

The COMMON COUNCIL of the City of Tomah met in **SPECIAL SESSION, October 14, 2017** at 8:00 a.m. with Mayor Nellie Pater presiding in the Municipal Building, 819 Superior Avenue, Tomah, WI.

Following the Pledge of Allegiance, roll call was taken with Luke Bohlen, Mike Murray, Wayne Kling, Lamont Kiefer, Pam Buchda and Travis Scholze present. Absent: Mary Ann Komiskey and Larry Siekert. Also in attendance: City Admin. Roger Gorius, City Clerk JoAnn Cram, Police Chief Mark Nicholson, Admin. Asst. P.D. Rhonda Culpitt, Lt. Scott Holum, Parks and Rec Dir. Joe Protz, Public Works & Utilities Director Kirk Arity, Fire Chief Tim Adler, CDBG/Housing Director Rachel Muehlenkamp, City Treasurer Julia Mann, Ex. Dir. Chamber/CVB Tina Thompson, and Library Director Irma Keller. Paul Steele also attended the meeting. Gregg Hagen did not videotape the meeting.

**Budget Summary – Roger Gorius.** We are working under guidelines and restrictions that the state has imposed. The 2017 General Fund Budget was \$6,854,633 and the 2018 proposed General Fund Budget is \$7,115,530, an increase of \$260,897. The 2017 tax levy was \$5,108,214 and the proposed 2018 tax levy is \$5,083,425; a decrease of 24,789. The Lake budget is proposed to decrease .03 cents per thousand dollars of valuation. The proposed Budget includes the purchase of 3 new trucks, extension of city walking trails, excavation and paving at Recreation Park, splash pad for the Aquatic Center, fire department turnout gear and building of a new salt shed.

**Judicial – Tom Flock.** The Judicial budget increases from \$77,574 for 2017 to 79,066 for 2018.

**Law Enforcement / Other Public Safety – Mark Nicholson.** Chief Mark Nicholson highlighted their budget. The department is requesting an additional patrol officer be hired. The funding is built into the proposed budget in the figures provided. Last year the department had over 5,000 overtime hours with over 2,000 of those hours scheduled. Overtime budget in 2017 was \$145,000 and 2018 is proposed at \$160,000, however, there is additional revenue from other sources to offset this expense. The actual addition for this line item is \$6,000. There is an additional \$500 budgeted for 2018 to cover canine program costs. Community Service overtime should be zero – reduced by \$2,000. The Police Department is anticipating a grant for actively being involved in various campaign programs and the expenditure is listed to offset the grants received. The Department is requesting \$19,350 in outlay to cover the cost of replacement vests, CTU equipment, squad radios, computer systems, and a handheld radio. The proposed drone was removed. Capital projects was reduced from \$84,659 to \$21,500 mostly due to the completion of the radio project concluded in 2017. The department is requesting 3 handheld radios and a Lexipol policy manual valued at \$11,000. Two squads are also requested including changeover costs at \$70,000.

**Resolution Authorizing a Change in the 2018 Position Count by the Creation of One Full Time Patrol Officer for the City of Tomah Police Department.** The Police and Fire Commission felt that two positions should be added. It was suggested that the funding be authorized for one position at this time and should the council authorize two, the second would be added at a later date. There are officers that are working 300 to 500 hours of overtime each year due to the shortage of staffing at certain times.

Motion by Buchda, 2<sup>nd</sup> by Bohlen to approve **Resolution No. 2017-10-14-44** Authorizing a Change in the 2018 Position Count by the Creation of One Full Time Patrol Officer for the City of Tomah Police Department. Motion passed without negative vote.

**RESOLUTION NO. 2017-10-14-44**

**A RESOLUTION AUTHORIZING A CHANGE IN THE 2018 CITY OF TOMAH POSITION COUNT BY THE CREATION OF ONE FULL TIME PATROL OFFICER FOR THE CITY OF TOMAH POLICE DEPARTMENT**

**WHEREAS**, the Common Council of the City of Tomah, in recognition of the need for a full time Patrol Officer for the Tomah Police Department, hereby authorizes a change in the 2018 City of Tomah Position Count with the creation of an additional full time Patrol Officer by the Tomah Police Department. This employee is to be responsible for all duties and responsibilities as written in the Tomah Police Department Patrol Officer position description and will be supervised by the Chief of Police, and

**WHEREAS**, the Patrol Officer will be a regular full time represented position which is eligible for overtime and all benefits as designated in the Wisconsin Professional Police Association and the City of Tomah Personnel Manual, and

**WHEREAS**, the salary is initially established per union contract,

**NOW, THEREFORE BE IT RESOLVED**, that the City of Tomah Common Council does hereby authorize a change in the 2018 City of Tomah Position Count by the Creation of one full time Patrol Officer for the Police Department as described above.

