

# MINUTES FOR COMBINED COMMITTEE OF THE WHOLE AND COUNCIL MEETING JANUARY 21, 2025

## Call to Order, Pledge of Allegiance, Roll Call

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 (arrived at 6:51 p.m.) John Glynn, Mitchell Koel (arrived at 6:33 p.m.) Patrick Devine (remote), Nellie Pater, and Dean Peterson. Absent: None. Also present: Becki Weyer, Nick Morales, Justin Derhammer, Tim Adler, Scott Holum, Joe Protz, Pam Buchda, and Tina Thompson. The meeting was recorded by Hagen Sports Network and was available via Zoom. All motions are unanimously approved unless otherwise indicated.

## ANYONE DESIRING TO APPEAR TO COUNCIL

### **Rebecca Joy Thompson - Appeal of Bartender's License Denial**

Rebecca Thompson applied for a bartender license on December 16th, 2024. The Chief of Police is recommending denial due to Ms. Thompson owing the City of Tomah \$2,109.60 in fines from 12 separate citations related to Animal at Large offenses that she was found guilty of in Tomah Municipal Court and has failed to pay. Per Ordinance 4- 66(6), the applicant cannot have any outstanding fines, forfeitures, penalties, assessments, or user fees owed to the City. Thompson appeared to state she filed her tax returns which includes a refund which the state will apply to the owed fines. Motion by Peterson, second by Yarrington, to approve the bartender license for Rebecca Joy Thompson. Motion carried.

## **Mayor**

The Mayor commended the two new hires at the City of Tomah, Nick Morales, and Justin Derhammer, for their work for the city thus far.

## **Senior Executive Team Monthly Report**

The Senior Executive Team provided a monthly written report. SET has completed the initial review of two downtown façade grant programs, one of which is on the agenda for Council vote today. An RFI was completed for the property on Monowau St. for potential developers. That process has been extended to allow for additional interest. SET is pending confirmation of a meeting with VA Hospital leaders.

## **Economic Development and Zoning**

### **EDZ Monthly Update**

Morales provided a monthly written report.

Priorities for January are the downtown façade improvement programs and the Monowau St. RFI. They are looking into City Detect, which is an AI software that can assist with proactive code enforcement. They completed training on the department budget. Morales has been focused on key stakeholder engagements over the last month. Housing has been noted as a concern and will continue to be a priority focus. Monroe County is creating a housing working group that will be in March. Ho-Chunk leadership will attend as well. The confirmed list has been sent out regarding the annual Chamber Banquet attendance.

## **Permit Report**

A monthly report was provided in the combined Committee of the Whole/Council packet.

## **Public Safety December Monthly Report**

Chief Adler provided a monthly written report.

Fire: Currently has 34 members, including the Chief and Deputy Chief. The city laments the loss of firefighter Jerry Steele over the last month. December 26 it was reported there was a structure fire at 415 Elm St. It was a fire that had snuffed itself out. This is the 5<sup>th</sup> structure fire of the year. It is still undetermined but appears an appliance malfunction in a bedroom may have caused the issue. The home will be repairable. The Fire Department has purchased a used fire truck from the City of Beaver Dam at the cost of \$127,452. The City of Tomah should take ownership sometime in summer of 2025.

EMS: They are currently hiring for three full-time positions and have received a large number of applicants.

## **Police Department Monthly Report - December 2024**

Chief Holum provided a monthly written report. Kayden Koffman will be starting the academy in the beginning of February. Brad Hoffman finished his field training. They have one vacancy for a Sergeant position and are awaiting written tests before making a hiring decision. They will take possession of the new K-9 in April of this year. They received a donation and will be using it to purchase an additional therapy dog. Officer Jayden Olson will be the handler for that dog. The PD apprehended David Hinz last month.

## **Public Works Monthly Report**

Director Arity was not present but provided a monthly written report.

## **Treasurer's Report**

The 2025 budget information has been added to the city's internal tracking program. They are working on getting budget books for 2025 created. Derhammer provided training to new staff. All quarterly reports for Mass Transit and CDBG have been submitted.

**City Clerk Monthly Report**

Weyer provided a monthly written report. The Spring Primary and election will be held on February 18, and April 1, 2025. In person absentee voting will start on February 4<sup>th</sup> for the Primary and will run through the Friday before the election. Weyer gave an update on employee training and City website improvements.

**Tomah Parks and Recreation Program Report**

Protz provided a monthly written report. He covered the upcoming events at Recreation Park and the current available recreation programs. Freezefest will start with the Medallion hunt on Monday of next week.

**Monthly Library Report**

Keller was not present but provided a monthly written report. There will be a special screening of "February," a movie filmed in Tomah.

**Senior & Disabled Services Department monthly report**

Buchda provided a monthly written report and covered the highlights with the Council. Monroe County Land Conservation information will conduct a meeting at the Sr. Center. On January 31<sup>st</sup> there will be Freezefest bingo, euchre, and a pot luck. Anyone any age is welcome to attend with a Freezefest button. Tax assistance begins in February and March, patrons can call Pam to make an appointment but must meet certain qualifications to qualify for free tax preparation. Dr. John Berry started as a part time employee at the Senior Center.

