

MEETING MINUTES – CITY OF TOMAH COMMITTEE OF THE WHOLE

A COMMITTEE OF THE WHOLE MEETING of the City of Tomah was held on the 19th day of April, 2021 in the Council Chambers at City Hall with Council Vice President 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:

<https://zoom.us/j/7689466740?pwd=dEdLR2hXK0ZYMk1qNU5vNFJwMzdSZz09>

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: Donna Evans, Dean Peterson, Travis Scholze (remote), Mike Murray, Richard Yarrington. Absent: Lamont Kiefer, Shawn Zabinski and Adam Gigous. Quorum present. The meeting was called to order by Evans at 6:30 p.m.

Also present: Retired Police Chief Mark Nicholson, Chief Scott Holum, City Administrator Brad Hanson, Dir. Of Parks and Rec Joe Protz, Public works Director Kirk Arity, Public Safety Director/Fire Chief Tim Adler, Deputy EMS Chief Adam Robarge, City Treasurer Molly Powell and City Clerk Becki Weyer. Gregg Hagen videotaped the meeting.

A Resolution Commending Police Chief Mark D Nicholson on his Retirement and for his Years of Service to the City of Tomah

Council President Donna Evans read the resolution commending Police Chief Mark Nicholson for his service to the City of Tomah. Nicholson was presented a plaque and clock and the Police Department presented Nicholson with a retirement gift. Motion by Yarrington, second by, Peterson to recommend the Council approve the Resolution Commending Police Chief Mark D Nicholson on his Retirement and for his Years of Service to the City of Tomah. Motion Carried. Mayor Mike Murray thanked Nicholson for his years of service to the City of Tomah.

Oath of Office for Police Chief Scott Holum

New Police Chief Scott Holum was sworn in by City Clerk Becki Weyer with an Oath of Office for the position of Chief of Police. Chief Holum gave a speech and thanked all those who assisted him in his career.

Approval of Minutes from March 15, 2021

Motion by Murray second by Yarrington to approve the minutes of the March 15, 2021 Committee of the Whole meeting. Motion carried.

Treasurer's Report

Treasurer Molly Powell appeared before the Council to give an update on her first orientation week with the City of Tomah.

Parks & Recreation Monthly Report.

Dir. Protz provided a written report. Bathrooms will be opening soon at the parks. The all-abilities playground is being worked on and they hope to have it open by Memorial weekend. The Boy Scout cabin repair is underway. At 4:00 p.m. on April 30th, the Parks and Rec department will celebrate Arbor Day by planting trees. Rec Park continues to see many rentals throughout the year. The old grandstand is almost complete, bleacher repair is the last repair and will be ready by Tractor Pull, which should be moving forward as normal.

Public Works & Utilities

Dir. Arity appeared to update the Council.

Street: Stumps are being removed over the next two years from the ash tree removal process. Crack sealant is being applied in the western area around the school streets. The two-tote refuse system started April 12th. Public Works continues to accommodate citizens on the rollout. The King Ave project bid from Gerke came in at about 2.1 million dollars.

Water: The Water Department is getting results improving the water quality with directional main flushing.

Sewer: Working on jetting and cleaning out sewer systems

Police Department

Chief Holum provided a written report. Staffing: there are two openings: Assistant Chief and an investigator, and the department continues to recruit. An offer has been extended to a local candidate who will be hosted through the Police Academy. Monthly statistics are included with the monthly report. The Department has applied for detour permits for Downtown Thursday nights and the July 4th parade. The K-9 program has received an \$800.00 donation from The Tomah Citizen's Police Academy Alumni Association. The department will be putting on fundraisers for additional funds for the K-9 program.

Request for Appointment of Successor Agent for Kwik Trip Store #484 at 124 W. McCoy Blvd.

Motion by Murray, second by Yarrington to recommend the Council approve the Appointment of Successor to Dari Taylor for Kwik Trip Store #484. Motion carried.

