



MEETING NOTICE: AGENDA FOR COMMITTEE OF THE WHOLE

A Committee of the Whole meeting will be held on **Monday, December 20, 2021 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=dEdLR2hXK0ZYmk1qNU5vNFlwMzdSZz09M>

Meeting ID: 768 946 6740 Password: Tomah2020

Dial by your location +1 312 626 6799 US (Chicago)

AGENDA:

CALL TO ORDER – ROLL CALL

1. Emergency Service Building project Steel Bid Package recommendation from Keller Inc. and payment of invoice for Steel and Architectural and Engineering Services complete to date.

APPROVAL OF THE MINUTES:

2. Approval of Minutes from November 15, 2021

REPORTS:

Treasurer

3. November 30, 2021 Cash and Investments Report

Parks & Recreation

4. Tomah Parks and Recreation Program Report

Public Works & Utilities

5. Public Works and Utilities Director Report

Police Department

6. November 2021 - Police Department Monthly Report

GENERAL:

7. Resolution reversing and canceling Resolution 2021-02-09-02, which approved the transfer of Tax Incremental Financing District (TIF or TID) 9 and 10, Donor TIDS, to TID 8, the Donee TID and then to the City of Tomah's General Fund (GF), Water, and Wastewater (Sewer) Funds to assist with the repayment of the City's Internal Loans to TID 8 for 2019 interest payable in 2020
8. Amendment of Ordinance Section 52-40, 1st reading, 2nd Reading, adoption
9. Surveillance camera system quotes/recommendation for City Hall and the Police Department using ARPA funds.
10. Resolution Accepting Donation of Land from Barbara Goetzka F/K/A Barbara J. Murdock
11. Appointment of 2022-2023 Election Officials
12. Secondhand Article and Jewelry Dealers License Application Approval

Committee of the Whole – December 20, 2021

13. Tourism Entity Agreement between the City of Tomah and the Tomah Chamber and Visitors Center
- [14.](#) Renewal Taxicab License for Running, Inc. DBA Tomah Transit
- [15.](#) Resolution Authorizing Payment of Monthly Bills
- [16.](#) Approval of Renewal of Airport Leases
- [17.](#) Tomah Area Ambulance Service contribution for City of Tomah Pay Roll Clerk towards Wage and Benefit Package.
- [18.](#) Public Safety Director / Fire Chief / EMD Updated City of Tomah Emergency Operation Plan
- [19.](#) Tomah Area Ambulance Service Stipend Pay for Salary Employees
20. Vacation Time Adjustment for City Clerk
- [21.](#) Personnel Manual Updates - Salary Policy and Evaluation Policy and Discussion on SOP Based Format
22. Discussion on Elimination of City Administrator Position

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.

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Public Safety Director/ Fire Chief Tim Adler is asking for approval of the Steel Bid Package for the Emergency Service Building project and down payment for Steel and Architectural and Engineering Services.

Summary and Background Information:

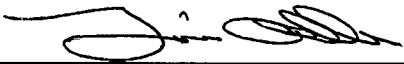
The Tomah City Council voted to move forward with the Emergency Service Building project and to have a separate steel bid package to help avoid any future price increases and to get the materials delivered in time to avoid additional costs that may occur due to construction in the winter months. The bid opening took place on December 9th 2021 at 2:30pm in the Tomah City Council Chambers. I am asking for your approval to "Accept Keller's Inc. recommendation to the City of Tomah to have Keller, enter into a subcontract with Olympic Builders for the Pre-Engineered Metal Building Bid Unit # 1, in the amount of \$1,110,498.00 so the Steel order can be placed."

(3 Bids Received)

Olympic Builders -	\$1,110,498.00
Keller, Inc. -	\$1,274,785.00
Advanced Building Systems -	\$1,398,325.00

Recommendation:

It is requested that the Tomah City Council accept Keller's Inc. recommendation to the City of Tomah to have Keller, enter into a subcontract with Olympic Builders for the Pre-Engineered Metal Building Bid Unit # 1, in the amount of \$1,110,498.00 so the Steel order can be placed." and to accept Keller's Inc down payment invoice in the amount of \$150,000.00 for the Steel and the Architectural and Engineering Services complete to date.



 Public Safety Director / Fire Chief / EMD Tim Adler

12/13/2021

 Date



 Kirk Arity, Interim City Administrator

12/13/21

 Date

Committee: Committee of the Whole/Common Council

Meeting Date: December 20 & 21, 2021



Keller
Planners | Architects | Builders

Contract Progress Billing

Item 1.

Keller, Inc.
PO Box 620
Kaukauna, WI 54130
(920) 766-5795

To : CITY OF TOMAH
819 SUPERIOR AVE
TOMAH, WI 54660

Invoice # : 44419

Date : 12/13/21

Payment Terms : Upon Receipt

Keller Cust # : 6087

PM : CLAFLIN, KELLY

Contract : 71453- NEW FIRE & EMS STATION

Total Contract Amount To-Date : 240,750.00

SCHEDULED BILLING ITEM	DRAW SCHEDULE	PRIOR AMOUNT BILLED	AMOUNT RECEIVED BY KELLER	AMOUNT THIS BILLING
Retainer	750.00	750.00	750.00	0.00
Down Payment - Engineering Services	40,000.00	40,000.00	40,000.00	0.00
Down Payment - Design Services	50,000.00	50,000.00	50,000.00	0.00
Steel Bldg Down Payment & Continued Eng & Design Services	150,000.00	0.00	0.00	150,000.00
	<u>240,750.00</u>	<u>90,750.00</u>	<u>90,750.00</u>	
			TOTAL DUE THIS BILLING:	<u><u>150,000.00</u></u>

Approval: _____

Date: _____

Please approve invoice with your signature and forward to your Banker and/or Title Company for payment. Thank you!

Total due on this contract including this invoice : 150,000.00

* * Thank You * *

MINUTES FOR COMMITTEE OF THE WHOLE

A Committee of the Whole was held on **Monday, November 15, 2021 at 6:30 PM** in the Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI. Council Vice President Adam Gigous called the meeting to order at 6:30 p.m. Present: Adam Gigous, Richard Yarrington, John Glynn, Mitchell Koel, Lamont Kiefer, Nellie Pater, and Dean Peterson. Absent: Michael Murray and Shawn Zabinski, also present: City Administrator Brad Hanson, City Treasurer Molly Powell, City Clerk Becki Weyer, Director of Public Works Kirk Arity, Parks and Rec Director Joe Protz, Public Safety Director/Fire Chief Tim Adler, Police Chief Scott Holum, and Chamber/CVB Director Tina Thompson. Greg Hagen videotaped the meeting. Members of the public were able to access the meeting via the following Zoom Link:

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

APPROVAL OF THE MINUTES:

Motion by Peterson, second by Kiefer, to approve the Minutes from October 18, 2021. Motion carried.

REPORTS:

Treasurer

Powell presented the October 31, 2021 Cash and Investments Report. Motion by Koel, second by Pater, to recommend the Council approve the October 31st Cash and Investments Report. Motion carried.

Parks & Recreation

Protz provided a written report.

Parks has been winterizing mowers and park bathrooms are now closed. Work on the sidewalk around the dam is postponed until 2022. They are getting ready for the holiday lights. Thank you to Seth Gadbois for his work on the fire ring for the Boy Scout Cabin.

Rec Programs: They are finishing up gymnastics, and signups for basketball are upcoming. Open gym started November 7th

Aquatic Center: The investigation on current leak issues is ongoing and they will be running a camera to pinpoint problems this week.

Protz covered the upcoming events occurring at the Recreation building.

Public Works & Utilities

Dir. Arity provided the Public Works And Utilities Director Report.

Street: The blacktop on King Ave is complete and all sidewalk is done except for vacant lot driveways. The black dirt and mailboxes are next on the agenda. The leaf vac is out and will remain out unless there is a large snow accumulation. Residents should continue putting leaves in the boulevard for pickup. They are getting operations prepared for winter

Sewer: Operations are normal.

Water: Operations are normal. They finished the semi-annual flushing program. They continue to make improvements to the quality of water.

Lake: There is a meeting this Thursday at 5:00 p.m. There will be another water technology presentation scheduled.

Police Department

Chief Holum presented the written 2021 Police Department Monthly Report for October. The police department is fully staffed. There is a drug box at the Police Department to drop off prescription drugs, this past cycle had 275 pounds of prescription drugs that was discarded. Congratulations to Assistant Chief Eric Pedersen for his graduation from Police leadership class. The annual giving tree will be going on starting this Friday, there will be 100 cards on the tree with age/gender listed. Gifts should be returned by December 14th at 3:00 p.m. Holum is currently working on quotes for the City Hall/Police department surveillance system.

Chamber/CVB

Chamber/CVB Director Thompson gave her report at the Committee at the Whole instead of the Council meeting. The Chamber is going into quieter months, which allows for planning for the years ahead. The Annual holiday parade is on the Friday after Thanksgiving at 7:00 p.m., lineup will be at 6:00 p.m. Thank you to police department for the help with street variations. Berta Downs started her first day with the Chamber. The annual meeting is being

planned for next year on the last Monday in February. Thanks to Parks and Rec for their help with the Night Market. The area guide is being outsourced and is in the process of being developed. It should be ready in February.

GENERAL:

Change for the Senior Center Director to be a Salaried position Instead of Hourly

Prior to the hiring of Pam Buchda as the City's Senior Center Director, the position was a salaried or exempt position, and is currently hourly, therefore making this position the only hourly paid supervisor for the City. Hanson recommended moving this position back to a salaried position. Motion by Pater, second by Koel, to recommend the council move the Senior Center Director position to Grade J, Step 3 with a 2022 salary of \$54,225.60, which includes the 2022 2.0% Cost of Living Adjustment. Motion carried.

Pay Steps and Annual Reviews

Hanson addressed the issue that came up in the October meeting regarding the need to move step increases to January 1st each year. Back in 2018 the Council created a resolution to move to a step increase program vs. a merit-based increase program based on evaluations, but the personnel handbook was never updated to reflect that change. Treasurer Powell and Hanson recommended that the City continue with the previous Council had decided and to ensure those changes are reflected in the next Personnel Handbook. Hanson ensured that Directors have been given the expectation they are required to complete annual reviews with their staff.

Motion by Pater, second by Yarrington, to postpone this issue until the December 2021 meeting and request the City clerk bring an update to the policy in the personnel handbook to reflect Council's direction after the wage study in 2018. Motion carried.

The raises will continue to occur on January 1st as indicated by the Resolution passed in 2018 moving to a step-based annual increase.

Resolution for 2022 Cost of Living Adjustment for non-Union Represented City Staff

Motion by Yarrington, second by Pater, to recommend the Council approve the resolution for the 2022 Cost of Living Adjustment for non-Union Represented City Staff. Motion carried with two negative votes. (Kiefer, Giguous)

Resolution to Remove Compensatory Time Off for Salaried/Exempt Employees Policy

A lengthy discussion ensued regarding the history of comp time for salaried employees and the purposes of removing this bank of time. The Department Directors were asked their opinions on the removal of the time bank.

Motion by Pater, second by Yarrington, to recommend the Council approve the resolution to Remove Compensatory Time Off for Salaried/Exempt Employees Policy. Motion carried.

Application by Anthony Damiano for an Outdoor Facility License at 1110/1112 Superior Ave

Motion by Peterson, second by Yarrington, to recommend the Council approve the application for the Outdoor Facility license for Anthony Damiano at 1110/1112 Superior Ave. Motion carried.

Conditional Use Permit-428 W Monowau St.

Motion by Kiefer, second by Peterson, to recommend the Council approve the conditional use permit for Stuart Forsythe/Craig DeBoer to sell firearms from a single-family home. Motion carried.

Winnebago Park Phase 1 Bids

Motion by Peterson, second by Pater, to recommend the council approve awarding the base bid, Alternate #2, and Alternate #5 to Gerke Excavating Inc. for the cost of \$620,555.30 for the Winnebago Park Phase 1 improvements and boat launch. Motion carried.

Resolution authorizing a change in the 2022 City of Tomah Position count by the abolishment of 1 full time Park and Recreation Maintenance Position and the creation of 2 additional part time Park and Recreation Maintenance Workers.

Dir. Protz presented the resolution to abolish a full time (vacant) position and add two part time workers. This will help the city to save around \$50,000 in wages and benefits paid. Motion by Pater, second by Peterson, to recommend the Council approve the Resolution authorizing a change in the 2022 City of Tomah Position count by the

abolishment of 1 full time Park and Recreation Maintenance Positions and the creation of 2 additional part time Park and Recreation Maintenance Workers. Motion carried.

Resolution for American Rescue Plan Act Funds to Assist with the City's General Fund Due to Lost Revenue from Lost Net New Construction

Administrator Hanson presented to the Committee that using calculator from the WI League of Municipalities, the amount of net new construction revenue lost in the City of Tomah was \$106,700. Hanson requested the Committee recommend the Council to approve the resolution to use ARP funds to assist with the City's general fund due to this lost revenue. Motion by Kiefer, second by Yarrington, to recommend the Council approve the Resolution for American Rescue Plan Act Funds to assist with the City's General Fund Due to Lost Revenue from Lost Net New Construction. Motion carried with two negative votes (Pater and Koel)

Resolution for American Rescue Plan Act Funds for the City's New Website to Increase Citizen Engagement, Transparency, and Improved Access

Last month, the Council approved the expenditure of up to \$20,000 of ARP funds for the City's new website. This resolution is to record this decision and expenditure., to recommend the Council approve the Resolution for American Rescue Plan Act Funds for the City's New Website to Increase Citizen Engagement, Transparency, and Improved Access. Motion by Peterson, second by Glynn to recommend the Council approve the Resolution for American Rescue Plan Act Funds for the City's New Website to Increase Citizen Engagement, Transparency, and Improved Access Motion carried.

Resolution for American Rescue Plan Act Funds for the City's Public Safety Department's Acquisition of a All-Terrain Vehicle/Utility Vehicle to Improve Emergency Services & Response Time for Recreational Users in Limited Access Areas

Last month, the council approved the expenditure of up to \$30,000 of ARP funds for the purchase of an ATV/UTV for use by the Tomah Area Ambulance service and the Tomah Fire Department. This resolution is to record this decision via resolution. Motion by Pater, second by Glynn, to recommend the Council approve the Resolution for American Rescue Plan Act Funds for the City's Public Safety Department's Acquisition of an All-Terrain Vehicle/Utility Vehicle to Improve Emergency Services & Response Time for Recreational Users in Limited Access Areas. Motion carried.

Resolution to approve the design of the Emergency Services Building and Parks and Recreation Flare Avenue Project

Over the last few months, the Council has made the decision to approve the Emergency Services building, along with the approval of the Flare Ave. project to create new ball fields for the City. This resolution is to record those decisions in detail including the design and steel package. The hope is to receive four to five bids for the steel package. Motion by Glynn, second by Koel, to recommend the Council approve the Resolution to approve the design of the Emergency Services Building and Parks and Recreation Flare Avenue Project. Motion carried.

American Rescue Plan Act Project Item: Tourism Lost Revenue for the Convention & Visitor's Bureau and Parks and Recreation

Using The League of WI Municipalities and the Nation League of Cities calculators, Hanson has calculated the lost revenue from tourism for the City was \$324,835.48. Hanson has requested the Committee of the Whole recommend the Council approve the use of \$75,000 of ARP funds to pay the Chamber/CVB for lost revenue, and the remainder be used for Recreation Park. There was discussion about using an additional \$125,000 of ARP funds for Parks and Recreation to pay for the \$125,000 that was budgeted in the Capital improvement plan. There was also discussion on the amount of lost revenue for 2021 and the current revenues received for 2021. Motion by Pater to recommend the Council approve the use of \$75,000 of ARP funds for the Chamber/CVB to replace lost revenue from tourism, and \$249,835.48 of ARP funds to be used for Recreation Park for the same, and an additional \$125,000 to be used for Parks and Recreation from ARPA funds. Motion died due to lack of a second. Motion by Peterson, second by Koel, to approve the use of ARP funds due to lack of lost revenue of room tax and tourism, in the amount of \$75,000 to be allocated to the Chamber/CVB, and \$249,835.48 to be allocated to the Parks and Recreation department for use on projects at Recreation Park. Motion carried.

Committee of the Whole – November 15, 2021**Franklin Street Easement Proposal**

Dir. Arity requested the Committee of the Whole recommend the Council approve a lease agreement between the City of Tomah and the Tomah Area School District for their use of Franklin Street for additional parking at Lemonweir School. Motion by Kiefer, second by Peterson, to approve the lease agreement between the City of Tomah and the Tomah Area School District for the use of Franklin Street to alleviate parking issues at the Lemonweir School district, including any the changes needed to update the lease document. Motion carried.

Storm Sewer Easement for King Ave Project

Dir. Arity recommended to the Committee of the Whole to approve the easement and assessment waiver of \$2,340.00 for a storm sewer assessment for Chris Divyak/DS Dwellings LLC due to the need for the City's use of the easement to have and maintain the storm water drainage. Motion by Glynn, second by Kiefer to approve. Motion carried.

Request for Purchase of Badger Books Election Machines

Clerk Weyer requested the Committee of the Whole recommend the Council approve the expenditure of \$12,131 of funds already budgeted for 2021 for the use in purchasing electronic poll books (BadgerBooks) for future elections. Motion by Kiefer, second by Glynn, to approve the payment of \$12,131 for the purchase of Badgerbooks from account 01-57190. Motion carried.

Resolution Authorizing Payment of Monthly Bills

Motion by Peterson, second by Pater, to approve the Resolution Authorizing the payment of Monthly Bills. Motion carried.

ADJOURN

Motion by Peterson, second by Koel, to adjourn. Motion carried. Meeting adjourned at 8:37 p.m.

Respectfully Submitted,

Rebecca Weyer

To be approved December 21, 2021

**City of Tomah
Cash and Investments
November 30, 2021**

Fund 01 - General Fund						
	Investment Description	Investment Type	C/D Rate	Due	Beginning Balance 10/31/2021	Ending Balance 11/30/2021
MBS	Wells Fargo Bk West LV	C/D	1.80	12/13/22	100,000.00	100,000.00
MBS	Wells Fargo Bk West LV	C/D	1.90	01/17/23	100,000.00	100,000.00
MBS	Texas Exchange Bk	C/D	0.85	09/10/20	200,000.00	200,000.00
MBS	Sallie Mae Bk Salt Lake	C/D	1.95	08/22/22	100,000.00	100,000.00
MBS	MM Fund	MM			101,488.31	101,946.94
RBC	Morgan Stanley Pvt Bank	C/D	0.75	01/27/28	70,000.00	70,000.00
RBC	Bridgewater Bk	C/D	0.25	09/20/27	60,000.00	60,000.00
RBC	Live Oak Bk	C/D	0.60	10/08/26	100,000.00	100,000.00
RBC	Comenity Cap Bk Utah	C/D	2.85	02/15/22	80,000.00	80,000.00
RBC	Capital One Bk USA Natl Assn	C/D	2.35	06/20/22	30,000.00	30,000.00
RBC	Merric Bk South Jordan UT	C/D	1.80	08/22/22	130,000.00	130,000.00
RBC	BMW Bk North Amer Salt Lake	C/D	1.85	10/11/22	100,000.00	100,000.00
RBC	Synchrony	C/D	1.05	03/27/23	100,000.00	100,000.00
RBC	State Bank of India NY	C/D	1.05	06/10/25	245,000.00	245,000.00
RBC	Texas Exchange Bk Crowley	C/D	1.00	06/19/25	155,000.00	155,000.00
RBC	Toyota Fin Svgs Bank	C/D	0.90	11/30/27	100,000.00	100,000.00
RBC	Frazer Bk Okla	C/D	1.10	06/26/28	50,000.00	50,000.00
RBC	US Govt MM Fund	MM			358,173.10	359,276.72
FMB	x706	C/D	0.40	01/15/22	118,308.47	118,308.47
LGIP	01	TF			5,932.71	5,933.08
Bank First	x8095	C/D	0.80	06/19/22	174,839.58	174,839.58
Bank First	x3439	C/D	2.25	05/22/21	170,216.47	170,216.47
Bank First	X6465	M/M			910,169.21	910,209.11
Bank First	Tax Account	M/M			1,349.76	1,349.76
Bank First	ED X1194	M/M			104,358.72	106,599.15
CCF	ICS SWEEP ACCOUNT	M/M			714,001.08	714,177.13
CCF	X768	M/M			21,455.79	21,457.67
TOTAL					4,400,293.20	4,404,314.08

**City of Tomah
Cash and Investments
November 30, 2021**

Fund 07 - Debt							
		Investment Description	Investment Type			Beginning Balance 10/31/2021	Ending Balance 11/30/2021
LGIP	06		T/F			7,478.07	7,478.54
Bank First	X6465		M/M			349,155.37	349,170.68
TOTAL						356,633.44	356,649.22

Fund 08 - Capital							
		Investment Description	Investment Type			Beginning Balance 10/31/2021	Ending Balance 11/30/2021
LGIP	02		T/F			83,206.33	83,211.51
Bank First	X6465		M/M			80,626.27	80,629.80
CCF	X768		M/M			25,518.12	25,520.36
TOTAL						189,350.72	189,361.67

Fund 02 - Lake							
		Investment Description	Investment Type	C/D Rate	C/D Due	Beginning Balance 10/31/2021	Ending Balance 11/30/2021
RIA	4337420053		C/D	1.85	03/03/21	14,871.36	14,876.86
LGIP	03		TF			27,198.99	27,200.68
RIA	44374202		M/M			202,431.42	202,514.61
TOTAL						244,501.77	244,592.15

Fund 04 - CDBG							
		Investment Description	Investment Type			Beginning Balance 10/31/2021	Ending Balance 11/30/2021
TACU			CK			1,433.42	1,433.48
TACU			SAVINGS			93,342.41	92,586.24
Bank First			CK			873.55	873.55
Bank First	X0822		SAVINGS			235,063.39	236,966.83
TOTAL						330,712.77	331,860.10

**City of Tomah
Cash and Investments
November 30, 2021**

Sewer Department						
	Investment Description	Investment Type	C/D Rate	C/D Due	Beginning Balance 10/31/2021	Ending Balance 11/30/2021
RBC	First Natl Bk Amer East	C/D	0.75	04/30/26	115,000.00	115,000.00
RBC	Third Fed Svgs & LN Assn OCD	C/D	2.50	01/31/22	102,000.00	102,000.00
RBC	Sallie Mae Bk	C/D	2.75	03/21/22	65,000.00	65,000.00
RBC	Cap One VA	C/D	2.35	06/20/22	178,667.00	178,667.00
RBC	Morgan Stanley Bk N A Utah	C/D	1.90	08/22/22	175,000.00	175,000.00
RBC	Capital One Bk USA Nat	C/D	1.90	08/22/22	45,000.00	45,000.00
RBC	Merrick Bk South Jordan UT	C/D	1.80	08/22/22	15,000.00	15,000.00
RBC	Sallie Mae Murray UTAH	C/D	0.90	06/30/26	180,000.00	180,000.00
RBC	US Govt MM Fund	M/M			96,876.74	97,045.93
Bank First	43411	C/D	2.25	05/17/21	130,567.85	130,567.85
Bank First	28089	C/D	0.80	06/19/22	134,104.42	134,104.42
LGIP	04	T/F			541,182.74	541,216.44
CCF	XX8352	M/M			403,584.61	403,619.99
CCF	ICS Sweep	M/M			261,603.56	261,668.06
Bank First	X6341	M/M			1,765.53	51,776.77
Bank First	CLEARING ACCT	M/M			561,344.68	298,101.20
TOTAL					3,006,697.13	2,793,767.66

Water Department						
	Investment Description	Investment Type	C/D Rate	C/D Due	Beginning Balance 10/31/2021	Ending Balance 11/30/2021
RBC	Texas Exchange	C/D	0.60	12/18/25	90,000.00	90,000.00
RBC	Goldman Sach Bank	C/D	3.15	12/20/21	245,000.00	245,000.00
RBC	Citibank National Association	C/D	2.75	02/28/22	55,000.00	55,000.00
RBC	Comenity Cap Bk Utah	C/D	2.80	02/28/22	75,000.00	75,000.00
RBC	Wells Fargo Bank	C/D	2.60	04/12/22	93,000.00	93,000.00
RBC	Cap One VA	C/D	2.35	06/20/22	36,333.00	36,333.00
RBC	TIAA Jacksonville	C/D	2.10	07/29/22	211,000.00	211,000.00
RBC	Lakeland Bk NFLD NJ	C/D	1.15	03/30/23	245,000.00	245,000.00
RBC	BMW BK North Am Salt Lake	C/D	1.85	10/11/22	35,000.00	35,000.00
RBC	Flagstar Bk Troy Mich.	C/D	0.45	08/14/24	245,000.00	245,000.00
RBC	Toyota Fin Svgs Bank	C/D	0.90	11/30/27	145,000.00	145,000.00
RBC	BMW BK North Am Salt Lake	C/D	1.65	02/28/23	110,000.00	110,000.00
RBC	United Roosevelt Svgs	C/D	0.55	03/12/26	245,000.00	245,000.00
RBC	First Natl Bk Amer East	C/D	0.75	04/30/26	40,000.00	40,000.00
RBC	Sunwest Bk Irvine	C/D	0.70	04/30/26	45,000.00	45,000.00
RBC	US Bank Salt Lake City	C/D	0.95	09/22/26	100,000.00	100,000.00
RBC	US Govt MM Fund	M/M			6,416.65	7,687.70
LGIP	05	TF			10,163.21	10,163.84
CCF	x659	M/M			101,289.19	101,298.07
CCF	ISC SWEEP ACCOUNT 659	M/M			1,084,773.91	1,085,041.36
Bank First	CLEARING ACCT	M/M			1,225,235.73	908,037.90
TOTAL					4,443,211.69	4,127,561.87

**City of Tomah
Cash and Investments
November 30, 2021**

TOTAL BY INSTITUTION		
	10/31/2021	11/30/2021
Bank First	4,079,670.53	3,553,443.07
Multi-Bank Securities, Inc.	601,488.31	601,946.94
CCF	2,612,226.26	2,612,782.64
Farmers & Merchants Bank Kendall	118,308.47	118,308.47
Local Government Investment Pool	675,162.05	675,204.09
RIA Federal Credit Union	217,302.78	217,391.47
RBC Wealth Management	4,572,466.49	4,575,010.35
Tomah Area Credit Union	94,775.83	94,019.72
TOTAL	12,971,400.72	12,448,106.75

Other Parks

- Maintenance on equipment and buildings
- Snow Removal at parks, on trails and City Sidewalks
- Finalizing new electrical service to Scout Cabin
- Will begin making Ice for outdoor rink at Recreation Park. Plan on opening December 24th weather permitting. Lights will be on until 10:00pm nightly.
- Moving equipment out of Glendale Shed.

RECREATION PROGRAMS

Current Programs

- 1st-4th Basketball -106 Participants
- Adult Basketball-14 Teams
- Finished Co Rec Volleyball, Women's Volleyball begins on January 9th.
- Open Gyms and Adult Floorball
- Working with Tomah Rotary Club for 12th Annual Freeze Fest

AQUATIC CENTER

- Winterized
- Found 1 major crack in pipe, with begin digging and repair early spring.
- Continue to monitor.

RECREATION PARK

- Tomah Youth Hockey Continues programming at Tomah Ice Center
- High School and Middle School Gymnastics held at Exhibit Building.
- November Events-Nov 6th Fire Dept. Night out, Nov 11-13th Glen Miller Auction, Nov. 19 Senior Center Craft Fair
- December Events- Dec 2-4th Glen Miller Auction, Dec 10-12 Cat Show,
- January Events-Jan. 7-9th Tavern League Pool Tournament, Jan. 12-15th Glen Miller Auction, Jan. 21-22th Rabbit Show, Jan. 28-29 Gun Show.

Joe Protz

Joe Protz
Director Tomah Parks and Recreation

Director of Public Works and Utilities Report

December 2021

1) Street Department

We had our first significant snow event on 12/10-12/11. The snow removal went well with the incorporation of the various parks and recreation parking lots. Shane, myself and our City Engineer attended a meeting with the Monroe County Natural Resource and Extension Committee granted the City of Tomah approval for our Non-Metallic Mining Permit.

2) Sewer Department

Operations are normal. We are in the early stages of discussions with an intergovernmental agency with regards to assisting them with there waste water needs. Our sludge storage area has been emptied just prior to the fields freezing.

3) Water Department

Operations are normal. We have had a couple of hydrants damaged. We were able to repair them without having to excavate other than by hand.

4) Lake Committee

The Lake Committee will meet on January 20th. We hope to have a discussion regarding weed harvesting. The Lake Committee will continue to vet the various methods of vegetation control for Lake Tomah. The goal will be to find the best control method for our lake and provide a recommendation to the City Council for approval.

