

## **COMMITTEE OF THE WHOLE MINUTES JANUARY 16, 2023**

All motions are unanimous unless otherwise indicated.

### **CALL TO ORDER – ROLL CALL**

The meeting was called to order by Council President Adam Gigous at 6:30 p.m. Present: Michael Murray (arrived at 7:05 p.m.), Adam Gigous, Richard Yarrington, John Glynn, Shawn Zabinski, Mitchell Koel, Lamont Kiefer, Nellie Pater, and Dean Peterson. Absent: None. Also present: Kirk Arity, Molly Powell, Becki Weyer, Joe Protz, and Scott Holum.

### **APPROVAL OF THE MINUTES:**

Motion by Yarrington, second by, Kiefer to approval the minutes from December 19, 2022 with the addition of the word “discussion” in the Housing Assessment Presentation agenda item and changing the word “back” to the word “up” under the City Clerk Monthly report referring to the change of the February meeting dates. Motion carried.

### **REPORTS:**

#### **City Clerk**

Weyer provided a monthly written report. Reminder that the February Committee of the Whole and Council meetings will be on February 13<sup>th</sup> and February 14<sup>th</sup> next month due to the upcoming primary election. City Hall will be closed for Presidents Day on February 20<sup>th</sup>, but the clerk’s will be working to plan for the next day’s election.

#### **Treasurer**

Powell presented January Treasurer's Report, and the Revenues and Expenditures in Comparison to Budget report. Most departments are coming in under budget for the year. Invoice cloud went live in November. Overall, the rollout has been positive, and there has been a lot of correspondence with citizens. The Treasurer’s office and Utilities Department have been educating the public on how to use the new system. During the month of December, the city saved over \$4000 in in-person credit card fees. The January tax settlement has been sent to the county and school district. The December collection was down slightly from last December, partially due to reduced income tax breaks. Budget books are now available. Thank you to intern Hope Carlson for her assistance in getting the books assembled. The Treasurer’s office is also busy with end of year reporting. Powell presented the December 31<sup>st</sup> Cash and Investments report for approval. When we invested our proceeds with Ehlers, the city consolidated the funds in one account under the watch of Ehlers. They are beginning to get great rates. Maturities are renewing at 5% for 24 months. Motion by Zabinski, second by, Pater, to recommend the council approve the December 31st Cash and Investments report. Motion carried.

#### **Parks & Recreation**

Protz provided a written Tomah Parks and Recreation Program Report. Protz is working with Town and Country Engineering on walking trail improvements at Fireman’s Park and possible sites for a disc golf course. He is also working with the site engineer on bid documents for the ballfield complex at Flare Ave. Protz covered the current recreation programs. They are working with the Tomah Rotary Club for the 13<sup>th</sup> annual Freeze Fest.

#### **Public Works & Utilities**

Arity provided the monthly Public Works And Utilities Director Report.

Street: Christmas trees should be placed out for pick up by the last full week in January. Residents should remove all ornaments and decorations prior to pick up. The city has used 340 tons of salt so far this winter season. The Hwy 12 and Veterans intersection has been bid and is awaiting final approval from the DOT. They are actively recruiting for a new truck driver.

Sewer: Operations are normal. New roofs are complete.

Water: Operations are normal. There was a leak in the trailer park along Sime Ave that has been fixed.

Lake: The next Lake Committee meeting is scheduled for January 19<sup>th</sup> at 5:00 p.m.

#### **Police Department**

Holum provided a monthly written report. Paul Franta resigned on December 31<sup>st</sup>. Holum gave a staffing update to the Committee. There is currently one opening and they are now accepting applications. There is also an open Sergeant position that will be discussed at the next Police and Fire Commission meeting. The Giving Tree was a success with 120 children were helped. The Holiday Train had a large turnout, and the Police Department will likely

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be staffing the event with dedicated officers next year. The K-9 golf tournament will be June 9<sup>th</sup> at Hiawatha golf course. Holum reminded business owners to use caution when accepting large bills as there have been some counterfeit bills circulating.

### **Special Beer Permit Application for the Tomah Warrens Sportsman's Alliance (TWSA) for TWSA Ice Fisheree on Saturday, February 11, 2023**

Motion by Yarrington, second by Zabinski, to recommend the council approve the special beer permit application for the Tomah Warren's Sportsman's Alliance for the Ice Fisheree on Saturday, February 11<sup>th</sup>, 2023. Motion carried.

### **Lake Tomah Youth Snowmobile Races for the Warrens WIKCR Northeast Club on Saturday, February 25, 2023**

Motion by Pater, second by Zabinski, to recommend the council approve the Lake Tomah Youth Snowmobile Races for the Warrens WIKCR Northeast Club on Saturday, February 25<sup>th</sup>, 2023, provided the organization provides proper insurance documents to the city prior to the event. Motion carried.

### **Secondhand Article & Jewelry Dealer Licenses Application for ecoATM, LLC of Tomah**

Motion by Zabinski, second by Pater, to recommend the council approve the secondhand article & jeweler dealer license application for ecoATM, LLC of Tomah. Motion carried.

### **Application of "Class B" Liquor & Class "B" Fermented Malt Beverage License for Brick Sip Haus**

Motion by Koel, second by Zabinski, to recommend the council approve the application of the "Class B" Liquor & Class "B" Fermented Malt Beverage license for Brick Sip Haus. Motion carried.

### **Resolution for Payment of Monthly Bills**

Motion by Yarrington, second by Kiefer, to recommend the council approve the resolution for payment of monthly bills in the amount of \$2,490,314.81. Motion carried.

### **CentralSquare records management system migration for the Tomah Police Department.**

Migrating to the CentralSquare records management system for the Tomah Police Department will provide significant advantages which will greatly improve officer safety, interagency operability, technology, and efficiency. Monies in support of this project were included with the capital projects resolution approved by the Council in December of 2022. Additionally, the annual service contract between the current system and CentralSquare results in a savings of \$7,984.61 each year. Motion by Koel, second by Glynn, to recommend the council approve the implementation of the CentralSquare RMS software in the amount of \$80,000. Motion carried.

### **Resolution Supporting Wisconsin Public Service Commission Consideration Of The City Of Tomah's Energy Innovation Grant Application**

Vandewalle And Associates Inc. are preparing a grant application for the City of Tomah for a study that will investigate the community as a whole and identify where in the city electric vehicle pumps are able to be placed. The grant application requires a letter of support in the form of this resolution. The city would be required to pay 20% of the total cost of the study if the grant is received. Motion by Yarrington, second by Zabinski to approve the resolution supporting the WI Public Service Commission Consideration of the City of Tomah Energy Innovation Grant Application. Motion carried.

### **ADJOURN**

Motion by Kiefer, second by Pater, to adjourn. Meeting adjourned at 7:38 p.m.

Respectfully Submitted,

Rebecca Weyer, City Clerk

To be approved February 13, 2023