

MINUTES FOR COMMITTEE OF THE WHOLE JUNE 17, 2024

CALL TO ORDER – ROLL CALL

The Committee of the Whole meeting was held on **Monday, June 17, 2024 at 6:30 PM** in the Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI. The meeting was called to order by John Glynn at 6:30 p.m. Present: Paul Dwyer, John Glynn, Travis Scholze, Richard Yarrington, Shawn Zabinski, Nicole Hart (arrived at 6:43 p.m.), Patrick Devine, Nellie Pater, and Dean Peterson. Absent: none. Also present: Becki Weyer, Molly Powell, Joe Protz, Kirk Arity, Tim Adler, and Scott Holum. All motions are unanimously approved unless otherwise notated. The meeting was recorded by Hagen Sports Network.

Approval of Minutes from May 20, 2024

Motion by Peterson, second by Scholze, to approve the minutes from May 20, 2024. Motion carried.

REPORTS:

City Clerk Monthly Report

Weyer provided a monthly written report. The Clerk's office is finishing the alcohol licensing period. The next election is August 13, 2024. Absentee ballots will be sent out by June 27, 2024.

June 2024 Treasurer's Report

Powell provided a monthly written report. The updated procurement policy for mass transit has been submitted for final Committee of the Whole and Council approval. The annual financial audit is still ongoing. The third installment of property taxes was due on May 31, 2024. They have collected approximately 87% of the tax outstanding for the year – of which 8% is being paid in installments and 5% is delinquent.

Tomah Parks and Recreation Program Report

Protz provided a monthly written report. Park bathrooms are open and in high usage; they continue to have problems with vandalism. Squirrel Fest will be held in Winnebago park on July 6, 2024. The disc golf course baskets have been installed by Fireman's park. Protz covered the ongoing recreation programs. The pool opened on June 11, 2024, and swim lessons begin on June 17, 2024. The new kayak launch is working well at Winnebago Park.

Public Works And Utilities Director Report

Dir. Arity provided a monthly written report.

Street: Curb and gutter reconstruction on Hwy ET will be started soon. The storm sewer at the western end of the project is left. Chip sealing is scheduled for the week of June 17, 2024, The last of the white paint markings are complete and they have started with yellow paint. Staff are collaborating with the school district on asphalt repairs at the middle and high school. A large culvert was repaired.

Sewer: Training for the new UV system is complete. Staff have cleaned various sewers and facilitated a sewer repair on Curry Street.

Water: Well #10 is down for scheduled repairs. Lead service inventory is still the focus.

Lake: The next Lake Committee meeting is July 18, 2024.

Police Department Monthly Report - May 2024

Chief Holum provided a monthly written report. Brandon Bellacero recently graduated from the academy. New hire Bradley Hoffman started this month and will be attending the academy soon. The K-9 golf tournament was a success; they raised about \$25,000 for the K-9 program. The police department is collaborating closely with the staff at the Tractor Pull to help secure a successful event.

Chamber/Convention & Visitors Bureau

There has been positive feedback regarding the new second railroad line running through Tomah. There are still hotel rooms available in the city for those wishing to stay in the city for the tractor pull. Monroe County had the largest increase of tourism and spending than any other county in the state.

Ordinance Amending Chapter 16 of the City of Tomah Ordinances

Chief Adler explained that the City would like to go forward with these changes that go hand in hand with the Emergency Management Plan. The ordinance change brings it in line with the changes in the state statute. The ordinance updates change in title at the County level and further outlines duties and responsibilities of Monroe County and the city in day to day or during emergency situations. Motion by Peterson, second by Scholze, to recommend the Council approve the ordinance change to Chapter 16 of the City of Tomah Code of Ordinances. Motion carried.

Approval of amendment of Recreation Park Emergency Operations Plan

Motion by Scholze, second by Yarrington, to recommend the Council approve the amendment of the Recreation Park Emergency Operations Plan. This amendment is part of ongoing changes over time to keep the plan up to date. Changes include processes for when severe weather alarms are required to be set off, and language was added to who has authority during severe weather or other emergency situations. Motion carried.

Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$2,640,000 General Obligation Promissory Notes, Series 2024A

Motion by Scholze, second by Zabinski, to recommend the Council approve the resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$2,640,000 General Obligation Promissory Notes, Series 2024A. Motion carried.

Renewal of “Class B” Liquor, Class “B” Fermented Malt Beverage, and “Class C” Wine Beverage Licenses

Motion by Zabinski, second by Dwyer, to recommend the Council approve the renewal of alcohol licenses as follows:

**CITY OF TOMAH
NOTICE OF APPLICATION FOR RENEWAL BEER AND/OR LIQUOR LICENSES
FOR THE LICENSE PERIOD OF: 7/1/2024 – 6/30/2025**

The following have applied for "Class B" Liquor and Class "B" Fermented Malt Beverage Licenses in the City of Tomah:

1. M&M Vending Amusements, LLC DBA The Bank Bar at 1015 Superior Ave
2. The Crow Bar, LLC. The Crow Bar at 1206 Superior Ave
3. Elmer W Grassman Post No. 201 DBA American Legion Post 201 at 800 Wisconsin Ave
4. T & J Hospitality LLC DBA Cran-Bearly Pub at 319 Wittig Rd
5. T & J Hospitality LLC DBA Taphouse Twenty 201 Helen Walton Dr., Ste. 1

The following have applied for a Class “B” Fermented Malt Beverage License in the City of Tomah:

1. Area Community Theatre Inc. at 907 Kilbourn Ave
2. Lena’s Cuisine DBA China Buffet at 115 W McCoy Blvd

The following have applied for a “Class C” Wine License in the City of Tomah:

1. Area Community Theatre Inc. at 907 Kilbourn Ave

Nicole Jacobs, Deputy City Clerk, Tomah, WI

Motion carried.

Special Event Outdoor Cabaret Licenses for North American Squirrel Association for Winnebago Park located on Brandon St. in Tomah, WI for an event on July 6th of 2024

Motion by Yarrington, second by Zabinski, to recommend the Council approve the special outdoor cabaret license for n.a.s.a. for their event on July 6, 2024. Motion carried.

Approval of Tomah Transit Procurement Policy

As part of our compliance review for Tomah Transit, the DOT asked that the city of Tomah adopt the updated procurement policy for Tomah Transit. The policy follows the FTA and DOT requirements for procurement and keeps the city eligible for federal and state grants. Motion by Scholze, second by Yarrington, to recommend the Council approve the policy as submitted. Motion carried.

Resolution Authorizing Payment of Monthly Bills

Motion by Zabinski, second by Yarrington, to recommend the Council approve the resolution authorizing payment of monthly bills in the amount of \$1,217,846.24. Motion carried.

April 30, 2024 Cash and Investments Report

Motion by Scholze, second by Pater, to recommend the Council approve the April 30, 2024 Cash and Investments Report. Motion carried.

May 31, 2024 Cash and Investments Report

Motion by Zabinski, second by Scholze, to recommend the Council approve the May 31, 2024 Cash and Investments Report. Motion carried.

Approval of Contract Between the City of Tomah and General Engineering for Inspection Services

Kirk Arity went over the contract between the City of Tomah and General Engineering. Staff just received the draft, so paper copies were available to the Committee. Staff would like approval to sign and get the inspection services going in the city to ensure the building inspector's departure does not slow down development. There will be an eventual increase in permit fees to cover the services. Motion by Scholze, second by Dwyer, to recommend the Council approve the contract between the City of Tomah and General Engineering after the contract is reviewed by the City Attorney. Motion carried.

Adjourn to Closed Session Pursuant to Wis Stat § 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved

Motion by Peterson, second by Scholze, to adjourn to closed session pursuant to Wis Stat § 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved and Wis Stat § 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business. Motion carried. The meeting adjourned to closed session at 7:11 p.m.

Respectfully submitted,

Rebecca Weyer, City Clerk