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 Skowronski, Patricia Marten

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 Rodney Sherwood, Michael Linehan, Tom Bemis, Chad Richmond, Craig Dechant

Public Works

Supervisor – Bill Kobleska

Mechanic – Mark Dixon

Equipment Operators – Stuart Westpfahl, Paul Marten, Joe Kube, Corey Clay

Truck Drivers – Steve Schultz, Paul Steele, Brad Rewey, Tony Newcomb, Justin Randall, Lance Larson, Justin King, David McGarry

TOMAH POLICE DEPARTMENT



"Serving the Community"

November 2021 Report

CHIEF'S ACTIVITIES

The following is a list of tasks/assignments/responsibilities carried out by Chief Holum in the month of November 2021:

I coordinated and attended weekly administrative meetings with department staff.

I attended Department Director meetings.

I reviewed submitted Use of Force reports to ensure our actions were within the guidelines of our policy and procedures.

I worked with IT vendor 3RT to coordinate and schedule maintenance on our operating systems.

I participated in low-light firearms training with department staff.

I met with several elected officials to discuss city / police department business.

I attended a Western Technical College Advisory meeting related to the Criminal Justice program.

I attended Assistant Police Chief Eric Pedersen's graduation ceremony from Leadership in Police Organizations in La Crosse.

I attended a Committee of the Whole meeting.

I attended a City Council meeting.

I attended the funeral for Alderperson Zabinski's mother.

I coordinated and attended a Property Room meeting with all evidence custodians.

I attended several meetings leading up to the Holiday Parade to coordinate a safety plan.

I attended the Holiday Parade in an official capacity.

I had a meeting with Probation and Parole regarding registered sex offenders and where they reside in our communities.

COMBINED TACTICAL UNIT

COMBINED TACTICAL UNIT CALL OUT (Full Team):

None to report.

COMBINED TACTICAL UNIT CALL OUT (Partial Team):

None to report.

TRAINING REVIEW:

November 9th: Webinar Presentation/Building Search - Training took place in Tomah. The team started at the police department and took part in a webinar presented by NTOA about best practices. Team then moved to a training facility in Tomah to complete building searches, room entries and mini-drone familiarization.

November 16th: Room Clearing – Training took place at Herman Elementary School in Sparta – Team met to discuss the schedule for 2022. The team transitioned into building clearing and room entries. Herman Elementary presents unique problems with glass windows all around the building. The team then utilized a mini-drone and throw lights to assist with room clearing.

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

Traffic Stop – A vehicle with known drug users was stopped. The occupants were talked to about drugs and consent to search the vehicle was denied. A K9 sniff with Viktor was discussed and after they knew a K9 was on scene, they admitted to drugs being inside the

vehicle. Methamphetamine, marijuana and paraphernalia were located inside the vehicle. Two occupants received criminal charges.

Vehicle Sniff – A suspicious person/vehicle was contacted at Walmart. The person was arrested on a warrant and a K9 sniff was conducted on the vehicle. A positive indication was obtained and a search of the vehicle yielded heroin, methamphetamine, marijuana and paraphernalia. A different occupant received criminal charges.

Call In – We were off duty when we were called in by the on duty supervisor to conduct a K9 sniff on a vehicle. Upon arrival, further information was obtained and a sniff was no longer needed.

Vehicle Sniff – A vehicle with known drug users was stopped. A K9 sniff was conducted and a positive indication was obtained. A search of the vehicle yielded no contraband. A search of the female passenger revealed drug paraphernalia.

Alarm – Received a panic alarm from a local bank. Viktor was utilized as rear security on the building until contact was made with employees inside. False Alarm.

Training – Attended an area K9 Training in Onalaska, WI.

Training – Attended a three day drug interdiction training in La Crosse, Wisconsin.

Training – Conducted numerous trainings on duty. Trainings consisted of tracking, drug searches and obedience.

CRIME PREVENTION/COMMUNITY RELATIONS

Various personnel participated in the Holiday Parade.

INVESTIGATIONS

Battery to LEO / CDTP / DC

Officers were dispatched to a group home for a report of a male “destroying things” inside the group home. Officers arrived and made contact with the male suspect. The male was wanting to go inside the home when officers physically prevented him from doing so. The suspect stopped briefly to cooperate and then suddenly punched an officer in the face. The male then complied with officers orders and was taken into custody without further incident. Before officers arrived, the suspect had physically fought a caregiver at the home and then punched a mailbox outside. The suspect was arrested and was transported to the hospital for medical clearance. He was then transported to the jail. The injured officer was treated for their injuries at a local hospital and was released.

Possession Heroin / Possession Meth / Possession Marijuana / Possession Paraphernalia / DOC Warrant

An officer was patrolling through the Walmart parking lot and observed a suspicious person standing next to a vehicle. The plate was ran through DOT records and the registered owner was found to have a warrant for their arrest. The person was contacted

at the vehicle and was placed under arrest for the warrant. A K9 sniff of the vehicle was conducted and a positive indication was obtained. A searched of the vehicle yielded methamphetamine, heroin, marijuana and paraphernalia. A passenger was referred on charges for the drugs while the driver was booked in on the warrant.

Threats to LEO / Probation Hold

Officers were dispatched to a residence for a report of a male that was going through a mental crisis and claimed to have stabbed himself. A helpline was on the phone with the subject at the time. Officers made contact with the subject and found the subject agitated and under the influence of alcohol. Officers did not find any injuries on the subject. The subject was on Probation with a condition of not to possess or consume alcohol. Probation placed a hold on the subject for his actions. The subject was made aware of his impending arrest and threatened physical harm towards the officers. Officers were able to secure the subject in handcuffs even though the subject used resistive tension. While en route to the jail, the subject threatened to shoot and kill the transporting officer.

Threats to LEO / CDTP / DC

Officers received a call about a male beating on several car windows and yelling/screaming at people. Officers arrived and made contact with the suspect who was walking in the street towards other vehicles. Officers verbally challenged the suspect and the suspect complied. The suspect was taken into custody and was transported to the jail. While on the way to jail, the suspect threatened the officer's lives.

DC / Battery / False Imprisonment / Bailjumping / Felony Bailjumping

An anonymous caller reported a female yelling for assistance and what sounded like someone was getting slapped. Officers arrived and contact was made with a female. The female stated she and her ex-boyfriend had gotten into an argument about their relationship. The boyfriend then became angry and started yelling at the female. The argument continued to a bedroom where the confrontation became physical. The female advised that the male took her phone and watch so she could not call for help. The ex-boyfriend was arrested and transported to the jail on the above charges. The female received a charge of disorderly conduct for her involvement in the incident.

DC / CDTP / Threats to LEO / Bailjumping

Officers were dispatched to an EMS call in reference to a known drug user wanting to go to the hospital. EMS arrived and the caller declined assistance. Officers cleared and about 4 hours later were called back to the general area for a male yelling at employees through a drive thru window. Contact was made with the male and he positioned himself on his knees with his hands behind his head without any orders from police. Officers contacted the employees and they stated the suspect tried to get them to purchase his syringe/sharps container. They refused and an employee attempted to speak to the suspect outside but the suspect became angry and hit the employees shoulder. During this contact the suspect was yelling and swearing next to a vehicle where a woman and a small child were sitting. The suspect was arrested and was secured in the back seat of a squad. The suspect then

began to yell at officers and kick at the squad door. Officers then secured the suspects legs to prevent any further squad damage. The suspect was medically cleared at a hospital and then was transported to the jail. Officer later observed damage to the squad door. The suspect was booked into jail on the above charges.

PERSONNEL COMPLAINTS

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

EMPLOYEE LISTING BY DATE OF HIRE

November 30, 2021

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
Officer Brittnay 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
Police Clerk Janelle Rodriquez	04/16/2013
Sergeant Rylan Corcoran	10/11/2015
Sergeant Brandon Kuhn	10/12/2015
Officer Brennon Scallon	10/30/2016
Sergeant Wilbert Steinborn	08/19/2018
Officer Peter Huneck	08/27/2018
Sergeant Cody Paulson	09/24/2018
Custodian Billy Boehme	11/04/2018
Police Clerk Ashley Bankhead	03/11/2019
Officer 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 Noah Grimm	07/04/2021
Officer Jayden Olson	07/11/2021
Evidence Tech Mark Nicholson	08/08/2021
Officer Justice Blackhawk	10/10/2021
Officer Paul Franta	10/16/2021



NOVEMBER MONTHLY REPORT



Reports	Current Month	Current Year to Date	Prior Year to Date	Change	Percentage Change
Total Reports	166	1838	1667	171	11.76%
Alarm	13	119	105	14	13.33%
Burglaries	1	24	16	8	50.00%
Criminal Damage	17	164	170	-6	-3.53%
Death Investigations	6	29	29	0	0.00%
Disorderly Conduct	19	189	168	21	12.50%
Theft/shoplifting	25	263	213	50	23.47%
School Reports	24	134	139	-5	-3.60%

Traffic Crashes	Current Month	Current Year to Date	Prior Year to Date	Change	Percentage Change
Total Traffic Crashes	23	222	230	-8	-3.48%
Property Damage	18	156	163	-7	-4.29%
Persons Killed					
Persons Injured	3	35	29	6	20.69%
Pedestrians Injured	0	1	0	1	100%

Citations/arrests	Current Month	Current Year to Date	Prior Year to Date	Change	Percentage Change
Total Criminal Referrals	104	1456	1310	146	11.15%
Total Municipal Citations	64	781	1032	-251	-24.32%
MCHS Juvenile Referral	9	25	55	-30	-54.55%
Burglary	0	18	12	6	50.00%
Disorderly Conduct	18	186	165	21	12.73%
Drug Related Charges	15	289	315	-26	-8.25%
Parking Citations	10	122	196	-74	-37.76%
Underage Alcohol violations	0	8	13	-5	-38.46%
Warrants	13	246	179	67	37.43%
Traffic Citations Total	55	689	928	-239	-25.75%
Traffic OAR/OAS	17	220	270	-50	-18.52%
Traffic OWI	4	79	89	-10	-11.24%
Traffic Seatbelt	1	4	16	-12	-75.00%
Traffic Speed Citations	6	61	55	6	10.91%
Traffic Warnings	198	1702	2012	-310	-15.41%
Traffic Warnings 5 Day	23	93	117	-24	-20.51%

2021 OPERATING WHILE INTOXICATED STATISTICS

CASE #	AGE	SEX	1ST	2ND	3RD	4TH	5TH	6TH	7TH	8TH	9TH	10TH	BAC	REFUSAL	ACCIDENT	REST SUBSTANCE TYPE
#21-0001	18	F	X										0.150			
#21-0002	17	M	X											X		Methamphetamine
#21-0023	27	M		X									0.000			Fentanyl
#21-0100	65	M	X										0.000			
#21-0127	33	M	X										0.210			
#21-0179	25	M		X									0.239			
#21-0185	31	F	X										0.140			
#21-0212	28	M	X										0.110			
#21-0216	49	F				X							0.000		X	Pending
#21-0226	23	F	X										0.110			
#21-0252	41	M	X										0.186			
#21-0267	25	M	X										0.000			Marijuana
#21-0271	48	F	X										0.126			
#21-0281	23	F	X			X							0.130			With passengers under 16
#21-0317	26	M	X										0.000			Marijuana
#21-0324	31	M	X											X		
#21-0336	29	M						X					0.228			
#21-0356	19	F	X										0.060		X	Absolute Sobriety violation
#21-0449	25	M	X										0.136			
#21-0471	27	F		X									0.000			Subj deceased-dismissed
#21-0486	49	F											0.109			
#21-0488	40	F	X										0.190		X	
#21-0497	39	M				X							0.000			Marijuana
#21-0534	34	M	X											X		
#21-0576	35	M		X									0.000		X	Methamphetamine
#21-0580	43	M	X										0.000			Methamphetamine
#21-0675	32	M	X										0.000			Pending
#21-0693	30	M		X									0.120			
#21-0702	66	M			X								0.184			
#21-0729	58	M			X								0.140		X	
#21-0748	22	M		X									0.213		X	
#21-0768	49	M	X													
#21-0813	29	F		X									0.222			
#21-0826	29	M	X										0.000			Pending

#21-0840	46	F								0.188									
#21-0850	68	F	X							0.250									
#21-0852	29	M	X							0.000									
#21-0872	49	F								0.000									
#21-0877	40	M	X							0.178									
#21-0886	25	M								0.184									
#21-0887	31	M								0.191									
#21-0953	22	M	X							0.094									
#21-1000	37	F								0.230									
#21-1021	35	M																	
#21-1035	32	F	X																
#21-1056	28	M								0.154									
#21-1075	33	M								0.126									
#21-1076	56	M								0.019									
#21-1081	33	M	X																
#21-1085	45	M	X																
#21-1094	60	M	X							0.226									
#21-1095	37	M								0.000									
#21-1117	22	M	X							0.130									
#21-1149	18	F	X																
#21-1172	21	M	X							0.000									
#21-1196	36	M								0.072									
#21-1268	36	M								0.052									
#21-1270	39	M								0.212									
#21-1280	34	M	X							0.000									
#21-1337	30	M								0.180									
#21-1343	30	M	X							0.190									
#21-1372	21	F								0.164									
#21-1379	35	M	X																
#21-1409	19	M	X							0.153									
#21-1423	18	M	X							0.120									
#21-1508	63	F	X																
#21-1522	41	F	X							0.000									
#21-1549	37	M	X																
#21-1560	20	F																	
#21-1624	48	M																	
#21-1629	58	M																	

With passengers under 16
Pending

Pending

Pending

Pending

Pending

Pending

Pending

Absolute sobriety
Pending
Pending

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Reverse Resolution 2021-02-09-02

Summary and Background Information:

In February of 2021, Resolution 2021-02-09-02 was passed approving the transfer of funds from TID 8 to the General Fund, Water Services Fund and Wastewater Fund in order to pay interest due in the amounts of \$1,580.08, \$2,478.77 and \$87,482.71, respectively.

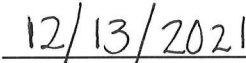
During the 2020 financial statement audit, this resolution was questioned and it was discovered that the referenced transfers were never made. The auditors then recommended that a resolution be created to reverse the original.

Recommendation:

It is recommended that the Council pass a resolution to reverse Resolution 2021-02-09-02.



Treasurer
Molly Powell



Date

RESOLUTION _____

REVERSING AND CANCELING RESOLUTION 2021-02-09-02, WHICH APPROVED THE TRANSFER OF TAX INCREMENTAL FINANCING DISTRICT (TIF OR TID) 9 AND 10, DONOR TIDS, TO TID 8, THE DONEE TID AND THEN TO THE CITY OF TOMAH'S GENERAL FUND, WATER, AND WASTEWATER (SEWER) FUNDS TO ASSIST WITH THE REPAYMENT OF THE CITY'S INTERNAL LOANS TO TID 8 FOR 2019 INTEREST PAYABLE IN 2020

WHEREAS, TIDs are created with the understanding that any and all outstanding debt will have a payment and interest charge established with the debt; and

WHEREAS, on February 9, 2021 then Council passed Resolution 2021-02-09-02 designating certain funds to be paid as interest payments for outstanding debts advanced by the General Fund (GF), Water Services, and Wastewater (Sewer) Services; and

WHEREAS, during the 2020 Audit by the City's new auditing firm, Clifton Larson Allen, they discovered the following concerns with this interest payment:

1. The City never passed a resolution authorizing the advance from any fund to any of the TIDs, specifically to TID 8 prior to interest being paid;
2. After the resolution was passed, previous responsible staff did not ensure the payment was made;
3. Due to the GF financial concerns that the City discovered in 2021, the interest payment burden would just add to the issue; and

WHEREAS, the Common Council has formally approved the advances to TID 8, which therefore interest payments shall be calculated on the December 31 balances of the previous year as determined by the City's appointed Auditor for apportionment in the City's appropriate funds where the internal loans originated from, beginning with the 2020 interest earned and collected in 2021 and all future years;

NOW THEREFORE, BE IT RESOLVED that the City of Tomah Common Council hereby cancels the financial obligations established by Resolution 2021-02-09-02.

PASSED AND APPROVED by the City of Tomah Council, Monroe County, Wisconsin this 21st day of December, 2021.

ATTEST:

MIKE MURRAY, MAYOR

REBECCA WEYER, CITY CLERK

CITY OF TOMAH
STAFF COMMITTEE PREPARATION REPORT
December 21st, 2021

Agenda Item: Plan Commission recommendation on proposed amendment of Tomah Municipal Ordinance section 52-40 Schedule of Regulations for building height and floor levels in the B2-Highway Business District.


Summary and background information: Plan Commission recommendation on proposed amendment of Tomah Municipal Ordinance section 52-40 Schedule of Regulations for building height and floor levels in the B2-Highway Business District. The City of Tomah currently limits the number of floor levels to 3 and the maximum building height to 45' above grade for buildings. I propose allowing up to 4 floor levels and a maximum building height of 55' in the B2- Highway Business District with approval from the City of Tomah Fire Department.

****see attached schedule of regulations**

Recommendation: The Plan Commission recommends approval of the amendments as the B2-Higway Business District has significant building setbacks to minimize other properties being negatively affected by taller buildings. These buildings would be predominately Hotels with full sprinkler systems and the Fire Department has asked for additional authority on approval of plans.



Zoning Administrator



Date

ORDINANCE NO. _____

**Ordinance Amending Chapter 52, Sections 52-40 (k) of the City of Tomah
Municipal Code Regarding Definitions, Residential Districts and Schedule of Regulations**

The Common Council of the City of Tomah, Monroe County, Wisconsin, do ordain as follows:

SECTION ONE: Section 52-40 (k). – Schedule of regulations are hereby amended to read as follows:

Following is the schedule of the regulations as they apply to each zoning district:

SCHEDULE OF REGULATIONS

Minimum Yard Requirements (Ft.)												
Zone	Lot Requirements		Principal Buildings			Accessory Buildings		Maximum Building Height		% Max. Lot Coverage	Min. Lot Area Per Dwelling	Use
	Area in Sq. Ft.	Frontage in Ft.	Front	Each Side	Rear	Each Side	Rear	Stories	Feet			
B-2 Business	20,000	100	50	25	30	10	10	4	55	50	—	Highway business

(k) All structures exceeding 3 floor levels or a height above grade of 45’ shall require approval from the City of Tomah Fire Department.

SECTION TWO: All ordinances in conflict with the foregoing are hereby repealed.

SECTION THREE: This ordinance shall take effect upon passage and publication.

Michael Murray, Mayor

ATTEST:

Rebecca Weyer, City Clerk

READ:

PASSED:

PUBLISHED:

STAFF COMMITTEE PREPARATION REPORT

Agenda Item: Request to purchase a surveillance camera system for City Hall and the Tomah Police Department using ARPA funding.

Summary and Background Information: Neither City Hall nor the Tomah Police Department have any sort of surveillance camera systems in place. This leaves city buildings vulnerable to property damage and vandalism. Further, city personnel occasionally encounter emotional citizens through the course of their daily activities. Having a surveillance camera system in place would capture those moments and assist police personnel with investigations.

I was requested to obtain three surveillance camera quotes for consideration by the City Council. Each vendor was given the following guidelines:

- The exteriors of both City Hall and the Tomah Police Department would be covered.
- One exterior camera at City Hall would focus exclusively on the front doors to capture a voting ballot drop box to assist the City Clerk during voting processes.
- One exterior camera would focus exclusively on the parking lot between City Hall and the Tomah Police Department that would allow citizens to buy/sell property at a safe location (Craigslist, etc.)
- Interior cameras at the Tomah Police Department that cover the lobby/front counter area and the secure evidence area.
- Interior cameras at City Hall that cover the front door area, main lobby/counter, public works lobby, upstairs hallways and the council chambers.

I received quotes from 3RT, ADT and Five-Star Telecom. Each quote listed below is for equipment, installation and 5-years of service:

3RT: Total cost for both buildings is \$58,163.04

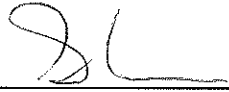
ADT: Total cost for both buildings is \$40,258.88

Five-Star Telecom: Total cost for both buildings is \$33,200.72

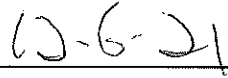
Recommendation:

I am recommending Five-Star Telecom. Five-Star Telecom is a local company (La Crosse) that has been in business since 1973. The Verkada cameras they propose come with a 10-year equipment warranty along with free updates to any newly released firmware. The cameras are all cloud-based and can be accessed by a computer or smart devices such as cellular phones or iPads. Each camera stores 30 days of surveillance footage before it deletes from the system.

All captured video can be transferred from the camera to unlimited cloud-based storage where it will remain until manually deleted.



Department Head



Date

Five Star Telecom Inc.
 Phone: 608.796-9088
 Fax: 608.519-3599
 5136 Mormon Coulee Rd
 La Crosse, WI 54601



Quote
 No.: **24682**
 Date: 11/29/2021

Prepared for:
 Scott Holum
 Tomah Police Department
 805 Superior Avenue
 Tomah, WI 54660 U.S.A.

Prepared by: Andy Smith
 Account No.: 7972
 Phone: (608) 374-7400

Quantity	Item ID	Description	UOM
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Revision #3 - Coordinate Cameras with City Hall, 5 Year Licenses
Installation of Verkada Cameras

1	CD51-30-HW	Indoor, 5MP, Zoom Lens, 30 days of storage	
1	CD41-30-HW	Indoor, 5MP, Fixed Lens, 30 days of storage	
5	CB51-30E-HW	Outdoor Bullet Camera, 5MP, Varifocal Lens, 30 Days of Storage	
7	LIC-5Y	5 Year License	
7	INJ-POE-PLUS	PoE Plus (802.3at) Injector, GigE	
2,250	UN874049914/10	Category 6 Cable Plenum Blue, Box	
10	760234921	Ceiling Connector Assembly	
20	576-135-005	Category 6 Patch Cord 5 ft Black Booted Slim	
10	576-135-007	Category 6 Patch Cord 7 ft Black Booted	
1	HP624	24 Port Category 6 Loaded Patch Panel	
20	BCH12	3/4" Wall J Hook	
10	BCH32	2" Wall J-Hook	
100	T50R9C2	Tywrap 8" Clear/White	
1	ETCW660	Tape Electrical 3/4"x 60 ft	
1	FST-ProService-001	Five Star Telecom Professional Installation and Service Support	

Proposal includes 5 Year Verkada Camera Licenses (\$527.34 each camera for 5 years of service)

Complete Installation, Testing and Staff Training
Ten (10) Year Surveillance Equipment Warranty

Your Price:	\$13,918.78
Freight:	\$175.00
SubTotal:	\$14,093.78
Total:	\$14,093.78

QuoteNo.: **24682**

Date: 11/29/2021

Prices are firm until 12/29/2021

Terms: Net 10

Prepared by: Andy Smith, asmith@5startel.com**Date:** 11/29/2021

Job Scope

1. Installation of 7 new Category 6 cables for new IP camera locations.
2. Installation of Verkada IP cameras throughout the building:
 - a. 5 outdoor bullet style cameras
 1. 2 - Squad parking lot
 2. 1 - Northwest corner
 3. 1 - East side of the building
 4. 1 - Main entrance
 - b. 1 indoor dome style cameras with fixed lens
 1. Evidence room on 2nd floor
 - c. 1 indoor dome style camera with motorized lens
 1. Main Entrance with audio
3. Application of 7 - 5 Year Verkada camera licenses (additional year options included in pricing)
4. Complete installation, testing and training.

Please Note:

Proposal does not include network switches.

Proposal assumes MDF and IDF have sufficient POE ports for camera power and internet connectivity.

Accepted by: _____ **Date:** _____**Disclaimer**

The above price, specifications and conditions are satisfactory. You are authorized to do the work described, payment will be made as indicated above. Cancellation of this proposal once accepted as an order is subject to restocking charges of 15% of contract price. Seller shall not be liable for failure to deliver due to strikes, casualty, loss or delay of carriers of suppliers. Unless Specified otherwise on proposal, all new products are warranted to be free from defects in material and workmanship for one year following date of installation. Defective equipment will be repaired or replaced at Five Star Telecom's option without charge during normal working hours. (Normal workday 8:00 A.M. – 4:30 P.M. Monday-Friday excluding Holidays.) Any service performed after hours shall be subject to a minimum of 2 hour labor charge and overtime rates of time and a half. This warranty does not apply to equipment subject to misuse, abuse, tampering, negligence, accidents, unsuitable electrical conditions, lightning, or forces of nature. Any call for service not directly caused by the failure of equipment provided by Five Star Telecom shall be subject to service charges. Equipment moved or serviced by anyone other than an authorized Five Star Telecom representative shall void warranty. This agreement bears interest on any unpaid balance at the rate of 18% per year

Five Star Telecom Inc.

Phone: 608.796-9088
 Fax: 608.519-3599
 5136 Mormon Coulee Rd
 La Crosse, WI 54601



Quote

No.: **24683**
 Date: 11/29/2021

Prepared for:
 Dick Kildahl
 City of Tomah
 819 Superior Avenue
 Tomah, WI 54660 U.S.A.

Prepared by: Andy Smith
 Account No.: 3934
 Phone: (608) 374-7420
 Fax: (608) 374-7424

Quantity	Item ID	Description	UOM
----------	---------	-------------	-----

Revision 2 - 5 Year Licenses
Coordinate Cameras with the Police Department
Installation of Verkada Cameras

2	CD51-30-HW	Indoor, 5MP, Zoom Lens, 30 days of storage	
3	CD41-30-HW	Indoor, 5MP, Fixed Lens, 30 days of storage	
1	CD51-30E-HW	Outdoor, 5MP, Zoom Lens, 30 days of storage	
3	CF81-30E-HW	Indoor/Outdoor Fisheye Camera, 30 Days of Storage	
9	LIC-5Y	5 Year License	
3	ACC-MNT-10	Corner Mount	
4	ACC-MNT-8	Pendant Cap Mount Kit	
4	ACC-MNT-2	Arm Mount Kit	
9	INJ-POE-PLUS	PoE Plus (802.3at) Injector, GigE	
2,250	UN874049914/10	Category 6 Cable Plenum Blue, Box	
9	760234921	Ceiling Connector Assembly	
9	576-135-005	Category 6 Patch Cord 5 ft Black Booted Slim	
9	576-135-007	Category 6 Patch Cord 7 ft Black Booted	
1	FSBLANK	1 Gang PVC WP Blank FS Box Cover	
10	NM1/2	1/2" Liquatite	
4	FSHUBLESS1G	1 Gang PVC WP FS Hubless Box	
8	NMLT50	1/2" NM Straight Liq Connector	
20	BCH12	3/4" Wall J Hook	
10	BCH32	2" Wall J-Hook	
100	T50R9C2	Tywrap 8" Clear/White	
1	ETCW660	Tape Electrical 3/4"x 60 ft	
1	FST-ProService-001	Five Star Telecom Professional Installation and Service Support	

Proposal includes 5 Year Verkada Camera Licenses (\$527.34 each camera for 5 years of service)

QuoteNo.: **24683**

Date: 11/29/2021

Quantity	Item ID	Description	UOM
----------	---------	-------------	-----

Complete Installation, Testing and Staff Training
Ten (10) Year Surveillance Equipment Warranty

Your Price: **\$18,793.94**

Freight: \$313.00

SubTotal: **\$19,106.94**

Total: **\$19,106.94**

Prices are firm until 12/29/2021

Terms: 50% on Signing, 40% on Delivery, 10% on Completion

Prepared by: Andy Smith, asmith@5startel.com

Date: 11/29/2021

Job Scope

1. Installation of 9 new Category 6 cables for new IP camera locations.
2. Installation of Verkada IP cameras throughout the building:
 - a. 5 Indoor Dome style cameras:
 1. Main Entrance
 2. Water and Sewer Lobby
 3. Treasurer Lobby
 4. 2nd Floor Council Chambers
 5. 2nd Floor hallway, near room 204 to catch both hallways.
3. 4 Outdoor Cameras:
 1. New locations for the voting box
 2. South Entrance (360 Degree Fisheye)
 3. Northwest corner (360 Degree Fisheye)
 4. Northeast corner (360 Degree Fisheye)
4. Application of 9 - 1 Year Verkada camera licenses (additional year options included in pricing)
5. Complete installation, testing and training.

Please Note:

Proposal does not include network switches.

