



AGENDA FOR COMMITTEE OF THE WHOLE

A Committee of the Whole meeting will be held on **Monday, December 18, 2023 at 6:30 PM** in the **Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.**

Join Zoom Meeting:

<https://zoom.us/j/7689466740?pwd=dEdLR2hXK0ZYMk1qNU5vNFlwMzdSZz09>

Meeting ID: 768 946 6740 Password: Tomah2020
Dial by your location +1 312 626 6799 US (Chicago)

CALL TO ORDER – ROLL CALL

PRESENTATIONS

1. Financial Planning Presentation by Dave Ferris From Ehlers Public Finance Advisors

APPROVAL OF THE MINUTES:

2. Approval of Minutes from November 20, 2023

REPORTS:

City Clerk

3. City Clerk Monthly Report

Treasurer

4. November 30, 2023 Cash and Investments Schedule
5. December Treasurer's Report

Parks & Recreation

6. Tomah Parks and Recreation Program Report

Public Works & Utilities

7. Public Works And Utilities Director Report

Police Department

8. Police Department Monthly Report - November 2023

Chamber/Convention & Visitors Bureau

GENERAL:

9. Seeking approval of APRA funds to purchase three additional radar speed signs to be erected on Superior Avenue and Butts Avenue.
10. Alliant Energy Easement Approval
11. Resolution Declaring Official Intent to Reimburse Expenditures From Proceeds of Borrowing
12. Resolution Increasing Agency Fare for City of Tomah's Shared Ride Service

Committee of the Whole – December 18, 2023

- [13.](#) Resolution Authorizing Payment of Monthly Bills
- [14.](#) Secondhand Article Dealer License Application for Creative Tech Team LLC of Tomah.
- [15.](#) Approval of ARPA funds for Judicial Software
16. Discuss and Schedule January Committee of the Whole Meeting

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 COMMITTEE OF THE WHOLE

CALL TO ORDER – ROLL CALL

The meeting was called to order by Common Council President John Glynn. Present: Michael Murray, Travis Scholze (remote), Richard Yarrington, Shawn Zabinski, John Glynn, Nicole Hart, Lamont Kiefer, Nellie Pater, and Dean Peterson. Absent: none. Also present: Kirk Arity, Joe Protz, Becki Weyer, Molly Powell, Shane Rolff (remote), and Scott Holum. All motions are unanimously approved unless otherwise notated. The meeting was recorded by Hagen Sports Network and was also available via Zoom.

The three following agenda items were moved up on the agenda due to guests present:

Review of Bids and Award Contract(s) for Tomah Ice Center Additions

Kelly Claflin from Keller Inc. remotely presented the bids received for the Ice Center addition. The Park and Recreation Commission and Council previously authorized a 1.25% room tax to be used for the addition. After reviewing the bids, Claflin has recommended the proposed attached bids which came to a total of \$1.141 million without the alternate bids. He summarized the winning bidders for each portion of the bid. Motion by Murray, second by Pater, to recommend the Council approve the contracts with the winning bidders as presented for the Tomah Ice Center addition, contingent upon the final cost of the fire suppression rebid being less than the \$29,000. Motion carried with one negative vote. (Yarrington)

Request by Melissa Shutter for consideration of granting her a beverage operator's license

Melissa Shutter appeared to speak to the council regarding her denied bartender license application. Shutter applied for a bartender license on September 28th, 2023. The Chief of Police and clerk recommended denial due to Ms. Shutter being convicted of Operating a Motor Vehicle While Intoxicated (4th Offense) in Dane County on November 18th, 2016. This conviction goes against Ordinance 4-66, the applicant cannot have any non-felony alcohol-related convictions or pending charges within the past 10 years. Shutter appealed the denial because the actual felony occurred on 08/22/2013, more than 10 years ago. Motion by Murray, second by Yarrington, to recommend the Council overturn the denial and grant the alcohol server license. Motion carried.

Request by Michael Crapser for consideration of granting him a beverage operator's license

Michael Crapser applied for a bartender license on October 10th, 2023. The Chief of Police is recommending denial due to Mr. Crapser being convicted of Operating a Motor Vehicle While Intoxicated (1st Offense) in Juneau County on February 2nd, 2023. This conviction goes against Ordinance 4-66, the applicant cannot have any non-felony alcohol-related convictions or pending charges within the last 12 months. Crapser appeared before the council to ask the denial to be overturned because the offense occurred in 2021, but the conviction date was not until 2023. Motion by Murray, second by Yarrington, to recommend the Council overturn the approval and approve the license. Motion carried.

Approval of Minutes from October 16, 2023

Motion by Peterson, second by Zabinski, to approve the minutes from October 16, 2023. Motion carried.

Tomah Parks and Recreation Program Report

They are working on park winterization. The new ballfield construction is ongoing. The boulevard tree program will begin in the spring. The holiday lights will be up both in Winnebago Park and Gillett Park. Protz covered the upcoming recreation programs including volleyball and basketball.

City Clerk Monthly Report

Weyer provided a written monthly report. The 2024 Spring Election notice has been published. Candidates can begin to circulate paperwork on December 1, 2023 and paperwork must be returned by 5:00 p.m. on February 2, 2025. The employee handbook is complete and will be distributed after Council approval.

October 31, 2023 Cash and Investments Schedule

One difference is that general fund cash reserves decreased. This is mostly a timing issue between state revenue received and time passed since the last tax collection. Motion by Glynn, second by Murray, to recommend the Council approve the October 31, 2023 Cash and Investments Schedule, Motion carried.

Preliminary October 31, 2023 Revenue and Expenditures with Comparison to Budget

Powell requested any questions from the Council. Departments are looking closely at their budgets and adjusting. Managers are extremely focused on remaining budget amounts. After the budget hearing, the clerk and treasurer will work together on filing paperwork with the DOR and with the county to get the tax bill process started. The city has been selected for a compliance review audit for Mass Transit, which is a complicated process. The city has made the final debt service of the year.

Public Works And Utilities Director Report

Street: The crews continue to repair storm inlets throughout the city. The new speed display signs have been installed on the west end of ET, La Grange Ave, N. Glendale, and Hwy. 16 near Hollister Ave. Last-minute replacement of asphalt and concrete has been completed throughout the city. The free e-waste event at the Aquatic Center was a success.

Sewer: Sludge has been hauled out. Most of the equipment has been delivered. The lab audit and plant walk-through with the DNR went very well.

Water: The water department sent out letters requesting property owners' assistance in identifying lead water pipes. This process started with over 3,300 service locations to survey with six hundred left that need material identification.

Lake: The next Lake Committee is January 18, 2024 at 5:00 p.m.

Police Department Monthly Report - October 2023

Chief Holum provided a written monthly report. They have closed the hiring process with three applications. They will likely sponsor a candidate through the academy in January. The officer should be ready for patrol in the fall of 2024. Rayden, the new K-9 officer, was in a training accident and had to have surgery and is now in recovery. The Giving Tree is now available in the lobby of the police department. Donors can take a card and purchase Christmas gifts for less fortunate children in the area. The holiday parade is Friday at 7:00 p.m. The Holiday Train will be in Tomah December 5, 2023.

Chamber/Convention & Visitors Bureau

Director Thompson was not present.

Approval of Change of City of Tomah Insurance Contract

The Senior Executive Team is recommending a change to the current insurance policy company from EMC insurance to the League of WI Municipalities Mutual Insurance. The dollar amount from the League Insurance quote was calculated in the current budget, and overall will save the city \$72,998.00. Motion by Yarrington, second by Zabinski, to recommend the Council approve the change from EMC to the League of Wisconsin Municipalities Insurance for 2024. Motion carried.

Request by Boys & Girls Club for City of Tomah to waive all permit fees to include all mechanical, plumbing, and construction permits for proposed remodel at 917 Superior Ave.(Not commercial electric-Contracted service)

Motion by Murray, second by Pater, to recommend the Council approve the request by the Boys & Girls Club for the city of Tomah to waive the permit fees (not commercial electric) for the proposed remodel at 917 Superior Ave. Motion carried.

Resolution to approve contract for City Employee FSA/DHC Plan

Motion by Murray, second by Pater, to recommend the Council approve the contract for the city employee FSA/Dependent Health Care Plan with Point C. Motion carried.

Secondhand Article & Jewelry Dealer Licenses Application for Antique Mall of Tomah

Carolyn Habelman with Antique Mall of Tomah has applied for a Secondhand Article Dealer License and a Secondhand Jewelry Dealer License for the premise at 1510 Eaton Ave, Tomah, WI 54660, for the licensing period of January 1, 2024 through December 31, 2024. Motion by Kiefer, second by Zabinski, to recommend the Council approve the Secondhand and Jewelry Dealer license for Antique Mall of Tomah. Motion carried.

Request to utilize Economic Development Funds to contract Vandewalle & Associates to complete the City of Tomah Comprehensive Plan update

The Long-Range Planning Committee and the Plan Commission have recommended using the City of Tomah Economic Development fund to contract with Vandewalle & Associates to assist in the completion of the City of Tomah Comprehensive Plan update. Both groups have requested approval to use the funds up to \$10,000 to complete the update. Motion by Murray, second by Zabinski, to recommend the Council approve the use of up to \$10,000 of economic development funds to update the Comprehensive Plan. Motion carried.

Resolution Authorizing Payment of Monthly Bills

Motion by Zabinski, second by Kiefer, to recommend the Council approve the Resolution Authorizing Payment of Monthly Bills in the amount of \$1,633,163.61. Motion carried.

Approval of City of Tomah Personnel Manual

Motion by Murray second by Zabinski, to recommend the Council approve the updated City of Tomah Personnel Manual. Motion carried.

Mass Transit Shard Ride vendor selection, contract award and lease agreement approval

The evaluation committee for the mass transit shared ride contract has recommended an award to Abby Vans Inc. out of Neillsville, WI. The city of Tomah met with Abby Vans Inc. on 11/16/2023 to start the onboarding process. Additional hours were added to the document compared to previous contracts. The city also requires an additional vehicle and additional staffing compared to the city's current contract. Motion by Yarrington, second by Murray, to recommend the Council approve the contract and lease with Abby Vans for the city of Tomah Mass Transit. Motion carried.

ADJOURN

Motion by Peterson, second by Kiefer, to adjourn. The meeting was adjourned at 7:51 p.m.

Respectfully Submitted,

Rebecca Weyer, City Clerk

To be approved December 19, 2023

CITY CLERK – MONTHLY REPORT NOVEMBER 2023**Elections**

- The list of new/returning election workers is on the agenda in the December Council meeting for approval. The Clerk's office received 35 applications back from new and previously appointed election inspectors.
- Nominations are in full swing, all districts and local offices have active canvassing candidates, along with the Mayor and Judge offices. It is likely we will see a Spring primary on February 20th along with the Spring election on April 4, 2024.
- Reminder to all incumbents and other candidates who have taken out papers – completed paperwork needs to be turned into the clerk's office no later than 5pm on January 2, 2024 to get on the ballot. It is recommended that all potential candidates turn in their paperwork prior to the deadline to have it looked over by the clerk's office so there is still time to correct any errors.

Other clerk Info

- The clerk's office is assisting with the fire suppression re-bid for the Tomah Ice Arena. The bid opening will be in-person and online at 1:15 p.m. on December 21, 2023.
- Assembly Bill 304 was rolled into another senate bill called SB268 which originally sought only to make changes to state provisions for tobacco sales and was signed into law by Governor Evers on 12/07/2023. There is more information to come, but after speaking with the Department of Revenue, it appears the statewide "operator" licenses will not be a requirement for bartenders, but a choice. The state has not taken away the ability of the municipality to charge or issue a local license, but bartenders could choose to go through the municipality and only have a license that works in that municipality or go through the state and get a statewide operator license. The law will go into effect on the first day of the 5th month beginning after publication, except for the operators licenses which do not go into effect until the first day of the 13th month beginning after publication.

HR Related

- Union contract negotiations should be wrapping up for the next two years.
- Employees are about 50% compliant in turning in acknowledgment of the city's new handbook that was disseminated over the last two weeks.
- Directors have been turning in copies of annual evaluations for their employees' files.



