



AGENDA FOR COMMON COUNCIL

MEETING NOTICE

A Common Council will be held on Tuesday, April 28, 2020 at **6:00 PM** in the **Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.**

NOTE: The Mayor, Alderpersons, City Clerk and City Attorney will gather in the Council Chambers and will dial into the teleconference referenced below prior to the "Call to Order". Department heads, news media, and others appearing before the council, as well as any members of the public desiring to monitor the meeting, are to do as follows:

**VIA TELECONFERENCE
CALL 571-317-3122 GO TO MEETING
MEETING ID: 344-891-253 #
AUDIO PIN: #**

AGENDA

CALL TO ORDER – PLEDGE OF ALLEGIANCE – ROLL CALL

REPORTS

Mayor

GENERAL

- A. Reconsideration of TIF Assistance Request - 1007 Superior Avenue - Steve Tremlett, MSA Professional Services
- B. Resolution Authorizing the Issuance and Establishing Parameters for the Sale of not to Exceed \$2,185,000, General Obligation Promissory Notes, Series 2020A
- C. Resolution Authorizing the Issuance and Establishing Parameters for the Sale of not to Exceed \$1,500,000 Taxable General Obligation Refunding Bonds, Series 2020B
- D. Five Year Capital Plan - Ehlers Public Finance Advisors
- E. 2020 Budget Amendment Transferring \$1,000 from Acct. 01-51415-1100 City Admin Salaries Medical to Acct. 01-48900 Other Misc Revenues Regarding Expenditure Restraint Eligibility
- F. Discussion of Comp Time for Exempt Employees and Amendment to Personnel Policy as Deemed Warranted
- G. Review of Payroll/Bookkeeper Compensation While Acting in Substitute Role

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- H. Resolution Designating Public Depositories and Authorizing Withdrawal of City Monies. Checks are signed by the Mayor, City Clerk, and Treasurer. In lieu of personal signatures, a check signer may be used.
- I. Discussion of Possible Reduction of Alcohol Beverage Licensing Fees and Requirements in Response to COVID-19 Pandemic Shutdowns
- J. Discussion of City Administrator Position
- K. Re-Address Temporary Authority of Mayor to Act as City Administrator
- L. Approval of Minutes of March 17, 2020 Council Meeting
- M. Approval of Minutes of March 24, 2020 Special Council Meeting
- N. Elect President of the Council - 1 Year Term
- O. Elect Vice-President of the Council - 1 Year Term
- P. Designate Official Newspaper
- Q. Designate Hagen Sports Network as Broadcaster of the City Council & Committee of the Whole Meetings

APPOINTMENTS:

City Attorney - 1-Year Term Appointed by Council (Ordinance 1.14)(Penny Precour)

Appoint Weed Commissioner - Kirk Arity - 1-Year Term

Committee of the Whole – Ordinance No. 2-32 Established 12/17/2001 consolidating the Claims, Accounts and Licenses Committee, Audit, Budget and Finance Committee, Ordinance and Resolution Committee, Public Safety Review Board, Board of Health and Cable TV Committee. The committee shall consist of the members of the Common Council. One-year terms. Council President is chairperson. Five members shall constitute a quorum. (Meets the Monday following the first Tuesday at 6:30 p.m. – Council Chambers)

Dean Peterson, Donna Evans, Jeff Cram, Travis Scholze, Lamont Kiefer, Shawn Zabinski, Richard Yarrington, and Adam Gigous.

Public Works and Utilities Commission - Ordinance No. 2-274 (Amended 12/11/2001 Ordinance No. 2001-12-14-C to include reviewing issues involving the Lake and Airport) (Meets 4th Wednesday - City Hall - 5:30 p.m.)

Travis Scholze, Lamont Kiefer, Donna Evans, and Adam Gigous. and Re-appoint B J Rice to a 2-year term Other members of this Committee are: Mike Murray, Mayor and 2021 Bruce Peth.