Accepted by: _____ **Date:** _____

Disclaimer

The above price, specifications and conditions are satisfactory. You are authorized to do the work described, payment will be made as indicated above. Cancellation of this proposal once accepted as an order is subject to restocking charges of 15% of contract price. Seller shall not be liable for failure to deliver due to strikes, casualty, loss or delay of carriers of suppliers. Unless Specified otherwise on proposal, all new products are warranted to be free from defects in material and workmanship for one year following date of installation. Defective equipment will be repaired or replaced at Five Star Telecom's option without charge during normal working hours. (Normal workday 8:00 A.M. – 4:30 P.M. Monday-Friday excluding Holidays.) Any service performed after hours shall be subject to a minimum of 2 hour labor charge and overtime rates of time and a half. This warranty does not apply to equipment subject to misuse, abuse, tampering, negligence, accidents, unsuitable electrical conditions, lightning, or forces of nature. Any call for service not directly caused by the failure of equipment provided by Five Star Telecom shall be subject to service charges. Equipment moved or serviced by anyone other than an authorized Five Star Telecom representative shall void warranty. This agreement bears interest on any unpaid balance at the rate of 18% per year



Tomah CH & PD
Surveillance Camera Project
 July 28, 2021

Product	Description	Qty	Unit Price	Discount Price	Total Price
Police Department					
LIC-MV-5YR	Meraki MV Enterprise License and Support, 5YR	9	\$903.15	\$478.67	\$4,308.03
MA-MNT-CLG-1	Meraki T-Rail Channel Adapter Mount Kit	2	\$25.09	\$24.09	\$48.17
MA-MNT-MV-10	Meraki Wall Mount Arm for MV72	7	\$249.87	\$132.43	\$927.02
MV32-HW	Meraki 360 degree MV32 Mini Dome Camera - 256GB Storage	2	\$1,504.25	\$797.25	\$1,594.51
MV72X-HW	Meraki Varifocal MV72 Outdoor Dome Camera - 512GB Storage	7	\$2,106.35	\$1,116.37	\$7,814.56
Indoor Cabling & Materials	Indoor Cable Tech Time & Materials per Cable Pull	2	\$250.00	\$250.00	\$500.00
Outdoor Cabling & Materials	Outdoor Cable Tech Time & Materials per Cable Pull	7	\$500.00	\$500.00	\$3,500.00
Police Department					\$18,692.28
City Hall					
LIC-MV-5YR	Meraki MV Enterprise License and Support, 5YR	15	\$903.15	\$478.67	\$7,180.04
MA-MNT-CLG-1	Meraki T-Rail Channel Adapter Mount Kit	5	\$25.09	\$13.30	\$66.49
MA-MNT-MV-10	Meraki Wall Mount Arm for MV72	10	\$249.87	\$132.43	\$1,324.31
MV32-HW	Meraki 360 degree MV32 Mini Dome Camera - 256GB Storage	5	\$1,504.25	\$797.25	\$3,986.26
MV72X-HW	Meraki Varifocal MV72 Outdoor Dome Camera - 512GB Storage	10	\$2,106.35	\$1,116.37	\$11,163.66
Indoor Cabling & Materials	Indoor Cable Tech Time & Materials per Cable Pull	5	\$250.00	\$250.00	\$1,250.00
Outdoor Cabling & Materials	Outdoor Cable Tech Time & Materials per Cable Pull	10	\$500.00	\$500.00	\$5,000.00
City Hall					\$29,970.76
3RT Networks Professional Services					
Senior Network Engineer	Implementation & Onboarding	1	\$8,600.00	\$8,600.00	\$8,600.00
Project Management	Project Management	1	\$900.00	\$900.00	\$900.00
3RT Networks Professional Services					\$9,500.00
Total Products and Services(USD)					\$58,163.04



Product	Description	Qty	Unit Price	Discount Price	Total Price
Project Summary					
			Cisco - Products Total		\$37,174.97
			Meraki Subscription (5 Year Contracts) Total		\$11,488.07
			3RT Networks - Professional Services Total		\$9,500.00
			Project Total		\$58,163.04

- Terms:
- Prices are subject to change, without notice, in the event that the product manufacturer raises the price to 3RT Networks, LLC.
 - Professional services are an estimate, not a fixed quote. Services are quoted based on the information provided and may change if additional information is forthcoming, or specifications change.
 - Payment term is "Net 10 Days" on all hardware, licenses and service contracts and will be billed upon verification of delivery.
 - Payment term is "Net 30 Days" on all 3RT Networks, LLC service hours and will be billed weekly.
 - Prices shown exclude taxes and shipping charges, where applicable.
 - 3RT Networks, LLC may require access to locations outside of normal business hours.
 - 3RT Networks, LLC will require the cooperation of the Client's personnel, network vendor(s) and/or telephone company(ies).
- As applicable:*
- Cabling: terminations, (re)configuration, testing and certification is not included in the pricing shown.
 - Integration of legacy music-on-hold and paging systems will be done on a best-effort basis. The Client acknowledges that existing music-on-hold and paging systems may not be able to be tested prior to the cutover to the Cisco Unified Communications System.
 - A Wide Area Network (WAN) with a minimum of 384Kbps bandwidth at each location is required to support VoIP. Bandwidth requirements are determined by the number of desired simultaneous calls and must be established prior to installation.
- Acceptance: Client authorizes the purchase of this order and agrees to the terms included in this quote.

Signature _____ Purchase Order Number (if applicable) _____

Name/Title _____ Date _____

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ADT Commercial

Proposal



Proposal prepared for:

Tomah Police Department

Presented by:

Ted Fischer

| 11/22/2021

Sales Agreement ID: 891271329

* POLICE DEPT.



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















What helps make us an industry leader is plain and simple—we strive to deliver an outstanding customer experience at all points of interaction.

Coverage across the US

We have a national footprint with 150 locations, 4,500+ employees, 300,000+ customer locations, and 4 monitoring and operations centers.



Product and service offerings

- | | |
|---|--|
|  Access Control |  Intrusion Alarm Systems |
|  Alarm Monitoring |  Network Deployment & Management |
|  Analytics & Reporting |  Risk Management Consulting Services |
|  ATM & ITM |  Security-Only Networks |
|  eSuite SM Account Management |  Sprinkler Systems <i>(in select markets)</i> |
|  Fire Alarm Systems |  Structured Cabling |
|  Health & Nurse Call |  System Customization, Installation & Support |
|  Hosted & Managed Services |  Video Solutions |
|  Integrated Solutions | |

Integrated system design and implementation offerings

- Managed broadband and MPLS
- Design-build engineering
- Wireless network security
- Tier 2 and Tier 3 support 24/7
- Network security
- Program and project management
- Data storage systems
- Security consulting and design assistance
- Cloud backup and disaster recovery
- Security network design assistance, implementation and management
- Structured cabling



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Monday, November 22, 2021

Tomah Police Department

805 Superior Ave
TOMAH, WI 54660

Thank you for allowing us the opportunity to provide you with a proposal for your security system. I am pleased to propose a cost effective solution for your organization that will allow you to help mitigate your risks and reduce losses.

At ADT Commercial, we pride ourselves in providing our commercial customers with attentive service, proven security solutions, and the highest level of professional installation and monitoring.

I look forward to discussing this proposal with you. Should you have any questions, please do not hesitate to contact me.

Sincerely,

Ted Fischer

/ tfischer@adt.com

Scope of Work:

*****This is a preliminary proposal and will require the approval of both the customer and ADT Commercial management*****

*****Due to changes in equipment/labor rates pricing will be honored for no more than 30 days from delivery of attached proposal*****

ADT Commercial to provide an CCTV Solution to be able to see all cameras on the Wave application from Hanwha Techwin America. One (1) WRT-P-310W-4TB Wave Network Video Recorder, seven (7) Wave Professional License, one (1) PNM-9085RQZ 20mp (5mpX4) Multi sensor multi-directional PTRZ camera, two (2) QNO-8080R 5mp network IR bullet camera with 3.2-10mm motorized lens, one (1) QNV-8010R 5mp dome camera with 2.8mm lens, one (1) QNO-8030R bullet camera with a 6mm lens, two (2) QNO-6012R 2mp dome with 2.8mm lens, one Netgear 16port PoE+ unmanned switch. The system will utilize IP as its primary source of communication. The services include Training and the extended service plan.

The Wave server will be installed in the IT Room.

See map for equipment placement.

Customer to provide:

CUSTOMER to provide access to all areas where work is to be performed during installation including (but not limited to) door/access keys or credentials (if necessary), security passes or clearance, removal of obstructions in work areas, etc.

CUSTOMER will be responsible for providing a dedicated 110VAC circuit required for the proper operation of the security equipment.

CUSTOMER will make an IT contact available throughout the entirety of the installation process.

CUSTOMER will be responsible for providing IT support for Firewall and Port opening on their network when using an IP device.

Customer understands:

ADT will perform the installation, conduct tests and inspections during normal business hours and days: 8AM to 5 PM Mon- Fri. using standard labor rates excluding Union and prevailing wage rates.

Connection To Existing Equipment: It is mutually understood and agreed that ADT assumes no responsibility whatsoever for the maintenance, operation, non-operation, actuation, non-actuation or needless or erroneous actuation of the existing equipment; that service may be terminated by ADT in the event the existing equipment is not in good working operating condition and ADT shall not be liable for any damage of subject to any penalty as a result of such termination. Any repairs to or replacement of existing equipment at the time of reconnection will be charged to the customer on a time and materials basis at the prevailing rates.

CUSTOMER understands any networking related issues including equipment and wire is the responsibility of the customer to resolve.

CUSTOMER understands should there be any delays in the installation due to network or wiring related issues, there may be additional labor cost(s).

CUSTOMER understands equipment changes or location changes due to CUSTOMER request, or if necessary, for the system to operate properly, will be considered a change order from the original scope of work and billed accordingly at the labor and material rates already in effect on this contract.

CUSTOMER understands ADT does not warranty/service equipment or issues resulting from "Acts Of God".

CUSTOMER understands ADT will take no responsibility for network security and/or the security of the customer surveillance system on their network.

CUSTOMER agrees that at this time, the availability and price of certain Materials and Commodities ("Material") worldwide, including but not limited to, chip components, oil, gasoline, steel, aluminum and plastic products can be extremely volatile. ADT Commercial guarantees the pricing in this proposal for no more than the next thirty (30) days from the date of this Proposal. Customer further agrees that should the cost to ADT Commercial of the Materials required for this Project rise after the thirty (30) day period, ADT Commercial reserves the right to reasonably reassess the cost differential and add any increase to the above pricing.

Customer Site Contact: Jarred Furlano, 608-397-3259, jfurlano@tomahpolice.com

ADT Sr. Security Consultant: Ted R. Fischer, 262-483-2461, tfischer@adt.com

Equipment List:

Quantity	Description
1	Wall Mount Arm (White)
2	2MP outdoor vandal dome IR 30fps 2.8mm fixed, h.265/h.264,audio,SD card, analytics, IP66 IK10 PoE
1	OUT VANDAL BULLET IP CAM 5MP 30FPS 6.0MM FIXED FOCAL LENS 49 TRIPLE CODEC
2	5 Mp Network Ir Bullet Camera With 3.2-10.0 Lens
1	20MP (5MP x 4) Multi-Sensor, Multi-Directional PTRZ Camera
1	Mini-Tower Form Factor Wisenet Wave Network Video Recorder With 4 Professional Licenses,Wisenet Wave
1	Installation box (White)
1	16-Port Poe/Poe+ Gigabit Ethernet Unmanaged Switch With 76W Poe Budget (Gs116Lp)
1	Outdoor Vandal Dome Camera 5MP 2.8MM Fixed Lens
3	WAVE Professional License. Enables one (1) IP stream recording, includes life-time SW upgrade. No an

Recurring Services:

Description	Amount
Service Plan	\$89.60
Sub Total Monthly Charge:	\$89.60

Summary of Charges for: Optional Design with two added Cameras	
Installation Price	\$11,851.53
Total Installation Price*	\$11,851.53
Total Monthly Recurring Services Charges*	\$89.60
	*Plus applicable tax

Investment Summary (Non-Leased)**Total Non-Leased Proposal Option**

Installation Price	\$11,851.53
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Total Installation Price*	\$11,851.53
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Total Monthly Recurring Services Charges*	\$89.60
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*Plus applicable tax

A new leader in commercial security, fire and life safety.

ADT Commercial has assembled top system integration talent to provide a holistic approach to the problems that you are facing now and must prepare for in the future. With a wide portfolio of offerings, we will deliver installation and service expertise for a fully customized commercial solution to meet the needs of your organization.

A simple security audit can determine if there are gaps in your current protection and help you manage those risks with a system designed to accommodate your specific needs.

OUR GUIDING PRINCIPLES

Customers are Our True North

Our reputation is based on how we serve our customers.

Our People are the Difference

We strive to be the best technically-trained team in the business.

Dedicated to Commercial

We are 100% focused on our commercial customers.

One Ideal Partner

We are the premier holistic solutions partner—a full-service national company with nimble local delivery teams.

800.799.1204

adt.com/commercial



4,500+
Employees



150
Locations

ADT Commercial

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Driven by Excellence.™

ADT Commercial

Proposal



Proposal prepared for:

Tomah Police Department

Presented by:

Ted Fischer

| 11/23/2021

Sales Agreement ID: 891271332

* CITY HALL

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















What helps make us an industry leader is plain and simple—we strive to deliver an outstanding customer experience at all points of interaction.

Coverage across the US

We have a national footprint with 150 locations, 4,500+ employees, 300,000+ customer locations, and 4 monitoring and operations centers.



Product and service offerings

 Access Control	 Intrusion Alarm Systems
 Alarm Monitoring	 Network Deployment & Management
 Analytics & Reporting	 Risk Management Consulting Services
 ATM & ITM	 Security-Only Networks
 eSuite SM Account Management	 Sprinkler Systems <i>(in select markets)</i>
 Fire Alarm Systems	 Structured Cabling
 Health & Nurse Call	 System Customization, Installation & Support
 Hosted & Managed Services	 Video Solutions
 Integrated Solutions	

Integrated system design and implementation offerings

- Managed broadband and MPLS
- Design-build engineering
- Wireless network security
- Tier 2 and Tier 3 support 24/7
- Network security
- Program and project management
- Data storage systems
- Security consulting and design assistance
- Cloud backup and disaster recovery
- Security network design assistance, implementation and management
- Structured cabling



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Tuesday, November 23, 2021

Tomah Police Department

805 Superior Ave
TOMAH, WI 54660

Thank you for allowing us the opportunity to provide you with a proposal for your security system. I am pleased to propose a cost effective solution for your organization that will allow you to help mitigate your risks and reduce losses.

At ADT Commercial, we pride ourselves in providing our commercial customers with attentive service, proven security solutions, and the highest level of professional installation and monitoring.

I look forward to discussing this proposal with you. Should you have any questions, please do not hesitate to contact me.

Sincerely,

Ted Fischer

/ tfischer@adt.com

Equipment and Investment Statement for: Municipal Building CCTV

Site Information: Tomah Municipal Building, 819 Superior Ave, TOMAH, WI 54660

Scope of Work:

*****This is a preliminary proposal and will require the approval of both the customer and ADT Commercial management*****

*****Due to changes in equipment/labor rates pricing will be honored for no more than 30 days from delivery of attached proposal*****

ADT Commercial to provide an CCTV Solution to be able to see all cameras on the Wave application from Hanwha Techwin America. One (1) WRT-P-3101W-8TB Wave Network Video Recorder, ten (10) Wave Professional License, one (1) PNM-9085RQZ 20mp (5mpX4) Multi sensor multi-directional PTRZ camera, one (1) QNO-8080R 5mp network IR bullet camera with 3.2-10mm motorized lens, one (1) QNO-8010R bullet camera with 2.8mm lens, two (2) QNV-8010R Dome cameras with 2.8 lens, five (5) QNO-6012R 2mp dome with 2.8mm lens, one Netgear 16port PoE + unmanned switch. The system will utilize IP as its primary source of communication. The services include Training and the extended service plan.

The Wave server will be installed in the IT Room.

See map for equipment placement.

Customer to provide:

CUSTOMER to provide access to all areas where work is to be performed during installation including (but not limited to) door/access keys or credentials (if necessary), security passes or clearance, removal of obstructions in work areas, etc.

CUSTOMER will be responsible for providing a dedicated 110VAC circuit required for the proper operation of the security equipment.

CUSTOMER will make an IT contact available throughout the entirety of the installation process.

CUSTOMER will be responsible for providing IT support for Firewall and Port opening on their network when using an IP device.

Customer understands:

ADT will perform the installation, conduct tests and inspections during normal business hours and days: 8AM to 5 PM Mon- Fri. using standard labor rates excluding Union and prevailing wage rates.

Connection To Existing Equipment: It is mutually understood and agreed that ADT assumes no responsibility whatsoever for the maintenance, operation, non-operation, actuation, non-actuation or needless or erroneous actuation of the existing equipment; that service may be terminated by ADT in the event the existing equipment is not in good working operating condition and ADT shall not be liable for any damage of subject to any penalty as a result of such termination. Any repairs to or replacement of existing equipment at the time of reconnection will be charged to the customer on a time and materials basis at the prevailing rates.

CUSTOMER understands any networking related issues including equipment and wire is the responsibility of the customer to resolve.

CUSTOMER understands should there be any delays in the installation due to network or wiring related issues, there may be additional labor cost(s).

CUSTOMER understands equipment changes or location changes due to CUSTOMER request, or if necessary, for the system to operate properly, will be considered a change order from the original scope of work and billed accordingly at the labor and material rates already in effect on this contract.

CUSTOMER understands ADT does not warranty/service equipment or issues resulting from "Acts Of God".

CUSTOMER understands ADT will take no responsibility for network security and/or the security of the customer surveillance system on their network.

CUSTOMER agrees that at this time, the availability and price of certain Materials and Commodities ("Material") worldwide, including but not limited to, chip components, oil, gasoline, steel, aluminum and plastic products can be extremely volatile. ADT Commercial guarantees the pricing in this proposal for no more than the next thirty (30) days from the date of this Proposal. Customer further agrees that should the cost to ADT Commercial of the Materials required for this Project rise after the thirty (30) day period, ADT Commercial reserves the right to reasonably reassess the cost differential and add any increase to the above pricing.

Customer Site Contact: Jarred Furlano, 608-397-3259, jfurlano@tomahpolice.com

ADT Sr. Security Consultant: Ted R. Fischer, 262-483-2461, tfischer@adt.com

Equipment List:

Quantity	Description
1	20MP (5MP x 4) Multi-Sensor, Multi-Directional PTRZ Camera
1	5 Mp Network Ir Vandal Resistant Bullet Camera With 2.8mm fixed focal lens
2	Outdoor Vandal Dome Camera 5MP 2.8MM Fixed Lens
5	2MP outdoor vandal dome IR 30fps 2.8mm fixed, h.265/h.264, audio, SD card, analytics, IP66 IK10 PoE
1	5 Mp Network Ir Bullet Camera With 3.2-10.0 Lens
1	23/4PR CAT6+ CMR 1M RLBX WHT
1	Corner Mount Adapter for SBP-300WM, White
1	Wall Mount Arm (White)
1	Installation box (White)
1	Wave NVR w/ 4 Professional lic, 8TB
6	WAVE Professional License. Enables one (1) IP stream recording, includes life-time SW upgrade. No an
1	16-Port Poe/Poe+ Gigabit Ethernet Unmanaged Switch With 76W Poe Budget (Gs116Lp)

Recurring Services:

Description	Amount
Service Plan	\$103.07
Sub Total Monthly Charge:	\$103.07

Summary of Charges for: Municipal Building, CCTV	
Installation Price	\$16,847.35
Total Installation Price*	\$16,847.35
Total Monthly Recurring Services Charges*	\$103.07

*Plus applicable tax

Investment Summary (Non-Leased)

Total Non-Leased Proposal Option

Installation Price \$16,847.35

Total Installation Price* \$16,847.35

Total Monthly Recurring Services Charges* \$103.07

*Plus applicable tax

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RESOLUTION NO. _____

RESOLUTION ACCEPTING DONATION OF LAND

WHEREAS, a Petition to Dedicate Land was filed by Barbara J. Goetzka, f/k/a Barbara J. Murdock; and

WHEREAS, said land as set forth in Tax Parcel No. 286-02703-9998 land is .56 acres and legally described as follows:

Those lands described in Document No. 353354 recorded in the Office of the Register of Deeds, Monroe County, Wisconsin located in the Southwest Quarter of the Northeast Quarter, Section 33, Township 18 North, Range 1 West, EXCLUDING lands described on the following documents recorded in the Office of the Register of Deeds, Monroe County, Wisconsin:

1. All platted lands of Deer Creek Estates as set forth in Document No. 383683;
2. All lands described in Vol. 6 of CSM, page 17;
3. Lot 1 of Vol. 18 of CSM, page 172 as set forth in Document No. 550396;
4. All lands described in Vol. 7 of CSM, page 34 as set forth in Document No. 389844;
5. All lands described in Vol. 10 of CSM, page 100 as set forth in Document No. 443186;
6. All lands described in Vol. 10 of CSM, page 108 as set forth in Document No. 442904;
7. All lands described in Vol. 24 of CSM, page 138;
8. All lands described in Vol. 6 of CSM as set forth in Document No. 373448;
9. All lands described in Vol. 6 of CSM, page 001 as set forth in Document No. 372587.
10. All lands described in Vol. 6 of CSM as set forth in Document No. 373448; and
11. All lands lying south of the Plat of Deer Creek Estates and East of Lot 1 and 2 of Vol. 10 of CSM, page 108 as set forth in Document No. 442904.

WHEREAS, the land to be donated is currently a portion of an existing road/right of way and generates limited property tax revenue, and

WHEREAS, there is a need for a resolution to be filed with the Monroe County Register of Deeds to formally accept said land deeded to the City of Tomah for right of way/road purposes;

NOW THEREFORE BE IT RESOLVED, the Common Council of the City of Tomah hereby accepts the parcel of land legally described above as and for right of way/road purposes.

Michael Murray, Mayor

ATTEST:

Rebecca Weyer, City Clerk

Parcel #: 286-02703-9998

Valid as of 12/10/2021 02:12 PM

Alt. Parcel #: 20118-33-1209998

**CITY OF TOMAH
MONROE COUNTY, WISCONSIN**

Owner and Mailing Address: KEITH N MURDOCK PO BOX 605 TOMAH WI 54660		Co-Owner(s): MURDOCK, BARBARA J. MURDOCK, GEORGE W. MURDOCK, JOYCE W	
Districts:		Physical Property Address(es):	
Dist#	Description	Information Not Available	
0200	VOCATIONAL SCHOOL		
5747	TOMAH SCHOOL DIST		
8020	LAKE DISTRICT #8020		
Abbreviated Description:		Parcel History:	
LNDS DSCR IN #353354, BEING PRT OF SW1/4 OF NE1/4 SEC. 33, EXC DEER CREEK ESTATES-#383683, ALSO EXC 6CSM017 LOT 1 OF 18CSM172... <i>more...</i>		Date	Doc #
Acres: 0.560		05/04/1986	353354
		Vol/Page	Type
		13R/394	WD

Plat	Tract (S-T-R 40% 160% GL)	Block/Condo Bldg
* MB-METES AND BOUNDS	33-18N-01W NW NE	

2021 Valuations: Values Last Changed on 06/16/2021

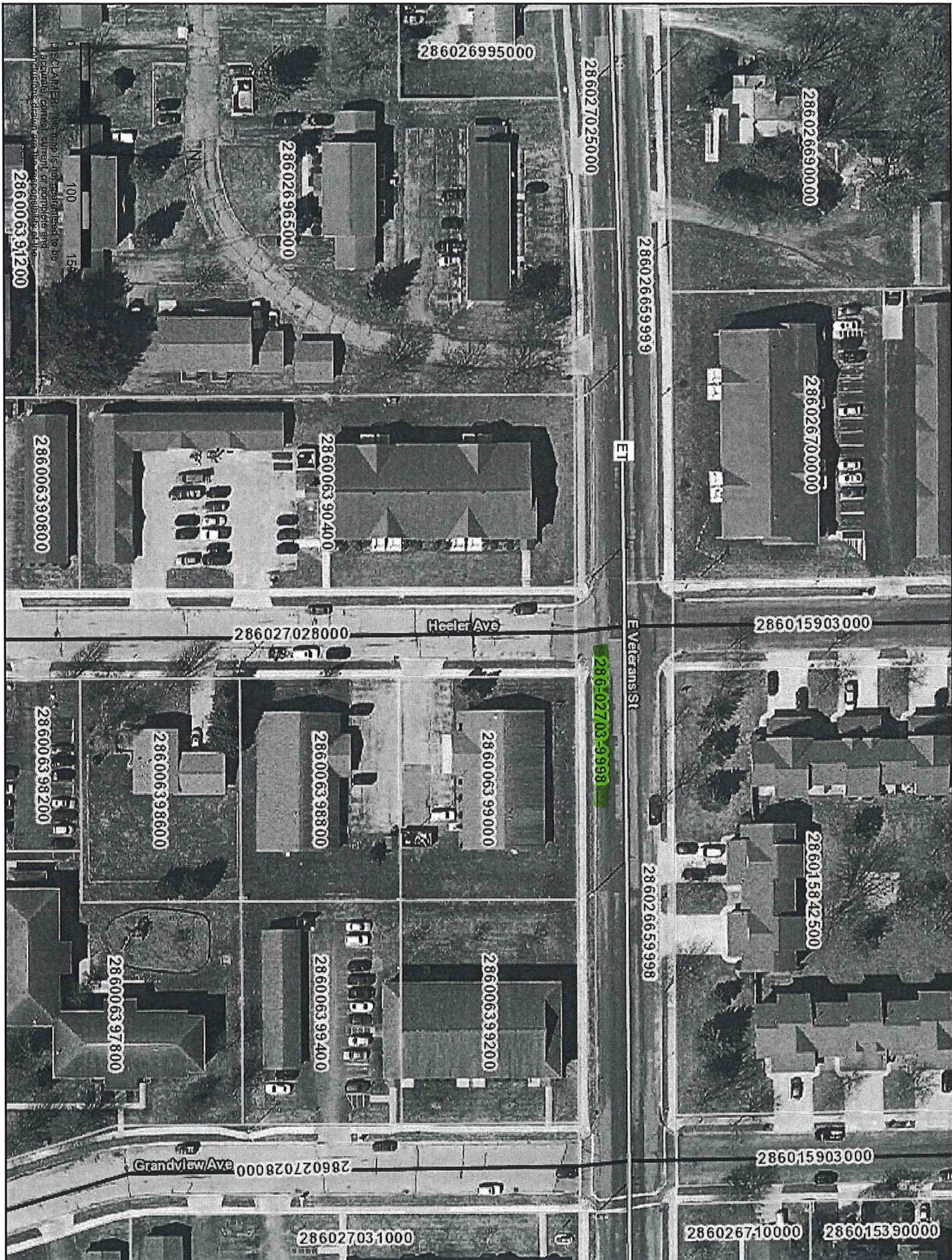
Class and Description	Acres	Land	Improvement	Total
G5-UNDEVELOPED	0.560	100.00	0.00	100.00
Totals for 2021				
General Property	0.560	100.00	0.00	100.00
Woodland	0.000	0.00	0.00	0.00

2021 Taxes	Bill #	Fair Market Value:	Assessment Ratio:
	22350	200.00	0.9753

	Amt Due	Amt Paid	Balance	Installments	
Net Tax	1.91	0.00	1.91	End Date	Total
Special Assessments	0.00	0.00	0.00	1	01/31/2022
Special Charges	0.00	0.00	0.00	2	03/31/2022
Delinquent Charges	0.00	0.00	0.00	3	05/31/2022
Private Forest Crop	0.00	0.00	0.00	4	07/31/2022
Woodland Tax	0.00	0.00	0.00		0.00
Managed Forest Land	0.00	0.00	0.00	Net Mill Rate 0.019177726	
Prop Tax Interest		0.00	0.00	Gross Tax 2.03	
Spec Tax Interest		0.00	0.00	School Credit 0.12	
Prop Tax Penalty		0.00	0.00	Total 1.91	
Spec Tax Penalty		0.00	0.00	First Dollar Credit 0.00	
Other Charges	0.00	0.00	0.00	Lottery Credit 0 Claims 0.00	
TOTAL	1.91	0.00	1.91	Net Tax 1.91	
<i>Interest Calculated For 12/10/2021</i>					

Key

* - Primary



**PETITION TO DONATE LAND
TO CITY OF TOMAH**

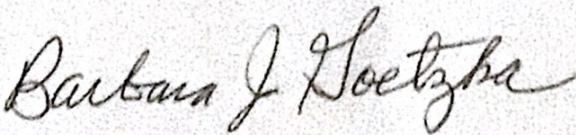
Barbara J. Goetzka, f/k/a Barbara J. Murdock, hereby petitions, on behalf of all interested title holders, to donate .56 acres of land as set forth Tax Parcel No. 286-02703-9998 to the City of Tomah for right of way/road purposes. Said land is legally described as follows:

Those lands described in Document No. 353354 recorded in the Office of the Register of Deeds, Monroe County, Wisconsin located in the Southwest Quarter of the Northeast Quarter, Section 33, Township 18 North, Range 1 West, EXCLUDING lands described on the following documents recorded in the Office of the Register of Deeds, Monroe County, Wisconsin:

1. All platted lands of Deer Creek Estates as set forth in Document No. 383683;
2. All lands described in Vol. 6 of CSM, page 17;
3. Lot 1 of Vol. 18 of CSM, page 172 as set forth in Document No. 550396;
4. All lands described in Vol. 7 of CSM, page 34 as set forth in Document No. 389844;
5. All lands described in Vol. 10 of CSM, page 100 as set forth in Document No. 443186;
6. All lands described in Vol. 10 of CSM, page 108 as set forth in Document No. 442904;
7. All lands described in Vol. 24 of CSM, page 138;
8. All lands described in Vol. 6 of CSM as set forth in Document No. 373448;
9. All lands described in Vol. 6 of CSM, page 001 as set forth in Document No. 372587.
10. All lands described in Vol. 6 of CSM as set forth in Document No. 373448;
and
11. All lands lying south of the Plat of Deer Creek Estates and East of Lot 1 and 2 of Vol. 10 of CSM, page 108 as set forth in Document No. 442904.