City Clerk
December 14, 2023

**City of Tomah
Cash and Investments
November 30, 2023**

Fund 01 - General Fund						
	Investment Description	Investment Type	C/D Rate	Due	Beginning Balance 10/31/2023	Ending Balance 11/30/2023
Pershing	Alliant CR Chicago	C/D	5.00	01/30/26	103,000.00	103,000.00
Pershing	Corning Fed CR	C/D	5.35	04/04/24	105,000.00	105,000.00
Pershing	Spokane Teachers CU	C/D	5.00	11/25/24	115,000.00	115,000.00
Pershing	State Bank of India NY	C/D	1.05	06/10/25	245,000.00	245,000.00
Pershing	Global Fed Anchorage	C/D	5.20	06/16/25	120,000.00	120,000.00
Pershing	Texas Exchange Bk Crowley	C/D	1.00	06/19/25	155,000.00	155,000.00
Pershing	Texas Exchange Bk	C/D	0.85	04/10/22	200,000.00	200,000.00
Pershing	Live Oak Bk	C/D	0.60	10/08/26	100,000.00	100,000.00
Pershing	Rollstone Bank & Trust	C/D	3.55	08/23/27	165,000.00	165,000.00
Pershing	Bridgewater Bk	C/D	0.55	09/20/27	60,000.00	60,000.00
Pershing	Toyota Fin Svgs Bank	C/D	0.90	11/30/27	100,000.00	100,000.00
Pershing	Morgan Stanley Pvt Bank	C/D	0.75	01/27/28	70,000.00	70,000.00
Pershing	Frazer Bk Okla	C/D	1.10	06/26/28	50,000.00	50,000.00
Pershing	Federal Home Ln Bank	C/D	4.75	11/21/23	200,000.00	-
Pershing	Federal Farm Credit	C/D	1.54	11/30/26	300,000.00	300,000.00
Pershing	Federal Farm Credit Bank	C/D	2.45	02/23/28	145,000.00	145,000.00
Pershing	US Treasury Bills			02/29/24	-	220,000.00
Pershing	US Govt MM Fund	MM			17,633.57	10,493.33
FMB	x706	C/D	0.40	01/15/22	118,902.94	118,902.94
LGIP	01	TF			6,281.89	6,309.73
Bank First	X6465	M/M	2.96		1,314,866.89	1,038,816.62
Bank First	ED X1194	M/M			158,414.44	160,654.87
CCF	ICS MM ACCOUNT	M/M			728,587.41	730,085.93
CCF	X768	M/M	0.10		27,806.24	27,863.38
TOTAL					4,605,493.38	4,346,126.80

Fund 07 - Debt						
	Investment Description	Investment Type			Beginning Balance 10/31/2023	Ending Balance 11/30/2023
LGIP	06	T/F			7,918.22	7,953.31
Bank First	X6465	M/M	2.96		365,586.17	366,981.48
TOTAL					373,504.39	374,934.79

Fund 08 - Capital						
	Investment Description	Investment Type			Beginning Balance 10/31/2023	Ending Balance 11/30/2023
LGIP	02	T/F			88,103.75	88,494.17
Pershing	2022A	M/M			8,748.06	557,046.94
Pershing	2022A - US Treas Bills				2,321,000.00	1,514,000.00
Pershing	2023A	M/M			2,035,503.87	2,043,245.80
Pershing	2023A - Morgan Stanley	C/D	4.80		50,000.00	50,000.00
Pershing	2023A - Federal Farm Cons		4.75		1,090,000.00	1,090,000.00
Pershing	2023A - US Treas Bills		3.75		126,000.00	126,000.00
Bank First	X6465	M/M	2.96		84,420.85	84,743.05
CCF	X768	M/M	0.10		25,966.41	26,019.76
TOTAL					5,829,742.94	5,579,549.72

**City of Tomah
Cash and Investments
November 30, 2023**

Fund 02 - Lake						
	Investment Description	Investment Type	C/D Rate	C/D Due	Beginning Balance 10/31/2023	Ending Balance 11/30/2023
RIA	4337420053	C/D	1.85	03/03/21	15,356.32	15,406.81
LGIP	03	TF			28,799.85	28,927.47
RIA	44374202	M/M			205,633.15	205,835.97
TOTAL					249,789.32	250,170.25

Fund 04 - CDBG						
	Investment Description	Investment Type			Beginning Balance 10/31/2023	Ending Balance 11/30/2023
TACU		CK			1,142.67	1,142.71
TACU		SAVINGS			2,293.74	2,393.83
Bank First		CK			873.55	873.55
Bank First	X0822	SAVINGS			272,622.96	272,797.96
TOTAL					276,932.92	277,208.05

Sewer Department						
	Investment Description	Investment Type	C/D Rate	C/D Due	Beginning Balance 10/31/2023	Ending Balance 11/30/2023
Pershing	First Natl Bk Amer East Lansing	C/D	0.75	04/30/26	115,000.00	115,000.00
Pershing	Sallie Mae Murray UTAH	C/D	0.90	06/30/26	180,000.00	180,000.00
Pershing	Mid American CU	C/D	5.25	07/03/25	240,000.00	240,000.00
Pershing	US Treasury Bills	C/D		12/28/23	485,000.00	485,000.00
Pershing	Pershing MM	M/M			4,920.15	5,919.10
LGIP	04	T/F			573,036.17	575,575.48
CCF	XX8352	M/M			410,712.25	411,556.18
CCF	ICS Sweep	M/M			266,948.26	267,497.38
Bank First	X6341	M/M			1,226,197.10	1,231,099.20
Bank First	CLEARING ACCT	M/M			870,872.92	1,121,393.08
TOTAL					4,372,686.85	4,633,040.42

Water Department						
	Investment Description	Investment Type	C/D Rate	C/D Due	Beginning Balance 10/31/2023	Ending Balance 11/30/2023
Pershing	Texas Exchange	C/D	0.60	12/18/25	90,000.00	90,000.00
Pershing	Flagstar Bk Troy Mich.	C/D	0.45	08/14/24	245,000.00	245,000.00
Pershing	Toyota Fin Svgs Bank	C/D	0.90	11/30/27	145,000.00	145,000.00
Pershing	United Roosevelt Svgs	C/D	0.55	03/12/26	245,000.00	245,000.00
Pershing	First Natl Bk Amer East Lansing	C/D	0.75	04/30/26	40,000.00	40,000.00
Pershing	First Tech Fed CU	C/D	5.35	03/29/23	245,000.00	245,000.00
Pershing	Mid American CU	C/D	5.25	07/03/25	8,000.00	8,000.00
Pershing	Sunwest Bk Irvine	C/D	0.70	04/30/26	45,000.00	45,000.00
Pershing	US Bank Salt Lake City	C/D	0.95	09/22/26	100,000.00	100,000.00
Pershing	Pacific Western	C/D	5.50	09/30/24	245,000.00	245,000.00
Pershing	Centris Fed CR	C/D	5.65	03/24/25	130,000.00	130,000.00
Pershing	Affinity Fed CU	C/D	5.80	10/24/24	200,000.00	200,000.00
Pershing	California CU Glendale	C/D	5.65	10/27/25	200,000.00	200,000.00
Pershing	US Treasury Bills	C/D		10/05/23	162,000.00	162,000.00
Pershing	Pershing MM	M/M			828.30	3,409.10
LGIP	05	TF			10,761.39	10,809.08
CCF	x659	M/M			510,993.69	442,258.69
CCF	ISC SWEEP ACCOUNT 659	M/M			602,217.70	603,456.31
Bank First	CLEARING ACCT	M/M			538,529.03	753,928.35
TOTAL					3,763,330.11	3,913,861.53

**City of Tomah
Cash and Investments
November 30, 2023**

TOTAL BY INSTITUTION		
	10/31/2023	11/30/2023
Bank First	4,832,383.91	5,031,288.16
Pershing	11,007,633.95	10,773,114.27
CCF	2,573,231.96	2,508,737.63
Farmers & Merchants Bank Kendall	118,902.94	118,902.94
Local Government Investment Pool	714,901.27	718,069.24
RIA Federal Credit Union	220,989.47	221,242.78
Tomah Area Credit Union	3,436.41	3,536.54
TOTAL	19,471,479.91	19,374,891.56



Treasurer's Report

December 2023

Mass Transit –

Audits – December 6th, 2023 the City completed a Section 5311 compliance audit with individuals from the DOT as well as an independent compliance auditor. As a result of this audit, we will be working to update our Title VI policy and working to remediate some compliance points within the mass transit operations. I will be working with staff from the state to make these updates and be sure that we are complaint in all areas – more to come.

We continue to work on the transition to our new service provider Abby Vans.

The grant application for our shared ride grant funding was due December 15th and has been filed accordingly. This year, we are requesting an increase in operating hours from 20,800/ year to 23,400/year. This would be an increase of approximately 50 hours per week.

We will also be holding a public hearing in January to request an increase in fares by \$1.00 for each fare category, as well as an increase of \$1.00 for each out-of-town mile (up to 10 miles). As far as I can see, fares have not been increased since the shared ride service was put in place.

As a part of the transition to Abby Vans, we are also requesting an increase in our Agency Fares from \$6.00 to \$10.00. As this does not require a public hearing, this matter is on the agenda for consideration later tonight.

Taxes

Thank you to everyone who helped stuff tax bills on Monday, December 11th. We are always incredibly thankful for the support that we receive from City staff during this process.

Tax bills were mailed last week, and collections are in full swing.

Pet License

2024 dog and cat licenses are now available for sale in our office. Residents are required to license their dogs and cats by March 31, 2024. After that time a late fee will be applied.

Department of Revenue Filings

Municipal Levy Limit Worksheet – December 15th

Tax Increment Worksheet – December 18th

IT-

City staff met with 3RT for a quarterly check in meeting. As a result of that meeting, I will be working on a few projects with 3RT including a physical computer inventory and another software project.

**Budget –**

We will be working to compile budget books later this month. Our goal is to have them completed by December 31st.

Training -

Kim Lambert, Payroll Clerk and Sandy Ernst, AP Clerk have been working on training and organization in anticipation of year end 1099's and payroll returns.

Molly attended the Wisconsin Government Finance Officers (WGFOA) Winter Conference in Wisconsin Dells on November 30th and December 1st.

TID

Completed Toro's TID "pay as you go" payment for 2023. The City refunded Toro \$68,870 in tax on increment created by their expansion project.

Molly Powell**December 18, 2023**

Other Parks

- Maintenance on equipment and buildings
- Park Winterization
- New Ballfield construction is ongoing.
- Holiday Lights held both in Winnebago Park and Gillett Park

RECREATION PROGRAMS

- Fall Programing concluded with 13 Co Rec Volleyball teams, 8 Co Rec Softball Teams, 197 Youth Football Participants.
- Open Gym began on October 15th.
- Youth Basketball begins on December 2 with 105 kids registered.
- Adult Basketball began December 13 with 14 teams.
- Women's Indoor Volleyball Sign up. League to begin January 7th.
- Working on cleaning the former Fire Station and Ambulance, once cleaned will begin scheduling programs and rentals.

AQUATIC CENTER

Winterized.

RECREATION PARK

- December-1-2 Glen Miller Auction, 8-9 LARP, 13-14 Blood Drive, 17- Special Rec Holiday Party, 23-24 Bible E Free Christmas Event.
- January-5-6 Glen Mille Auction. 12-14 Tavern League Pool Tournament, 19-20 Rabbitt Show, 25-28 Gun Show.
- High School and Middle School Gymnastics is in Exhibit Building.
- General upkeep and maintenance on buildings
- On going programming at Tomah Ice Center.

Joe Protz

Joe Protz
Director Tomah Parks and Recreation

Director of Public Works and Utilities Report

December 2023

1) Street Department

We are done with leaf pickup. The new banners were placed on the street light poles. Crews did a great job of supporting the Holiday Train. Our chipper attachment for the skid steer has arrived and we will be putting that to good use at the airport clearing brush and trees. Gerke Excavating has started chipping our brush pile at the airport. They currently have some mechanical issues with their machinery.

2) Sewer Department

Operations are normal. Steady inside maintenance, painting and fabricating are the focus. The sewer plant has taken on the task of fabricating new railings for the City Hall inside steps.

3) Water Department

Operations are normal. Mark Rezin will be retiring in early February. We have started the review of internal candidates interested in the position.

4) Lake Committee

The Lake Committee's next meeting is scheduled for tentatively scheduled for 01/18/24 @ 5:00.

Respectfully Submitted

Kirk Arity

Director of Public Works and Utilities

Tomah Public Works and Utilities Employees

City Hall

Director – Kirk Arity

Administrative Assistant – Samantha Linehan

Bookkeepers – Casey Kinnear, Patricia Marten

Code Enforcement – Casey Kinnear

Custodian – Scott Donovan

Water Department

Supervisor – Mark Rezin

Licensed Operators – Dennis Baldwin, Jeff Marten, Derek Nofsinger, Nathan Waege

Sewer Department

Supervisor-Brandy Leis

Licensed Operators - Michael Linehan, Tom Bemis, Chad Richmond, Craig Dechant

Unlicensed Maintenance Worker – Tony Newcomb

Public Works

Supervisor – Joe Kube

Mechanic – Mark Dixon

Equipment Operators – Lance Larson, Justin Randall, Corey Clay, Brad Rewey

Truck Drivers – Steve Schultz, Jason Burkhalter, Trey Rapp, Justin King, David McGarry, Andrew Strait, Dillon Clay-Kruger.

TOMAH POLICE DEPARTMENT



"Serving the Community"

November 2023 Report

K-9 REPORT

The Tomah Police K-9 Unit consists of Officer Adam Perkins and his partner K-9 Viktor. Officer Perkins has been employed with the Tomah Police Department since September 2011 and was selected to be the K-9 handler in late 2016.

