

MINUTES FOR COMMITTEE OF THE WHOLE DECEMBER 19, 2022

CALL TO ORDER – ROLL CALL

The meeting was called to order by Council President Adam Gigous at 6:32 p.m. Present: Michael Murray (Arrived at 6:32), Adam Gigous, Richard Yarrington, John Glynn, Shawn Zabinski, Mitchell Koel, Lamont Kiefer, and Nellie Pater. Absent: Dean Peterson. Also present: Kirk Arity, Becki Weyer, and Joe Protz. All motions are unanimous unless otherwise indicated.

Approval of Minutes from November 15, 2022

Motion by Kiefer, second by Pater, to approve the minutes from November 15, 2022. Motion carried.

Housing Assessment Presentation by Vandewalle & Associates

Scott Harrington from Vandewalle & Associates presented the housing assessment completed in the City of Tomah. The Long-Range Planning Committee will be working with Vandewalle & Associates to take steps to increase the amount of available housing and help close the gap on the current housing shortage in the city. Harrington asked the Committee for comments or questions on the study. The Committee asked several questions and a lengthy discussion ensued on future project ideas and how they will be brought back to the Committee/Council in the future.

Design/Construction Management Agreement for Ice Center/Multi-Purpose Building Addition

This item was moved up on the agenda due to guests present. Allocation of 1% of room tax has been authorized by the Council for an addition to the Ice Center. Tomah Youth Hockey Association worked with Keller Inc. for a budget analysis, initial design, and cost estimate. They would like to continue with Keller Inc. for design and construction management. Kelly from Keller Inc. appeared to answer questions from the Committee. Representatives from Tomah Youth Hockey also appeared for this agenda item. Motion by Murray, second by Glynn, to recommend the Council approve the design/construction management agreement for the Ice Center/Multi-Purpose building with Keller, Inc. provided the project can be completed within the available funding of 1% of room tax dollars. Motion carried.

Special Beer and Wine Permit Application by North American Squirrel Association (n.a.s.a.) for the Annual n.a.s.a. Fundraising Banquet on March 25, 2023

Motion by Koel, second by Pater, to recommend the council approve the Special Beer and Wine Permit Application by North American Squirrel Association (n.a.s.a.) for the Annual n.a.s.a. Fundraising Banquet on March 25, 2023. Motion carried.

Resolution Accepting Donation of Land

During engineering and design work on Brandon street, it was found that the city encroached on part of an owner's property by building a street on her land. The city has offered to waive the special assessment for the road repair in return for the donation of the portion of land the road is currently built on. Motion by Murray, second by Yarrington, to recommend the council approve the Resolution accepting donation of land. Motion carried.

Annual renewal of Taxicab Licenses for Running, Inc. DBA Tomah Transit

Motion by Murray, second by Zabinski, to recommend the council approve the annual renewal of taxicab licenses as presented from Running, Inc. DBA Tomah Transit.

Secondhand Article & Jewelry Dealer Licenses Application for Antique Mall of Tomah

Motion by Zabinski, second by Pater, to recommend the Council approve the Secondhand Article & Jewelry Dealer Licenses Application for Antique Mall of Tomah. Motion carried.

Ordinance revising Ordinance Sec. 38 Streets, Sidewalks & Other Public Places First Reading

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Motion by Kiefer, second by Koel, to recommend the Council waive the first verbatim reading to the changes to Ordinance Sec. 38 Streets, Sidewalks & Other Public Places. Motion carried.

Approval of 2023 Public Transit Lease Agreement between City of Tomah and Running, Inc.

Motion by Murray, second by Zabinski, to approve the 2023 public transit lease agreement between the City of Tomah and Running, Inc. Motion carried.

Resolution Declaring Official Intent to Reimburse Expenditures From Proceeds of Borrowing

Motion by Kiefer, second by Koel, to recommend the Council approve the Resolution Declaring Official Intent to Reimburse Expenditures From Proceeds of Borrowing. Motion carried.

Resolution Authorizing Payment of Monthly Bills

Motion by Kiefer, second by Glynn to recommend the council approve the resolution authorizing payment of monthly bills in the amount of \$2,880,196.11. Motion carried.

Request by Tomah Public Housing Authority for Forgiveness of Share Employee's Retirement

Motion by Kiefer, second by Glynn, to recommend the council approve the Resolution Authorizing the request by Tomah Public Housing Authority for forgiveness of \$11,847.59 from a payout from a previous shared employee. Motion carried.

Historical Preservation Commission Update - Informational Only

Alderperson Zabinski gave a short update on the Historical Preservation Commission and upcoming fundraising activities for 2023. The HPC will take a 3 month break and reconvene in March. Their plan is to work with the state on the rules and regulations of how to establish a local register. The HPC plans on expanding awareness of the benefits of historical preservation by creating a page on the city website.

City Clerk Monthly Report

Weyer presented a monthly report and gave a brief overview to the committee. Candidates wishing to run for Alderperson in the April 4, 2023 election must return candidacy paperwork to the clerk's office no later than 5:00 p.m. on January 3, 2023. If there is a primary election on February 21, it will fall on the same day as the Council meeting. The Council agreed to move the date of the meeting up by one week in the case of a primary election. Rachel Kreighbaum, the new part time clerk will be starting on Wednesday December 21.

Treasurer

Motion by Murray, second by Kiefer, to recommend the council approve the November 30, 2022 cash and investments report. Motion carried.

Powell also provided a written Revenues and Expenditures in Comparison to Budget.

Parks & Recreation

Protz presented a written Tomah Parks and Recreation Program Report. Parks is busy with snow removal. They are working on cleaning up broken branches from the winter storm. The Winnebago project is at a standstill due to weather conditions. Protz covered the current recreation programs and thanked Mayor Murray and Jenna Moser for their assistance with the special needs Christmas party.

Public Works & Utilities

Arity provided a written Public Works and Utilities Report. Improving street name signage will be a priority in 2023. This helps the PD and the Ambulance and aesthetically helps the community. They recently changed out numerous traffic light poles around the city. Most of the equipment is running great

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during the snow events. Alternate side parking is especially important during times of heavy snow. Paul Marten will be retiring at the end of December.

Sewer: Operations are normal

Water: The Invoice Cloud payment system is live. It is going well, with only a couple hiccups. There has been some feedback about receiving service charges for credit card payments. There will be a 4.5% increase in January on water rates.

Lake: The next Lake Committee meeting will be January 19th at 5:00 p.m. if needed.

Police Department

Chief Holum was not present but provided a written November 2022 Police Department Monthly Report.

ADJOURN

Motion by Koel, second by Zabinski to adjourn. Meeting adjourned at 8:34 p.m.

Respectfully submitted,

Rebecca Weyer, City Clerk