



## AGENDA FOR PUBLIC WORKS COMMISSION

A Public Works Commission meeting will be held on  
**Wednesday, September 28, 2022 at 5:30 PM**  
in the **Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.**

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Join Zoom Meeting

<https://us06web.zoom.us/j/2708608080?pwd=ZTZ0cmhLVFEFb1dzVDNwdi91UHFYQT09>

Meeting ID: 270 860 8080

Passcode: 206751

### Call to Order - Roll Call

### Approve Minutes

[August 2022 Minutes](#)

### Discussion Items

1. Airport Update
2. [Request to Appear: Mary Jo Lanska](#)
3. [Sump Pump Reimbursements](#)
4. [Street Supervisor Position Posting Approval](#)
5. [Approval of Amendment to ALP for North South Runway in Earnest](#)
6. [Discussion of Street Privilege Permits](#)
7. Project Updates
8. [Building Code/Violation Report](#)
9. Payment of Monthly Water & Sewer Bills
10. Departmental Reports
11. Director's Report

### Adjourn

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

# MINUTES FOR PUBLIC WORKS COMMISSION

A Public Works Commission was held on **Wednesday, August 24, 2022 at 5:30 PM** in the Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.

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## **Join Zoom Meeting**

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

Meeting ID: 270 860 8080

Passcode: 206751

One tap mobile

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## **Call to Order - Roll Call**

John Glynn (P), Dean Peterson (P), Lamont Kiefer (P), Brian Rice (A), Kerwin Greeno (P), Mayor Mike Murray (P), Adam Gigous (P). Quorum Present. Also present, Director Kirk Arity, Bill Kobleska, Mark Rezin and Brian Berquist of Town and Country Engineering.

## **Approve Minutes**

July 2022 Minutes 1<sup>st</sup> by Peterson, 2<sup>nd</sup> by Glynn. All ayes. Motion approved.

## **Discussion Items**

1. Airport Update
  - a. There has been minimal wildlife. Mowing is looking good. The military airspace has been active. Hired BJ's Powerwashing for cleaning hangars and repainted and fixed doors.
2. Introduction of New Committee Member: Kerwin Greeno
3. Sump Pump Reimbursement for the following properties:
  - a. 715 W Council Street - \$500.00
    - i. 1<sup>st</sup> by Peterson, 2<sup>nd</sup> by Glynn. All ayes. Motion approved.
  - b. 720 W Council Street - \$500.00 1
    - i. 1<sup>st</sup> by Peterson, 2<sup>nd</sup> by Glynn. All ayes. Motion approved.
  - c. 1502 Butts Ave - \$500.00
    - i. 1<sup>st</sup> by Peterson, 2<sup>nd</sup> by Kiefer. All ayes. Motion approved.
  - d. 1506 Butts Ave - \$500.00
    - i. 1<sup>st</sup> by Peterson, 2<sup>nd</sup> by Glynn. All ayes. Motion approved.
4. Add Sanitation Operator duties to the Truck Driver position
  - a. 1<sup>st</sup> by Peterson, 2<sup>nd</sup> by Glynn to finalize the job description for the truck driver, by moving the sanitation operator duties to it. Forward on to council. All ayes. Motion approved.
5. Discussion and recommendation on Solar feasibility Desktop Study
  - a. Discussion was had, the payback would be roughly \$40,000 a year and the cost would be around \$1.1 million.
6. Project Updates
  - a. Motion by Peterson, 2<sup>nd</sup> by Glynn to approve payment #9 to Gerke Excavating for 2021 project that was done along the damn. All ayes. Motion approved.

Minutes will be approved at September 28<sup>th</sup>, 2022 meeting.

- b. 1st by Peterson, 2<sup>nd</sup> by Glynn to approve Payment #1 to Gerke Excavating for project 2022. All ayes. Motion approved.
  - c. Equipment upgrades were done at the sewer plant.
  - d. DOT is handling intersection project. Applied for second round of infrastructure grants. If grant comes through the project will not start until 2025, 2024 if no additional funding grant is received. Also submitted North Glendale Ave for grant.
7. Building Code/Violation Report
- a. Reviewed by Committee.
8. Payment of Monthly Water & Sewer Bills
- a. Water- 1<sup>st</sup> by Glynn, 2<sup>nd</sup> by Peterson to approve water bills as presented. All ayes. Motion approved.
  - b. Sewer--1<sup>st</sup> by Glynn, 2<sup>nd</sup> by Peterson to approve water bills as presented. All ayes. Motion approved.
9. Departmental Reports
- a. Sewer- 47 loads of sludge went out. Helped PW suck out holes for crosswalk. DNR inspection went well. Pumping 1.1 million
  - b. Water-Pumping under 1 million a day. SCADA project should be done early October. Transmitter boxes are about 16 months out from order date. Doing large meter testing. Will be putting in new valves in the Jefferson St area.
  - c. Street-W Benton & W Jackson will be paved in about a week. Farnhan has done the chip sealing in the Lemonweir area and in mid September they will fog seal. Stu Westphal is retiring after 40 years on September 2. Paul Steele moved positions to Parks and Rec department.
10. Director's Report
- a. On September 30-31 there will be a large tank going through town. Looking into alternate material, other than ductile, for water and sewer pipes, due to supply issues. Keeping up on the PFAS regulations.

