

The COMMON COUNCIL of the City of Tomah met in REGULAR SESSION, November 14, 2017 at 6:00 p.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, Mary Ann Komiskey and Larry Siekert present. Quorum present. Travis Scholze arrived at 6:10 p.m. Also in attendance: City Admin. Roger Gorius, Deputy City Clerk Diane Webster, Police Chief Mark Nicholson, Parks and Rec Dir. Joe Protz, Public Works & Utilities Director Kirk Arity, CDBG/Housing Director Rachel Muehlenkamp, Ambulance Director Randy Dunford, City Treasurer Julia Mann, Ex. Dir. Chamber/CVB Tina Thompson, and Library Director Irma Keller. Gregg Hagen videotaped the meeting.

Motion by Kiefer, second by Buchda, to adjourn to closed session pursuant to State Statute 19.85(1)(c) and (e) to Confer With Legal Counsel With Respect to Investing of Public Funds, Negotiating the Purchase of Public Property, and Personnel Issues. Motion passed without negative vote.

Meeting reconvened at 7:50 p.m.

Anyone Desiring to Appear Before the City Council. None.

Mayor. This is American Education Week, please thank teachers for their service.

City Administrator & Long Range Plan Committee Report. LRPC is looking at future development sites and continuing with Downtown Master Plan. City Administrator Gorius advised that he along with Ambulance Director Randy Dunford met with Tomah Memorial Hospital CEO Phil Stuart regarding the possible donation of land for a future site for the Tomah Area Ambulance Service. A press conference was held on November 8th regarding the installation of cable along the downtown corridor in order to provide high speed internet service. The 2018 City Budget and Lake District Budget hearings will be held on November 20, 2017 starting at 5:45 p.m. The budget restraint has been set at 3.5% which will help keep property taxes from increasing. A report was given regarding current and ongoing activities being addressed by the Administrator's office.

City Clerk. The Spring Election will be held on Tuesday, April 3, 2018. The notice has been submitted to the Tomah Journal for November 27 publication. Offices on the spring ballot include Mayor and 2nd, 4th, 6th and 8th Aldermanic Districts. Nomination papers can be circulated starting December 1, 2017 and must be submitted no later than 5 p.m. on January 5, 2018. If a primary is necessary, the election date will be Tuesday, February 20, 2018.

Library Report. Library Director Irma Keller advised that 8594 materials and 985 electronic books were checked out in October. In December the library will have weekly movies with alternative holiday themes. The annual silent auction and fundraiser will be held on December 5th from 3 to 7 p.m. Several new books were purchased in October.

Convention & Visitors Bureau/Chamber of Commerce. The annual holiday parade will be held Friday, November 24th. The Chamber Trunk or Treat event hosted 700 people. Taste of Tomah and Member Showcase was held on November 9th at Recreation Park. A Discover Wisconsin episode featuring Tomah will air in February, 2018. The Community Thanksgiving dinner will be held on November 23rd at the American Legion from 11am until 1pm. The biggest needs for the community dinner are monetary donations and pies.

Tomah Public Housing & Community Development Block Grant Report. Director Muehlenkamp submitted a written report. The 3rd apartment at Lakeside is being rehabilitated this year and should be complete in December. Will be preparing for a HUD inspection next year. Housing voucher program is a slow process but should have all 30 filled sometime next year. The Housing Authority and VA have agreed that the needs of chronically homeless are being met so they will now be able to serve those who are in need but do not meet the definition of "chronically homeless". Phase 1 is completed on the new structure on Arthur Street.

Senior & Disabled Services Report. Pam Buchda reported that a craft fair will be held November 18 at Recreation Park.

Planning/Building Inspection Report. Zoning Administrator/Building Inspector Shane Rolff provided a written report showing permit construction values of \$46,969,202 and total permit fees of \$52,378 collected in October.