The above-described land is already part of an existing road right of way and generates limited property tax revenue. A copy of the tax bill and map is attached hereto.

Dated: Dec 10, 2021

BY: 
Barbara J. Goetzka

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Appointment of 2022-2023 Election Officials

Summary and Background Information:

(Appropriate Documentation Attached)

Per State Statute 7.30(4)(a), election officials must be nominated to the governing body by the Mayor. Terms commence on even numbered years and end on December 31 of odd-numbered years. Please see the attached list of recommendations for Regular Election Officials (Inspectors) and Chief Inspection Election Officials and Election Official (Inspector) Alternates. A list of special registration and special voting deputy appointments is also attached.

A special thanks to all those who serve and have served to keep the integrity of the election process at the highest level. Our election staff does an excellent job of conducting organized, well run elections.

Fiscal Note:

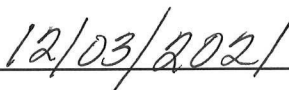
N/A

Recommendation:

It is recommended that the Common Council appoint the election officials for 2022-2023 as indicated on the attached report.



Rebecca Weyer, City Clerk



Date

Committee: Common Council

Meeting Date: December 21, 2021

Page 2 Appointment of 2022-2023 Election Officials

Recommendation to appoint the **Regular Election Officials/Inspectors** for the City of Tomah for the 2022/2023 term as follows:

Jody Allen	Berta Downs	Janice Nicholson	Renee Fletcher
Myra Anderson	Shirley Galstad-Roh	Elmer Pasch Jr.	Kathleen Wagner
Christi Anderson	Kitty Gnewikow	Deb Reid	Barbara Enos
Adam Balz	Cynthia Hansen	Sheila Robertson	Debra Hancock
Karen Betthausen	Barbara Hendricks	Bonnie Roscovius	
Denise Brabham	Bradley Hillestad	Jane Schave	
Joseph Buth	Linda Ingenthron	Lavonne Smith	
Caroll Chinnock	Dennis Koranda	Mary Smith	
Lori Ann Costello	Janet Koranda	Dawn Spence	
JoAnn Cram	Sonja Ley	Rose Vanderbloemen	

Recommendation to appoint the **Chief Inspector Election Officials** for the City of Tomah for the 2022/2023 term as follows:

Adam Balz	Kitty Gnewikow
Denise Brabham	Cynthia Hansen
JoAnn Cram	Darlene Nelson
Maureen Decorah	Sheila Robertson

Recommendation to appoint the **Special Voting Deputies** for the City of Tomah for the 2022/2023 term as follows:

Adam Balz	Marla Leverich	Debra Hancock
JoAnn Cram	Odile Nelson	
Shirley Galstad-Roh	Sheila Robertson	
Kitty Gnewikow	Bonnie Roscovius	
Cynthia Hansen	Dawn Spence	
Barbara Hendricks	Renee Fletcher	

Recommendation to appoint the **Special Registration Deputies** for the City of Tomah for the 2022/2023 term as follows:

Rebecca Weyer	Candice Maas
Matthew Baumgartner	Molly Powell
Nicole Jacobs	Barbara Hendricks

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Secondhand Article & Jewelry Dealer Licenses Applications: Antique Mall of Tomah, ecoATM LLC, Kristi's Place and Steel Neal's Welding & Creations

Summary and Background Information:

(Appropriate Documentation Attached)

The businesses listed above have applied for a Secondhand Article Dealer License / Secondhand Jewelry Dealer License for the licensing period of January 1, 2022 through December 31, 2022.

Fiscal Note:

The City receives \$27.50 for the Secondhand Article Dealer License and \$30.00 for the Secondhand Jewelry License.

Recommendation:

The applications have been completed and reviewed. It is requested that the Committee of the Whole recommend the Common Council approve the licenses as requested.

Respectfully submitted by:

Matthew P. Baumgartner

Committee: Committee of the Whole & Common Council

Meeting Date: December 20 & 21, 2021

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 type="checkbox"/> Secondhand Jewelry Dealer
<input checked="" type="checkbox"/> Secondhand Article 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) KRISTIL CHAMBERLAIN-LINDSEY	Sex F	Race C	Date of Birth 4-29-1998	Place of Birth (City, State, Country) Lacrosse WI Lacrosse
Street Address 242 CAROL W	City ONALASKA	State WI	ZIP 54650	Home Telephone Number 608-799-8070
List all states applicant previously resided:				
Is applicant a: <input type="checkbox"/> Natural Person (Individual) <input checked="" type="checkbox"/> Corporation <input 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 Kristis Place INC	Street Address 322 SUPERIOR AVE	City TOMAH	State WI	ZIP 54660	Telephone Number
Owner's Name KRISTIL CHAMBERLAIN-LINDSEY	Street Address	City	State	ZIP	Telephone Number
Business Manager's Name MITCHEL KESSLER	Street Address	City	State	ZIP	Telephone Number
Building Owner's Name MWPC	Street Address	City	State	ZIP	Telephone Number

(Over)

(SECTION 4) LIMITED LIABILITY COMPANY INFORMATION

Limited Liability Company Name:

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

(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: Kristi Chamberlain-Lindsey

Print Name of Applicant: KRISTI CHAMBERLAIN-LINDSEY

FOR ADMINISTRATIVE USE ONLY

Licensing Authority <u>CITY CLERK</u>	License Number Assigned	Date Effective <u>01/01/2022</u>	Clerk <u>Paul Wayne</u>
FEES RECEIVED:	Pawnbroker Bond \$ _____	Secondhand Article License \$ <u>27.50</u>	
	Pawnbroker License \$ _____	Secondhand Dealer Mall/Flea Market License \$ _____	
	Secondhand Jewelry License \$ _____	TOTAL FEE: \$ <u>27.50</u>	PAID 12-1-2021 4000728

FOR LAW ENFORCEMENT USE ONLY

Recommend Approval Recommend Denial (Attach explanation.)

Investigating Office Signature: Scott Holum Date: 12-2-21

Print Name of Investigating Officer: SCOTT HOLUM

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 type="checkbox"/> Secondhand Jewelry Dealer
<input checked="" type="checkbox"/> Secondhand Article 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>Neal Chris D</i>		Sex <i>M</i>	Race	Date of Birth <i>3/2/1989</i>	Place of Birth (City, State, Country) <i>Sparta, WI, USA</i>
Street Address <i>1517 Superior Ave</i>	City <i>Tomah</i>	State <i>WI</i>	ZIP <i>54660</i>	Home Telephone Number <i>(608) 462-7115</i>	
List all states applicant previously resided:					
Is applicant a: <input checked="" type="checkbox"/> Natural Person (Individual) <input type="checkbox"/> Corporation <input 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>Steel Neals Welding & Creations</i>	Street Address <i>1517 Superior Ave</i>	City <i>Tomah</i>	State <i>WI</i>	ZIP <i>54660</i>	Telephone Number <i>(608) 462-7115</i>
Owner's Name <i>Chris Neal</i>	Street Address <i>1517 Superior Ave</i>	City <i>Tomah</i>	State <i>WI</i>	ZIP <i>54660</i>	Telephone Number <i>(608) 462-7115</i>
Business Manager's Name <i>Chris Neal</i>	Street Address <i>1517 Superior Ave</i>	City <i>Tomah</i>	State <i>WI</i>	ZIP <i>54660</i>	Telephone Number <i>(608) 462-7115</i>
Building Owner's Name <i>Tony Backes</i>	Street Address	City <i>Tomah</i>	State <i>WI</i>	ZIP <i>54660</i>	Telephone Number <i>(608) 343-2887</i>

(Over)

(SECTION 4) LIMITED LIABILITY COMPANY INFORMATION

Limited Liability Company Name:

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

(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: Chris Neal

Print Name of Applicant: CHRIS NEAL

FOR ADMINISTRATIVE USE ONLY

Licensing Authority <u>CITY OF TOMAH</u>	License Number Assigned	Date Effective	Clerk <u>Decker Meyer</u>
FEES RECEIVED: <u>Pd. 11-24-21</u> <u>4000727</u>	Pawnbroker Bond \$ _____	Secondhand Article License \$ <u>27.50</u>	
	Pawnbroker License \$ _____	Secondhand Dealer Mall/Flea Market License \$ _____	
	Secondhand Jewelry License \$ _____	TOTAL FEE: \$ <u>27.50</u>	

FOR LAW ENFORCEMENT USE ONLY

Recommend Approval Recommend Denial (Attach explanation.)

Investigating Office Signature: SCOTT HOLUM Date: 12-1-21

Print Name of Investigating Officer: SCOTT HOLUM

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 Jewelry Dealer
<input checked="" type="checkbox"/> Secondhand Article 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>Habelman, Carolyn</i>	Sex <i>F</i>	Race <i>W</i>	Date of Birth <i>6-3-1941</i>	Place of Birth (City, State, Country) <i>Washington DC</i>
Street Address <i>1488 Aqua Rd.</i>	City <i>Black River Falls</i>	State <i>WI</i>	ZIP <i>54615</i>	Home Telephone Number <i>608-343-8750</i>
List all states applicant previously resided:				
Is applicant a: <input checked="" type="checkbox"/> Natural Person (Individual) <input type="checkbox"/> Corporation <input 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>Antique Mall of Tomah</i>	Street Address <i>1510 Eaton Ave</i>	City <i>Tomah</i>	State <i>WI</i>	ZIP <i>54660</i>	Telephone Number <i>608 372-7853</i>
Owner's Name <i>Carolyn Habelman</i>	Street Address <i>PO Bx 848</i>	City <i>Tomah</i>	State <i>WI</i>	ZIP <i>54660</i>	Telephone Number <i>608 343-8750</i>
Business Manager's Name <i>Lisa Scheitler</i>	Street Address <i>W10503 Mulloney Rd</i>	City <i>Camp Douglas</i>	State <i>WI</i>	ZIP <i>54618</i>	Telephone Number <i>608 427-2017</i>
Building Owner's Name <i>Carolyn Habelman</i>	Street Address <i>SAME</i>	City	State	ZIP	Telephone Number

(Over)

(SECTION 4) LIMITED LIABILITY COMPANY INFORMATION

Item 12.

Limited Liability Company Name:

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

(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: Lisa Scheitler for Carolyn Habelman
 Print Name of Applicant: Lisa Scheitler

FOR ADMINISTRATIVE USE ONLY

Licensing Authority <u>City of Toman</u>	License Number Assigned	Date Effective	Clerk <u>RJD</u>
FEES RECEIVED: <u>pd 11/9/2021</u> <u>#5000605</u>	Pawnbroker Bond \$ _____	Secondhand Article License \$ <u>27.50</u>	
	Pawnbroker License \$ _____	Secondhand Dealer Mall/Flea Market License \$ _____	
	Secondhand Jewelry License \$ <u>30.00</u>	TOTAL FEE: \$ <u>57.50</u>	

FOR LAW ENFORCEMENT USE ONLY

Recommend Approval Recommend Denial (Attach explanation.)

Investigating Office Signature: [Signature] Date: 11-15-21

Print Name of Investigating Officer: CHIEF SCOTT HOLUM

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 type="checkbox"/> Secondhand Jewelry Dealer <input checked="" type="checkbox"/> Secondhand Article Dealer <input type="checkbox"/> Mall or Flea Market

INSTRUCTIONS:

NATURAL PERSON (INDIVIDUAL) LICENSE – Complete Sections 1, 2, 3 and 7
 PARTNERSHIP LICENSE – Complete Sections 1, 2, 3, 5 and 7
 CORPORATE LICENSE – Complete Sections 1, 2, 3, 6 and 7
 LIMITED LIABILITY COMPANY LICENSE – Complete Sections 1, 2, 3, 4 and 7

(SECTION 1) APPLICANT INFORMATION				
Applicant Name (Last, First, MI)	Sex	Race	Date of Birth	Place of Birth (City, State, Country)
Bjorkman, Hunter E.	M	CAU	08.14.1981	Atlanta, GA
Street Address	City	State	ZIP	Home Telephone Number
10121 Barnes Canyon Road	San Diego	CA	92121	858.766.7244
List all states applicant previously resided:				
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												
<p>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 :</p> <table style="width: 100%; margin-left: 40px;"> <tr> <td style="width: 60%;">a felony?</td> <td style="width: 20%; text-align: center;"><input type="checkbox"/> YES</td> <td style="width: 20%; text-align: center;"><input checked="" type="checkbox"/> NO</td> </tr> <tr> <td>a misdemeanor?</td> <td style="text-align: center;"><input type="checkbox"/> YES</td> <td style="text-align: center;"><input checked="" type="checkbox"/> NO</td> </tr> <tr> <td>a statutory violation punishable by forfeiture?</td> <td style="text-align: center;"><input type="checkbox"/> YES</td> <td style="text-align: center;"><input checked="" type="checkbox"/> NO</td> </tr> <tr> <td>a county or municipal ordinance violation?</td> <td style="text-align: center;"><input type="checkbox"/> YES</td> <td style="text-align: center;"><input checked="" type="checkbox"/> NO</td> </tr> </table> <p>For each "YES" response provide the date of arrest, the nature of the offense and conviction or penalty information: <i>Attach additional sheets if necessary.</i></p> <hr style="border: 0; border-top: 1px solid black; margin: 10px 0;"/> <hr style="border: 0; border-top: 1px solid black; margin: 10px 0;"/>	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
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										

(SECTION 3) BUSINESS INFORMATION					
Business Name	Street Address	City	State	ZIP	Telephone Number
ecoATM, LLC	222 W. McCoy Blvd. [WM0965]	Tomah	WI	54660	858.766.7244
Owner's Name	Street Address	City	State	ZIP	Telephone Number
ecoATM, LLC	10121 Barnes Canyon Road	San Diego	CA	92121	858.766.7244
Business Manager's Name	Street Address	City	State	ZIP	Telephone Number
Hunter Bjorkman	10121 Barnes Canyon Road	San Diego	CA	92121	858.766.7244
Building Owner's Name	Street Address	City	State	ZIP	Telephone Number
Walmart Corp.	702 SW 8th St.	Bentonville	AR	72716	479.273.4000

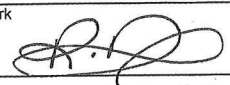
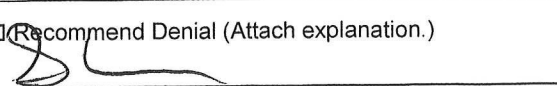
(Over)

(SECTION 4) LIMITED LIABILITY COMPANY INFORMATION					
Limited Liability Company Name: <u>ecoATM, LLC</u>					
List name, address, and date of birth (DOB) of all members. <i>Attach additional sheets if necessary.</i>					
Name (Last, First, MI)	DOB	Street Address	City	State	ZIP
Maquera, David D.	06.01.1962	15977 Parkview Loop	San Diego	CA	92127

(SECTION 5) PARTNERSHIP INFORMATION					
Partnership Name: _____					
List name, address, and date of birth (DOB) of all partners. <i>Attach additional sheets if necessary.</i>					
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. <i>Attach additional sheets if necessary.</i>					
Name (Last, First, MI)	DOB	Street Address	City	State	Zip

(SECTION 7) PENALTY NOTICE
<p>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.</p> <p>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.</p> <p>Signature of Applicant: _____</p> <p>Print Name of Applicant: <u>Hunter Bjorkman</u></p>

FOR ADMINISTRATIVE USE ONLY			
Licensing Authority <u>City of Tomah</u>	License Number Assigned	Date Effective	Clerk 
FEES RECEIVED: <u>PA 11/9/2021</u> <u>#50006006</u>	Pawnbroker Bond \$ _____	Pawnbroker License \$ _____	Secondhand Article License \$ <u>27.50</u>
	Secondhand Jewelry License \$ _____		Secondhand Dealer Mall/Flea Market License \$ _____
			TOTAL FEE: \$ <u>27.50</u>
FOR LAW ENFORCEMENT USE ONLY			
<input checked="" type="checkbox"/> Recommend Approval		<input type="checkbox"/> Recommend Denial (Attach explanation.)	
Investigating Office Signature 	Date: <u>11-15-21</u>		
Print Name of Investigating Officer: <u>CHIEF SCOTT NOLUM</u>			

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Renewal Taxi Cab Licenses for Running, Inc. DBA Tomah Transit

Summary and Background Information:

(Appropriate Documentation Attached)

Running, Inc. DBA Tomah Transit has applied for the following taxi cab licenses:

1. 2012 Dodge Grand Caravan – VIN #2C4RC1BG4CR270955
2. 2015 Dodge Grand Caravan – VIN #2C4RDGBG2FR736368
3. 2016 Dodge Grand Caravan – VIN #2C7WDGBG9GR386602
4. 2017 Dodge Grand Caravan – VIN #2C7WDGBG5HR648584
5. 2019 Dodge Grand Caravan – VIN #2C4RDGBG8KR704499
6. 2020 Dodge Grand Caravan – VIN #2C4RDGBG9LR184881
7. 2020 Dodge Grand Caravan – VIN #2C4RDGBG0LR184882

This annual licensing period runs from January 1, 2022 to December 31, 2022. The certificate of insurance is on file.

Fiscal Note:

The license fee is \$25 for the first cab, and \$20 each additional cab. The total for seven (7) cabs is \$145.

Additional Note:

One of the seven vehicles, a 2020 Dodge Grand Caravan – VIN #2C4RDGBG0LR184882, was involved in an accident after payment and the submission of the certified auto mechanic inspection, but prior to the Police Department inspection.

Recommendation:

The license applications have been completed and reviewed. The taxi cabs have been inspected by the Police Department and certified by an auto mechanic. It is requested that the Committee of the Whole recommend the Common Council to approve the Renewal Taxi Cab Licenses as requested.

Respectfully submitted by:

Nicole Jacobs

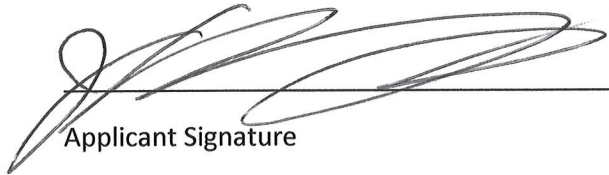
Committee: Committee of the Whole & Common Council

Meeting Date: December 20 & 21, 2021


STATE OF: WISCONSIN

COUNTY OF: VERNON

Justin Running being first duly sworn deposes and says that he/she is the above named applicant; that he/she has read the foregoing application and know the contents thereof, and that the same is true.


Applicant Signature

Subscribed and sworn to before me this 26th day of October, 20 21


exp 10/23/2025

Christina L. Banks
Notary Public
State of Wisconsin

CITY OF TOMAH APPLICATION FOR TAXICAB LICENSE

(\$25 PER YEAR FOR THE FIRST TAXICAB & \$20 PER YEAR FOR EACH ADDITIONAL TAXICAB)

I hereby make application to the City of Tomah and submit the following information as required by Chapter 50 to Tomah Wisconsin's Code of Ordinances.

1. Name and address of Taxicab Company requesting license:

Running Inc DBA Tomah Transit

2. Information of each Taxicab to be licensed:

Cab #1: Identification #: T620
 Year: 2017 Make: Dodge Model: Grand Caravan
 VIN #: 2CTWDG8G5HR648584 WI State Certificate of Title #: _____
 License Plate #: 97864 Capacity of Passengers: 6
 Is Vehicle Mortgaged? No Yes, Amount of Mortgage: _____

Cab #2: Identification #: T621
 Year: 2016 Make: Dodge Model: Grand Caravan
 VIN #: 2CTWDG8G9GB386602 WI State Certificate of Title #: _____
 License Plate #: 9450A Capacity of Passengers: 4
 Is Vehicle Mortgaged? No Yes, Amount of Mortgage: _____

Cab #3: Identification #: T625
 Year: 2015 Make: Dodge Model: Grand Caravan
 VIN #: 2C4RDG8G2FA736368 WI State Certificate of Title #: _____
 License Plate #: ABR2415 Capacity of Passengers: 6
 Is Vehicle Mortgaged? No Yes, Amount of Mortgage: _____

Cab #4: Identification #: T626
 Year: 2012 Make: Chrysler Model: _____
 VIN #: 2C4RC1BG4CR270955 WI State Certificate of Title #: _____
 License Plate #: AEH5417 Capacity of Passengers: 6
 Is Vehicle Mortgaged? No Yes, Amount of Mortgage: _____

CITY OF TOMAH
APPLICATION FOR TAXICAB LICENSE

(\$25 PER YEAR FOR THE FIRST TAXICAB & \$20 PER YEAR FOR EACH ADDITIONAL TAXICAB)

I hereby make application to the City of Tomah and submit the following information as required by Chapter 50 to Tomah Wisconsin's Code of Ordinances.

1. Name and address of Taxicab Company requesting license:

Running Inc DBA Tomah Transit

2. Information of each Taxicab to be licensed:

Cab #1: Identification #: T629
Year: 2020 Make: Dodge Model: Grand Caravan
VIN #: 2C4RDGBG9LR184881 WI State Certificate of Title #: _____
License Plate #: C15672 Capacity of Passengers: 4
Is Vehicle Mortgaged? No Yes, Amount of Mortgage: _____

Cab #2: Identification #: _____
Year: _____ Make: _____ Model: _____
VIN #: _____ WI State Certificate of Title #: _____
License Plate #: _____ Capacity of Passengers: _____
Is Vehicle Mortgaged? No Yes, Amount of Mortgage: _____

Cab #3: Identification #: _____
Year: _____ Make: _____ Model: _____
VIN #: _____ WI State Certificate of Title #: _____
License Plate #: _____ Capacity of Passengers: _____
Is Vehicle Mortgaged? No Yes, Amount of Mortgage: _____

Cab #4: Identification #: _____
Year: _____ Make: _____ Model: _____
VIN #: _____ WI State Certificate of Title #: _____
License Plate #: _____ Capacity of Passengers: _____
Is Vehicle Mortgaged? No Yes, Amount of Mortgage: _____



RUNNING-02

JPELISCHEK

Item 14.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/18/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement.

Table with columns for PRODUCER, INSURED, CONTACT NAME, PHONE, FAX, E-MAIL ADDRESS, INSURER(S) AFFORDING COVERAGE, and NAIC #.

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES.

Main table listing insurance coverages including Commercial General Liability, Automobile Liability, Umbrella Liability, and Workers Compensation. Includes details on policy numbers, dates, and limits.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Tomah T620 White WC-1 2017 Dodge Grand Caravan 2C7WDGBG5HR648584

CERTIFICATE HOLDER CANCELLATION

Table for Certificate Holder (City of Tomah) and Cancellation details, including authorized representative signature.

TAXI CAB INSPECTION CERTIFICATE - POLICE DEPARTMENT

OWNER NAME:
TOMMY TRAVIS

ADDRESS:

CITY, STATE, ZIP CODE:

TAXI CAB #:
629

VIN #:
2C4RDGBG9LR184681

LICENSE NUMBER:
C15672

YEAR:
2020

MAKE/MODEL:
DODGE CARAVAN

ODOMETER READING:
90195

COLOR:
DARK GRAY

VEHICLE INSPECTION CHECKLIST	NOT OK	OK
LAMPS		1
- Headlamps Working		
- Beam Indicator		
- Front Directional Working		
- Signal Indicator		
Hood/Trunk Latch Works		
Battery Secured		
Front Bumper and Fenders		
Front Suspension		
Shocks (Check all 4 corners)		
Tire Wear/Condition (Check all)		
WINDSHIELD		
- Wiper Equipped		
- Washer Fluid		
- Cracks/scratches/damage		
- Defroster		
Horn Working		
Mirrors (Check all)		
Window Operation (Check all)		
Door Locks (Check all)		
Parking Brake		
Seat Belts – Check Accessibility		
Tail Lamps Working		
Brake Lamps Working		
License Plate Lamp Working		
Rear Directional Working		
Backing Lights Working		
Adequate Exhaust		
Cleanliness		

INSPECTION DATE:	<u>11-15-21</u>
	PASS: <input checked="" type="checkbox"/>
	FAIL: <input type="checkbox"/>

COMMENTS:

I, the Inspector, certify that I have inspected the described vehicle with findings as listed above.

Patricia #93 Inspector Signature & Badge Number 11-15-21 Date:

TAXI CAB INSPECTION CERTIFICATE - AUTO MECHANIC

OWNER NAME:
The Auto Chari

ADDRESS:
22417 Hwy 21

CITY, STATE, ZIP CODE:
Tombah WA 54660

TAXI CAB #:
629

VIN #:
2C4RDGBG9LR184881

LICENSE NUMBER:
C15672

YEAR:
2020

MAKE/MODEL:
Dodge GrandCaravan

ODOMETER READING:
84671

COLOR:
DK Gray

VEHICLE INSPECTION CHECKLIST	NOT OK	OK
LAMPS		✓
- Headlamps Working		✓
- Beam Indicator		✓
- Front Directional Working		✓
- Signal Indicator		✓
Hood/Trunk Latch Works		✓
Battery Secured		✓
Front Bumper and Fenders		✓
Front Suspension		✓
Shocks (Check all 4 corners)		✓
Tire Wear/Condition (Check all)		✓
WINDSHIELD		✓
- Wiper Equipped		✓
- Washer Fluid		✓
- Cracks/scratches/damage		✓
- Defroster		✓
Horn Working		✓
Mirrors (Check all)		✓
Window Operation (Check all)		✓
Door Locks (Check all)		✓
Parking Brake		✓
Seat Belts - Check Accessibility		✓
Tail Lamps Working		✓
Brake Lamps Working		✓
License Plate Lamp Working		✓
Rear Directional Working		✓
Backing Lights Working		✓
Adequate Exhaust		✓
Cleanliness		✓

INSPECTION DATE: *10-25*

PASS:

FAIL:

COMMENTS:

I, an authorized Auto Mechanic, certify that I have inspected the described vehicle with findings as listed above.

[Signature]
Auto Mechanic Signature

10/25/21
Date:

TAXI CAR INSPECTION CERTIFICATE - AUTO MECHANIC

1. Make and Model	2. Year	3. License Plate No.	4. Inspector's Name
5. Make and Model	6. Year	7. License Plate No.	8. Inspector's Name
9. Make and Model	10. Year	11. License Plate No.	12. Inspector's Name
13. Make and Model	14. Year	15. License Plate No.	16. Inspector's Name
17. Make and Model	18. Year	19. License Plate No.	20. Inspector's Name
21. Make and Model	22. Year	23. License Plate No.	24. Inspector's Name
25. Make and Model	26. Year	27. License Plate No.	28. Inspector's Name
29. Make and Model	30. Year	31. License Plate No.	32. Inspector's Name
33. Make and Model	34. Year	35. License Plate No.	36. Inspector's Name
37. Make and Model	38. Year	39. License Plate No.	40. Inspector's Name
41. Make and Model	42. Year	43. License Plate No.	44. Inspector's Name
45. Make and Model	46. Year	47. License Plate No.	48. Inspector's Name
49. Make and Model	50. Year	51. License Plate No.	52. Inspector's Name
53. Make and Model	54. Year	55. License Plate No.	56. Inspector's Name
57. Make and Model	58. Year	59. License Plate No.	60. Inspector's Name
61. Make and Model	62. Year	63. License Plate No.	64. Inspector's Name
65. Make and Model	66. Year	67. License Plate No.	68. Inspector's Name
69. Make and Model	70. Year	71. License Plate No.	72. Inspector's Name
73. Make and Model	74. Year	75. License Plate No.	76. Inspector's Name
77. Make and Model	78. Year	79. License Plate No.	80. Inspector's Name
81. Make and Model	82. Year	83. License Plate No.	84. Inspector's Name
85. Make and Model	86. Year	87. License Plate No.	88. Inspector's Name
89. Make and Model	90. Year	91. License Plate No.	92. Inspector's Name
93. Make and Model	94. Year	95. License Plate No.	96. Inspector's Name
97. Make and Model	98. Year	99. License Plate No.	100. Inspector's Name

I, an Auto and Auto Equipment Inspector, have inspected the above described vehicle with findings as stated below.

