

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 March, 2019 at 6:30 p.m. in the Council Chambers at City Hall with Council President Lamont Kiefer presiding.

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

Roll call was taken with the following members present: Lamont Kiefer, Wayne Kling, Shawn Zabinski, Richard Yarrington, Mary Ann Komiskey, Jeff Cram, Remy Gomez, Travis Scholze and Mike Murray. Absent: None. Quorum present.

Also present: Fire Chief Tim Adler, Ambulance Director Randy Dunford, Park and Recreation Director Joe Protz, Public Works and Utilities Director Kirk Arity, City Treasurer Julia Mann, and Deputy City Clerk Diane Webster. Greg Hagen videotaped the meeting.

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Council President Kiefer thanked staff and residents for attending and asked anyone who may be interested in speaking about any agenda items to let him know.

Approval of February 11, 2019 Minutes of the Committee of the Whole.

Motion by Yarrington, second by Gomez to approve the minutes of the February 11, 2019 regular Committee of the Whole meeting. Mayor Murray received a request to ask council members to speak clearly into their microphones so all comments can be heard by those listening on the Hagen Network. Motion passed without negative vote.

Fire Department Monthly Report. Fire Chief Tim Adler reported that he and his staff have spent several hours at the Tomah Hospital site. Chief Adler is working on various grant applications. The Chief appreciates the support community businesses provide to the Fire Department. In the month of February there was one structure fire, one vehicle fire and four false alarms. Several water lines froze causing sprinkler systems to activate. Attended a conference and received training on explosions from Sun Prairie Fire Chief. Department personnel also responded to two electrical fires, one diesel spill and eight motor vehicle accidents. Fire extinguisher training was held at Cardinal TG for 50 employees.

Parks and Recreation Monthly Report: Parks Department, Recreation Programs, Aquatic Center, Recreation Park: Parks and Recreation Director Joe Protz advised that the department is working on snow removal and equipment/building maintenance and preparing for spring recreation programs. Women's volleyball and adult basketball leagues continue. Spring gymnastics sign up started March 11 and activity begins on April 1. Pump repairs and filter upgrades at the aquatics center are scheduled for March 19-21. A lifeguard course will be held the last week in April at Fort McCoy. Several events were held at Recreation Park in February.

Public Works & Utilities Monthly Report - Water, Sewer, Public Works, & Lake Updates. Public Works and Utilities Director Kirk Arity advised the following: Street Department: The department has been focusing on snow removal from boulevards. Staff has been averaging 20 hours of overtime per pay period. Due to the salt shortage a salt/sand mixture will be used for the remainder of the season if needed. The weather has caused an increase in work related traffic accidents. The City is receiving bids for concrete work throughout the City in 2019. Sewer Department: Flows at the plant are at 1.16 million gallons per day. Operations are normal. Gerke Excavating has been hired for the Gopher Avenue restoration project for the low bid amount of \$892,335.66. The Sewer Department is receiving bids for the lime stabilization project. Water Department: There have been some frozen water services. Well #9 has been demolished. Staff has cleared snow from 500 hydrants so far this year. Director Arity thanked the Boy Scouts for their assistance with hydrant snow removal. Lake

Committee: the next Lake Committee meeting is scheduled for March 21, 2019 at 5:00 p.m. Alderperson Zabinski asked which streets are scheduled for repair. Director Arity will meet with Monroe County Highway department regarding plans for future improvements to East and West Veterans Street.

Ambulance Department Monthly and 2018 Annual Report. A monthly written statistics report was provided. Director Dunford advised that in February there were 195 calls for service and 60 facility transfers. 16 transfer requests were denied due to lack of staffing. One paramedic has resigned and there are plans to hire one part-time EMT and two paramedics. The 2018 annual report was reviewed. Three major challenges addressed during the year were: the increase in staffing, planning for the new ambulance facility, and expiration of the City's Medicare enrollment.

Accept Treasurers Cash and Investment Reports. Cash and investment reports for February, 2019 were presented.

Motion by Murray, second by Scholze to recommend the Common Council accept the February cash and investment reports as presented. Motion passed without negative vote.

Bartender Licenses. Motion by Cram, second by Yarrington to recommend the Common Council approve bartender licenses for the period of March 12, 2019 to June 30, 2020 as follows: Rebecca D. Boggle, Connie J. Hurd, Kody M. Friend, Daniel J. Libke, Natalie M. Payne, Teri L. LaPorte and Debra J. Pearson. Murray abstained. Motion passed without negative vote.