Passed by the City Council on the 14th day of October 2017.

Nellie Pater, Mayor

ATTEST:

JoAnn M. Cram, City Clerk

**Public Works/General Buildings/Refuse/Airport/Superfund/Utilities – Kirk Arity.** Director of Public Works & Utilities Kirk Arity provided a summary of highlights of the year as follows: Street department: Upgrades to the airport and terminal were completed, automated tote recycling

program was enacted, and chip sealing completed on several streets. A major project for next year will be May Street and assisting with Grapevine Avenue. A new paver is budgeted. Major benefits are being realized from recycling concrete. An area of concern is employee wages. There is a substantial decrease in qualified applicants for open positions which hopefully can be corrected as a result of the upcoming wage study. No major changes proposed in the budget. Two new dump trucks are requested; one is a tandem truck. The other item is a new salt shed.

Water: Director Arity gave an overview of projects completed in 2017. Large projects have been completed. The City will be abandoning Well #9 in 2018 and it is hoped that the City will get a \$50,000 reimbursement related to this project. Well #6 is meeting requirements, however, they want to retrofit the building with a radium removal system to be proactive and to maintain consumer confidence. This is not a requirement but this project is proposed in 2018. The goal is to get the water and sewer department in sync financially so that \$1-\$2 million dollar projects can be completed every year.

Sewer: Adaptive Management has benefitted the lake as well as substantially reduced costs in the phosphorus control process. The last payment was made for the wastewater treatment plant in 2017. The department doesn't see any rate increases out to 2029 at this time. Major projects planned for 2018 include replacing a loader, replace the mower for the lift stations, purchase a new portable pump, computer upgrade, upgrade emergency back-up station, new sewer televising system and engineering costs on the sump line for the Lincoln lift station, and work on several alleys on either side of Superior Avenue.

Lake: Recently completed painting of the tainter gate. Dam inspection report came back very positive. Dredging is anticipated for 2020. The levy last year was \$58,952 and projected for 2018 is \$39,162.

Renovation of the former Holy Smokes property. The City requested bids for this project twice in 2017 with costs coming in higher than anticipated. It is proposed that the facility be used for cold storage and public restrooms. City employees will do the work with the exception of plumbing, electrical, etc. A new façade will be applied with a contemporary look proposed. The end product should enhance the downtown. The sewer has been separated and a new water line has been installed. Request for proposals have been sent to local plumbers and electricians for a charge out rate for their time. \$240,000 has been allocated for project costs. The bathroom will be seasonal and only opened in the winter for special events.

**Senior & Disabled Services.** There is revenue from rental property to assist with this budget and the budget remains consistent. The Budget was set at \$121,831 in 2017 and the proposed 2018 budget is \$130,356. \$500 is budgeted for a new stove.

**Tourism Budget.** This budget is funded by room tax revenue. Ex. Director Tina Thompson reviewed the budget. It was noted that electric, water and sewer amounts are not included and a 2018 lease has not been completed. Tourism budget is based on room tax revenue and does not affect the tax levy. The Donations line item (16-48500) should be changed to advertising revenue from "Donations". There was an additional 2% room tax added regarding the move to the new building. The CVB is hoping to add signage to the parameters of Tomah. It is anticipated that the building costs will be taken care of before the end of the year. They would also like to use funds for directional signs. The CVB will address the need for a fund balance/reserve for contingency balance for the upkeep of the building and to promote tourism in relation to this additional 2% that is currently being collected. This would then come back to the Council for final approval.

**Library – Irma Keller.** The Library Board has control over how the Library spends their money. Overall budget increases from \$445,067 in 2017 to \$459,480 in 2018. Director Irma Keller provided an update on the future fountain and funding is still needed in the amount of \$65,000. Trust Funds will be used to pay for future repairs regarding foundation problems.

