

MINUTES FOR COMMITTEE OF THE WHOLE

A Committee of the Whole meeting was held on **Monday, February 14, 2022 at 6:30 PM** in the Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI. Council President Adam Gigous called the meeting to order at 6:30 p.m. Present: Michael Murray, Adam Gigous, Richard Yarrington, John Glynn, Shawn Zabinski, Mitchell Koel, Lamont Kiefer, Nellie Pater, and Dean Peterson. Absent: None. Also Present: City Treasurer Molly Powell, City Clerk Becki Weyer, Director of Public Works Kirk Arity, Building Inspector Shane Rolff, Parks and Rec Director Joe Protz, Public Safety Director/Fire Chief Tim Adler, and Police Chief Scott Holum. Greg Hagen videotaped the meeting. All motions are unanimous unless otherwise noted. Members of the public were able to access the meeting via the following Zoom Link: <https://zoom.us/j/7689466740?pwd=dEdLR2hXK0ZYMk1qNU5vNFlwMzdSZz0>

APPROVAL OF THE MINUTES:

Motion by Peterson, second by Pater, to approve the minutes from January 17, 2022. Motion carried.

REPORTS:

Treasurer

Powell presented the January 31, 2021 Cash and Investments Report. In the past the City was advised not to reinvest. It is advisable to have the money earning interest. There are still cash reserves available. Next month the money market balance will go down and it will be invested into CD's. The financial advisor agreed that Motion by Koel, second by Zabinski, to recommend the Council approve the January 31, 2022 Cash and Investments Report. Motion carried.

Parks & Recreation

Protz provided a written report and covered the highlights with the Committee of the Whole. Business as usual. Making ice at Rec Park. Lights are on at the ice rink until 10:00 p.m. Protz covered the recent and upcoming rec programs with the Committee. Freeze Fest participation was lower this year due to the cold weather.

Public Works & Utilities

Dir. Arity provided a written Public Works and Utilities Director Report.

Street: Been doing tree trimming and focusing on safety during cold days. They are doing lighting upgrades in mechanic shop. A DNR rep came to evaluate the he e-recycling, and everything was in order.

Sewer: Operations are normal. They are upgrading outdated light fixtures and painting inside. Waste from Ft. McCoy going well.

Water: Frost depth is 46 inches. 40 degree main lines.

Lake: No meeting this month. March will be the next meeting. Continue to explore partnering with the DNR technologies for the weed overgrowth at the Lake.

Police Department

Chief Holum presented the written 2022 Police Department Monthly Report for January. They are fully staffed. One officer on FMLA. Had several out due to Covid. New sex offender registry requires the police department to provide a digital map. They are working with Town and Country to create the map. The camera systems at the Police Department and City Hall are up and running. Some areas have audio. Looking at getting approval for RRFBs. (Rectangular Rapid Flashing Beacons) at 4 locations in the city (Crosswalks). Holum will be on vacation next week.

GENERAL:

Ordinance Amendment - Sec 38-122 Regarding Special Assessments

Our current ordinance limits the city's ability to collect the maximum special assessment allowable by WI State Statute section 66.0703. The proposed changes remove that limitation. Residents would have the capability of payment plans if needed. Motion by Pater, second by Glynn, to recommend the Council adopt the ordinance amending Chapter 38, Section 38-122 of the City of Tomah Municipal Code regarding Construction costs. There was a lengthy discussion regarding the perceived penalty to corner lot owners. Motion carried with 2 negative votes. (Koel and Yarrington)

ARPA Funds Approval for City Hall Remodel

Staff has identified a need for remodel of the 1st floor of the Treasurer's/Clerk's window area. Public Works staff will be performing those upgrades from a security and aesthetics standpoint. Cardinal Glass has donated the hurricane glass for these upgrades. Motion by Pater, second by Zabinski, to recommend the Council approve the use of ARPA funds in the amount of \$15,000 for the upgrades. Motion carried.

Special Event Outdoor Cabaret License for the Greater Tomah Area Chamber of Commerce

Motion by Zabinski second by Glynn, to recommend the Council approve the special event outdoor cabaret license for the Greater Area Chamber of Commerce for the dates of June 30, July 7, July 14, July 21, August 4, and August 11, 2022 for the six Downtown Thursday Night concert events. Motion carried.

Special Beer Permit Application for the Tomah Lions Club

Motion by Yarrington, second by Zabinski, to recommend the Council approve the special beer permit application for the Tomah Lion's Club for the dates of June 30, July 7, July 14, July 21, August 4, and August 11, 2022 for the six Downtown Thursday Night events. Motion carried with 1 abstain (Gigous).

