

The **COMMON COUNCIL** of the City of Tomah met in **SPECIAL SESSION** December 21th, 2020 at 6:00 p.m. with Mayor Mike Murray presiding in the Municipal Building, 819 Superior Avenue, Tomah WI. Due to COVID-19 concerns, the General Public was able to access the meeting as follows:

Zoom Meeting at: <https://zoom.us/j/7689466740?pwd=dEdLR2hXK0ZYmk1qNU5vNFJwMzdSZz09>

Meeting ID: 768 946 6740 Password: Tomah2020

or

Dial by your location +1 312 626 6799 US (Chicago)

Meeting ID: 768 946 6740 Password: 546782713

Following the Pledge of Allegiance, roll call was taken with the following members present: Mike Murray, Lamont Kiefer (Virtual), Dean Peterson, Jeff Cram, Richard Yarrington, Adam Gigous, Travis Scholze, Donna Evans, Shawn Zabinski Absent: None. Quorum present. Also present: City Clerk Becki Weyer, and Public Safety Director/Fire Chief Tim Adler. Gregg Hagen did not videotape the meeting.

Motion by Peterson second by Gigous to adjourn to Closed Session Pursuant to State Statute 19.85(1)(c) and (e) to Confer with the City Attorney regarding deliberating or negotiating the purchasing of public properties and Personnel Issues. Motion passed without negative vote. Adjourned to closed session at 6:05 p.m. Meeting adjourned at 6:36 p.m. and reconvened to Open Session of the Common Council pursuant to State Statute 19.85(2).

Anyone Desiring to Appear Before the City Council.

CONSENT AGENDA:

- A. Approval of Minutes from November 10, 2020
- B. November Cash and Investment Reports
- C. Budget Amendment Insurance Claim for Storm Damage
- D. Budget Amendment Police Department Insurance Claim
- E. Budget Amendment Insurance Recovery & Reserved for Contingency City Hall Water Damage
- F. Secondhand Article Dealer License Application for ecoATM, LLC
- G. Renewal Taxicab Licenses for Running, Inc. DBA Tomah Transit

Motion by Cram, second by Yarrington, to remove the November Cash and Investment reports from the Consent Agenda due to the reports not yet being complete, and to approve remaining items. Motion Passed without negative vote.

Mayor

The Mayor offered his sincere thanks on behalf of the Council to Chief Adler and the Fire Department, along with all of the other City Departments and area businesses for their services during the downtown fire this past weekend. Sincere condolences to the families of long-time member of the Police and Fire Commission and formal council member Bobby King. The Mayor also commended JoAnn Clerk for her outstanding service to the city and all of its citizens for the past 35 years. Council members Gigous, Kiefer, Scholze, Yarrington, Cram, and Peterson all spoke their thanks for her services.

1. Resolution for the Commendation of JoAnn Cram for her Service to the City of Tomah

Motion by Cram, second by Peterson to approve the Resolution for the commendation of JoAnn Cram for her service to the City of Tomah. Motion passed without negative vote.

RESOLUTION NO. 2020-12-08-37

RESOLUTION IN RECOGNITION OF HONOR TO JOANN CRAM FOR

SERVICE TO THE CITY OF TOMAH

1985-2020

WHEREAS, on July 22, 1985 JoAnn Cram began her service as a public servant for the City of Tomah Police Department as an Administrative Assistant; and

WHEREAS, some of the highlights of JoAnn's City of Tomah career include:

- Appointment of the City Clerk position for the City of Tomah after 9 years of service with the Tomah Police Department
- Designation as a Wisconsin Certified Professional Clerk in 2009
- Recipient of the Lifetime Achievement Award from the Wisconsin Municipal Clerks Association in 2013
- Recipient of the Mayor's award in February of 2014
- Recognition for 25 years of service from The Wisconsin Municipal Clerks Association in 2019; and

WHEREAS, in good times, and in difficult times, JoAnn has dealt with a diverse range of people in, and out of City Hall, and provided courteous and comprehensive help to City Officials, members of the public, and fellow City staff, and has always been patient, kind, and understanding; and

WHEREAS, she has distinguished herself as a hard-working and dedicated public servant, at all times committed to helping her community and administering elections with a sense of accuracy, integrity, and fairness; and has provided invaluable leadership and community involvement; and

WHEREAS, JoAnn has built cooperative relationships with residents, other government organizations, community groups, local non-profits, City of Tomah businesses, and other members of the community; and

WHEREAS, her colleagues knew her as a steady, dependable co-worker and friend, who takes pride in her work and in this community, and who is always ready to lend moral support or a helping hand when needed.

