

MEETING MINUTES – CITY OF TOMAH COMMITTEE OF THE WHOLE

A COMMITTEE OF THE WHOLE MEETING of the City of Tomah was held on the 9th day of December, 2019 at 6:30 p.m. in the Council Chambers at City Hall with Council President Travis Scholze presiding. The meeting was called to order at 6:30 p.m.

Roll call was taken with the following members present: Mike Murray, Richard Yarrington, Jeff Cram, Shawn Zabinski, Travis Scholze, Lamont Kiefer, Donna Evans, and Susan Holme. Absent: Mary Ann Komiskey. Quorum present.

Also present: Fire Chief Tim Adler, Parks and Recreation Director Joe Protz, Ambulance Director Randy Dunford, Police Chief Mark Nicholson, Ex. Director CVB/Chamber Tina Thompson, Deputy Clerk Berta Downs, and City Clerk JoAnn Cram. Gregg Hagen videotaped the meeting.

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Approval of October 7, 2019 Minutes of the Committee of the Whole.

Motion by Murray, second by Evans, to approve the minutes of the October 7, 2019 regular Committee of the Whole meeting. Motion passed without negative vote.

Fire Department Monthly Report. Fire Chief Tim Adler reported that the department responded to a kitchen fire. Training included search and rescue operations on the first and second floors of a single-family home. They also performed pump operations and ran a cold-water ice rescue scenario and utilized the drone.

Parks and Recreation Monthly Report: Parks Department, Recreation Programs, Aquatic Center, and Recreation Park: Parks and Rec Director Joe Protz advised the department has been busy with maintenance on equipment and buildings. The department planted over 70 trees this fall. Reminder to citizens there are lots of parking lots and sidewalks to clean for snow removal and patience is requested. Recreation Programs are in full swing for winter activities. They are working on updates to the Aquatic Center. Gymnastics, hockey, and other events are occurring at Recreation Park. Freeze Fest will be held in February and events are being planned.

Ambulance Department Monthly. A monthly written statistics report was provided. Director Dunford advised they had 247 calls for service. The new ambulance is near completion and is scheduled to be shipped in January with delivery anticipated by the end of January. The department is seeking input from employees and moving forward with completing a floorplan for the proposed new facility.

Police Department Monthly Report. Police Chief Nicholson advised that Lt. Waddell has retired as of December 4th. Rylan Corcoran was promoted to Sergeant and Eric Pedersen was promoted to Lt. and Scott Holum has been promoted to Assistant Police Chief. A new patrol officer was sworn in earlier today so the department is at full staff. They continue to enforce alternate side parking and citizens are asked to continue to abide by the ordinance. An anonymous donation of \$2,000 was received for the Shopping with the Heroes program which will occur on Wednesday. There were over 200 names on the Giving Tree and gifts are due back by Dec. 13th.

Public Works & Utilities Director – Water, Sewer, Public Works, and Lake Updates. **Street Department:** Director Arity provided a written report advising the street light project is complete with the exception of one street light. They will be looking at new Christmas decorations for next year. **Sewer Department:** The lime stabilization project has begun as of Dec. 2nd. **Water Department:** The north water tower was drained for inspection and a new vent and pump line were upgraded during that time. **Lake Committee:** The Committee is working on coordination of the boat launch upgrade for next spring/summer.

Convention & Visitors Bureau/Chamber of Commerce. Ex. Director Tina Thompson advised they are working on Downtown Thursday Nights and applications are in for the Cabaret licensing which will be addressed in January. The Area Guide is being compiled. The Merry Mixer member appreciation event will be held Dec. 13th.

Accept Treasurers Cash and Investment Reports.

Motion by Kiefer, second by Holme to recommend the Common Council accept the November 2019 cash and investment reports as presented. Motion passed without negative vote.

Bartender Licenses. Motion by Kiefer, second by Evans to recommend the Common Council approve bartender licenses for the period of December 10, 2019 to June 30, 2020 as follows: Tiffany L. Gilmer, Kayla M. Ramlet, Eric G. Robarge, Danay S.B. Tracy, Amanda M. Voss, and Kaitlin J. Youngs. Motion passed without negative vote (Murray abstained).

Special Beer and Wine Permit Families First of Monroe County, Inc. on March 14, 2020 at Recreation Park, Recreation Building for their 10th Annual Trivia Night

Motion by Zabinski, second by Yarrington to recommend the Common Council approve the Special Beer and Wine Permit for Families First of Monroe County on March 14, 2020 at Recreation Park, Recreation Building for their 10th annual trivia night. Motion passed without negative vote.

