

## **COMMITTEE OF THE WHOLE MINUTES OCTOBER 18, 2021**

A Committee of the Whole meeting was held on October 18, 2021. Meeting participants were able to access the meeting remotely at the following link:

<https://zoom.us/j/7689466740?pwd=dEdLR2hXK0ZYMk1qNU5vNFlwMzdSZz09>

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### **Call to Order –Roll Call**

The meeting was called to order at 6:30 p.m. by Council President Adam Gigous. Present: Adam Gigous, Michael Murray, Richard Yarrington, Shawn Zabinski, John Glynn, Mitchell Koel, Lamont Kiefer, Nellie Pater, and Dean Peterson. Absent: none. Also present was: Public Safety Director Tim Adler, Parks and Rec Director Joe Protz, and Jeremiah Erickson from Monroe County GIS. Greg Hagen videotaped the meeting.

### **Approval of The Minutes**

Motion by Zabinski, second by Glynn, to approve the Minutes from September 20, 2021. Motion carried.

### **September 30, 2021 Cash and Investments Report**

Water had some CD's mature and reinvested to build up cash reserves vs. tying up the funds in long term investments. Motion by Yarrington, second by Koel, to recommend the Council approve the September 2021 Cash and Investment Reports. Motion carried.

### **Parks & Recreation**

Dir. Joe Protz submitted a written report. Working on closing the bathrooms in the next week to winterize the parks. The bathroom by Joliet will be open year-round. Protz covered upcoming projects, including those at Winnebago Park and Flare Are. Protz also covered the rec programs, including the upcoming winter rec programs. Aquatic Center thanks Brandy Leis for his maintenance assistance at the pool. Rec Park has been busy with weddings and various upcoming events.

### **Public Works & Utilities**

Dir. Arity submitted a monthly written report and will speak at the Council meeting on 10/19/2021.

### **Resolution Approving the Wastewater's Advance to Tax Incremental Financing District (TID) 8 for the 2019 Alley Repair Work**

Motion by Murray, second by Yarrington, to recommend the Council approve the Resolution Approving the Wastewater's Advance to Tax Incremental Financing District (TID) 8 for the 2019 Alley Repair Work. Motion carried.

### **2021 Budget Amendment for the Tax Incremental Financing Districts (TIDs) Plan Amendments, Hotel Market Feasibility Study, and the Cooper Property Acquisition**

Motion by Kiefer, second by Peterson, to recommend the Council approve the budget amendments allocating the movement of funds from the fund balance account 01-49300 to: 14-56700-2100 in the amount of \$10,400; 17-56700-2100 in the amount of \$4295.00; account 18-56700-2100 in the amount of \$7,903.00; account 20-56700-2100 in the amount of \$14,000; and account 17-57331-8200 in the amount of \$60,000 for reasons relating to TID amendments and purchase of buildings/land. Motion carried with two negative votes. (Pater and Zabinski)

### **Request for approval of expenditure of ARP funds for a new City of Tomah Website**

Clerk Weyer presented the ARP funds expenditure request for the new City of Tomah website. Motion by Murray, second by Glynn, to recommend the Council approve the expenditure ARP funds of up to \$20,000 for a new City of Tomah website, and to authorize the City Clerk to select a vendor that best meets the needs of the City. Motion carried.

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### **Resolution to Approve Tax Incremental Financing District (TIDs) Interest Payments to Advancing (Loaning) Department**

Motion by Kiefer, second by Yarrington, to recommend the Council approve the resolution approving TID interest payments to Advancing (Loaning) Department. Motion carried.

### **American Rescue Plan Act Project Item: Public Safety ATV/UTV**

Public Safety Dir. Tim Adler appeared to the Committee to request the use of ARP funds in the amount of \$30,000 to be used in conjunction with pending grants for the purchase of a new ATV/UTV for the Fire Department/ Tomah EMS department. Motion by Glynn, second by Murray, to approve the use of ARP funds in the amount of \$30,000 towards the purchase of a new ATV/UTV for the Fire Department/Tomah EMS department and give Public Safety Director Adler the discretion to select and purchase. Motion carried.

