

The COMMON COUNCIL of the City of Tomah met in REGULAR SESSION March 16, 2021 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=dEdLR2hXK0ZYMk1qNU5vNFlwMzdSZz09>

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.

Followed by the Pledge of Allegiance, roll call was taken with the following members present: Dean Peterson, Donna Evans, Travis Scholze, Mike Murray, Shawn Zabinski, Richard Yarrington, Lamont Kiefer. Absent: Adam Gigous. Also present: City Administrator Bradley Hanson, City Attorney Penny Precour, Public Safety Director/Fire Chief Tim Adler, City Clerk Becki Weyer, Public Works Director, Kirk Arity, Parks and Recreation Director Joe Protz, Library Director Irma Keller, Senior and Disabled Services Coordinator Pam Buchda, CDBG Director Rachel Muehlenkamp, and Chamber CVB Director Tina Thompson.

Adjourn into Closed Session

Motion by Scholze, second by Evans, to adjourn to closed session pursuant to Wisconsin Statutes 19.85 (1) (c) considering employment for the City Treasurer vacant position, which the City Council is the government body and has jurisdiction or exercises responsibility for the position, and in order to conduct discussion of the three candidates: (1) Molly Powell, (2) Amy Jo Schueler, and (3) Jessica Brown. Motion Carried.

Action on Closed Session

Motion by Scholze, second by Evans to authorize the City Administrator to make a conditional job offer to the preferred City Treasurer candidate pending their successful completion of background investigations as necessary, with salary and benefits as indicated in the closed session. Motion carried.

Mayor

Mayor Murray gave a heartfelt thank you to Jeff Cram, Donna Evans, and Travis Scholze for their services to the City as part of the City Council. Please be aware of your surroundings with the warmer weather and more people out and enjoying the weather.

City Administrator

City Admin Hanson gave a summary of training received by City employees over the last month and highlighted items and agendas for the next few months including the Emergency Services building and potential City Lease program. The hotel study will be completed, and the transportation utility has been recommended to the Public Works and Utility Commission.

City Clerk Monthly Report

City Clerk Weyer gave an update on the upcoming election on April 6th, 2021. The Board of Review will be meeting sometime in June for its first meeting, and a finalized date will be published four weeks before the meeting. The re-organizational meeting will be tentatively held in the first week of May.

Fire Department and Tomah Area Ambulance Service

Chief Adler provided a Fire and Ambulance monthly and annual report. The Police and Fire Commission has accepted the decision to hire Jeremy Likely for the Deputy Fire Chief position. He will be starting in his new position on Monday, March 22nd. Chief Adler is working with City Admin Hanson on securing the land for the Public Safety Building. A reminder that there has not been a fire related death for 39 years and we hope to continue this trend into the future.

There have been two paramedics who have resigned due to securing new employment. There are currently 5 AEMT/Paramedic positions currently posted. They continue to have monthly phone conferences with the VA regarding payments owed. Some vehicle repairs have been needed on the ambulances.

Chief Adler provided in detail the highlights from the annual reports for both of the Fire and Ambulance services. Both Chief Adler and Mayor Murray gave a thank-you to Rob Larkin and Brad Retzlaff for their assistance in the repair of equipment at the Fire Station.

Public Works

Dir. Arity provided a written monthly report. The distribution of the 2-tote system will begin on March 30th – April 9th. The new schedule will start for garbage and recycling pickup on April 12th. Each tote will have a bag of information regarding the new schedule and 2-tote system. Information on the new schedule and process will be also available online, newspaper, radio, and social media. Citizens can follow the City of Tomah Public Works Department on Facebook for updated information. Public works is currently going through the audit process. Utilities employees and street employees have begun with Covid-19 vaccines. The Council questioned if there would be dumpster process for spring cleaning. There are 96 gallons of trash allowed to each residence and will not be additional dumpsters.

Library

Dir. Keller provided there were 332 patron-initiated pickups and 1478 checkouts. There were 1600 e-books checked out in February for a total of 3078 items checked out. There was new software installed at the library to track website visits and more closely monitor how many patrons are utilizing the free Wi-Fi service. Mr. Dave continues to do virtual story time through Zoom. Please call 374-7470 if you would like more detail on virtual story time. Hot Reads for Cold Nights is a running challenge until March 31st. Visit tomahpubliclibrary.org to see new books and see library events.

Tomah Public Housing & Community Development Block Grant Monthly Report

Dir. Muelenkamp provided a monthly report.

Senior & Disabled Services Monthly Report

Coordinator Buchda provided a written monthly report and reported to Council the musical activities planned for the month. On April 5th, the Sr. & Disabled Center will be closed for the day. International Tapping day is April 1st. If anyone in the public knows how to tat, please contact the Sr. & Disabled Services if you would like to pass on the talent. There is also a Special Needs Ad Hoc Committee that is looking for additional members.

Approval of Revised Job Description for Senior & Disabled Services Aide

Motion by Yarrington, second by Zabinski to approve the amended job description for the Senior & Disabled Services Aide. Motion carried.

