

MEETING MINUTES - CITY OF TOMAH COMMITTEE OF THE WHOLE

A COMMITTEE OF THE WHOLE MEETING of the City of Tomah was held on the 7th day of August, 2017 at 6:30 p.m. in the Council Chambers at City Hall.

The following members were present: Nellie Pater, Travis Scholze, Lamont Kiefer, Wayne Kling, Larry Siekert, Mary Ann Komiskey, Luke Bohlen and Mike Murray. 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, Public Works & Utilities Director Kirk Arity, and Deputy City Clerk Diane Webster. Gregg Hagen videotaped the meeting.

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Council President Murray called the meeting to order at 6:30 p.m.

Minutes. Motion by Kiefer, second by Scholze to approve the minutes of the July 10, 2017 regular Committee of the Whole meeting as presented. Motion passed without negative vote.

Ambulance Department. Director Dunford reported 214 calls for service. 35 transfers denied due to low staffing. \$188k billed out, collected 31k. A part time paramedic of 10 years has resigned. Had a first aid class at Tomah Care Center, very well received. \$1000 from Walmart Distribution. Closed session will be postponed until September meeting.

Fire Department Monthly Report. Fire Chief Tim Adler provided a monthly department report. There are currently 30 firefighters and 5 rescue technicians on the roster. Five new firefighters have been hired. One is certified and will be activated soon and the others are currently in training and should be activated by the fall. The Fire Department participated in the 4th of July parade and secured safety during the Lions fireworks display. Had firefighter safety training in wall breaching and buddy breathing. Received \$3,000 donation from Frank G. Andres Charitable Trust to be used toward the purchase of an edraulic ram to be used with the Jaws of Life. \$2,520 was received from Thomas B. Earle Trust and will be used for I AM Responding project. Working with Pierce Manufacturing on design of the new fire truck and working on All Hazards plan. The Emergency Committee will meet August 9 at 9:00 a.m. to work on plan. There were 25 calls for service in July. There has been a total of 160 calls so far this year compared to 92 calls at this time last year.

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. Still working on new shelter at Butts Park. Next phase will be installation of handicap accessible fishing pier. Director Protz advised that the Parks Department assisted with set up and clean up for National Night out on August 1st and Crazy Days. Fall boulevard tree program is starting. 1000 from frank Andres and 1000 from Chamber. City Residents can apply for a tree. They will be dropped off and homeowners are responsible for planting. Summer recreation programs have finished and flyers for fall programs are being worked on. Swim lessons and summer programs continue at the Aquatic Center. Limited life guard staff so closing date has been moved up to August 19th. Passed recent safety inspections. A swim meet was held on August 5th and the Pooch Plunge is scheduled for September 3rd. Recreation Park is being cleaned up from Monroe County Fair. A 4H Dog show being held at ice center.

Public Works Director – Water, Sewer, Public Works and Lake Updates. Public Works & Utilities Director Kirk Arity advised the following: Street Dept.: Street painting is continuing in the downtown area. McLean Avenue north of Clifton Street should be asphalted this week. The next phase of the construction project will start once gas utility work is finished. Work on Lincoln Avenue is progressing well. Storm sewer repairs and construction will be done at Recreation Park. Also catching up with brush pick up. Accepting applications for Sanitation Operator until August 15th. 801 Housing, Alderman Subdivision and Alden Road scheduled for chip sealing. Sewer: Chad Richmond has transferred from Public Works Department. Working on a 3 year plan of needed upgrades such as SCADA, lime addition equipment and VFD mixing units. Flows spiked to 2.8 million gallons per day because of major rain events (avg is 1.5 mgd). Water: An insurance claim has been made due to lightening damage at Well #11. All other operations are normal. Lake: Monitored dam though out the last storm event (from 2am Thurs to Sat evening). 3.1" of rain was recorded with a significantly higher amount received in the watershed. County CM overtopped and there was minor flooding in the Lemonweir Subdivision. Next Lake meeting-Aug. 17 at 5 p.m. The dam tainter gate painting has been delayed by a couple of weeks. City Hall air conditioning is being fixed.

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

Bartender Licenses. Motion by Pater, second by Kiefer to recommend the Common Council approve the bartender's licenses as listed. Motion passed without negative vote. Bartender licenses approved as follows: Jacob S. Hansen and Clifton L. Trute, III.

Special Beer and Wine Permit – North American Squirrel Association – February 24, 2018 at Recreation Park. North American Squirrel Association (NASA) has applied for the license to sell fermented malt beverages and wine at a banquet in the Rec Building at Recreation Park, 1625 Butts Avenue, Tomah, on Saturday, February 24, 2018.

Motion by Kiefer, second by Siekert to recommend the Common Council approve the Special Beer and Wine Permit for the North American Squirrel Association for a banquet to be held on February 24, 2018 at Recreation Park. Motion passed without negative vote.

