



AGENDA FOR PUBLIC WORKS COMMISSION

A Public Works Commission meeting will be held on **Wednesday, June 26, 2024 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

+13092053325,,2708608080#,,,,*206751# US

Call to Order - Roll Call

Approve Minutes

[May 2024 Minutes](#)

Discussion Items

1. Airport Update
2. [Approval of Alley Closure for Event](#)
3. [Approval of Agreement between Gary and Jessie Thomson](#)
4. Project Updates
5. [Building Code/Violation Report](#)
6. Payment of Monthly Water & Sewer Bills
7. Departmental Reports
8. Director's Report
9. Future Meeting Date: July 24, 2024

Adjourn

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 Becki Weyer, City Clerk, at 819 Superior Avenue, Tomah, WI 54660.

MINUTES FOR PUBLIC WORKS COMMISSION

A Public Works Commission was held on **Wednesday, May 22, 2024 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 Paul Dwyer

Call to Order - Roll Call

Quorum Present (YES)

John Glynn (P), Dean Peterson (A), Patrick Devine (P), Brian Rice (P), Kerwin Greeno (P), Mayor Paul Dwyer (P), Richard Yarrington (P).

Also present, Director Kirk Arity (P), Brandy Leis (P), Shane Rolff (A), Joe Kube (P), Jeff Marten (P). Nick, Christian and Brian Berquist from Town & Country (P).

Approve Minutes

Motion 1st by Glynn, 2nd by Yarrington. All ayes. Motioned carried.

Discussion Items

1. Airport Update

Steve Austin complimented Volk & Fort McCoy with working the traffic at Bloyer Field.

2. Public Information Meeting - 2026 North Glendale Ave Reconstruction Project

Brian & Christen explained DOT requirements and process. Looking to gather information from public.

3. Compliance Maintenance Annual Report

Motion by Glynn, second by Rice to approve the report. All ayes. Motion carried.

4. Sanitary Survey Response Approval

Motion by Glynn, second by Rice to approve the report. All ayes. Motion carried.

5. Easement Approval - 625 W Veterans St

Motion by Glynn, second by Greeno to approve the easement. All ayes. Motion carried.

6. Recommendation on Continuation of Large Item Service

Consensus to continue program with staff providing solutions.

7. Project Updates

Brian presented bills for current project. Motion by Yarrington, second by Rice to approve the payment of project bills. All ayes. Motion carried.

8. Building Code/Violation Report

Commission reviewed.

9. Payment of Monthly Water & Sewer Bills

a. Sewer- 1st by Glynn, 2nd by Rice to approve water bills as presented. All ayes. Motion carried.

b. Water-1st by Glynn, 2nd by Greeno to approve water bills as presented. All ayes. Motion carried.

10. Departmental Reports

SEWER – Bugs are back on track. Explained upset and measures taken to get back in compliance. Hauled out 10 loads of sludge. Wastewater appreciation day is Friday. 1.2 Million gallons this month.

WATER – 920,000 gallons. 71 properties left on pipe survey. Cross connections and water testing.

PUBLIC WORKS – 77 mattresses for large item pick up. Ahead of operations, painting, crack sealing, security cameras, brush pile, bull pen, skate park. Pot hole filling campaign with governor.

11. Director's Report

PSC report complete. Chip sealing. Working on large item options.

12. Future Meeting Date: June 26, 2024

Adjourn 1st by Glynn, 2nd by Rice at 6:29 PM.

Minutes written and submitted by Casey Kinnear

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Approval of Alley Closure for Event

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

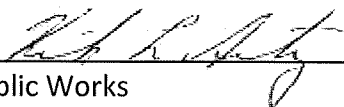
As Attached

Fiscal Note:

None

Recommendation:

I recommend approval of alley closure for a joint event with the Elbow Room Bar & Kelsey's. This approval would be for the street closure only. Any applicable permits for alcohol or music related items would need to be granted from another department. Notification to Dispatch at 608-269-8090 would need to be called in for EMS & Fire service alerts on day of event.



Director of Public Works
Kirk Arity

6/20/2024

Date

CITY OF TOMAH DEPARTMENT OF PUBLIC WORKS

Office (608) 374-7431

Fax # (608) 374-7444

Street Privilege Permit Application

Applicant Name:

Kelsey's / Smokes

Address:

201 Superior Ave

City/State/Zip:

Tomah, WI 54660

Phone:

608-372-3220

Location of encroachment: _____

(Address of adjacent tax parcel)

Tax parcel identification number: _____

Area to be occupied:

Street

Blvd

Sidewalk

Alley

(Circle all that apply)

Brief description of encroachment: Dumpster Other (describe below)

Saw horses and gates across alley at the end of Smokes fence to north entrance of alley entry
(Attach a scale drawing that relates to above description if needed)

Proposed Start Date:

Aug 12th 2023

Permit Expiration Date:

Aug 12th 2023

The applicant understands and agrees that this is only an application for permit. A Street Privilege Permit will only be issued after approval from the Department of Public Works.

