



AGENDA FOR PUBLIC WORKS & UTILITIES COMMISSION

A Public Works & Utilities Commission meeting will be held on **Wednesday, March 18, 2026 at 5:30 PM**
in the **Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.**

Join Zoom Meeting

<https://us06web.zoom.us/j/2708608080?pwd=ZTZ0cmllVEFEb1dzVDNwdi91UHFYQT09>

Meeting ID: 270 860 8080

Passcode: 206751

One tap mobile

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Call to Order - Roll Call

Approve Minutes

[February Minutes](#)

Discussion Items

1. Airport Update
2. [Request to Appear - Ryan Hallman](#)
3. [Request to Appear - Monroe County Crime Stoppers](#)
4. [Request to Appear - Tom Dummermuth - Director of Transportation T ASD](#)
5. [Request to Appear - Jeff Atteln - Queen of the Apostles](#)
6. [Discussion - PSC Conventional Rate Case](#)
7. [Discussion and Potential Action: One Time Leak Credit Adjustment](#)
8. [Approval: Easement for Alliant Energy](#)
9. [Discussion and Potential Action: Airport Hanger Fee Increase](#)
10. [Discussion and Potential Action: Award of Contract for 2026 Superior Watermain Loop](#)
11. [Discussion and Potential Action: Award of Contract for 2026 Townline Road Lift Station Abandonment](#)
12. [Discussion and Potential Action: Preliminary Resolution Declaring Intent to Levy Special Assessments](#)
13. Project Updates
14. Payment of Monthly Water & Sewer Bills
15. Departmental Reports
16. Director's Report
17. Next Meeting Date - April 22, 2026

Adjourn

Public Works & Utilities Commission – March 18, 2026

NOTICE: It is possible that a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information. No action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Nicole Jacobs, City Clerk, at 819 Superior Avenue, Tomah, WI 54660.

MINUTES FOR PUBLIC WORKS COMMISSION

A Public Works Commission was held on **Wednesday, February 25, 2026 at 5:30 PM** in the Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.

Meeting was called to order at 5:30 PM by John Glynn

Call to Order - Roll Call

Quorum Present (YES)

John Glynn (P), Dean Peterson (P), Patrick Devine (P), Brian Rice (P), Kerwin Greeno (P), Mayor Paul Dwyer (P), Mitch Koel (P)

Also Present, Director Brandy Leis, Jeff Marten, Joe Kube, Chad Richmond, City Administrator Nick Morales, Brian Berquist and Nik Dorava from Town & Country.

Approve Minutes

Motion by Koel, seconded by Devine to approve January minutes as presented. All ayes. Motion carried.

Discussion Items

1. Airport Update

Continuing crack seal work

2. Request to Appear: Pam Long

Pam Long from The Station appeared before the Commission that street parking for her customers has been an issue. City employees have been asked to utilize other parking areas to help relieve the issue.

3. Discussion & Potential Action: Award of Contract for 2026 Street and Utility Improvements Project

Bids were open for the 2026 Street and Utility Improvements Project. A-1 Excavating and Gerke's excavating were the two bidders. Gerke's came in at the lowest bid.

Motion by Peterson and Seconded by Greeno to award the bid contract to Gerke's Excavating. Motion carried with a 6-1 vote.

4. Approval: Purchase of Pickup Truck – Water Dept

Motion by Peterson and seconded by Dwyer to approve bid from Freedom Automotive for the Water Dept. All ayes. Motion carried.

5. Approval: Lime Silo Bids

Motion by Peterson and seconded by Devine to approve bid by Porta-Painting. All Ayes. Motion Carried.

6. Approval: Easement for Alliant Energy

Motion by Koel and seconded by Rice to table agenda item to next month upon discussions with Alliant on receiving payment for the easement. All ayes. Motion carried.

7. Discussion & Potential Action: Snow Removal on Interstate Overpass WI-21/I-94

Motion by Dwyer and seconded by Devine to stop snow removal on interstate overpass WI-21/I-94. All ayes. Motin carried.

8. Project Updates

Nik Dorava from Town & Country presented the project updated. Two more bid openings happening soon for the abandonment of the lift station and Watermain Loop. Glendale is still scheduled for 2027. Assessment hearing for Hollister project at 5pm on March 18, 2026.

9. Payment of Monthly Water & Sewer Bills

Motion by Peterson and seconded by Greeno to approve the sewer bills as presented. All ayes. Motion carried.

Motion by Peterson and seconded by Dwyer to approve the water bills as presented. All ayes. Motion carried.

10. Departmental Reports

Sewer – 1.2 MGD for the month of January. Continuing to service the equipment on winter cleaning, while cleaning all the check valves in the lift stations. Staying busy with all the recent locates coming in for fiber. Online auction ended yesterday and selling prices look good. A new hanging heat unit was put in by Performance Heating & Cooling. Helping Public Works with snow removal as needed.

Water – February’s average daily pumpage is 954,000 gallons per day. The VA is back to using a lot of water. Frost check on Grumann Dr. shows frost at 35 inches. Curb stops are starting to pop up. New employee is taking classes to get operator license. Intercon who was drilling for Alliant on Townline Rd., had cut water service. Employees are continuing normal wintertime maintenance and shoveling out hydrants with the recent snow fall.

