

MEETING MINUTES - CITY OF TOMAH COMMITTEE OF THE WHOLE

A COMMITTEE OF THE WHOLE MEETING of the City of Tomah was held on the 8th day of May, 2017 at 6:30 p.m. in the Council Chambers at City Hall.

The following members were present: Nellie Pater, Lamont Kiefer, Wayne Kling, Larry Siekert, Mary Ann Komiskey, Luke Bohlen, Travis Scholze and Mike Murray. Absent: Chris King. Quorum present.

Also present: City Administrator Roger Gorius, Fire Chief Tim Adler, Police Chief Mark Nicholson, City Treasurer Julia Mann, Ambulance Service Director Randy Dunford, Chamber of Commerce Director Tina Thompson and Deputy City Clerk Diane Webster. Gregg Hagen videotaped the meeting.

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Chairperson Mike Murray called the meeting to order at 6:30 p.m.

Minutes. Motion by Komiskey, second by Siekert to approve the minutes of the April 10, 2017 regular Committee of the Whole meeting as presented. Motion passed without negative vote.

Ambulance Department. Director Dunford reported 173 total calls for service in April with \$163,130 in billing. Heather Daly has completed a Supervisor Bootcamp and is currently attending EMS Leadership Academy. The Ambulance Department received a \$1,000 grant from the Kwik Trip Foundation and will be used for heart monitor upgrades. Isaac Zurowski has been promoted from EMT to Paramedic. Michael Walter and Jamie Close have resigned for personal reasons. Director Dunford will be making recommendations to the Council regarding his plan to create structure within his department and hire new employees to meet the demand for service.

Police Department Monthly Report. Police Department is at full staff with 20 full time officers however an officer is resigning so they have started the hiring process. During the month of April there were 166 police reports, 12 traffic crashes and 111 traffic citations. May 14-20 is Police Week. Tomah Rotary will be hosting an appreciation dinner for area First Responders. May 5 was the annual spring downtown clean up. Several groups and City staff helped with clean up and Rick Murray provided lunch from Pizza Hut. The annual alcohol license holders meeting was held on May 3rd. The Police Department is working on developing a new web page.

Zoning/Planning/Building Inspection Monthly Report. Director Shane Rolff provided a written summary of April 2017 activities. 21 building permits were issued in April. \$10,368 was collected in fees for a total construction value of \$2,113,300.

Fire Department Monthly Report. Fire Chief Tim Adler provided a monthly department report. There are currently 32 firefighters and 5 rescue technicians on the roster. Participated in the high school post prom mock car crash. Trained on the new self-contained breathing apparatus. Working on first round of fire inspections. Held an Emergency Management meeting in April and discussed updating our current emergency operation plan to a new All Hazards Plan. Committee members will work on the plan and meet again in August. Applied to Andres Fund for an upgrade to Jaws of Life equipment. Received \$300 grant from Toro. Working on a FEMA grant for funds to replace turnout gear. Chief Adler reminded everyone that information regarding camp fires can be found on the City's website. Results of the ISO audit have been

received. The City has maintained classification rating of 4. With the changes and upgrades being made, Chief Adler is confident that our rating could improve to a 3 within the next year. A better rating can also positively affect homeowners' insurance rates in the City. The Wis Safe Program has granted the Tomah Fire Department with 125 smoke detectors which will be provided to low income homes and the elderly.

Parks and Recreation Monthly Report - Parks Dept., Recreation Programs, Aquatic Center, Recreation Park. Parks & Recreation Director Joe Protz provided a written report and summarized department activities. Mike Murray thanked Greg Hagen and JoAnn Cram for their assistance at the Special Recreation Prom and congratulated Richard Sherman for his recent success in weight lifting competitions.

Accept Treasurers – March Cash Report and April Investment Reports. Motion by Kiefer, second by Kling to accept the March cash report and April investment report as submitted. Motion passed without negative vote.