**Adjourn 1<sup>st</sup> by Peterson, 2<sup>nd</sup> by Glynn at 6:40 PM. All ayes. Motion approved.**

City of Tomah  
Request to Appear Before Committee

Date of Request 9-19-2021

Name : Mary Jo Lanska  
Address: 1020 Lakeside Drive  
Phone Number: 608-372-2773  
Email: [mjlanska@gmail.com](mailto:mjlanska@gmail.com)

Name of Committee : Public Works and Utilities Commission  
Committee Date: September 28, 2022

Agenda Item And Description/Explanation:

1. Trees — preservation  
City of Tomah Comprehensive Plan Chapter 1, page 1-11  
“Imagining Change, Stage One  
Something you could bring to the community: maintaining existing canopy cover and increasing the amount of trees in the community”  
Discussion of how this goal, expressed by city residents, can be accomplished
2. Terrace  
Standardization of terrace
3. Communication  
Earlier communication with affected property owners prior to reconstruction

## STAFF COMMITTEE PREPARATION REPORT

### Agenda Item:

Sump Pump Reimbursements

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

1422 Butts Ave - \$240

1418 Butts Ave - \$115

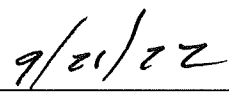
### Fiscal Note:

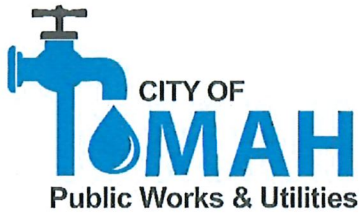
\$355

### Recommendation:

I recommend the approval of the sump pump reimbursements

  
\_\_\_\_\_  
Director of Public Works  
Kirk Arity

  
\_\_\_\_\_  
Date



819 Superior Ave, Tomah, WI 54660  
608-374-7430 | [www.tomahonline.com](http://www.tomahonline.com)

Attn: City Resident

The City of Tomah is having a sump pump header line installed adjacent to your property. We would like to offer you a cost share program. By connecting to the header line you will help alleviate standing water on your property which can be a prime breeding ground for mosquitos. Discharging the water properly into the storm sewer will prevent hazardous conditions on the sidewalks and the roadways when temperatures drop below freezing.

In order to be approved for this program, you will need to supply receipts and the form below. Receipts can be for such things as materials, rentals, plumber/contractor costs, etc. The work needs to be completed along with the required information returned to the Public Works Department.

If you have any questions, please contact, Kirk Arity, Director of Public Works at 608-374-7430

## REQUEST FOR REIMBURSEMENT FORM

Residential Sump Pump Installation Program

Name: ALAN T. PISAREK

Address: 1418 BUTTS AVE TOMAH 54660

Phone: (Home) 608 343 8288 (Cell) 608 377 2262

Email: STATU1966@gmail.com

Total cost of eligible expenses: \$230.00

Total reimbursement requested (50% of eligible expenses, not to exceed \$500.00): \$115.00

Signature: [Signature] Date: 9/19/2022

Office Use Only: Director of Public Works Approval: YES ☐ NO ☐ Initial: \_\_\_\_\_

Check No. \_\_\_\_\_ Check Issue Date: \_\_\_\_\_

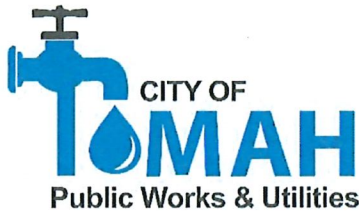
902908

CUSTOMER'S ORDER NO.		DATE	
Stalin Senter		9/16/2022	
NAME			
Alan Pisarek			
ADDRESS			
1418 Butts Av			
CITY, STATE, ZIP			
Tombh WI 54660			
SOLD BY	CASH	C.O.D.	CHARGE
		ON. ACCT.	MDSE. RETD.
			PAID OUT
QUAN.	DESCRIPTION		PRICE
1	Lobon		180.00
2			
3	mt		50.00
4			
5			
6			
7	Roggo Plumbing		
8	25604 Payson Ave		
9	Tombh WI		
10			
11			
12			
13			
14			
RECEIVED BY			TAX
			TOTAL
			230.00
			9/18/22