**Building Inspection/Zoning/Planning – Shane Rolff.** Building permits have increased. 2017 Budget for expenses was \$117,635 and proposed for 2018 is \$121,097. Building inspection revenue increased in 2017. Planning budget increases from \$18,998 to \$19,373. Discussion was held regarding splitting the funds and funding for professional services to cover the additional duties for things such as annexations and planning projects.

**Resolution Authorizing a Change in the Position Count and Departmental Supervision for the Building and Inspection Department for the City of Tomah**

Motion by Buchda, second by Scholze to approve **Resolution No. 2017-10-14-45** Authorizing a Change in the Position Count and Departmental Supervision for the Building and Inspection Department for the City of Tomah. Motion passed without negative vote.

**RESOLUTION NO. 2017-10-14-45**

**A RESOLUTION AUTHORIZING A CHANGE OF POSITION AND DEPARTMENTAL SUPERVISION FOR THE BUILDING AND INSPECTION DEPARTMENT FOR THE CITY OF TOMAH**

**WHEREAS**, the Common Council of the City of Tomah, in recognition of a request by the Department Head of the Building and Inspection Department hereby authorizes a change in title and supervision of the position of Building Inspector as Department Head to that of Supervisor of the Building and Inspection Department. The Building and Inspection Department Supervisor is to be responsible for all duties and responsibilities as written in the Building Inspector position description and will be supervised by the Director of Public Works of the City of Tomah, and

**WHEREAS**, the employee will be a non-Represented position and shall be eligible for all benefits as designated in the City of Tomah Personnel Manual, and

**WHEREAS**, the wage and benefits will remain at the present rate,

**NOW, THEREFORE BE IT RESOLVED**, that the City of Tomah Common Council does hereby authorize a change in supervision of the Building Inspector as described above.

Passed by the City Council on the 14<sup>th</sup> day of October 2017.

Nellie Pater, Mayor

ATTEST:

JoAnn M. Cram, City Clerk

**Approval of Job Description for Zoning Administrator/Building Inspector**

Motion by Scholze, 2<sup>nd</sup> by Kling to approve the job description for Zoning Administrator/Building Inspector as presented. Motion passed without negative vote.

Professional Service dollars need to be added to the Planning Budget to cover the costs of additional services to cover the duties that were eliminated from the Building Inspector's position. \$23,000 was added tentatively to cover these costs in Acct. 01-56900-2100 for a total of \$25,000.

**CDBG – Rachel Muehlenkamp** – The Community Development Block Grant budget was \$19,115 in 2017 and is proposed at \$25,283 in 2018. Rachel Muehlenkamp advised that the program operates from the fees that are taken in and the tax levy is not affected. These are all deferred payment loans so there is less tracking and monitoring. There is a large increase in the money being spent due to the construction of the apartment building through the School's trade program. \$70,000 is being added for the first phase of the school project. There isn't enough money in the federal rehab fund but it is anticipated by the end of the project, funds will be available to cover it.

**Fire Protection – Tim Adler.** The Fire Department Budget was \$123,813 in 2017 and is proposed at \$176,118 in 2018. The department took over the Rescue service in 2017. A new breathing/air compressor unit was purchased through fundraising, grants and donations. The Dept. implemented the "I Am Responding" program which is an application on Smart Phones and computer systems to identify who is responding to the calls to determine if enough resources are available. New SCBA units were purchased as well as a new fire truck which is currently being built. New equipment was also purchased to be used for the Jaws of Life.