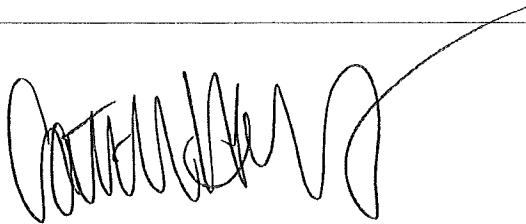
Applicant signature

Aug 12th 2023 David Bennett Date 4/21/23
8am

Permit Issued By _____

Date: _____

For office use only



STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Approval of Agreement between Gary and Jessie Thomson.

Summary and background information:
(Appropriate documents attached)

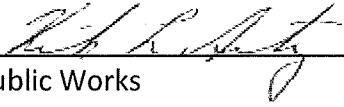
The sidewalk improvements on May St specifically at 621 Pearl property, requires a retaining wall. We propose to waive the assessment if the property owner allows grading of private property to avoid the need for a retaining wall.

Fiscal Note:

\$1,653.75

Recommendation:

I recommend the approval of the agreement as presented at the June PW&U Commission Meeting.



Director of Public Works
Kirk Arity

6/20/2024

Date

2018 SIDEWALK

PRELIMINARY ASSESSMENTS

<u>Property Address & Parcel Number</u>	<u>Owner Name and Address</u>	<u>Total Footage</u>	<u>Assessable Feet of Sidewalk</u>	<u>Assessable Feet of Curb and Gutter</u>	<u>Cost of Sidewalk @ \$15.50/Lineal Foot</u>	<u>Cost of Curb & Gutter @ \$9.45/Lineal Foot</u>
1 621 PEARL ST TOMAH WI 54660 286-01614-0000	GARY C. THOMSON JESSIE L. THOMSON 621 PEARL ST	283.00	108.00	175.00	\$1,674.00	\$1,653.75



Permit Report

05/01/2024 - 05/31/2024

Parcel #	Permit Date	Permit #	Project Description	Notes
286027500000	5/29/2024	6832	Electrical for Maintenance Garage	Notes
286007450000	5/29/2024	6831	Replacing 2 existing RTUs and 1 split system, like for like	Notes
286027500000	5/28/2024	6830	Erecting a 2720 SF premanufactured metal building for equipment storage	
286016170000	5/28/2024	6829		Notes
286008610000	5/25/2024	6828	6' wood privacy fence in backyard	Judy is aware of fence permit and approved it on her property
286025463400	5/25/2024	6827	Installing and Extending original fence to encase backyard	
286016450000	5/24/2024	6826	new 2 bath house	Notes
286011780000	5/22/2024	6825		
286026731200	5/22/2024	6824	Adding a digital information sign to front yard of property, So that we can post hours and any other information that we need our clients and the public to know. Thank you	
286012780000	5/21/2024	6823	Installing grid-tied roof mounted solar PV array on home	Notes
286009210000	5/21/2024	6822	12' x 25' backside of garage	Notes
286006350000	5/21/2024	6821	Garden shed	LOMA Document attached
286008460000	5/20/2024	6820	Main floor bathroom remodel-replacing existing tub & surround	Notes
286026690000	5/19/2024	6819	Service Upgrade	Notes
286017318400	5/16/2024	6818	Intstalling a Zippity Newport vinyl picket fence with no-dig post in back yard	
286012790000	5/16/2024	6817	Installing grid-tied solar PV array on house	Notes
286012580000	5/16/2024	6816	Installing a 9x4 deck on the front of the home. Install an entry door.	

286013330000	5/16/2024	6815	replacing sewer lateral	Notes
286000640000	5/15/2024	6814	4 x 8 wall sign on North facade	96 sq ft wall sign proposed on North side of building.North side building length 133'=compliant
286017230000	5/15/2024	6813	Fencing Back yard	
286007390000	5/14/2024	6810	Replacing existing fence	
286016170000	5/14/2024	6809	Adding a driveway on Noth Ave for a storage building on the back of their property	Notes
286018220000	5/13/2024	6808	Replace and relocate main service. Install new 400 amp main disconnect with 14 meter sockets on the North East corner of the building facing the parking lot. Replace emergency panel and house panel with 1 200 amp 30 space QO load centers refed from new main service Refeed each apartment load center from new main service	Notes
286013330000	5/13/2024	6807	storage shed	
286013330000	5/13/2024	6806	fence for yard	
286017400000	5/13/2024	6805	6ft Wood fence >2ft off property line	
286018060000	5/9/2024	6804	HVAC for new commercial building	Notes
286023560000	5/8/2024	6803	Fence to keep kids in	
286014100000	5/8/2024	6802	Install 6' tall white vinyl fence panels and posts. 54' length to be installed 12" inside property line beginning at back corner of house extnding to within 24" of rear property line. 45' of fence to be installed within 24" of rear property line and 16 ' of fence to be installed from back corner of shed to within 24" of rear property line.	
286022480000	5/7/2024	6801	Foundation repair- 7 powerbraces	Notes
286018410000	5/6/2024	6800	replacing cast sewer line	Notes
286018010000	5/6/2024	6799	HVAC for interior remodel	Notes
286016460000	5/2/2024	6798	Electrical for new single family	Notes
286016450000	5/2/2024	6797	Electrical for new single family	Notes

