

**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 November, 2020 in the Council Chambers at City Hall with Donna Evans presiding. The meeting was called to order at 6:30 p.m. The General Public was able to access the meeting as follows at 6:30p.m.:

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

**Meeting ID: 768 946 6740      Password: Tomah2020**  
**Dial by your location    +1 312 626 6799 US (Chicago)**  
**Meeting ID: 768 946 6740      Password: 546782713**

Roll call was taken with the following members present: Mike Murray, Donna Evans, Richard Yarrington, Jeff Cram, Lamont Kiefer, Adam Gigous, and Dean Peterson. Absent. Shawn Zabinski. Quorum present. The meeting was called to order by Donna Evans at 6:30 p.m.

Also present: Public Safety Director/Fire Chief Tim Adler, Police Chief Mark Nicholson, Assistant Chief Scott Hollum, Dir. Of Parks and Rec Joe Protz, Treasurer Julia Mann, City Clerk JoAnn Cram and Becki Weyer. Gregg Hagen videotaped the meeting.

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**Approval of October 12, 2020 Minutes** Motion by Murray second by Kiefer to approve the minutes of the October 12, 2020 Committee of the Whole minutes with the addition of Donna Evans present remotely during the meeting. Motion passed without negative vote.

**Accept Treasurers Cash and Investment Reports** Motion by Kiefer, second by Cram to accept the October cash and investment reports. Motion passed without negative vote.

**Public Works & Utilities Director – Water, Sewer, Public Works, and Lake Updates. Street Department:** Dir. Arity provided a written report.

**Police Department Monthly Report.** A written report was provided. There is one applicant left for pre-approval for open position needs. One officer is on an 18-day quarantine and one other officer is out pending test results. The police department be participating this Wednesday on Veterans Day for The Run to Honor Veterans with Fort McCoy personnel. On Dec 3<sup>rd</sup> there will be a Jingle Bell Ruck event where food will be distributed. Nov. 27<sup>th</sup> is the Holiday parade with a modified parade route. Alternate side parking has begun for the City.

**Parks & Recreation Monthly Report.** Dir. Protz provided a written report. All outdoor bathrooms have been closed for the season. Parks & Rec has been working on trimming trees. Indoor programs are still on hold. The leak has been found at the Aquatic Center and repairs have begun. Rec Park has been busy with the election, blood drives, and other events. They have been working with the School District on proper sanitation and Covid—19 procedures.

**Tomah Area Ambulance and Fire** Fire: Public Safety Director/Fire Chief Adler provided a written report. He thanked the Parks and Rec for the use of the Rec Park building this past weekend for the Hunter's Night Out. Three firefighters are currently going through the hiring process. Fire Prevention week went well with the schools, a thank-you for all the donations to help educate the School District on fire safety. The Fire Department is working on the 2<sup>nd</sup> round of fire inspections. Dir. Adler had gas leak training.

**Ambulance Service:** Dir Adler provided a writer report. The Ambulance service is fully staffed at this time. Part time EMT Natalie Abbott recently submitted her resignation. Working on the interview process next week for the Deputy Ambulance Chief position. employee tested positive for Covid-19 last month and was quarantined and since recovered. Continue to have conference calls with the VA

about past due payments. Building update: Dir. Adler has been in contact with Keller. Unit 265 was just purchased and was in an accident this year and has been repaired and is now back in service. The Ambulance Service received a \$900 grant from the Thomas B Earl foundation for training materials. The Township of Clifton Board has voted and will be expiring services with the Tomah Ambulance at the end of the year (approximately 295 people.) On Oct 27<sup>th</sup> a letter was received from Medicaid that as of Oct. 1<sup>st</sup>, the Tomah Ambulance Service is not certified to receive payments from Medicaid. The situation has been resolved. A question was posed by the Committee on how many calls go to outlying townships. Dir. Adler will research this data.

**Budget Transfer Request to Transfer funds from the Administrator Budget to the Clerk Budget for New Clerk Training Time** A Budget Amendment is requested to record the transfer for the new City Clerk's training time with the present clerk. The funds are being moved from the Administrator's budget since this position has been empty for the majority of the year.

Motion by Yarrington, second by Cram, to recommend the Council approve the Budget Amendment transferring \$41,935 from the Administrator budget to the City Clerk budget for the new clerk's training time with the present clerk. Motion passed without negative vote.