Special Beer & Wine Permit Application for North American Squirrel Association for their event Squirrel Fest on July 10, 2021

Motion by Yarrington, second by Peterson, to recommend the Council approve the Special Beer & Wine Permit Application for The North American Squirrel Association for their event, Squirrel Fest, on July 10, 2021. Motion Carried.

Request for approval of the July 4th Parade that will take place on July 3rd.

Motion by Murray, second by Yarrington, to recommend the Council approve the 4th of July parade to take place on July 3rd, 2021 with the route presented. Motion carried.

2021 Capital Improvement Plan

Administrator Hanson provided an amended Capital Improvement Plan to the Committee for review. Dave Ferris from Ehlers appeared via Zoom to explain the amendments to the Plan and to answer questions from the Committee. Dir. Arity pointed out an expense that should have been moved to TID 10. It is recommended that this item be postponed until the May meeting until further edits and corrections can be made. Motion by Peterson, second by Yarrington to recommend the Council postpone this item until the May meeting. Motion carried.

Community Development Block Grant (CDBG) Application Required Actions & Approvals

Administrator Hanson provided information only on the required actions and approvals needed for the city to receive and spend funds that may be awarded.

N Superior Kasten Property Acquisition for Fire Department Update

Information only was presented by Administrator Hanson that The City has come to an offer agreement with 815 N Superior Kasten property for the future location of the new Emergency Services Building. The studies are in progress and the Wetland Mitigation Study will soon be before the WI DNR for review and approval. Hanson also provided documentation showing the importance of the new building and the state of the current facilities for the Fire Department and Tomah EMS.

Fire Department Engineering & Design Invoice

Keller Builds requires a down payment prior to beginning the necessary work that is needed for design and engineering for construction on the Public Safety Building in 2022. This cost exceeds the 2021 budget and will require a budget amendment of \$90,000 with the funds coming from the Ambulance fund balance, to be repaid at a later date once bonding has occurred by the general fund. Motion by Yarrington, second by Murray, to recommend the Council approve the payment of the \$90,000 Keller invoice with the contingency that it be paid from the ambulance fund and the ambulance fund be reimbursed after bonding is secured. One Aye (Yarrington), 4 nays (Peterson, Murray, Evans, Scholze.) Motion Failed. Council discussed holding the invoice until wetland studies are complete on the land. Motion by Murray, second by Peterson. to postpone this issue until the May 18th meeting. Motion carried with one negative vote (Yarrington.)

Amendment to 28-81 correcting previous typo within the ordinance and add language allowing for bow hunting on parcel 286-02674-000 which is owned by the City

Motion by Murray, second by Peterson, to recommend the Council approve the corrections and amendments to City Ordinance 28-81 regarding bow hunting on parcel 286-02674-000 which is owned by the City, and to add section d. "Bow hunting for deer shall be permitted on that land owned by the city and located on a parcel of land so noted as Parcel ID 286-02674-000 within Monroe County GIS internet based system. Bow hunting is not allowed within the confines of the fenced in area." Motion carried.

Conditional Use Permit-Jason Yahnke

Motion by Murray, second by Peterson, to recommend the Council approve the Conditional Use Permit for Jason Yahnke to convert the former Gundersen Clinic building into a 27-bed Community based residential Facility. Motion carried.

Mayor Murray recommended it was logical to first address item 18 on the Agenda, the Planning Commission recommendation on amendments to the City of Tomah Comprehensive Plan related to Future Land Use Map prior to items 16 and 17.

Plan Commission recommendation on amendments to the City of Tomah Comprehensive Plan related to Future Land Use Map

The Planning Commission recommends changing parcels #286-02651-3600 & #286-01622-4200 from Commercial to High Density Residential to allow the property owner to rezone the parcels from Business zoning to R-5 Mobile Home District to facilitate the expansion of the adjacent Mobile Home Park. Motion by Murray, second by Peterson, to recommend the Council approve the Planning Commission recommendation on amendments to the City of Tomah Comprehensive Plan related to Future Land Use Map. Motion carried.