2019 Budget Amendment – Recognizing Revenue from Insurance Recoveries – Equipment Acct. 03-48440 of \$148,000 and Utilize Fund Balance Applied of \$56,290 in Acct. #03-49300 and Reduce Ambulance Outlay-Vehicles Acct. #03-57230-8400 by \$172,300 and reduce Ambulance Outlay – Equipment Acct. 03-57230-8300 by \$31,990 to cover cost of replacing ambulance destroyed in Fire. This is a budget amendment to add funds to the amount recovered by insurance for the loss of the ambulance due to a fire on January 13, 2019 in order to purchase a new ambulance.

Motion by Scholze, second by Gomez to recommend the Common Council approve the 2019 Budget Amendment – Recognizing Revenue from Insurance Recoveries – Equipment Acct. 03-48440 of \$148,000 and Utilize Fund Balance Applied of \$56,290 in Acct. #03-49300 and Reduce Ambulance Outlay-Vehicles Acct. #03-57230-8400 by \$172,300 and reduce Ambulance Outlay – Equipment Acct. 03-57230-8300 by \$31,990 to cover cost of replacing ambulance destroyed in Fire. Motion passed without negative vote.

Veteran's Memorial Update and Discontinuation of the Veterans Memorial Advisory Committee. Tom Flock advised that it has been 13 years since the committee was formed. The memorial is now complete and the committee has decided it is time to disband. Mr. Flock thanked the Boy Scouts for providing snow removal each year. There is a balance of \$23,000 in the account which can be used for maintenance of the memorial, lawn care, snow removal and purchase of flags. The committee is asking that all donated items at the memorial be left intact. A final dedication event will be held at the site at 10 am on Memorial Day.

Motion by Murray, second by Scholze to recommend the Common Council approve discontinuation of the Veterans Memorial Advisory Committee and that the Parks and Recreation Board oversee the Veterans Memorial account which will be used for the Veterans memorial only and will be left open for continued donations. Motion passed without negative vote.

Taxi Cab License for Tomah Transit – Running Inc. Running Inc. has applied for a taxi cab license for a 2015 Dodge Grand Caravan, VIN 32C4RDGBGFR736368. The license will be valid through December 31, 2019. Inspections are complete and the certificate of insurance is on file.

Motion by Murray, second by Cram to recommend the City Council approve the taxi cab license for Tomah Transit – Running Inc., for a 2015 Dodge Grand Caravan, VIN 32C4RDGBGFR736368 for the period of March 12 – December 31, 2019. Motion carried without negative vote.

Capitol Project Borrowing TID #8 and #10. The Long Range Planning Committee has approved a design proposal for streetlights in the downtown corridor. The cost of the project is \$700,000 and would be eligible for reimbursement through tax revenue in TID #8. Additionally the City needs to finish the reconfiguration of Goose Avenue to meet DOT requirements as well as a complete reconstruct of Gopher Avenue including new sewer, water and stub outs to the recently annexed land to the south. The cost for the street reconstruction projects is \$1.28 million and will be TID #10 eligible for reimbursement. Tomah Memorial will contribute up to \$425,000 for utility improvements and up to \$775,000 for their portion of road improvements. The money would be available to the City upon completion of the project.

Motion by Murray, second by Cram to recommend the City Council proceed with the street light and street reconstruction projects as presented and authorize City officials to complete terms with F & M Bank. Motion carried without negative vote.

Ordinance Amending Section 2-557 Regarding Composition; Term; Quorum; Meetings of the Long Range Planning Committee. The Common Council authorized the drafting of an amended ordinance reducing the size of the Long Range Planning Committee by one member.

Motion by Gomez, second by Murray to recommend the City Council approve the Ordinance amending Section 2-557 regarding composition, term, quorum and meetings in regard to the Long Range Planning Committee as presented. Motion passed with one negative vote (Yarrington).

Resolution Authorizing Payment of Monthly Bills.

Motion by Gomez, second by Yarrington to recommend the Common Council approve the monthly bills in the amount of \$3,519,037.78 as presented. Motion carried without negative vote.

Monthly Financial Report – February 2019.

Motion by Cram, second by Kling to recommend the City Council approve the February 2019 Financial report. Motion passed without negative vote.

Adjourn.

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

Respectfully submitted,

Diane Webster, Deputy City Clerk