**IT Managed Service Contract** Treasurer Mann presented both 48 month and 72-month contracts with 3RT for IT services for the City of Tomah and Police Department. The cost difference is about \$6000 per year. The reason is software costs less with a longer-term contract. The chosen contract will need further review by the City Attorney prior to implementation to ensure the best interest of the City. Discussed ensued on the need for additional protection and information on the contract prior to approval. The Committee had discussion on the types of services that this contract would provide. This contract would provide support on updating the servers and constant availability for troubleshooting. It would also keep technology up to date during the contract. There were no other companies that were quoted for this purpose. The contract with Iron Core has been expired for over a year. There are not many managed service companies in the local area. The contract should include quarterly audits of the managed service performance.

Motion by Murray, second by Peterson, to table the contract between the City of Tomah and 3RT for Managed IT Services until a final contract can be drawn up. Motion passed without negative vote.

**Secondhand Article Dealer License Application for Steel Neal's Welding & Creations** Motion by Murray, second Kiefer by, to recommend the Council approve the Secondhand Article Dealer License Application for Steel Neal's Welding & Creations. Motion passed without negative vote.

**Authorization to apply for Wisconsin DNR Recreational Boating Facilities Grant** Dir. Protz requested the Committee recommend the Council give authorization to apply for this grant. There could be up to \$250,000 awarded for this grant to make facilities accessible and could be used to match City funds for planned projects. Protz spoke to a representative from the DNR and he indicated the Parks & Rec department would be a good candidate for this grant. February 1<sup>st</sup> is the deadline for the next round of grant applications.

Motion by Kiefer, second by Peterson, to recommend the Council approve the Authorization for the City of Tomah to apply for the \$250,000 Wisconsin DNR Recreational boating Grant and utilize \$80,000 from the Economic Development Fund for Winnebago Park for Phase 1. Motion passed without negative vote.

## **Resolution Authorizing Payment of Monthly Bills**

RESOLUTION NO. \_\_\_\_\_

### **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	\$ 415,269.38	Check #'s 128598-128654	28692-128771
2. Payroll	\$ 235,889.55	Direct Deposit #'s 61359-61590	
3. Wire Transfers	\$ 30,959.85		
4. Invoices	\$ 291,548.11	Check #'s	

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Total: \$ 973,666.89

Dated this 10th day of November, 2020

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Michael Murray, Mayor

ATTEST:

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Rebecca Weyer, City Clerk

Motion by Murray, second by Gigous, to recommend the Council approve the Resolution Authorizing the Payment of Monthly Bills for October. Motion passed without negative vote.

**Award Bids for Recreation Park Old Grandstand Roof Repair** Dir. Joe Protz presented the bids to the Committee of the Whole and recommended Brickl Bros. for General Construction and Kish & Son's Electric for the electric work. \$124,000 has already been received from insurance to start the repair project.

Motion by Kiefer, second by Cram, to recommend the council approve and award the Bids for Recreation Park Old Grandstand Roof Repair to Brickl Bros. for General Construction and Kish & Son's Electric for the electric work. Motion passed without negative vote.

**October Financial Statements** Motion by Murray, second by Kiefer, to recommend the Council accept the October Financial Statements. Motion passed with one negative vote (Yarrington)

**Authorization for Ambulance Fee Increase for 2021** Dir. Adler presented a proposal to increase the Tomah Ambulance Fees for 2021. Subsidy rates are low so billing rates need to be increased. Concern was brought that the increases will only affect a small amount of people, many of who cannot afford the increase, including the uninsured. The increases presented by Dir. Adler also include the critical care rates which are in line with other local Ambulance services.

Motion by Murray, second by Kiefer to recommend the Council approve the Authorization for Ambulance Fee Increases for 2021 as presented. Motion passed without negative vote.

#### **Updated Debt Limit Information from Ehlers**

Treasurer Mann distributed a modified capital project summary from Ehlers to come up with a way to stay under 75% debt utilization and keep the Public Safety Building as well. The updated capital project summary shows which projects can be moved or modified and is based on conservative growth. The summary does push the limits of debt utilization due to the constraints on the levy limit. The Committee requested additional information from Ehlers on a more aggressive approach model to compare the summary reports. Mann will request the information from Ehlers on a 2.5% projected growth increase to see how the final numbers are affected, and will return to the Council with the additional information.

**Adjourn.** Motion by Kiefer, second by Gigous to adjourn. Motion passed without negative vote. Meeting adjourned at 7:47 p.m. Motion passed without negative vote.

Respectfully submitted,

Becki Weyer, City Clerk