

MINUTES FOR COMMITTEE OF THE WHOLE

A Committee of the Whole meeting was held on **Monday, April 18, 2022 at 6:30 PM** in the Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI. Council Vice-President Richard Yarrington called the meeting to order at 6:28 p.m. Present: Michael Murray, Richard Yarrington, John Glynn, Shawn Zabinski, Mitchell Koel, Lamont Kiefer, Nellie Pater, and Dean Peterson. Absent: Adam Gigous. Also Present: City Treasurer Molly Powell, City Clerk Becki Weyer, Director of Public Works Kirk Arity, Parks and Rec Director Joe Protz, Public Safety Director/Fire Chief Tim Adler, and Police Chief Scott Holum. Greg Hagen videotaped the meeting. All motions are unanimous unless otherwise noted. Members of the public were able to access the meeting via the following Zoom Link: <https://zoom.us/j/7689466740?pwd=dEdLR2hXK0ZYMk1qNU5vNFlwMzdSZz0>

APPROVAL OF THE MINUTES:

Motion by Zabinski, second by Murray, to approve the minutes from March 14, 2022. Motion carried.

REPORTS:

City Clerk

Weyer gave an update and provided a monthly report on the clerk's office. They are currently processing alcohol and bartender licenses. She gave a brief overview of the April 5, 2022 election and reminded the Committee about the upcoming Board of Review training.

Treasurer

Powell presented the March 31st, 2022 Cash and Investments report and the February 28, 2022 Revenue and Expenditure with Comparison to Budget Report. Motion by Kiefer, second by Pater, to recommend the Council approve the March 2022 Cash and Investments Report. Motion carried. The office fieldwork for the financial audit has been completed. There will be follow up and a report likely for the May or June meeting. The April tax settlement has been completed. Powell is taking care of the CDBG reporting during Muelenkamp's absence. Preparing for bonding. If the bidding is approved, a special meeting will be required on April 25th to establish the bond date. The first round of ARPA reporting is due at the end of April.

Parks & Recreation

Protz provided a written report and covered the highlights with the Committee of the Whole. Park bathrooms are not open yet, hope to have open by May 1st. Working on goose management with Kim Mello, and painting youth soccer fields. Rec programs are finishing up winter activities. Over 300 participants have signed up for gymnastics. Working on repairs at the Aquatic Center. Busy month in May at Rec Park. Friday April 29th will be Arbor Day at 4:00 p.m. to plant trees at Winnebago Park.

Public Works & Utilities

Dir. Arity provided a written Public Works and Utilities Director Report.

Street: Concrete and asphalt piles has been ground by Gerke's. They ground it for free and they kept half and the city kept half. The brush pile has not been burned yet. The street sweeper has been out at least one time in the city. An inspection was done on our street lights, there was some minor repairs done on them. Got two lights for the flag in the boulevard. The treasurer's window has been completed at city hall and construction has begun on the clerk's window.

Sewer: Sabo mechanical did some repairs, they completed some intergovernmental activities with the landfill, and they are done with Ft. McCoy extra septage. Wolf concrete will be doing some work on one of the buildings out there.

Water: Started the semi-annual flushing and will run for a month. Will be starting on the south side of town and working towards the north. Arity suggested residents run cold water for a bit to wash out any sediment in the pipes during the flushing.

Lake: Next meeting is scheduled for May 19th at 5:00 p.m.

Police Department

Chief Holum presented a monthly written report. There is one retirement pending. There is an open hiring process where they are accepting applications. There have been 4 applications received. Interviews will be on May 3rd. Holum described that some police departments are offering sign on bonuses for trained police officers and anticipates that the Tomah Police department will need to offer some sort of bonus program to ensure retention of police officers. One of the two ordered squad cars has arrived but is missing radios. Radios from an older unit will be used to get it going. LED crossing signals have been ordered. The digital link for the sex offender map has been finished.

GENERAL:

Resolution for Police Department Temporary Staff Increase

Motion by Koel, second by Glynn, to recommend the Council approve the Resolution for Police Department Temporary Staff Increase to allow for the recruitment of an additional patrol officer in preparation for a pending retirement. Motion carried.

Item 15 was moved up due to Kelly from Keller attending the meeting.