2019 Budget Amendment – Transferring \$500 from Fund Balance Applied Krukar Fund Account #10-49300 to Library Salaries Operations Bonus Acct. #10-55100-1130. The Library Board is recommending a \$500 bonus to Children's Librarian Dave Deprey for his extraordinary service during the 2017, 2018 and 2019 Summer Reading Programs as well as his tireless enthusiasm in transforming the Children's Department into a vibrant and relevant community resource.

Motion by Zabinski, second by Kiefer to recommend the Common Council authorize the 2019 Budget Amendment transferring \$500 from Acct. # 10-49300 Fund Balance Applied Krukar to Acct. 10-55100-1130 Library Salaries – Operations – Bonus for David Deprey, Children's Librarian. Motion passed without negative vote.

Request to Appeal the Non-Renewal of Taxi Cab Driver's License for Daniel Martin. Based on a record check for the renewal of the license, Chief Nicholson noted several accidents Mr. Martin has been involved in over the past 3 years and has recommended non-renewal. Mr. Martin is appealing the denial and advised he drives over 800 miles a week within the City limits and that the accidents he was involved in were not his fault. He has not received any citations and no injuries resulted from the accidents. Ted Barnes, the supervisor of Tomah Transit also supports the request for appeal. Mr. Martin and Mr. Barnes appeared before the Committee. Mr. Barnes advised that Mr. Martin is one of his safest and most courteous drivers and customers are upset that he will not be getting his license renewed. Mr. Barnes and Running Inc. are giving their personal assurance. He is a valued member of their staff. Mayor Murray advised that while there are 3 accidents within the year, from an insurance standpoint, an insurance company would not drop him.

Motion by Murray, second by Yarrington to recommend the Common Council approve the request and renew the taxi cab driver's license for Daniel Martin effective 1/1/2020 to 12/31/2020. Motion passed with one negative vote (Zabinski).

Request by Convention & Visitor's Bureau for Authorization of ATV/UTV Road Usage Within the City of Tomah Boundaries. Ex. Director Tina Thompson requests that all streets be opened up which disperses any noise issues and makes it easier for the riders to follow the law. Opening all the streets makes it easier to access the hotels and restaurants on the north side of the City. Police Chief Nicholson, City Admin. Gorius and Ex. Dir. Thompson are working on ways to make access to the north side safer. Allowing this usage promotes tourism and supports local businesses. Dir. Thompson received a letter from Jeremy Haldeman of American Family advising this his experience has shown

that the ATV/UTV operators are safe. The CVB receives many calls regarding this issue and request that a route be established. Chief Nicholson advised it would make it easier to enforce and be less confusing if the City is opened up. Items could be added to the ordinance addressing closing time, requiring a valid driver's license, age of the driver, etc. The state and federal highways with a speed limit of 35 or less could be open. Chief Nicholson is neither supporting nor objecting to this request. Several Council members received phone calls and concerns were voiced. Other phone calls were in favor of the proposal. Mayor Murray reflected on what the objection would be related only to ATV/UTV that make it different than any other vehicle. We have law enforcement that will apply the laws just as they do with cars, trucks and motorcycles. James Hayes, 622 W. Jackson Street, advised he owns an ATV/UTV and advised Baraboo, W. Baraboo, and the outskirts of Madison have opened up routes. Jackson County is wide open but Monroe County is the only one not open. Brian Kelly, Entity Road, Township of LaGrange, advised one of the main reasons he moved was because of accessibility of the ATV/UTV routes. Most clubs host a lot of safety training for the public to experience the activity. He is the Jr. Vice Commander for the VFW Post in Tomah and active in the American Legion and the DAV. The veterans like to ride and they are not able to get into Tomah to take them riding. He advised he would rather give back to a small community and host events at Winnebago Park to bring more money into the community. As the state has grown more ATV/UTV riders, we need to get with the tide as a community. Jim Steele, resides in the 15th Ward and advised this will promote tourism. A study revealed the economic impact in Jackson County resulted in over \$7 million in total economic activity. There is a Bill being circulated now regarding ATVs and some changes to the laws which will drop the requirement and allow street tires on the units. Bob Kersten, Hollister Avenue, is opposed to the open route for ATV/UTV. Mr. Kersten advised that off road vehicles are not designed to be driven on the roadway. Mr. Kersten would like to see a referendum to put it to a vote. Chad Madson, 422 Elm Street and owner of 1123 and 1121 Superior Avenue advised he is very much for the ATV/UTV route. Discover Wisconsin has filmed here twice in the last couple years. This is a time to think of Tomah first and he is tired of losing money to places up north. Mitch Koel, 1322 Kilbourn advised that as a resident on a busy road he is in favor of the route. These people are hardworking families that just want to have a little fun. Larry Abbs, lives on ET past the VA and they do a lot of riding in the area to go out to eat and usually go with several other couples.