Police & Fire Commission - Ordinance No. 2-378 - 5 year terms (Meets Subject to Call – Tomah Police Dept.) Members of the Police and Fire Commission may not serve on other committees of the City as they must keep the appearance of an independent body(per League of WI legal opinion)

Recommend that Dennis Koranda be appointed to a five-year term. Other members are: 2021 Darren Price, 2022 Bruce Peth, 2023 Tim Callahan, 2024 John Cram.

Parks & Recreation Commission - Ordinance No. 2-307 - 3 year terms (Meets 4th Monday - City Hall - 5:45 p.m.)

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Recommend that Bruce Peth and Jared Tessman be re-appointed to three-year terms. Dean Peterson and Donna Evans serve as alderperson members. Other members are: 2021 Oakley Moser and Tess Saunders, 2022 Dustin Powell and Shirley Galstad-Roh.

Planning Commission - Ordinance No. 2-345 - 3 year terms. Ordinance Amended 12/11/2001. Planning Commission to consist of seven members as follows: Mayor who shall be its presiding officer, two (2) alderpersons, and four (4) citizens. This was changed 12/11/01 from one alderperson and the Park and Recreation Chairperson to two alderpersons. The Planning Commission also assumed the duties of the previous Industrial Development Committee. (Meets last Thursday - City Hall - 5:30 p.m.)

Recommend that Bryan Meyer and Tina Thompson be re-appointed to three-year terms. Jeff Cram and Adam Gigous to serve as the alderperson members, and Mayor Mike Murray to serve as Chairman. Other members are: 2021 Brian (BJ) Rice, and 2022 Remy Gomez.

Housing Authority - Original Resolution establishing a Housing Authority in the City of Tomah adopted January 9, 1968; (Resolution amending the membership to include the Project Coordinator as a member of the Committee for the duration of the Community Development Block Grant adopted November 9, 1976; Page 100 - minute book.) 5 year terms (Meets 1st Wednesday – Housing Authority Office - 4:20 p.m.)

Recommend that Rick Murray be re-appointed to a five-year term. Lamont Kiefer to serve as the alderperson Ex-Officio member. Other members are: 2021 Megan Jensen; 2022 Robert Keene, 2023 Richard Yarrington, 2024 Pete Peterson and Rachel Muehlenkamp, Executive Director.

Community Development Block Grant Committee – 1-year term (Meets 1st Wednesday – CDBG Office -4:00 p.m.)

Recommend Rick Murray, Pete Peterson, Robert Keene, Richard Yarrington, Megan Jensen and Lamont Kiefer (Aldersperson) be appointed for 1 year terms.

Board of Appeals - Ordinance No. 2-133 & WI Statutes 62.23(7)(e)(2) - 3 year terms (Subject to Call - 2nd Tuesday - City Hall – 12 PM)

Recommend that Jeremy Likely, Greg Wandschneider, and Wayne Kling (1st Alternate) be re-appointed for 3 year terms and appoint Jeff Cram (Planning Commission Rep) to a 2-year term with the term expiring 2022, Other members are; 2021 Chuck Schaeve, and 2022 Joe Martinez-Chairperson and Remy Gomez (2nd Alternate).

Emergency/Management Committee (Meets Subject to Call – Police Department Meeting Room)

Committee Consists of Safety Director-Tomah Veterans Affairs Hospital, City Administrator-Tomah, Mayor-Tomah, Ambulance Director-Tomah, Civil Defense Director-Monroe County, Safety Director-Tomah Memorial Hospital, Chief of Police-Tomah, Director of Public Works & Utilities-Tomah, Fire Chief-Tomah, and City of Tomah City Attorney.

Board of Review - Ordinance No. 2-166 - 1 year term - (Meets annually at any time during the 45 day period beginning on the fourth Monday of April - City Hall)

Mike Murray – Mayor, JoAnn Cram-City Clerk, Lamont Kiefer, Shawn Zabinski and Travis Scholze.

