

The COMMON COUNCIL of the City of Tomah met in REGULAR SESSION December 10, 2019 at 6:00 p.m. with Mayor Mike Murray presiding in the Municipal Building, 819 Superior Avenue, Tomah WI.

Following the Pledge of Allegiance, roll call was taken with the following members present: Mike Murray, Travis Scholze, Lamont Kiefer, Donna Evans, Sue Holme, Jeff Cram, and Richard Yarrington. Absent: Shawn Zabinski and Mary Ann Komiskey. Quorum present.

Also present: City Attorney Penny Precour, City Administrator Roger Gorius, Deputy City Clerk Roberta Downs, and City Clerk JoAnn Cram. Gregg Hagen videotaped the meeting.

Motion by Kiefer, second by Cram to adjourn to closed session pursuant to State Statute 19.85(1) (c) and (e) to Confer with Legal Counsel with Respect to Union Negotiations and Personnel Issues. Motion passed with one negative vote (Yarrington). The meeting adjourned to Closed Session at 6:01 p.m.

Meeting reconvened to Open Session Pursuant to State Statute 19.85(2) at 6:48 p.m.

**Anyone Desiring to Appear Before the City Council.** Mr. Wayne Kling, 1016 Hollister Avenue appeared regarding the ATV/UTV routes and advised the City needs to be cautious and make sure that all ordinances are thought through. Paul Steele, 924 Alderman Street, Tomah addressed the Council regarding Creation of Personnel Committee for Review of City Personnel Policy. If this committee is approved, the employees would like to have representatives on the Committee. Mr. Steele also addressed the item Action on Vacation Accrual Status and advised employees have not been notified of any changes yet the agenda states action will be taken tonight. Employees would like to be included in the decision for further discussion.

**Appointments: Appointment of 2020-2021 Election Officials.** Per State Statute election officials must be nominated to the governing body in Dec. of even numbered years. Recommendation for **Regular Election Officials:** Jody Allen, Myra Anderson, Cindy Bailey, Laura Bishop, Adam Balz, Alice Brown, Evelyn Chapman, Carol Chinnock, Jim Cram, William Davy, Maureen Decorah, Barbara Enos, Renee Fletcher, Melanie Frei, Shirley Galstad-Roh, Kitty Gnewikow, Connie Haines, Dennis Koranda, Janet Koranda, Arlys Maas, Darlene Nelson, Mary Pierce, Sheila Robertson, Jane Schave, Joyce Skogen, Mary Smith, Dawn Spence, Lavonne Spiers, and Anne Wallus. **Chief Inspector Election Official Appointments:** Maureen Decorah, Shirley Galstad-Roh, Kitty Gnewikow, Arlys Maas, Darlene Nelson, Mary Pierce, and Sheila Robertson. **Certified Chief Inspection Election Officials** are as follows: Maureen Decorah, Kitty Gnewikow, Darlene Nelson, Arlys Maas and Mary Pierce. **Alternate Election Officials/Inspectors** are: Jody Allen, Myra Anderson, Laura Bishop, Alice Brown, Evelyn Chapman, Holli Corcoran, Jim Cram, JoAnn Cram, William Davy, Maureen Decorah, Berta Downs, Barbara Enos, Renee Fletcher, Melanie Frei, Shirley Galstad-Roh, Kitty Gnewikow, Connie Haines, Barbara Hendricks, Dennis Koranda, Janet Koranda, Arlys Maas, Julia Mann, Darlene Nelson, Mary Pierce, Sheila Robertson, Jane Schave, Joyce Skogen, Mary Smith, Dawn Spence, Lavonne Spiers, and Anne Wallus. **Special Voting Deputies** are as follows: Joyce "Pat" Flanders, Alice Brown, Evelyn Chapman, Jim Cram, JoAnn Cram, William Davy, Maureen Decorah, Berta Downs, Renee Fletcher, Shirley Galstad-Roh, Kitty Gnewikow, Barbara Hendricks, Julia Mann, Mary Pierce, Sheila Robertson, Jane Schave, Mary Smith, Dawn Spence, Lavonne Spiers, Anne Wallus, and Marla Leverich. City Clerk's Office Appointments for **Special Registration Deputies:** Jody Allen, Holli Corcoran, JoAnn Cram, Berta Downs, Barbara Hendricks, Julia Mann, and Mary Pierce.

Motion by Yarrington, second by Cram to approve the appointments of the 2020-2021 Election Officials as presented. Motion passed without negative vote.

**Mayor.** Mayor Murray advised the Holiday Parade was beautiful and well done by the Chamber. The Mr. Ed's Thanksgiving Dinner was a huge success and Mayor Murray thanked Tina Thompson for her efforts. Mayor Murray recognized Pam Buchda for her efforts in the Holiday Craft Fair for another successful event. Saturday night is the Special Needs Christmas Party which will begin at 4:30 p.m. Volunteers are welcome. Donna Evans and Jenna Moser were recognized for their efforts in this event.