In March 2017, Officer Perkins traveled to the Jessiffany Canine Services LLC Kennel in Iron Ridge, Wisconsin to select a K-9 partner. Officer Perkins met with the head trainer and looked at numerous dogs, ultimately selecting K-9 Viktor. K-9 Viktor is a Czech Shepherd from the Czech Republic. Officer Perkins and K-9 Viktor trained for 5 weeks at Jessiffany Canine Services and certified through Jessiffany and the American Police Canine Association (APCA) in early April.

Officer Perkins and K-9 Viktor primarily work 3rd shift but are available off duty in an on-call capacity. Officer Perkins and Viktor are also members of the Monroe County Combined Tactical Unit (CTU). K-9 Viktor is a “dual purpose” patrol dog meaning patrol work and narcotics detection. “Patrol work” encompasses handler protection, criminal apprehension, tracking, building searches, and area searches. For narcotics detection, Viktor is trained to alert on the odors of Marijuana, Methamphetamine, Cocaine/Crack Cocaine, Heroin and MDMA.

Officer Perkins and K-9 Viktor train on a frequent basis to stay proficient in the numerous tasks Viktor is trained in.

UTILIZATIONS OF IMPORTANCE

Training – Attended an 8-hour training day in Onalaska at the Omni Center. Training consisted of tracks, indoor and outdoor drug hides, group obedience, article searches, apprehensions.

Training – Attended an 8-hour training day in Sparta at Rolling Hills. Training consisted of tracks, indoor drug hides, article searches, obedience, civil apprehensions, building searches with apprehensions.

Vehicle Sniff – After a welfare check on a suspicious vehicle and driver, a K9 sniff was conducted of the vehicle. A positive indication was obtained, and the search yielded a scale with drug residue. Charges referred.

Building Alarm – A burglary alarm was sounding in a business. Viktor was utilized to assist in clearing the building. No one was inside and it was a false alarm.

Demonstration – Students/Staff/Parents with RVA children were given a tour of the Police Department and a K9 demonstration which consisted of a drug find.

Vehicle Sniff – A vehicle was stopped by a Tomah officer and the driver displayed suspicious behavior. A K9 sniff was conducted, and a search of the vehicle yielded no contraband. The driver had a history of drug use.

INVESTIGATIONS

Possession of Meth / Possession of Para / Shoplifting

Tomah officers were dispatched to a convenience store for a report of a male stealing items and hitting staff on his way out of the store. Officers responded in an emergent manner and arrived to find the male exiting the store. The male was known to officers from prior contacts. Staff stated the male was observed concealing a pack of chicken and upon the staff requesting they search his bag; he began to run to the door and struck an employee in doing so. A search of the male's backpack yielded a methamphetamine pipe and a baggie with methamphetamine inside. The struck employee did not wish to pursue battery charges. The male was released with a citation, referred criminal charges and a trespassing order to the store.

OWI-RCS 1st / Fail to Stop at Stop Sign / Fail to Stop for Emergency Vehicle

A Tomah officer was on routine patrol when they observed a vehicle fail to stop for a stop sign. The officer attempted to stop the vehicle, but the vehicle continued. The vehicle ran another stop sign and then drove through an alley before quickly pulling into a parking spot. The driver exited the vehicle, raised his hands for a brief moment and then ran for a residence. The officer gave chase into the male's house and took the driver into custody. The male was escorted outside and admitted to smoking marijuana one hour prior after he was questioned about the marijuana odor coming from his person. The male had turned cooperative and was ran through SFST's. The officer ultimately placed the male under arrest for OWI-RCS 1st. The blood draw was facilitated, and the male was later transported to the jail after he was not able to find a responsible party.

Felony Bailjumping X4 / Bailjumping X4 / DC / Throw or Expel Bodily Substance / Battery or Threat to LE / Substantial Battery / Terrorist Threats

Tomah officers were dispatched to an address for a report of a physical altercation that possibly involved a knife. Officers arrived and were met by numerous people. Officers contacted the victim who had blood and a laceration on her face. The victim pointed to a male and stated he was the suspect. The victim believed he still had the knife in his possession. The male was verbally challenged by officers, but he would only yell obscenities and raise his middle fingers to them. This caused the victim to yell at the male and increase the emotions. The victim was detained in handcuffs and secured in a squad. An officer pointed his duty pistol at the male due to his aggressive behavior and the information about a knife. The male continued to yell, but he showed officers his hands were empty. Officers were ultimately able to detain the male in handcuffs. A folding pocketknife was located in the male's pocket. Officers escorted the male to a squad and during that process, the male spit on an officer's face. Once in the squad, the male attempted to bite an officer on the leg. The male was eventually transported to the jail. The victim stated the incident stemmed from bad tensions over a past incident. They were inside an apartment and the male began to punch the victim in the face numerous times,

causing the bloody injury to the victim’s face. Officer’s observed the apartment and located blood on the floor and walls.

Fire

Tomah officers and the Tomah Fire Department were dispatched to a structure fire above Peking Restaurant. Officers arrived and observed fire coming from the 2nd story window by an AC Unit. The fire filled the entire window and black smoke was coming from the building. Officers made contact with a frantic male at the entrance door. Officers ran up the stairs to the four apartments. Officers assisted in evacuating 10 people from the apartments in thick smoke. Officers had to crawl on their hands and knees to safely evacuate the occupants. Tomah Fire arrived on scene and began fire suppression efforts for several hours. During that time officers assisted with traffic direction. No injuries were reported.

PERSONNEL COMPLAINTS

November Complaints = 0 Year-To-Date Personnel Complaints = 3

EMPLOYEE LISTING BY DATE OF HIRE

November 30, 2023

Admin. Asst. Rhonda Culpitt	12/12/1994
Chief Scott Holum	05/02/1999
Officer Melanie Marshall	05/28/2000
Investigator Paul Sloan	05/13/2001
Investigator Brittney Westpfahl	01/16/2005
Assistant Chief Eric Pedersen	07/09/2005
Officer Steven Keller	08/14/2005
Lieutenant Jarrod Furlano	01/13/2008
Sergeant Adam Perkins	09/04/2011
Sergeant Brandon Kuhn	10/12/2015
Officer Brennon Scallon	10/30/2016
Sergeant Wilbert Steinborn	08/19/2018
Sergeant Cody Paulson	09/24/2018
Custodian Billy Boehme	11/04/2018
Police Clerk Ashley Bankhead	03/11/2019
Sergeant Delaney Hanrahan	06/02/2019
Police Clerk DeAnn Batten	06/17/2019
Officer Alexander Brueggeman	12/08/2019
Officer Lindsey Harvey	01/24/2021
Officer Jayden Olson	07/11/2021
Evidence Tech Mark Nicholson	08/08/2021
Officer Justice Blackhawk	10/10/2021
Officer Audra Gomez	06/01/2022
Officer John Reigel	06/12/2022



TOPD Monthly Report

Printed on December 1, 2023

: Total: 1**911 : 911 CHECK Total: 12****911HANG : 911 ABANDONED Total: 24****911OPEN : 911 OPEN LINE Total: 21****ACC PD : ACCIDENT WITH PROPERTY DAMAGE Total: 29****ACC PI : ACCIDENT WITH INJURIES Total: 2****ACC UNK : ACCIDENT UNKNOWN INJURIES Total: 1****ALARM : ALARM - HOLDUP OR BURGLARY Total: 14****AMBULANCE : AMBULANCE CALL Total: 69****ANIMAL : ANIMAL COMPLAINT/NOT A BITE Total: 30****ASSIST : ASSIST OTHER AGENCY Total: 8****ATL : ATTEMPT TO LOCATE Total: 14****BATTERY : BATTERY/ASSAULT Total: 7****BIKE : ABANDONED/FOUND BICYCLE Total: 1****BITE : ANIMAL BITE Total: 1****BUILD CHK : BUILDING CHECK Total: 1****CHILD : CHILD ABUSE/NEGLECT Total: 2****CIT ASST : CITIZEN ASSIST Total: 52****COMMITMENT : INVOLUNTARY COMMITMENT/CHAPTER Total: 2****COMMUNITY RELATIONS : COMMUNITY RELATIONS Total: 4****COURT ORDER : VIOLATION OF COURT ORDER Total: 1****CROSS GUARD : CROSSING GUARD DUTY BY OFFICER Total: 22****CUSTODY : CHILD CUSTODY ISSUE Total: 8****DAMAGE : DAMAGE TO PROPERTY Total: 3****DISTURB : DISTURBANCE Total: 18**

DOMESTIC : DOMESTIC DISTURBANCE Total: 1
DRUG : DRUG INFO/COMPLAINTS Total: 8
ENTRY : ENTRY TO VEH OR DWELLING Total: 3
ESCORT : ESCORT Total: 3
EXTRA : EXTRA PATROL Total: 6
FIGHT : FIGHT Total: 2
FIRE ALARM : FIRE ALARM Total: 5
FIRE : FIRE Total: 6
FOLLOWUP : FOLLOWUP/INTERVIEW TO PREVIOUSLY INCIDENT Total: 52
FRAUD : FRAUD Total: 19
HARASS : HARASSMENT Total: 6
INFO : GENERAL INFORMATION CALL Total: 7
MISSING : MISSING PERSON Total: 1
MOTOR ASSIST : MOTORIST ASSIST Total: 18
NOISE : NOISE OR LOUD PARTY COMPLAINT Total: 3
OPEN : OPEN DOOR OR WINDOW Total: 1
ORD VIO : ORDINANCE VIOLATION Total: 1
OWP : OUT WITH PARTY Total: 43
PAPER : PAPER SERVICE Total: 4
PARKING : PARKING COMPLAINT Total: 20
PHONE CALL : MAKE/RECEIVE PHONE CALL Total: 64
POWER : POWER OUTAGE/WIRES DOWN Total: 1
PROPERTY : FOUND/LOST/RECOVERED PROPERTY Total: 28
PURSUIT : VEHICLE OR FOOT PURSUIT Total: 1
RUNAWAY : JUVENILE RUNAWAY Total: 3
SEX OFFENSE : SEX OFFENSE Total: 2
SIGN/SIGNAL : ROAD SIGN/SIGNAL DOWN OR NEEDS REPAIR Total: 3
SUSPICIOUS : SUSPICIOUS ACTIVITY Total: 29
THEFT : THEFT Total: 19

THREATS : THREATS COMPLAINT Total: 4
TRAFFIC COMP : TRAFFIC/DRIVING COMPLAINT Total: 14
TRAFFIC HZRD : TRAFFIC HAZARD Total: 2
TRAFFIC STOP : TRAFFIC STOP Total: 206
TRESPASS : TRESPASSING Total: 6
TRUANCY : TRUANCY COMPLAINT Total: 22
TWJ : TROUBLE WITH JUVENILE Total: 15
TWP : TROUBLE WITH PARTY Total: 28
UNDERAGE : UNDERAGE PARTY/DRINK/TOBACCO Total: 5
WARRANT : WARRANT Total: 2
WEAPON : WEAPONS VIOLATION Total: 2
WELFARE : WELFARE CHECK Total: 45
Total Records: 1057

2023 OPERATING WHILE INTOXICATED STATISTICS

CASE #	AGE	SEX	1ST	2ND	3RD	4TH	5TH	6TH	7TH	8TH	9TH	10TH	BAC	RSC	REFUSAL	ACCIDENT	REST SUBSTANCE TYPE
#23-0035	32	M	X										0.140				
#23-0040	58	M			X								0.163		X		
#23-0063	52	F	X										0.229				
#23-0104	35	F	X										0.080				
#23-0127	61	M					X						0.000	X			Marjuana
#23-0131	24	M	X												X		
#23-0199	40	M		X									0.146				
#23-0234	23	F		X									0.212				
#23-0242	26	M	X										0.293				
#23-0268	43	M	X												X		Pending
#23-0310	25	M	X										0.128				
#23-0313	23	F	X										0.152				
#23-0314	43	M		X											X		Pending
#23-0324	23	F		X									0.128		X		
#23-0346	23	M	X										0.068				
#23-0359	18	F	X										0.092				
#23-0395	40	F	X										0.194				
#23-0430	29	M	X											X	X		
#23-0440	37	F	X										0.106				
#23-0456	20	F	X										0.161				
#23-0481	39	M	X												X		
#23-0482	36	F					X						0.163		X	X	
#23-0533	30	M	X										0.160				
#23-0546	31	F		X										X			Methamphetamine
#23-0561	26	M		X									0.076	X			Pending
#23-0576	43	M	X										0.120				
#23-0598	25	M	X												X		
#23-0599	42	M		X									0.090		X		
#23-0605	52	M	X												X		
#23-0612	21	M	X												X		
#23-0624	27	M	X										0.114				
#23-0643	34	F	X										0.244				
#23-0670	47	M	X												X		
#23-0681	27	M	X										0.150				
#23-0701	21	M	X										0.296				
#23-0706	40	F		X									0.187		X		
#23-0713	38	M	X												X		
#23-0729	27	X	X												X		
#23-0735	26	F	X														
#23-0737	29	M	X										0.000				Pending
#23-0743	19	M	X										0.148				
#23-0749	24	M	X										0.158				
#23-0749	24	M	X										0.182				
#23-0755	32	F	X										0.000				Pending
#23-0759	47	M	X											X	X		
#23-0777	26	M	X										0.000	X			Pending
#23-0800	69	F	X										0.228			X	
#23-0803	54	F	X										0.200			X	
#23-0806	39	F	X										0.000				Methamphetamine
#23-0850	55	F			X								0.180		X		
#23-0870	36	M			X								0.126		X		
#23-0885	27	F		X									0.174				
#23-0892	39	M		X									0.176				Passenger Under 16
#23-0918	47	F			X								0.193		X		
#23-0943	63	M			X								0.232				
#23-0945	31	M	X												X		
#23-0947	20	M	X										0.108				
#23-0954	63	F	X										0.280				
#23-0963	32	M		X									0.201				
#23-0984	45	M	X										0.162				
#23-1015	33	F	X												X		
#23-1037	52	F	X										0.000			X	Pending
#23-1061	21	M	X										0.136				
#23-1073	56	M			X								0.106		X		
#23-1107	24	M	X										0.042				
#23-1145	22	F	X										0.160				
#23-1157	41	F	X										0.174				
#23-1206	45	F	X										0.166				
#23-1217	34	M		X									0.134				