**Chamber/CVB**

The are putting together their financial compilation. The annual Chamber event will be held on the last Monday in February. There are two tables reserved for the City of Tomah. The Best of Tomah Campaign kicked off today. They are creating a new website that will focus solely on visitors coming to Tomah. There are still raffle tickets available where the proceeds will go to a grant program designed to help with business revitalization.

**Approval of Committee of the Whole Minutes from December 16, 2024**

Motion by Scholze, second by Pater, to approve the Committee of the Whole Minutes from December 16, 2024. Motion carried.

**Approval of Council Minutes from November 21, 2024**

Motion by Scholze, second by Zabinski, to approve the Common Council minutes from November 21, 2024. Motion carried.

**Annual renewal of Taxicab Licenses for Abby Vans Inc. DBA Tomah Transit**

Motion by Scholze, second by Zabinski, to approve the seven taxi cab licenses as presented. Motion carried.

**Temporary Class "B" license application by Tomah Warrens Sportsman's Alliance (TWSA) to sell fermented malt beverages at the TWSA Ice Fisheree on February 8, 2025.**

Motion by Yarrington, second by Pater, to approve the temporary class "B" license for the Tomah Warrants Sportsman's Alliance for February 8, 2025. Motion carried.

**Special Beer and Wine Permit Application by Tomah Baseball Club Inc Opening Night on March 1, 2025.**

Motion by Zabinski, second by Glynn, to approve the special beer and wine permit for Tomah Baseball Club for March 1, 2025. Motion carried.

**TORO Lease Agreement Approval**

Toro has requested the use of our storage yard at 515 E Monowau St. The yard would be used for temporary storage of trailers. A payment of \$1800 per month is proposed for a month-to-month lease. TORO anticipates an initial 4-month period. Motion by Peterson, second by Yarrington, to approve the lease agreement between the City of Tomah and Toro. Motion carried.

**Approval of Contract Between City of Tomah and ADRC of Monroe County**

The continuing contract between the City of Tomah and the ADRC of Monroe County needs approval each year to renew use of the Sr. Center for daily meals. The contract has not been changed from the previous year. Motion by Scholze, second by Yarrington, to approve the contract. Motion carried.

**Approval of Downtown Façade Improvement Grant for Maximus Aesthetics & Wellness**

The first Downtown Façade Improvement Grant application has been reviewed and approved through the SET. The Senior Executive team recommends approval of the grant for Maximus Aesthetics & Wellness

as presented. Motion by, second by, to approve \$2,415.00 in grant reimbursement for a new sign. Motion carried with one negative vote (Yarrington).

**Budget Transfer Approval Mass Transit Sold Vehicles**

The City of Tomah collected an additional check from the sale of two decommissioned Mass Transit vehicles. The value of the check is \$11,079.00. The city is required to return any value over \$5000 received per vehicle as they were purchased with grant money. It is recommended the Council approve placing the funds in the operating expense account to offset expenses. Motion by Glynn, second by Scholze, to approve the budget transfer of \$11,079.00 to account 11-53520-3400. Motion carried.

**Budget Transfer Approval We Energies Reimbursement**

The City received a reimbursement check for previous jobs from the City from WE energies in the amount of \$9,712.00 It is recommended that the Council approve placing the funds in the operating expense account to offset the expenses from Public Works operation. Motion by Pater, second by Zabinski, to approve the budget amendment moving \$9,712 to account 011-53311-3502. Motion carried.

**Ergo Bank CD Investment Account Approval**

The City has an investment account in the amount of \$123,366.74 that has been invested at Ergo Bank. It was originally invested in 2008 and has been rolling over year after year at a low interest rate. The city has an opportunity to reinvest it into a seven-month CD at a rate of 4.34 APY. Motion by Scholze, second by Yarrington, to give the City Treasurer authority to move the funds at Ergo bank into the 7-month CD at the higher interest rate. Motion carried.

**Resolution for Payment of Monthly Bills**

Motion by Zabinski, second by Pater, to approve the Resolution authorizing payment of monthly bills in the amount of \$2,874,443.64. Motion carried.

RESOLUTION NO : 2025-01-21-01

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	\$808,349.41	Check #'s:	146154	146358
2. Payroll:		\$312,199.86	Dir Dep #'s:	9304581	9304810
3. Wire/ACH Transfers:		\$439,223.00			
4. Invoices:		\$274,660.56			
	Total:	<u>\$1,834,432.83</u>			

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Mayor

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Clerk

Requested by: Finance Department

Submitted by: Committee of the Whole

January 21, 2025

**Adjourn to closed session**

Motion by Peterson, second by Pater, to approve adjournment to Closed Session Pursuant to Wis Stat. § 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds and 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 carried. The meeting was adjourned to closed session at 7:38 p.m.

**Reconvene to Open Session**

The meeting was reconvened to open session at 8:58 p.m.

**Budget Transfer Approval TID 8 to Omitted Taxes (if Needed)**

This budget transfer approval is not needed at this time.

**Adjourn**

Motion by Peterson, second by Koel, to adjourn. The meeting adjourned at 8:59 p.m.

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Mayor Paul Dwyer

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Rebecca Weyer, City Clerk