Inspector's Signature: _____ Date: _____

TAXI CAB INSPECTION CERTIFICATE - POLICE DEPARTMENT

OWNER NAME:
TOMAH TRANSIT

ADDRESS:
1100 McCoy

CITY, STATE, ZIP CODE:
TOMAH, WI 54660

TAXI CAB #:
627

VIN #:
2C4R0GB6G8KR204499

LICENSE NUMBER:
C12719

YEAR:
2019

MAKE/MODEL:
DODGE CARAVAN

ODOMETER READING:
110,723

COLOR:
WHITE

VEHICLE INSPECTION CHECKLIST	NOT OK	OK
LAMPS		
- Headlamps Working		
- Beam Indicator		
- Front Directional Working		
- Signal Indicator		
Hood/Trunk Latch Works		
Battery Secured		
Front Bumper and Fenders		
Front Suspension		
Shocks (Check all 4 corners)		
Tire Wear/Condition (Check all)		
WINDSHIELD		
- Wiper Equipped		
- Washer Fluid		
- Cracks/scratches/damage		
- Defroster		
Horn Working		
Mirrors (Check all)		
Window Operation (Check all)		
Door Locks (Check all)		
Parking Brake		
Seat Belts - Check Accessibility		
Tail Lamps Working		
Brake Lamps Working		
License Plate Lamp Working		
Rear Directional Working		
Backing Lights Working		
Adequate Exhaust		
Cleanliness		

INSPECTION DATE:	<u>11-15-21</u>
	PASS: <input checked="" type="checkbox"/>
	FAIL: <input type="checkbox"/>

COMMENTS:

I, the Inspector, certify that I have inspected the described vehicle with findings as listed above.

Pete Amneck #93
Inspector Signature & Badge Number

11-15-21
Date:

TAXI CAB INSPECTION CERTIFICATE - AUTO MECHANIC

OWNER NAME: <i>The Auto Clinic</i>
ADDRESS: <i>22413 Hwy 21</i>
CITY, STATE, ZIP CODE: <i>Tomball TX 54660</i>

TAXI CAB #: <i>627</i>
VIN #: <i>2C4RDG8G8KR704499</i>
LICENSE NUMBER: <i>C 2719</i>
YEAR: <i>2019</i>
MAKE/MODEL: <i>Dodge Grand Caravan</i>
ODOMETER READING: <i>107309</i>
COLOR: <i>White</i>

VEHICLE INSPECTION CHECKLIST	NOT OK	OK
LAMPS		✓
- Headlamps Working		✓
- Beam Indicator		✓
- Front Directional Working		✓
- Signal Indicator		✓
Hood/Trunk Latch Works		✓
Battery Secured		✓
Front Bumper and Fenders		✓
Front Suspension		✓
Shocks (Check all 4 corners)		✓
Tire Wear/Condition (Check all)		✓
WINDSHIELD		✓
- Wiper Equipped		✓
- Washer Fluid		✓
- Cracks/scratches/damage		✓
- Defroster		✓
Horn Working		✓
Mirrors (Check all)		✓
Window Operation (Check all)		✓
Door Locks (Check all)		✓
Parking Brake		✓
Seat Belts – Check Accessibility		✓
Tail Lamps Working		✓
Brake Lamps Working		✓
License Plate Lamp Working		✓
Rear Directional Working		✓
Backing Lights Working		✓
Adequate Exhaust		✓
Cleanliness		✓

INSPECTION DATE:	
PASS:	
FAIL:	

COMMENTS:
RF 6/32 LF 8/32
RR 7/32 LR 8/32

I, an authorized Auto Mechanic, certify that I have inspected the described vehicle with findings as listed above.

Auto Mechanic Signature *[Signature]* Date: *11-1-21*

1/10

1/10

TAXI CAB INSPECTION CERTIFICATE - POLICE DEPARTMENT

OWNER NAME:
TOMAH TRAVEL

ADDRESS:
1100 McCoy

CITY, STATE, ZIP CODE:
TOMAH, WI 54660

TAXI CAB #:
626

VIN #:
2C4RC1BG4CR270955

LICENSE NUMBER:
AEH-5417

YEAR:
2012

MAKE/MODEL:
CHRYSLER TOWN & COUNTRY

ODOMETER READING:
170,000

COLOR:
SILVER

VEHICLE INSPECTION CHECKLIST	NOT OK	OK
LAMPS		
- Headlamps Working		
- Beam Indicator		
- Front Directional Working		
- Signal Indicator		
Hood/Trunk Latch Works		
Battery Secured		
Front Bumper and Fenders		
Front Suspension		
Shocks (Check all 4 corners)		
Tire Wear/Condition (Check all)		
WINDSHIELD		
- Wiper Equipped		
- Washer Fluid		
- Cracks/scratches/damage		
- Defroster		
Horn Working		
Mirrors (Check all)		
Window Operation (Check all)		
Door Locks (Check all)		
Parking Brake		
Seat Belts – Check Accessibility		
Tail Lamps Working		
Brake Lamps Working		
License Plate Lamp Working		
Rear Directional Working		
Backing Lights Working		
Adequate Exhaust		
Cleanliness		

INSPECTION DATE: 11-15-21

PASS:

FAIL:

COMMENTS:

I, the Inspector, certify that I have inspected the described vehicle with findings as listed above.

Pete Amick #93
 Inspector Signature & Badge Number

11-15-21
 Date:

TAXI CAB INSPECTION CERTIFICATE - AUTO MECHANIC

OWNER NAME:
The Auto Clinic

ADDRESS:
22413 Hwy 21

CITY, STATE, ZIP CODE:
Tamah Wi 54660

TAXI CAB #:
626

VIN #:
2E4RC1B64CR270955

LICENSE NUMBER:
AEH-5417

YEAR:
2012

MAKE/MODEL:
CHRYSLER Town & Country

ODOMETER READING:
167401

COLOR:
Gray/SILVER

VEHICLE INSPECTION CHECKLIST	NOT OK	OK
LAMPS		✓
- Headlamps Working		✓
- Beam Indicator		✓
- Front Directional Working		✓
- Signal Indicator		✓
Hood/Trunk Latch Works		✓
Battery Secured		✓
Front Bumper and Fenders		✓
Front Suspension		✓
Shocks (Check all 4 corners)		✓
Tire Wear/Condition (Check all)		✓
WINDSHIELD		✓
- Wiper Equipped		✓
- Washer Fluid		✓
- Cracks/scratches/damage		✓
- Defroster		✓
Horn Working		✓
Mirrors (Check all)		✓
Window Operation (Check all)		✓
Door Locks (Check all)		✓
Parking Brake		✓
Seat Belts - Check Accessibility		✓
Tail Lamps Working		✓
Brake Lamps Working		✓
License Plate Lamp Working		✓
Rear Directional Working		✓
Backing Lights Working		✓
Adequate Exhaust		✓
Cleanliness		✓

INSPECTION DATE: _____

PASS:

FAIL:

COMMENTS:
Rear tires 8/32
Front tires 6/32

I, an authorized Auto Mechanic, certify that I have inspected the described vehicle with findings as listed above.

Auto Mechanic Signature *[Signature]*

Date: *10-26-21*



TAXI CAB INSPECTION CERTIFICATE - POLICE DEPARTMENT

OWNER NAME:
TOMAH TRANSIT

ADDRESS:
1100 McCoy

CITY, STATE, ZIP CODE:
TOMAH, WI 54660

TAXI CAB #:
625

VIN #:
2C4RDG6R62FR736368

LICENSE NUMBER:
ABR2-2415

YEAR:
2015

MAKE/MODEL:
DODGE CARAVAN

ODOMETER READING:
224740

COLOR:
SILVER

VEHICLE INSPECTION CHECKLIST	NOT OK	OK
LAMPS		
- Headlamps Working		
- Beam Indicator		
- Front Directional Working		
- Signal Indicator		
Hood/Trunk Latch Works		
Battery Secured		
Front Bumper and Fenders		
Front Suspension		
Shocks (Check all 4 corners)		
Tire Wear/Condition (Check all)		
WINDSHIELD		
- Wiper Equipped		
- Washer Fluid		
- Cracks/scratches/damage		
- Defroster		
Horn Working		
Mirrors (Check all)		
Window Operation (Check all)		
Door Locks (Check all)		
Parking Brake		
Seat Belts – Check Accessibility		
Tail Lamps Working		
Brake Lamps Working		
License Plate Lamp Working		
Rear Directional Working		
Backing Lights Working		
Adequate Exhaust		
Cleanliness		

INSPECTION DATE: 11-15-21

PASS: X

FAIL:

COMMENTS:

I, the Inspector, certify that I have inspected the described vehicle with findings as listed above.

Inspector Signature & Badge Number: Mike Hamrick #93 Date: 11-15-21

TAXI CAB INSPECTION CERTIFICATE - AUTO MECHANIC

OWNER NAME:
The Auto Clinic

ADDRESS:
22413 Hwy 21

CITY, STATE, ZIP CODE:
Tombah Wt 54660

TAXI CAB #:
625

VIN #:
2C4RDG6G2FR73636F

LICENSE NUMBER:
ABR-2415

YEAR:
2015

MAKE/MODEL:
Dodge Caravan

ODOMETER READING:
223920

COLOR:
Silver

VEHICLE INSPECTION CHECKLIST	NOT OK	OK
LAMPS		✓
- Headlamps Working		✓
- Beam Indicator		✓
- Front Directional Working		✓
- Signal Indicator		✓
Hood/Trunk Latch Works		✓
Battery Secured		✓
Front Bumper and Fenders		✓
Front Suspension		✓
Shocks (Check all 4 corners)		✓
Tire Wear/Condition (Check all)		✓
WINDSHIELD		✓
- Wiper Equipped		✓
- Washer Fluid		✓
- Cracks/scratches/damage		✓
- Defroster		✓
Horn Working		✓
Mirrors (Check all)		✓
Window Operation (Check all)		✓
Door Locks (Check all)		✓
Parking Brake		✓
Seat Belts - Check Accessibility		✓
Tail Lamps Working		✓
Brake Lamps Working		✓
License Plate Lamp Working		✓
Rear Directional Working		✓
Backing Lights Working		✓
Adequate Exhaust		✓
Cleanliness		✓

INSPECTION DATE: _____

PASS: _____

FAIL: _____

COMMENTS:

RR 6/32 LF 6/32
RR 9/32 LR 9/32

I, an authorized Auto Mechanic, certify that I have inspected the described vehicle with findings as listed above.

Auto Mechanic Signature *M. Bank* Date: *11/2/21*

TAXI CAB INSPECTION CERTIFICATE - POLICE DEPARTMENT

OWNER NAME:
TOMAH TRANSIT

ADDRESS:
1100 McCoy

CITY, STATE, ZIP CODE:
TOMAH, WI 54660

TAXI CAB #:
620

VIN #:
2CTW0GBG5HR2648584

LICENSE NUMBER:
97864

YEAR:
2017

MAKE/MODEL:
DODGE CARAVAN

ODOMETER READING:
226424

COLOR:
WHITE

VEHICLE INSPECTION CHECKLIST	NOT OK	OK
LAMPS		
- Headlamps Working		
- Beam Indicator		
- Front Directional Working		
- Signal Indicator		
Hood/Trunk Latch Works		
Battery Secured		
Front Bumper and Fenders		
Front Suspension		
Shocks (Check all 4 corners)		
Tire Wear/Condition (Check all)		
WINDSHIELD		
- Wiper Equipped		
- Washer Fluid		
- Cracks/scratches/damage		
- Defroster		
Horn Working		
Mirrors (Check all)		
Window Operation (Check all)		
Door Locks (Check all)		
Parking Brake		
Seat Belts – Check Accessibility		
Tail Lamps Working		
Brake Lamps Working		
License Plate Lamp Working		
Rear Directional Working		
Backing Lights Working		
Adequate Exhaust		
Cleanliness		

INSPECTION DATE:	<u>11-15-21</u>
	PASS: <input checked="" type="checkbox"/>
	FAIL: <input type="checkbox"/>

COMMENTS:

I, the Inspector, certify that I have inspected the described vehicle with findings as listed above.

Pete Humeck #93
11-15-21

Inspector Signature & Badge Number Date:

TAXI CAB INSPECTION CERTIFICATE - AUTO MECHANIC

OWNER NAME:
The Auto Clinic

ADDRESS:
22413 Hwy 21

CITY, STATE, ZIP CODE:
Tomah WI 54660

TAXI CAB #:
620

VIN #:
2C7WDGGBG5HR648589

LICENSE NUMBER:
9M864

YEAR:
2017

MAKE/MODEL:
Dodge Caravan

ODOMETER READING:
224306

COLOR:
White

VEHICLE INSPECTION CHECKLIST	NOT OK	OK
LAMPS		✓
- Headlamps Working		✓
- Beam Indicator		✓
- Front Directional Working		✓
- Signal Indicator		✓
Hood/Trunk Latch Works		✓
Battery Secured		✓
Front Bumper and Fenders		✓
Front Suspension		✓
Shocks (Check all 4 corners)		✓
Tire Wear/Condition (Check all)		✓
WINDSHIELD		✓
- Wiper Equipped		✓
- Washer Fluid		✓
- Cracks/scratches/damage		✓
- Defroster		✓
Horn Working		✓
Mirrors (Check all)		✓
Window Operation (Check all)		✓
Door Locks (Check all)		✓
Parking Brake		✓
Seat Belts - Check Accessibility		✓
Tail Lamps Working		✓
Brake Lamps Working		✓
License Plate Lamp Working		✓
Rear Directional Working		✓
Backing Lights Working		✓
Adequate Exhaust		✓
Cleanliness		✓

INSPECTION DATE: *11/3/21*

PASS: *J*

FAIL:

COMMENTS:

RF 7/32 LF 8/32
RR 8/32 LR 9/32

I, an authorized Auto Mechanic, certify that I have inspected the described vehicle with findings as listed above.

[Signature]
Auto Mechanic Signature

11-3-21
Date:

SS 8500 X
4880964

TAXI CAB INSPECTION CERTIFICATE - POLICE DEPARTMENT

OWNER NAME:
TOMAH TRANSIT

ADDRESS:
1100 McCoy

CITY, STATE, ZIP CODE:
TOMAH, WI 54660

TAXI CAB #:
621

VIN #:
2CTWDG8G9G2386602

LICENSE NUMBER:
94508

YEAR:
2016

MAKE/MODEL:
DODGE CARAVAN

ODOMETER READING:
252496

COLOR:
WHITE

VEHICLE INSPECTION CHECKLIST	NOT OK	OK
LAMPS		
- Headlamps Working		
- Beam Indicator		
- Front Directional Working		
- Signal Indicator		
Hood/Trunk Latch Works		
Battery Secured		
Front Bumper and Fenders		
Front Suspension		
Shocks (Check all 4 corners)		
Tire Wear/Condition (Check all)		
WINDSHIELD		
- Wiper Equipped		
- Washer Fluid		
- Cracks/scratches/damage		
- Defroster		
Horn Working		
Mirrors (Check all)		
Window Operation (Check all)		
Door Locks (Check all)		
Parking Brake		
Seat Belts – Check Accessibility		
Tail Lamps Working		
Brake Lamps Working		
License Plate Lamp Working		
Rear Directional Working		
Backing Lights Working		
Adequate Exhaust		
Cleanliness		

INSPECTION DATE:	<u>11-15-21</u>
	PASS: <input checked="" type="checkbox"/>
	FAIL: <input type="checkbox"/>

COMMENTS:

I, the Inspector, certify that I have inspected the described vehicle with findings as listed above.

Pete Huneek #93
Inspector Signature & Badge Number

11-15-21
Date:

1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that this is essential for ensuring transparency and accountability in the organization's operations.

2. The second part of the document outlines the specific procedures and protocols that must be followed to ensure that all records are properly maintained and updated. This includes regular audits and reviews to identify any discrepancies or errors.

3. The third part of the document provides a detailed overview of the various systems and tools that are used to manage and store records. It highlights the importance of using secure and reliable technology to protect sensitive information.

4. The fourth part of the document discusses the role of all employees in maintaining accurate records. It stresses that every individual has a responsibility to ensure that their work is properly documented and reported.

5. The fifth part of the document provides a summary of the key points discussed and offers recommendations for how to improve the record-keeping process. It encourages ongoing communication and collaboration between all departments to ensure that the system remains effective and efficient.

1

1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that this is essential for ensuring transparency and accountability in the organization's operations.

TAXI CAB INSPECTION CERTIFICATE - AUTO MECHANIC

OWNER NAME:
The Auto Clinic

ADDRESS:
22403 Hwy 21

CITY, STATE, ZIP CODE:
Tomah WI 54660

TAXI CAB #:
621

VIN #:
2CMWDG8G9GR386602

LICENSE NUMBER:
94508

YEAR:
2016

MAKE/MODEL:
Dodge Caravan

ODOMETER READING:
251991

COLOR:
White

VEHICLE INSPECTION CHECKLIST	NOT OK	OK
LAMPS		
- Headlamps Working		✓
- Beam Indicator		✓
- Front Directional Working		✓
- Signal Indicator		✓
Hood/Trunk Latch Works		✓
Battery Secured		✓
Front Bumper and Fenders		✓
Front Suspension		✓
Shocks (Check all 4 corners)		✓
Tire Wear/Condition (Check all)		✓
WINDSHIELD		
- Wiper Equipped		✓
- Washer Fluid		✓
- Cracks/scratches/damage		✓
- Defroster		✓
Horn Working		✓
Mirrors (Check all)		✓
Window Operation (Check all)		✓
Door Locks (Check all)		✓
Parking Brake		✓
Seat Belts – Check Accessibility		✓
Tail Lamps Working		✓
Brake Lamps Working		✓
License Plate Lamp Working		✓
Rear Directional Working		✓
Backing Lights Working		✓
Adequate Exhaust		✓
Cleanliness		✓

INSPECTION DATE: *11-8-21*

PASS:

FAIL:

COMMENTS:

LF 9/32 RF 8/32
LR 8/32 RR 6/32

I, an authorized Auto Mechanic, certify that I have inspected the described vehicle with findings as listed above.

[Signature]
Auto Mechanic Signature

11-8-21
Date:

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:	2021	\$735,506.95	Check #'s:	131185	131388
2. Payroll:		\$258,253.64	Dir Dep #'s:	9294312-9294551	
3. Wire/ACH Transfers:		\$774,790.43			
4. Invoices:		\$70,748.69			
Total:		<u>\$1,839,299.71</u>			

Mayor

Clerk

Requested by: Finance Department

Submitted by: Committee of the Whole

December 21,2021

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
3RT NETWORKS							
2131	3RT NETWORKS	21586	PROJECT SETUP	12/03/2021	01-51450-2900 COMPUTER SERV CO	1,464.34	12/03/2021
2131	3RT NETWORKS	21809	AUTOMATE COMPANY CONFIGURATI	12/03/2021	01-51450-2900 COMPUTER SERV CO	613.00	12/03/2021
2131	3RT NETWORKS	22502	DELL OPTIPLEX 5090mt	11/23/2021	01-57210-8300 LAW ENFORCE EQUIP	2,552.40	11/23/2021
2131	3RT NETWORKS	22508REVISE	MICROSOFT 365 EXCHANGE	12/03/2021	01-51450-2900 COMPUTER SERV CO	46.56	12/03/2021
Total 3RT NETWORKS:						4,676.30	
ACE HARDWARE							
11	ACE HARDWARE	601098PUBLIC	slaa battery 12 volt	12/10/2021	01-51600-3400 GENERAL BLDGS OPE	32.99	12/10/2021
11	ACE HARDWARE	601115PUBLIC	Ball valve brs	12/10/2021	01-53311-3508 HWY/ST MAINT REP/M	27.99	12/10/2021
11	ACE HARDWARE	601117PUBLIC	Broom angle large	12/10/2021	01-51600-3400 GENERAL BLDGS OPE	24.17	12/10/2021
11	ACE HARDWARE	601271PUBLIC	outlet dplx	12/10/2021	01-53420-2900 STREET LIGHTING SE	19.99	12/10/2021
11	ACE HARDWARE	601330PUBLIC	mech timer indr	12/10/2021	01-51600-3500 GENERAL BLDGS REP	47.97	12/10/2021
11	ACE HARDWARE	601383FIRE	rain X car wash	12/10/2021	01-52200-3400 FIRE PROTECTION OP	6.99	12/10/2021
11	ACE HARDWARE	601414AMBUL	laddr6 stp	12/10/2021	03-52300-3400 AMBULANCE OPERATI	149.98	12/10/2021
11	ACE HARDWARE	601443PUBLIC	great stuff window	12/10/2021	01-53311-3508 HWY/ST MAINT REP/M	13.98	12/10/2021
11	ACE HARDWARE	601483PUBLIC	caulk	12/10/2021	01-53311-3402 HWY/ST MAINT OP SU	37.93	12/10/2021
Total ACE HARDWARE:						361.99	
ALL AMERICAN DO-IT CENTER							
27	ALL AMERICAN DO-IT CENTER	19804/3	STL FLOVENT	11/23/2021	01-53311-3502 HWY/ST MAINT REP/M	15.99	11/23/2021
Total ALL AMERICAN DO-IT CENTER:						15.99	
ALLIANT ENERGY/WPL							
30	ALLIANT ENERGY/WPL	11162021CABI	BOY SCOUT CABIN	11/23/2021	14-57620-8200 TID 8 PARKS OUTLAY	399.70	11/18/2021
30	ALLIANT ENERGY/WPL	470008612112	470008612	11/23/2021	12-55500-2210 SR & DISAB UTIL-ELE	557.42	11/23/2021
30	ALLIANT ENERGY/WPL	717904307120	717904307	12/03/2021	10-55110-2210 LIBRARY UTIL-ELECTR	582.13	12/03/2021
30	ALLIANT ENERGY/WPL	923809275112	923809275	11/23/2021	12-55500-2210 SR & DISAB UTIL-ELE	19.03	11/23/2021
30	ALLIANT ENERGY/WPL	923809278112	923809278	11/23/2021	12-55500-2210 SR & DISAB UTIL-ELE	42.33	11/23/2021
Total ALLIANT ENERGY/WPL:						1,600.61	
AT&T MOBILITY							
1960	AT&T MOBILITY	287299452785	DEC 2021 BILL	12/10/2021	01-52100-2230 LAW ENFORCE UTIL T	595.33	12/10/2021
1960	AT&T MOBILITY	287303055526	DEC 2021 BILL	12/10/2021	01-52200-2230 FIRE PROTECTION UT	221.03	12/10/2021

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
Total AT&T MOBILITY:						816.36	
AUTO GLASS OF SPARTA							
2202	AUTO GLASS OF SPARTA	100065291	DOOR	12/03/2021	03-52300-3500 AMBULANCE REPAIR	185.00	12/03/2021
Total AUTO GLASS OF SPARTA:						185.00	
AUTO VALUE TOMAH							
61	AUTO VALUE TOMAH	01533113402	HD OIL FLEET	12/03/2021	01-53311-3402 HWY/ST MAINT OP SU	128.33	12/03/2021
61	AUTO VALUE TOMAH	522190050	COMPATIBLE NOZZLE	12/03/2021	01-53311-3502 HWY/ST MAINT REP/M	144.95	12/03/2021
61	AUTO VALUE TOMAH	522190120	FUEL FILTER	12/03/2021	01-53311-3402 HWY/ST MAINT OP SU	31.30	12/03/2021
61	AUTO VALUE TOMAH	522190121	PRE TAPED TRUCK	12/03/2021	01-53311-3502 HWY/ST MAINT REP/M	99.59	12/03/2021
61	AUTO VALUE TOMAH	522190124	6 PC LARGE HEX BIT	12/03/2021	01-53311-3402 HWY/ST MAINT OP SU	22.99	12/03/2021
61	AUTO VALUE TOMAH	522190415	MEGAFLEX 2 WIRE	12/03/2021	01-53311-3512 HWY/ST MAINT REP/M	73.06	12/03/2021
61	AUTO VALUE TOMAH	522190456	WELDING NOZZLE	12/03/2021	01-53311-3402 HWY/ST MAINT OP SU	69.99	12/03/2021
61	AUTO VALUE TOMAH	522190498	CREDIT	12/03/2021	01-53311-3402 HWY/ST MAINT OP SU	128.33	12/03/2021
61	AUTO VALUE TOMAH	522190499	HD OIL FLEET	12/03/2021	01-53311-3402 HWY/ST MAINT OP SU	74.11	12/03/2021
61	AUTO VALUE TOMAH	522190789ST	HYD COUPLER	12/03/2021	01-53311-3502 HWY/ST MAINT REP/M	169.53	12/03/2021
61	AUTO VALUE TOMAH	522190808	MALE ORING BOSS	12/03/2021	01-53311-3502 HWY/ST MAINT REP/M	103.75	12/03/2021
61	AUTO VALUE TOMAH	522190855ST	M2T MEGAFLEX	12/03/2021	01-53311-3502 HWY/ST MAINT REP/M	130.19	12/03/2021
61	AUTO VALUE TOMAH	522190863ST	FUEL FILTER	12/03/2021	01-53311-3402 HWY/ST MAINT OP SU	19.53	12/03/2021
61	AUTO VALUE TOMAH	522190899	24 BIN STORAGE	12/03/2021	01-53311-3402 HWY/ST MAINT OP SU	86.98	12/03/2021
61	AUTO VALUE TOMAH	522191331	BATTERY CABLE	12/03/2021	01-53311-3502 HWY/ST MAINT REP/M	22.99	12/03/2021
61	AUTO VALUE TOMAH	522191362	vehicle battery	12/03/2021	01-53311-3502 HWY/ST MAINT REP/M	1,037.94	12/03/2021
61	AUTO VALUE TOMAH	522191509	replacement bulbs	12/03/2021	01-53311-3512 HWY/ST MAINT REP/M	427.96	12/03/2021
61	AUTO VALUE TOMAH	522191534	BATTERY	12/03/2021	01-53311-3502 HWY/ST MAINT REP/M	162.00	12/03/2021
61	AUTO VALUE TOMAH	522191624	BATTERY charger	12/03/2021	01-53311-3402 HWY/ST MAINT OP SU	259.99	12/03/2021
61	AUTO VALUE TOMAH	522191728	CHEVRON FUEL INJECT	12/03/2021	01-53311-3502 HWY/ST MAINT REP/M	35.97	12/03/2021
61	AUTO VALUE TOMAH	522191970	PARTS FOR CHEV silverado	12/03/2021	01-53311-3502 HWY/ST MAINT REP/M	335.87	12/03/2021
61	AUTO VALUE TOMAH	522192026ST	CREDIT RETURN	12/03/2021	01-53311-3502 HWY/ST MAINT REP/M	103.89	12/03/2021
61	AUTO VALUE TOMAH	52219574	ADAPTERE	12/03/2021	01-53311-3502 HWY/ST MAINT REP/M	74.97	12/03/2021
Total AUTO VALUE TOMAH:						2,626.81	
AXON ENTERPRISE INC							
1145	AXON ENTERPRISE INC	INUS027791	SPPM SIGNAL CONNECTED BATTERY	11/23/2021	01-52100-3400 LAW ENFORCE OPER	218.40	11/23/2021
1145	AXON ENTERPRISE INC	INUS031533	CAMERA BUNDLE	12/10/2021	05-57210-8300 LAW ENFORCE OUT E	1,500.00	12/10/2021
1145	AXON ENTERPRISE INC	INUS031533	CAMERA BUNDLE	12/10/2021	01-57210-8300 LAW ENFORCE EQUIP	675.50	12/10/2021

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
Total AXON ENTERPRISE INC:						2,393.90	
B&DCATERING							
2208	B&DCATERING	12102021	POLICE CHRISTMAS PARTY	12/10/2021	05-52100-3400 GRANTS & DONATI LA	625.00	12/10/2021
Total B&DCATERING:						625.00	
BAUMGART, EMIL							
218	BAUMGART, EMIL	112021112320	INSPECTION PROF SERVICES	11/23/2021	01-52400-2100 INSPECTION PROF SE	500.00	11/23/2021
Total BAUMGART, EMIL:						500.00	
BAYCOM INC							
76	BAYCOM INC	01572108300	STUBBY ANTENNA	12/03/2021	01-57210-8300 LAW ENFORCE EQUIP	1,447.00	12/03/2021
76	BAYCOM INC	GO02649R4V3	IMPRES NIMG 2100	12/10/2021	01-57210-8300 LAW ENFORCE EQUIP	500.00	12/10/2021
Total BAYCOM INC:						1,947.00	
BENDPAK							
2203	BENDPAK	590508-00	CAPACITY EXTENDED	12/03/2021	01-53311-3508 HWY/ST MAINT REP/M	10,000.00	12/03/2021
2203	BENDPAK	590508-00	CAPACITY EXTENDED	12/03/2021	01-53311-3404 HWY/ST MAINT OP SU	19,043.00	12/03/2021
Total BENDPAK:						29,043.00	
BOB HONEL							
1735	BOB HONEL	12102021	1 HOUR MUSIC PROGRAM	12/10/2021	12-55500-3410 SR & DISAB OP SUP-	75.00	12/10/2021
Total BOB HONEL:						75.00	
BOBCAT OF THE COULEE REGION INC							
1060	BOBCAT OF THE COULEE REGI	1-48567	Cylinder power	12/03/2021	01-53311-3502 HWY/ST MAINT REP/M	598.71	12/03/2021
Total BOBCAT OF THE COULEE REGION INC:						598.71	
BOUND TREE MEDICAL LLC							
96	BOUND TREE MEDICAL LLC	84299447	PARTICULATE RESPIRATOR & GOGGL	12/03/2021	03-52300-3400 AMBULANCE OPERATI	63.98	12/03/2021
96	BOUND TREE MEDICAL LLC	84299448	CONVERTERF FOR SMITHWORKS	12/03/2021	03-52300-3400 AMBULANCE OPERATI	509.01	12/03/2021