A-24705W  
T-46901

KEEP THIS SLIP FOR REFERENCE

01-11



819 Superior Ave, Tomah, WI 54660  
608-374-7430 | [www.tomahonline.com](http://www.tomahonline.com)

Attn: City Resident

The City of Tomah is having a sump pump header line installed adjacent to your property. We would like to offer you a cost share program. By connecting to the header line you will help alleviate standing water on your property which can be a prime breeding ground for mosquitos. Discharging the water properly into the storm sewer will prevent hazardous conditions on the sidewalks and the roadways when temperatures drop below freezing.

In order to be approved for this program, you will need to supply receipts and the form below. Receipts can be for such things as materials, rentals, plumber/contractor costs, etc. The work needs to be completed along with the required information returned to the Public Works Department.

If you have any questions, please contact, Kirk Arity, Director of Public Works at 608-374-7430

## REQUEST FOR REIMBURSEMENT FORM

Residential Sump Pump Installation Program

Name: Kermit + Gasper

Address: 1422 Batts Ave

Phone: (Home) 608-343-8844 (Cell) SAME

Email: Kern2place@hotmail.com

Total cost of eligible expenses: \$4800.00

Total reimbursement requested (50% of eligible expenses, not to exceed \$500.00): \$240

Signature: Kermit May

Date: 8 Sept 2022

Office Use Only: Director of Public Works Approval: YES ☐ NO ☐ Initial: \_\_\_\_\_

Check No. \_\_\_\_\_ Check Issue Date: \_\_\_\_\_



CUSTOMER'S ORDER NO.		DATE	
STORIN SOUTER		7/6/2022	
NAME Kermitt Gospel			
ADDRESS 1422 Butts AV			
CITY, STATE, ZIP Tomah WI 54660			
SOLD BY	CASH	C.O.D.	CHARGE
ON ACCT.		MDSE. RETD.	PAID OUT
QUAN.	DESCRIPTION	PRICE	AMOUNT
1	LABOR		180 00
2	MATERIAL		300 00
3			
4			
5			
6	ROGER PLUMBING		
7	25604 DAYTON AV		
8	TOMAH WI 54660		
9			
10			
11			
12			
13			
14			
RECEIVED BY		TAX	
		TOTAL	\$480 00

A-24705W  
T-46901

**KEEP THIS SLIP FOR REFERENCE**

01-1

## STAFF COMMITTEE PREPARATION REPORT

### Agenda Item:

Street Supervisor Position Posting Approval

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

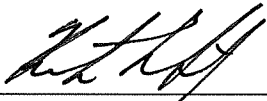
Bill Kobleska has given his retirement date for 12/30/2022. We would like to post this position internally. I expect to find a candidate internally and allow for a two-month transition period.

### Fiscal Note:

2 months of higher pay possible for the selected candidate.

### Recommendation:

I recommend the PW&UC approve the posting of the Street Supervisor position internally.



\_\_\_\_\_  
Director of Public Works  
Kirk Arity



\_\_\_\_\_  
Date

## STAFF COMMITTEE PREPARATION REPORT

### Agenda Item:

Approval of Amendment to ALP for North South Runway in earnest.

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

The designation for the North South runway would be an amendment to the original cost of the ALP. An additional cost of our portion would be \$7100 approx. The BOA is reviewing this proposal amendment.

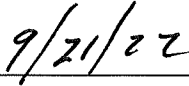
### Fiscal Note:

\$7100 budget year 2023

### Recommendation:

Recommendation to follow discussion.