Approval of Emergency Service Building Bid Package as Recommended by Keller, Inc. and financial Discussion

Kelly from Keller Inc. appeared to give his recommendation of the bids that were opened at last week's bid opening for the new public safety building. The total estimated cost with the selected bids is estimated at \$13,492,740.27. Kelly spoke to the Committee about the value engineering that was done to reduce the total bids from around 14.5 million down to under 13.5 million. Treasurer Powell spoke to the fiscal impact to the city using this estimate with respect to the 75% debt ceiling that is the city's policy and provided graphs of debt limit calculation, as well as answered questions from the Committee. Motion by Glynn, second by Zabinski, to approve the recommended bids presented by Keller Inc. for the city's public safety building project. Motion carried with no negative votes.

Monroe County Support Services (MCSS) extending hours of operation at the Monroe County Fair Beer Garden on Friday, July 29 and Saturday, July 30, 2022 at Recreation Park

Motion by Murray, second by Peterson, to recommend the Council approve the extension of hours of operation at the Monroe County Fair Beer Garden on Friday, July 29th 2022 and Saturday, July 30, 2022 at Recreation Park. Motion carried.

Application for Class "B" Fermented Malt Beverage License for Cantina 5 Sports Bar INC

Cantina 5 Sports Bar INC– Merelin Marisa Sanchez Tizol, Agent, has applied for Class "B" Fermented Malt Beverage and Class "B" Liquor Licenses in the City of Tomah at 1119 Superior Ave, Tomah, WI 54660, to be effective May 1, 2022. Motion by Zabinski, second by Peterson, to recommend the Council approve the Application for Class "B" Fermented Malt Beverage License for Cantina 5 Sports Bar INC. Motion was amended to be contingent upon fire department inspection approval. Motion carried.

Renewal of "Class A" Liquor, and Class "A" Fermented Malt Beverage Licenses, "Class A" Liquor Beverage Licenses, "Class B" Liquor, and Class "B" Fermented Malt Beverage Licenses, Class "B" Fermented Malt Beverage Licenses, "Class C" Wine Beverage Licenses

Motion by Zabinski, second by Peterson, to approve the submitted alcohol license renewals as presented, with the Cantina 5 Sports Bar INC contingent upon an approved fire department inspection. Motion carried with one abstain. (Murray)

Request to Reduce Building Fee Permit for the Boys and Girls Club

Motion by Pater, second by Zabinski, to postpone the approval the reduction of the Building Fee Permit for the Boys and Girls Club to the City Council meeting on 04/21/22 to allow for further discussion. Motion carried.

Ordinance Amending Section 2-2 of the City of Tomah Municipal Code 1st Reading, 2nd Reading, Adoption

Because the lines were drawn through multiple wards in the City of Tomah, new wards are required as wards are not allowed to be divided by a Congressional district. Aldermanic districts will not change, but may contain more than two wards. Motion by Peterson, second by Kiefer, to recommend the Council Adopt the Ordinance Amending Section 2-2 of the City of Tomah Municipal Code.

Vandewalle contract for Planning Services

The Planning Commission & Senior Executive Team recommend the City Council approve the contract with Vandewalle & Associates for Planning Services. Motion by Kiefer, second by Zabinski, to recommend the Council approve the contract with Vandewalle for Planning Services. Motion carried.

Approval of Interim Financing for 2022 Capital Projects

Powell presented the interim financing from CCF bank that will be required for the initial payments on the public safety building project. Motion by Murray, second by Zabinski, to recommend the Council approve the interim financing in the amount of up to \$7,932,613 plus origin fees of \$19,000.

Approval of Agreement between City of Tomah and Invoice Cloud, Inc.

Powell presented the agreement between the City of Tomah and Invoice Cloud Inc., a payment processing company that will be used to reduce fees paid by the City for payment processing and reduce the number of vendors the city currently uses. Motion by Murray, second by Zabinski, to recommend the Council approve the agreement between the City of Tomah and Invoice Cloud Inc. Motion carried.

Resolution for Payment of Monthly Bills

Motion by Kiefer, second by Pater, to recommend the Council approve the Resolution for the Payment of Monthly bills in the amount of \$1,778,286.80. Motion carried.

Approval of Temporary Rental Contract for 1004 Superior Ave

Motion by Kiefer, second by Koel, to recommend the council approve the City Attorney and Senior Center Director authority to finalize the contract between Kids & Company and the City of Tomah for the temporary rental of 1004 Superior Ave.

ADJOURN

Motion by Koel, second by Zabinski, to adjourn. Motion carried. Meeting adjourned at 8:30 p.m.

Respectfully Submitted,

Rebecca Weyer

To be approved May 17, 2022