Public Works & Utilities Director - Water, Sewer, Public Works, & Lake Updates. Public Works and Utilities Director Kirk Arity advised the following: Street Dept.: Focusing on tree trimming and removal primarily on the west side of Superior, south of railroad tracks. Leaf pick up continues until snow becomes an issue. Christmas decorations will be put up along Superior Avenue by next week. Street projects are wrapped up with the exception of topsoil restoration along Lincoln Avenue. Residents along Lincoln and Madison Avenues with new sidewalks were notified to avoid using ice melt and this year penalties will be waived for not removing snow and ice. Sewer Dept.: Operations are normal with average daily flow at 1.1 mpg. One effluent pump has been replaced and another is being repaired to use as a spare unit. Operators Chad Richmond, Bob Bemis and Mike Linehan are testing for the next level of licensing. Water Dept.: The hydrant maintenance program has been completed. Well #11 pump has been pulled for routine maintenance and should be back online within 2 weeks. Plans for radium treatment modification at well #6 are being finalized. Lake Committee: The docks and buoys have been removed for the winter. Boat dock upgrades will be done as time allows. A pre-construction meeting was held regarding the walking path extension project. Construction has been delayed until next year but the cost will not change. Signs will be installed near hospital helipad regarding drone usage regulations.

Police Department Monthly Report. Police Chief Nicholson provided a monthly written report for review. He advised that the Police Department is starting the 3rd round of accepting applications for open positions. The holiday train will arrive on December 4th at 5:30 p.m. Christmas giving tree is going up on November 20th and will have 70-80 tags for gifts. The office will be closed on Thanksgiving Day and Friday. Assistance will be available through central dispatch. Mars Pet Care is now donating food for the dog pound. Alternate side parking citations will not be issued until snow is in the forecast however people are being asked to start now. A metro counter has been set up at the intersection of Hollister Avenue and W. Clifton Street in response to a request by Robert Kersten to monitor speeding traffic near his home.

Consent Agenda Items.

Motion by Kiefer, second by Buchda to approve the following Consent Agenda items. Motion passed without negative vote.

A. Minutes of the October 10, 2017 regular Council Meeting as presented.

B. Minutes of the October 14, 2017 Special Council Meeting as presented.

C. Treasurer - Cash & Investment Reports for October as presented.

D. Bartender Licenses for Tiffany Baack, Bianca DiSalvo, Katlyn King, Arlene Martinson, Michelle Miller, Mersadi Monson, Monique Stanley.

E. Special Beer & Wine Permit for Queen of the Apostles Parish for December 8, 2017 for a Volunteer Appreciation Social in the Church Hall at 303 W. Monroe Street.

F. 2017 Budget Amendment – Recognizing Donations in the Amount of \$5,525 in Donations- Recreation Programs Account # 05-48500 and Authorizing the Expenditure of \$5,525 in Acct. 05-55200-3400 – Other Park Supplies.

G. 2017 Budget Amendment – Recognizing Donations in the Amount of \$5,900 in Donations-Recreation Programs Account #05-48500 and Authorizing the Expenditure of \$5,900 in Acct. 05-55300-3400 Recreation Supplies.

H. 2017 Budget Amendment - Record the grants and donations revenue and authorize the budget amendment to increase account 03-57230-8300 by \$4,959.00.

I. 2017 Budget Amendment – Record the revenue to 08-49100 Proceeds from Long Term Debt in the amount of \$75,000 and the expense to 08-57220-8400 Fire Protection Outlay Vehicles account 08-57220-8400 in the amount of \$75,000.

City of Tomah and Mid-State Technical College Clinical Setting Affiliation Agreement. Motion by Buchda, second by Komiskey to approve the agreement with Mid-State Technical College for the purpose of making Tomah Area Ambulance Service an approved Clinical Setting. Motion passed without negative vote.

Request for Approval of Out of State Training. Motion by Buchda, seconded by Komiskey to approve the request to send Investigator Paul Sloan to the ICAC training conference in Florida. Motion passed without negative vote.

Pay Request Approval for Tainter Gate Painting Project. Motion by Kling, second by Siekert, to approve payment to Badger Specialty Coatings and Construction, LLC in the amount of \$45,623.00 for the tainter gate painting project. Motion carried without negative vote.

Request Authorization to Proceed to Remodel Current Ambulance Service Facility. Motion by Kling, second by Kiefer to approve the remodeling of the current facility to meet the sleeping quarter needs and begin the design phase of a new Ambulance facility to be located on the Tomah Memorial Hospital land on the south end of the City. Motion passed without negative vote.