**City Administrator & Long Range Planning Committee Report.** City Administrator Gorius provided a written report regarding current and ongoing activities. City Administrator will be doing a bi-monthly pod cast that will focus on what is going on in Tomah and update on future events.

**Distinguished Service Resolution – Ronald Waddell.** Lt. Waddell is retiring from the City of Tomah effective December 4, 2019.

Motion by Kiefer, second by Evans to approve **Resolution No. 2019-12-10-40** in recognition of Ronald Waddell for his years of service to the City of Tomah. Motion passed without negative vote.

**RESOLUTION NO. 2019-12-10-40**  
**RESOLUTION IN RECOGNITION OF RONALD WADDELL IN**  
**SERVICE TO THE CITY OF TOMAH 1992-2019**

**WHEREAS**, However effective government may be in serving the needs of its citizens, the soul of our city and its vitality as a place to live and work depend on the relationship of families, friends, neighbors and co-workers, and

**WHEREAS**, Ronald Waddell, has committed himself to faithfully serving the citizens of Tomah from 1992 to 2019 as a member of the Tomah Police Department, and

**WHEREAS**, Ron has proven himself to be a dedicated and trustworthy member of the City of Tomah. Ron's commitment to his community has been evidenced repeatedly in his many years with the Tomah Police Department. Ron began his career in Tomah as Patrol Officer on January 10<sup>th</sup>, 1992, and subsequently served as Investigator, D.A.R.E. Officer, Youth Services Officer, and a member of the Combined Tactical Unit. Ron served faithfully and conscientiously in these capacities and was promoted to Sergeant on July 1, 1999. Ron later rose to the rank of Operations Lieutenant on February 11<sup>th</sup>, 2007; a position he has served with honor and dignity. Lieutenant Waddell has been an advocate for all the citizens of Tomah. On any occasion, it is a familiar sight to see Ron working traffic control for the Holiday Train, socializing with fellow officers and civilians at civic events and always taking the time to engage with the younger members of our society and promote himself and the department as a positive role model. He has been a valued advisor for the Municipal Judge and City Administrator. Ron has served with numerous Mayor's and Council Members and has done so with professionalism and pride. Ron is, and has been, an outstanding example of a dedicated Peace Officer exhibiting the finest qualities of ethical and moral standards with a commitment to the department as well as his fellow officers and it goes without contestation that the City of Tomah and its citizens are fortunate to have had him stand watch over our City and our families, and

**WHEREAS**, in appreciation for such dedication and service to our Community upon his retirement from the City of Tomah Police Department the following is submitted to record;

**NOW THEREFORE, BE IT RESOLVED**, that as Mayor on behalf of The City of Tomah, I commend Lieutenant Waddell for his outstanding contribution to our community. The Common Council of the City of Tomah does hereby express its sincere appreciation and thanks to Ron for twenty-seven years of dedication and service to the citizens of the City of Tomah and extends its best wishes for his health and happiness in the future. Dated this 10th day of December, 2019.

Michael Murray, Mayor

ATTEST:

JoAnn M. Cram, City Clerk

**Commendation for Adam Robarge.** Ambulance Director Randy Dunford read a letter of Commendation for Crew Leader Adam Robarge. Paramedic Robarge responded to a single vehicle accident in the County with multiple serious injuries. Paramedic Robarge was in charge of the scene and established EMS incident command. Adam was commended for utilizing his training in handling this difficult and complex scene. His actions represent the very best of the Tomah Area Ambulance Service. A plaque was presented to Mr. Robarge in recognition of his excellent efforts in handling this traumatic scene.

**City Clerk.** City Clerk Cram provided updates on the Spring Election process, Complete Count Census Committee, Agenda and Minute software, levy limit for 2020 and the status of printing the budget books.

**Request to Trap Coyotes on Private Property.** Duane Prielipp lives at 1001 E Brownell Street and requested to trap coyotes in the backyard. They are afraid to let their small dog out in their yard. Mr. Prielipp did not appear and no action was taken.

**Library Monthly Report.** Library Director Irma Keller advised the Council of library statistics. The fundraising event held on December 3<sup>rd</sup> put on by the Friends of the Tomah Library was a huge success. A new resource is available at the Library called a "Creative Bug" which is a website that allows citizens to access all sorts of crafting classes. The classes are free and is accessible with a library card.

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

**Senior & Disabled Services Report.** Senior & Disabled Services Coordinator Pam Buchda provided a monthly calendar and written summary of events. The Arts and Crafts Fair was successful with more vendors and participants. Ms. Buchda provided a donated bag of items to be given as gifts at the Special Needs Christmas Party. There is a Facebook page called the Tomah Senior Center and there is information regarding events at the Sr. Center. This Friday is the Rotary sponsored Christmas Party at the Sr. Center.