Chief Adler provided a letter summarizing the structure and duties of the department in relation to changing times. The Fire Chief position is structured at 20 hours and the current need is 30 to 40+ hours per week. The amount of administrative work continues to grow and exceeds the allotted hours available. More hours are requested to accomplish necessary duties. Compensation review was requested to be more in line with the hours being worked currently and to work on a plan to move the position to full time in the next couple of years along with a full time fire inspection position. It was noted there is a need to move to make fire chief full time with an additional person the following year. The City will research the possibility of partnering with the VA to offer fire services to the VA Medical Center which may help fund the additional hours. Other things to look at are to charge for various services provided such as fire inspections, etc. Two prong approach to research what other departments are charging for services and then proceeding to fulfill the request of full time fire chief and other staffing needs. The City Administrator and Fire Chief will work together in the next calendar year to work on a plan to bring back to the Council. Decisions should be based on data presented. It is proposed to increase the wage from \$24,915 to \$50,467 in 2018. Would need 4 additional full time positions if the department increases staffing and still utilize the part time volunteer firefighters to accommodate fire calls. Further investigation will be done regarding invoicing for fire inspections of businesses, etc. The position was changed to 20 hours several years ago and the number of hours needs to be increased. A resolution will be prepared to increase the wages and hours and bring this back to the November Council meeting and Chief Adler was requested to look into charging for additional services and get Council official authorization to establish those fees.

Training has increased due to a number of staff going into a Cert 1 Class which will help with the ISO rating. Chief Adler advised that Capital Outlay includes the purchase of new Turn Out Gear at \$60,000; Hose for \$2,000; and Pagers and Radios at \$2,000. The drone has been removed.

**Parks & Recreation – Joe Protz.** Director Protz advised the Other Parks budget has decreased from \$68,500 to \$63,350. Capital Outlay includes \$100,000 for improvements at Butts Park to redo the driveway, parking areas, and add some accessible walk-ways. The other project is \$6,000 for some boulevard trees and to implement a tree nursery at one of the well areas to grow trees for some of our boulevards. Recreation Programs: No major changes in the programs. Aquatic

Center: A splash pad is included in the Capital Outlay budget. With the development of the new parking lot, and in consideration of decreased revenue the last several years, the current facility is a good facility for children and adults 48" or higher. Other children have a sand area which is difficult to maintain and is not used a lot. The City needs to attract patrons to the Aquatic Center in the 3 and under age category. There is currently zero depth but there isn't an attraction for play and we are looking at adding an area for splash pad designed for individuals 48" or smaller or individuals with special needs. Water costs would be a little higher as there is no re-circulation. Cost of the splash pad is \$200,000. Recreation Park: It is proposed to increase the permanent part time maintenance custodian to a full time position. This is a big facility and a full time maintenance person is needed to provide upkeep and daily maintenance due to ever increasing amounts of functions being held at that location.

**Resolution Authorizing a Change in the 2018 Position Count by the Creation of One Full Time Recreation Park Maintenance Worker and Abolishment of the Part Time Recreation Park Maintenance Worker for the City of Tomah Parks and Recreation Department.** Director Protz is requesting that the permanent part-time Recreation Maintenance Worker be eliminated and a full time Recreation Park Maintenance Worker be established. Recreation Park continues to increase daily community activities and attracts weddings and special events at the facility buildings. Youth Hockey operates the Ice Center from Sept. to May, however, with the addition of the bathroom facilities and the need to monitor the fire systems, it is nice to have city staff available to assist in maintenance of the building. This position would also assist the Monroe County Ag Society in hosting the Tractor Pull and Fair which brings tourism to our community. The Ag Society is willing to pay up to \$15,000 for this position.

Motion by Buchda, second by Murray to approve **Resolution No. 2017-10-14-46** Authorizing a Change in the 2018 Position Count by the Creation of One Full Time Recreation Park Maintenance Worker and Abolishment of the Part Time Recreation Park Maintenance Worker for the City of Tomah Parks and Recreation Department. Motion passed without negative vote.

**RESOLUTION NO. 2017-10-14-46**

**A RESOLUTION AUTHORIZING A CHANGE IN THE 2018 CITY OF TOMAH POSITION COUNT BY THE CREATION OF ONE FULL TIME RECREATION PARK MAINTENANCE WORKER AND ABOLISHMENT OF THE PART TIME RECREATION PARK MAINTENANCE WORKER FOR THE CITY OF TOMAH PARKS AND RECREATION DEPARTMENT**

**WHEREAS**, the Common Council of the City of Tomah, in recognition of the need for a full time Recreation Park Maintenance Worker for the Parks and Recreation Department, hereby authorizes a change in the 2018 City of Tomah Position Count with the establishment of one full time Recreation Park Maintenance Worker and abolishment of the Part Time Recreation Park Maintenance Worker for the Parks and Recreation Department This employee is to be responsible for all duties and responsibilities as written in the Recreation Park Maintenance Worker position description and will be supervised by the Director of Parks and Recreation, and