Public Works – Street Department has been busy recently. In downtime they are working on safety training videos. Spray foaming at the mechanics building has finished. Cutting trees for the Hollister project. The Dam Tainter gate motor has been removed and will hopefully be replaced this spring. New salt truck has been delivered.

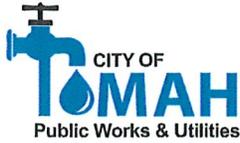
11. Director’s Report

Sewer backed up on Jeremy St. where the sewer runs down the railroad property. Director Leis spent several hours finding the easement that allowed access. Land agreement near Well 14 has been received and submitted to DNR. Waiting to hear back from DNR on next steps.

Next Meeting will be held on Wednesday March 18, 2026 at 5:30 PM

Adjourn

Motion by Peterson and seconded by Dwyer to adjourn the meeting at 6:13 PM. All ayes. Motion carried.



STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Request to Appear – Ryan Hallman

Summary and background information:
(Appropriate documents attached)

See Attachment

Fiscal Note:

N/A

Recommendation:

Recommendation based on discussion

A handwritten signature in black ink that reads "Brandy Leis". The signature is written in a cursive style and is positioned above a horizontal line.

Director of Public Works & Utilities
Brandy Leis

A handwritten date in black ink that reads "3/12/26". The date is written in a cursive style and is positioned above a horizontal line.

Date

CITY OF TOMAH

819 SUPERIOR AVENUE
TOMAH, WI 54660
OFFICE (608) 374-7431 FAX (608) 374-7444

REQUEST TO APPEAR BEFORE COMMITTEE

DATE OF REQUEST: 3-18-2026

NAME: RYAN Hallman

ADDRESS: 803 EAST AVE. Tomah

PHONE #: (920) 229-4118 E MAIL ADDRESS lukehallman84@yahoo.com

COMMITTEE NAME: Public Works and Utilities Commission

COMMITTEE DATE: 3-18-2026

AGENDA ITEM AND DESCRIPTION/EXPLANATION:

Request stop sign instead of yield sign at
the intersection of E. Monroe & East Ave (East
bound on E. Monroe) or at corner of 803 East Ave.
at least five children 10 years old + young ride their
bikes around that intersection. Witnessed multiple
vehicles blow through that yield including my wife almost
being t-bowd.

This form must be submitted to the appropriate department head at least ONE WEEK PRIOR to the scheduled date of the Committee/Council meeting. This is to ensure that the requested item is placed on the agenda prior to the agenda being sent out. If you have additional information, please attach it to this form.



STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Request to Appear – Monroe County Crime Stoppers, Inc.

**Summary and background information:
(Appropriate documents attached)**

MCCS is requesting approval to have 20 MCCS tip submission signs posted in the city. Possibly posting at city parks or other publicly visible spots in the city. MCCS would also ask the city to attach the MCCS signs to the public places agreed upon. MCCS will purchase the hardware needed to complete this task.

Fiscal Note:

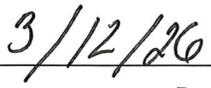
N/A

Recommendation:

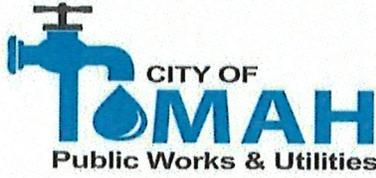
Recommendation based on discussion



Public Works & Utilities Director
Brandy Leis



Date



819 Superior Ave.
Tomah, WI 54660

Public Works (608)374-7430 | Utilities (608) 374-7431

REQUEST TO APPEAR BEFORE COMMITTEE

03/04/2026

DATE OF REQUEST:

NAME: Monroe County Crime Stoppers, Inc.

ADDRESS: P.O. Box 144 ~ Tomah, WI 54660

PHONE #: 608.633.3501

E MAIL ADDRESS

koehler.susa@gmail.com

COMMITTEE NAME: City of Tomah Public Works

COMMITTEE DATE: March 18, 2026 at 5:30 pm

AGENDA ITEM AND DESCRIPTION/EXPLANATION:

REQUEST:

Monroe County Crime Stoppers (MCCS) are requesting approval to have twenty MCCS tip submission signs posted in the city. Possibly posting at city parks or other publicly visible spots in the city.

MCCS would also ask the city to attach the MCCS signs to the public places agreed upon. MCCS will purchase the hardware needed to complete this task. The signs have two pre-drilled holes on each of the sign's top and bottom. In addition, MCCS will fund any additional fees that may be required to post the signs.

Susanne Koehler, Mo. Co. Crime Stoppers Board Member

This form must be submitted to the appropriate department head at least **ONE WEEK PRIOR** to the scheduled date of the Committee/Council meeting. This is to ensure that the requested item is placed on the agenda prior to the agenda being sent out. If you have additional information, please attach it to this form.

Monroe County Crime Stoppers Signs for Posting in Municipalities

Monroe County Crime Stoppers (MCCS) will purchase signs from Zingler Sign & Design in Tomah. Signs are metal (12 x 18) with MCCS logo, QR code (accessing P3tips website) and our tip phone lines.

