

# MINUTES FOR COMMON COUNCIL MARCH 18, 2025

## **Call to Order, Pledge of Allegiance, Roll Call and Quorum Check**

A regular meeting of the Common Council was held at 819 Superior Ave. in the City Council Chambers. The meeting was called to order by Mayor Paul Dwyer at 6:30 p.m. After the Pledge of Allegiance, roll call was taken. Present: Paul Dwyer, Travis Scholze, Richard Yarrington, Shawn Zabinski, John Glynn, Mitchell Koel, Patrick Devine, Nellie Pater, and Dean Peterson. Also present: Penny Precour, Nick Morales, Becki Weyer, Kirk Arity, Justin Derhammer, Tim Adler, Irma Keller, and Pam Buchda. The meeting was available via Zoom and was recorded by Hagen Sports Network. All motions are unanimously approved unless otherwise noted.

## **ANYONE DESIRING TO APPEAR TO COUNCIL**

Vaun Theil appeared before the council to give his opinion on the Bailey property that the school district wishes to purchase. He asked how the city can afford to lose the income that could have been built on the Bailey property if it were to be residential as planned instead of a school that will pay no property tax.

## **Mayoral Memorandum 1-2025: Parliamentary Procedure Training**

Mayor Dwyer read a memorandum to the Council requesting compliance with Parliamentary Procedure training to be conducted on April 3, 2025.

## **Discussion on Department Director Reports**

Mayor Dwyer asked the Council to discuss the need for oral reports from department directors, and how to best utilize the time allotted to the Common Council to best serve their constituents by properly discussing and voting on law and procedure. Starting in April 2025, department heads will submit monthly reports as usual but not conduct oral reports unless asked for clarification from the Council. Yarrington added to the discussion that he prefers an oral report as he sees it is a way to present department information to the public. Alderperson Koel asked if additional information could be added for project related matters. Alderperson Pater added concerns that the public should know what the city is doing and oral reports televised by Hagen Sports Network help the public understand what city staff are working on.

## **Senior Executive Team Monthly Update - March 2025**

SET provided a monthly written report and Chairperson Nick Morales was available to answer questions from the Council.

## **EDZ Monthly Update - March 2025**

A written report was provided.

## **Monthly Permit Report**

A monthly written permit report was provided.

## **Fire and EMS Annual Report**

Fire: Chief Adler provided a written annual report for 2024. There were 398 calls last year, up by 55 calls from the previous year and 249% over the last 10 years and 500% in the past 20 years. The City of Tomah fire department has the smallest budget than any other fire department with a population of a city our size. The Fire Department thanked the area businesses for their support. EMS: There were 380 more calls than the previous year, and there has been a 100% increase in calls over the last 10 years.

## **Public Safety February Monthly Report**

Chief Adler provided a monthly written report. Last Tuesday there was a structure fire at 1221 Stoughton Ave. The cause was undetermined. They have made two full-time offers for EMS positions. They have one position remaining to fill. The Tomah EMS received a lump sum grant that will be used towards the next ambulance remount.

## **Library**

Hot Reads for Cold Nights will be ending soon. Keller covered the upcoming events at the library.

## **Senior & Disabled Services Department Report**

Dir. Buchda provided a monthly written report and gave a summary to the Council.

Motion by Koel, second by Devine, to approve the following consent agenda:

- A. Special Beer and Wine Permit Application by Monroe County Support Services for Budweiser Dairyland Super Nat'l Truck & Tractor Pull on June 26-28, 2025.
- B. Special Beer and Wine License Application by Monroe County Support Services for Monroe County Fair on July 23-27, 2025.
- C. Monroe County Support Services (MCSS) extending the hours of operation at the Monroe County Fair Beer Garden on Friday, July 25 and Saturday, July 26, 2025 at Recreation Park.
- D. Approval of Minutes from February 18, 2025

Motion carried.

## **Discussion: Tomah Area School District Comprehensive Plan Amendment Request and Petition For Annexation**

This agenda item was an opportunity for the Council members to have discussion on the upcoming public hearing for the Comprehensive Plan Amendment request, the petition for annexation, and third, if those first two are approved, and the land is annexed in, a zoning change request will be submitted. Mike Gnewikow answered a question about a potential road closure and council members discussed concerns that citizens have brought forward about the comprehensive plan change.

Motion by, second by Yarrington, Second by Glynn to allow Vaughn Kiel the ability to speak again to the council. Motion carried. Kiel again gave opposition to the approval of the comprehensive plan amendment.

**Approval of Draft Easements King Ave and Modification Authority by City Attorney and Public Works Director**

Attorney Precour presented that there are two easements for the King Ave project that have been provided to each property owner. City staff are seeking easement approval to avoid a delay clause in the contract. Motion by Glynn, second by Peterson to authorize the City Attorney office along with city leadership to finalize the drafts and to permit the Mayor and City Clerk to sign for the City the finalized drafts in the best interests of the city. Motion carried.

**Award of Lake Tomah Forebay Cleaning Bid**

Motion by Pater, second Peterson, to approve the bid for lake Tomah Forebay cleaning without the alternate bid. Carried with one negative vote (Yarrington).