Planning & Building Inspection

Building Inspector Shane Rolf provided a written report and appeared virtually to answer any questions from the Council.

Chamber/Convention & Visitors Bureau

The Area Guide is almost complete. Projected losses for 2020 were not as large as anticipated and membership renewals have done well. The Chamber/CVB is working with a consultant to increase efficiencies. The SBA is coming out with a restaurant relief grant program. A representative at Tomah Health is encouraging area businesses to prepare lists of employees who are interested in the Covid-19 vaccine. More information is available by contacting the Chamber. Bands for DTN have been booked.

Consent Agenda

Motion by Evans, second by Peterson, to approve the Consent agenda as follows:

- A. Accept the Treasurer's Monthly Cash & Investment Reports for January 2021
- B. Approval of Minutes from February 9, 2021 Council Meeting
- C. Approval of Minutes from February 23, 2021 Special Council Meeting
- D. Special Beer & Wine Permit Application for Monroe County Support Services for Budweiser Dairyland Super Nat'l Truck & Tractor Pull on June 24 – 26, 2021
- E. Special Beer & Wine Permit Application for Monroe County Support Services for Monroe County Fair on June 21 – 25, 2021
- F. Special Beer Permit Applications for Tomah Lions Club for Downtown Thursday Night concert events in July and August of 2021

Motion Carried.

Committee of the Whole

Secondhand Article & Jewelry Dealer Licenses Application for Area 51

Motion by Kiefer, second by Scholze, to approve the Secondhand Article & Jewelry Dealer Licenses Application for Area 51. Motion carried.

Application for "Class A" Liquor License for Casey's General Store #1933, Anthony Hawks-Agent, for the period 3/15/2021 through 6/30/2021

Motion by Kiefer, second by Zabinski, to approve the Class A Liquor License for Casey's General Store #1933 for the period of 03/15/21-06/30/21. Motion carried.

Budget Amendment for Park Space Fees

Motion by Peterson, second by Zabinski, to approve the budget amendment to move \$25,000 from the fees raised for parking space fees in account # 01-2318, to account # 08-5720-810 to be used in the completion of the N.A.S.A. all-abilities playground at Butts Park. Motion carried.

Conditional Use Permit Application for Veterans Assistance Foundation Inc. and Rice Development, LLC

Motion by Yarrington, second by Scholze approve the Conditional Use permit for the Veterans Assistance Foundation to construct two separate duplexes on one single lot in the R3-Multifamily Residential District. Motion carried

Enterprise Fleet Leasing Option for City Vehicles

The Committee of the Whole moved to postpone the decision on the Enterprise Fleet leasing option and recommended to the Committee level for further research.

Public Safety Building Community Development Block Grant Application

Motion by Evans, second by Yarrington to approve the CDBG to apply for a grant application and approve the contract with CBS Squared to complete the grant application as presented. Motion carried

Transportation Utility Study Proposal

The Committee of the Whole moved to table the decision on the Transportation Utility Study proposal until it has been vetted thoroughly through the Public Works Commission.

Hotel Comprehensive Study for Economic Development Purposes

Motion by Scholze, second by Yarrington to approve the proposal for the Comprehensive study for Economic Development Purposes by Core Distinction Group. Motion carried.

Proposal to Merge Caselle Software Programs

Motion by Zabinski, second by Evans, to approve the contract with Caselle to merge accounting software between Public Works and the City. Discussion ensued on if it would be prudent to wait until after the new City Treasurer begins before deciding to merge the programs. Motion carried with one negative vote (Kiefer)

Resolution Approving the City of Tomah Comprehensive Outdoor Recreation Plan

Motion by Kiefer, second by Peterson, to approve the Resolution Approving the City of Tomah 2021-2025 Comprehensive Outdoor Recreation Plan. Motion carried.

Resolution _____ 2021-03-16-09 _____

RESOLUTION APPROVING THE CITY OF TOMAH 2021-2025 COMPREHENSIVE OUTDOOR RECREATION PLAN

WHEREAS, the City of Tomah periodically adopts a five-year park plan; and
WHEREAS, this plan includes an inventory of city park and outdoor recreational areas; and
WHEREAS, this plan has a listing of park improvements that will be considered during next five years;
WHEREAS, the plan is a requirement of the Wisconsin Department of Natural Resources and other funding sources in order to apply for grant funds for park projects; and
WHEREAS, the Parks and Recreation Commission have reviewed the plan and recommended approval.
NOW THEREFORE, BE IT RESOLVED that the City of Tomah Council does hereby approve the 2021-2025 Comprehensive Outdoor Recreation Plan, a copy of which is on file and available for inspection from the Parks and Recreation Department.
PASSED AND APPROVED by the City of Tomah Council, Monroe County, Wisconsin on this 16th day of March, 2021

MIKE MURRAY, MAYOR
ATTEST _____
BECKI WEYER, CITY CLERK

Resolution Approving Boys and Girls Club WEDC CDI Grant Application

Due to presentation by Mark Tallman with the Wisconsin Economic Development Corporation, this item was moved to the last agenda item in the meeting.