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
Total BOUND TREE MEDICAL LLC:						572.99	
BURKE TRUCK & EQUIPMENT INC							
2200	BURKE TRUCK & EQUIPMENT I	28966	BLADE RUBBER WITH CARBIDE	11/23/2021	01-53311-3402 HWY/ST MAINT OP SU	2,822.00	11/23/2021
Total BURKE TRUCK & EQUIPMENT INC:						2,822.00	
CASH							
1388	CASH	POSTAGE1109	POSTAGE	11/23/2021	01-52100-3100 LAW ENFORCE OFFIC	24.90	11/23/2021
1388	CASH	POSTAGE1109	POSTAGE	11/23/2021	01-52100-3100 LAW ENFORCE OFFIC	21.45	11/23/2021
1388	CASH	POSTAGE1109	POSTAGE	11/23/2021	01-52100-3100 LAW ENFORCE OFFIC	16.65	11/23/2021
1388	CASH	POSTAGE1109	NAME TAGS	11/23/2021	01-52100-3400 LAW ENFORCE OPER	12.00	11/23/2021
1388	CASH	POSTAGE1109	TABLE COVERS	11/23/2021	05-52110-3400 COMM SERVICE OP S	6.33	11/23/2021
1388	CASH	POSTAGE1109	POSTAGE	11/23/2021	01-52100-3100 LAW ENFORCE OFFIC	28.55	11/23/2021
Total CASH:						109.88	
CENTURYLINK							
1837	CENTURYLINK	220354734	long distance	11/23/2021	01-51200-2230 JUDICIAL UTIL-TELEP	.12	11/23/2021
1837	CENTURYLINK	220354734	long distance	11/23/2021	01-51415-2230 ADMINISTRATOR UTIL-	.06	11/23/2021
1837	CENTURYLINK	220354734	long distance	11/23/2021	01-51420-2230 CITY CLERK UTIL-TEL	8.56	11/23/2021
1837	CENTURYLINK	220354734	long distance	11/23/2021	01-51520-2230 TREASURER UTIL-TEL	.06	11/23/2021
1837	CENTURYLINK	220354734	long distance	11/23/2021	01-51600-2230 GENERAL BLDGS UTIL	.06	11/23/2021
1837	CENTURYLINK	220354734	long distance	11/23/2021	01-52100-2230 LAW ENFORCE UTIL T	49.45	11/23/2021
1837	CENTURYLINK	220354734	long distance	11/23/2021	01-52400-2230 INSPECTION UTIL-TEL	.06	11/23/2021
1837	CENTURYLINK	220354734	long distance	11/23/2021	01-53100-2230 ADMN-HWY/STREET U	.24	11/23/2021
1837	CENTURYLINK	220354734	long distance	11/23/2021	01-53311-2230 HWY/ST MAINT UTIL-T	.12	11/23/2021
1837	CENTURYLINK	220354734	long distance	11/23/2021	01-53510-2230 AIRPORT UTIL-TELEP	.12	11/23/2021
1837	CENTURYLINK	220354734	long distance	11/23/2021	01-55200-2230 OTHER PARKS UTIL-T	.06	11/23/2021
1837	CENTURYLINK	220354734	long distance	11/23/2021	01-55300-2230 REC PROGRAMS UTIL	.18	11/23/2021
1837	CENTURYLINK	220354734	long distance	11/23/2021	01-55402-2230 AQUATIC CENTER UTI	.06	11/23/2021
1837	CENTURYLINK	220354734	long distance	11/23/2021	02-56910-2230 LAKE UTIL-TELEPHON	.12	11/23/2021
1837	CENTURYLINK	220354734	long distance	11/23/2021	01-15620 DUE FROM SEWER	.38	11/23/2021
1837	CENTURYLINK	220354734	long distance	11/23/2021	01-15610 DUE FROM WATER	.58	11/23/2021
1837	CENTURYLINK	250753225	DEC BILL	12/10/2021	01-52100-2230 LAW ENFORCE UTIL T	648.21	12/10/2021
1837	CENTURYLINK	250753225	DEC BILL	12/10/2021	01-51200-2230 JUDICIAL UTIL-TELEP	18.52	12/10/2021
1837	CENTURYLINK	250753225	DEC BILL	12/10/2021	01-51520-2230 TREASURER UTIL-TEL	74.08	12/10/2021
1837	CENTURYLINK	250753225	DEC BILL	12/10/2021	01-51415-2230 ADMINISTRATOR UTIL-	18.52	12/10/2021
1837	CENTURYLINK	250753225	DEC BILL	12/10/2021	01-51420-2230 CITY CLERK UTIL-TEL	37.07	12/10/2021

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
1837	CENTURYLINK	250753225	DEC BILL	12/10/2021	01-51100-2230 LEGISLATIVE UTIL-TEL	18.52	12/10/2021
1837	CENTURYLINK	250753225	DEC BILL	12/10/2021	01-51530-2230 ASSESSOR UTIL-TELE	18.52	12/10/2021
1837	CENTURYLINK	250753225	DEC BILL	12/10/2021	01-51410-2230 MAYOR UTIL-TELEPH	18.52	12/10/2021
1837	CENTURYLINK	250753225	DEC BILL	12/10/2021	01-52400-2230 INSPECTION UTIL-TEL	18.52	12/10/2021
1837	CENTURYLINK	250753225	DEC BILL	12/10/2021	01-53100-2230 ADMN-HWY/STREET U	61.73	12/10/2021
1837	CENTURYLINK	250753225	DEC BILL	12/10/2021	01-15610 DUE FROM WATER	24.69	12/10/2021
1837	CENTURYLINK	250753225	DEC BILL	12/10/2021	01-15620 DUE FROM SEWER	24.69	12/10/2021
1837	CENTURYLINK	250753225	DEC BILL	12/10/2021	01-55200-2230 OTHER PARKS UTIL-T	37.04	12/10/2021
1837	CENTURYLINK	250753225	DEC BILL	12/10/2021	01-52200-2230 FIRE PROTECTION UT	18.52	12/10/2021
128	CENTURYLINK	301310967112	DEC 2021	11/23/2021	01-52100-2230 LAW ENFORCE UTIL T	26.00	11/23/2021
128	CENTURYLINK	301313462122	DEC 2021	12/10/2021	01-52100-2230 LAW ENFORCE UTIL T	782.16	12/10/2021
1837	CENTURYLINK	301313463120	DEC2021	12/03/2021	01-51600-2230 GENERAL BLDGS UTIL	32.69	12/03/2021
128	CENTURYLINK	301313466121	DEC 2021	12/10/2021	01-51200-2230 JUDICIAL UTIL-TELEP	32.45	12/10/2021
128	CENTURYLINK	301313468122	DEC 2021	12/10/2021	01-51600-2230 GENERAL BLDGS UTIL	38.19	12/10/2021
128	CENTURYLINK	301313471122	DEC 2021	12/10/2021	01-53510-2230 AIRPORT UTIL-TELEP	32.69	12/10/2021
128	CENTURYLINK	301313476122	DEC 2021	12/10/2021	02-56910-2230 LAKE UTIL-TELEPHON	65.38	12/10/2021
128	CENTURYLINK	301313477122	DEC 2021	12/10/2021	01-53311-2230 HWY/ST MAINT UTIL-T	194.28	12/10/2021
128	CENTURYLINK	301313478122	DEC BILL	12/10/2021	01-55300-2230 REC PROGRAMS UTIL	94.29	12/10/2021
128	CENTURYLINK	301313478122	DEC BILL	12/10/2021	01-55402-2230 AQUATIC CENTER UTI	94.29	12/10/2021
128	CENTURYLINK	301313480122	DEC 2021	12/10/2021	04-56600-2230 CDBG-ADMIN UTIL-TE	56.23	12/10/2021
128	CENTURYLINK	301313480122	DEC 2021	12/10/2021	01-15210 DUE FROM HOUSING	56.23	12/10/2021
128	CENTURYLINK	301313481 AM	DEC 2021	12/10/2021	03-52300-2230 AMBULANCE UTIL-TEL	77.27	12/10/2021
128	CENTURYLINK	301313484LIB	CREDIT	12/10/2021	10-55110-2230 LIBRARY UTIL-TELEPH	55.10	12/10/2021
128	CENTURYLINK	301313485122	DEC 2021	12/10/2021	12-55500-2230 SR & DISAB UTIL-TELE	75.17	12/10/2021
Total CENTURYLINK:						2,699.60	
CHARTER COMMUNICATIONS							
129	CHARTER COMMUNICATIONS	39105111821	DEC BILLING 2021	12/10/2021	12-55500-2200 SR & DISAB UTIL-GAS	169.44	12/10/2021
129	CHARTER COMMUNICATIONS	5916120121	POLICE DEC BILLING2021	12/10/2021	01-52100-2230 LAW ENFORCE UTIL T	230.94	12/10/2021
Total CHARTER COMMUNICATIONS:						400.38	
CLIFTON LARSON ALLEN LLP							
2054	CLIFTON LARSON ALLEN LLP	3078124	FINAL INSTALLMENT 2020 AUDIT	12/03/2021	01-51540-2100 SPEC ACCOUNTING P	402.15	12/03/2021
Total CLIFTON LARSON ALLEN LLP:						402.15	
COMMUNITY SAFETY NET							
2210	COMMUNITY SAFETY NET	12102021	DONATION FORM DEER CREEK DENT	12/10/2021	03-48900 OTHER MISCELLANEOUS	150.00	12/10/2021

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
Total COMMUNITY SAFETY NET:						150.00	
COMPLETE OFFICE OF WISCONSIN INC							
157	COMPLETE OFFICE OF WISCO	214939	WINDOW ENVELOPE	11/23/2021	01-51420-3100 CITY CLERK OFFICE S	185.00	11/23/2021
157	COMPLETE OFFICE OF WISCO	222529	INKCART	12/03/2021	01-51415-3100 ADMINISTRATOR OFFI	422.18	12/03/2021
157	COMPLETE OFFICE OF WISCO	223627	CALENDAR	12/10/2021	01-51420-3100 CITY CLERK OFFICE S	34.84	12/10/2021
157	COMPLETE OFFICE OF WISCO	236078	TREASURER PAPER	12/10/2021	01-51520-3100 TREASURER OFFICE	114.15	12/10/2021
Total COMPLETE OFFICE OF WISCONSIN INC:						756.17	
CONSOLIDATED ENERGY COMPANY							
436	CONSOLIDATED ENERGY COM	119 12102021	119 NOV FUEL	12/10/2021	01-55200-3400 OTHER PARKS OPERA	116.88	12/10/2021
436	CONSOLIDATED ENERGY COM	121 12102021	121 NOV FUEL	12/10/2021	01-53645-3400 CHIPPER OPERATING	2,033.54	12/10/2021
436	CONSOLIDATED ENERGY COM	121 12102021	121 NOV FUEL	12/10/2021	01-53635-3400 RECYCLING OPERATI	1,005.92	12/10/2021
436	CONSOLIDATED ENERGY COM	121 12102021	121 NOV FUEL	12/10/2021	01-53620-3400 REFUSE & GARB OPE	1,666.14	12/10/2021
436	CONSOLIDATED ENERGY COM	121 12102021	121 NOV FUEL	12/10/2021	01-53311-3401 HWY/ST MAINT OP SU	1,894.54	12/10/2021
436	CONSOLIDATED ENERGY COM	416 12102021	416 FUEL NOV	12/10/2021	01-52200-3400 FIRE PROTECTION OP	633.03	12/10/2021
Total CONSOLIDATED ENERGY COMPANY:						7,350.05	
CREIGHTON UNIVERSITY							
2205	CREIGHTON UNIVERSITY	EMS-036	JANUARY 2022 CRITICAL CARE	12/03/2021	03-52300-3350 AMBULANCE TRAININ	1,095.00	12/03/2021
Total CREIGHTON UNIVERSITY:						1,095.00	
CULLIGAN							
29	CULLIGAN	588-09755810-	Battle water	12/10/2021	01-51600-3400 GENERAL BLDGS OPE	21.75	12/10/2021
Total CULLIGAN:						21.75	
DAVID "DJ" JONES							
1737	DAVID "DJ" JONES	12032021	1 HOUR MUSIC	12/03/2021	12-55500-3400 SR & DISAB OPERATIN	50.00	12/03/2021
Total DAVID "DJ" JONES:						50.00	
DEBAUCHE							
2155	DEBAUCHE	01P11357	GLASS DOOR DROP	12/03/2021	01-53311-3512 HWY/ST MAINT REP/M	136.23	12/03/2021

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
Total DEBAUCHE:						136.23	
DELTA DENTAL							
1777	DELTA DENTAL	1693028	DENTAL INSURANCE PREMIUM DEC 2	11/23/2021	01-21597 EE DEDUCTIONS-DENTAL	610.06	11/23/2021
Total DELTA DENTAL:						610.06	
ELECTRICAL SERVICES EMERGENCY							
2201	ELECTRICAL SERVICES EMER	3446	SIREN TECHS BILL AND BLAKE	11/23/2021	01-52900-2900 OTHER PUBLIC SA SE	525.00	11/23/2021
Total ELECTRICAL SERVICES EMERGENCY:						525.00	
EMERGENCY MEDICAL PRODUCTS INC							
216	EMERGENCY MEDICAL PRODU	2295521	DYNAREX INSTANT HOT PACK	11/23/2021	03-52300-3400 AMBULANCE OPERATI	13.00	11/23/2021
Total EMERGENCY MEDICAL PRODUCTS INC:						13.00	
EO JOHNSON CO							
220	EO JOHNSON CO	INV1042947	TONERS AND DRUMS	12/03/2021	10-55110-2900 LIBRARY SERV CONTR	37.28	12/03/2021
220	EO JOHNSON CO	INV1044153	TONERS AND DRUMS	12/03/2021	10-55110-2900 LIBRARY SERV CONTR	69.00	12/03/2021
220	EO JOHNSON CO	INV1044174	TONERS AND DRUMS	12/03/2021	01-53311-2900 HWY/ST MAINT SERV	96.00	12/03/2021
220	EO JOHNSON CO	INV1049427	TONERS AND DRUMS	12/10/2021	01-52100-2900 LAW ENFORCE SERV	148.81	12/10/2021
Total EO JOHNSON CO:						351.09	
EVANS PRINT + MEDIA GROUP							
225	EVANS PRINT + MEDIA GROUP	898812032021	CONDENSED MEETING	12/03/2021	01-51100-3200 LEGISLATIVE PUB & S	1,016.91	12/03/2021
225	EVANS PRINT + MEDIA GROUP	898812032021	CONDENSED MEETING	12/03/2021	01-51440-3200 ELECTIONS PUB & SU	51.68	12/03/2021
Total EVANS PRINT + MEDIA GROUP:						1,068.59	
EVEREST EMERGENCY VEHICLES INC							
226	EVEREST EMERGENCY VEHICL	PO5839	FRONT SIMULATOR LOOM	12/03/2021	03-52300-3500 AMBULANCE REPAIR	232.35	12/03/2021
Total EVEREST EMERGENCY VEHICLES INC:						232.35	
FABICK CAT							
1882	FABICK CAT	SILC0005328	TROUBLESHOOT FAULT CODE	12/03/2021	01-53311-3502 HWY/ST MAINT REP/M	38,146.17	12/03/2021

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
Total FABICK CAT:						38,146.17	
FAMILY SUPPORT REGISTRY							
1656	FAMILY SUPPORT REGISTRY	165611232021	CHILD SUPPORT WITHHOLDINGS-PP	11/23/2021	01-21590 OTHER EMPLOYEE DEDUC	275.53	11/18/2021
Total FAMILY SUPPORT REGISTRY:						275.53	
FASTENAL COMPANY							
242	FASTENAL COMPANY	WITOM200218	DISPGOAMEARPLUGSCOR	11/23/2021	01-53311-3409 HWY/ST MAINT OP SU	44.52	11/23/2021
Total FASTENAL COMPANY:						44.52	
FIRST SUPPLY LLC-LA CROSSE							
255	FIRST SUPPLY LLC-LA CROSSE	323935800	SLEC MODULE ASSY	12/10/2021	01-55401-3500 RECREATION PARK R	189.98	12/10/2021
Total FIRST SUPPLY LLC-LA CROSSE:						189.98	
GHD SERVICES INC							
275	GHD SERVICES INC	340-0013505	SOLIC WASTE DISP PRO SERVICE TH	12/10/2021	01-53630-2100 SOLID WSTE DISP PR	1,905.05	12/10/2021
Total GHD SERVICES INC:						1,905.05	
GOODYEAR COMMERCIAL TIRE & SERVICE CENTE							
2194	GOODYEAR COMMERCIAL TIR	128-1146239	road service	12/03/2021	01-53311-3501 HWY/ST MAINT REP/M	1,001.37	12/03/2021
Total GOODYEAR COMMERCIAL TIRE & SERVICE CENTE:						1,001.37	
GREATER TOMAH AREA CHAMBER							
634	GREATER TOMAH AREA CHAM	12102021	ROOM TAX NOV	12/10/2021	16-21101 DUE TO CHAMBER OF COM	23,959.43	12/10/2021
Total GREATER TOMAH AREA CHAMBER:						23,959.43	
GREEN OASIS-EAU CLAIRE							
290	GREEN OASIS-EAU CLAIRE	1010951221	SOCCER COMPLEX	12/10/2021	01-55200-3500 OTHER PARKS REPAI	93.00	12/10/2021
Total GREEN OASIS-EAU CLAIRE:						93.00	
HILLYARD/HUTCHINSON							
312	HILLYARD/HUTCHINSON	604462099	SOAP AFINITY FOAM MAND DRAN	12/03/2021	01-55401-3400 RECREATION PARK O	379.56	12/03/2021

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
Total HILLYARD/HUTCHINSON:						379.56	
HOLIDAY WHOLESale							
317	HOLIDAY WHOLESale	9930524	TOWEL EMP	11/23/2021	01-52100-3550 LAW ENFORCE BUILDI	74.65	11/23/2021
317	HOLIDAY WHOLESale	9931844	TOWEL TORK SNGFLD NAT	12/03/2021	01-53311-3408 HWY/ST MAINT OP SU	95.50	12/03/2021
Total HOLIDAY WHOLESale:						170.15	
HORST DISTRIBUTING INC							
1401	HORST DISTRIBUTING INC	93596000	LABOR ISOLATOR	12/03/2021	01-55200-3500 OTHER PARKS REPAI	2,200.75	12/03/2021
Total HORST DISTRIBUTING INC:						2,200.75	
JANIRA HAMBY							
2204	JANIRA HAMBY	202111292021	PARK SHELTER REFUND	12/03/2021	01-46720 PARKS	75.83	12/03/2021
2204	JANIRA HAMBY	202111292021	PARK SHELTER REFUND	12/03/2021	01-24210 SALES TAX PAYABLE	4.17	12/03/2021
Total JANIRA HAMBY:						80.00	
J-J'S FLORAL SHOP LLC							
349	J-J'S FLORAL SHOP LLC	100017478	PLANT PEACE LILY	12/03/2021	05-52110-3400 COMM SERVICE OP S	70.00	12/03/2021
349	J-J'S FLORAL SHOP LLC	100017657	POTHOS WITH SILK FLOWERS AND P	12/03/2021	05-52110-3400 COMM SERVICE OP S	40.00	12/03/2021
349	J-J'S FLORAL SHOP LLC	100017829	GREEN PLANT-E. KERSTEN	12/03/2021	05-52110-3400 COMM SERVICE OP S	30.00	12/03/2021
349	J-J'S FLORAL SHOP LLC	100017908	EASY CARE GREEN PLANT	12/03/2021	05-52110-3400 COMM SERVICE OP S	45.00	12/03/2021
349	J-J'S FLORAL SHOP LLC	100017909	EASY CARE GREEN PLANT	12/03/2021	05-52110-3400 COMM SERVICE OP S	50.00	12/03/2021
Total J-J'S FLORAL SHOP LLC:						235.00	
KELLER, IRMA							
966	KELLER, IRMA	11232021COS	towels	11/23/2021	10-55110-3100 LIBRARY OFFICE SUP	16.89	11/23/2021
966	KELLER, IRMA	11232021COS	towels	11/23/2021	10-55110-3100 LIBRARY OFFICE SUP	16.89	11/23/2021
Total KELLER, IRMA:						33.78	
KEVIN MATTSON							
1672	KEVIN MATTSON	121712032021	1 HOUR MUSIC	12/03/2021	12-55500-3410 SR & DISAB OP SUP-	75.00	12/03/2021
Total KEVIN MATTSON:						75.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
KIRVIDA FIRE INC							
371	KIRVIDA FIRE INC	10105	2021 PUMP TEST	12/10/2021	01-52200-2100 FIRE PROTECTION PR	390.00	12/10/2021
371	KIRVIDA FIRE INC	10106	2021 PUMP TEST	12/10/2021	01-52200-2100 FIRE PROTECTION PR	390.00	12/10/2021
371	KIRVIDA FIRE INC	10106	2021 PUMP TEST	12/10/2021	01-52200-3500 FIRE PROTECTION RE	167.49	12/10/2021
371	KIRVIDA FIRE INC	10107	2021 PUMP TEST	12/10/2021	01-52200-2100 FIRE PROTECTION PR	390.00	12/10/2021
371	KIRVIDA FIRE INC	10107	2021 PUMP TEST	12/10/2021	01-52200-3500 FIRE PROTECTION RE	148.53	12/10/2021
371	KIRVIDA FIRE INC	10108	2021 PUMP TEST	12/10/2021	01-52200-2100 FIRE PROTECTION PR	390.00	12/10/2021
371	KIRVIDA FIRE INC	10108	2021 PUMP TEST	12/10/2021	01-52200-3500 FIRE PROTECTION RE	156.93	12/10/2021
Total KIRVIDA FIRE INC:						2,032.95	
KOBLESKA, WILLIAM							
833	KOBLESKA, WILLIAM	12102021MEA	TOWN AND COUNTRY SEMINAR	12/10/2021	01-53311-3350 HWY/ST MAINT TRAINI	37.12	12/10/2021
Total KOBLESKA, WILLIAM:						37.12	
KWIK TRIP CREDIT DEPT							
375	KWIK TRIP CREDIT DEPT	575421210202	NOV 2021 POLICE FUEL	12/10/2021	01-52100-3400 LAW ENFORCE OPER	3,223.89	12/10/2021
Total KWIK TRIP CREDIT DEPT:						3,223.89	
LEDEGAR ROOFING							
1797	LEDEGAR ROOFING	21-501027-1	ROOF REPAIRS	12/03/2021	01-51600-3500 GENERAL BLDGS REP	795.00	12/03/2021
Total LEDEGAR ROOFING:						795.00	
LEMONWEIR VALLEY TELEPHONE							
395	LEMONWEIR VALLEY TELEPHO	631700-1221	DEC 2021 BILLING BLOYER FIELD	12/03/2021	01-53510-2240 AIRPORT UTIL-CBL/INT	100.55	12/03/2021
395	LEMONWEIR VALLEY TELEPHO	690500-1221	DEC 2021 BILLING POLICE	12/03/2021	01-52100-2230 LAW ENFORCE UTIL T	350.00	12/03/2021
395	LEMONWEIR VALLEY TELEPHO	692200-1221	DEC 2021 BILLING fire	12/03/2021	01-52200-2230 FIRE PROTECTION UT	121.02	12/03/2021
395	LEMONWEIR VALLEY TELEPHO	8023001221	DEC 2021 BILLING AMBULANCE	12/10/2021	03-52300-2230 AMBULANCE UTIL-TEL	577.53	12/10/2021
395	LEMONWEIR VALLEY TELEPHO	809500-1221	DEC 2021 BILLING PUBLIC WORKS	12/03/2021	01-53311-2230 HWY/ST MAINT UTIL-T	101.08	12/03/2021
395	LEMONWEIR VALLEY TELEPHO	842100120320	DEC 2021 BILLING LIBRARY	12/03/2021	10-55110-2900 LIBRARY SERV CONTR	79.95	12/03/2021
395	LEMONWEIR VALLEY TELEPHO	842100120320	DEC 2021 BILLING LIBRARY	12/03/2021	10-55110-2230 LIBRARY UTIL-TELEPH	70.74	12/03/2021
Total LEMONWEIR VALLEY TELEPHONE:						1,400.87	
LOFFLER COMPANIES							
1391	LOFFLER COMPANIES	3881998	CCANON C765i ii	12/03/2021	01-51420-2900 CITY CLERK SERV CO	178.29	12/03/2021

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
Total LOFFLER COMPANIES:						178.29	
LUBE TECH & PARTNERS LLC							
2030	LUBE TECH & PARTNERS LLC	2767967	MOB DELVAC 1300	12/10/2021	01-53311-3402 HWY/ST MAINT OP SU	1,809.36	12/10/2021
Total LUBE TECH & PARTNERS LLC:						1,809.36	
MATHY CONSTRUCTION COMPANY							
416	MATHY CONSTRUCTION COMP	5200020248	MIX MATERIAL 186 4LT5828SH	12/03/2021	01-53311-3404 HWY/ST MAINT OP SU	2,302.18	12/03/2021
416	MATHY CONSTRUCTION COMP	5200020278	COLD MIX	12/03/2021	01-53311-3404 HWY/ST MAINT OP SU	4,496.02	12/03/2021
Total MATHY CONSTRUCTION COMPANY:						6,798.20	
MCCI LLC							
422	MCCI LLC	SC5786	WEBLINK HOSTING	12/10/2021	01-51450-2900 COMPUTER SERV CO	516.48	12/10/2021
Total MCCI LLC:						516.48	
MID-STATE TECHNICAL COLLEGE							
1373	MID-STATE TECHNICAL COLLE	MSTC-SF-3000	CRITICAL CARE TRANSPORT COURS	11/23/2021	03-52300-3350 AMBULANCE TRAININ	1,001.76	11/23/2021
Total MID-STATE TECHNICAL COLLEGE:						1,001.76	
MILDE APPRAISAL SERVICE LLC							
437	MILDE APPRAISAL SERVICE LL	112021112320	ASSESSOR PROF MONTHLY SERVICE	11/23/2021	01-51530-2100 ASSESSOR PROF SER	3,400.00	11/23/2021
Total MILDE APPRAISAL SERVICE LLC:						3,400.00	
MISSISSIPPI WELDERS SUPPLY COMPANY INC							
442	MISSISSIPPI WELDERS SUPPL	1403166	medical oxygen	12/03/2021	03-52300-3400 AMBULANCE OPERATI	10.20	12/03/2021
442	MISSISSIPPI WELDERS SUPPL	451900	AMBULANCE SUPPLIES	11/23/2021	03-52300-3400 AMBULANCE OPERATI	118.67	11/23/2021
442	MISSISSIPPI WELDERS SUPPL	451927	AMBULANCE SUPPLIES	11/23/2021	03-52300-3400 AMBULANCE OPERATI	69.64	11/23/2021
442	MISSISSIPPI WELDERS SUPPL	451972	OXYGEN	12/03/2021	03-52300-3400 AMBULANCE OPERATI	132.83	12/03/2021
Total MISSISSIPPI WELDERS SUPPLY COMPANY INC:						331.34	
MLJ LAWN MOWING & SNOW REMOVAL LLC							
443	MLJ LAWN MOWING & SNOW R	1443	LAWN MOWING	12/03/2021	01-53640-2900 NUISANCE SERV CON	300.00	12/03/2021