  
\_\_\_\_\_  
Zoning Administrator/Building Inspector  
Shane Rolff

  
\_\_\_\_\_  
Date

## STAFF COMMITTEE PREPARATION REPORT

**Agenda Item:**

Discussion of Street Privilege Permits

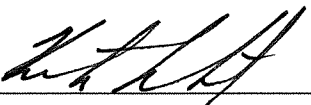
**Summary and background information:**  
(Appropriate documents attached)

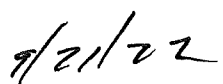
**Fiscal Note:**

TBD

**Recommendation:**

No recommendation at this time

  
\_\_\_\_\_  
Director of Public Works  
Kirk Arity

  
\_\_\_\_\_  
Date

## August Permit Report

08/01/2022 - 08/31/2022

Permit #	Permit Date	Permit Type	Project Description	Parcel Address	Total Fees	Construction Value
6254	8/31/2022	Electrical	Set meter pedestal, add expansion coupling, ground rods, install 4-wire system to home	800 Sime Ave.	\$50.00	1,100.00
6253	8/31/2022	Electrical	Set meter pedestal, add expansion coupling, ground rods, install 4-wire system to home	800 Sime Ave.	\$50.00	1,100.00
6252	8/30/2022	Sign Permit	New wall sign (River Valley Title Group)	1115 N SUPERIOR AVENUE	\$40.00	0.00
6251	8/30/2022	Sign Permit	New signage on fueling station canopy.	215 W CLIFTON STREET	\$40.00	0.00
6250	8/30/2022	Sign Permit	Wall signs and monument sign(Holiday Inn Express)	215 Buan St.	\$40.00	0.00
6249	8/30/2022	Sign Permit	Vinyl lettering applied to storefront windows	1104 SUPERIOR AVENUE	\$40.00	0.00
6248	8/30/2022	Mobile Home Installation	Installation of 1996 Marshfield Mobile Home	Edgewood Terrace	\$100.00	0.00
6247	8/30/2022	Electrical	Electrical for fueling station	130 E ELIZABETH STREET	\$95.00	19,750.00
6246	8/30/2022	Electrical	200 amp temporary service	935 N SUPERIOR AVENUE	\$45.00	2,000.00
6245	8/30/2022	Plumbing	Plumbing for bathroom inside Mobile Park Office	800 Sime Ave.	\$65.00	8,000.00
6244	8/30/2022	Fence	6' wooden fence in rear yard >2' from property lines	717 PACKARD STREET	\$20.00	0.00
6243	8/30/2022	Alter/Addition One or Two Family	Installation of drain tile system	330 E MONOWAU STREET	\$130.00	13,914.00
6242	8/25/2022	Fence	6' Wooden fence >2' from property lines in front yard (Flag lot)	429 MC CAUL STREET	\$20.00	0.00
6241	8/25/2022	Electrical	Relocating power and data to new location for drive thru menu board	224 Buan St.	\$165.00	6,500.00
6240	8/25/2022	Mechanical	HVAC for new single family home	525 Alyssa St.	\$106.00	19,680.00
6239	8/25/2022	Fence	New 6' vinyl fence in rear yard adjacent to property	1517 MC LEAN AVENUE	\$20.00	0.00

			lines(property survey completed)			
6238	8/25/2022	Fence	New 6' vinyl fence in rear yard >2' from property lines	309 CADY AVENUE	\$20.00	0.00
6237	8/24/2022	Alter/Addition One or Two Family	Installing roof mount solar array	1020 FARMER AVENUE	\$390.00	39,780.00
6236	8/18/2022	Electrical	Electrical for new single family home	525 Alyssa St.	\$86.00	14,000.00
6235	8/18/2022	Demolition	Demolition of fire damaged home (Condemned Raze & Remove)	1208 KILBOURN AVENUE	\$30.00	0.00
6234	8/17/2022	Mechanical	Replacing furnace and A/C	322 ANN STREET	\$55.00	4,000.00
6232	8/15/2022	Accessory building >150 sq. ft.	12 x 16 Accessory structure in rear yard	407 Gannon Ct.	\$30.00	6,857.00
6231	8/15/2022	Electrical	Overhead to underground service	1409 BOW STREET	\$35.00	980.00
6230	8/15/2022	Electrical	Electrical for laundry, bath fan, light, receptacles, and water heater (Adding bathroom in existing building)	112 E WASHINGTON STREET	\$150.00	1,800.00
6229	8/11/2022	Electrical	Set meter pedestal, add expansion coupling, ground rods, install 4-wire system to home	800 Sime Ave.	\$50.00	1,100.00
6228	8/11/2022	Electrical	Set meter pedestal, add expansion coupling, ground rods, install 4-wire system to home	800 Sime Ave.	\$50.00	1,100.00
6226	8/9/2022	Electrical	Replacing meter socket and fuse box	1422 BUTTS AVENUE	\$50.00	2,400.00
6217	8/4/2022	Alter/Addition One or Two Family	New concrete front landing and stairs	1910 SUPERIOR AVENUE	\$60.00	6,000.00
6216	8/3/2022	Township-LaGrange (New const.)	New Single Family Home	11654 Flambeau Rd	\$1,134.60	0.00
				<b>Totals</b>	<b>\$3,166.60</b>	<b>150,061.00</b>