Resolution Authorizing Payment of Monthly Bills

Motion by Evans, second by Scholze, approve the Resolution Authorizing the Payment of Monthly Bills. Motion carried.

RESOLUTION NO : 2021-03-16-11

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:	2021 \$3,630,822.44	Check #'s:	129382-
	2020 \$108,500.43		129458-
2. Payroll:	\$250,599.45	Dir Dep #'s:	62460-62694
3. Wire/ACH	\$35,853.06		
		Check #'s	
4. Invoices:	\$139,945.16		
Total:	<u>\$4,165,720.54</u>		

Mayor

Clerk

Review & action on 2/9/2021 City of Tomah CDBG Program Property for Sale/Notice of Bid for 217 Sumner Av, Tomah WI

Motion by Yarrington, second by Zabinski, to approve the Resolution to accept the bid from Paul Frey in the amount of \$82,000 as submitted for the purchase of the property at 217 Sumner Ave, Tomah, WI. Motion carried.

RESOLUTION OF CITY COUNCIL OF CITY OF TOMAH Resolution No: _____ 2021-03-16-12 _____

The City Council of the CITY OF TOMAH, a Municipal Corporation (the "City") approves the following actions: RESOLVED: That the City is a valid and existing Municipal Corporation since the time of its incorporation and acquisition of the property legally described as follows: Lands described in Vol. 2 CSM on page 82 as Doc. No. 307107 located in Lots 1, 2, 3, and 4, Block 12, Hollister's 1st Addition, City of Tomah, Monroe County, Wisconsin. RESOLVED: The City accepts Bid No. 3 of Paul Frey as submitted to purchase the above-described land and further approves of the sale for the amount and terms described therein. RESOLVED: That the Mayor and the City Clerk are authorized and directed for and on behalf of the City to execute and deliver the Deed, and any other such instruments as may be required, to finalize the sale of the above-referenced land as approved herein. Dated this _____ day of _____, 2021.

Michael Murray, Mayor ATTEST: _____
Rebecca Weyer, City Clerk

Resolution Approving Boys and Girls Club WEDC CDI Grant Application

Mark Tallman with the Wisconsin Economic Development Corporation appeared with a short presentation on how projects funded with grants from the WEDC affect communities and shared information on other available programs for the community.

Karen DeSanto from the Boys and Girls Clubs of West Central Wisconsin also appeared via Zoom.

Motion by Scholze, second by Kiefer, to approve the Resolution Approving the Boys and Girls Club WEDC CDI Grant application. Motion carried.

Resolution 2021-03-16-10

RESOLUTION APPROVING THE SUBMITTAL FOR A WISCONSIN ECONOMIC DEVELOPMENT CORPORATION (WEDC) COMMUNITY DEVELOPMENT INVESTMENT (CDI) GRANT APPLICATION FOR THE DOWNTOWN REDEVELOPMENT PROJECT BEING UNDERTAKEN THE BOYS AND GIRLS CLUBS OF WEST-CENTRAL WISCONSIN (THE CLUB), INC. AT 917 SUPERIOR AVENUE.

WHEREAS, the Club is in the process, or has acquired, the structure at 917 Superior Avenue for a new and expanded location with better services; and
WHEREAS, as any non-profit organization seeks funding for capital construction projects, the Club is no different, which they discovered the CDI Grant from WEDC; and
WHEREAS, this opportunity requires the Club to have support and application by the local community, which in this case is the City of Tomah; and
WHEREAS, renovation of the current Club location at 105 W Milwaukee Street will include the renovation and expansion into the adjacent building located at 917 Superior Avenue; and
WHEREAS, a new building shall be refitted for a new purpose bringing renewed appearance and usage of an underused building within the Downtown area of the City, which shall thereby impact the values and businesses in the immediate area; and
WHEREAS, the Club has secured and will provide at least the minimum 1:1 matching investment in project costs; and
WHEREAS, this project shall (1) expand available program space in the Main Clubhouse, relocate administrative offices, (2) enhance teen programming by consolidating its Teen Center from 1102 to 917 Superior Ave., into the same building, thereby reducing safety and logistical challenges, (3) empower more of Tomah's youth to become tomorrow's leaders and enhance our community; and
WHEREAS, the Club understands the grant has reporting requirements, which will fall upon the Club to complete or assist in completing the reporting requirements that could be required on an annual basis, among other requirements imposed by the WEDC;
NOW THEREFORE, BE IT RESOLVED that the City of Tomah Council approves to support and sponsor if necessary the Club's application to WEDC for the CDI Grants, which will greatly assist the reconstruction project with funds of up to \$250,000.00, and provide City staff assistance if necessary for the application process.
PASSED AND APPROVED by the City of Tomah Council, Monroe County, Wisconsin this 16th day of March, 2021.
ATTEST: MIKE MURRAY, MAYOR
BECKI WEYER, CITY CLERK

Adjourn

Motion by Kiefer, second by Zabinski, to adjourn. Motion carried. Meeting adjourned at 7:57 p.m.

Rebecca Weyer, City Clerk

Michael Murray, Mayor