**WHEREAS**, the Maintenance Worker will be a regular full time AFSCME represented position which is eligible for overtime and all benefits as designated in the City of Tomah Personnel Manual, and

**WHEREAS**, the salary is initially established per the AFSCME contract,

**NOW, THEREFORE BE IT RESOLVED**, that the City of Tomah Common Council does hereby authorize a change in the 2018 City of Tomah Position Count by the Creation of one full time Recreation Park Maintenance Worker for the Parks and Recreation Department as described above.

Passed by the City Council on the 14<sup>th</sup> day of October 2017.

Nellie Pater, Mayor

ATTEST:

JoAnn M. Cram, City Clerk

**Approval of Job Description for Full Time Recreation Park Maintenance Worker**

Motion by Buchda, 2<sup>nd</sup> by Kiefer to approve the job description as presented for full time Recreation Park Maintenance Worker as presented. Motion passed without negative vote.

**Projects at Recreation Park 2018:** The Mose Lamb barn needs a new roof at an estimated cost of \$40,000; Rec Park building upgrades, fire, security and electrical at an additional \$47,800 for a total of \$87,800. A broom and snow blower is also requested at a cost of \$11,000. Roadway repairs are included at \$20,000.

\$3,100 has been raised to be used toward the cost of repairing the old Boy Scout Cabin near Buckley Park. A projected cost for repair would be between \$15,000 and \$18,000 to make the building serviceable.

**Administrative/General Government**

**City Administrator/Legislative/TIF #8 – Roger Gorius.** City Administrator Gorius presented the budgets. The Administrator's budget decreases from \$191,431 to \$125,644 largely due to the transfer of the administrative assistant wages to the Treasurer's budget.

**Legislative.** The legislative budget decreases from \$36,257 to \$36,131. Discussion was held regarding the use of tablets or laptop computers for council meetings, etc.

**TIF #8.** Budget goes from \$4,108,799 to \$352,725.

**TIF #9.** TID #9 is in the process of being created.

**Mayor – Nellie Pater.** Decreases slightly from \$18,790 to \$17,510 due to a slight decrease in the telephone bill.

**Industrial Development – Roger Gorius.** There was nothing budgeted for 2017, however, \$5,200 is proposed for 2018 for 2 membership fees to WI Economic Development Assn.

**City Clerk - JoAnn Cram.** Publications and Subscriptions are up because bartender renewals will occur in 2018. Overall budget increases from \$175,514 to \$179,610.

**Elections - JoAnn Cram.** Increased budget due to the number of elections going from 2 to 4 of which 2 will be fairly large elections. New election machines will be purchased.

**Insurance - JoAnn Cram.** Rates are anticipated to remain stable, however, overall quotes are not available at this time. Property insurance has increased and our renewal for 2018 won't occur until July so there aren't any projections available at this time.

**Computer - JoAnn Cram/Julia Mann.** Normal computer replacement is scheduled. Software service contracts increased due to new accounting software costs. Repair and maintenance was reduced.

**Illegal Taxes, Tax Refunds and Uncollectible Taxes, Special Assessments & Receivables.** Decreased from \$12,800 to \$12,500.

**Other General Govt. – Roger Gorius/JoAnn Cram.** Reserve for Contingency has been decreased from \$130,420 to \$95,000. It was noted that this number may change based on final figures from the state, insurance rates are finalized, and other adjustments are complete. It is hoped that this increases but final adjustments will be made mainly out of this account.

**Debt Service – Roger Gorius/JoAnn Cram/Julia Mann.** Debt service goes from \$1,600,574 in 2017 to \$1,385,733 in 2018.

**Treasurer – Julia Mann.** The Budget goes from \$136,289 to \$202,836 mainly due to the addition of a full time staff person transferring from City Administrator's budget to City Treasurer. Part of the costs of the Treasurer and Deputy Treasurer are funded by the Water, Sewer, Ambulance Departments and City.

**Mass Transit – Julia Mann/Roger Gorius.** Mass transit budget decreases from \$333,115 to the proposed \$377,650. Service continues to grow and these figures are estimates based on where we are at this year. A new van will be purchased next year. A Request for Proposal will be researched next year.