Request to Remove Fireworks Stands from City Limits. Ronald Radke, owner of Shooting Stars Fireworks located at 1515 Eaton Avenue is requesting that the City only allow fireworks to be sold out of buildings and no longer permit temporary stands or tents in the city limits. Mr. Radke pays \$6,000 per year for property taxes whereas transient vendors only pay \$100 for an annual permit. He also has witnessed transient vendors not following the rules. Mike Murray pointed out that any changes to the ordinance would have to be addressed by the City's legal counsel. City Administrator Gorius will have the City Attorney review the ordinance and make a recommendation at the June City Council meeting.

Bartender Licenses. Motion by Kiefer, second by Pater to remove Katelyn Dupree from the list of bartenders and recommend the Common Council approve the remaining bartender's licenses as listed. Motion passed without negative vote. Bartender licenses approved as follows: Barbara J. Smith and Amber R. Tupper.

Renewal of "Class B" Liquor & Class "B" Fermented Malt Beverage Licenses. Motion by Siekert, second by Scholze to recommend the Common Council approve the "Class B" Liquor and Class "B" Fermented Malt Beverage Licenses in the City of Tomah as printed for the period of July 1, 2017 – June 30, 2018 unless sooner revoked and contingent on any or all unpaid tax obligations, assessments or other fees owed to the City are paid and must be compliant with building, plumbing, electrical, zoning, health or fire codes at the time the license is to be renewed. Motion passed without negative vote.

1. American Legion Post 201 – David Goldbeck, Agent at 800 Wisconsin Avenue
2. The Break Room – Chad Madson, Agent at 1123 Superior Ave.
3. The Bank – Troy Gilson at 1015 Superior Avenue
4. Burnstad Bros., Inc. – Burnstad's European Restaurant & Pub, Kent Burnstad, Agent at 701 E. Clifton Street
5. C & H Food Service, Inc. - Perkins, Brittany Bailey, Agent at 1015 E. McCoy Blvd.
6. Callahan's Pub – Tim Callahan, owner at 1119 Superior Ave.
7. Cancun Bay Ltd. – Cancun Mexican Restaurant, Jesus Gonzalez Hidalgo, Agent at 1422 Superior Ave. (Reserve License)
8. Carlton LLC – The Carlton, Samantha G. Davis, Agent at 309 Superior Ave.
9. Cran-Beary Pub - T & J Hospitality, LLC - Tyson Koput, Agent at 319 Wittig Road
10. Crow Bar LLC – The Crow Bar, Troy Gilson, Agent at 1206 Superior Avenue
11. Dimensions II, LLC – Dimensions, Patrick J. Murphy, at 1110 Superior Avenue
12. Swami Hospitality - Econo Lodge, D. Patel, Agent at 2005 N. Superior Avenue

13. Franny's Bar, James Frandsen, owner at 1115 Superior Avenue
14. Ground Round Grill & Bar - T & J Hospitality LLC - Tyson Koput, Agent at 201 Helen Walton Drive, Suite #1 (Reserve License)
15. Kelsey's, Dave Berndt at 201 Superior Avenue
16. Smoke's Elbow Room Bar - Kenneth Pierce, owner at 114 W. Benton Street
17. Strike Zone - Bruce Gilson, Agent at 202-210 Superior Avenue
18. Don Cinco De Mayo Cantina, Abraham Hernandez, Agent at 918 McCoy Blvd.

Renewal of Class "B" Fermented Malt Beverage Licenses Motion by Kiefer, second by Siekert to recommend the Common Council approve the Class "B" Fermented Malt Beverage Licenses in the City of Tomah as printed for the period of July 1, 2017 – June 30, 2018 unless sooner revoked and contingent on any or all unpaid tax obligations, assessments or other fees owed to the City are paid and must be compliant with building, plumbing, electrical, zoning, health or fire codes at the time the license is to be renewed. Motion passed without negative vote.

