

MINUTES FOR COMMON COUNCIL 04/19/2022

AGENDA:

The meeting was called to order by Mayor Mike Murray at 6:00 p.m. After the Pledge of Allegiance, roll call was taken. Present: Adam Gigous (remote, left at 6:46p.m), Richard Yarrington, Shawn Zabinski, John Glynn (arrived at 6:11pm), Mitchell Koel, Lamont Kiefer, Nellie Pater, and Dean Peterson. Absent: none. Others present: Kirk Arity, Molly Powell, Becki Weyer, Irma Keller, Tim Adler, and Pam Buchda. Gregg Hagen videotaped the meeting. The meeting was available remotely here:

<https://zoom.us/j/7689466740?pwd=dEdLR2hXK0ZYMk1qNU5vNFlwMzdSZz09>. All motions are unanimous unless otherwise noted.

Mayor Michael Murray and Alderpersons Richard Yarrington, Shawn Zabinski, Lamont Kiefer, and Dean Peterson were sworn in by the City Clerk after the Pledge of Allegiance.

Adjourn to Closed Session

Motion by Yarrington, second by Zabinski, to adjourn to closed session pursuant to State Statute 19.85(1)(e) Deliberating or negotiating the purchasing of public properties. Motion carried.

Meeting adjourned to closed session at 6:02 p.m.

Meeting resumed to open session at 6:19 p.m. after a short recess.

APPOINTMENTS

City Attorney

Motion by Yarrington, second by Koel, to accept Mayor Murray's appointment of Penny Precour as City Attorney. Motion carried.

Elect President of the Council

Yarrington nominated Adam Gigous and was seconded by Glynn, and Koel nominated Glynn for President of the Council. No other nominations. Motion by Kiefer, second by Zabinski, to close the nominations. Motion carried. Adam Gigous is duly elected Council President.

Elect Vice-President of the Council

Pater nominated John Glynn and was seconded by Kiefer. Motion by Kiefer to close nominations. Motion carried. John Glynn is duly elected Vice-President of the Council.

Designate Official Newspaper

Motion by Yarrington, second by Pater, to appoint the Monroe County Herald as the City of Tomah official newspaper. Motion carried.

Appoint Weed Commissioner

Motion by Koel, second by Pater, to approve Mayor Murray's appointment of Kirk Arity to the position of Weed Commissioner. Motion carried.

Committee of the Whole

Motion by Kiefer, second by Peterson, to accept Mayor Murray's appointment of Adam Gigous, Richard Yarrington, John Glynn, Shawn Zabinski, Mitchell Koel, Lamont Kiefer, Nellie Pater, and Dean Peterson to the Committee of the Whole. Motion carried.

Public Works and Utilities Commission

Motion by Gigous, second by Zabinski, to accept Mayor Murray's re-appointment of Brian Rice to a three-year term with John Glynn, Adam Gigous, and Lamont Kiefer and Dean Peterson serving as Alderperson members for one-year terms on the Public Works and Utilities Commission. Motion carried.

Police & Fire Commission

Motion by Kiefer, second by Zabinski, to accept Mayor Murray's appointment of Jeremy Weyer to a five-year term on the Police & Fire Commission with the term expiring in 2027. Motion carried.

Parks & Recreation Commission

Motion by Yarrington, second by Pater, to accept Mayor Murray's reappointment of Shirley Galstad-Roh and Dustin Powell to three-year terms with Dean Peterson and Lamont Kiefer serving as Alderperson members for one-year terms on the Parks & Recreation Commission. Motion carried.

Planning Commission

Motion by Pater, second by Zabinski, to accept Mayor Murray's appointment appoint of Eric Prise to the Planning Commission for a three-year term, with John Glynn and Adam Gigous to serve one-year terms as Alderperson members and Mayor Mike Murray as Chairperson for a one-year term. Motion carried.