**Legal – Roger Gorius.** Legal fees remain at \$50,000 for 2018.

**Assessor – Roger Gorius.** Per current contract. Budget decreases from \$76,585 in 2017 to 48,050 as the revaluation is complete.

**Special Accounting – Roger Gorius/JoAnn Cram.** Per current audit contract. Slight increase from \$19,500 to \$20,000.

**Ambulance & Ambulance Service Contracts – Randy Dunford.** Ambulance Budget is going from \$2,178,195 to \$2,792,943 due to projected increase in staffing. Revenues have increased to cover the increase. Additional staffing has occurred over the year due to the paramedic status and coverage requirements. The training budget is increasing due to anticipated increase in staffing. Quarterly training will be established in 2018 instead of the monthly drills which will be for an 8 hour day instead of monthly night training. Operating supplies are increasing due to anticipated increase in revenue due to the number of calls being declined at this time due to staffing issues. Ambulance Outlay includes \$60,000 for the renovation project at the current facility. \$11,000 was added for training tables, chairs/furniture, ToughBook and adding a ventilator. A new ambulance is proposed at \$165,000.

**Resolution Authorizing a Change in the 2018 Position Count by the Creation of a Full Time Captain Position for the Tomah Area Ambulance Service.** It is requested that this wage be established at Range 13 Step 1.

Motion by Murray, 2<sup>nd</sup> by Scholze to approve **Resolution No. 2017-10-14-47** creating the Ambulance Dept. Captain position as presented. Motion passed with one negative vote (Kiefer).

**RESOLUTION NO. 2017-10-14-47**

**A RESOLUTION AUTHORIZING A CHANGE IN THE 2017 CITY OF TOMAH POSITION COUNT BY THE CREATION OF ONE FULL TIME CAPTAINS POSITION FOR THE CITY OF TOMAH AMBULANCE SERVICE**

**WHEREAS**, the Common Council of the City of Tomah, in recognition of the need for a full time Captain for the Ambulance Department, hereby authorizes a change in the 2017 City of Tomah Position Count with the hiring of one full time Captains position by the Tomah Ambulance Service. This employee is to be responsible for all duties and responsibilities as written in the Ambulance Service Captain position description and will be supervised by the Director of Ambulance Services, and

**WHEREAS**, the Captain will be a regular full time non-represented position which is eligible for overtime and all benefits as designated in the City of Tomah Personnel Manual, and

**WHEREAS**, the salary is initially established at the rate of the 2017 range 15 step 1 of \$45,949.54 annually,

**NOW, THEREFORE BE IT RESOLVED**, that the City of Tomah Common Council does hereby authorize a change in the 2017 City of Tomah Position Count by the Creation of one full time Captains position for the Tomah Ambulance Service as described above.

Passed by the City Council on the 8th day of August 2017.

Nellie Pater, Mayor

ATTEST:

JoAnn M. Cram, City Clerk

**Approval of Job Description for Captain of the Tomah Area Ambulance Service**

Motion by Murray, 2<sup>nd</sup> by Buchda to approve the job description for Captain of the Tomah Area Ambulance Service as presented. Motion passed without negative vote.

**Resolution Authorizing a Change in the 2018 Position Count by the Addition of Four (4) Full Time Paramedics**

Motion by Buchda, 2<sup>nd</sup> by Kling to approve **Resolution No. 2017-10-14-48** Authorizing a Change in the 2018 Position Count by the Addition of Four (4) Full Time Paramedic positions as presented. After lengthy discussion question was called by Alderperson Buchda. Vote to call the question and discontinue discussion: Kling – Yes; Kiefer-No; Buchda-Yes; Murray – Yes; Bohlen – Yes; Murray – No. Discussion ends. Motion passed without negative vote.