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Ambulance Commission - Ordinance No. 2-406 - 3 year terms. At least four members shall be residents of the City of Tomah. (Meets last Thursday - Ambulance Office - 5:00 p.m.)

Recommend that Barb Cram, Brede Sorenson and Wayne Kling be re-appointed for 3-year terms, and City Administrator be appointed as Ex-Officio. Other members are: 2021 Joyce Stenklyft and Jerry Steele; and 2022 Rick Murray and Remy Gomez.

Library Board - Ordinance No. 2-186 - 3 year terms and school representative 1 year term (Meets 2nd Thursday January, April, July, & October. – City Hall - 4:30 p.m.)

Recommend that Marge Gigous and Candice Ziems be re-appointed for three-year terms. Recommend City Administrator be appointed Ex-Officio. Recommend Paul Skofronick serve as the school representative for a one-year term (Wisconsin Statutes 43.26). Other members of this committee are: 2021 Suzann Baker-Young and Eileen Fisher; 2022 Emily Brach and Sue Wandschneider.

Joint City/School Committee - Resolution adopted June 11, 1991 Committee consists of two council members, City Administrator, Police Chief, two members of the school board, school superintendent, and one school administrator. Mayor appoints two council members annually. (Meets Subject to Call)

Recommend City Administrator, Police Chief Mark Nicholson, Alderpersons Donna Evans, and Travis Scholze serve one-year terms. School will notify City at a later date regarding school appointments.

Convention & Visitors Bureau - (Policies & Procedures June 14, 1995 & Term Limits Revised 2012) Mayor recommends committee as follows: City Council Member - one year term; Chamber of Commerce Board of Director - one year term; Monroe County Agricultural Society member - three year term; City Administrator - one year term; Tomah retail representative - three year term; Tomah Motel/Hotel representatives - three year terms; Tomah Restaurants or Bars representative - three year term. (Meets 2nd Tuesday – Chamber Office - 10:00 a.m. – Feb., April, June, August, October, December) Administrative members (Council rep, City Admin., & Chamber rep) are not subject to term limits. Remaining members have 3 year terms which is the term limit. Must be off at least one full year before reappointment.

Recommendation as follows: Appoint Travis Scholze (Council rep) - One-year term
Appoint City Administrator – One-year term
Appoint Amanda Konsitzke (Chamber of Commerce Rep) – One-year term
Appoint Dave Kuehl (Monroe County Ag Society Rep) – Three-year term expiring 2023
Appoint Tracy Lambert (Tomah Retail Rep) – To Fulfill term of Melissa Bertram - Three-year term expiring 2022
Other members:
Chad Madson (Tomah Restaurants or Bars) -Three-year term expiring 2021
Ruth Stump (Tomah Motel/Hotel Rep) - Three-year term expiring 2021
Traci Bailey (Tomah Motel/Hotel Rep) – Three-year term expiring 2022

Tomah Senior and Disabled Services Board

The Tomah Senior and Disabled Services Board shall consist of the Mayor, two Members of the Common Council and five Tomah Citizens. The term of the citizen members shall be 2 years and aldermanic members shall be coextensive with their term of office. (This Committee was formed

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in July 2000 and was originally named Aged and Disabled Resource Board) (Meetings held in January, April, June, July, September and October – Senior Center – 6:00 p.m. – 4th Monday)

Recommend Lauri Shumway be re-appointed for a two-year term and appoint Jenna Moser to a two-year term. Other Members are: Richard Yarrington(Alderpersion) and Mayor Mike Murray serving co-extensive with their terms expiring in 2022; and 2021 Evelyn Noyes, Sue Greeno, Jeremy Haldeman, and Shawn Zabinski (Alderpersion) (to serve co-extensive with term expiring in 2022).

Lake Committee

The Lake Committee shall consist of seven members. At least 6 of the Committee members shall be electors (citizens) of the Lake Protection and Rehabilitation District, however, not more than one non-electors member may be selected from the Drainage Area Boundary map dated 1/5/2011 with one of said individuals being a member of the Common Council. The Director of Public Works and Utilities shall oversee the Committee. (This Committee was formed in July 2006) (Meetings are 3rd Thursday of Odd Months – City Hall – 5 p.m.)