Appointment of 2022-2023 Election Officials

Three additional election workers have applied for the 2022-2023 election year. Motion by Kiefer, second by Zabinski, to recommend the Council approve the appointment of Mary Jacobs, Joanne Klinker, and William Liebhart as election officials for the 2022-2023 election cycle. Motion carried.

Park and Recreation Commission Appointment for Josephine Piper to fulfill the term of Jared Tessman ending April 2023

Motion by Zabinski, second by Kiefer, to recommend the Council approve the appointment of Josephine Piper to fulfill the term of Jared Tessman ending April 2023. Motion carried.

Flare Ave. Ballfield and Park Site Plan

Svet Roussev from Gerke appeared via zoom to answer site plan layout questions from the Committee. Motion by Murray, second by Peterson, to recommend the Council approve the starting work on the Parks and Rec Commission's recommended site plan for the Flare Ave. ballfields and park project. Motion carried.

Resolution for Payment of Monthly Bills

Motion by Murray, second by Zabinski, to recommend the Council approve the Resolution for the payment of monthly bills in the amount of \$789,292.43. Motion carried.

Discussion on Committee of the Whole, purpose, and agenda items

Discussion only regarding the history of the Committee of the Whole and its purpose. The Committee of the Whole agenda currently covers all agenda items that are on the Council meeting the following night. The discussion was centered on removing those agenda items from the Committee of the Whole agenda that have already been vetted by another committee and are ready for submission to Council.

Ordinance Repealing Division 3, Article VII, Convention and Visitors Bureau based upon recent Tourism Entity Agreement with Greater Tomah Area Chamber of Commerce

Motion by Pater, second by Murray, to postpone until the Council meeting until the City Attorney is available for questions. Motion carried.

Public Transit Lease Agreement between City of Tomah and Running Inc

M. Powell presented an updated agreement between the City of Tomah and Running Inc. for the leased vehicles the city owns. The current contract has expired. There were no significant changes to the contract. Motion by Murray, second by Kiefer, to recommend the Council approve the contract between the City of Tomah and Running Inc. There was concern than the insurance is so low. Motion carried.

Comprehensive Plan amendment specific to Future Land Use Map

The Planning Commission has recommended the Council approve an amendment to the city of Tomah Comprehensive Plan specific to the future land map for City owned property located on North Glendale Ave to accommodate the development of the City of Tomah EMS building. Motion by Yarrington, second by Kiefer, to recommend the Council approve the Planning Commission recommended amendment to the Future Land Use Map. Motion carried.

Ordinance Amending Various Sections of Chapter 2, Chapter 10, and Chapter 42 of the City of Tomah Code of Ordinances Effectuating Implementation of the Senior Executive Team in lieu of City Administrator

Motion by Glynn, second by Pater, to recommend the Council adopt the Ordinance Amending Various Sections of Chapter 2, Chapter 10, and Chapter 42 of the City of Tomah Code of Ordinances Effectuating Implementation of the Senior Executive Team in lieu of a City Administrator. Motion carried. Compensation changes for the Senior Executive Team will be disused at the City Council meeting on 02/15/22.

Approval of Revision of Public Works and Utilities Director Job Description

Motion by Murray, second by Pater, to recommend the Council approve the proposed job description changes for the Public Works director as a result of the changes to the position with the creation of the Senior Executive Team. Motion carried.

Approval of Revision of Building Inspector Job Description

Motion by Murray, second by Peterson, to recommend the Council approve the proposed job description changes for the Building Inspector as a result of the changes to the position with the creation of the Senior Executive Team. Motion carried.

Approval of Revision of City Clerk Job Description

Motion by Murray, second by Pater, to recommend the Council approve the proposed job description changes for the City Clerk as a result of the changes to the position with the creation of the Senior Executive Team. Motion carried.

Approval of Revision to the City Treasurer Job Description

Motion by Murray, second by, to recommend the Council approve the proposed job description changes for the City Treasurer as a result of the changes to the position with the creation of the Senior Executive Team. Motion carried.

Final Assessment Report: 2021 Street and Utility Improvements

A public hearing for the preliminary assessments for the 2021 Street and Utility Improvements was held on May 19, 2021. The final assessment report has been completed and revised with the construction quantities and past practice with corner lots calculations. Motion by Pater, second by Glynn, to approve the Final Assessment report as presented. Motion carried.

ADJOURN

Motion by Koel, second by Pater, to adjourn. Motion carried. Meeting adjourned at 8:07 p.m.

Respectfully Submitted,

Rebecca Weyer

To be approved March 15, 2022