Plan Commission recommendation to rezone property from B2-Highway Business District to R5-Mobile Home District

Motion by Murray, second by Peterson, to recommend the Council approve the Planning Commission recommendation to rezone property parcel #286-02651-3600 from B2-Highway Business District to R5-Mobile home District. Motion carried.

Rezone of Parcel from B-Business District to R5- Mobile Home District

Motion by Yarrington, second by Peterson, to recommend the Council approve the Planning Commission recommendation to the rezone of Parcel #286-01622-4200 from B-Business District to R5- Mobile Home district.

Morries Tomah C F RE, LLC Petition to Donate Land

Informational only. Morries Tomah C F RE, LLC petitioned to donate land to the City of Tomah for right of way/road purposes.

Resolution Accepting Donation of Land

Motion by Murray, second by Yarrington, to recommend the Council approve the Resolution Accepting donation of land by Morries, Tomah C F RE, LLC. Motion carried.

Resolution Authorizing Payment of Monthly Bills

Motion by Murray, second by Peterson, to recommend the Council approve the Resolution Authorizing the Payment of Monthly Bills in the amount of \$864,724.99 as presented. Motion carried.

Budget Transfer for Tomah Area Ambulance Service

Motion by Murray, second by Peterson to recommend the Council approve the budget transfer of \$1,332.99 from account Grants and Donations 03-48500 to account 0352300-3350 Training to fund training materials for course work taught inside the Tomah Area Ambulance Service. Motion carried.

CenturyLink/Lumens Update

Administrator Hanson updated the Committee of the Whole with information that the City has attempted to leave the service agreement with CenturyLink/Lumen for a number of reasons and has contested the renewal of the service agreement. The City has sent a letter to Lumen with this information stating the City's intent to end the contract in June.

3RT/Lynxx Information Technology Agreement

There has been a cost increase to the technology agreement with 3RT/Lynxx due to additional City needs. Administrator Hanson included explanations and correspondence with 3RT to explain the price differences. The Committee discussed wanting to know more about why the contract price has tripled since the contract was approved. Motion by Murray second by, to postpone this item until the May 2021 meeting until further research can be done on the City's needs.

American Rescue Plan Act (ARP) of 2021

Staff has met regarding the ARP and the City is slated to receive \$930,000 in 2021 and the same in 2022. Administrator Hanson presented a list to the Committee of the Whole for approval of spending of said funds. Motion by Murray, second by Peterson to postpone this issue until the May meeting when the funds are allocated to the city. Motion carried.

New Councilmember Orientations & Special Meeting Needs

Informational only. Administrator Hanson provided information and started a dialogue with the Committee of the Whole regarding needs for required training for City employees and Council members on The National Incident Management System in order to be eligible for certain Federal grants and/or funding opportunities.

Emergency Medical Responder Agreement approval

The Public Safety Director/Fire Chief asked the Committee for approval of the newly created Emergency Responder Agreement as presented. There has been no agreement in the past between the City and First responder organizations in the coverage area. Motion by Murray, second by Yarrington, to recommend the Council approve the agreement between the Tomah Area Ambulance Service and First Responder organizations as presented. Motion carried.

Tomah Area Ambulance Service updated Job Description

Pub. Safety Dir./Fire Chief Adler requested the Committee approve the amended job description for EMT-Basic/Advanced EMT/Paramedics/Critical Care Paramedic as presented. Motion by Murray, second by Yarrington, to recommend the Council approve the job description amendments as presented. Motion carried.

Creation of (2) two part-time Lieutenants of Training for the Tomah Fire Department

Motion by Yarrington, second by Murray, to approve the creation of (2) two part-time Lieutenants of Training for the Tomah Fire Department. Motion carried.

Adjourn

Motion by Murray, second by Yarrington, to adjourn. Motion carried. Meeting adjourned at 8:13 p.m.

Respectfully submitted,

Rebecca Weyer, City Clerk