Special Beer Permit – Tomah Rotary Club – September 9, 2017 for Beer and Sausage Fest at Recreation Park. Tomah Rotary Club is requesting to sell fermented malt beverages at a Beer and Sausage Fest on September 9, 2017 at Recreation Park, 1625 Butts Avenue.

Motion by Kiefer, second by Pater to recommend the Common Council approve the Special Beer Permit for Tomah Rotary Club to sell fermented malt beverages at Recreation Park, 1625 Butts Avenue on September 9, 2017. Motion passed without negative vote.

Special Beer Permit – VFW – September 9, 2017 for a Chicken Q at 1618 Superior Avenue. The VFW is requesting to sell fermented malt beverages at a Chicken Q on September 9, 2017 at the VFW Hall, 1618 Superior Avenue.

Motion by Kiefer, second by Pater to recommend the Common Council approve the Special Beer Permit for the VFW to sell fermented malt beverages at 1618 Superior Avenue on September 9, 2017. Motion passed without negative vote.

Class “B” Liquor and Class “B” Fermented Malt Beverage License for Kelsey’s Bar at 201 Superior Avenue. An original license needs to be issued because Kelsey’s has acquired a new Wisconsin Sellers Permit. Liquor license fees have already been paid for 2017/2018.

Motion by Kling, second by Siekert to recommend the Common Council approve the application for a “Class B” Liquor and Class “B” Fermented Malt Beverage License for Kelsey’s Bar at 201 Superior Avenue for the period August 9, 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.

Taxi Cab License – FDS, Inc. d/b/a Tomah Transit. FDS Inc. has applied for a taxi cab license for a 2017 Dodge Caravan, VIN 2CWDGBG5HR648584. The City receives \$20 for each taxi cab.

Motion by Pater, second by Komiskey to recommend the Common Council approve the taxi cab license application for FDS, Inc. Motion passed without negative vote.

Resolution Authorizing Payment of Monthly Bills. Motion by Kling, second by Komiskey to recommend the Common Council approve the resolution authorizing payment of the monthly bills for a total amount of \$1,498,680.09. Motion passed without negative vote.

Tomah Path Improvement Bid Award. The City received bids for the Tomah path improvement and extension to the west of Butts Park. Gerke Excavating submitted the lowest competent bid for \$258,162.36. There are adequate funds in the budget for this project.

Motion by Siekert, second by Scholze to recommend the Common Council award the bid to Gerke Excavating, Inc. for \$258,162.36. Motion passed without negative vote.

Refund a Claim for Refund Pursuant to Wis. Stat. 70.511 Against the City of Tomah for Excessive Real Estate Taxes for Parcel 286-02720-5000 Cardinal IG Company. Cardinal IG filed a claim with the State of Wisconsin regarding over assessment of their properties within the state. The dispute has been settled and the City must reimburse Cardinal IG for a 2014 over-assessment in the amount of \$18,479.65 which will be reduced once the amount is known and other taxing authorities are billed for their portion.

Motion by Kiefer, second by Siekert to recommend the Common Council approve the tax write off in the amount of \$18,479.65 from account 01-51910-3400. Motion passed without negative vote.

Ordinance Amending Chapter 52-42 Regarding Adoption of a Downtown Design Standards Overlay Zoning District. The Design Standards Handbook is to assist the City and property owners in achieving a more consistent, aesthetically pleasing, and successful urban form in the downtown area.

Motion by Bohlen, second by Pater to recommend the Common Council adopt the ordinance amending Chapter 52 Creating Section 52-42 Downtown Design Standards Overlay District. Motion passed without negative vote.

Ordinance Amending Chapter 52-116(1) Regarding Allowing Certain Reductions in the Number of Required Parking Spaces for New Development Located Within the Study Area of the City of Tomah Downtown Master Plan. The ordinance allows the Plan Commission to reduce the number of required minimum parking stalls for new construction, and expanding portions of, commercial uses on a case by case basis within the Downtown Study Area.

Motion by Kiefer, second by Scholze to recommend the Common Council adopt the ordinance amending Chapter 52 Creating Section 52-116(1) Allowing Certain Reductions in the Number of Required Parking Spaces. Motion passed without negative vote.

Monthly Financial Reports – July 2017. Motion by Kiefer, second by Kling to accept the July 2017 monthly financial reports as presented. Motion passed without negative vote.

Council Meeting Consent Agenda Discussion. Items that are considered routine (such as approval of monthly bills, bartender license applications, special beer permits, budget amendments) will be placed on the City Council agenda as one item for voting. The Mayor will read all items on consent agenda to be voted on by the City Council. The Mayor, any council member, City Administrator, City Clerk or City Attorney can request that any item on the consent agenda can be removed and placed on the regular agenda for discussion.

Motion by Bohlen, second by Komiskey to adjourn. Motion passed without negative vote. Meeting adjourned at 7:25 p.m.

Respectfully Submitted,

Diane Webster, Deputy City Clerk