**RESOLUTION NO. 2017-10-14-48**

**A RESOLUTION AUTHORIZING A CHANGE IN THE 2018 CITY OF TOMAH POSITION COUNT BY THE CREATION OF 4 ADDITIONAL FULL TIME PARAMEDIC POSITIONS FOR THE CITY OF TOMAH AREA AMBULANCE SERVICE**

**WHEREAS**, the Common Council of the City of Tomah hereby authorizes a change in the 2018 City of Tomah position count by the creation of 4 permanent full time Paramedic positions working the current 24/48 work schedule commonly referred to as the "Platoon Schedule", and

**WHEREAS**, it is documented that due to low staffing Tomah Area Ambulance cannot meet the demand for services and is forced to refuse facility transfer demands and also must frequently request mutual-aid from neighboring agencies to assist with 9-1-1 emergency calls. It is in best interest of the City to create 4 additional permanent full time Paramedic positions to guarantee staffing of 1 ambulance 24/7, and

**WHEREAS**, the Common Council of the City of Tomah establishes 4 full time Paramedic positions as an hourly non-exempt position that includes all applicable benefits afforded by City Union employees as outlined in the International Association of Fire Fighters Union, Local #127 Contract and the City of Tomah Employee Personnel Manual, and

**WHEREAS**, these employees will have a work schedule which is assigned by the Director of Ambulance Services or his/her designee as necessary to provide for the needs of the department. Assignment to this position is subject to a six month probationary period. This position will be classified as a member of the IAFF Local #127 Union and the Common Council establishes the initial rate of pay as agreed to in said agreement. The 4 additional employee count positions creation will be effective January 1, 2018.

**NOW, THEREFORE BE IT FURTHER RESOLVED** that the City of Tomah Common Council does hereby authorize a change in the 2018 City of Tomah Position Count by the creation of 4 full time Paramedics to be responsible for emergency medical service duties for the City of Tomah, primarily at the Tomah Area Ambulance Department, as described above. Dated this 14th day of October, 2017.

Nellie Pater, Mayor

ATTEST:

JoAnn M. Cram, City Clerk

**Request for Authorization to Increase Ambulance Service Fees for 2018.** The rate structure proposed is comparable throughout Wisconsin. Director Dunford compared to 7 other departments. There are some areas that are not being currently charged and have been added to the fee structure.

Motion by Murray, 2<sup>nd</sup> by Scholze to approve the request for authorization to increase the ambulance service fees as proposed effective January 1, 2018. Motion passed without negative vote.

**Capital Outlay and Capital Projects.** Capital Projects and Capital Outlay were addressed throughout the day. Drones have been eliminated.

**Approval of Preliminary Budget.** It is requested that this budget be approved with numbers subject to change as the expenditure restraint guidelines have not been received, nor has the City received the final Statement of Assessment. Also, health insurance rates cannot be calculated accurately as we don't know who will be switching policies due to the large increase in premium for Mayo providers. These numbers will change and we will keep it as close as possible. When the expenditure restraint numbers come in, we will recalculate. As numbers are not all available from the Dept. of Revenue at this time, the proposed budget is subject to change at the public hearing.

It was suggested that City Hall have an AED device in the building and it was requested that this be added to the Budget. General Government Outlay had \$3,200 to purchase 2 AED units; one for each floor.

General Fund Outlay and Capital Project funds are included in the general levy. Capital Projects will have fund balance applied to pay \$498,150 for projects. We are transferring in \$115,000 which is room tax revenue and \$40,000 of park space fees to complete some park projects. Tourism funds help cover costs at Recreation Park. The Ag Society also funds part of this budget. \$100,000 property tax levy will be used and the balance will have to be borrowed to purchase 2 vehicles for public works and the paver. Treasurer Mann reserves the right to make adjustments for insurance changes as the information becomes known. We are also waiting for the expenditure restraint numbers and the final assessment.

Motion by Kiefer, second by Kling to approve the preliminary city tax levy at \$7.91 per \$1,000 of valuation and authorize the City Clerk to publish the proposed budget. Motion passed without negative vote.

**Scheduling of Public Hearing.** The public hearing was tentatively scheduled for Nov. 14, 2017 at the regular Council meeting depending on information received from the state.

The Lake Protection and Rehabilitation District annual meeting is tentatively scheduled for 6:15 p.m. on Nov. 14, 2017 to establish the Lake Levy.

Motion by Kiefer, second by Bohlen to adjourn. Motion passed without negative vote. Meeting adjourned at 2:20 p.m.

Approved: Nellie Pater, Mayor

Attest: JoAnn M. Cram, City Clerk  
To be approved 11/14/2017