Housing Authority

Motion by Peterson, second by Glynn, to accept Mayor Murray's appointment of Brian Forsythe to the Housing Authority to replace Remy Gomez with the term ending in April 2026, and to appoint Maximilian Brohaugh to replace Pete Peterson with the term ending April 2024, and to appoint Jessica Grauel to a five-year term, and Lamont Kiefer to serve as the Alderperson ex-officio member for a one-year term to the Housing Authority. Motion carried.

Community Development Block Grant Committee

Motion by Peterson, second by Pater, to accept Mayor Murray’s appointment of Jessica Grauel, Brian Forsythe, and Maximilian Broaugh, and the reappointment of Rick Murray, Richard Yarrington, and Lamont Kiefer (Alderpersion) for one-year terms to the Community Development Block Grant Committee. Motion carried.

Board of Appeals

Motion by Peterson, second by Pater, to accept Mayor Murray’s appointment of Eric Prise as 2nd Alternate, and the reappointment of Joe Martinez as Chairman to the Board of Appeals for a three-year term. Motion carried.

Emergency/Management Committee

Motion by Peterson, second by Pater, to appoint the Emergency Management Committee as designated by the Ordinance. Motion carried. Members are: Safety Director-Tomah Veterans Affairs Hospital, Senior Executive Team Member (Shane Rolf), Mayor-Tomah, Ambulance Deputy Chief, Tomah, Monroe County Emergency Management Coordinator, Safety Director-Tomah Health, Chief of Police-Tomah, Director of Public Works & Utilities-Tomah, Fire Chief-Tomah, and City of Tomah City Attorney.

Board of Review

Motion by Peterson, second by Pater, to accept Mayor Murray’s reappointment of Lamont Kiefer, Richard Yarrington, and Shawn Zabinski to the Board of Review for a one year-term. Motion carried.

Ambulance Commission

Motion by Peterson, second by Glynn, to accept Mayor Murray’s reappointment of Rick Murray and Richard Yarrington to three-year terms on the Ambulance Commission. Motion carried.

Library Board

Motion by Peterson, second by Pater, to accept Mayor Murray’s reappointment of Emily Brach, and Sue Wandschenider to the Library Board for a three-year term, and to appoint Becki Weyer as Ex Officio to the Library board. Motion carried.

Joint City/School Committee

Motion by Peterson, second by Pater, to accept Mayor Murray’s reappointment of Scott Holum, Mitchel Koel, and Nellie Pater and the appointment of Kirk Arity to the Joint City/School Committee for a term of one year. Motion carried.

Convention & Visitors Bureau

Motion by Peterson, second by Pater, to accept Mayor Murray’s appointment of Latisha Walker, Adam Gigous, and Molly Powell to one-year terms, and Ruth Stump and Lisa Scheitler to three-year terms to the Convention & Visitors Bureau Board of Directors Steering Committee. Motion carried.

Tomah Senior and Disabled Services Board

Motion by Peterson, second by Glynn, to accept Mayor Murray’s reappointment of: Jenna Moser, Michael Murray, Lauri Shumway, Richard Yarrington, and Shawn Zabinski to the Tomah Senior and Disabled Services board for two-year terms. Motion carried.

Lake Committee

Motion by Peterson, second by Zabinski, to accept Mayor Murray’s reappointment of Kim Mello to a three-year term, and Lamont Kiefer to a one-year term, and to appoint Kevin Arkakeda to a three-year term to the Lake Committee. Motion carried.

Ethics Board

Motion by Peterson, second by Kiefer, to accept Mayor Murray’s reappointment of Rick Murray to a three-year term, and the appointment of Becki Weyer, and the appointment of Nellie Pater for 1-year terms to the Ethics Board. Motion carried.

Long Range Planning Committee

Motion by Peterson, second by Pater, to accept Mayor Murray’s reappointment of Tina Thompson and Joanne Westpfahl to three year terms and reappoint Shawn Zabinski to a two-year term, and the appointment of Eric Prise to a three-year term to the Long Range Planning Committee. Motion carried.

