

# MINUTES FOR COMMON COUNCIL OCTOBER 17, 2023

## **Call to Order, Pledge of Allegiance, Roll Call**

After the Pledge of Allegiance, the Common Council meeting was called to order by Mayor Michael Murray at 6:30 p.m. Present: Michael Murray, Travis Scholze, Richard Yarrington, Shawn Zabinski, John Glynn, Nicole Hart, Lamont Kiefer, Nellie Pater, and Dean Peterson. Absent: None. Also present: Kirk Arity, Attorney Penny Precour, Becki Weyer, Molly Powell, Tim Adler, Irma Keller, and Pam Buchda. The meeting was available in-person at 819 Superior Ave and remotely via Zoom. All motions are unanimously approved unless otherwise noted.

## **ANYONE DESIRING TO APPEAR TO COUNCIL**

No one desired to appear before the council.

## **Mayor**

Mayor Murray spoke about the loss of Wayne “Bud” Johnson a former mayor and active community member. He extended the city’s condolences to Bud’s family. The Mayor also thanked the Council, Senior Executive Team, and Department Heads for their diligence in the budget process.

## **Senior Executive Team Monthly Report**

The Senior Executive Team provided a monthly written report and Chairperson Arity asked for questions from the Council. There were none. The SET continues to work with Vandewalle on conceptual plans and potential zoning ordinance amendments in TID 10. Arity communicated they are always pursuing potential city expansion and development. The solar lease will be amended, and the final contract should be brought to a subsequent meeting. Senior staff continue to work with Ehlers on long-range financial planning and a more comprehensive look at the city’s TIDs.

## **Public Safety September Monthly Report**

Chief Adler provided a monthly written report for the Fire and EMS departments.

Fire: 35 firemen on the roster, sponsoring some at WTC. The last few weeks have been busy with Fire Prevention Month. Chief Alder asked the public to take time with families to prepare for fire events at home and work. Everyone should check their fire detectors. Two of their largest fundraisers are coming up: the calendar event, delivering calendars to homeowners and businesses that sponsor the calendar, and November 4<sup>th</sup> will be the annual Hunter’s Night Out. These events allow the Fire Department to purchase specialized equipment and training.

EMS: Still currently interviewing for one open position. They are looking to offer the position internally to an EMT who has the potential for growth into a full paramedic. Union negotiations should begin in the next couple of weeks.

## **Library**

There were 4,428 Physical and 1,904 eBook checkouts in the month of September. Interested patrons should contact the library if they would like more information on how to begin eBook checkouts. Dir. Keller covered the upcoming events at the library. The annual fundraiser will be in December. The library welcomes donations.

## **Senior & Disabled Services Monthly Report/Update**

Dir. Buchda provided a monthly written report and provided a summary for the Council. Trick or Treating will be from 5:00 pm through 8:00 p.m. on October 31, 2023. The city Halloween party will be 4:30-6:30 with a costume contest. There will be a flu immunization clinic at the Sr. Center sponsored by the Monroe County Health Department. The Sr. Center will close at 12:30 on Halloween Day. Dir. Buchda is looking for information to add to the resource contact booklet. This week the Sr. Center will be hosting its first family with Family Promise. The Sr. Center is looking for monetary donations for the Halloween party.

## **Planning & Building Inspection**

Shane Rolff provided a written September Permit Report. The Code Enforcement Report will be provided in November.

## **CONSENT AGENDA**

Motion by Zabinski, second by Glynn, to approve the following consent agenda:

- A. Approval of Minutes for September 19, 2023
- B. Approval of Minutes from October 3, 2023
- C. Secondhand Article Dealer License Application for Creative Tech Team LLC of Tomah.
- D. Temporary Class “B” license application by Queen of the Apostles to sell fermented malt beverages at its Queen of the Apostles Fall Fest on October 29, 2023.
- E. September 30, 2023 Cash and Investments Report

Motion carried.

## **Approval of Vehicle Personnel Policy Change**

Motion by Kiefer, second by Pater, to approve the Vehicle Personnel Policy to add language that reads “unless otherwise approved by the department director” relating to maintaining assigned vehicles at the designated city building. Motion carried.

## **Approval for adoption of State Records Retention Guidelines**

Motion by Yarrington, second by Zabinski, to approve the adoption of the State Records Retention Guidelines. Motion carried. The updated ordinance will follow once the correct paperwork is filed with the state.

**Resolution Authorizing Payment of Monthly Bills**

Motion by Kiefer, second by Zabinski, to approve the Resolution Authorizing Payment of Monthly Bills in the amount of \$1,643,028.06. Motion carried.

RESOLUTION NO : \_\_\_\_\_

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:    | 2023 | \$990,724.52          | Check #'s:   | 143401  | 143426  |
|                        |      |                       |              | 143434  | 143576  |
| 2. Payroll:            |      | \$285,334.10          | Dir Dep #'s: | 9300450 | 9300687 |
| 3. Wire/ACH Transfers: |      | \$361,386.38          |              |         |         |
| 4. Invoices:           |      | \$5,583.06            |              |         |         |
| Total:                 |      | <u>\$1,643,028.06</u> |              |         |         |

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

Requested by: Finance Department

Submitted by: Committee of the Whole

October 16, 2023

**Adjourn to closed session pursuant to Wis Stat § 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business**

Motion by Scholze, second by Pater, to adjourn to closed session pursuant to Wis Stat § 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified business. Motion carried.

The meeting was adjourned to closed session at 6:55 p.m.

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Michael Murray, Mayor

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Rebecca Weyer, City Clerk