#23-1264	33	M	X						X		
#23-1273	38	F	X						X		
#23-1274	43	F	X						X		
#23-1276	34	F		X							
#23-1294	42	F				X		0.267			
#23-1302	65	M	X					0.180			
#23-1330	47	M	X						X		
#23-1340	35	M	X						X		
#23-1357	46	F		X				0.204		X	
#23-1377	66	M		X				0.136			
#23-1406	37	M	X						X		
#23-1437	68	M	X						X		
#23-1451	38	F	X								Pending
#23-1456	69	M				X		0.090	X		
#23-1463	28	M	X						X		
#23-1573	26	F	X						X		Pending
#23-1588	51	M			X				X		Pending
#23-1643	52	M				X			X		Pending
#23-1647	19	M	X						X		Pending
#23-1675	23	F	X								Pending
#23-1690	35	M	X								Pending
#23-1691	56	F	X								Pending
#23-1704	64	M	X								Not drawn
#23-1753	27	M	X						X		
#23-1791	50	F	X								Pending
#23-1812	53	F	X							X	Pending
TOTALS			66	16	7	1	4	0.162			AVERAGE BAC

STAFF COMMITTEE PREPARATION REPORT

Agenda Item: ARPA Funding for three Radar Speed Signs

Summary and Background Information: The Tomah Police Department historically receives many complaints of speeding vehicles in certain areas of the community. To combat that, the city recently purchased and installed six radar speed signs in several locations around the city. Since installing the signs, we have received positive feedback from citizens.

An invaluable function of the new radar speed signs is that they record and track traffic data that is stored remotely in a cloud. We are able to access this data remotely and determine how many vehicles travel through the area, vehicle speeds, date and time of day. That data allows the police department to narrow down times where extra enforcement in certain areas need to be increased so we can efficiently allocate our resources.

There are two old radar speed signs located on Superior Avenue and Butts Avenue that either work sometimes or not at all. Those signs are well over 10 years old and need to be replaced. After speaking with DPW Director / SET Chairman Kirk Arity, we believe purchasing three new radar speed signs would be prudent at this time. The signs would be located in the following areas:

- Superior Avenue: Two signs near the area of St. Paul School. One facing north and the other facing south. ****The current sign on Superior Avenue would be removed****
- Butts Avenue: One sign facing south. ****The current sign on Butts Avenue would be removed****

Recommendation: It is my recommendation to purchase three radar speed signs for \$11,848.22 using ARPA funding. DPW will install the signs.



Department Head

12-11-23
Date



Safe travels:

Traffic and Parking Control Co., Inc.
 5100 West Brown Deer Rd
 Brown Deer, WI 53223
 Phone No.:800-236-0112
 E-Mail: customerservice@tapconet.com

SALES QUOTE

SALES QUOTE DATE

12/8/2023

SALES QUOTE NUMBER

Q23018679

CUSTOMER NO.

C85197

Page: 1

BILL TO

Tomah Police Department
 Ronald Waddell
 805 Superior Ave
 Tomah, WI 54660
 United States of America

SHIP TO

Tomah Police Department
 Ronald Waddell
 805 Superior Ave
 Tomah, WI 54660
 United States of America

Ext. Document No.	SHIP VIA	TERMS	SALESPERSON	VALID UNTIL
	BEST RATE Quoted	Net 30 DAYS	Aaron Guilbault	1/7/2024

Item/Description	U/M	Quantity	Unit Price	Total Price
137971 EV 12" Radar Feedback Sign,50 Watt Solar Panel,White HIP Face,1 Year Cloud Service	Each	3	3,145.50	9,436.50
109881 Safe Pace Data Collection via Bluetooth Need 1 per unit	Each	3	490.50	1,471.50
1603-00002 Post,Square,2"x2"x12' 12 Gauge Full Punched Galvanized Steel	Each	3	189.00	567.00
1603-00008 Post,Square,2.25"x2.25"x3' 12 Gauge Galvanized Anchor Full Punched Galvanized Steel	Each	3	30.88	92.64
1603-00013 Bolt,Corner Bolt for for 2.5" Square Posts or smaller	Each	3	1.76	5.28
3177-00001 Nut,5/16-18 Heavy Hex Jam Nut	Each	3	0.10	0.30
Solar powered equipment requires no shading or obstructions Furnish only quote. Installation is not included.				
3200-0000 FREIGHT SALES		1	275.00	275.00

All prices are listed in US Dollar (USD)
 For terms and conditions, please visit <https://tapconet.com/terms-conditions>



Safe travels:

Traffic and Parking Control Co., Inc.
5100 West Brown Deer Rd
Brown Deer, WI 53223
Phone No.:800-236-0112
E-Mail: customerservice@tapconet.com

Item 9.

SALES QUOTE

SALES QUOTE DATE

12/8/2023

SALES QUOTE NUMBER

Q23018679

CUSTOMER NO.

C85197

Page: 2

BILL TO

Tomah Police Department
Ronald Waddell
805 Superior Ave
Tomah, WI 54660
United States of America

SHIP TO

Tomah Police Department
Ronald Waddell
805 Superior Ave
Tomah, WI 54660
United States of America

Ext. Document No.	SHIP VIA	TERMS	SALESPERSON	VALID UNTIL
	BEST RATE Quoted	Net 30 DAYS	Aaron Guilbault	1/7/2024

Item/Description	U/M	Quantity	Unit Price	Total Price
------------------	-----	----------	------------	-------------

Subtotal:	11848.22
Invoice Discount:	0.00
Total Sales Tax:	0.00
Total:	11,848.22

All prices are listed in US Dollar (USD)
For terms and conditions, please visit <https://tapconet.com/terms-conditions>

Procedure for recommendations on actionable items to the City Council/Committee of the Whole
Recommendations should come to the SET from all boards, commissions and committees, with the exception of the Committee of the Whole.

Staff report approved or draft minutes from the meeting in which the recommendation was made, should be provided with the recommendation. Those recommendations need to be forwarded to the SET by the 1st Tuesday of the month. The SET will review, and either request more information or forward onto the Committee of the Whole or the City Council with the reviewed documents.

Department Head to communicate to their boards, commissions, committees and Council.

Recommendation from:	Chief Scott Holum
Minutes/staff report attached	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Budget account:	ARPA Funds
Fiscal impact:	\$ 11,848.22
Staff responsible for implementation:	TPD / DPW
Economic impact:	
Zoning/rezoning issues:	
Supports organizational goals	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Questions from SET:	
Grants pursued/opportunity pursued:	

STAFF COMMITTEE PREPARATION REPORT

Agenda Item: Alliant Easement Approval

Summary and Background Information: Alliant energy is requesting an easement for the installation of the underground electric line located on City property near the waste water treatment facility.

Recommendation From: Public Works and Utilities Commission

Minutes Attached:

Yes No

Budget Account:

n/a

Fiscal Impact:

N/a

Staff Responsible for implementation:

Kirk Arity

Economic Impact:

n/a

Zoning/Rezoning Issues:

n/a

Supports Organizational Goals:

Yes No

Questions from SET:

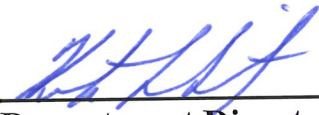
Grants Pursued/Opportunity Pursued:

n/a

Recommendation: Recommend easement approval


SET

12/12/23
Date


Department Director

12/11/23
Date

Committee: Committee of the Whole and/or Common Council
Meeting Date(s):

Document No.

EASEMENT UNDERGROUND
ELECTRIC AND COMMUNICATION

The undersigned Grantor(s) City of Tomah, a Municipal Corporation, (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 indicated below, upon, in, over, through and across lands owned by the Grantor in the Town of LaGrange & City of Tomah, County of Monroe, State of Wisconsin, said Easement Area to be 12 feet in width and described as follows:

See EXHIBIT "A" attached hereto and made a part hereof.

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 other appurtenant equipment associated with underground electric line and communication line 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. **Tree Trimming:** The Grantee has the right to trim or remove trees, bushes and brush within the Easement Area without replacement or compensation hereinafter.
5. **Restoration and Damages:** The Grantee shall restore, cause to have restored or pay a reasonable sum for all damages to property, caused by the construction, maintenance or removal of said Designated Facilities.
6. **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.
7. **Binding Effect:** This agreement is binding upon the heirs, successors and assigns of the parties hereto, and shall run with the lands described herein.
8. **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.

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

Parcel Identification Number(s)

286-02716-4700

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

CITY OF TOMAH

Signature (SEAL)

Signature (SEAL)

Printed Name and Title

Printed Name and Title

ACKNOWLEDGEMENT

STATE OF _____ }
COUNTY OF _____ } SS

Personally came before me this _____ day of _____, 20_____, the above named _____
_____ the _____ for the City of Tomah 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

Checked by
Haley Long

October 23, 2023

Project Title: NOTA293/TIPA253 3PH OH UG TIE
ERP Activity ID: 4317266
Tract No.:
Rerow No.:

Exhibit "A"

Lands owned by Grantor:

Located in the East Half of the Northeast Quarter (E½ NE¼), the Northeast Quarter of the Southeast Quarter (NE¼ SE¼), and the Southwest Quarter of the Northeast Quarter (SW¼ NE¼) in Section 34, Township 18 North, Range 1 West, Town of LaGrange and City of Tomah, Monroe County, Wisconsin.

Lot Two (2) of a Certified Survey Map recorded in Volume 7 of CSM at Page 223 as Document No. 400829, located in Section Thirty-four (34), Township Eighteen (18) North, Range One (1) West, Town of LaGrange and City of Tomah, Monroe County, Wisconsin.

Grantor's deed being recorded on September 14, 1995, as Document Number 442924 in the office of the Register of Deeds for Monroe County, Wisconsin.

Easement area:

An Easement Area Twelve (12) feet in width, having Six (6) feet of such width on either side of the following-described centerline: the centerline of Grantee's Designated Facilities as constructed, to be constructed, extended, or relocated lying within the above-described real property.



