

## MEETING MINUTES – CITY OF TOMAH COMMITTEE OF THE WHOLE

A COMMITTEE OF THE WHOLE MEETING of the City of Tomah was held on the 11th day of January, 2021 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 6:30 p.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: Donna Evans, Mike Murray, Travis Scholze Dean Peterson, Lamont Kiefer (remote), Jeff Cram, Richard Yarrington, Shawn Zabinski (remote), and Adam Gigous. Absent: none. The meeting was called to order by Donna Evans at 6:30 p.m.

Also present: Public Safety Director/Fire Chief Tim Adler, Deputy Ambulance Chief Adam Robarge, Dir. Of Parks and Rec Joe Protz, Treasurer Julia Mann, Public Works Director Kirk Arity, and City Clerk Becki Weyer. Gregg Hagen videotaped the meeting.

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**Approval of Minutes from December 7, 2020** Motion by Scholze second by Murray to approve the minutes of the December 07, 2020 Committee of the Whole minutes. Motion carried without negative vote.

**Accept Treasurers Cash and Investment Reports** Treasurer Mann reminded everyone that cats and dogs need to be licensed by the City per City ordinance. Motion by Murray second by Cram to recommend the Council accept the November Cash & Investment report. Motion carried without negative vote.

**Parks & Recreation Monthly Report.** Dir. Protz provided a written report. Reminder there are lots of City sidewalks to clear, which is first priority after a snowstorm. Then, the snow removal of the City Wide Trail is completed. The outdoor rink at Rec Park is open until 10pm (weather permitting). Park shelters went online on January 4<sup>th</sup> for shelter rental availability. February 1<sup>st</sup> through the 7<sup>th</sup> will be the Freezefest with limited events due to Covid-19.

**Public Works & Utilities Director – Water, Sewer, Public Works, and Lake Updates.** Dir. Arity provided a written report. Street: Ash tree removal is almost complete. Christmas trees will be picked up by placing on the boulevard, please ensure there are no decorations left on the tree. Right now working on preparations to the conversion to the 2-tote system. New employee training is going well. The airport flight shack is being remodeled. Sewer: Inside work is being completed. Operations are normal. Water: Working on painting, interior walls and other inside work. Encourage everyone to pay bills online or drop off in the drop box. The Lake Committee meeting is on 01/21 at 5:00 p.m. and will be a Zoom-only online meeting.

**Tomah Area Ambulance and Fire** Public Safety Director/Fire Chief Adler provided a written report.

**Fire:** Special thanks to the Toro Company who donated three commercial fire extinguishers to the Tomah Fire Department. Some fire truck tires have been replaced. The full time Deputy Fire Chief position will be posted within the next two weeks.

**Ambulance Service:** Deputy Chief Robarge started in his new position last Monday. Currently have a full staff with 5 employees in field training. Continue to have regular communication with the VA regarding payments due. Building update: have been working with Keller to get further ideas to reduce the overall cost of the Public Safety Building. Currently working on vehicle issues with one of the ambulances. Working on merging IT information between the Ambulance service and the Tomah Fire Department. Nine EMS employees have received the first round of the Covid-19 vaccine.

**Request for Buckley Park Boy Scout Cabin Roof Repairs and Improvements**

The Parks and Recreation Commission has recommended to the City Council to continue with the bids for roof structure and improvements to the Scout Cabin. The Commission recommended not to exceed the \$100,000 that was designated in the 2020 Budget under TIF #8.

Motion by Yarrington second by Peterson to recommend the Council approve the request to continue getting bids to repair the roof structure and make improvements to side walls of the Scout Cabin with the \$100,000 previously allocated for this reason in the 2020 Budget under TIF#8. Motion carried with one negative vote (Scholze).

#### **Approval of the Use of Lake Tomah for CWIRA Ice Race for January 17<sup>th</sup> and February 28<sup>th</sup>**

The Central Wisconsin Ice Racing Association has requested the use of Lake Tomah for races on January 17<sup>th</sup>, 2020 and February 28<sup>th</sup>, 2020 for a motorcycle and ATV race. This race has traditionally been approved by the Lake Committee.

Motion by Murray, second by Cram to recommend the Council approve the use of Lake Tomah by the Central Wisconsin Ice Racing Association for January 17<sup>th</sup> and February 28<sup>th</sup>. Motion carried without negative vote.

#### **Ordinance Amending Chapter 52, Section 52-209 (b)(4) of the City of Tomah Municipal Code Regarding Requirements – Fences**

Section 52-209 currently allows all fences in the rear and side yards be constructed to a maximum height of 6'. The 6' height limit while appropriate for most fence types may not be appropriate for metal mesh type fences as they create an industrial/commercial security look on residential properties. The Planning Commission recommends modifying the current ordinance by limiting the Height of chain link or metal wire fencing to a maximum of 4 feet on properties with residential uses.

Motion by Cram, second by Gigous, to recommend the Council approve the Amendment to Ordinance Chapter 52, Section 52-209. Motion carried with one negative vote (Yarrington)

#### **Secondhand Article & Jewelry Dealer Licenses Application for Antique Mall of Tomah**

Carolyn Habelman with Antique Mall of Tomah has applied for a Secondhand Article Dealer License and a Secondhand Jewelry Dealer License for the premise at 1510 Eaton Ave, Tomah, WI 54660, for the licensing period of January 1, 2021 through December 31, 2021.