Historic Preservation Commission

Motion by Peterson, second by Kiefer, to accept Mayor Murray’s reappointment of Richard Yarrington, and the appointment of Nellie Pater to one-year terms, and the reappointment of Deb Chesser to a three-year term to the Historic Preservation Commission.

Designate Hagen Sports Network as Broadcaster of the City Council & Committee of the Whole Meetings

Motion by Koel, second by Pater, to designate Hagen Sports Network as Broadcaster of the City Council and Committee of the Whole meetings. Motion carried.

Anyone Desiring to Appear Before the City Council

Col. Michael Poss, Fort McCoy Garrison Commander appeared before the council to give an update on events at Ft. McCoy. He gave a history of the recent events with the Afghanistan refugees and how Ft. McCoy built a task force to handle the quickly moving events of the time. The mission finished mid-February. They are expecting a busy training season at Ft. McCoy this year. They are getting ready to open their campground and hunting and fishing are also

available to the public. Armed Forces Day will be on Saturday May 21st and will be open to the public. Mayor Murray thanked Col. Poss for everything he has done for our community during his tenure at Ft. McCoy.

No one else wished to be seen before the Council.

REPORTS

Mayor

The Mayor thanked the City Clerk and all of the election workers for their service to the community during the April election, and appreciated the Council for their work over the last year and is looking forward to working with the same group for the next year.

SET Report

Arity gave a brief overview of a written SET report. All four of the SET members have visited Ft. McCoy over the last month. The main focus of the SET team has been on the finances of the proposed Public Safety Building and interim replacement of the director at the Tomah Public Housing Authority.

Resolution Authorizing SET Chairperson to Purchase Property

Motion by Peterson, second by Yarrington, to approve the Resolution Authorizing the SET Chairperson to Purchase Property. This property will be purchased by the Sewer Department using their funds. Motion carried.

RESOLUTION OF CITY COUNCIL OF CITY OF TOMAH Resolution No: 2022-04-19-04

The City Council of the **CITY OF TOMAH**, a Municipal Corporation (the “City”) approve the following actions:
RESOLVED: That the City is a valid and existing Municipal Corporation since the time of its incorporation; and
RESOLVED: The City approves the purchase of 7.91 acres of vacant land (Parcel No. 286-02716-2600) located at 1110 Townline Road, City of Tomah, Monroe County, Wisconsin for the purchase price of \$132,500; and
RESOLVED: That the Senior Executive Team Chairperson of the City, Kirk Arity, is authorized and directed for and on behalf of the City to execute and deliver the Offer to Purchase and other such instruments as may be required, and to take such other action in the consummation of the transaction contemplated, as the City Attorney shall deem necessary or desirable.
Dated this 19th day of April, 2022.
CITY OF TOMAH:
By: _____
Michael Murray, Mayor
By:
Rebecca Weyer, City Clerk

Public Safety

Adler provided monthly and annual reports for the Fire and EMS departments. March 30th there was a fire on Kilbourne, but there were no injuries. The state was called in and the fire is still currently under investigation. The Tomah EMS ran 275 calls in March. The fly vehicle that was damaged and ordered in January arrived this week VA invoices are almost up to date.
Both Fire and EMS departments are fully staffed. The Fire and EMS together ran 3,428 calls over the last year; it was the busiest year in history. Adler provided an update on the department vehicles. They are working at getting all of the EMS certified for critical care, and the Fire department is training to become fire inspectors. In 40 years, there hasn’t been a fire related death in the City of Tomah. The 38-year old emergency siren on the Northside fire station was struck by lightning and is no longer working. Funds were approved through ARPA to replace it. Adler is looking at options for putting the new siren on the property of the proposed Public Safety building.

Library

Arity gave the report for Keller: 1,890 eBooks, and 4,777 physical books were checked out for a total of 6,367 checkouts. Happy to report an increase in checkouts.

Senior & Disabled Services

Buchda provided a written Senior & Disabled Services Department Report and gave a detailed report of the upcoming entertainment that will be at the Sr. Center. On May 5th there will be a celebration of seniors at the Sr. Center with entertainment provided. Buchda is still looking for participants for PALS class.

