

MINUTES FOR COMMITTEE OF THE WHOLE DECEMBER 18, 2023

CALL TO ORDER – ROLL CALL

The meeting was called to order by Common Council President John Glynn. Present: John Glynn, Richard Yarrington, Nellie Pater, Travis Scholze, Dean Peterson, Lamont Kiefer, Michael Murray, Nicole Hart (remote) and Shawn Zabinski (7:15 p.m.) Absent: None. Also present: Molly Powell, Kirk Arity, Joe Protz, Shane Rolff (remote), Scott Holum, Rhonda Culpitt and Nicole Jacobs. All motions are unanimously approved unless otherwise notated. The meeting was recorded by Hagen Sports Network and was also available via Zoom.

Financial Planning Presentation by Dave Ferris from Ehlers Public Finance Advisors

Dave Ferris from Ehlers Public Finance Advisors gave a presentation regarding the City of Tomah 2023 Financial Management Plan. Ferris talked about Tomah's financial metrics identified in the City's financial policies and rating report. He also went through the City's long-range levy forecast that incorporates numerous funds, capital improvements and debt service. Ferris also went through the preliminary findings of the plan and provided the committee an opportunity to make changes prior to completion of the final report.

Approval of Minutes from November 20, 2023

Motion by D. Peterson, second by R. Yarrington, to approve the minutes from November 20, 2023. Motion carried.

City Clerk Monthly Report

City Clerk Becki Weyer provided a written monthly report.

November 20, 2023 Cash and Investments Schedule

Motion by M. Murray, second by N. Pater, to recommend the Council approve the November 20, 2023 Cash and Investments Schedule. Motion carried.

December Treasurer's Report

Powell provided a written monthly report. As a result of a compliance audit with the DOT, staff will be working to update the City's Title VI policy and working to remediate some compliance points within the mass transit operations. City staff continue to work on the transition to the city's new mass transit service provider. Powell explained the need for a public hearing in January to request an increase in fares. Tax bills were mailed last week and collections are in full swing. The 2024 pet licenses are now available for sale in the Treasurer's office.

Tomah Parks and Recreation Program Report

Protz informed the committee the construction at the new ballfield is still ongoing although it has slowed down recently due to the weather. He also explained that winter programming has begun. Parks and Rec staff are in the process of cleaning the former fire station as they continue moving into the space. Protz reminded committee members the Parks and Rec office is now located at 316 Arthur Street; they will have the same phone number and email.

Public Works and Utilities Director Report

Street: Leaf pickup is done for the year; however, staff will try to accommodate residents with remaining leaf piles. Arity explained staff have been putting up new banners on streetlights. Crews have also been clearing brush and trees at the airport.

Sewer: Crews will be focusing on inside maintenance and will be fabricating new railings for the inside steps at City Hall in order to be in compliance with code.

Water: Mark Rezin will be retiring in early February just short of 30 years and Arity explained they've started the review of internal candidates interested in the position.

Lake: The next Lake Committee is tentatively scheduled for January 18, 2024, at 5 p.m.

Police Department Monthly Report - November 2023

Chief Holum provided a written monthly report. The department's new K9 is continuing to recover from an injury and will be reevaluated in Madison in the near future. Holum posted the new custodial position on Indeed and has had over 30 candidates. Holum has also been working with Arity on a possible new parade route after receiving some concerns. He said it is likely something they will suggest to the committee once they have a solid plan together.

Chamber/Convention & Visitors Bureau

Director Tina Thompson was not present.

Approval of ARPA funds to purchase three additional radar speed signs to be erected on Superior Avenue and Butts Avenue

Holum is recommending the purchase of three radar speed signs for \$11,848.22, using ARPA funding. The signs will replace old signs that either only work sometimes or not at all on Superior Avenue near the area of St. Paul School and another facing south on Butts Avenue. Motion by M. Murray, second by N. Pater, to recommend the Council approve the use of ARPA funds to purchase three additional radar signs, two of which will be erected on Superior Avenue and one on Butts Avenue. Motion carried.

Approval of Alliant Energy Easement

Alliant Energy is requesting an easement for the installation of the underground electric line located on City property near the wastewater treatment facility. Motion by R. Yarrington, second by N. Pater, to recommend the Council approve Alliant Energy's easement request. Motion carried.

Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing

This resolution allows staff to use the proceeds of the city's borrowing to reimburse spending that occurs on the approved projects between this date and the date it receives its bond proceeds. Motion by L. Kiefer, second by M. Murray, to recommend the Council approve the Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing. Motion carried.

Resolution Increasing Agency Fare for City of Tomah's Shared Ride Service

As expenses continue to increase for the service, city staff is recommending increasing the agency fare from \$6/ride to \$10/ride, which is consistent with agency fares in surrounding areas. Motion by L. Kiefer, second by S. Zabinski, to recommend the Council approve increasing agency fare for City of Tomah's Shared Ride Service. Motion carried.

Resolution Authorizing Payment of Monthly Bills

Motion by L. Kiefer, second by N. Pater, to recommend the Council approve the Resolution Authorizing Payment of Monthly Bills in the amount of \$1,143,942.92. Motion carried.

Secondhand Article & Jewelry Dealer Licenses Application for Creative Tech Team LLC of Tomah

Michelle Wooten with Creative Tech Team LLC of Tomah has applied for a Secondhand Article Dealer License for the premise at 1115 N Superior Ave Suite D, Tomah, WI 54660, for the licensing period of January 1, 2024 through December 31, 2024. Motion by L. Kiefer, second by R. Yarrington, to recommend the Council approve the Secondhand and Jewelry Dealer license for Creative Tech Team LLC of Tomah. Motion carried.

Approval of ARPA funds for Judicial Software

Motion by N. Pater, second by S. Zabinski, to recommend the Council approve the usage of ARPA funds in the amount of up to \$6,191 for the maintenance of OMNIGO software to retrieve court documents to transfer to the new Municipal Court software. After some discussion, Pater amended the motion that if through discovery, staff find that OMNIGO is not needed for the historical information, the city will not make the payment. S. Zabinski seconded the amendment. Motion carried.

Discuss and Schedule January Committee of the Whole Meeting

Motion by M. Murray, second by L. Kiefer, to recommend moving the Committee of the Whole's January meeting date to Tuesday, January 16, prior to the Common Council meeting, as the regularly scheduled date falls on a federal holiday. Motion carried.

ADJOURN

Motion by D. Peterson, second by S. Zabinski, to adjourn. The meeting was adjourned at 8:22 p.m.

Respectfully Submitted,

Nicole Jacobs, Deputy City Clerk

To be approved January 16, 2024