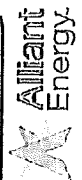
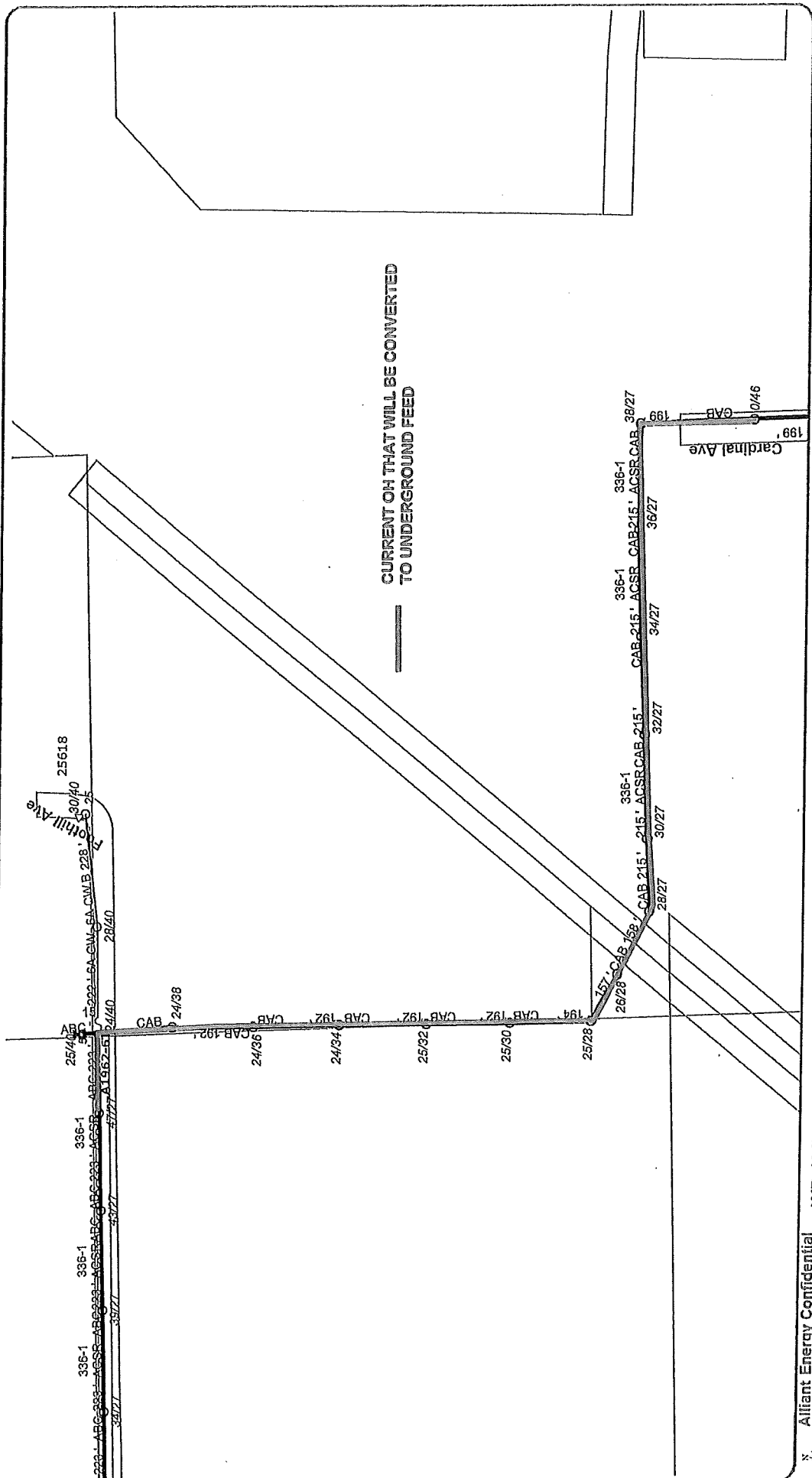
Item 3.

Item 3.

Notwithstanding to whom this plan is submitted, the Applicant agrees to defend, hold harmless and pay for the reasonable costs of the Utility, including all attorney's fees, in connection with the Utility's review of the plan and its approval of the plan. The Applicant also agrees to defend, hold harmless and pay for the reasonable costs of the Utility, including all attorney's fees, in connection with the Utility's review of the plan and its approval of the plan.

Notwithstanding to whom this plan is submitted, the Applicant agrees to defend, hold harmless and pay for the reasonable costs of the Utility, including all attorney's fees, in connection with the Utility's review of the plan and its approval of the plan. The Applicant also agrees to defend, hold harmless and pay for the reasonable costs of the Utility, including all attorney's fees, in connection with the Utility's review of the plan and its approval of the plan.

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WR 4317266 CURRENT OVERHEAD FEED

Alliant Energy Confidential
Classification: Confidential
1:2,500

STAFF COMMITTEE PREPARATION REPORT

Agenda Item: Resolution Declaring Official Intent to Reimburse Expenditures From Proceeds of Borrowing

Summary and Background Information:

As we use bonding to fund the majority of our capital projects, and the timing of the bonding does not always line up with all the expenditure for our capital projects, we pass this resolution to allow us to use the proceeds of our borrowing to reimburse spending that occurs on the approved projects between this date and the date that we receive our bond proceeds.

Recommendation From:

Molly Powell, Treasurer

Minutes Attached:

Yes No

Budget Account:

Capital Projects Funds

Fiscal Impact:

Up to \$5,113,500

Staff Responsible for implementation:

Molly Powell, Treasurer

Economic Impact:

Saves money on borrowing, by allowing us to use tax exempt borrowing

Zoning/Rezoning Issues:

n/a


Supports Organizational Goals:

Yes No


Questions from SET:

Grants Pursued/Opportunity Pursued: n/a

Recommendation:



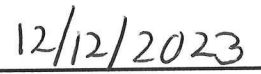
SET



Date



Department Director



Date

Committee: Committee of the Whole and/or Common Council
Meeting Date(s):

RESOLUTION NO.

RESOLUTION DECLARING OFFICIAL INTENT
TO REIMBURSE EXPENDITURES
FROM PROCEEDS OF BORROWING

WHEREAS, the City of Tomah, Monroe County, Wisconsin (the "Issuer") plans to finance 2024 capital improvement projects, including those listed in Exhibit A attached hereto (collectively, the "Project");

WHEREAS, the Issuer expects to finance the Project on a long-term basis by issuing tax-exempt bonds or notes (collectively, the "Bonds");

WHEREAS, because the Bonds will not be issued prior to commencement of the Project, the Issuer must provide interim financing to cover costs of the Project incurred prior to receipt of the proceeds of the Bonds; and

WHEREAS, the Common Council (the "Governing Body") of the Issuer deems it to be necessary, desirable, and in the best interests of the Issuer to advance moneys from its funds on hand on an interim basis to pay the costs of the Project until the Bonds are issued.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Issuer that:

Section I. Expenditure of Funds. The Issuer shall make expenditures as needed from its funds on hand to pay the cost of the Project until proceeds of the Bonds become available.

Section 2. Declaration of Official Intent. The Issuer hereby officially declares its intent under Treas. Reg. Section I .150-2 to reimburse said expenditures with proceeds of the Bonds, in an amount not expected to exceed \$5,113,500.

Section 3. Unavailability of Long-Term Funds. No funds for payment of the Project from sources other than the Bonds are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside by the Issuer pursuant to its budget or financial policies.

Section 4. Public Availability of Official Intent Resolution. The Resolution shall be made available for public inspection at the office of the Issuer's Clerk within 30 days after its approval in compliance with applicable State law governing the availability of records of official acts including Subchapter II of Chapter 19, and shall remain available for public inspection until the Bonds are issued.

Section 5. Effective Date. This Resolution shall be effective upon its adoption and approval.

Adopted and recorded _____, 2023

Approved _____, 2023

Michael Murray
Mayor

ATTEST:

(SEAL)

Rebecca Weyer
City Clerk

Exhibit A

City of Tomah
2024 Capital Projects - Reimbursement Resolution

DEPARTMENT	DESCRIPTION	COST
CITY HALL	IT INFRASTRUCTURE	70,000.00
CITY HALL	CITY HALL BREAKROOM UPGRADES	10,000.00
CITY HALL	CITY HALL HAND RAIL	4,000.00
CITY HALL	CITY HALL TOWER RECONSTRUCTION	10,000.00
PARKS	TORO SAND PRO	34,000.00
PARKS	TORO GTX	14,000.00
PARKS	PARKS PROJECTS	2,500,000.00
PARKS	ICE ARENA	1,000,000.00
PARKS	BUILDING UPGRADES	50,000.00
PARKS	MEMORIAL PARK BATHROOMS	10,000.00
POLICE	2 SQUADS WITH UPFITTING	123,000.00
POLICE	GENERATOR	6,000.00
POLICE	PD FILTER ADDITION	7,500.00
STREETS	COUNTY HWY ET	800,000.00
STREETS	STREET SHOP ROOF	100,000.00
STREETS	SEAL COATING PROJECTS	250,000.00
STREETS	STORAGE BUILDING UPGRADES	20,000.00
SENIOR CENTER	ROOF	50,000.00
SENIOR CENTER	BUILDING PAINTING AND UPGRADES	<u>55,000.00</u>
		5,113,500.00

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Resolution Increasing Agency Fare for City of Tomah’s shared ride service

Summary and Background Information:

City of Tomah has negotiated agency fares with certain programs within the City. This agency’s fare was set at \$6.00/ride. As our expenses continue to increase for the service, and as we would like to continue to provide mass transit services to the residents of the City of Tomah, we would like to increase the agency fare to \$10.00/ride. This fare is consistent with agency fares in surrounding areas.

Recommendation From:

Molly Powell, Treasurer

Minutes Attached:

Yes No

Budget Account:

Mass Transit Fare Revenue

Fiscal Impact:

An additional \$4/agency ride or an approximate \$80,000 toward the operation of our service.

Staff Responsible for implementation:

Molly Powell, Treasurer

Economic Impact:

Help to offset the City’s required portion of the Mass Transit operation.

Zoning/Rezoning Issues:

n/a

Supports Organizational Goals:

Yes No

Questions from SET:

Grants Pursued/Opportunity Pursued:

n/a

Recommendation:

Approve the increase as requested.


SET

12/12/23
Date


Department/Director

12/12/2023
Date

Committee: Committee of the Whole and/or Common Council
Meeting Date(s):

RESOLUTION

WHEREAS, The City of Tomah participates in the public transit program offered by the Wisconsin Department of Transportation under Sec. 85.20 of the Wisconsin Statutes and Section 5311 of the Federal Transit Act as Amended, and;

WHEREAS, These programs require the City to set a Tariff Schedule that establishes fares for the operation of the public transit system under the state and federal programs referenced above, and;

WHEREAS, USC 49 CFR Part 37.131(c)(4) allows public transit programs to charge Agency Fares to organizations who receive funding to transport individuals served under certain programs, and:

WHEREAS, the use of agency fares will reduce the amount of local subsidy required of the City of Tomah to support the shared-ride taxi program.

NOW, THEREFORE, BE IT RESOLVED that the City Council the City of Tomah meeting this 19th day of December , 2023 does hereby adopt the following an agency fare of \$10.00 per one-way ride for the shared-ride taxi program.

BE IT FURTHER RESOLVED that this fare shall be effective on the first day of the month, January 2024 by adoption of this resolution by the Council, and may be amended at any time.

BE IT ALSO RESOLVED that Abby Vans Inc., the City’s shared-ride taxi operator, may charge and retain an administrative fee to cover any of its expenses involved in collecting these agency fares.

Mike Murray, Mayor

ATTEST:

Rebecca Weyer, City Clerk

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	\$406,957.31	Check #'s:	143806	143832
				143850	143889
2. Payroll:		\$284,691.40	Dir Dep #'s:	9300922	9301157
3. Wire/ACH Transfers:		\$391,993.05			
4. Invoices:		\$60,301.16			
	Total:	<u>\$1,143,942.92</u>			