P3tips is an online tip submission line for the public to post tips which can help law enforcement solve crimes in the community. Tipsters always remain anonymous and can earn rewards up to \$1,000 if their information leads to an arrest.

REQUEST:

We are requesting approval to have MCCS signs posted in the city. Possibly posting at city parks or other publicly visible spots in the city.

We would also ask the city to attach the MCCS signs to the public places agreed upon. MCCS will purchase the hardware needed to complete this task. The signs have 2 pre-drilled holes on each of the sign's top and bottom. In addition, MCCS will fund any additional fees that may be required to post the signs.



This image is of our previous 'old' sign for MCCS (purchased in early 1990's).

The cement trash reciprocal was also purchased by MCCS. There are still currently a few around the city.

This is a new
image of our
MCCS signs
for posting
within the city.



- Report Criminal Activity
- Remain Anonymous
- Earn Cash Reward

Submit a tip ONLINE or CALL:



P3tips.com

(608) 269-STOP

or

(608) 372-STOP

monroecountycrimestoppers.org

Proposing for Municipalities:

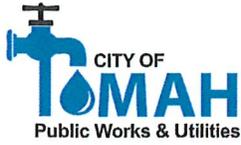
Cities

Sparta = 20

Tomah = 20

Others = 5 each for a total of 55

Brookwood (Norwalk, Ontario, Wilton), Cashton, Cataract, Kendall, Leon, Melvina, Oakdale, Warrens, Wyeville



STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Request to Appear – Tom Dummermuth – Director of Transportation TASD

**Summary and background information:
(Appropriate documents attached)**

See Attachment

Fiscal Note:

N/A

Recommendation:

Recommendation based on discussion



Director of Public Works & Utilities
Brandy Leis



Date

CITY OF TOMAH

819 SUPERIOR AVENUE
TOMAH, WI 54660
OFFICE (608) 374-7431 FAX (608) 374-7444

REQUEST TO APPEAR BEFORE COMMITTEE

DATE OF REQUEST: March 6, 2026

NAME: Tom Dummermuth

ADDRESS: 26411 County Hwy ET, Tomah

PHONE #: 608-605-1099 E MAIL ADDRESS thomasdummermuth@tomah.education

COMMITTEE NAME: Public Works and Utilities Commission

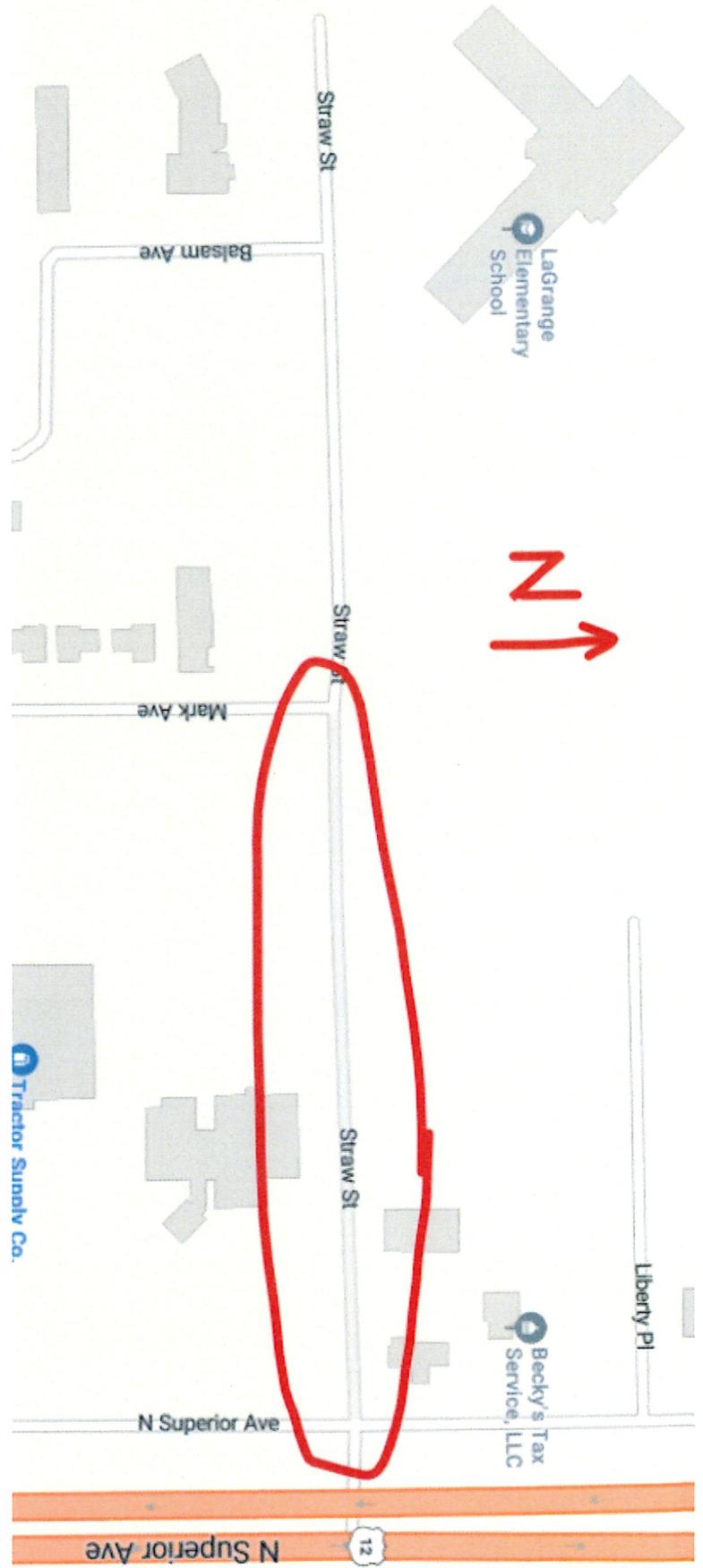
COMMITTEE DATE: March 18, 2026

AGENDA ITEM AND DESCRIPTION/EXPLANATION:

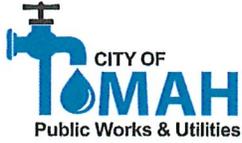
1. Proposal to complete Straw Street between Mark Avenue to the frontage road on Superior Avenue. This would alleviate congestion on Mark Avenue during peak school times (AM and PM) and prevent the choke point for vehicles (school district and private) turning at the intersection of Mark Avenue and Straw Street.

2. Proposal to add a stop sign on Jackson Street at the intersection of Jackson Street and Butts Avenue. This would make that intersection an "all way" stop.

This form must be submitted to the appropriate department head at least ONE WEEK PRIOR to the scheduled date of the Committee/Council meeting. This is to ensure that the requested item is placed on the agenda prior to the agenda being sent out. If you have additional information, please attach it to this form.







STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Request to Appear – Jeff Atteln from Queen of the Apostles

**Summary and background information:
(Appropriate documents attached)**

See Attached

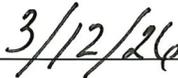
Fiscal Note:

Recommendation:

Recommendation based on discussion



Public Works & Utilities Director
Brandy Leis



Date

CITY OF TOMAH

819 SUPERIOR AVENUE
TOMAH, WI 54660
OFFICE (608) 374-7431 FAX (608) 374-7444

REQUEST TO APPEAR BEFORE COMMITTEE

DATE OF REQUEST: March 18th 5:30 pm
NAME: Jeff Attehn Queen of the apostles
ADDRESS: 315 West Monroe Street
PHONE #: 608-343-8338 E MAIL ADDRESS jattehn@queenoftheapostles
tomah.com
COMMITTEE NAME: Public Works and Utilities Commission

COMMITTEE DATE: mark 18th

AGENDA ITEM AND DESCRIPTION/EXPLANATION:
Boulevard removable
like

I would to remove the
dirt-grass on the boulevard
between - Mclean and ~~at~~ Hollister
street along west Monroe
with poured concrete
for better landscaping concerns

Thank you Jeff Attehn

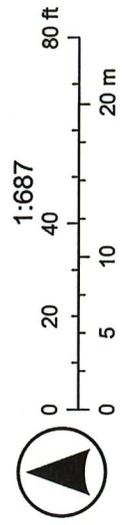
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City of Tomah

Item 5.



3/3/2026, 10:25:34 AM



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STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Discussion – PSC Conventional Rate Case

Summary and background information: (Appropriate documents attached)

A PSC Conventional Rate Case (CRC) is a formal, detailed process required by the Public Service Commission of Wisconsin (PSCW) for water utilities to change rates, usually driven by significant capital improvement or rising operating costs. The last time a Conventional Rate Case was done was in 2006. The Utilities Department would like to be proactive in applying for a CRC before the PSC requires it to be done. The completion of this process is currently taking 12-18 months to complete. A Simplified Rate Case (SRC) is done every other year, and the utilities department will continue to apply for the SRC for 2027 rates while applying for the CRC.

Fiscal Note:

Recommendation:

Discussion only at this time – future information and documentation will be presented at a later date.



Director of Public Works & Utilities
Brandy Leis



Date



STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Discussion and Potential Action: One Time Leak Credit Adjustment

Summary and background information: (Appropriate documents attached)

Property owners who have encountered unintentional water loss could be eligible for a one-time Courtesy Leak Adjustment to the sewer portion of their bill. If an adjustment is approved, they will see a credit on the sewer portion of their bill only. To be eligible, a property owner must submit the leak adjustment application and will cover no more than two consecutive months. Only one billing adjustment is allowed per premise owner and the cause of the leak must be repaired and billing back to normal usage before an adjustment is approved. In 2025, twelve property owners applied and were approved of a one-time leak credit, totaling \$4,173.95. Currently in 2026, five property owners have applied and been approved for the one-leak credit, totaling \$2,863. This is becoming a substantial amount of money that the Sewer Department is crediting back each year, along with a significant amount of administrative tasks associated with the continuous watch of the application status.

Options

- A. Continue with the Leak Credit as normal
- B. Discontinue the Leak Credit all together
- C. Continue with the Leak Credit – with a capped \$ amount

Fiscal Note:

N/A

Recommendation:

Recommendation based on discussion.