1. Area Community Theatre-Robert Shutter, agent at 907 Kilbourn Avenue
2. China Buffet, Eastern Chinese Restaurant, Cai Deng Zheng, owner at 115 W. McCoy Blvd.
3. Knights of Columbus Corp. – Anthony Felber, Agent – Knights of Columbus Hall, 202 E. Juneau Street
4. Peking Chinese Restaurant, LLC – Jiaona M. Ng, Agent at 1013 Superior Avenue
5. Northfield Restaurant Corp. – Pizza Hut, Ricky Murray, Agent at 1821 N. Superior Ave
6. Tomah Softball Association – Harlo B. LaRue, Agent at 400 N. Glendale Avenue (May 9, 2017 through October 31, 2017)

Renewal of "Class A" Liquor & Class "A" Fermented Malt Beverage Licenses Motion by Scholze, second by Kiefer to recommend the Common Council approve the "Class A" Liquor and Class "A" Fermented Malt Beverage Licenses in the City of Tomah as printed for the period of July 1, 2017–June 30, 2018 unless sooner revoked and contingent on any or all unpaid tax obligations, assessments or other fees owed to the City are paid and must be compliant with building, plumbing, electrical, zoning, health or fire codes at the time the license is to be renewed. Motion passed without negative vote.

1. Aldi Inc. – Troy Lenning, Agent at ALDI #52 at 1844 N. Superior Avenue
2. Gordy's Tomah Foods, Inc. – Paul T. Whaley, Agent at 701 E. Clifton Street
3. Simran Inc., Highway 12 & 16 BP - Stela A. Patel, Agent at 1030 E. Clifton Street
4. Hwy 21 BP – Rupesh Patel, Agent Wittig Corp. at 311 Wittig Rd
5. Highway 21 Mobil, 907 McCoy Inc.– Rupesh Patel, Agent at 907 E. McCoy Blvd.
6. Kwik Trip, Inc. – Jamie Allen Prestwood, Agent – Kwik Trip #484 at 124 W. McCoy Blvd.
7. Kwik Trip, Inc. – Toni Phelps, Agent – Kwik Trip #796 at 310 E. McCoy Blvd.
8. Kwik Trip, Inc. – Danita A. Schmitz, Agent, Kwik Trip #718 at 1504 Superior Ave.
9. Tomah Quick Stop & Spirit Shop, LLC – Casey B. Purdy, Agent at 201 W. Veterans Street
10. Wal-Mart Stores East, LP – David R. Schoeberl, Agent – Wal-Mart Supercenter #965, 222 W. McCoy Blvd.

Renewal of Class "A" Fermented Malt Beverage Licenses Motion by Kiefer, second by Scholze to recommend the Common Council approve the Class "A" Fermented Malt Beverage Licenses in the City of Tomah as printed for the period of July 1, 2017 – June 30, 2018 unless sooner revoked and contingent on any or all unpaid tax obligations, assessments or other fees owed to the City are paid and must be compliant with building, plumbing, electrical,

zoning, health or fire codes at the time the license is to be renewed. Motion passed without negative vote.

1. Casey's General Store, Emma Monheim, Agent at 313 N. Superior Ave.
2. Gador, Inc. - Tomah Mini Mart, Donovan Riedesel, Agent at 215 W. Clifton Street

Renewal of "Class C" Wine Licenses. Motion by Kiefer, second by Pater to recommend the Common Council approve the "Class C" Wine Licenses in the City of Tomah as printed for the period of July 1, 2017 – June 30, 2018 unless sooner revoked and contingent on any or all unpaid tax obligations, assessments or other fees owed to the City are paid and must be compliant with building, plumbing, electrical, zoning, health or fire codes at the time the license is to be renewed. Motion passed without negative vote.