Mayor

Clerk

Requested by: Finance Department

Submitted by: Committee of the Whole

December 18, 2023

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
ALLIANT ENERGY/WPL							
30	ALLIANT ENERGY/WPL	01085300000 1	0108530000	12/20/2023	01-55200-2210 OTHER PARKS UTIL-E	292.89	
30	ALLIANT ENERGY/WPL	0308030000 11	0308030000	12/20/2023	01-55200-2210 OTHER PARKS UTIL-E	51.45	
30	ALLIANT ENERGY/WPL	0806110000 12	0806110000	12/20/2023	01-55200-2210 OTHER PARKS UTIL-E	169.13	
30	ALLIANT ENERGY/WPL	1025100000 12	1025100000	12/20/2023	01-55200-2210 OTHER PARKS UTIL-E	131.00	
30	ALLIANT ENERGY/WPL	2131000000 12	2131000000	12/20/2023	01-55200-2210 OTHER PARKS UTIL-E	30.10	
30	ALLIANT ENERGY/WPL	2822167112 11	ELECTRIC	12/05/2023	03-52300-2210 AMBULANCE UTIL-ELE	1,335.75	
30	ALLIANT ENERGY/WPL	2822167112 11	ELECTRIC	12/05/2023	01-52200-2210 FIRE PROTECTION UT	572.47	
30	ALLIANT ENERGY/WPL	3781840000 12	3781840000	12/20/2023	01-55200-2210 OTHER PARKS UTIL-E	178.68	
30	ALLIANT ENERGY/WPL	4309800000 12	5309800000	12/20/2023	01-55200-2210 OTHER PARKS UTIL-E	65.27	
30	ALLIANT ENERGY/WPL	4452240000 11	4452240000	12/20/2023	01-55402-2210 AQUATIC CENTER UTI	94.77	
30	ALLIANT ENERGY/WPL	4519649155 11	4519649155	12/20/2023	01-55200-2210 OTHER PARKS UTIL-E	19.40	
30	ALLIANT ENERGY/WPL	5122340000 12	5122340000	12/20/2023	01-55200-2210 OTHER PARKS UTIL-E	178.91	
30	ALLIANT ENERGY/WPL	5304120000 12	5305120000	12/20/2023	01-55200-2210 OTHER PARKS UTIL-E	18.42	
30	ALLIANT ENERGY/WPL	5491010000 12	5491010000	12/20/2023	01-55200-2210 OTHER PARKS UTIL-E	46.57	
30	ALLIANT ENERGY/WPL	5730840000 11	5730840000	12/20/2023	01-55200-2210 OTHER PARKS UTIL-E	59.14	
30	ALLIANT ENERGY/WPL	5817900000 11	5817900000	12/20/2023	01-55200-2210 OTHER PARKS UTIL-E	72.36	
30	ALLIANT ENERGY/WPL	6198210000 12	6198210000	12/20/2023	01-55200-2210 OTHER PARKS UTIL-E	19.40	
30	ALLIANT ENERGY/WPL	6301650000 11	6301650000	12/20/2023	01-55200-2210 OTHER PARKS UTIL-E	18.42	
30	ALLIANT ENERGY/WPL	6426740000 12	642740000	12/20/2023	01-55200-2210 OTHER PARKS UTIL-E	32.49	
30	ALLIANT ENERGY/WPL	7127140000 12	7127140000	12/20/2023	01-55200-2210 OTHER PARKS UTIL-E	214.63	
30	ALLIANT ENERGY/WPL	7699530000 11	7699530000	12/20/2023	01-55402-2210 AQUATIC CENTER UTI	50.10	
30	ALLIANT ENERGY/WPL	7892520000 11	2892520000 12.23	12/20/2023	01-55200-2210 OTHER PARKS UTIL-E	20.11	
30	ALLIANT ENERGY/WPL	9589110000 12	9589110000	12/20/2023	01-55200-2210 OTHER PARKS UTIL-E	18.59	
Total ALLIANT ENERGY/WPL:						3,690.05	
BEST KEPT PORTABLES LLC							
84	BEST KEPT PORTABLES LLC	17738	i7738	12/20/2023	01-55401-3400 RECREATION PARK O	625.00	
Total BEST KEPT PORTABLES LLC:						625.00	
EMERGENCY MEDICAL PRODUCTS INC							
216	EMERGENCY MEDICAL PRODU	2599281	NITRILE GLOVES AND ICU SODIUM C	12/04/2023	03-52300-3402 AMBULANCE OPER -	782.60	
216	EMERGENCY MEDICAL PRODU	2600455	MEDICAL SUPPLIES	12/05/2023	03-52300-3402 AMBULANCE OPER -	242.52	
Total EMERGENCY MEDICAL PRODUCTS INC:						1,025.12	
KELLER INC							
366	KELLER INC	48090	48090	12/20/2023	08-57621-8200 REC PARK OUTLAY BU	50,000.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
Total KELLER INC:						50,000.00	
LARKIN'S GMC INC							
387	LARKIN'S GMC INC	85581	REPLACE BATTERY ON COMMAND	12/05/2023	01-52200-3500 FIRE PROTECTION RE	211.51	
Total LARKIN'S GMC INC:						211.51	
MISSISSIPPI WELDERS SUPPLY COMPANY INC							
442	MISSISSIPPI WELDERS SUPPL	1690958	CYLINDERS	12/04/2023	03-52300-3400 AMBULANCE OPERATI	12.00	
Total MISSISSIPPI WELDERS SUPPLY COMPANY INC:						12.00	
NAME TAPE FACTORY							
1201	NAME TAPE FACTORY	16492	PATCHES ON SHIRTS	12/04/2023	03-52300-3400 AMBULANCE OPERATI	12.90	
Total NAME TAPE FACTORY:						12.90	
QUILL CORPORATION							
538	QUILL CORPORATION	35799665	LETTER TRAY AND SCISSORS	12/05/2023	03-52300-3100 AMBULANCE OFFICE	64.67	
Total QUILL CORPORATION:						64.67	
STEAM-A-WAY CLEANING CO INC							
1122	STEAM-A-WAY CLEANING CO I	2311-956	2311-956	12/20/2023	12-55500-3500 SR & DISAB REPAIR &	2,105.20	
Total STEAM-A-WAY CLEANING CO INC:						2,105.20	
STEVE JORGENSEN							
2414	STEVE JORGENSEN	12.29.23 - MUS	12.29.23	12/20/2023	12-55500-3410 SR & DISAB OP SUP-	100.00	
Total STEVE JORGENSEN:						100.00	
TOMAH WATER & SEWER UTILITY							
658	TOMAH WATER & SEWER UTILI	3581.00 11.23	WATER & SEWER	12/06/2023	03-52300-2220 AMBULANCE UTIL-W&	180.66	
658	TOMAH WATER & SEWER UTILI	3581.00 11.23	WATER & SEWER	12/06/2023	01-52200-2220 FIRE PROTECTION UT	45.16	
658	TOMAH WATER & SEWER UTILI	67101.01 11.23	67101.01	12/20/2023	12-55500-2220 SR & DISAB UTIL-W&S	35.06	
Total TOMAH WATER & SEWER UTILITY:						260.88	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
WE ENERGIES							
721	WE ENERGIES	0701377292-0	0701377292-00001	12/20/2023	01-55200-2200 OTHER PARKS UTIL-G	268.10	
721	WE ENERGIES	0704935413-0	0704935413-00001	12/20/2023	01-55200-2200 OTHER PARKS UTIL-G	351.00	
721	WE ENERGIES	07066515242-	0706515242-00002	12/20/2023	01-55200-2200 OTHER PARKS UTIL-G	.66	
721	WE ENERGIES	0706823812-0	0706723812-00005	12/20/2023	12-55500-2200 SR & DISAB UTIL-GAS	46.12	
721	WE ENERGIES	0707349941-0	0707349941-00001	12/20/2023	01-55200-2200 OTHER PARKS UTIL-G	142.73	
721	WE ENERGIES	0707713977-0	0707713977-00001	12/20/2023	01-55402-2200 AQUATIC CENTER UTI	43.32	
721	WE ENERGIES	0711622483-00	0711622483-00001	12/20/2023	01-55200-2200 OTHER PARKS UTIL-G	80.05	
721	WE ENERGIES	0712259790-0	0712259790-00001	12/20/2023	01-55200-2200 OTHER PARKS UTIL-G	678.53	
721	WE ENERGIES	0714229616-0	0714229616-00001	12/20/2023	01-55402-2200 AQUATIC CENTER UTI	.66	
721	WE ENERGIES	0715711655-00	0715711655-00001	12/20/2023	01-55200-2200 OTHER PARKS UTIL-G	112.01	
721	WE ENERGIES	0717659443-0	0717659443-00001	12/20/2023	12-55500-2200 SR & DISAB UTIL-GAS	280.73	
721	WE ENERGIES	0719795727-0	0719795727-00001	12/20/2023	01-55200-2200 OTHER PARKS UTIL-G	114.62	
Total WE ENERGIES:						2,118.53	
WESTERN TECHNICAL COLLEGE							
728	WESTERN TECHNICAL COLLEGE	IN13587	BLS PROVIDER CARDS AND CPR TRA	12/05/2023	03-52300-3350 AMBULANCE TRAININ	12.00	
Total WESTERN TECHNICAL COLLEGE:						12.00	
WIL-KIL PEST CONTROL							
754	WIL-KIL PEST CONTROL	4763869	4763869	12/20/2023	01-55200-3500 OTHER PARKS REPAI	63.30	
Total WIL-KIL PEST CONTROL:						63.30	
Grand Totals:						60,301.16	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
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Dated: _____

Mayor: _____ Murray, Mike

City Council: _____ Glynn, John

_____ Pater, Nellie

_____ Peterson, Dean

_____ Kiefer, Lamont

_____ Scholze, Travis

_____ Hart, Nicole

_____ Yarrington, Richard

_____ Zabinski, Shawn

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
143806										
11/23	11/21/2023	143806	24	AIRGAS USA LLC	5502419685	1	01-53311-2900	.00	141.41	141.41
Total 143806:								.00		141.41
143807										
11/23	11/21/2023	143807	27	ALL AMERICAN DO-IT CENTER	54141/3	1	01-55401-3500	.00	44.98	44.98
Total 143807:								.00		44.98
143808										
11/23	11/21/2023	143808	30	ALLIANT ENERGY/WPL	4519649155	1	01-55300-2210	.00	120.48	120.48
Total 143808:								.00		120.48
143809										
11/23	11/21/2023	143809	34	ALLSTATE PETERBILT OF TOM	52031199879	1	01-53635-3500	.00	391.45	391.45
Total 143809:								.00		391.45
143810										
11/23	11/21/2023	143810	78	BEAR GRAPHICS INC	0925257	1	01-51440-3100	.00	543.21	543.21
Total 143810:								.00		543.21
143811										
11/23	11/21/2023	143811	96	BOUND TREE MEDICAL LLC	85148686	1	03-52300-3402	.00	147.65	147.65
Total 143811:								.00		147.65
143812										
11/23	11/21/2023	143812	173	CRAM'S COMPUTER CENTER L	6063	1	03-52300-2900	.00	159.00	159.00
Total 143812:								.00		159.00
143813										
11/23	11/21/2023	143813	216	EMERGENCY MEDICAL PRODU	2595854	1	03-52300-3402	.00	226.94	226.94

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 143813:								.00		226.94
143814										
11/23	11/21/2023	143814	275	GHD SERVICES INC	340-0086446	1	01-53630-5300	.00	749.68	749.68
Total 143814:								.00		749.68
143815										
11/23	11/21/2023	143815	311	HILLSBORO EQUIPMENT INC	315855	1	01-53311-3502	.00	141.50	141.50
Total 143815:								.00		141.50
143816										
11/23	11/21/2023	143816	371	KIRVIDA FIRE INC	11928	1	01-52200-2100	.00	444.50	444.50
11/23	11/21/2023	143816	371	KIRVIDA FIRE INC	11929	1	01-52200-2100	.00	650.42	650.42
11/23	11/21/2023	143816	371	KIRVIDA FIRE INC	11930	1	01-52200-2100	.00	637.22	637.22
11/23	11/21/2023	143816	371	KIRVIDA FIRE INC	11931	1	01-52200-2100	.00	650.42	650.42
Total 143816:								.00		2,382.56
143817										
11/23	11/21/2023	143817	375	KWIK TRIP CREDIT DEPT	00410435 10	1	01-53311-3401	.00	6,190.36	6,190.36
Total 143817:								.00		6,190.36
143818										
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 10.2	1	01-52100-2230	.00	700.63	700.63
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 10.2	2	01-51200-2230	.00	57.82	57.82
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 10.2	3	01-51520-2230	.00	62.32	62.32
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 10.2	4	01-51415-2230	.00	15.22	15.22
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 10.2	5	01-51420-2230	.00	57.43	57.43
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 10.2	6	01-51100-2230	.00	15.22	15.22
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 10.2	7	01-51530-2230	.00	15.22	15.22
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 10.2	8	01-51410-2230	.00	25.95	25.95
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 10.2	9	01-52400-2230	.00	46.92	46.92
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 10.2	10	01-53100-2230	.00	58.94	58.94
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 10.2	11	01-15610	.00	32.07	32.07
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 10.2	12	01-15620	.00	47.51	47.51

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 10.2	13	01-55200-2230	.00	16.17	16.17
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 10.2	14	01-52100-2230	.00	175.00	175.00
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 10.2	15	01-51450-2900	.00	175.00	175.00
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 10.2	16	01-15610	.00	19.22	19.22
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 10.2	17	01-15610	.00	18.95	18.95
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 11.23	1	01-52100-2230	.00	706.29	706.29
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 11.23	2	01-51200-2230	.00	57.82	57.82
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 11.23	3	01-51520-2230	.00	61.16	61.16
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 11.23	4	01-51415-2230	.00	15.22	15.22
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 11.23	5	01-51420-2230	.00	59.67	59.67
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 11.23	6	01-51100-2230	.00	15.22	15.22
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 11.23	7	01-51530-2230	.00	16.66	16.66
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 11.23	8	01-51410-2230	.00	25.95	25.95
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 11.23	9	01-52400-2230	.00	47.36	47.36
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 11.23	10	01-53100-2230	.00	60.60	60.60
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 11.23	11	01-15610	.00	29.84	29.84
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 11.23	12	01-15620	.00	46.88	46.88
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 11.23	13	01-55200-2230	.00	15.57	15.57
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 11.23	14	01-52100-2230	.00	175.00	175.00
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 11.23	15	01-51450-2900	.00	175.00	175.00
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 11.23	16	01-15610	.00	19.22	19.22
11/23	11/21/2023	143818	2328	LYNXX NETWORKS	690500 11.23	17	01-15610	.00	18.95	18.95
Total 143818:								.00	3,086.00	
143819										
11/23	11/21/2023	143819	1757	MACQUEEN EQUIPMENT LLC	P22219	1	01-57220-8300	.00	4,462.34	4,462.34
11/23	11/21/2023	143819	1757	MACQUEEN EQUIPMENT LLC	P31599	1	01-53620-3500	.00	1,384.74	1,384.74
Total 143819:								.00	5,847.08	
143820										
11/23	11/21/2023	143820	416	MATHY CONSTRUCTION COMP	5700007040	1	01-53311-3405	.00	1,210.05	1,210.05
11/23	11/21/2023	143820	416	MATHY CONSTRUCTION COMP	5700007041	1	01-53311-3405	.00	450.00	450.00
Total 143820:								.00	1,660.05	
143821										
11/23	11/21/2023	143821	2124	MEDLINE INDUSTRIES, INC.	2294729530	1	03-52300-3402	.00	292.34	292.34