Director of Public Works & Utilities
Brandy Leis



Date

Application for One-time Leak Adjustment

Please print clearly and review the [program rules](#). Applications with missing or incomplete information will be rejected.

Applicant Information

Property Owner Name

Tenants Name (if applicable)

Service Address

Mailing address (if different from above)

City/State/ Zip

Daytime phone number

Email Address

Approximate date leak began: _____ Date Leak Repaired: _____

Description of Leak and repair:

Supporting documentation must be submitted with application.
Examples: Parts receipt, Invoice from plumber showing service address and date work was done.

Applicant Agreement

The leak adjustment is a **one-time** credit on the Tomah Sewer bill. I understand that this property will not be eligible for any additional leak adjustments in the future if this request is approved, for as long as I own this property.

Signature of Property Owner

Date

Submission Instructions

This form must be signed by the **property owner** to be considered for the credit. We encourage you to continue to make payments to your account.

Email: Send completed applications as an attachment to tomahutilities@tomahwi.gov

Mail: Public Work & Utilities
819 superior Ave
Tomah, WI 54660

ONE-TIME COURTESY LEAK ADJUSTMENT TO YOUR BILL

Sometimes broken or damaged plumbing fixtures, irrigation equipment or pipes can cause unintentional water loss. If that happens, a customer may be eligible for a one-time Courtesy Leak Adjustment to the sewer portion of his or her bill. If an adjustment is approved, they will see a credit on the sewer portion of their bill only.

City of Tomah Utility encourages you to stay on top of plumbing problems before they get out of hand. There are helpful videos and links on our website, tomahwi.gov, under the water department.

PROGRAM RULES

- Property Owners must submit a Courtesy Leak Adjustment application
- Leak adjustments to sewer will cover no more than two (2) consecutive months.
- Only one (1) billing adjustment will be allowed per premise owner.
- Any adjustment will show as a credit on the sewer portion of the bill following approval.
- The cause of the leak must be repaired and the bill will need to be back to your normal usage before an adjustment can be approved.

NO ADJUSTMENTS WILL BE GRANTED IN THE FOLLOWING SITUATIONS

High water use caused by seasonal activities such as watering of sod, gardening, filling swimming pools or whirlpools, washing vehicles, etc.

When leak continues for three (3) or more months, there will be no adjustment for the third of subsequent months.

If the leak happened over one (1) year ago. It is the owner's responsibility to apply for the credit in a timely manner.

Properties that are master metered.



STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Approval: Easement for Alliant Energy

Summary and background information: (Appropriate documents attached)

Alliant Energy is asking for an easement of 20X20 for the switchgear and a 10' on the edge of the property. See Map Attached.

Fiscal Note:

\$800

Recommendation:

I recommend approving the easement for Alliant Energy with the negotiated compensation.



Public Works & Utilities Director
Brandy Leis



Date

Document No.

**EASEMENT UNDERGROUND
ELECTRIC AND COMMUNICATION**

The undersigned **City of Tomah Sewer Utility, (hereinafter called the "Grantor")**, in consideration of the sum of one dollar (\$1.00) and other good and valuable consideration, receipt of which is hereby acknowledged, does hereby grant, convey and warrant unto **Wisconsin Power and Light Company, a Wisconsin corporation, (hereinafter called the "Grantee")**, the Grantee's successors and assigns, the perpetual right and easement to construct, install, maintain, operate, repair, inspect, replace, add, relocate and remove the Designated Facilities, as defined below, upon, in, over, through and across lands owned by the Grantor on that certain Warranty Deed as recorded on April 21, 2022, as Document Number 707845, in the office of the Register of Deeds for Monroe County, Wisconsin, said "Easement Area" to be 20 feet in width and described as follows:

Part of Lots 1 and 4 of CSM #392065, located in the Southeast Quarter of the Southwest Quarter (SE¼ SW¼) of Section 34, Township 18 North, Range 1 West, City of Tomah, Monroe County, Wisconsin. More particularly described on Exhibit "A" attached hereto and incorporated by reference herein.

This easement is subject to the following conditions:

1. **Designated Facilities:** This easement is for underground electric line and underground communication line facilities, including but not limited to conduit, cables, above ground electric pad-mount transformers, secondary pedestals, riser equipment, and any other components as Grantee may select for use in transmitting electricity or communication signals (collectively, the "Designated Facilities").
2. **Access:** The Grantee and its agents shall have the right of reasonable ingress and egress to, over and across the Grantor's land adjacent to the Easement Area.
3. **Buildings and Structures:** The Grantor agrees within the Easement Area not to construct or place buildings, structures, or other improvements, or place water, sewer or drainage facilities; all without the express written consent of the Grantee.
4. **Landscaping and Vegetation:** No plantings and landscaping are allowed within the Easement Area that will interfere with the easement rights herein granted. The Grantee has the right to trim or remove trees, bushes and brush within the Easement Area without replacement or compensation hereinafter. The Grantee may treat the stumps of any trees, bushes or brush to prevent re-growth and apply herbicides in accordance with applicable laws, rules and regulations, for tree and brush control.
5. **Elevation:** After the installation of the facilities and final grading of the Easement Area, the Grantor agrees not to alter the grade of the existing ground surface by more than six (6) inches or place rocks or boulders more than eight (8) inches in diameter, within the Easement Area, without the express written consent of the Grantee.
6. **Restoration and Damages:** The Grantee shall restore, cause to have restored or pay a reasonable sum for all damages to property, crops, fences, livestock, lawns, roads, fields and field tile (other than trees trimmed or cut down and removed), caused by the construction, maintenance or removal of said facilities.
7. **Rights not granted to the Grantee:** The Grantee shall not have the right to construct or place fences, buildings or any other facilities other than the above Designated Facilities.
8. **Reservation of use by the Grantor:** The right is hereby expressly reserved to the Grantor, the heirs, successors and assigns, of every use and enjoyment of said land within the Easement Area consistent with rights herein granted.
9. **Binding Effect:** This agreement is binding upon the heirs, successors and assigns of the parties hereto, and shall run with the lands described herein.
10. **Easement Brochure:** As provided by PSC 113, the Grantor shall have a minimum period of five days to examine materials approved or provided by the Public Service Commission of Wisconsin describing the Grantor's rights and options in the easement negotiating process. The Grantor hereby voluntarily waives the five day review period or acknowledges that they have had at least five days to review such materials.
11. **Indemnification.** Grantee shall indemnify Grantor from and against all loss, costs (including reasonable attorney fees), injury, death, or damage to persons or property that at any time during the term of this Easement may be suffered or sustained by any person or entity in connection with Grantee's activities conducted on the Property, regardless of the cause of the injury, except to the extent caused by the gross negligence or misconduct of the Grantor or its agents or employees.

Record this document with the Register of Deeds

Name and Return Address:

Alliant Energy
Attn: Real Estate Department
4902 North Biltmore Lane
Madison, WI 53718-2148

Parcel Identification Number(s)

286-02716-2600

WITNESS the signature(s) of the Grantor this _____ day of _____, 20_____.

CITY OF TOMAH SEWER UTILITY

_____(SEAL)
Signature

Printed Name and Title

_____(SEAL)
Signature

Printed Name and Title

ACKNOWLEDGEMENT

STATE OF WISCONSIN)
COUNTY OF _____) SS

Personally came before me this _____ day of _____, 20____, the above named _____
the _____ of City of Tomah Sewer Utility to me known to be the person(s) who executed the
foregoing instrument and acknowledged the same.

Signature of Notary

Printed Name of Notary

Notary Public, State of Wisconsin

My Commission Expires (is) _____

This instrument drafted by

Justin DeVries - JCG Land Services, Inc.

Checked by

Haley Long - JCG Land Services, Inc.

February 19, 2026

Project Title:	TIPA Sub Getaway Tomah
Work Order #:	1004173
Tract No.:	01/01
REROW No.:	

Exhibit "A"

Lands owned by Grantor:

Located in the Southeast Quarter of the Southwest Quarter (SE¼ SW¼) of Section 34, Township 18 North, Range 1 West, City of Tomah, Monroe County, Wisconsin.

Lots 1 and 4 of Certified Survey Map recorded in Volume 7 CSM, page 78, as Document No. 392065, located in the Southeast Quarter of the Southwest Quarter, Section 34, Township 18 North, Range 1 West, City of Tomah, Monroe County, Wisconsin.

Grantor's deed being recorded on April 21, 2022, as Document Number 707845 in the office of the Register of Deeds for Monroe County, Wisconsin.

Easement area:

The easement area being the South Twenty (20) feet of the East Twenty (20) feet, lying parallel with the North right-of-way line of Townline Road, of the above-described real estate.



STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Discussion and Potential Action: Airport Hanger Fee Increase

Summary and background information: (Appropriate documents attached)

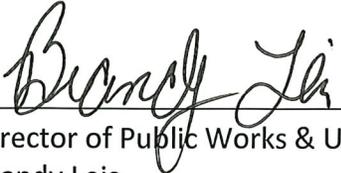
There are currently six land lease hangers at Bloyer Field. Discussion on proposing a property tax on these hangers along with proposing a charge per square foot.

Fiscal Note:

See Attachment

Recommendation:

Recommendation based on discussion.



