

COMMITTEE OF THE WHOLE MINUTES, MONDAY JULY 18, 2022

A Committee of the Whole meeting was held on Monday, July 18, 2022.

CALL TO ORDER – ROLL CALL

The meeting was called to order by Council President Adam Gigous at 6:31 p.m. Present: Mike Murray, Adam Gigous, Richard Yarrington, Shawn Zabinski, Lamont Kiefer, Nellie Pater, and Dean Peterson Absent: John Glynn and Mitchel Koel. Also present for the meeting: Kirk Arity, Molly Powell, Becki Weyer, and Tim Adler. Shane Rolf appeared remotely.

APPROVAL OF THE MINUTES:

Motion by Peterson, second by Zabinski, to approve the Minutes from June 20, 2022. Motion carried.

City Clerk Monthly Report

Weyer provided a monthly written report. She gave an update on Clerk's office recruiting efforts and updated the Committee on the upcoming election on August 9, 2022.

Treasurer

Powell presented the June 30, 2022 Cash and Investments Report and the May 31, 2022 Revenue and Expenditures with Comparison to Budget. There is currently a lot of cash as the City received the proceeds from the bonds which are earmarked for projects. Most of that money is being invested to earn additional proceeds. Some of the money that was previously in CD's has been moved into higher yield options.

Motion by Yarrington, second by Murray to recommend the Council approve the June 30, 2022 Cash and Investments report. Motion carried.

The Treasurer's office is currently recruiting and will be conducting interviews soon. Budget discussions with department heads will start beginning in August. Final property tax payments are due July 31st.

Parks & Recreation

Protz provided the Tomah Parks and Recreation Program Monthly Report. In Coordination with CBS2 and the SET team, the City has applied for a grant for the Badger 5 project in the amount of \$8,500,000.

Public Works & Utilities

Arity provided the Public Works and Utilities Director Monthly Report and covered the highlights with the Committee.

Street: They are currently painting white lines, and doing asphalt patches. New crosswalk signals should be installed soon. Appreciate Mecca Sportswear for preparing the flags for presentation during Military Appreciation Day.

Congratulations to Stuart Westphal on his retirement after 40 years with the City.

Sewer: The chip sealing is on schedule, bids were taken for the roof of the wastewater treatment plant

Water: Renewed wells permits at the VA and have replaced hydrants; one was destroyed by a hit and run.

Lake: The next meeting is scheduled Thursday 07/21 at 5:00 p.m. They will be discussing the vegetation survey.

Police Department

Holum provided the June 2022 Police Department Monthly Report and covered the highlights with the Committee.

Holum gave a staffing update. The 2nd annual K-9 golfing event went well, thanks to all of the sponsors, volunteers, and participants. They raised about \$17,000. Thanks to the patrol staff for working extra hours during all of the summer events in the city.

Approval of Airport Hangar Contract between the City of Tomah and Timothy Schram

Timothy Schram would like to lease Hangar No. 8 at Bloyer Field. City Attorney Precour has drafted the lease which provides \$120 per month rent. The terms of the lease are standard and in accordance with other airport rentals.

Motion by Murray, second by Yarrington, to recommend the Council approve the contract between the City of Tomah and Timothy Schram for Airport Hanger No. 8. Motion carried.

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Approval of Resolution of Restatement of City of Tomah Special Pay Plan

This resolution is needed to continue the Special Pay retirement plan adopted in 2016. Motion by Kiefer, second by Peterson, to recommend the Council approve the Resolution of Restatement of City of Tomah Special Pay Plan. Motion carried.

Vacation Policy Revision

One of the major weaknesses in recruiting applicants to the City of Tomah is our current vacation policy. The SET proposed a change to the accrual of vacation hours to assist with recruiting and retention. Motion by Yarrington, second by Murray, to recommend the Council approve the vacation policy revision as presented and to allow the SET the latitude to make decisions for anomalies for employees falling in-between the accrual ranks. Motion carried.

Creation of AD Hoc Committee to Discuss Combining Fire and EMS departments

The SET has identified multiple issues that need to be addressed: the potential of combining the EMS and Fire departments, disposition of current properties Fire and EMS properties after the safety building is completed, and other issues. The SET recommends the Committee of the Whole and Council approve the formation of an AD Hoc committee to research and determine a course of action in the potential combining of departments and disposal of current buildings after the new Public Safety building is finished. Other items could be addressed by this ad hoc committee. Motion by Murray, second by Yarrington, to recommend the Council approve the Mayor's creation of an AD Hoc Committee for this purpose. Motion carried.

Request from Kelsey's and Smoke's Elbow Room for extension of Class "B" Fermented Malt Beverage License and "Class B" Liquor License for Special Event on August 13, 2022 and closing of the alleyway

Annually, Kelsey's and Smoke's Elbow room host a corn boil and wish to block off the alleyway for the day to allow for alcoholic beverages to extend to the outside-designated area for this event and will be fenced off with access only from inside each establishment. Motion by Peterson, second by Pater, to recommend the Council approve the closing of the alleyway and extension of the alcohol licenses on August 13, 2022. Motion carried.

Approval for City of Tomah Housing Assessment Vandewalle and Associates

Vandewalle and the Long Range Planning Committee recommend the City conduct a housing assessment that will provide the city with an understanding of the existing housing situation and identification of key opportunities for strategic action. Motion by Murray, second by Zabinski, to recommend the Council approve spending \$7500.00 for the housing assessment to be completed by Vandewalle and Associates. Motion carried.

Resolution Authorizing Payment of Monthly Bills

Motion by Kiefer, second by Zabinski, to recommend the Council approve the Resolution Authorizing Payment of Monthly Bills in the amount of \$1,670,124.62. Motion carried.

ADJOURN

Motion by Peterson, second by Pater, to adjourn. Motion carried. Meeting adjourned at 7:46 p.m.

Respectfully Submitted,

Rebecca Weyer

To be approved August 15, 2022