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
Total MLJ LAWN MOWING & SNOW REMOVAL LLC:						300.00	
MODERN DISPOSAL SYSTEMS LLC							
444	MODERN DISPOSAL SYSTEMS	500128114	OCT 2021 RECYCLING	12/03/2021	01-53635-2900 RECYCLING SERV CO	512.04	12/03/2021
Total MODERN DISPOSAL SYSTEMS LLC:						512.04	
MONROE CO HIGHWAY DEPARTMENT							
452	MONROE CO HIGHWAY DEPAR	12032021	STATEMENT OF EXPENDITURE	12/03/2021	01-53311-2900 HWY/ST MAINT SERV	57.00	12/03/2021
Total MONROE CO HIGHWAY DEPARTMENT:						57.00	
MONROE CO REGISTER OF DEEDS							
460	MONROE CO REGISTER OF DE	11232021	RECORDING FEE #687913	11/23/2021	01-51100-3200 LEGISLATIVE PUB & S	30.00	11/23/2021
Total MONROE CO REGISTER OF DEEDS:						30.00	
MONROE CO TREASURER							
454	MONROE CO TREASURER	12102021	NOV MUNICIPAL COURT MONTHLY RE	12/10/2021	01-24300 COUNTY JAIL ASSESSMENT	1,472.60	12/10/2021
Total MONROE CO TREASURER:						1,472.60	
NATIONAL BAND & TAG COMPANY							
476	NATIONAL BAND & TAG COMPA	140600	KITTY SHIPMENT 97088	11/23/2021	01-44200 NONBUSINESS LICENSES	91.39	11/18/2021
Total NATIONAL BAND & TAG COMPANY:						91.39	
OAKDALE ELECTRIC COOPERATIVE							
499	OAKDALE ELECTRIC COOPERA	165847080122	CREDIT	12/10/2021	01-52900-2210 OTHER PUBLIC SA UTI	.31-	12/10/2021
499	OAKDALE ELECTRIC COOPERA	301980011210	nov service	12/10/2021	01-53420-2900 STREET LIGHTING SE	333.00	12/10/2021
Total OAKDALE ELECTRIC COOPERATIVE:						332.69	
ON-TARGET PEST & WILDLIFE CONTROL LLC							
1256	ON-TARGET PEST & WILDLIFE	6224	COMMERCIAL SERVICE 1221	12/03/2021	03-52300-2900 AMBULANCE SERV CO	40.00	12/03/2021
Total ON-TARGET PEST & WILDLIFE CONTROL LLC:						40.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
PENNY J. PRECOUR ATTORNEY AT LAW S.C.							
469	PENNY J. PRECOUR ATTORNE	112111232021	MONTHLY LEGAL SERVICES	11/23/2021	01-51300-2100 LEGAL PROF SERVICE	2,700.00	11/23/2021
Total PENNY J. PRECOUR ATTORNEY AT LAW S.C.:						2,700.00	
PERKINS, ADAM							
864	PERKINS, ADAM	12032021	REIMB. MEALS FOR DRUG TRAINING	12/03/2021	01-52100-3350 LAW ENFORCE TRAINI	50.68	12/03/2021
Total PERKINS, ADAM:						50.68	
QUILL CORPORATION							
538	QUILL CORPORATION	20672849	TOWEL PAPER	12/03/2021	03-52300-3400 AMBULANCE OPERATI	37.99	12/03/2021
538	QUILL CORPORATION	20691111	GENERAL SUPPLIES	12/03/2021	03-52300-3400 AMBULANCE OPERATI	260.33	12/03/2021
538	QUILL CORPORATION	20992123	FIELDS COOKIE BOX	12/03/2021	03-52300-3400 AMBULANCE OPERATI	299.95	12/03/2021
Total QUILL CORPORATION:						598.27	
RAYLENE SCHUSTER							
2206	RAYLENE SCHUSTER	2021112902	PARK SHELTER REFUND	12/03/2021	01-46720 PARKS	75.83	12/03/2021
2206	RAYLENE SCHUSTER	2021112902	PARK SHELTER REFUND	12/03/2021	01-24210 SALES TAX PAYABLE	4.17	12/03/2021
Total RAYLENE SCHUSTER:						80.00	
REGISTER OF DEEDS							
2209	REGISTER OF DEEDS	121021	STORMWATER DRAINAGE EASEMEN	12/10/2021	01-53441-3400 STRM SEWR MAINT O	30.00	12/10/2021
Total REGISTER OF DEEDS:						30.00	
ROBARGE, ADAM							
1009	ROBARGE, ADAM	12032021	MID STATE PARAMEDIC INTERNSHIP	12/03/2021	03-52300-3300 AMBULANCE TRAVEL	68.21	12/03/2021
Total ROBARGE, ADAM:						68.21	
SAFE-FAST INC							
569	SAFE-FAST INC	INV253322	ARMOR SKIN GLOVE	12/03/2021	01-53311-3409 HWY/ST MAINT OP SU	212.88	12/03/2021
Total SAFE-FAST INC:						212.88	
SECURIAN FINANCIAL GROUP INC							
577	SECURIAN FINANCIAL GROUP I	11232021	DEC 2021 LIFE INS PREMIUM	11/23/2021	01-21530 LIFE INSURANCE PAYABLE	2,531.64	11/18/2021

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
Total SECURIAN FINANCIAL GROUP INC:						2,531.64	
SLOAN, PAUL							
880	SLOAN, PAUL	1121REEMBU	REIM.MEAL INVESTIGATION TRAININ	11/23/2021	01-52100-3350 LAW ENFORCE TRAINI	62.36	11/23/2021
Total SLOAN, PAUL:						62.36	
STATE OF WISCONSIN-COURT							
599	STATE OF WISCONSIN-COURT	12102021	NOV MUNICIPAL COURT FINANCIAL R	12/10/2021	01-24240 COURT SURCHARGE DUE S	3,265.84	12/10/2021
Total STATE OF WISCONSIN-COURT:						3,265.84	
SUPERIOR AUTOMOTIVE							
1597	SUPERIOR AUTOMOTIVE	27696	wASHER FLUID	11/23/2021	01-52100-3500 LAW ENFORCE REPAI	90.28	11/23/2021
1597	SUPERIOR AUTOMOTIVE	27758	wASHER FLUID	11/23/2021	01-52100-3500 LAW ENFORCE REPAI	70.19	11/23/2021
1597	SUPERIOR AUTOMOTIVE	27787	SHOP SUPPLES	12/03/2021	01-52100-3500 LAW ENFORCE REPAI	30.90	12/03/2021
1597	SUPERIOR AUTOMOTIVE	27794	SHOP SUPPLES	12/03/2021	01-52100-3500 LAW ENFORCE REPAI	138.48	12/03/2021
1597	SUPERIOR AUTOMOTIVE	27834	ENGINE OIL AND FILER	12/03/2021	01-52100-3500 LAW ENFORCE REPAI	105.25	12/03/2021
1597	SUPERIOR AUTOMOTIVE	27844	ENGINE OIL AND FILTER WASHER FL	12/03/2021	01-52100-3500 LAW ENFORCE REPAI	50.68	12/03/2021
1597	SUPERIOR AUTOMOTIVE	27880	SHOP SUPPLIES	12/10/2021	01-52100-3500 LAW ENFORCE REPAI	30.90	12/10/2021
1597	SUPERIOR AUTOMOTIVE	27882	ENGINE OIL AND FILTER WASHER FL	12/10/2021	01-52100-3500 LAW ENFORCE REPAI	184.83	12/10/2021
Total SUPERIOR AUTOMOTIVE:						701.51	
TOMAH AREA SCHOOL DISTRICT							
637	TOMAH AREA SCHOOL DISTRIC	11232021	MOBILE HOME FEES JUNE 2021	11/23/2021	01-24600 DUE TO SCHOOL DISTRICT	3,078.68	11/23/2021
Total TOMAH AREA SCHOOL DISTRICT:						3,078.68	
TOMAH CASH STORE							
639	TOMAH CASH STORE	69814	SAFETY TOE BOOT- C. DADE	12/03/2021	01-53311-3409 HWY/ST MAINT OP SU	216.99	12/03/2021
639	TOMAH CASH STORE	69820	CARHART	12/10/2021	01-53311-3409 HWY/ST MAINT OP SU	114.99	12/10/2021
Total TOMAH CASH STORE:						331.98	
TOMAH LUMBER INC							
646	TOMAH LUMBER INC	116167	TRU TECH PRO HD WOOD	12/10/2021	01-53311-3508 HWY/ST MAINT REP/M	495.33	12/10/2021
646	TOMAH LUMBER INC	116168	TECH PRO HD WOOD	12/10/2021	01-53311-3508 HWY/ST MAINT REP/M	542.73	12/10/2021

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Total TOMAH LUMBER INC:						1,038.06	
TOMAH SEWER UTILITY							
653	TOMAH SEWER UTILITY	111820211203	UTILITY PROJECT	12/03/2021	08-57331-8500 CAPITAL PROJECT HW	555,136.10	12/03/2021
Total TOMAH SEWER UTILITY:						555,136.10	
TOMAH TROPHIES & GIFTS							
655	TOMAH TROPHIES & GIFTS	11232021	PLATES	11/23/2021	01-52140-3400 CANINE PROGRAM OP	60.00	11/23/2021
Total TOMAH TROPHIES & GIFTS:						60.00	
TOMAH WELDING & STEEL SUPPLY LLC							
660	TOMAH WELDING & STEEL SUP	19400	2X 1/8	12/03/2021	01-53311-3405 HWY/ST MAINT OP SU	48.00	12/03/2021
Total TOMAH WELDING & STEEL SUPPLY LLC:						48.00	
TRICOR INC							
670	TRICOR INC	41965	3 YEAR AIRPORT LIABILITY	11/23/2021	01-51938-5100 OTHER INSURANCE LI	2,875.00	11/23/2021
Total TRICOR INC:						2,875.00	
UW HEALTH							
2128	UW HEALTH	808012	PALS E-CARD FOR TOMAH CLASS 4/3	12/03/2021	03-52300-3350 AMBULANCE TRAININ	32.00	12/03/2021
Total UW HEALTH:						32.00	
VISION SERVICE PLAN							
1590	VISION SERVICE PLAN	350047611202	DEC 2021 vsp INS PREMIUM	11/23/2021	01-21596 EE DEDUCTIONS-VSP VISIO	495.36	11/23/2021
Total VISION SERVICE PLAN:						495.36	
W P BENDER I							
2207	W P BENDER I	27	REAR SEAT KIT	12/03/2021	01-53311-3502 HWY/ST MAINT REP/M	495.00	12/03/2021
Total W P BENDER I:						495.00	
WASTEBUILT ENVIRONMENTAL SOLUTIONS							
1291	WASTEBUILT ENVIRONMENTAL	3621260	JOYSTICK	12/03/2021	01-53620-3500 REFUSE & GARB REP	1,351.67	12/03/2021

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
Total WASTEBUILT ENVIRONMENTAL SOLUTIONS:						1,351.67	
WAUKESHA COUNTY AREA TECHNICAL COLLEGE							
712	WAUKESHA COUNTY AREA TE	S0757841	WESTPPHAJL	12/10/2021	01-52100-3350 LAW ENFORCE TRAINI	32.70	12/10/2021
Total WAUKESHA COUNTY AREA TECHNICAL COLLEGE:						32.70	
WE ENERGIES							
721	WE ENERGIES	0WG2141798	NOV 2021 BILLING OWG2141798	12/03/2021	10-55110-2200 LIBRARY UTIL-GAS	143.38	12/03/2021
721	WE ENERGIES	0WG21410401	NOV 2021 BILLING OWG2141040	11/23/2021	12-55500-2200 SR & DISAB UTIL-GAS	66.95	11/23/2021
721	WE ENERGIES	0WG22008951	NOV 2021 BILLING OWG2200895	12/03/2021	12-55500-2200 SR & DISAB UTIL-GAS	12.16	12/03/2021
Total WE ENERGIES:						222.49	
WEST CENTRAL WI SHRM							
726	WEST CENTRAL WI SHRM	12032021	2022 SHRM MEMBERSHIP	12/03/2021	01-51420-3350 CITY CLERK TRAINING	35.00	12/03/2021
Total WEST CENTRAL WI SHRM:						35.00	
WESTPFAHL, BRITTNAY							
897	WESTPFAHL, BRITTNAY	11232021MEA	REIMB. MEAL-TRAINING IN waukesha	11/23/2021	01-52100-3350 LAW ENFORCE TRAINI	29.18	11/18/2021
Total WESTPFAHL, BRITTNAY:						29.18	
WI SCTF							
749	WI SCTF	2412032021	CHILD SUPPORT WITHHOLDINGS CIT	12/03/2021	01-21590 OTHER EMPLOYEE DEDUC	848.08	12/03/2021
749	WI SCTF	552001123202	CHILD SUPPORT WITHHOLDINGS CIT	11/23/2021	01-21590 OTHER EMPLOYEE DEDUC	848.08	11/18/2021
Total WI SCTF:						1,696.16	
ZARNOTH BRUSH WORKS INC							
779	ZARNOTH BRUSH WORKS INC	0187348IN	FILLER HOSE 16	12/10/2021	01-53311-3402 HWY/ST MAINT OP SU	265.95	12/10/2021
Total ZARNOTH BRUSH WORKS INC:						265.95	
Grand Totals:						735,506.95	

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

Gigous, Adam

Koel, Mitchell

Yarrington, Richard

Zabinski, Shawn

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
AIRGAS USA LLC							
24	AIRGAS USA LLC	9984147083	RENT CYL	12/22/2021	01-53311-3402 HWY/ST MAINT OP SU	100.46	
Total AIRGAS USA LLC:						100.46	
ALL AMERICAN DO-IT CENTER							
27	ALL AMERICAN DO-IT CENTER	12222021	Credit	12/22/2021	01-53311-3402 HWY/ST MAINT OP SU	5.97-	
27	ALL AMERICAN DO-IT CENTER	20741/3	Curved end edger	12/22/2021	01-53311-3402 HWY/ST MAINT OP SU	32.28	
Total ALL AMERICAN DO-IT CENTER:						26.31	
ALLIANT ENERGY/WPL							
30	ALLIANT ENERGY/WPL	142424000012	717904307	12/22/2021	10-55110-2210 LIBRARY UTIL-ELECTR	448.30	
30	ALLIANT ENERGY/WPL	470002665122	3219500000	12/22/2021	01-52100-2210 LAW ENFORCE UTIL E	1,329.50	
30	ALLIANT ENERGY/WPL	470005849122	5122340000	12/22/2021	01-55200-2210 OTHER PARKS UTIL-E	29.18	
30	ALLIANT ENERGY/WPL	470006515122	4452240000	12/22/2021	01-55402-2210 AQUATIC CENTER UTI	59.89	
30	ALLIANT ENERGY/WPL	470007232122	2940650000	12/22/2021	01-53311-2210 HWY/ST MAINT UTIL-E	112.08	
30	ALLIANT ENERGY/WPL	470007255122	3966840000	12/22/2021	01-55401-2210 RECREATION PARK U	166.70	
30	ALLIANT ENERGY/WPL	470007256122	5563800000	12/22/2021	01-55401-2210 RECREATION PARK U	27.88	
30	ALLIANT ENERGY/WPL	470007257122	5400530000	12/22/2021	01-55401-2210 RECREATION PARK U	27.88	
30	ALLIANT ENERGY/WPL	470007258122	5276700000	12/22/2021	01-55401-2210 RECREATION PARK U	27.88	
30	ALLIANT ENERGY/WPL	470007284122	8935750000	12/22/2021	01-55401-2210 RECREATION PARK U	32.96	
30	ALLIANT ENERGY/WPL	470009181122	3055000000	12/22/2021	01-53311-2210 HWY/ST MAINT UTIL-E	135.39	
30	ALLIANT ENERGY/WPL	470012854122	7296771925	12/22/2021	01-51600-2210 GENERAL BLDGS UTIL	101.38	
30	ALLIANT ENERGY/WPL	470012863122	4309800000	12/22/2021	01-52200-2210 FIRE PROTECTION UT	170.90	
30	ALLIANT ENERGY/WPL	470012868122	9924620000	12/22/2021	01-53311-2210 HWY/ST MAINT UTIL-E	142.96	
30	ALLIANT ENERGY/WPL	470012913122	5582240000	12/22/2021	01-55401-2210 RECREATION PARK U	29.77	
30	ALLIANT ENERGY/WPL	490000061122	7906820000	12/22/2021	01-55401-2210 RECREATION PARK U	31.58	
30	ALLIANT ENERGY/WPL	6.21220217211	7545230000	12/22/2021	01-53420-2900 STREET LIGHTING SE	10,605.67	
30	ALLIANT ENERGY/WPL	713424917122	3781840000	12/22/2021	01-55200-2210 OTHER PARKS UTIL-E	136.89	
30	ALLIANT ENERGY/WPL	717285418122	0448140000	12/22/2021	01-55401-2210 RECREATION PARK U	910.36	
30	ALLIANT ENERGY/WPL	717486061122	0698200000	11/21/2021	02-56910-2210 LAKE UTIL-ELECTRIC	292.10	
30	ALLIANT ENERGY/WPL	717488440122	5243440000	11/17/2021	01-51600-2210 GENERAL BLDGS UTIL	2,239.92	
30	ALLIANT ENERGY/WPL	718323030122	4819750000	12/22/2021	01-55401-2210 RECREATION PARK U	358.30	
30	ALLIANT ENERGY/WPL	922205080122	9589110000	12/22/2021	01-55200-2210 OTHER PARKS UTIL-E	16.70	
30	ALLIANT ENERGY/WPL	923659079122	7916150000	12/22/2021	01-55401-2210 RECREATION PARK U	121.30	
30	ALLIANT ENERGY/WPL	923659081122	1392750000	12/22/2021	01-55401-2210 RECREATION PARK U	18.61	
30	ALLIANT ENERGY/WPL	923659123122	7625640000	11/24/2021	01-55401-2210 RECREATION PARK U	18.59	
30	ALLIANT ENERGY/WPL	923795021122	923795021	12/22/2021	01-53420-2900 STREET LIGHTING SE	15.55	
30	ALLIANT ENERGY/WPL	923795478122	6863310000	12/22/2021	01-55200-2210 OTHER PARKS UTIL-E	16.70	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
30	ALLIANT ENERGY/WPL	923796100122	1025100000	12/22/2021	01-55200-2210 OTHER PARKS UTIL-E	85.67	
30	ALLIANT ENERGY/WPL	923796102122	6426740000	12/22/2021	01-55200-2210 OTHER PARKS UTIL-E	30.49	
30	ALLIANT ENERGY/WPL	923796103122	2243740000	12/22/2021	01-55401-2210 RECREATION PARK U	18.59	
30	ALLIANT ENERGY/WPL	923796104122	8270300000	12/22/2021	01-55401-2210 RECREATION PARK U	18.59	
30	ALLIANT ENERGY/WPL	923796105122	7845440000	12/22/2021	01-55401-2210 RECREATION PARK U	10.24	
30	ALLIANT ENERGY/WPL	923796407122	0513010000	12/22/2021	01-55401-2210 RECREATION PARK U	18.59	
30	ALLIANT ENERGY/WPL	923796409122	0296130000	12/22/2021	01-55401-2210 RECREATION PARK U	28.68	
30	ALLIANT ENERGY/WPL	923796512122	3774710000	12/22/2021	01-55200-2210 OTHER PARKS UTIL-E	151.00	
30	ALLIANT ENERGY/WPL	923796514122	5096920000	12/22/2021	01-55401-2210 RECREATION PARK U	29.65	
30	ALLIANT ENERGY/WPL	923796515122	7312600000	12/22/2021	01-55401-2210 RECREATION PARK U	21.16	
30	ALLIANT ENERGY/WPL	923796516122	8098330000	12/22/2021	01-55401-2210 RECREATION PARK U	37.43	
30	ALLIANT ENERGY/WPL	923796546122	5491010000	12/22/2021	01-55200-2210 OTHER PARKS UTIL-E	28.19	
30	ALLIANT ENERGY/WPL	923800891122	0108530000	12/22/2021	01-55200-2210 OTHER PARKS UTIL-E	298.06	
30	ALLIANT ENERGY/WPL	923801066122	5683030000	12/22/2021	01-53510-2210 AIRPORT UTIL-ELECT	18.99	
30	ALLIANT ENERGY/WPL	923801067122	3716320000	12/22/2021	01-53510-2210 AIRPORT UTIL-ELECT	19.92	
30	ALLIANT ENERGY/WPL	923801068122	7675010000	12/22/2021	01-53510-2210 AIRPORT UTIL-ELECT	168.35	
30	ALLIANT ENERGY/WPL	923801069122	7132920000	12/22/2021	01-53510-2210 AIRPORT UTIL-ELECT	26.20	
30	ALLIANT ENERGY/WPL	923801314122	1681000000	12/22/2021	01-52900-2210 OTHER PUBLIC SA UTI	18.54	
30	ALLIANT ENERGY/WPL	923806497122	5817900000	12/22/2021	01-55200-2210 OTHER PARKS UTIL-E	90.77	
30	ALLIANT ENERGY/WPL	923806954122	5305120000	12/22/2021	01-55200-2210 OTHER PARKS UTIL-E	16.70	
30	ALLIANT ENERGY/WPL	923806955122	2131000000	12/22/2021	01-55200-2210 OTHER PARKS UTIL-E	23.36	
30	ALLIANT ENERGY/WPL	923806957122	0308030000	12/22/2021	01-55200-2210 OTHER PARKS UTIL-E	64.42	
30	ALLIANT ENERGY/WPL	923807797122	7699530000	12/22/2021	01-55402-2210 AQUATIC CENTER UTI	40.25	
30	ALLIANT ENERGY/WPL	923808316122	9101020000	12/22/2021	03-52300-2210 AMBULANCE UTIL-ELE	354.27	
30	ALLIANT ENERGY/WPL	923808903122	9361920000	12/22/2021	01-53420-2900 STREET LIGHTING SE	28.03	
30	ALLIANT ENERGY/WPL	923809281122	923809281	12/22/2021	01-53420-2900 STREET LIGHTING SE	16.70	
30	ALLIANT ENERGY/WPL	923810007122	5303120000	12/22/2021	01-53420-2900 STREET LIGHTING SE	28.25	
30	ALLIANT ENERGY/WPL	923811338122	0269200000	12/22/2021	01-55200-2210 OTHER PARKS UTIL-E	17.50	
30	ALLIANT ENERGY/WPL	923812734122	7127140000	12/22/2021	01-55200-2210 OTHER PARKS UTIL-E	16.70	
30	ALLIANT ENERGY/WPL	924010965122	0806110000	12/22/2021	01-55200-2210 OTHER PARKS UTIL-E	39.85	
30	ALLIANT ENERGY/WPL	924011839122	6960540000	12/22/2021	01-53311-2210 HWY/ST MAINT UTIL-E	16.81	
30	ALLIANT ENERGY/WPL	924012075122	5730840000	12/22/2021	01-55200-2210 OTHER PARKS UTIL-E	42.56	
30	ALLIANT ENERGY/WPL	927379048122	3229430000	12/22/2021	01-55401-2210 RECREATION PARK U	18.65	
30	ALLIANT ENERGY/WPL	928948588122	1822330000	12/22/2021	01-52100-2210 LAW ENFORCE UTIL E	17.39	
30	ALLIANT ENERGY/WPL	932746111122	6301650000	12/22/2021	01-55200-2210 OTHER PARKS UTIL-E	16.70	
30	ALLIANT ENERGY/WPL	933173660122	7892520000	12/22/2021	01-55200-2210 OTHER PARKS UTIL-E	17.96	
Total ALLIANT ENERGY/WPL:						19,520.13	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
AT&T MOBILITY							
1960	AT&T MOBILITY	287303055944	NOV bill	12/22/2021	01-51600-2230 GENERAL BLDGS UTIL	40.56	
1960	AT&T MOBILITY	287303055944	NOV bill	12/22/2021	01-53311-2230 HWY/ST MAINT UTIL-T	40.56	
1960	AT&T MOBILITY	287303055944	NOV bill	12/22/2021	01-53311-2230 HWY/ST MAINT UTIL-T	36.56	
1960	AT&T MOBILITY	287303055944	NOV bill	12/22/2021	01-52200-2230 FIRE PROTECTION UT	38.99	
1960	AT&T MOBILITY	287303055944	NOV 2021 BILLING	12/22/2021	01-53100-2230 ADMN-HWY/STREET U	27.37	
1960	AT&T MOBILITY	287303055944	NOV 2021 BILLING	12/22/2021	01-53100-2230 ADMN-HWY/STREET U	13.52	
1960	AT&T MOBILITY	287303055944	NOV 2021 BILLING	12/22/2021	01-51415-2230 ADMINISTRATOR UTIL-	45.57	
1960	AT&T MOBILITY	287303055944	NOV 2021 BILLING	12/22/2021	01-52400-2230 INSPECTION UTIL-TEL	40.56	
1960	AT&T MOBILITY	287303055944	NOV 2021 BILLING	12/22/2021	01-52400-2230 INSPECTION UTIL-TEL	36.56	
1960	AT&T MOBILITY	287303055944	NOV 2021 BILLING	12/22/2021	01-52400-2230 INSPECTION UTIL-TEL	40.56	
1960	AT&T MOBILITY	287303055944	NOV 2021 BILLING	12/22/2021	01-55200-2230 OTHER PARKS UTIL-T	36.56	
1960	AT&T MOBILITY	287303055944	NOV 2021 BILLING	12/22/2021	01-55200-2230 OTHER PARKS UTIL-T	36.56	
1960	AT&T MOBILITY	287303055944	NOV 2021 BILLING	12/22/2021	01-15610 DUE FROM WATER	541.76	
1960	AT&T MOBILITY	287303055944	NOV 2021 BILLING	12/22/2021	01-15620 DUE FROM SEWER	129.58	
Total AT&T MOBILITY:						1,105.27	