Director of Public Works & Utilities
Brandy Leis



Date

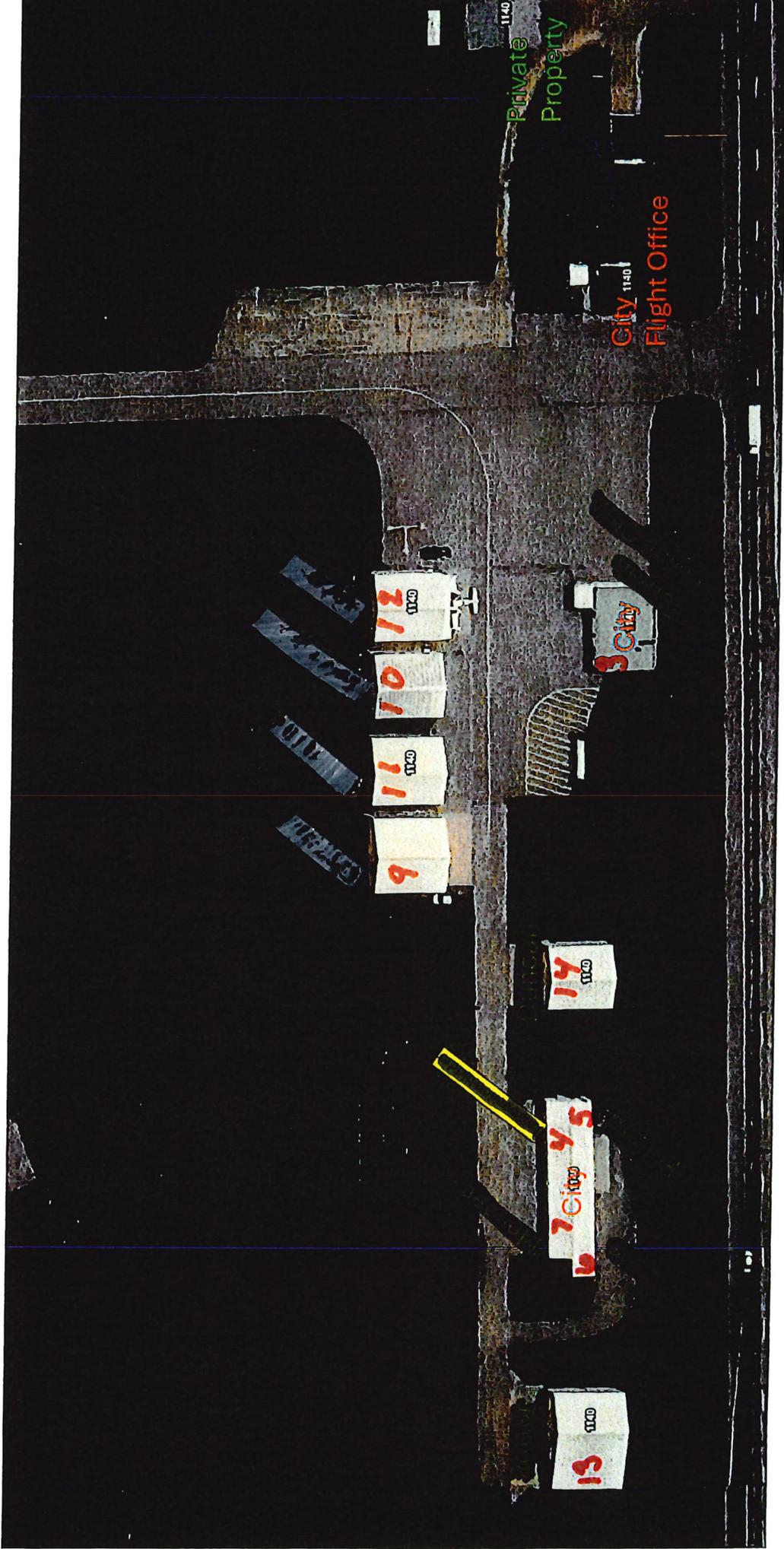
Item 9.

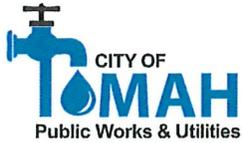
Tee hangers	Current Rate	Annual Total
Building owned by city		
#3	\$210.00 per month	\$2,520
#4	\$120.00 per month	\$1,440
#5	\$120.00 per month	\$1,440
#6	\$120.00 per month	\$1,440
#7	\$120.00 per month	\$1,440
	yearly total	\$8,280

Sparta/Ft. McCoy \$80-\$90 a month plus electric
 Wisconsin Rapids are old \$110.00 per month
 Lake Delton No tee hangers
 Marshfield no tee hangers
 Neillsville no tee hangers
 Black River Falls Square building and heated \$325.00 a month

Land Lease	Current Rate	Appraised Value	Proposed Taxes	Square Ft. X \$.25 sq ft.	Proposed Sq. Ft. Charge	Total of Proposed Charges	Paid by Owner
Private owned Building							
#9	\$220.00 per year	\$21,800	\$386.53	2,500	\$625	\$1,011.53	Power/gas
#10	\$220.00 per year	\$18,200	\$322.70	2,016	\$504	\$826.70	Power/gas
#11	\$220.00 per foot	\$19,600	\$347.52	2,200	\$550	\$897.52	power/gas
#12	\$220.00 per year	\$18,900	\$335.11	2,112	\$528	\$863.11	power
#13	\$220.00 per year	\$41,700	\$739.37	3,300	\$825	\$1,564.37	power/gas/phone/dish
#14	\$220.00 per year	\$17,200	\$304.97	1,890	\$472.50	\$777.47	power
Total	\$1,320	\$137,400	\$2,436.20	\$14,018.00	\$3,504.50	\$5,940.70	

Sparta/Fort Land Lease \$500.00 per year
 Wisconsin Rapids Land Lease \$0.10 per sq foot per year (2000sq ft = \$200.00)
 Lake Delton Land Lease \$0.15 per sq foot plus property tax's
 Marshfield Land lease \$4.12 per front foot. (building like a Tee hanger)
 Neillsville Land lease \$250.00 per year
 Black River Falls Leased land \$0.25 per sq foot plus property tax's





STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Discussion and Potential Action: Award of Contract for 2026 Superior Avenue Watermain Loop

**Summary and background information:
(Appropriate documents attached)**

Superior Avenue Watermain Loop bids close on 3/12/2026 at 1pm. The bid results and summary will be presented at the meeting.