1. China Buffet, Eastern Chinese Restaurant – Cai Deng Zheng, owner at 1012 Superior Avenue
2. Natural Connection – Paula Caucutt, owner at 1012 Superior Ave.
3. Peking Chinese Restaurant LLC – Jiaona M. Ng, Agent at 1013 Superior Avenue

Cabaret Licenses. Motion by Kiefer, second by Siekert to recommend the Common Council approve the Cabaret Licenses as printed for the period of July 1, 2017 to June 30, 2018 unless sooner revoked and contingent on any or all unpaid tax obligations, assessments or other fees owed to the City are paid and must be compliant with building, plumbing, electrical, zoning, health or fire codes at the time the license is to be renewed. Motion passed without negative vote.

1. American Legion Post 201 – David Goldbeck, 800 Wisconsin Avenue
2. The Bank – Troy Gilson., 1015 Superior Avenue
3. The Break Room – Chad Madson, 1123 Superior Ave.
4. C & H Food Service, Inc. – Brittany Bailey, 1015 E. Mc Coy Blvd.
5. Callahan's Pub – Timothy D. Callahan, 1119 Superior Avenue
6. The Carlton – Samantha Davis, 319 Superior Avenue
7. Cran-Bear Pub – Tyson Koput, 319 Wittig Road
8. Dimensions II – Patrick Murphy, 1110 Superior Avenue
9. Franny's – James Frandsen, 1115 Superior Avenue
10. Knights of Columbus Corp.– Anthony Felber, 202 E. Juneau Street
11. Smoke's Elbow Room – Kenneth Pierce, 114 W. Benton Street
12. Strike Zone - Bruce Gilson, Agent at 202-210 Superior Avenue

Resolution Authorizing a Change in the 2017 City of Tomah Position Count by the Creation of a Full Time Bookkeeper Position for the City of Tomah Ambulance Service and Approval of Job Description for Ambulance Bookkeeper. Motion by Kling, second by Scholze, to approve a resolution authorizing a change in the 2017 City of Tomah position count by the creation of a full time Bookkeeper position for the City of Tomah Ambulance Service and to approve the job description for Ambulance Department Bookkeeper. Motion passed without negative vote.

Ordinance Amending Section 52-35(a)(4) of the Municipal Code Regarding Conditional Uses.

Motion by Pater, second by Komiskey, to amend Section 52-35(a)(4) of the Municipal Code Regarding Conditional Uses to include light fabrication as an accessory conditional use in the Business District. Alderman Bohlen asked what will be fabricated and whether property owners will be notified. Motion passed without negative vote.

2017 Budget Amendment – Transfer of \$138,074.50 from Acct. #8-57331-855 Public Works Highway/Street Outlay to Acct. #8-57420-830 Refuse and Garbage Collection Outlay Acct. for Purchase of Refuse Truck. Motion by Pater, second by Scholze, to transfer \$138,074.50 from Acct. #8-57331-855 Public Works Highway/Street Outlay to Acct. #8-57420-830 Refuse and Garbage Collection Outlay Acct. for the purchase of a refuse truck. Motion passed without negative vote.

Lease Agreement Between the City of Tomah, Chamber of Commerce and Convention and Visitors Bureau. The Lease Agreement shall be for an initial term of May 15, 2017 through December 31, 2017 after which time a more permanent lease agreement will be made.

Motion by Pater, second by Scholze, to approve the lease agreement between the City of Tomah, Chamber of Commerce and Convention and Visitors Bureau as presented. Motion passed without negative vote.

Resolution Authorizing Payment of Monthly Bills. Motion by Scholze, second by Siekert to recommend the Common Council approve the resolution authorizing payment of the monthly bills for a total amount of \$1,932,733.81. Motion passed without negative vote.

Monthly Financial Reports – April 2017 and Final December 2016. Motion by Kiefer, second by Scholze to accept the April 2017 and final December 2016 monthly financial reports as presented. Motion passed without negative vote.

Motion by Bohlen, second by Kiefer to adjourn. Motion passed without negative vote. Meeting adjourned at 7:26 p.m.

Respectfully Submitted,

Diane Webster, Deputy City Clerk