Motion by Scholze, second by Murray, to recommend the Council approve the Secondhand Article Dealer License for Carolyn Habelman with Antique Mall. Motion carried without negative vote.

**Secondhand Article Dealer License Application for Kristi's Place Inc.** Kristi Chamberlain with Kristi's Place, Inc. has applied for a Secondhand Article Dealer License for the premise at 322 Superior Ave, Tomah, WI 54660, for the licensing period of January 1, 2021 through December 31, 2021.

Motion by Murray, second by Yarrington, to recommend the Council approve the Secondhand Article Dealer License Kristi Chamberlain with Kristi's Place. Motion carried without negative vote.

**Budget Amendment Administrator Office Purchases** This is a 2020 budget amendment to pay for the furniture and computer for the new Administrator's office. The funds are coming from the City Administrator's budget and being moved to outlay to cover the costs of the purchases. Motion by Murray, second by Zabinski to recommend the Council approve the budget to move \$5,998.47 from Administrator-Salaries Account 01/51415-1100 to General Government Outlay Account 01/57190-8300 for the purchase of office furniture for the City Administrator office. Motion carried without negative vote.

**Bid Approval for Grader** The Public Works and Utilities Commission has approved the bid for a new Grader and is requesting the Committee of the Whole recommend the Council approve. The 2021 budget has an approved amount of \$300,000 for this equipment purchase.

Motion by Scholze, second by Cram, to recommend the Council approve the bid as presented for the purchase of a new grader. Motion carried with one negative vote (Yarrington)

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

Motion by Cram, second by Zabinski to recommend the Council approve the monthly bills in the amount of \$739,894.49 as presented. Motion carried without negative vote.

**Budget Amendment for CARES Federal Grant Expenditures** This 2020 Budget Amendment is to record the CARES grant and the expenditures related to the grant. The amount of funding received by the City was \$177,997.87.

Motion by Murray, second by Zabinski, to recommend the Council approve the Budget transfer recognizing the \$177,997.87 in CARES grant money and expenditures related to the grant as presented. Motion carried without negative vote.

#### **November Financial Report**

Motion by Murray, second by Zabinski to accept the November Financial Report. Motion carried without negative vote.

#### **Preliminary December Financial Report**

A Preliminary report was delivered by Treasurer Mann to the Committee of the Whole and Common Council. It is not complete and is informational only at this time.

#### **Start Date for 3RT Managed IT Services**

Treasurer Mann explained that Ironcore is on a year to year contract. Our contract will not expire until May 31, 2021. We will be required to pay 80% of \$2,454 for the remaining months if we cancel the contract early. Mann brought this up with 3RT and they would be willing to give us \$3,000 off of our contract with them for leaving Ironcore early. We will have to have both companies for 2 months overlapping for the onboarding process. The third month 3RT would take over. The buyout amount for Ironcore is \$1963.20 per month. Mann recommended approving the contract to start in February with both companies for February and March, then terminate the Ironcore contract effective April 1st 2021.

Motion by Yarrington , second by Murray, to recommend the council approve starting the contract with 3RT on April 1st and terminating the Ironcore contract effective June 1st. Motion carried without negative vote.

#### **Special Beer Permit for Tomah Warrens Sportsmen Alliance Ice Fisheree on February 13, 2021**

The Tomah Warrens Sportsmen Alliance Ice Fisheree has applied for a Temporary Class “B” Fermented Malt Beverage License to sell fermented malt beverages at their annual “Ice Fisheree” being held at Winnebago Park, Tomah, WI, on February 13, 2021.

Motion by Kiefer second by Peterson, recommend the Council approve the Special Beer Permit for Tomah Warrens Sportsmen Alliance Ice Fisheree on February 13<sup>th</sup> 2021. Motion carried without negative vote.

#### **Cost of Living Increase for 2021**

Treasurer Mann presented options to the Committee of the Whole for wage increases for the non-represented employees for 2021. Discussion ensued on the necessity for a percentage increase, and the possibility of establishing a flat dollar amount vs. a percentage-based cost of living increase. Treasurer Mann will return to the Council with additional information including flat dollar amount cost of living raise. This will be postponed until

Motion by Gigous, second by Murray to postpone the cost of living decision until tomorrow 01/12/2021 when further information will be received by Treasurer Mann. Motion carried without negative vote.

#### **Committee of the Whole and Council Date Change**

The Department Heads for the City of Tomah are requesting that the dates of the Committee of the Whole and Council meetings be moved. The request is to move the Council Meeting to the third Tuesday of the month, and the Committee of the Whole to the Monday before the third Tuesday of the month.

Motion by Murray, second by Cram, to recommend the Council approve moving the Common Council Meetings to the third Tuesday of the Month and the Committee of the Whole to the Monday before the third Tuesday of the month beginning in March 2021. Motion carried without negative vote.

Motion to adjourn by Peterson, second by Gigous. Motion carried without negative vote. Meeting adjourned at 7:47 p.m.

Respectfully,

Becki Weyer, City Clerk