Recommend Lee Lang be appointed to a three-year term and Blaine Meyer be re-appointed for a three-year term, and Lamont Kiefer to serve a one-year term. Other members are: 2021 Hal Burnham and John Rusch; 2022 Kim Mello and Bruce Baker.

Ethics Board.

The Ethics Board shall consist of 3 citizen members, 1 designee of the Mayor, 1 member of the Council, and 1 City employee. The Ethics Board shall elect its own chairman, vice-chairman and secretary. The City Clerk shall provide needed staff assistance and the City Attorney shall provide needed legal advice and assistance. Terms of office for members shall be 3 years. The term of a Board member appointed as the designee of the mayor shall expire with the expiration of the Mayor's term in office; the term of a Board member representing the City Council shall expire with the members term as a member of the Council; the term of a Board member representing City employees shall expire with the member's termination of employment as a City employee. Meetings are subject to call.

Recommend to Appoint Mayor Mike Murray (designee of Mayor with the term expiring 2023 for a three year term or co-extensive with term of office). Other members are: City Administrator (city employee); 2021 Steve Buss (citizen member) and Bruce Peth (citizen member), and Donna Evans (Council member) whose term shall expire co-extensive with the term of office in 2021, 2022 Rick Murray.

Long Range Planning Committee The Long Range Planning Committee is an advisory committee which assists the Common Council in the performance of its duties to the City. The committee shall serve as a venue to thoroughly re-evaluate the existing corporate limits of the City of Tomah with a view of the revitalization of presently occupied areas as well as undeveloped sections of the City. The Committee shall consist of the mayor, two (2) members of the Common Council, and six (6) members with two of said members being members of the Planning Commission. The Council member/Mayor terms shall be for two years. All other terms shall be for three years. Meetings are held the 4th Tuesday of each month at 5:30 P.M. in the Council Chambers at City Hall.

Recommend that Jeff Holthaus be re-appointed to a 3-year term and re-appoint Mayor Mike Murray (Planning Commission Rep) (2 year term) and appoint Alderpersion Shawn Zabinski (2 year term)) and appoint Dustin Powell to fulfill the remaining term of Steve Peterson with the term expiring in 2021. Other members are: Pete Reichardt, and Travis Scholze (2 year term expiring 2021) and 2022 Remy Gomez, Tina Thompson (Planning Commission Rep.) and Joanne Westpfahl.

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Historic Preservation Commission. A Historic Preservation Commission is hereby created, consisting of seven (7) members. Of the membership, one (1) shall be an Alderperson, appointed annually by the Mayor, one (1) shall be a member of the City Planning Commission, one shall be a member of the Long Range Planning Committee, all remaining members shall be residents of the City of Tomah. Said persons shall be competent and informed in the historical, architectural and cultural traditions of the community. They shall be appointed by the Mayor, subject to confirmation by the Common Council of the City of Tomah by majority vote. The term for each member shall be three years. A vacancy occurring in the membership for any cause shall be filled by a person appointed by the Mayor and confirmed by the Common Council for the unexpired term. The members of said Commission shall receive no compensation except for necessary expenses sustained in carrying out their duties, which expenses shall be paid by the City of Tomah as may be authorized by the Common Council. Meetings are held the second Thursday at 5:45 p.m. at City Hall.

Recommend Richard Yarrington serve as Alderperson (1 year term), and Jim Weinzatl, Shawn Zabinski (Long Range Planning Rep), and Jeff Cram (Planning Commission Rep) be appointed for 3 year terms. Other members: 2021 Suzanne Baker-Young; 2022 Frank Di Benedetto and Wayne Kling.

ADJOURN

NOTICE: Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact JoAnn Cram, City Clerk, 819 Superior Avenue, Tomah, WI 54660.