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 143821:								.00		292.34
143822										
11/23	11/21/2023	143822	442	MISSISSIPPI WELDERS SUPPL	493453	1	03-52300-3400	.00	86.87	86.87
Total 143822:								.00		86.87
143823										
11/23	11/21/2023	143823	444	MODERN DISPOSAL SYSTEMS	500,155978	1	01-53635-2900	.00	5,325.79	5,325.79
Total 143823:								.00		5,325.79
143824										
11/23	11/21/2023	143824	454	MONROE CO TREASURER	10.23	1	01-24300	.00	1,406.38	1,406.38
11/23	11/21/2023	143824	454	MONROE CO TREASURER	316 WOODA	1	09-12100	.00	1,000.00	1,000.00
Total 143824:								.00		2,406.38
143825										
11/23	11/21/2023	143825	2552	PROVISION PARTNERS	3120703	1	01-53311-3500	.00	47.00	47.00
11/23	11/21/2023	143825	2552	PROVISION PARTNERS	3210029	1	08-57620-8100	.00	400.00	400.00
11/23	11/21/2023	143825	2552	PROVISION PARTNERS	3210403	1	01-53311-3500	.00	47.00	47.00
11/23	11/21/2023	143825	2552	PROVISION PARTNERS	3210601	1	01-53311-2900	.00	30.15	30.15
Total 143825:								.00		524.15
143826										
11/23	11/21/2023	143826	538	QUILL CORPORATION	35406084	1	03-52300-3400	.00	437.94	437.94
Total 143826:								.00		437.94
143827										
11/23	11/21/2023	143827	599	STATE OF WISCONSIN-COURT	OCT 2023	1	01-24240	.00	3,501.42	3,501.42
Total 143827:								.00		3,501.42
143828										
11/23	11/21/2023	143828	2551	TOMAH HIGH SCHOOL	THS GYM D	1	01-55300-3400	.00	250.00	250.00

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 143828:								.00		250.00
143829										
11/23	11/21/2023	143829	672	TRI-STATE BUSINESS MACHINE	586774	1	03-52300-2900	.00	106.74	106.74
Total 143829:								.00		106.74
143830										
11/23	11/21/2023	143830	2315	VANDEWALLE & ASSOCIATES	202307034	1	06-56700-2100	.00	772.50	772.50
11/23	11/21/2023	143830	2315	VANDEWALLE & ASSOCIATES	202307034	2	06-56700-2100	.00	165.00	165.00
11/23	11/21/2023	143830	2315	VANDEWALLE & ASSOCIATES	202307034	3	20-56700-2100	.00	31.88	31.88
11/23	11/21/2023	143830	2315	VANDEWALLE & ASSOCIATES	202307034	4	18-56700-2100	.00	31.88	31.88
11/23	11/21/2023	143830	2315	VANDEWALLE & ASSOCIATES	202307034	5	14-56700-2100	.00	31.87	31.87
11/23	11/21/2023	143830	2315	VANDEWALLE & ASSOCIATES	202307034	6	17-56700-2100	.00	31.87	31.87
11/23	11/21/2023	143830	2315	VANDEWALLE & ASSOCIATES	202308038	1	06-56700-2100	.00	2,755.00	2,755.00
11/23	11/21/2023	143830	2315	VANDEWALLE & ASSOCIATES	202308038	2	06-56700-2100	.00	137.50	137.50
11/23	11/21/2023	143830	2315	VANDEWALLE & ASSOCIATES	202308038	3	18-56700-2100	.00	160.94	160.94
11/23	11/21/2023	143830	2315	VANDEWALLE & ASSOCIATES	202308038	4	20-56700-2100	.00	160.94	160.94
11/23	11/21/2023	143830	2315	VANDEWALLE & ASSOCIATES	202308038	5	14-56700-2100	.00	160.93	160.93
11/23	11/21/2023	143830	2315	VANDEWALLE & ASSOCIATES	202308038	6	17-56700-2100	.00	160.94	160.94
11/23	11/21/2023	143830	2315	VANDEWALLE & ASSOCIATES	202309063	1	06-56700-2100	.00	292.50	292.50
11/23	11/21/2023	143830	2315	VANDEWALLE & ASSOCIATES	202309063	2	06-56700-2100	.00	442.50	442.50
11/23	11/21/2023	143830	2315	VANDEWALLE & ASSOCIATES	202309063	3	20-56700-2100	.00	107.50	107.50
11/23	11/21/2023	143830	2315	VANDEWALLE & ASSOCIATES	202309063	4	18-56700-2100	.00	107.50	107.50
11/23	11/21/2023	143830	2315	VANDEWALLE & ASSOCIATES	202309063	5	17-56700-2100	.00	107.50	107.50
11/23	11/21/2023	143830	2315	VANDEWALLE & ASSOCIATES	202309063	6	14-56700-2100	.00	107.50	107.50
Total 143830:								.00		5,766.25
143831										
11/23	11/21/2023	143831	749	WI SCTF	PP #23	1	01-21590	.00	683.35	683.35
Total 143831:								.00		683.35
143832										
11/23	11/21/2023	143832	770	WOLF CONCRETE & CONSTRU	2023-11	1	01-53311-3406	.00	6,304.20	6,304.20
11/23	11/21/2023	143832	770	WOLF CONCRETE & CONSTRU	2023-12	1	01-53311-3405	.00	1,719.75	1,719.75

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Total 143832:								.00		8,023.95
143850										
11/23	11/30/2023	143850	2550	407 ETR	ACCT #6427	1	05-52140-3400	.00	17.43	17.43
Total 143850:								.00		17.43
143851										
11/23	11/30/2023	143851	13	ADT SECURITY SERVICES	DEC 23 to F	1	01-51600-2900	.00	183.36	183.36
Total 143851:								.00		183.36
143852										
11/23	11/30/2023	143852	27	ALL AMERICAN DO-IT CENTER	54458/3	1	01-55200-3500	.00	15.49	15.49
Total 143852:								.00		15.49
143853										
11/23	11/30/2023	143853	2403	ASSOCIATED APPRAISAL CON	171727	1	01-51530-2100	.00	11,649.84	11,649.84
Total 143853:								.00		11,649.84
143854										
11/23	11/30/2023	143854	2341	AUTO VALUE TOMAH (STREET)	522252601	1	01-53311-3512	.00	147.72	147.72
11/23	11/30/2023	143854	2341	AUTO VALUE TOMAH (STREET)	522252856	1	01-53311-3512	.00	184.92	184.92
11/23	11/30/2023	143854	2341	AUTO VALUE TOMAH (STREET)	522252879	1	01-53311-3512	.00	82.55	82.55
11/23	11/30/2023	143854	2341	AUTO VALUE TOMAH (STREET)	522252955	1	01-53311-3502	.00	21.97	21.97
11/23	11/30/2023	143854	2341	AUTO VALUE TOMAH (STREET)	522252993	1	01-53311-3512	.00	52.89	52.89
11/23	11/30/2023	143854	2341	AUTO VALUE TOMAH (STREET)	522253045	1	01-53311-3408	.00	58.99	58.99
11/23	11/30/2023	143854	2341	AUTO VALUE TOMAH (STREET)	522253115	1	01-53311-3408	.00	41.88	41.88
11/23	11/30/2023	143854	2341	AUTO VALUE TOMAH (STREET)	522253159	1	01-53311-3512	.00	6.12	6.12
11/23	11/30/2023	143854	2341	AUTO VALUE TOMAH (STREET)	522253178	1	01-53311-3512	.00	151.87	151.87
11/23	11/30/2023	143854	2341	AUTO VALUE TOMAH (STREET)	522253303	1	01-53311-3408	.00	8.99	8.99
11/23	11/30/2023	143854	2341	AUTO VALUE TOMAH (STREET)	522253333	1	01-53311-3512	.00	13.40	13.40
11/23	11/30/2023	143854	2341	AUTO VALUE TOMAH (STREET)	522253498	1	01-53311-3502	.00	6.99	6.99
11/23	11/30/2023	143854	2341	AUTO VALUE TOMAH (STREET)	522253516	1	01-53311-3408	.00	34.99	34.99
11/23	11/30/2023	143854	2341	AUTO VALUE TOMAH (STREET)	522253705	1	01-53311-3502	.00	4.98	4.98
11/23	11/30/2023	143854	2341	AUTO VALUE TOMAH (STREET)	522253778	1	01-53311-3502	.00	4.85	4.85

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
11/23	11/30/2023	143854	2341	AUTO VALUE TOMAH (STREET)	522253793	1	01-53311-3502	.00	136.98	136.98
11/23	11/30/2023	143854	2341	AUTO VALUE TOMAH (STREET)	522254184	1	01-53311-3408	.00	45.48	45.48
11/23	11/30/2023	143854	2341	AUTO VALUE TOMAH (STREET)	522254260	1	01-53311-3408	.00	293.98	293.98
11/23	11/30/2023	143854	2341	AUTO VALUE TOMAH (STREET)	522254349	1	01-53311-3408	.00	293.98-	293.98-
11/23	11/30/2023	143854	2341	AUTO VALUE TOMAH (STREET)	522254366	1	01-53311-3502	.00	29.98	29.98
11/23	11/30/2023	143854	2341	AUTO VALUE TOMAH (STREET)	522254554	1	01-53311-3502	.00	72.39	72.39
11/23	11/30/2023	143854	2341	AUTO VALUE TOMAH (STREET)	522254595	1	01-53311-3408	.00	399.98	399.98
11/23	11/30/2023	143854	2341	AUTO VALUE TOMAH (STREET)	522254611	1	01-53311-3508	.00	4.85	4.85
Total 143854:								.00		1,512.77
143855										
11/23	11/30/2023	143855	81	BERNIE BUCHNER INC	#881579	1	01-52100-3550	.00	1,159.39	1,159.39
Total 143855:								.00		1,159.39
143856										
11/23	11/30/2023	143856	96	BOUND TREE MEDICAL LLC	85161831	1	03-52300-3402	.00	414.98	414.98
Total 143856:								.00		414.98
143857										
11/23	11/30/2023	143857	2365	Brightspeed	301313471	1	01-53510-2230	.00	34.31	34.31
11/23	11/30/2023	143857	2365	Brightspeed	301313476	1	02-56910-2230	.00	43.29	43.29
11/23	11/30/2023	143857	2365	Brightspeed	301313477	1	01-53311-2230	.00	339.45	339.45
11/23	11/30/2023	143857	2365	Brightspeed	301313478	1	01-55402-2230	.00	140.79	140.79
11/23	11/30/2023	143857	2365	Brightspeed	DEC 2023	1	01-52100-2230	.00	30.00	30.00
Total 143857:								.00		587.84
143858										
11/23	11/30/2023	143858	2302	CINTAS CORPORATION	5174754239	1	01-53311-2900	.00	81.19	81.19
Total 143858:								.00		81.19
143859										
11/23	11/30/2023	143859	1777	DELTA DENTAL	NOV 2023 01	1	01-21597	.00	1,472.26	1,472.26

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Total 143859:								.00		1,472.26
143860										
11/23	11/30/2023	143860	205	DON'S PLUMBING SERVICE INC	115952	1	01-55401-3500	.00	25.00	25.00
Total 143860:								.00		25.00
143861										
11/23	11/30/2023	143861	216	EMERGENCY MEDICAL PRODU	2597389	1	03-52300-3402	.00	225.72	225.72
11/23	11/30/2023	143861	216	EMERGENCY MEDICAL PRODU	2597816	1	03-52300-3402	.00	829.97	829.97
11/23	11/30/2023	143861	216	EMERGENCY MEDICAL PRODU	2597989	1	03-52300-3402	.00	5.97	5.97
11/23	11/30/2023	143861	216	EMERGENCY MEDICAL PRODU	2598025	1	03-52300-3402	.00	3.98	3.98
11/23	11/30/2023	143861	216	EMERGENCY MEDICAL PRODU	2598728	1	03-52300-3402	.00	51.66	51.66
Total 143861:								.00		1,117.30
143862										
11/23	11/30/2023	143862	220	EO JOHNSON CO	#INV143854	1	01-52100-2900	.00	45.85	45.85
Total 143862:								.00		45.85
143863										
11/23	11/30/2023	143863	274	GERKE EXCAVATING INC	1	1	08-57620-8200	.00	275,976.66	275,976.66
Total 143863:								.00		275,976.66
143864										
11/23	11/30/2023	143864	287	GRAY ELECTRIC LLC	#33580	1	08-57210-8200	.00	37,761.05	37,761.05
Total 143864:								.00		37,761.05
143865										
11/23	11/30/2023	143865	333	INTERNATIONAL PAPER CO	22600251-01	1	01-53630-2100	.00	2,824.62	2,824.62
Total 143865:								.00		2,824.62
143866										
11/23	11/30/2023	143866	349	J-J'S FLORAL SHOP LLC	MARSHALL	1	05-52110-3400	.00	40.00	40.00

