

The COMMON COUNCIL of the City of Tomah met in REGULAR SESSION April 14, 2020 at 6:30 p.m. with Mayor Mike Murray presiding in the Municipal Building, 819 Superior Avenue, Tomah WI via Go to Meeting at 571-317-3122 – Meeting ID: 344-891-253#.

Following the Pledge of Allegiance, roll call was taken with the following members present: Mike Murray, Travis Scholze, Lamont Kiefer, Donna Evans, Sue Holme, Shawn Zabinski, Jeff Cram, Richard Yarrington, and Adam Gigous. Absent: None. Quorum present. Also present: City Attorney Penny Precour and City Clerk JoAnn Cram. Gregg Hagen did not videotape the meeting due to COVID-19 restrictions.

**Anyone Desiring to Appear Before the City Council.** No one desired to appear.

**Mayor.** Mayor Murray read a statement regarding the termination of City Administrator Gorius. Mayor Murray advised the City is in unique circumstances and there are changes coming for the City of Tomah. Mayor Murray thanked the City Clerk's office and Election officials who worked at the April Election during the COVID-19 crisis.

**City Administrator & Long Range Planning Committee Report.** A written report regarding current and ongoing activities was provided.

**City Clerk.** City Clerk Cram provided updates on the Spring Election process, Compete Count Census Committee, Board of Review, and a reminder of the April 28<sup>th</sup> re-organizational council meeting.

**Treasurer's Report. March Cash & Investment Reports.** Motion by Yarrington, second by Scholze to accept the March Cash & Investment Reports as submitted. Motion passed without negative vote.

**Library Monthly Report.** Library Director Keller advised that 686 people have checked out books on line. They can issue Library Cards over the internet so that e-books are available. The WIFI is available at the Library. Storytime is available online on Monday and Tuesday nights. The Library remains closed currently.

**Tomah Public Housing & Community Development Block Grant Monthly Report.** Director Rachel Muehlenkamp provided a monthly report.

**Senior & Disabled Services Report.** Senior & Disabled Services Coordinator Pam Buchda provided a monthly written report. The Senior Center remains closed with the exception of the Loan Closet and meal distribution through Monroe County.

**Planning/Building Inspection Monthly Report.** Shane Rolff provided a written report.

**Parks and Recreation Monthly Report.** Parks & Recreation Director Protz provided a written report.

**Public Works & Utilities Monthly Report.** Public Works & Utilities Director Arity advised the Public Works Department has resumed the large item pickup and recycling collections. They are starting their spring hydrant flushing program next week. This will start on the south side of the City and works toward the north. An online Lake Committee meeting will be held Wed., April 15<sup>th</sup> at 5 p.m.

**Police Department Monthly Report.** Police Chief Nicholson provided a written monthly report.

**Fire Department Monthly Report.** Fire Chief Adler provided a monthly report. Chief Adler advised they will not be doing inspections at this time, however, they will be responding to complaints as needed. Going into the future, they will be doing smaller group training sessions.

**Tomah Area Ambulance Monthly Report.** Ambulance Director Dunford provided a monthly report. Director Dunford advised their numbers are increasing as far as COVID-19 symptoms and flu symptoms.

**Chamber/Convention & Visitor's Bureau Monthly Report.** Ex. Director Thompson advised that Area Guides are done. They have closed their office to the public but they are available by phone and e-mail. The Chamber is anticipating a drop in income due to the

loss of room tax revenue. Christine Storkel was hired the same week as the shutdown and they are working through the training process. They continue to get information out to businesses as it comes to them.

**Bartender Licenses.** Motion by Zabinski, second by Evans to approve the bartender licenses for Shelby L. Anderson, Christopher W. Wheaton, and James M. Wirkus, Jr. effective April 15, 2020 through June 30, 2020. Motion passed without negative vote.

**Request for TIF Assistance At 1007 Superior Avenue.** The property owner at 1007 Superior Avenue has applied for TIF assistance under the Rehabilitation Project Program, for a rebuild of the second story façade. The original façade has become a safety risk due to mortar and brick deterioration. Per the City's TIF Program Policy Manual, the proposed project is an eligible project and meets many of the general objectives. Specifically, this project eliminates unhealthy or unsafe conditions, fosters rehabilitation and conservation activities, and implements high quality site and building designs and materials. This property is not identified in the Downtown Master Plan as a rehab or redevelopment priority, but had been identified as having fair historic character largely due to its upper story. This project and requested cost will solidify this building as contributing to the historic character of the downtown core. There are 2 conditions of approval to consider: First – require a development agreement, per direction provided by City Council to describe the obligations of both the City and the applicant, and terms and conditions of the TIF assistance. Second, require that the applicant attain a Certificate of Appropriateness for the project prior to finalizing the development agreement. There are funds available.

Motion by Yarrington, second by Cram to approve funding as recommended. Motion by Yarrington, second by Cram was amended to add a deferred payment interest free loan if approved by the Long Range Planning Committee. Motion does not pass. Ayes from Holme, Zabinski, Gigous, and Yarrington. Nays from Evans, Kiefer, Cram, and Scholze. Mayor Murray voted nay and the motion fails.

**Future Direction COVID-19.** Mayor Murray received an e-mail that one department no longer requires more than the original 80 hours. Is that the direction going forward with all departments? There are requests regarding COVID exposure and how it will be handled going forward. This refers to the 80 hours of management directed leave and each department is different. The Library would like to continue working from home. Chief Nicholson advised that they are in favor with continuing with the management directed leave. As an attempt to reduce exposure within, they are working at minimum staffing and having people not come to work because they aren't needed in the office and they are working at home. Director Arity did request not to extend the management directed leave. The 80 hours were a tool for department heads to use and a couple departments utilized the tool. It was noted that there is a lot of uncertainty at this point, and now isn't the time to take the tool away. The management directed leave is entirely different from emergency leave. Attorney Precour advised that the State of Emergency went until today and is requesting that this be extended.

Motion by Scholze, second by Cram to continue with the 80 hours per 2 week pay period for use by Department Heads for COVID 19 management directed leave until the May Council meeting where it will be reviewed. Motion passed without negative vote.

Motion by Cram, second by Evans to extend the State of Emergency until the May 12<sup>th</sup> Council meeting. Motion passed without negative vote.

**Resolution Authorizing Payment of Monthly Bills.**

Motion by Kiefer, second by Scholze to approve **Resolution No. 2020-04-14-10** authorizing payment of the monthly bills in the amount of \$612,005.99 as presented. Motion passed without negative vote.

**RESOLUTION NO. 2020-04-14-10  
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	\$ 222,501.51	Check #'s	127084-127165 & 127212-127289
2. Payroll	\$ 249,396.79	Direct Deposit #'s	60170-60446
3. Wire Transfers	\$ 34,034.74		
4. Invoices	\$ 106,072.95	Check #'s	127166-127211
	\$ 612,005.99		

Mike Murray, Mayor

ATTEST: JoAnn Cram, City Clerk

**Monthly Financial Report – March 2020.** Motion by Scholze, second by Evans to accept the Monthly Financial Report for March 2020 as presented. Motion passed without negative vote.

Motion by Evans, second by Yarrington to adjourn to closed session pursuant to State Statute 19.85(1)(c) to Confer with Legal Counsel Regarding Personnel Issues. Motion carries.  
Meeting adjourned to closed session at 7:45 p.m.

Approved:

Michael Murray, Mayor

ATTEST:

JoAnn M. Cram, City Clerk  
Minutes to be approved on May 12, 2020