**Final Assessment Approvals for May St. E Juneau, W Veterans, and Hwy 12 Intersection**

Motion by Yarrington, second by Zabinski, to approve as presented. Motion carried.

**Approval of Facade Improvement Grant Program Application 1-2025**

Motion by Glynn, second by Peterson, to approve the downtown façade improvement grant application for the Crow Bar. Motion carried with one negative vote. (Yarrington)

**Acceptance of February 18, 2025 Spring Primary Election Tally Report**

Motion by Yarrington, second by Zabinski, to approve as presented. Motion carried.

**Ordinance Creating Division 3 of Article VII regarding Tomah Convention and Visitors Bureau First Reading, Second Reading, Adoption**

Motion by Scholze, second by Koel, to waive the first verbatim reading of the Ordinance Creating Division 3 of Article VII regarding Tomah Convention and Visitors Bureau. Motion carried.

Motion by Glynn, second by Peterson, to waive the second verbatim reading of the Ordinance Creating Division 3 of Article VII regarding Tomah Convention and Visitors Bureau. Motion carried.

Motion by Scholze, second by Peterson, to adopt the Ordinance Creating Division 3 of Article VII regarding Tomah Convention and Visitors Bureau. Motion carried.

Ordinance No.

ORDINANCE CREATING DIVISION 3 OF ARTICLE VII OF THE MUNICIPAL CODE  
OF THE CITY OF TOMAH

The Common Council of the City of Tomah, based upon request of the Greater Tomah Area Chamber of Commerce, do ordain as follows:

SECTION ONE: Division 3 of Article VII, Tomah Convention and Visitors Bureau, of the Municipal Code is hereby created as follows:

DIVISION 3. TOMAH CONVENTION AND VISITORS BUREAU

Section 2-625. Composition; residency; compensation.

The Tomah Convention and Visitors Bureau (CVB) shall consist of eight members. Appointed members shall include the following: one representing the common council of the City of Tomah; one representing the Greater Tomah Area Chamber of Commerce board of directors; one representing the Monroe County Agricultural Society; one being from city management; two representing a city motel/hotel; one representing a city retail establishment; and one representing a city restaurant or bar. The city mayor shall appoint members subject to confirmation by the common council. No compensation shall be paid for serving on the Tomah Convention and Visitors Bureau.

Section 2-626. Terms of Office.

(a). Administrative members. The term of office for the following shall be one year: Representative of the common council, city management representative and a representative of the Greater Tomah Area Chamber of Commerce board of directors. Any administrative member shall not be subject to a term limit and would be eligible for reappointment by the mayor on an annual basis.

(b). Citizen members. The term of office for the following members shall be three (3) years: representative of the Monroe County Agricultural Society, representative of city retail establishment, two representatives of a city motel/hotel and a representative of a city restaurant or bar. All citizen members shall be eligible for reappointment by the mayor at the end of his/her three (3) year term.

Section 2-627. Meetings; rules and regulations.

Regular meetings shall be held every other month at a time approved by the Convention and Visitors Bureau (CVB) members. Five members of the CVB shall constitute a quorum for the transaction of business at all meetings of the CVB. At the regular meeting following the organizational meeting of the council, the CVB members shall elect a chairperson and vice-

chair for a one-year term. Absent such an election, the President/CEO of the Chamber of Commerce shall serve in that capacity.

Section 2-628. Powers and duties.

To provide oversight for the affairs of the Convention and Visitors Bureau, along with the control and management of its business and property, under the direction of the President/CEO of the Chamber of Commerce.

SECTION TWO: This ordinance shall take effect upon passage and publication.

Paul Dwyer, Mayor

ATTEST:

Rebecca Weyer, Clerk

READ:  
PASSED:  
PUBLISHED:

**Resolution for Payment of Monthly Bills**  
Motion by Pater, second by Zabinski, to approve the payment of monthly bills in the amount of \$4,234,499.74. Motion carried.

RESOLUTION NO : 2025-03-18-04

RESOLUTION AUTHORIZING  
PAYMENT OF MONTHLY BILLS

Be it resolved by the Common Council of the City of Tomah that the Committee of the Whole has reviewed the monthly bills and recommends the City Council approve said bills as follows:

1. Pre-Paid Checks:	2025	\$3,034,725.88	Check #'s:	146551	146718
2. Payroll:		\$321,458.49	Dir Dep #'s:	9305044	9305297
3. Wire/ACH Transfers:		\$875,366.78			
4. Invoices:		\$2,948.59			
Total:		<u>\$4,234,499.74</u>			
<div>Mayor</div>					
<div>Clerk</div>					
Requested by:	Finance Department				
Submitted by:	Committee of the Whole				
March 17, 2025					

**Concession Agreement Winnebago Park Kayak Rental Program**  
Motion by Koel, second by Zabinski, to approve as presented. Motion carried.

**Adjourn to Closed session Pursuant to 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, whenever competitive or bargaining reasons require a closed session.**  
**and**  
**(f) Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.**  
**and**  
**(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 Koel, to adjourn to closed session under Wis Stat § 19.85(1) as listed on the agenda. Motion carried. Meeting adjourned to closed session at 8:06 p.m.

Mayor Paul Dwyer

Attest: Rebecca Weyer, City Clerk