Total Records: 34

6/12/2024



Code Enforcement Violation Report

05/01/2024 - 05/31/2024

Case Date	Case #	Parcel Address	Violation Name	Violation Notes	Complaint Type	Status
5/30/2024	2024049	1503 SUPERIOR AVENUE	48-65- Grass Mowed & Maintained	Grass/weeds > 8 inches	Grass/Weeds	Issued Order to Correct
5/30/2024	2024050	418 E LA CROSSE STREET	48-65- Grass Mowed & Maintained	Grass/weeds > 8 inches	Grass/Weeds	Issued Order to Correct
5/20/2024	2024048	1813 GOODLAND AVENUE	48-65- Grass Mowed & Maintained	Grass/weeds > 8 inches	Grass/Weeds	TOT Snow & Weed Contractor
5/16/2024	2024047	1321 Lakeview Dr	48-65- Grass Mowed & Maintained	Grass/weeds >8 inches	Grass/Weeds	Issued Order to Correct
5/14/2024	2024040	112 W JACKSON STREET	48-65- Grass Mowed & Maintained	Grass/weeds >8 inches	Grass/Weeds	Issued Order to Correct
5/14/2024	2024041	120 W SARATOGA STREET	48-65- Grass Mowed & Maintained	Grass/Weeds > 8 inches	Grass/Weeds	Issued Order to Correct
5/14/2024	2024042	210 W BROWNELL STREET	48-65- Grass Mowed & Maintained	Grass/weeds > 8 inches	Grass/Weeds	TOT Snow & Weed Contractor
5/14/2024	2024043	507 MC LEAN AVENUE	48-65- Grass Mowed & Maintained	Grass/weeds > 8 inches	Grass/Weeds	Issued Order to Correct
5/14/2024	2024044	519 CLARK STREET	48-65- Grass Mowed & Maintained	Grass/weeds > 8 inches	Grass/Weeds	Issued Order to Correct
5/14/2024	2024045	530 NORTH STREET	48-65- Grass Mowed & Maintained	Grass/weeds > 8 inches	Grass/Weeds	Issued Order to Correct
5/14/2024	2024046	919 KING AVENUE	48-65- Grass Mowed & Maintained	Grass/weeds > 8 inches	Nuisance - Junk Accumulation	Issued Order to Correct
5/13/2024	2024039	429 FRANKLIN STREET	36-15 -Trees and Brushes	Tree branches and tree trunks covering the front lawn	Public Health Nuisance	Issued Order to Correct
5/10/2024	2024034	526 FRANKLIN STREET	36-20 - Solid Waste Violations	Property has at least a dozen black garbage bags outside of the tote on the boulevard for pick up.	Nuisance - Junk Accumulation	Issued Order to Correct
5/10/2024	2024036	1722 HOLLISTER AVENUE	36-20 - Solid Waste Violations	Property has a pile of wooden posts at the curb	Solid Waste	Issued Order to Correct

5/10/2024	2024037	318 E SARATOGA STREET	36-20 - Solid Waste Violations	Property has at least a dozen black garbage bags at the curb for pick up	Solid Waste	Issued Order to Correct
5/10/2024	2024038	818 DOGWOOD LN	Sec. 36-18 Large items	Property has construction material out for pick up	Solid Waste	Issued Order to Correct
5/10/2024	2024031	524 MC CAUL STREET	Sec. 36-18 Large items	More than 2 items out for pick up	Nuisance - Junk Accumulation	Completed
5/10/2024	2024032	522 W FOSTER STREET	Sec. 36-18 Large items	Owner has multiple furniture boxes out for pick up. The city does not pick up cardboard boxes during large item week.	Nuisance - Junk Accumulation	Issued Order to Correct
5/10/2024	2024033	521 Lori St	Sec. 36-18 Large items	Property has more than 2 items for pick up and has furniture cardboard boxes	Nuisance - Junk Accumulation	Issued Order to Correct
5/9/2024	2024030	959 Grandview Ave.	18-22 - Public Nuisances Affecting Peace and Safety		Nuisance - Junk Vehicle	Issued Order to Correct
5/8/2024	2024028	203 W LA CROSSE STREET	48-65- Grass Mowed & Maintained	Grass/Weeds >8" high	Grass/Weeds	TOT Snow & Weed Contractor
5/8/2024	2024029	1308 KILBOURN AVENUE	18-54 - Storage of Vehicles Restricted	Vehicle has expired plates as of 10/31/2022	Obstructions and Encroachments	Issued Order to Correct
5/8/2024	2024029	1308 KILBOURN AVENUE	38-145 Obstructions and Encroachments	Vehicle sticking out into the road while parked in driveway	Obstructions and Encroachments	Issued Order to Correct
5/1/2024	2024027	813 MAPLE GROVE STREET	10-34 Construction without permit	Owner has a constructed a chainlink fence without a permit and the fence does not meet ordinance. Owner has also put a shed on the property without a permit.	Construction without permit	Issued Order to Correct
	48576918					

Total Records: 24

6/11/2024