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

**Consent Agenda Items.** Motion by Yarrington, second by Kiefer to approve the following Consent Agenda items. Motion passed without negative vote.

**A. Treasurers Cash and Investment Reports** for November, 2019.

**B. Minutes** of November 12, 2019 Regular Council Meeting as presented.

**C. Bartender Licenses** for Tiffany L. Gilmer, Kayla M. Ramlet, Eric G. Robarge, Danay



2. Payroll	\$ 259,006.69	Direct Deposit #'s	59069-59186
3. Wire Transfers	\$ 35,027.25		
4. Invoices	\$ 41,074.46	Check #'s	126444-126493
	\$ 582,263.68		

Mike Murray, Mayor

ATTEST: JoAnn Cram, City Clerk

**Conditional Use Permit to Convert an Existing Residential Subdivision into a Planned Residential Development in the R2-Residential District.** The applicant wishes to create the least amount of taxable parcels allowed by combining the existing 80 lots into 5 lots and 1 outlot total. The Planning Commission recommends approval with the following conditions: 1. Approval of this CUP is based on the application dated October 25, 2019, including any subsequent revisions or additional information provided by the applicant as requested during the staff review, all pending revisions as noted below. The above referenced submittal, together with any additional information or changes as required through the conditionals of approval below, are on file in the Office of the City Clerk. 2. Approval of this CUP permit is contingent on recording the Certified Survey Map(s), reducing the 85 lots (includes five outlots) to six total lots (includes one outlot). 3. All lots within the CSM(s) shall be used only for detached single-family residential purposes, except for the Maintenance Center/Office Building. 4. Accessory structures and uses are governed by Section 52-10 of the city of Tomah Code of Ordinances, except accessory structures shall not be larger than 500 SF with allowance of one accessory structure per dwelling unit. 5. No dwelling unit shall have building footprint greater than 3,000 square feet inclusive of attached garages. Expansion of the footprint beyond this threshold will require a CUP amendment. 6. Building separation shall be maintained: 20 feet between the sides of two buildings, and 40 feet from the rear of any building, and 25' between the front of any building and the street right of way. 7. Any future increases in density (i.e., new units) or land divisions shall require an amendment to the CUP. 8. Lands in Woodridge Subdivision Outlot 1-4 (recorded on September 11, 1991) shall be incorporated in an open space easement and recorded as such on Certified Survey Map(s). The following easement provision shall be recorded on the CSM(s): i. No building or permanent structure shall be built within this easement, except for expansion and/or reconstruction of playground equipment and the Maintenance Center/Office Building (with a maximum building footprint of 4,000 square feet). Expansion of the footprint beyond this threshold will require a CUP amendment. 9. No swale, drainage way or storm water detention or management area within the Property, whether established by easement or not, which is in existence at the time of the CUP approval, shall be re-graded or obstructed so as to impede the flow of surface water across such swale or drainage way, or interfere with the proper functioning of any such swale, drainage way or storm water detention or management area, and no structure planting or other materials shall be placed or permitted to remain within any such swale, drainage way or storm water detention or management area. 10. Enforcement: This CUP shall be binding upon the owner of the real estate with said Property and its successors and assigns and enforceable by the conformity with the ordinances of the City of Tomah. The City shall be entitled to enforce these conditions to the full extent of the law and as otherwise provided in this permit.

Motion by Kiefer, second by Cram to approve the Conditional Use Permit as requested with the conditions as established by the Planning Commission and set forth above. Motion passed without negative vote.

**Creation of a Personnel Committee for Review of City Personnel Policies.** City Attorney Precour would like the Council to establish a Personnel Committee to assist in an advisory capacity in the performance of duties and serve as a venue to investigate and debate issues involving personnel matters.

Motion by Scholze, second by Kiefer to table this item. Motion passed without negative vote.

**Establish 2020 Wage for Non-Represented Employees.** Motion by Kiefer, second by Evans to approve a 2020 wage increase of 2% across the Board for non-represented employees for 2020 calendar year. Motion passed with one negative vote from Yarrington.

**Action on Vacation Accrual Status.** There are a few employees who have exceeded the maximum number of hours for vacation accrual. It is requested that a one-time payout be authorized as it resulted from computer input error.

Motion by Evans, second by Holme to authorize a one-time pay out the vacation hours that exceed the extended cap due to the error. Motion passed without negative vote.

**Ratification of TPPA (Police) Union Contract.** Motion by Yarrington, second by Scholze to table the ratification of the TPPA (Police) Union Contract. Motion passed without negative vote.

**Adjourn.** Motion by Cram, second by Evans to adjourn. Motion passed without negative vote. The meeting adjourned at 7:43 p.m.

Approved:

Michael Murray, Mayor

ATTEST:

JoAnn M. Cram, City Clerk  
Minutes to be approved on January 14, 2020