NOW THEREFORE, BE IT RESOLVED, that I Michael Murray, Mayor, City of Tomah, do hereby express my sincere appreciation and gratitude for Mrs. Cram's dedication and commitment to the City, and congratulate her on the occasion of her retirement from the City of Tomah, and wish her the best, and continued success in her retirement and future endeavors.

Dated this 8th day of December, 2020.

Michael Murray, Mayor

ATTEST: Rebecca Weyer, City Clerk

City Clerk

Election Update: The Clerk's office is finishing up and closing out reports in Wisvote for the November Presidential election. The notice for the Spring election has been posted, which will be held on April 6th 2020. Contests include: State Superintendent and Aldermanic seats for Districts 1, 3, 5, and 7. Nomination papers are due back to the Clerk's office by 5:00 p.m. on January 5th, 2021. The mill rate for tax year 2020 is complete. Net taxes are \$15,653,618.58 or \$23.10/\$1000 valuation. This is down from 2019 which was \$24.06/\$1000 of valuation. A special thank you and congratulations to JoAnn Cram on her retirement after 35 years with the city. She has been a wonderful teacher and mentor during this training period, and I wanted to express my sincere gratitude for all of her service.

Treasurer

Tax bills have arrived and are currently in the process of being stuffed. Mann thanked Cram for all her service with the City.

Library

Library Director Irma Keller advised eBooks during November were 1630 compared to 1429 last year. There were 331 visits to the library. There is a link on the Library website for caregivers of those with Alzheimer's or dementia can find helpful items to help with caring for loved ones. Digital events are also available online. New books are now available. Thanks to the donation of long-time patron Jane Schueler, \$10,000 will be used to improve the library collection.

Senior & Disabled Services

Coordinator Buchda thanked Cram for her service and assistance over the years. Buchda presented a puzzle to Dir. Adler and the Fire department that was put together by the Senior Center patrons. The Sr. Center will be closed on Dec 24th, 25, and Jan. 1st. A thank you to all who helped with the Arts and Crafts fair to make it successful. The monthly newsletter is available. The Christmas party for this Friday has been cancelled.

Planning & Building Inspection

Shane Rolff provided written permit reports for October and November.

Chamber/Convention & Visitors Bureau

The CVB meeting was held this morning and the Chamber is researching projects for 2021. Downtown Thursday nights is tentatively planned for 2021. The Chamber is encouraging local businesses to keep their lights on and stay open later for the Thursdays between Thanksgiving and Christmas. An account has been set up at Bank First to collect donations for those who were affected by the downtown fire. The area guide will be outsourced this year and the process has begun for advertising opportunities.

Committees:

Committee of the Whole

1. Resolution to Create 3 Full Time Tomah Ambulance Positions

Motion by Yarrington second by Cram to approve the resolution to authorizing a change in the 2021 position count by the creation of three additional full-time paramedic or AEMT positions. Motion passed without negative vote.

RESOLUTION NO. ___2020-12-08-38_____

A RESOLUTION AUTHORIZING A CHANGE IN THE 2021 CITY OF TOMAH
POSITION COUNT BY THE CREATION OF 3 ADDITIONAL
FULL TIME PARAMEDIC OR AEMT's POSITIONS FOR THE
CITY OF TOMAH AREA AMBULANCE SERVICE

WHEREAS, the Common Council of the City of Tomah hereby authorizes a change in the 2021 City of Tomah position count by the creation of 3 permanent full time Paramedic or AEMT's

positions working the current 24/48 work schedule commonly referred to as the "Platoon Schedule", and