Resolution Authorizing a Change in the Annual Hours and Rate of Compensation for the Tomah Fire Chief. Motion by Buchda, second by Siekert to approve **Resolution No. 2017-11-14-49** Authorizing a Change in the Annual Hours and Rate of Compensation for the Tomah Fire Chief as presented. This amount has been included in the 2018 budget. Motion passed with one negative vote (Murray).

RESOLUTION NO. 2017-11-14-49

A RESOLUTION AUTHORIZING A CHANGE IN ANNUAL HOURS AND RATE OF COMPENSATION FOR THE TOMAH FIRE CHIEF

WHEREAS, the Common Council of the City of Tomah, in recognition of the need for additional hours by the Tomah Fire Chief to maintain the level of protection and service to the community and maintain the highest possible rating from the Insurance Service Office for buildings and structures within the City, and

WHEREAS, the Fire Chief position will require an increase in both compensation and allotted work hours, and

WHEREAS, the hours for this position will be increased from one half time to three quarters time or 1,560 hours annually with a wage compensation increase from \$24,915 to 50,467.

NOW, THEREFORE BE IT RESOLVED that the City of Tomah Common Council does hereby authorize a change in the compensation and annual hours worked for the Tomah Fire Chiefs position.
Passed by the City Council on the 14th day of November, 2017.

Nellie Pater, Mayor

ATTEST: JoAnn M. Cram, City Clerk

Professional Service Agreement between City of Tomah and Carlson Dettmann Consulting LLC. Motion by Bohlen, second by Komiskey to approve the Professional Service Agreement between the City of Tomah and Carlson Dettmann Consulting LLC for a comprehensive wage study in the amount of \$18,000 as presented. Motion passed with one negative vote (Kiefer).

Move Administrative Assistant Position from Administrator to Treasurer and Amend Job Description to Administrative Assistant-Payroll/Accounts Payable. Motion by Komiskey, second by Kiefer to approve the revised job title and job description from "Administrative Assistant to the City Administrator" to "Administrative Assistant – Payroll and Accounts Payable". Motion passed without negative vote.

Resolution Authorizing Payment of Monthly Bills. Motion by Komiskey, second by Kiefer to approve **Resolution No. 2017-11-14-50** authorizing payment of the monthly bills in the amount of \$1,763,559.86 as presented. Motion passed without negative vote.

RESOLUTION NO. 2017-11-14-50
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	\$ 857,308.94	Check #'s 120818-121060, 121061-121093
2.	Payroll	\$ 201,889.52	Direct Deposit #'s 51775-51917, 51918-52022
3.	Wire Transfers	\$ 22,189.27	
4.	Invoices	<u>\$ 682,172.13</u>	Check #'s 121094-121172
		\$1,763,559.86	

Nellie Pater, Mayor

ATTEST: JoAnn M. Cram, City Clerk

Ordinance Amending Chapter 52 Sections 52-14 and 52-209 Regarding Fences and Hedges. Motion by Siekert, second by Kling to waive the first verbatim reading of the revised ordinance amending Chapter 52 Sections 52-14 and 52-209 regarding fences and hedges as presented. Motion passed without negative vote.

Review & Approval of proposed construction materials supplier(s) for The City of Tomah & Tomah Area School District Youth Training & Community Development Building Project at 436 Arthur St. to construct a three (3) one (1) bedroom units apartment building. Motion by Buchda, second by Bohlen to approve Tomah Lumber Inc.to supply the construction materials for the total bid amount of \$60,336.98. Motion carried without negative vote.

Approval of Annual City of Tomah Holiday Parade Route for November 24, 2017. Motion by Bohlen, second by Siekert to approve the permit for Annual City of Tomah Holiday parade as presented. Motion carried without negative vote.

Adjourn to Closed Session Pursuant to State Statute 19.85(1)(c) to Confer with Legal Counsel Regarding Personnel Issues. Motion by Bohlen, second by Murray to adjourn to closed session. Motion carried without negative vote. Meeting adjourned at 8:50 p.m.

Approved:

Attest:

Nellie Pater, Mayor

Diane Webster, Deputy City Clerk