### **Grant writer for Emergency Services Building, Ambulance Staffing, Community Development, Housing, and Other Infrastructure needs from the American Recovery Plan Act (ARPA) funding and other opportunities**

City Administrator Hanson requested the Committee of the Whole and Council approve the procurement of a grant writer to assist in applying for funds from the myriad of grants currently available. Motion by Murray, second by Yarrington, to recommend the Council authorize up to \$50,000 of savings to acquire a grant writer to assist in finding and procuring grants. Motion carried.

### **Ordinance Amending Aldermanic Districts First Reading, Second Reading, Adoption**

City Clerk Weyer presented the updated Aldermanic district map and amended ordinance adopting the new redistricted aldermanic districts. Jeremy Erickson from Monroe County GIS Team appeared to answer questions from the Committee. Motion by Kiefer, second by Peterson, to recommend the Council adopt the ordinance amending the Aldermanic Districts. Motion carried.

### **Resolution for Adoption of Uniform Payroll Step Increase Date of January 1<sup>st</sup>**

City Treasurer Powell requested the Committee of the Whole and Council approve the adoption of a uniform pay increase on January 1<sup>st</sup> for all employees in order to increase efficiencies of payroll. Discussion ensued on the City's current process and the responsibility of department heads to write annual evaluations on each employee that are tied to step increases. The Council advised Administrator Hanson should look into the issue and return to the Council next month with a resolution to the problem. Motion by Pater, second by Yarrington, to postpone this issue until the November meeting. Motion carried.

### **Application for Class “B” Fermented Malt Beverage License for BAD Property Group DBA “The Lot”, Anthony Damiano-Agent, for the period 10/19/2021 through 6/30/2022**

Motion by Kiefer, second by Peterson, to recommend the Council approve the application for Class “B” Fermented Malt Beverage License for BAD Property Group DBA “The Lot”, Anthony Damiano-Agent, for the period 10/19/2021 through 6/30/2022 contingent upon the business also being approved for the Beer Garden license for that area. Motion carried.

### **Application for Outdoor Cabaret License for BAD Property Group DBA “The Lot” at 1110/1112 Superior Avenue**

Motion by Murray, second by Koel, to recommend the Council approve the application for an outdoor Cabaret License for BAD Property Group DBA “The Lot” at 1110/1112 Superior Avenue. Motion carried.

### **Resolution for Payment of Monthly Bills**

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Motion by Kiefer, second by Zabinski, to recommend the Council approve the Resolution for the Payment of Monthly Bills. Motion carried.

### **Lake District Purchase Approval**

Motion by Murray, second by Pater, to recommend the Council approve the purchase of four additional rollers at the cost of \$2640 each for the repair to the roller gate at the dam. Motion carried.

### **Approval for Lake Tomah CLP Survey/Mapping**

The Lake Committee recommended approval of the study from Golden Sands Resource Conservation and Development Council Inc. for the study of algae and weed control measures for Lake Tomah. Motion by Kiefer, second by Glynn, to recommend the Council approve the procurement of Golden Sands Resource Conservation and Development Council to conduct a study on Lake Tomah for algae and weed control. Motion carried.

### **Ordinance Amending Ordinance 2021-09-08-D For annexing land from the town of LaGrange to the City of Tomah 1st reading, 2nd reading, Adoption**

Motion by Yarrington, second by Pater, to recommend the Council adopt the Ordinance Amending Ordinance 2021-09-08-D for annexing land from the town of LaGrange to the City of Tomah. Motion carried.

### **Adjourn**

Motion by Peterson, second by Pater, to adjourn. Meeting adjourned at 8:27 p.m.

Respectfully submitted,

Rebecca Weyer, City Clerk

To be approved November 15, 2021