WHEREAS, it is documented that due to low staffing Tomah Area Ambulance cannot meet the demand for services and is forced to refuse facility transfer demands and also must frequently request mutual-aid from neighboring agencies to assist with 9-1-1 emergency calls. It is the best interest of the City to create 3 additional permanent full time Paramedic or AEMT's positions to guarantee staffing of 2 ambulances 24/7, and

WHEREAS, the Common Council of the City of Tomah establishes 3 full time Paramedic or AEMT's positions as an hourly non-exempt position that includes all applicable benefits afforded by City Union employees as outlined in the International Association of Fire Fighters Union, Local #127 Contract and the City of Tomah Employee Personnel Manual, and

WHEREAS, these employees will have a work schedule which is assigned by the Director of Ambulance Services or his/her designee as necessary to provide for the needs of the department. Assignment to this position is subject to a six-month probationary period. This position will be classified as a member of the IAFF Local #127 Union and the Common Council establishes the initial rate of pay as agreed to in said agreement. The 3 additional employee count positions creation will be effective January 1, 2021.

NOW, THEREFORE BE IT FURTHER RESOLVED that the City of Tomah Common Council does hereby authorize a change in the 2021 City of Tomah Position Count by the creation of 3 full time Paramedics or AEMT's to be responsible for emergency medical service duties for the City of Tomah, primarily at the Tomah Area Ambulance Department, as described above.

Dated this 8th day of December, 2020.

Mike Murray, Mayor

ATTEST: Becki Weyer, City Clerk

2. Resolution Authorizing a Change in the 2021 City of Tomah Position Count

Motion by Kiefer, second by Peterson, to approve the Resolution Authorizing a Change in the 2021 City of Tomah Position Count by the abolishment of the Ambulance Department Captain position. Motion passed without negative vote.

RESOLUTION NO. 2020-12-08-36
A RESOLUTION AUTHORIZING A CHANGE IN THE 2021 CITY OF TOMAH
POSITION COUNT BY THE ABOLISHMENT OF THE
AMBULANCE DEPARTMENT CAPTAIN POSITION

WHEREAS, the Common Council of the City of Tomah hereby authorizes a change in the 2021 City of Tomah position count by the abolishment of the Ambulance Department Captain position effective January 1, 2021, and

WHEREAS, the Common Council of the City of Tomah previously restructured the Fire and Ambulance Departments by combining them and subsequently created of a Public Safety Director/Fire Chief, Deputy Ambulance Chief, and Deputy Fire Chief in September, 2020, and

WHEREAS, with the creation of the Deputy Ambulance Chief and assigned duties, the Common Council of the City of Tomah hereby authorizes the abolishment of the full time Ambulance Captain position, and

NOW, THEREFORE BE IT FURTHER RESOLVED that the City of Tomah Common Council does hereby authorize a change in the 2021 City of Tomah Position Count by the abolishment of the full time Ambulance Captain position effective January 1, 2021. Dated this 8th day of December, 2020.

Michael Murray, Mayor ATTEST: Rebecca Weyer,

3. Resolution Authorizing Payment of Monthly Bills

Motion by Gigous, second by Peterson, to approve the Resolution Authorizing the Payment of monthly bills. Motion passed without negative vote.

RESOLUTION NO : 2020-12-08-39

RESOLUTION AUTHORIZING
PAYMENT OF MONTHLY
BILLS

Be it resolved by the Common Council of the City of Tomah that the Committee of the Whole has reviewed the monthly bills and recommends the City Council approve said bills as follows:

1. Pre-Paid Checks:	\$640,819.38	Check #'s:	128772, 128773-128806 128851-128961
2. Payroll:	\$253,187.66	Dir Dep #'s:	61591-61851
3. Wire/ACH	\$35,837.43		

4. Invoices: \$107,170.03

Total: \$1,037,014.50

Mayor

Clerk

Requested by: Finance Department

Submitted by: Committee of the
Whole

December 1, 2020

4. Resolution Regarding Flexible Plan Health or Dependent Care Change in Status Amendment

On May 12th, the Internal Revenue Service released guidance impacting section 125 cafeteria plans. This guidance was designed to provide temporary flexibility for employers and employees to assist with the National response to the 2019 Coronavirus outbreak. These changes permit, under certain circumstances, changes to health and dependent care FSA elections.

