

MINUTES FOR COMMITTEE OF THE WHOLE NOVEMBER 14, 2022

CALL TO ORDER – ROLL CALL

The meeting was called to order by Council President Adam Gigous at 6:30 p.m. Present: Michael Murray, Adam Gigous, John Glynn, Shawn Zabinski, Mitchell Koel, Lamont Kiefer, Nellie Pater, and Dean Peterson. Absent: Richard Yarrington. Also present: Kirk Arity, Molly Powell, Becki Weyer (remote), Shane Rolff (remote), Police Chief Scott Holum, and Joe Protz. All motions are unanimous unless otherwise indicated.

APPROVAL OF THE MINUTES:

Motion by Peterson, second by Zabinski, to approve the minutes from October 17, 2022. Motion carried.

REPORTS:

City Clerk

Weyer provided a monthly City Clerk Monthly Report. Weyer thanked all the city staff and election officials for their hard work during the November 2022 election. The clerk's office is currently recruiting for a part-time Deputy Clerk position.

Treasurer

Powell provided the Committee with the September 30, 2022, Revenues and Expenditures with Comparison to Budget and the October 31, 2022, Cash and Investments Report for approval. Expenditures are on target for this time of year despite rising costs. This is mostly due to a decrease in wages as there has been multiple vacancies throughout the year. The Invoice Cloud go-live date is set for November 28th, 2022. Online tax payments will be charged a 2.65% credit card fee, but online checks can be processed for less than \$1.00. The first payment to Toro has been paid as TID incentive. Powell continues to meet with 3RT to find ways to decrease monthly expenses. The city can save \$15-\$20k per year by purchasing equipment outright, and the contract term will be reduced from 72 months to 36 months. In December she will bring forth a reimbursement resolution for 2023 projects that can be purchased now to start purchasing items before going out for bonding which will reduce overall costs. Motion by Murray, second by Zabinski, to recommend the Council approve the October 31, 2022, Cash and Investments Report. Motion carried.

Parks & Recreation

Protz provided a written monthly report for review.

Parks: Bathrooms are closed and winterized. A reminder to the public that there are a lot of city sidewalks to maintain, which are cleared before the recreational trails. They planted some trees in last few months. The Winnebago Park project is not completed. The roadway is black topped, and they will try to make it user friendly during the winter. The project should be completed in the spring. Please stay off roped areas to protect new seeding. Protz covered the winter rec programs and the activities at Recreation Park.

Public Works & Utilities

Arity provided a monthly written report for review. Most city asphalt repairs are done. Bill Kobleska is retiring after 42 years of service. Joe Kube has been promoted to his position and is currently in training. Public Works continues to pick up leaves in the boulevard. Citizens should remember to use the boulevard and not the street for leaf piles. Sewer has begun installation of new roofs. Equipment came in \$100,000 under budget. Water: There was a leak on Jefferson in the grass boulevard. The Lake Committee November meeting has been postponed and will be scheduled as needed. TDS is currently doing construction in the city to provide telecommunication services to the city. Citizens should call TDS, for additional information. Their contact information is available on the city's website.

Police Department

Holum provided the October 2022 Police Department Monthly Report for review. He provided a staffing update and training update. Police and Fire will be meeting with Reach a Child which provides children's backpacks that can be given out on calls by emergency services. The holiday parade will be November

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25th at 7:00 p.m. The Holiday Train will be on December 10 around 5:30 p.m. There will be a Holiday giving tree at the Police department with ornament/gift information for less fortunate children available Monday, November 21, 2022. Alternate side parking began November 1, 2022.

GENERAL:

Resolution Authorizing a Change in the 2023 City of Tomah Position Count

This resolution is necessary for the reduction of staff of one truck driver position in the Public Works department for the 2023 budget. Motion by Kiefer, second by Murray, to recommend the Council approve the Resolution Authorizing a Change in the 2023 City of Tomah Position Count. Motion carried.

Resolution Designating Public Depositories for City of Tomah's Monies

This resolution is required annually to designate where the City of Tomah holds monetary funds. Motion by Koel, second by Zabinski, to recommend the Council approve the Resolution Designating Public Depositories for City of Tomah's Monies.

Snowmobile Trail Route Approval

The I Dividers are requesting a change to a portion of the route/trail along N. Glendale Ave and ET. This change has been recommended to the Council by the Public Works Commission. Glen Bailey appeared to explain the small portion of the city where they would like to cross. Motion by Murray, second by Glynn, to recommend the Council approve the change to the snowmobile trail route as presented. Motion carried.

Request for 1% Room Tax allocation for Eggelson/Flare Ave. Outdoor Sports Complex

The Park and Recreation Commission has recommended to the City Council to allocate 1% of room tax to fund a portion of the Flare Ave. Complex. Currently, approximately \$1,700,000.00 has been allocated for the project. With the addition of the 1% room tax, the first phase could be completed, and the rest of the park development could move more quickly. Motion by Glynn, second by Peterson, to recommend the Council approve the request for the 1% room tax allocation for the Flare Ave. project. Motion carried.

Request for 1% Room Tax allocation for Recreation Park Ice Center/Multi-Purpose Building Addition

The Parks and Recreation Commission recommends the City Council allocate 1% of room tax to continue to improve the Ice Center facility to help bring overnight stays to the community. Currently 2% is paying off a loan for the facility. The 2% becomes available at the end of March 2023. Tomah Youth Hockey would be willing to cover any additional cost above the 1% if it is within their budget. Tomah Youth Hockey will also be responsible for any equipment needed to complete the locker rooms and storage areas. Motion by Glynn, second by Peterson, to recommend the Council approve the request for 1% room tax allocation for recreation park Ice Center/Multi-Purpose Building addition. Motion carried.

Resolution Authorizing Payment of Monthly Bills

Motion by Peterson, second by Zabinski, to recommend the Council approve the Resolution Authorizing Payment of Monthly Bills in the amount of \$3,852,214.82. Motion carried.

Application of Class "B" Fermented Malt Beverage License for Holiday Inn Express & Suites

Motion by Pater, second by Peterson, to recommend the Council approve the application of Class "B" fermented malt beverage license for Holiday Inn Express & Suites. Motion carried.

Approve Purchase of Recycling Truck

Arity provided quotes for the purchase of a recycling truck that is in the capital plan for purchase in 2024. Because of supply chain issues, it is necessary to order the truck now to receive it by 2024. This is a 4 cubic yard larger machine than what is currently used and will help to create additional efficiencies in the public works department. Arity hopes to get about \$75,000 trade-in on the current recycling truck due to its low hours. Motion by Pederson, second by Koel to approve the purchase of the recycling truck.

Resolution Adopting the 2023 Budget and Establishing the Tax Rate

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There have been no changes since approval of the preliminary budget. The property tax Levy required to finance the 2023 Budget is \$6,054,517 and the Tax Rate is to be established at \$7.67 per \$1,000 of assessed property value. Motion by Murray, second by Zabinski, to recommend the Council adopt the 2023 budget as presented and establish the tax rate at 7.67 per \$1,000 of assessed property value. Motion carried.

ADJOURN

Motion by Peterson, second by Zabinski, to adjourn. Meeting adjourned at 7:07 p.m.

Respectfully submitted,

Rebecca Weyer, City Clerk