion carried.

RESOLUTION NO : 2021-07-20-28

RESOLUTION AUTHORIZING
PAYMENT OF MONTHLY BILLS

Be it resolved by the Common Council of the City of Tomah that the Committee of the Whole has reviewed the monthly bills and recommends the City Council approve said bills as follows:

1. Pre-Paid Checks:	2021	\$1,257,398.56	Check #'s:	130132-130456
2. Payroll:		\$406,754.18	Dir Dep #'s:	
3. Wire/ACH Transfers:		\$48,816.85		
4. Invoices:				
Total:		<u>\$1,712,969.59</u>		

Mayor

Clerk

Requested by: Finance Department
Submitted by: Committee of the Whole
July 9, 2021

Appointments:

Motion by Kiefer, second by Glynn to appoint Remy Gomez to the Housing Authority to fulfill the remaining term of Megan Jensen ending in April 2026. Motion carried.

Motion by Gigous, second by Zabinski to appoint Remy Gomez to the CDBG Committee to fulfill the remaining term of Megan Jensen ending in April 2022. Motion carried.

Adjourn

Motion by Kiefer, second by Glynn, to adjourn. Motion carried. Meeting adjourned at 8:35 p.m.

Mayor Michael Murray

Attest: Rebecca Weyer
To Be Approved 09/21/2021