A change in the cafeteria election for daycare has been requested and this resolution is required in order to reduce the amount of funds collected in the flexible spending account due to daycares being closed for periods of time or families working from home not incurring the daycare expenses. It is requested that the effective date be established as of June 1, 2020.

Motion by Yarrington, second by Peterson to approve the Resolution 2020-12-08-40 Regarding Flexible Plan Health or Dependent Care Change in Status Amendment effective June 1, 2020. Motion passed without negative vote.

5. Approval of Final Assessment Report & Final Resolution authorizing public improvement and levy special assessments

Motion by Kiefer, second by Peterson, to approve the Final Assessment Report & Final Resolution authorizing public improvement and levy special assessments. Motion approved without negative vote.

Resolution No: 2020-12-08-41

FINAL RESOLUTION AUTHORIZING PUBLIC IMPROVEMENT AND LEVYING SPECIAL ASSESSMENTS AGAINST BENEFITTED PROPERTIES IN TOMAH, WISCONSIN.

WHEREAS, the governing body of the City of Tomah, Wisconsin, held a public hearing at the Tomah City Hall at 5:30 p.m. on the twenty-fourth day of June, 2020, for the purpose of hearing all interested persons concerning the preliminary resolution and report of the City Engineer on the proposed public improvements consisting of Sidewalk and Curb & Gutter along S. Kilbourn Avenue and Sidewalk along Wittig Road and preliminary assessments against benefitted properties, and heard all persons who desired to speak at the hearing;

NOW, THEREFORE, BE IT RESOLVED, the governing body of the City of Tomah, Wisconsin, determines as follows:

The report of the City Engineer, a copy of which is attached hereto and incorporated herein as if fully set forth herein, including the plans and specifications and assessments set forth therein, is adopted and approved.

The Public Works Department has advertised for bids and supervised construction of the improvements in accordance with the report hereby adopted.

Payment for the improvements shall be made by assessing the costs as described in the Final Assessment Report to the properties benefitted as indicated in the report.

Assessments shown on the report represent an exercise of the police power and have been determined on a reasonable basis and are hereby confirmed.

Assessments for all projects included in the report are hereby combined as a single assessment but any interested property owner may object to each assessment separately or all assessments jointly for any purpose.

Assessments shall be due within 30 days of billing date. Assessments may be paid in cash or in 7 annual installments to the municipal clerk. Installments shall be placed on the next tax roll after the due date for collection and shall bear interest at the rate of 6% per annum on the unpaid balance (from due date) (from January 1 of the year following the levy). Installments or assessments not paid when due shall bear additional interest on the amount due at the rate of 12% per annum.

The municipal clerk shall publish this resolution as a class 1 notice under ch. 985, Stats., in the assessment district and mail a copy of this resolution and a statement of the final assessment against the benefitted properties together with notice of installment payment privileges to every property owner whose name appears on the assessment roll whose post office address is known or can with reasonable diligence be ascertained.

Date adopted: 12-08-2020

Mayor _____

Attest _____
Municipal Clerk

Proposed permit fee increases

Motion by Cram, second by Peterson, to approve the proposed permit fee increases as proposed. Motion passed without negative vote.

Managed IT Service Contract

Motion by Yarrington, second by Peterson, to approve the 72-month contract between 3RT and the City of Tomah for Managed IT Services. Motion passed without negative vote

Proposed Changes in Financial Processes

The Committee of the Whole tabled the suggested changing of the timing of presented financial reports until after department heads have a chance to review and discuss a possible ordinance change and will be brought forth again at the January meeting. Treasurer Mann appeared to explain to the Council why changing the meeting dates or changing the timing of presentations would assist the department heads on presenting accurate information to the Council.

Adjourn

Motion by Peterson, second by Cram to adjourn. Motion passed without negative vote. Meeting adjourned at 7:31 p.m.

Michael Murray

ATTEST:

Becki Weyer, City Clerk
To Be Approved 01/12/2021