Motion by Murray, second by Cram to recommend the Common Council authorize the City Admin. and Police Chief Nicholson to look further into the feasibility of opening up all City Streets for ATV/UTV uses. Ayes from Cram, Yarrington, Evans, Kiefer, and Murray; Zabinski and Holme voted no. Motion passed.

Secondhand Jewelry Dealer License and Secondhand Article Dealer License for Antique Mall of Tomah.

Motion by Kiefer, second by Murray to recommend the Common Council approve the Secondhand Jewelry Dealer License and Secondhand Article Dealer license for the Antique Mall at 1510 Eaton Avenue for January 1, 2020 to December 31, 2020. Motion passed without negative vote.

Renewal of Taxi Cab Licenses for Tomah Transit. Running, Inc., doing business as Tomah Transit has applied for taxicab licenses for a 2013 Dodge Grand Caravan, 2 2015 Dodge Grand Caravans, a 2016 Dodge Grand Caravan, a 2017 Dodge Caravan, and a 2019 Dodge Caravan. Inspections have been completed and the certificate of insurance is on file.

Motion by Murray, second by Kiefer to recommend the Common Council approve the Taxicab Licenses for Tomah Transit effective January 1, 2020 to December 31, 2020 unless sooner revoked as follows: 2013 Dodge Grand Caravan – VIN #2C4RDGBG6DR633211, 2015 Dodge Grand Caravan – VIN #2C7WDGBG2FR703117, 2015 Dodge Grand Caravan – VIN #2C4RDGBG2FR736368, 2016 Dodge Grand Caravan – VIN #2C7WDGBG9GR386602, 2017 Dodge Grand Caravan – VIN #2C7WDGBG5HR648584, 2019 Dodge Grand Caravan – VIN #2C4RDGBF8KR704499 Motion passed without negative vote.

Memorandum of Understanding for Digital Mapping. It is requested that the City Administrator be authorized to sign the Memorandum of Understanding which outlines the roles and obligations of all parties involved in the WROC Orthoimagery Project which was budgeted for in 2020. This project is managed by Monroe County and Ayres Associates is the mapping and imagery consultant selected for this project. The US Army is participating in the project which will reduce the costs. This is an overflight of the county utilizing digital imagery in obtaining a 3-inch pixel orthoimagery. This is a low cost time saving solution that will benefit not only the assessor's office but other departments as well. The project cost is \$4,900 and has been authorized in the 2020 budget.

Motion by Murray, second by Yarrington to recommend the Common Council authorize the City Administrator to sign the Memorandum of Understanding as prepared. Motion passed without negative vote.

Review of Amusements and Entertainment Ordinance Relating to Special Event Outdoor Cabaret License Requirements. The recently created Special Events Cabaret License Ordinance requires a notice to be sent to all property owners within 1,000 feet of the proposed licensed premise. Applications have been received for the Downtown Thursday Night event which would require sending 300-400 notices. If the buffer is reduced to 200 feet, it would be manageable and would still get notices to McLean Avenue and Kilbourn Avenue. Input from the Council is requested regarding the notice. Would other forms of notification be satisfactory such as on the website, local media, Facebook, etc.? Are the notices required each year for similar events or just on the original applications?

Motion by Murray, second by Evans to recommend the Common Council amend the ordinance changing the 1,000 feet notice requirement to 200 feet and notices only sent on original applications. Subsequent application would require a general notice to the public. Motion passed with one negative vote from Yarrington.

Resolution Authorizing Payment of Monthly Bills

Motion by Cram, second by Zabinski to recommend the Common Council approve the monthly bills in the amount of \$582,263.68 as presented. Motion carried without negative vote.

Monthly Financial Report – November 2019.

Motion by Murray, second by Cram to accept the November 2019 Monthly Financial Report as presented. Motion passed without negative vote.

Adjourn.

Motion by Zabinski, second by Evans to adjourn. Motion passed without negative vote. Meeting adjourned at 7:54 p.m.

Respectfully submitted,

JoAnn Cram, City Clerk