Planning & Building Inspection

Rolf provided a written report for both the permits and code enforcement.

Chamber/Convention & Visitors Bureau

Director Thompson had a book recommendation trending in the chamber community called “13 ways to Kill Your Community.” Thompson will be attending the Downtown Summit in early May that has a strong focus on public art. There is an application for the mural that will be addressed over the next couple of months. Studies show that public art helps to drive tourism. The Chamber will be putting some of the area guides and other Chamber materials in public parks and bathrooms. Some of the sponsors for DTN (food vendors) have dropped out due to the supply chain difficulties. The City -Wide rummage sale will be on the first Saturday in May. Thompson also covered the upcoming Business after 5 meetings, and the headshot event will be on May 3rd. Career and Job fair will be May 20th at the Tomah High School.

Consent Agenda

- Motion by Peterson, second by Koel, to approve the following consent agenda.
- Approval of Minutes from March 15, 2022
 - Monroe County Support Services (MCSS) extending hours of operation at the Monroe County Fair Beer Garden on Friday, July 29 and Saturday, July 30, 2022 at Recreation Park
 - Application for Class “B” Fermented Malt Beverage License for Cantina 5 Sports Bar INC

- Renewal of “Class A” Liquor, and Class “A” Fermented Malt Beverage Licenses, “Class A” Liquor Beverage Licenses, “Class B” Liquor, and Class “B” Fermented Malt Beverage Licenses, Class “B” Fermented Malt Beverage Licenses, “Class C” Wine Beverage Licenses
- March 31, 2022 Cash and Investments Report

Motion carried with the amendment to correct the Minutes from March 15 under CDBG, and for Cantina 5 Alcohol license and renewal approval pending the outcome of a successful fire inspection. Motion carried.

Committee of the Whole
Resolution for Police Department Temporary Staff Increase

Motion by Koel, second by Zabinski, to approve the Resolution for the Police Department temporary staff increase due to a pending retirement. Motion carried.

RESOLUTION NO. 2022-04-19-05

**A RESOLUTION AUTHORIZING A TEMPORARY CHANGE IN THE 2022
CITY OF TOMAH POSITION COUNT OF SWORN OFFICERS BY THE CREATION OF ONE FULL TIME PATROL OFFICER PENDING
RETIREMENT**

WHEREAS, the City of Tomah Police department has received notification of a pending retirement of a Patrol Officer; and,

WHEREAS, in this year of 2022, recruitment and retention of police officers is challenging due to the increase of available positions in the local area and competitive salary and benefits packages abound; and,

WHEREAS, hiring a replacement Patrol Officer will ensure proper staffing levels during the transitional period, and it is likely that the Tomah Police Department would sponsor a police recruit through the next police academy that begins on June 6, 2022; and,

WHEREAS, budget analysis of temporarily adding an additional sworn employee resulted in a budget shortfall of \$1,244.44, and that amount shall be absorbed into the current 2022 Police Department budget cycle without seeking additional funding,

NOW, THEREFORE BE IT FURTHER RESOLVED that the City of Tomah Common Council does hereby authorize a temporary change in the 2022 City of Tomah Position Count of sworn officers from 21 to 22 with the addition of one full time Patrol Officer pending the retirement of an existing Patrol Officer.

BE IT FURTHER RESOLVED that once the Patrol Officer retirement is finalized, the position count shall automatically return to 21.

Dated this 19th day of April, 2022.

Michael Murray, Mayor
ATTEST:

Rebecca Weyer, City Clerk

Request to Reduce Building Fee Permit for the Boys and Girls Club

It was discussed that waivers of fees for some organizations and not others may not be fair. Motion by Yarrington, second by Zabinski, to deny the request to reduce the building permit fee for the Boys and Girls Club. Motion carried.