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Total 143866:								.00		40.00
143867										
11/23	11/30/2023	143867	396	LEXISNEXIS RISK DATA MANAG	#1378284-20	1	01-52100-2900	.00	40.00	40.00
Total 143867:								.00		40.00
143868										
11/23	11/30/2023	143868	1391	LOFFLER COMPANIES	4534990	1	01-51420-2100	.00	60.67	60.67
Total 143868:								.00		60.67
143869										
11/23	11/30/2023	143869	2554	MACH IV	9664	1	08-57621-8200	.00	3,245.00	3,245.00
Total 143869:								.00		3,245.00
143870										
11/23	11/30/2023	143870	416	MATHY CONSTRUCTION COMP	5200022853	1	01-53311-3405	.00	2,279.59	2,279.59
11/23	11/30/2023	143870	416	MATHY CONSTRUCTION COMP	5700007048	1	01-53311-3405	.00	840.65	840.65
Total 143870:								.00		3,120.24
143871										
11/23	11/30/2023	143871	2553	OAK CREEK POLICE DEPARTM	4-23-24 Train	1	01-52100-3350	.00	15.00	15.00
Total 143871:								.00		15.00
143872										
11/23	11/30/2023	143872	2117	PAUL SLOAN	REID METH	1	01-52100-3350	.00	174.28	174.28
Total 143872:								.00		174.28
143873										
11/23	11/30/2023	143873	2372	Registration Fee Trust	23 FORD EX	1	01-52100-3500	.00	169.50	169.50
Total 143873:								.00		169.50

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143874										
11/23	11/30/2023	143874	555	RICK'S CERTIFIED AUTO OF TO	79177	1	01-53311-2900	.00	35.15	35.15
11/23	11/30/2023	143874	555	RICK'S CERTIFIED AUTO OF TO	79179	1	01-53311-2900	.00	34.18	34.18
Total 143874:								.00	69.33	69.33
143875										
11/23	11/30/2023	143875	577	SECURIAN FINANCIAL GROUP I	76038 11.23	1	01-21530	.00	181.18	181.18
Total 143875:								.00	181.18	181.18
143876										
11/23	11/30/2023	143876	2139	SPECTRUM	17153960111	1	12-55500-2240	.00	193.17	193.17
Total 143876:								.00	193.17	193.17
143877										
11/23	11/30/2023	143877	2111	STAPLES	#355181514	1	01-52100-3100	.00	150.95	150.95
Total 143877:								.00	150.95	150.95
143878										
11/23	11/30/2023	143878	1287	STRYKER SALES CORP	9204996884	1	03-52300-3500	.00	11.02	11.02
Total 143878:								.00	11.02	11.02
143879										
11/23	11/30/2023	143879	611	TAPCO	1761263	1	01-53311-2900	.00	1,098.00	1,098.00
11/23	11/30/2023	143879	611	TAPCO	1761265	1	14-57331-8553	.00	4,453.10	4,453.10
Total 143879:								.00	5,551.10	5,551.10
143880										
11/23	11/30/2023	143880	620	THE POLICE & SHERIFFS PRES	#185087	1	01-52100-2100	.00	32.60	32.60
11/23	11/30/2023	143880	620	THE POLICE & SHERIFFS PRES	#185567	1	01-52100-2100	.00	17.60	17.60
11/23	11/30/2023	143880	620	THE POLICE & SHERIFFS PRES	#185797	1	01-52100-2100	.00	17.60	17.60
Total 143880:								.00	67.80	67.80

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143881										
11/23	11/30/2023	143881	637	TOMAH AREA SCHOOL DISTRICT	PARKING FE	1	01-24600	.00	2,055.80	2,055.80
Total 143881:								.00		2,055.80
143882										
11/23	11/30/2023	143882	639	TOMAH CASH STORE	2	1	01-51600-3400	.00	200.00	200.00
11/23	11/30/2023	143882	639	TOMAH CASH STORE	71514	1	01-53311-3409	.00	199.99	199.99
Total 143882:								.00		399.99
143883										
11/23	11/30/2023	143883	1744	TOMAH HEALTH	OCT 2023 BL	1	01-52100-3400	.00	181.50	181.50
Total 143883:								.00		181.50
143884										
11/23	11/30/2023	143884	660	TOMAH WELDING & STEEL SUP	22497	1	01-53311-3512	.00	45.00	45.00
Total 143884:								.00		45.00
143885										
11/23	11/30/2023	143885	672	TRI-STATE BUSINESS MACHINE	587506	1	01-51200-2900	.00	23.00	23.00
Total 143885:								.00		23.00
143886										
11/23	11/30/2023	143886	2555	VICKEY BOWIE	SHELTER R	1	01-46721	.00	75.82	75.82
11/23	11/30/2023	143886	2555	VICKEY BOWIE	SHELTER R	2	09-12100	.00	4.18	4.18
Total 143886:								.00		80.00
143887										
11/23	11/30/2023	143887	2402	VSP Insurance Co.	819270862	1	01-21596	.00	621.87	621.87
Total 143887:								.00		621.87
143888										
11/23	11/30/2023	143888	758	WIRE PRO ELECTRIC LLC	21815	1	05-48508	.00	2,381.72	2,381.72

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
11/23	11/30/2023	143888	758	WIRE PRO ELECTRIC LLC	21865	1	08-57621-8300	.00	3,041.23	3,041.23
Total 143888:								.00		5,422.95
143889										
11/23	11/30/2023	143889	779	ZARNOTH BRUSH WORKS INC	0196131-IN	1	01-53311-3502	.00	955.40	955.40
Total 143889:								.00		955.40
Grand Totals:								.00		406,957.31

Dated: _____

Mayor: _____ Murray, Mike

City Council: _____ Glynn, John

_____ Pater, Nellie

_____ Peterson, Dean

_____ Kiefer, Lamont

_____ Scholze, Travis

_____ Hart, Nicole

_____ Yarrington, Richard

_____ Zabinski, Shawn

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Secondhand Article Dealer License Application for Creative Tech Team LLC of Tomah.

Summary and Background Information:

(Appropriate Documentation Attached)

Michelle Wooten with Creative Tech Team LLC has applied for a Secondhand Article Dealer License for the premises at 1115 N Superior Ave Suite D for the licensing period of January 1, 2024, through December 31, 2024.

Fiscal Note:

The City received \$27.50 for the Secondhand Article Dealer License.

Recommendation:

The application has been completed and reviewed. It is requested that the Committee of the Whole recommend the Common Council approve the Secondhand Article Dealer license as requested.

Respectfully submitted by:

Rachel Kreighbaum

Committee: Committee of the Whole & Common Council

Meeting Date: December 18 & 19, 2023

LICENSE APPLICATION

for

**PAWNBROKER
SECONDHAND JEWELRY DEALER
SECONDHAND ARTICLE DEALER
SECONDHAND ARTICLE DEALER MALL or FLEA MARKET**

CHECK ALL THAT APPLY:

<input type="checkbox"/> Original application	<input checked="" type="checkbox"/> Renewal
TYPE:	<input type="checkbox"/> Pawnbroker <input checked="" type="checkbox"/> Secondhand Article Dealer <input type="checkbox"/> Secondhand Jewelry Dealer <input type="checkbox"/> Mall or Flea Market

INSTRUCTIONS:

NATURAL PERSON (INDIVIDUAL) LICENSE – Complete Sections 1, 2, 3 and 6
 PARTNERSHIP LICENSE – Complete Sections 1, 2, 3, 4 and 6
 CORPORATE LICENSE – Complete Sections 1, 2, 3, 5, and 6

(SECTION 1) APPLICANT INFORMATION

Applicant Name (Last, First, MI) <i>Wooten, Michelle M</i>	Sex <i>F</i>	Race <i>W</i>	Date of Birth <i>7-7-1973</i>	Place of Birth (City, State, Country) <i>Chillicothe OH USA</i>
Street Address <i>411 North Avenue</i>	City <i>Tomah</i>	State <i>WI</i>	ZIP <i>54660</i>	Home Telephone Number <i>715-896-2945</i>
List all states applicant previously resided: <i>OH</i>				
Is applicant a: <input type="checkbox"/> Natural Person (Individual) <input type="checkbox"/> Corporation <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Partnership				

(SECTION 2) CONVICTION RECORD

Has the applicant, been convicted or adjudicated of any of the following **within the last 10 years** where the circumstances of the offense substantially relate to the circumstances of the licensed activity :

a felony?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
a misdemeanor?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
a statutory violation punishable by forfeiture?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
a county or municipal ordinance violation?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO

For each "YES" response provide the date of arrest, the nature of the offense and conviction or penalty information:
 Attach additional sheets if necessary.

(SECTION 3) BUSINESS INFORMATION

Business Name <i>Creative Computers</i>	Street Address <i>1115 N Superior Ave Ste D</i>	City <i>Tomah</i>	State <i>WI</i>	ZIP <i>54660</i>	Telephone Number <i>608-567-0098</i>
Owner's Name <i>Michelle Wooten</i>	Street Address <i>411 North Avenue</i>	City <i>Tomah</i>	State <i>WI</i>	ZIP <i>54660</i>	Telephone Number <i>715-896-2945</i>
Business Manager's Name <i>N/A</i>	Street Address	City	State	ZIP	Telephone Number
Building Owner's Name <i>Tomah Rentals</i>	Street Address <i>315 Plastic Avenue</i>	City <i>Tomah</i>	State <i>WI</i>	ZIP <i>54660</i>	Telephone Number <i>608-343-9925</i>

(Over)

(SECTION 4) LIMITED LIABILITY COMPANY INFORMATION

Limited Liability Company Name: Creative Computers LLC

List name, address, and date of birth (DOB) of all members. *Attach additional sheets if necessary.*

Name (Last, First, MI)	DOB	Street Address	City	State	ZIP
Wooten, Michelle, M	7-7-1973	411 North Avenue	Tomah	WI	54660

(SECTION 5) PARTNERSHIP INFORMATION

Partnership Name: _____

List name, address, and date of birth (DOB) of all partners. *Attach additional sheets if necessary.*

Name (Last, First, MI)	DOB	Street Address	City	State	ZIP

(SECTION 6) CORPORATE INFORMATION

Corporation Name: _____ State of Incorporation: _____

List name, address, and date of birth (DOB) of all corporation officers and directors. *Attach additional sheets if necessary.*

Name (Last, First, MI)	DOB	Street Address	City	State	Zip

(SECTION 7) PENALTY NOTICE

I understand that this license may be denied or revoked for fraud, misrepresentation or false statement contained in the application or for any violation of Wis. Stat. §§ 134.71, 943.34, 948.62 or 948.63.

Under penalty of law, I swear that the information provided in this application is true and correct to the best of my knowledge. I agree to inform the clerk within ten (10) days of any change in the information supplied in this application.

Signature of Applicant: Michelle Wooten

Print Name of Applicant: Michelle Wooten

FOR ADMINISTRATIVE USE ONLY

Licensing Authority <u>City of Tomah</u>	License Number Assigned	Date Effective	Clerk
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FEES RECEIVED:
INV20231210
15435869

Pawnbroker Bond \$ _____	Secondhand Article License \$ _____
Pawnbroker License \$ _____	Secondhand Dealer Mall/Flea Market License \$ <u>27.50</u>
Secondhand Jewelry License \$ _____	TOTAL FEE: \$ <u>27.50</u>

FOR LAW ENFORCEMENT USE ONLY

Recommend Approval Recommend Denial (Attach explanation.)

Investigating Office Signature: SL Date: 12-12-23

Print Name of Investigating Officer: SCOTT HOLM (Deputy Mayor)

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Request for approval of expenditure of ARPA funds for a court software expense.

Summary and Background Information:

(Appropriate Documentation Attached)

The Municipal Court has utilized court software that used the same database for Defendants that the Police Department used when they wrote tickets. Due to the Police Dept switching to new software the court needed to find court software that works alone to process tickets. A new software was purchased to process tickets, but the two software are not compatible to transfer the information without reentry. I have contacted the current software (Omnigo) and was told that I would need to keep a Records Management licensing open to be able to retrieve data to enter in the new software. I had budgeted for the yearly maintenance not knowing of this additional expense. If we do not renew to allow the Court Clerk time to transfer data, the old system (Omnigo) will shut down completely, and we would have NO access to any outstanding tickets that moneys were due to the Municipal Court. The expenditure of ARP funds is justified for this reason.

Recommendation:

It is requested that the Committee of the Whole and the Common Council approve the usage of ARP funds in the amount of up to \$6191 for the maintenance of OMNIGO software to retrieve court documents to transfer to the new Municipal Court software.

Fiscal Impact:

Up to \$6191 of ARP funds

Thomas Flock

Thomas Flock, Municipal Judge

Date 12/13/2023

Committee: Committee of the Whole and Common Council

Meeting Date(s): December 18 and December 19, 2023