

MINUTES FOR COMMON COUNCIL SEPTEMBER 19, 2023

Call to Order, Pledge of Allegiance, Roll Call

The meeting of the Comon Council was called to order by Mayor Michael Murray at 6:30 p.m. in the Council Chambers at 819 Superior Ave. Present: Michael Murray, Travis Scholze, Richard Yarrington, John Glynn, Shawn Zabinski, Nicole Hart, Lamont Kiefer, and Dean Peterson. Absent: Nellie Pater. Also present: Kirk Arity, Becki Weyer, Molly Powell, Pam Buchda, Irma Keller, and Tim Adler. The meeting was videotaped by Hagen Sports network and was available for attendees via Zoom. All motions were unanimously approved unless otherwise noted.

Anyone Desiring To Appear To Council

Gwen Nelson from 2010 Gruman Drive appeared before the council to speak about a shed the city alerted them was encroaching city property. She voiced concerns about the cost of the project to move the shed being over \$3000 and is requesting the council pay approve the city pay for a \$300.00 fee related to moving to the shed.

Mayor

The Mayor reminded everyone to use caution this weekend during the busy Cranfest event. The Mayor reminded the Council to realize that the upcoming budget meetings may require tough decisions to complete a balanced budget.

Resolution for Fire Department History Room

Motion by Peterson, second by Yarrington, to approve the Resolution for the Fire Department History Room. Motion carried.

RESOLUTION NO. _____
RESOLUTION PERSERVING THE TOMAH FIRE DEPARTMENT HISTORY ROOM
WHEREAS, since 1979, The Tomah Volunteer Fire Department started raising funds to build a museum to preserve the 1935 Buffalo and historical equipment they have saved; and
WHEREAS, in 1981 the Tomah Volunteer Firemen purchased a farm on the East side of the City of Tomah which today is known as Fireman’s Park, at which time a plan was developed to build a museum at some point in the future; and past items used by the Fire Department have been preserved and saved for the purpose of future display for the citizens of the City of Tomah to enjoy, reminisce and remember when items from the past were used, and
WHEREAS, the Tomah Fire Fighters Association fundraising group have continued to raise funds for many years to make the vision possible of displaying the proud traditions of being a volunteer fire fighter for the City of Tomah; and
WHEREAS, the City of Tomah has subsequently constructed a new 36,000 square foot facility to house both fire and ambulance personnel and equipment which was completed in the year 2023; and
WHEREAS, the fundraising efforts that have been conducted over the years have accumulated enough to fund the Tomah Fire Department History Room that was created and is being housed in the New Emergency Services building located at 400 N. Glendale Ave. without the use of tax dollars, and it is their desire that this History Room be preserved as such going forward, and
NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Tomah hereby declare that the History Room located in the new Emergency Services Building be preserved into the future for the purpose of displaying the 1935 Buffalo and historic equipment and other items accumulated going forward, and do ordain that the history room must be preserved and cannot be removed or replaced without consent of the Fire Department.
Dated this 19 th day of September 2023.

Michael Murray, Mayor

Rebecca Weyer

Monthly SET Report

The Senior Executive Team provided a monthly written report. Dir. Arity covered the highlights with the Council and fielded any questions.

Public Safety August Monthly Report

Chief Adler let the Council know there was a structure fire at 215 E Clifton Street with one fatality. This is the first fatality in the city due to fire in over 40 years.
Fire: They have thirty-five fire fighters. They have been gathering applications and are currently sponsoring four new firefighters. Chief Adler has signed a mutual aid agreement with Ft. McCoy, who assisted with the fire today, September 19, 2023. The pontoon boat has been sold and they will be working with the Lake Committee and the fundraising group to look for something to replace that unit. There are still small projects being completed in the safety building. There was an incident where an EMS employee backed into one of the garage doors. The doors have since been fixed.
EMS: There is one full-time paramedic position open and are currently conducting interviews. There will be two EMS ambulances on site at Cranfest this weekend.

Library

The library had 2,059 eBook and 6,000 physical checkouts in the month of August. The library and city are thankful to have received a \$1,000,000 endowment from Velda Felton for library use. The next Library Board meeting will be Thursday, September 28, 2023. Dir. Keller gave a brief background on Velda and her dedication to public libraries. She also covered upcoming events at the library.

Senior & Disabled Services Department Monthly Report

The annual Arts and Crafts Fair will be November 18th for those who are interested in attending or becoming a vendor. Dir. Buchda provided a written report and covered the highlights with the Council. The Community Halloween party will be on Tuesday October 31 from 4:30 p.m. to 6:30 p.m. Trick or treat hours for the city will be 5:00 p.m. to 8:00 p.m. on October 31, 2023. Buchda also provided a digital copy of the poster for the party and trick or treat hours, along with the Halloween party fundraiser. She asked the community for volunteers that can help with Sr. Center programs.