Ordinance Amending Section 2-2 of the City of Tomah Municipal Code 1st Reading, 2nd Reading, Adoption
Motion by Peterson, second by Yarrington, to waive the first verbatim reading of the Ordinance Amending Section 2-2 of the City of Tomah Municipal Code. Motion carried.

Motion by Peterson, second by Kiefer, to waive the second verbatim reading of the Ordinance Amending Section 2-2 of the City of Tomah Municipal Code. Motion carried.

Motion by Kiefer, second by Pater, to adopt the Ordinance Amending Section 2-2 of the City of Tomah Municipal Code. Motion carried.

ORDINANCE NO. 2022-04-10-D
Ordinance Amending Section 2-2 of the City of Tomah Municipal Code

The Common Council of the City of Tomah, Monroe County, Wisconsin, do ordain as follows:

SECTION ONE: Section 2.2 Aldermanic districts and wards is hereby amended to read as follows:

Sec. 2-2. - Aldermanic districts and wards.

The boundaries of the eight (8) aldermanic districts of the city together with the twenty-one (21) aldermanic wards are hereby established in accordance with the legal description together with the map showing the boundaries, a copy of which is available for inspection in the office of the city clerk, and which are specifically incorporated herein by reference.

SECTION TWO: All ordinances in conflict with the foregoing are hereby repealed.

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

Michael Murray, Mayor
ATTEST:

Rebecca Weyer, Clerk

READ: 04/19/2022
PASSED: 04/19/2022
PUBLISHED: 04/28/2022

Approval of Vandewalle contract for Planning Services

Motion by Peterson, second by Koel, to approve the contract between the City of Tomah and Vandewalle for planning services. Motion carried.

Approval of Emergency Service Building Bid Package as Recommended by Keller, Inc. and financial discussion

Koel opined that it was important to add the extra \$20,000 to add 4 pane glass vs. the two-pane glass to showcase the building. It was determined that feature can be worked in later if it is desired and if the funding is available. Arity recapped the benefits and detriments highlighted at the Committee of the Whole prior to the Council voting on the bids. Motion by Zabinski, second by Glynn, to approve the bid package as recommended by Keller, Inc. Motion carried.

Approval of Interim Financing for 2022 Capital Projects

Motion by Koel, second by Zabinski, to approve the financing for the 2022 capital projects with CCF Bank in the amount of no more than \$7,953,000 with \$20,387 in fees. Motion carried.

Approval of Agreement Between City of Tomah and Invoice Cloud, Inc.

Motion by Koel, second by Zabinski, to approve the agreement between the City of Tomah and Invoice Cloud, Inc. Motion carried.

Resolution for Payment of Monthly Bills

Motion by Zabinski, second by Glynn, to approve the resolution for the payment of monthly bills in the amount of \$1,778,286.80. Motion carried.

Approval of Temporary Rental Contract for 1004 Superior Ave

Motion by Koel, second by Zabinski, to approve the City Attorney and Senior Center Director authority to finalize the contract between Kids & Company and the City of Tomah for the temporary rental of 1004 Superior Ave. Motion carried.

Approval of Roadway function classification change

Motion by Glynn, second by Pater, to approve the roadway function classification change as recommended by the Public Works and Utilities Commission. Motion carried.

Approval of Election Tally Report for April 5, 2022

Motion by Zabinski, second by Pater, to approve the Election Tally Report for the April 5, 2022 election. Motion carried.

RESOLUTION NO : 2022-04-19-06

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:	2022	\$1,160,469.25	Check #'s:	140025	140138
2. Payroll:		\$394,255.39	Dir Dep #'s:	9295252-	9295604
3. Wire/ACH Transfers:		\$179,125.55			
4. Invoices:		\$44,436.61		140154-140193	
Total:		<u>\$1,778,286.80</u>			

Requested by:

Finance Department

Submitted by:

Committee of the Whole

April 14, 2022

ADJOURN

Motion by Zabinski, second by Pater, to adjourn. Meeting adjourned at 7:41 p.m.

Michael Murray, Mayor

Attest: Rebecca Weyer, City Clerk

To be approved on 05/17/2022