Fiscal Note:

TBD

Recommendation:

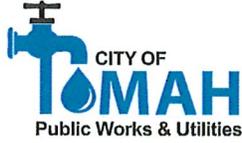
Recommendation based on discussion and bid results



Director of Public Works & Utilities
Brandy Leis



Date



STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Discussion and Potential Action: Award of Contract for 2026 Townline Road Lift Station Abandonment

Summary and background information: (Appropriate documents attached)

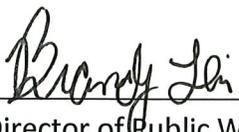
Townline Road Lift Station Abandonment bids close on 3/12/2026 at 1pm. The bid results and summary will be presented at the meeting.

Fiscal Note:

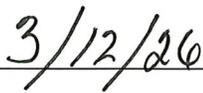
TBD

Recommendation:

Recommendation based on discussion and bid results



Director of Public Works & Utilities
Brandy Leis



Date



STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Discussion and Potential Action: Preliminary Resolution Declaring Intent to Levy Special Assessments

Summary and background information: (Appropriate documents attached)

The preliminary assessment resolution is required to declare the governing bodies intent to levy special assessments for curb and gutter, sidewalk, and new water/sewer services along the 2026 Hollister Avenue Project.

Fiscal Note:

Recommendation:

I recommend the approval of the preliminary resolution declaring intent to levy special assessments.

A handwritten signature in black ink that reads "Brandy Leis". The signature is written in a cursive style.

Public Works & Utilities Director
Brandy Leis

A handwritten date in black ink that reads "3/12/24".

Date

PRELIMINARY RESOLUTION DECLARING INTENT TO LEVY SPECIAL ASSESSMENTS UNDER MUNICIPAL POLICE POWER PURSUANT TO §66.0703, STATS.

RESOLVED, by the governing body of the City of Tomah Wisconsin:

1. The governing body hereby declares its intention to exercise its police power under §66.0703, Stats., to levy special assessments upon property in the assessment district hereafter described for benefits conferred upon such property by reason of new sidewalk and curb and gutter construction.

2. The properties to be assessed lies within the following described assessment district:

ASSESSMENT DISTRICT

All properties fronting on the sides of the following streets or portions of streets indicated below:

- Hollister Avenue from STH 16/West Clifton Street to View Street
- Schaller Street from Pleasant Street to STH 131/Superior Avenue
- West Elizabeth Street from Hollister Avenue to STH 131/Superior Avenue

3. Before the assessments are made, the municipal Public Works and Utilities Commission shall cause new sidewalk and/or curb & gutter to be constructed along each lot fronting on such street and keep an accurate account of the expenses incurred in front of each lot and shall report these costs to the municipal clerk who shall cause the amount charged to each lot to be entered on the tax roll as a special tax against the lot.

4. The total amount assessed against the properties in the described assessment district shall not exceed the total cost of the improvements.

5. The governing body determines that the improvements constitute an exercise of the police power for the health, safety and general welfare of the municipality and its inhabitants.

6. The municipal public works director shall prepare a report which shall consist of:
- a. Preliminary plans and specifications for the improvements.
 - b. An estimate of the entire cost of the proposed street and curb and gutter improvements.
 - c. Schedule of proposed assessments.

7. When the report is completed, the public works director shall file a copy of the report with the municipal clerk for public inspection and, if state property is to be assessed, shall mail a copy of the report to the responsible state agency and, for assessments of \$50,000 or more, to the Wisconsin state building commission.¹⁰⁶

8. Upon receiving the report of the responsible officer or body, the clerk shall cause notice to be given stating the nature of the proposed improvements, the general boundary lines of the proposed Assessment District, (including a small map thereof,) the time and place at which the report may be inspected, and the time and place of the public hearing

on the matters contained in the preliminary resolution and the report. This notice shall be published as a Class 1 notice under Ch. 985, Stats, and a copy shall be mailed, at least 10 days before the hearing, to every interested party whose address is known or can be ascertained with reasonable diligence.

9. The hearing shall be held in the City of Tomah City Hall at 819 Superior Avenue, Tomah, WI 54660 at a time set by the clerk in accordance with Wisconsin Stats.

10. The assessment against any parcel may be paid in cash or in annual installments, the number of which shall be determined at the public hearing on the proposed assessments.

Date adopted: _____ Signed _____
Mayor

Attest _____
Municipal Clerk

¹⁰⁶ If state property is to be assessed, §66.64, Stats., requires a copy of the report to be filed with the responsible state agency and, if the assessment is \$50,000 or more, with the state building commission.