August Building Permit & Code Enforcement Reports

Rolff provided written August Building Permit and Code Enforcement reports.

Approval of Family Promise Contract with Senior Center

This item was moved up on the agenda due to guests attending. Motion by Zabinski, second by Yarrington, to approve the contract with Family Promise and the Senior Center. Motion carried.

Consent Agenda

Motion by Kiefer, second by Peterson, to approve the following consent agenda:

- A. Approval of Minutes from August 15, 2023
- B. Temporary Class “B” License application by Tomah Fire Fighters Association to sell fermented malt beverages at Hunters Night Out on November 4, 2023

Motion carried.

September 30, 2023 Cash and Investments Report

Motion by Zabinski, second by Scholze, to approve the September 30, 2023 Cash and Investments report. Motion carried.

Resolution Authorizing Payment of Monthly Bills

Motion by Kiefer, second by Zabinski, to approve the Resolution Authorizing Payment of monthly bills in the amount of \$2,747,635.38. Motion carried.

RESOLUTION NO : _____

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:	2023	\$1,839,395.09	Check #'s:	143164 143225	143208 143400
2. Payroll:		\$424,349.40	Dir Dep #'s:	9300049	9300449
3. Wire/ACH Transfers:		\$452,258.78			
4. Invoices:		\$31,632.11			
Total:		<u>\$2,747,635.38</u>			

Mayor

Clerk

Requested by: Finance Department

Submitted by: Committee of the Whole

September 18, 2023

Personnel Policy change for Comp Time for Sergeants

Motion by Yarrington, second by Glynn, to approve the personnel policy change for Comp Time for Sergeants to change to “ All non-represented sworn officers shall follow the current union represented benefits for sick, vacation, holiday, and other fringe benefits.” Motion carried.

Personnel Policy Change for Full to Part-time Conversion

Motion by Kiefer, second by Peterson, to recommend the Council approve the personnel policy change for full to part-time conversion to read,” Employees in full time positions who convert to part time status will have his/her full-time position terminated in the system and any accrued fringe benefits owed will be paid out upon that termination. The employee may be rehired part-time with all benefits entitled to the new part-time position.” Motion carried.

Personnel Policy Change for Holidays

Motion by Kiefer, second by Glynn, to approve the personnel policy change for Holidays as presented, with additional language allowing for holidays to be paid out or taken as floating holiday as designated by department. Motion carried.

Personnel Policy Change for Initial Salary Assignment

Motion by Scholze, second by Zabinski, to approve the personnel policy change for initial salary assignment as presented. Motion carried.

Fire Department on call after hours Supervisor

Chief Adler is requesting the Council approve the request for an on-call Fire Supervisor who will occasionally oversee the fire department operation in the absence of both the Fire Chief and Deputy Chief. This will be a differential of \$5.00 per hour for the person on call, not a new position. Motion by Glynn, second by Zabinski, to approve the after-hours supervisor pay. Motion carried.

Budget Amendment - City of Tomah and Police Department Server Upgrade Project

The Police Department was able to obtain grant funding for the equipment as part of their software project, but the city must pay for the labor costs associated with the project. Staff proposed using excess interest income in the capital projects fund. Total project costs are \$32,632.18 with \$26,529.96 grant funded and \$6,102.22 funded by interest income, Motion by Zabinski, second by Kiefer to recommend the Council approve the budget amendment below:

Revenue Budget Line(s) Amended:

Account Name	Account #	Original Budget	Budget Adjustment	Final Budget
Capital Projects – Misc Income	08-48900	0	26,529.96	26,529.96

Expenditure Budget Line(s) Amended:

Account Name	Account #	Original Budget	Budget Adjustment	Final Budget
Capital Project – General Outlay Exp	08-57190-8300	0.00	32,632.18	32,632.18
Equipment				
Capital Projects – Interest Income	08-48110	75,000	(6,102.22)	68,897.78

Motion carried.

Tomah Area Ambulance Service Village of Camp Douglas Coverage

Motion by Yarrington, second by Glynn, to approve the contract with the Village of Camp Douglas and Tomah EMS. Motion carried.

Tomah Area Ambulance Per Capita Increase

Motion by Glynn, second by Kiefer, to approve the Ambulance Commission recommendation of increasing the Ambulance per capita by \$2.50 from \$17.50 to \$20.00. Yarrington claimed that the fund balance of the ambulance is more than enough to continue the service without an increase. It was his opinion that the increase to the per cap would cost the city money that would be better spent on other budget items. It was suggested that the Tomah EMS set a cap on a fund balance. Motion carried with one negative vote (Yarrington).

Adjourn

Motion by Peterson, second by Kiefer, to adjourn. Motion carried. The meeting was adjourned at 7:19 p.m.

Michael Murray, Mayor

Attest: Rebecca Weyer, City Clerk

To be approved October 17, 2023