Total Records: 29

9/12/2022



*Gateway to Cranberry Country*

**The City of Tomah**

*Where The I Divides*

## Code Enforcement Violation Report

AUGUST 2022

8/1/2022 - 8/30/2022

Case Date	Case #	Parcel Address	Violation Name	Status
8/30/2022	2022138	401 N GLENDALE AVENUE	18-19 Nuisances Generally - Prohibited	Issued Order to Correct
8/30/2022	2022139	413 N GLENDALE AVENUE	18-19 Nuisances Generally - Prohibited	Issued Order to Correct
8/30/2022	2022140	437 N GLENDALE AVENUE	18-19 Nuisances Generally - Prohibited	Issued Order to Correct
8/30/2022	2022141	515 N KILBOURN AVENUE	18-19 Nuisances Generally - Prohibited	Issued Order to Correct
8/24/2022	2022133	330 W LA CROSSE STREET	18-19 Nuisances Generally - Prohibited	Issued Order to Correct
8/24/2022	2022124	909 HOLLISTER AVENUE	18-52- Public Nuisance	Issued Order to Correct
8/23/2022	2022134	221 SUMNER STREET	48-65- Grass Mowed & Maintained	Issued Order to Correct
8/23/2022	2022135	717 PEARL STREET	48-65- Grass Mowed & Maintained	Issued Order to Correct
8/23/2022	2022136	522 WILLIAMS STREET	48-65- Grass Mowed & Maintained	Issued Order to Correct
8/23/2022	2022117	453 N GLENDALE AVENUE	18-19 Nuisances Generally - Prohibited	Issued Order to Correct
8/23/2022	2022118	1112 HOLLISTER AVENUE	18-19 Nuisances Generally - Prohibited	Issued Order to Correct
8/23/2022	2022119	909 HOLLISTER AVENUE	18-19 Nuisances Generally - Prohibited	Issued Order to Correct
8/23/2022	2022120	622 W JACKSON STREET	18-19 Nuisances Generally - Prohibited	Issued Order to Correct
8/23/2022	2022121	301 HOLLISTER AVENUE	18-19 Nuisances Generally - Prohibited	Issued Order to Correct
8/23/2022	2022122	606 PEARL STREET	18-19 Nuisances Generally - Prohibited	Issued Order to Correct
8/23/2022	2022123	333 CADY AVENUE	18-19 Nuisances Generally - Prohibited	Issued Order to Correct
8/23/2022	2022125	924 KRISTI LANE	18-19 Nuisances Generally - Prohibited	Issued Order to Correct
8/23/2022	2022126	1310 SHERI COURT	18-19 Nuisances Generally - Prohibited	Issued Order to Correct
8/23/2022	2022127	1313 LINCOLN AVENUE	18-19 Nuisances Generally - Prohibited	Issued Order to Correct
8/23/2022	2022128	1500 LINCOLN AVENUE	18-19 Nuisances Generally - Prohibited	Issued Order to Correct
8/23/2022	2022129	519 HOLLISTER AVENUE	18-19 Nuisances Generally - Prohibited	Issued Order to Correct
8/23/2022	2022130	528 WILLIAMS STREET	18-19 Nuisances Generally - Prohibited	Issued Order to Correct
8/23/2022	2022131	313 MC LEAN AVENUE	18-19 Nuisances Generally - Prohibited	Issued Order to Correct
8/23/2022	2022132	617 HOLLISTER AVENUE	18-19 Nuisances Generally - Prohibited	Issued Order to Correct
8/22/2022	2022116	113 W MONROE STREET	52-206 Parking in Front Yard	Warned and Advised

8/10/2022	2022108	527 W BENTON STREET	18-20. - Public Health Nuisances	Completed
8/9/2022	2022107	423 MCLEAN AVE	18-19 Nuisances Generally - Prohibited	TOT Public Works & Utility
8/5/2022	2022110	1013 HOLLISTER AVENUE	18-19 Nuisances Generally - Prohibited	Issued Order to Correct
8/5/2022	2022105	323 N SUPERIOR AVENUE	18-19 Nuisances Generally - Prohibited	Completed
8/4/2022	2022098	322 SUPERIOR AVENUE	18-54 - Storage of Vehicles Restricted	Issued Order to Correct
8/4/2022	2022109	607 W BENTON STREET	18-19 Nuisances Generally - Prohibited	Completed