BAKER & TAYLOR LLC

69	BAKER & TAYLOR LLC	2036258329	BOOKS	10/22/2021	10-55110-3420 LIBRARY ADULT DEPT	114.76	
69	BAKER & TAYLOR LLC	2036258329	BOOKS	10/22/2021	10-55110-3460 LIBRARY CHILDRENS	43.64	
69	BAKER & TAYLOR LLC	2036264269	BOOKS	12/22/2021	10-55110-3460 LIBRARY CHILDRENS	305.17	
69	BAKER & TAYLOR LLC	2036286001	BOOKS	12/22/2021	10-55110-3420 LIBRARY ADULT DEPT	90.48	
69	BAKER & TAYLOR LLC	2036286001	BOOKS	12/22/2021	10-55110-3460 LIBRARY CHILDRENS	121.57	
69	BAKER & TAYLOR LLC	2036313210	BOOKS	12/22/2021	10-55110-3420 LIBRARY ADULT DEPT	24.75	
69	BAKER & TAYLOR LLC	2036313210	BOOKS	12/22/2021	10-55110-3420 LIBRARY ADULT DEPT	19.53	
69	BAKER & TAYLOR LLC	2036313210	BOOKS	12/22/2021	10-55110-3460 LIBRARY CHILDRENS	77.90	
69	BAKER & TAYLOR LLC	2036314483	BOOKS	12/22/2021	10-55110-3460 LIBRARY CHILDRENS	365.35	
69	BAKER & TAYLOR LLC	2036315276	BOOKS	12/22/2021	10-55110-3420 LIBRARY ADULT DEPT	261.78	
69	BAKER & TAYLOR LLC	2036317355	BOOKS	12/22/2021	10-55110-3420 LIBRARY ADULT DEPT	24.74	
69	BAKER & TAYLOR LLC	2036317355	BOOKS	12/22/2021	10-55110-3420 LIBRARY ADULT DEPT	118.21	
69	BAKER & TAYLOR LLC	2036317355	BOOKS	12/22/2021	10-55110-3460 LIBRARY CHILDRENS	50.21	
69	BAKER & TAYLOR LLC	2036337840	BOOKS	12/22/2021	10-55110-3420 LIBRARY ADULT DEPT	67.75	
69	BAKER & TAYLOR LLC	2036337840	BOOKS	12/22/2021	10-55110-3460 LIBRARY CHILDRENS	118.94	
69	BAKER & TAYLOR LLC	2036362931	BOOKS	12/22/2021	10-55110-3420 LIBRARY ADULT DEPT	24.75	
69	BAKER & TAYLOR LLC	2036362931	BOOKS	12/22/2021	10-55110-3420 LIBRARY ADULT DEPT	180.48	
69	BAKER & TAYLOR LLC	2036362931	BOOKS	12/22/2021	10-55110-3460 LIBRARY CHILDRENS	29.36	
69	BAKER & TAYLOR LLC	2036382375	BOOKS	12/22/2021	10-55110-3420 LIBRARY ADULT DEPT	123.32	
69	BAKER & TAYLOR LLC	2036382375	BOOKS	12/22/2021	10-55110-3460 LIBRARY CHILDRENS	93.35	
69	BAKER & TAYLOR LLC	2036392528	BOOKS	12/22/2021	10-55110-3420 LIBRARY ADULT DEPT	31.91	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
Total BAKER & TAYLOR LLC:						2,287.95	
BAYCOM INC							
76	BAYCOM INC	02722L9D4	WIFI ANTENNA CHARGER	12/22/2021	01-57210-8300 LAW ENFORCE EQUIP	1,989.00	
Total BAYCOM INC:						1,989.00	
BOUND TREE MEDICAL LLC							
96	BOUND TREE MEDICAL LLC	84310283	DEXTROSE	12/22/2021	03-52300-3400 AMBULANCE OPERATI	902.94	
Total BOUND TREE MEDICAL LLC:						902.94	
BPA							
2164	BPA	6169	FLEXIBLE SPENDING ACCOUNT ADMI	12/22/2021	01-51980-3400 OTHER GEN. GOV. OP	142.50	
Total BPA:						142.50	
COMPLETE OFFICE OF WISCONSIN INC							
157	COMPLETE OFFICE OF WISCO	232577	OFFICE SUPPLIES	12/22/2021	01-51420-3100 CITY CLERK OFFICE S	146.48	
157	COMPLETE OFFICE OF WISCO	232577	OFFICE SUPPLIES	12/22/2021	01-51520-3100 TREASURER OFFICE	33.47	
Total COMPLETE OFFICE OF WISCONSIN INC:						179.95	
GRAM'S COMPUTER CENTER LLC							
173	GRAM'S COMPUTER CENTER L	5545	FRONT DESK	12/22/2021	03-52300-2900 AMBULANCE SERV CO	84.00	
Total GRAM'S COMPUTER CENTER LLC:						84.00	
CULLIGAN							
29	CULLIGAN	588100180912	BOTTLED WATER	12/22/2021	01-55402-3400 AQUATIC CENTER OP	19.59	
Total CULLIGAN:						19.59	
DEMCO INC							
191	DEMCO INC	7046502	SHORT CLASSIFICATION LABELS	12/22/2021	10-55110-3100 LIBRARY OFFICE SUP	212.35	
Total DEMCO INC:						212.35	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
DIRECTV							
1280	DIRECTV	01391916X211	P&R BILLING NOV2021	12/22/2021	01-55401-3400 RECREATION PARK O	167.24	
Total DIRECTV:						167.24	
DON'S PLUMBING SERVICE INC							
205	DON'S PLUMBING SERVICE INC	S13996	WATER CARE SERVICE	12/22/2021	01-55402-3500 AQUATIC CENTER REP	723.25	
Total DON'S PLUMBING SERVICE INC:						723.25	
ELM USA INC							
211	ELM USA INC	45681	GREEN PAD	12/22/2021	10-55111-3100 LIB TRUST OFFICE SU	44.49	
Total ELM USA INC:						44.49	
EMERGENCY MEDICAL PRODUCTS INC							
216	EMERGENCY MEDICAL PRODU	2300841	AMBULANCE SUPPLIES	12/22/2021	03-52300-3400 AMBULANCE OPERATI	2,375.43	
216	EMERGENCY MEDICAL PRODU	2300842	DILTIAZEM HCL SINGLE DOSE	12/22/2021	03-52300-3400 AMBULANCE OPERATI	57.90	
216	EMERGENCY MEDICAL PRODU	2300843	PDI SUPER SANI CLOTH WIPE	12/22/2021	03-52300-3400 AMBULANCE OPERATI	58.27	
216	EMERGENCY MEDICAL PRODU	2301937	AMBULANCE SUPPLIES	12/22/2021	03-52300-3400 AMBULANCE OPERATI	17.92	
Total EMERGENCY MEDICAL PRODUCTS INC:						2,509.52	
FAIRCHILD EQUIPMENT							
1763	FAIRCHILD EQUIPMENT	A14170	SKYJACK AERIAL LIFTS	12/22/2021	01-53311-2900 HWY/ST MAINT SERV	314.16	
1763	FAIRCHILD EQUIPMENT	A14171	MITSUBISHI	12/22/2021	01-53311-2900 HWY/ST MAINT SERV	208.71	
Total FAIRCHILD EQUIPMENT:						522.87	
GHD SERVICES INC							
275	GHD SERVICES INC	340-0010021	SOLIC WASTE DISP PRO SERVICE TH	12/22/2021	01-53630-2100 SOLID WSTE DISP PR	1,906.78	
Total GHD SERVICES INC:						1,906.78	
GRANGERS LLC							
284	GRANGERS LLC	178670	HUS X GUARD B&C	12/22/2021	01-53645-3400 CHIPPER OPERATING	103.17	
Total GRANGERS LLC:						103.17	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
GUTHRIE FIRE & SECURITY LLC							
296	GUTHRIE FIRE & SECURITY LL	5294871	AMBULANCE SERV	12/22/2021	03-52300-2900 AMBULANCE SERV CO	36.00	
Total GUTHRIE FIRE & SECURITY LLC:						36.00	
HAGEN SPORTS NETWORK							
299	HAGEN SPORTS NETWORK	12222021	VIDEOTAPING COMMITTEE	12/22/2021	01-51410-3200 MAYOR PUB & SUBSC	375.00	
Total HAGEN SPORTS NETWORK:						375.00	
HORST DISTRIBUTING INC							
1401	HORST DISTRIBUTING INC	94085-000	BELT	12/22/2021	01-55200-3500 OTHER PARKS REPAI	64.71	
Total HORST DISTRIBUTING INC:						64.71	
IWORQ SYSTEMS INC							
339	IWORQ SYSTEMS INC	196516	PERMIT MANAGEMENT	12/22/2021	01-52400-2900 INSPECTION SERV CO	3,648.00	
Total IWORQ SYSTEMS INC:						3,648.00	
KWIK TRIP CREDIT DEPT							
375	KWIK TRIP CREDIT DEPT	421945122220	DEC AMBULANCE 2021	12/22/2021	03-52300-3400 AMBULANCE OPERATI	4,371.83	
Total KWIK TRIP CREDIT DEPT:						4,371.83	
LARKIN, MITCHELL							
1700	LARKIN, MITCHELL	12222021	REIMB MILEAGE	12/22/2021	03-52300-3300 AMBULANCE TRAVEL	123.20	
Total LARKIN, MITCHELL:						123.20	
LARKIN'S GMC INC							
387	LARKIN'S GMC INC	79513	FILTER OIL	12/22/2021	01-52200-3500 FIRE PROTECTION RE	431.29	
387	LARKIN'S GMC INC	79651	FILTER OIL	12/22/2021	03-52300-3500 AMBULANCE REPAIR	93.38	
387	LARKIN'S GMC INC	79711	FILTER OIL	12/22/2021	03-52300-3500 AMBULANCE REPAIR	72.38	
Total LARKIN'S GMC INC:						597.05	
LEMONWEIR VALLEY TELEPHONE							
395	LEMONWEIR VALLEY TELEPHO	721400122021	DEC 2021 BILLING PARK &REC	12/22/2021	01-55200-2230 OTHER PARKS UTIL-T	116.72	
395	LEMONWEIR VALLEY TELEPHO	721400122021	DEC 2021 BILLING PARK &REC	12/22/2021	01-55200-2240 OTHER PARKS UTIL-C	116.71	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
Total LEMONWEIR VALLEY TELEPHONE:						233.43	
MAGNESS PIANO SERVICE							
1543	MAGNESS PIANO SERVICE	114496	PIANO HUMIDIFIER	12/22/2021	12-55500-3500 SR & DISAB REPAIR &	131.00	
Total MAGNESS PIANO SERVICE:						131.00	
MEDLINE INDUSTRIES, INC.							
2124	MEDLINE INDUSTRIES, INC.	1976568209	primary 2 ss bcv 20gtt	12/22/2021	03-52300-3400 AMBULANCE OPERATI	425.73	
Total MEDLINE INDUSTRIES, INC.:						425.73	
MISSISSIPPI WELDERS SUPPLY COMPANY INC							
442	MISSISSIPPI WELDERS SUPPL	451995	AMBULANCE SUPPLIES	12/22/2021	03-52300-3400 AMBULANCE OPERATI	156.45	
Total MISSISSIPPI WELDERS SUPPLY COMPANY INC:						156.45	
MONROE CO SOLID WASTE							
461	MONROE CO SOLID WASTE	12222021	oct 2021 SOLID WASTE DISP	12/22/2021	01-53630-5300 SOLID WSTE DISP RE	14,199.00	
Total MONROE CO SOLID WASTE:						14,199.00	
NAPA - CENTRAL WISCONSIN AUTO PARTS							
475	NAPA - CENTRAL WISCONSIN A	615786	NAPA STARTRITE BATTERY BCI	11/23/2021	03-52300-3500 AMBULANCE REPAIR	108.50	
475	NAPA - CENTRAL WISCONSIN A	615823	CREDIT CORE DEPOSIT	11/23/2021	03-52300-3500 AMBULANCE REPAIR	10.00-	
475	NAPA - CENTRAL WISCONSIN A	616738	BUGS B GONE GALLON	11/23/2021	03-52300-3400 AMBULANCE OPERATI	59.98	
Total NAPA - CENTRAL WISCONSIN AUTO PARTS:						158.48	
PITNEY BOWES INC							
525	PITNEY BOWES INC	3314711945	NOV INVOICE	12/22/2021	01-51420-2900 CITY CLERK SERV CO	213.30	
Total PITNEY BOWES INC:						213.30	
QUILL CORPORATION							
538	QUILL CORPORATION	21189137	10 INCH PAPER	12/22/2021	03-52300-3400 AMBULANCE OPERATI	193.98	
Total QUILL CORPORATION:						193.98	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
RICK'S CERTIFIED AUTO OF TOMAH LLC							
555	RICK'S CERTIFIED AUTO OF TO	72532	ACETYLENE	12/22/2021	01-53311-3402 HWY/ST MAINT OP SU	99.15	
Total RICK'S CERTIFIED AUTO OF TOMAH LLC:						99.15	
SECURIAN FINANCIAL GROUP INC							
577	SECURIAN FINANCIAL GROUP I	12222021	WISCONSIN PUBLIC EMPLOYERS GR	12/22/2021	01-21530 LIFE INSURANCE PAYABLE	2,551.39	
Total SECURIAN FINANCIAL GROUP INC:						2,551.39	
THE STATION FLORAL & GIFTS LLC							
622	THE STATION FLORAL & GIFTS	1512222021	FRESH ARRANGEMENT-LADENE ZABI	12/22/2021	01-51100-3400 LEGISLATIVE OPERATI	60.00	
Total THE STATION FLORAL & GIFTS LLC:						60.00	
TOMAH WATER & SEWER UTILITY							
658	TOMAH WATER & SEWER UTILI	122020211751	BRANDON ST WINNEBAGO PARK	12/20/2021	01-55200-2220 OTHER PARKS UTIL-W	51.98	
658	TOMAH WATER & SEWER UTILI	122020211867	N GLENDALE AVE BASEBALL PARK	12/20/2021	01-55300-2220 REC PROGRAMS UTIL	41.61	
658	TOMAH WATER & SEWER UTILI	122020211917	EXHIBIT BLDG	12/20/2021	01-55401-2220 RECREATION PARK U	129.02	
658	TOMAH WATER & SEWER UTILI	122020211917.	REC PARK GRANDSTAND	12/20/2021	01-55401-2220 RECREATION PARK U	23.77	
658	TOMAH WATER & SEWER UTILI	122020211917.	REC PARK TRAILER HOOKUP	12/20/2021	01-55401-2220 RECREATION PARK U	25.36	
658	TOMAH WATER & SEWER UTILI	122020211917.	REC PARK GRIDIRON STAND	12/20/2021	01-55401-2220 RECREATION PARK U	23.77	
658	TOMAH WATER & SEWER UTILI	122020211917.	REC PARK HYDRANT	12/20/2021	01-55401-2220 RECREATION PARK U	7.87	
658	TOMAH WATER & SEWER UTILI	122020211945	PARKVIEW DR LAKE PARK	12/20/2021	01-55200-2220 OTHER PARKS UTIL-W	41.61	
658	TOMAH WATER & SEWER UTILI	122020212049	316 ARTHUR ST NS FIRE STN	12/20/2021	01-52200-2220 FIRE PROTECTION UT	34.14	
658	TOMAH WATER & SEWER UTILI	122020212050	515 E MONOWAU ST SHOP GARAGE	12/20/2021	01-53311-2220 HWY/ST MAINT UTIL-W	280.12	
658	TOMAH WATER & SEWER UTILI	122020212064	REC PARK OFFICE	12/20/2021	01-55401-2220 RECREATION PARK U	118.65	
658	TOMAH WATER & SEWER UTILI	122020212067	819 SUPERIOR AVE	12/20/2021	01-51600-2220 GENERAL BLDGS UTIL	230.23	
658	TOMAH WATER & SEWER UTILI	122020212196.	707 N WOODARD AVE	12/20/2021	01-55401-2220 RECREATION PARK U	62.35	
658	TOMAH WATER & SEWER UTILI	122020212263.	1000 EAST AVENUE WAREHOUSE	12/20/2021	01-53311-2220 HWY/ST MAINT UTIL-W	83.09	
658	TOMAH WATER & SEWER UTILI	122020212289	KING AVE FIREMENS PARK	12/20/2021	01-55200-2220 OTHER PARKS UTIL-W	86.32	
658	TOMAH WATER & SEWER UTILI	122020212289.	FIREMANS PARK RESTROOM	12/20/2021	01-55200-2220 OTHER PARKS UTIL-W	41.61	
658	TOMAH WATER & SEWER UTILI	122020212373	CONCESSION STD GLENDALE AVE	12/20/2021	01-55300-2220 REC PROGRAMS UTIL	86.32	
658	TOMAH WATER & SEWER UTILI	122020212541	MILWAUKEE ST FOUNTAIN	12/20/2021	01-53311-2220 HWY/ST MAINT UTIL-W	22.60	
658	TOMAH WATER & SEWER UTILI	122020212547	BUTTS PARK	12/20/2021	01-55200-2220 OTHER PARKS UTIL-W	23.77	
658	TOMAH WATER & SEWER UTILI	122020212600	WINNEBAGO PARK RESTROOMS	12/20/2021	01-55200-2220 OTHER PARKS UTIL-W	23.77	
658	TOMAH WATER & SEWER UTILI	122020212630	RE PARK SHOWER	12/20/2021	01-55401-2220 RECREATION PARK U	41.61	
658	TOMAH WATER & SEWER UTILI	122020212631	REC PARK DUMP STATION EAST MTR	12/20/2021	01-55401-2220 RECREATION PARK U	23.77	
658	TOMAH WATER & SEWER UTILI	122020212631.	REC PARK DUMP STATION WEST MTR	12/20/2021	01-55401-2220 RECREATION PARK U	23.77	
658	TOMAH WATER & SEWER UTILI	122020212901.	1140 E CLIFTON ST	12/20/2021	01-53510-2220 AIRPORT UTIL-W&S	23.77	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
658	TOMAH WATER & SEWER UTILI	122020212943	318 ARTHUR ST	12/20/2021	03-52300-2220 AMBULANCE UTIL-W&	114.20	
658	TOMAH WATER & SEWER UTILI	122020212967	REC BUILDING	12/20/2021	01-55401-2220 RECREATION PARK U	222.35	
658	TOMAH WATER & SEWER UTILI	122020213114	VETERANS PARK CONCESSION	12/20/2021	01-55200-2220 OTHER PARKS UTIL-W	27.14	
658	TOMAH WATER & SEWER UTILI	122020213255	MULTI PURPOSE BLDG TEC PARK	12/20/2021	01-55401-2220 RECREATION PARK U	492.90	
658	TOMAH WATER & SEWER UTILI	122020213304	CITY POOL COMPLEX	12/20/2021	01-55402-2220 AQUATIC CENTER UTI	1,144.90	
658	TOMAH WATER & SEWER UTILI	122020213330	POLICE SAFETY BUILDING	12/20/2021	01-52100-2220 LAW ENFORCE UTIL W	207.87	
658	TOMAH WATER & SEWER UTILI	122020213353	400 BLK SUPERIOR SPRINKLERS	12/20/2021	01-55200-2220 OTHER PARKS UTIL-W	23.77	
658	TOMAH WATER & SEWER UTILI	122020213439	MULTI PURPOSE BLDG ADDITION	12/20/2021	01-55401-2220 RECREATION PARK U	148.54	
658	TOMAH WATER & SEWER UTILI	122020213521	CITY POOL SPLASHPAD	12/20/2021	01-55402-2220 AQUATIC CENTER UTI	62.28	
658	TOMAH WATER & SEWER UTILI	12202021671.0	1004 Superior Ave	12/20/2021	01-51600-2220 GENERAL BLDGS UTIL	23.77	
658	TOMAH WATER & SEWER UTILI	12202021809.0	1220 SUPERIOR AVE	12/20/2021	01-55200-2220 OTHER PARKS UTIL-W	93.46	
658	TOMAH WATER & SEWER UTILI	12202021854	PARKWAYS	12/20/2021	01-55200-2220 OTHER PARKS UTIL-W	81.60	
658	TOMAH WATER & SEWER UTILI	12202021854.0	STREET SWEEPING	12/20/2021	01-53311-2220 HWY/ST MAINT UTIL-W	22.60	
658	TOMAH WATER & SEWER UTILI	12202021967.0	329 E MILWAUKEE ST	12/20/2021	01-53311-2220 HWY/ST MAINT UTIL-W	23.77	
658	TOMAH WATER & SEWER UTILI	21891221	DEC BIL	12/22/2021	10-55110-2220 LIBRARY UTIL-W&S	129.02	
658	TOMAH WATER & SEWER UTILI	5403.012332	DEC INV	12/22/2021	12-55500-2220 SR & DISAB UTIL-W&S	75.62	
658	TOMAH WATER & SEWER UTILI	67101.01	DEC HUD	12/22/2021	12-55500-2220 SR & DISAB UTIL-W&S	34.14	
Total TOMAH WATER & SEWER UTILITY:						4,478.81	
TOMAH WELDING & STEEL SUPPLY LLC							
660	TOMAH WELDING & STEEL SUP	19350	SERVICE CALL	12/22/2021	10-55110-3100 LIBRARY OFFICE SUP	125.00	
660	TOMAH WELDING & STEEL SUP	19445	FLAT	12/22/2021	01-53311-3502 HWY/ST MAINT REP/M	12.00	
Total TOMAH WELDING & STEEL SUPPLY LLC:						137.00	
VERIZON							
699	VERIZON	9889482399	JUNE 2021 SHARED BILLING	12/22/2021	01-55200-2230 OTHER PARKS UTIL-T	215.05	
699	VERIZON	9891680044	NOV 2021 SHARED BILLING	12/22/2021	01-55200-2230 OTHER PARKS UTIL-T	198.80	
699	VERIZON	9893899107	NOV BILLING	12/22/2021	01-55200-2230 OTHER PARKS UTIL-T	413.67	
Total VERIZON:						827.52	
WE ENERGIES							
721	WE ENERGIES	OWG10072551	DEC 2021 BILLING OWG1007255	12/22/2021	01-55200-2200 OTHER PARKS UTIL-G	159.80	
721	WE ENERGIES	OWG11951891	DEC 2021 BILLING OWG1195189	12/22/2021	01-55402-2200 AQUATIC CENTER UTI	10.56	
721	WE ENERGIES	OWG13681911	OWG1368191	12/22/2021	01-55200-2200 OTHER PARKS UTIL-G	10.56	
721	WE ENERGIES	OWG16708931	OWG1670893	12/22/2021	01-55401-2200 RECREATION PARK U	616.21	
721	WE ENERGIES	OWG20293991	OWG2029399	12/22/2021	01-55401-2200 RECREATION PARK U	867.49	
721	WE ENERGIES	OWG2141798	DEC 2021 BILLING OWG2141798	12/22/2021	10-55110-2200 LIBRARY UTIL-GAS	447.31	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
721	WE ENERGIES	OWG24064141	DEC 2021 BILLING OWG2406414	12/22/2021	01-55401-2200 RECREATION PARK U	1,073.08	
721	WE ENERGIES	OWG26079841	DEC 2021 BILLING OWG2607984	12/22/2021	01-55200-2200 OTHER PARKS UTIL-G	209.17	
721	WE ENERGIES	OWG26080791	DEC 2021 BILLING OWG2608079	12/22/2021	01-55200-2200 OTHER PARKS UTIL-G	347.71	
Total WE ENERGIES:						3,741.89	
WESTERN TECHNICAL COLLEGE							
728	WESTERN TECHNICAL COLLEG	IN11051	BLS HEALTHCARE	12/22/2021	03-52300-3350 AMBULANCE TRAININ	54.00	
Total WESTERN TECHNICAL COLLEGE:						54.00	
WI DEPT OF JUSTICE-CIB WORCS							
1184	WI DEPT OF JUSTICE-CIB WOR	12222021	DEC 2021 RECORD CHECKS-ACCT#G	12/22/2021	01-51420-3200 CITY CLERK PUB & SU	154.00	
Total WI DEPT OF JUSTICE-CIB WORCS:						154.00	
WIL-KIL PEST CONTROL							
754	WIL-KIL PEST CONTROL	43047121	COMMERICAL MONTHLY CHARGE	12/22/2021	10-55110-2900 LIBRARY SERV CONTR	75.00	
Total WIL-KIL PEST CONTROL:						75.00	
ZARNOTH BRUSH WORKS INC							
779	ZARNOTH BRUSH WORKS INC	018706	WAFER BR	12/22/2021	01-55200-3400 OTHER PARKS OPERA	1,008.00	
Total ZARNOTH BRUSH WORKS INC:						1,008.00	
ZINGLER MARKETING LLC							
782	ZINGLER MARKETING LLC	7473	HIGH TACK WALL VINYL	12/22/2021	01-52100-3400 LAW ENFORCE OPER	87.00	
Total ZINGLER MARKETING LLC:						87.00	
Grand Totals:						70,748.69	

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

Gigous, Adam

Koel, Mitchell

Yarrington, Richard

Zabinski, Shawn

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Renewal of Airport Leases – Bloyer Field

Summary and Background Information:

(Appropriate Documentation Attached)

The Public Works & Utilities Commission have reviewed the attached leases which were drafted by City Attorney Precour. Rents will remain constant for 2022, 2023 and 2024 at which time rates will again be reviewed.

The following leases are presented for approval:

- Austin-Baumgarten, Inc. - Hangar No. 12
- Joseph Bohm - Hangar No. 9
- Douglas Duncan - Hangar No. 14
- Todd Potter - Hangar No. 13
- Mark Kenworthy - Hangar No. 11

Fiscal Note:

Recommendation:

It is requested that the Committee of the Whole recommend the Common Council approve the lease agreements as presented.

Becki Weyer

12/14/2021
 Rebecca Weyer, City Clerk Date

Committee: Committee of the Whole / Common Council

Meeting Date: December 20, 2021 / December 21, 2021

LEASE AGREEMENT

THIS LEASE made by and between the **CITY OF TOMAH**, a Municipal Corporation, hereinafter called **LESSOR**, party of the first part, and **JOSEPH BOHM** hereinafter called **LESSEE**, party of the second part.

WITNESSETH:

WHEREAS, the **LESSOR** owns and operates an airport known as the Bloyer Field and said **LESSEE** is desirous of leasing from the **LESSOR** a certain parcel of land on the said airport, hereinafter more fully described, for the purpose of aircraft storage; and

WHEREAS, the **LESSEE** will use the below described property for the purpose of storing aircraft and shall conduct only such aircraft maintenance on its own aircraft.

NOW, THEREFORE, for and in consideration of the rental charges, covenants, and agreements herein contained, **LESSOR** does hereby lease, demise and let unto **LESSEE** the following described premises located at Bloyer Field in the City of Tomah, Monroe County, Wisconsin, to wit:

Lot 4, Bloyer Field Airport property a/k/a Hangar No. 9

upon the following terms and conditions:

TERM: This Lease shall be for a term of three (3) years commencing on the 1st day of January, 2022. At the expiration of said three-year term this Lease shall automatically renew itself on the same terms and conditions, rental rate excluded, unless either party provides thirty (30) days notice prior to the date of expiration of its intent to terminate.

RENT: **LESSEE** agrees to pay to **LESSOR** the sum of Two Hundred Twenty and 00/100 (\$220.00) Dollars per year. **LESSOR** reserves the right to change the rental rate on the demised premises at any time provided **LESSOR** gives **LESSEE** thirty (30) days written notice

of the change.

MAINTENANCE OF BUILDING: LESSEE shall maintain the structures occupied by LESSEE and the surrounding land premises in good order and make such repairs as are necessary. In the event of fire or any other casualty to structures owned by the LESSEE, the LESSEE shall either repair or replace the building or remove the damaged building and restore the leased area to its original condition; such action must be accomplished within 120 days of the date the damage occurred, weather permitting.

NON-EXCLUSIVE USE: The LESSEE shall have the right to the non-exclusive use, in common with others, of the airport parking areas, appurtenances and improvements thereon; the right to install, operate, maintain and store, subject to the approval of the LESSOR in the interests of safety and convenience of all LESSEE'S aircraft, the right of ingress to and egress from the demised premises, which right shall extend to LESSEE'S employees, guests, and patrons; the right, in common with others authorized to do so, to use common areas of the airport, including runways, taxiways, aprons, roadways, and other conveniences for the take-off, flying and landing of aircraft.

INSURANCE: LESSEE agrees to provide LESSOR with a policy of comprehensive liability insurance. Such policy shall be issued by a company licensed to do business in Wisconsin and shall insure the LESSEE against loss from liability for property damage and for injury or death of any person, in an amount agreed to by the parties. LESSEE shall further be responsible for providing insurance on any property owned by LESSEE located within the demised premises.

NON-LIABILITY OF LESSOR FOR DAMAGE: LESSOR will not be liable for any liability or damage claims, for injury to person or property from any cause relating to the

occupancy of the premises by **LESSEE**. **LESSEE** shall indemnify **LESSOR** from all liability, loss or other damages, claims or obligations resulting from any injuries or losses of any nature.

COMPLIANCE: **LESSEE** shall comply with all Federal, State and local laws, regulations and ordinances.

SIGNS: **LESSEE** shall not erect any signs or advertising matter without the consent of **LESSOR**.

CARE OF PREMISES: **LESSEE** agrees to keep the premises in good repair and reasonably clean at **LESSEE'S** expense. **LESSOR** shall have the right to inspect the premises at all reasonable times. It is understood that **LESSEE** may store an airplane and related items on the premises. Storage of any other items shall not be permitted absent written consent by **LESSOR**.

TAXES. The **LESSEE** shall pay all taxes or assessments that may be levied against the personal property of the **LESSEE** or the building erected on the leased property.

ABANDONMENT OF PREMISES: If **LESSEE** shall abandon or vacate the premises, **LESSOR** may re-let the premises for such rent and upon such terms as **LESSOR** may deem fit.

DEFAULT: The **LESSEE** shall be deemed in default upon:

- a. Failure to pay rent within 30 days after due date;
- b. The filing of a petition under the Federal Bankruptcy Act or any amendment thereto including a petition for reorganization or an arrangement;
- c. The commencement of a proceeding for dissolution or for the appointment of a receiver;
- d. The making of an assignment for the benefit of creditors;
- e. Violation of any restrictions in this Lease, or failure to keep any of its covenants after written notice to cease such violation within thirty days.

Default by the **LESSEE** shall authorize the **LESSOR**, at its option and without legal proceedings, to declare this Lease void, cancel the same, and re-enter and take possession of the premises.

TITLE: Title to the building erected by the **LESSEE** shall remain with the **LESSEE** and shall be transferable. Notwithstanding the foregoing, in the event the Lease is terminated, title to said building shall automatically transfer to **LESSOR** at no cost.

SNOW REMOVAL: The **LESSOR** agrees to provide snow removal services to the **LESSEE'S** leased premises in the hangar area except within three (3) feet of hangar door. Such snow removal shall be accomplished only after all runways, apron, and primary taxiways have been first cleared.

LEASE TRANSFER: The **LESSEE** may not, at any time during the time of this Lease, assign, hypothecate or transfer this agreement or any interest therein, without the consent of the **LESSOR**, which consent will not be unreasonably withheld.

AIRPORT DEVELOPMENT: The **LESSOR** reserves the right to further develop or improve the airport as it sees fit, regardless of the desires or views of the **LESSEE**, and without interference or hindrance. If the development of the airport requires the relocation of the **LESSEE**, the **LESSOR**, in its sole option, agrees to either (1) provide a compatible location as determined by **LESSOR** and agrees to relocate the building to that location at no cost to the **LESSEE**, or (2) pay **LESSEE** the fair market value for the **LESSEE'S** building, at which time the Lease shall immediately terminate.

AIRPORT ABANDONMENT: If the airport is abandoned, the **LESSOR**, in its sole option, agrees to do either of the following:

- A. Provide a compatible site as determined by **LESSOR** at a new location and agrees to relocate the building to said location at no cost to the **LESSEE**, or
- B. Terminate the Lease and pay the **LESSEE** an amount determined as follows:
 - (1) If owned by an individual or business entity and not subject to depreciation or business write off:

(a) Payment of 100% of the original construction cost if abandoned within the first ten (10) years after construction;

(b) Payment of 75% of the original construction cost if abandoned within years 11-20 after construction;

(c) Payment of 50% of the original construction cost if abandoned after the 20th year after construction.

(2) If owned by an individual or business entity and hangar is subject to depreciation or business write-off:

(a) Payment of 100% of the depreciated value if abandoned within the first ten (10) years after construction;

(b) Payment of 75% of the depreciated value if abandoned within years 11-20 after construction;

(c) Payment of 50% of the depreciated value if abandoned after the 20th year after construction.

(3) Sale/Transfer:

(a) In the event an owner of a non-depreciated hangar sells or transfer the hangar to a third party where no depreciation, the new owner shall continue with the same schedule of the then existing owner with the original construction date controlling;

(b) In the event a depreciated owner sells or transfers to a non-depreciated owner, the new owner's schedule shall commence at the original construction date and at the original construction cost;

(c) In the event a non-depreciated owner sells or transfers to a depreciated owner, the new owner's schedule shall commence on the date of sale with the purchase price controlling.

SUBORDINATION CLAUSE: This Lease shall be subordinate to the provisions of any existing or future agreement between the **LESSOR** and the United States or the State of Wisconsin relative to the operation or maintenance of the airport, the execution of which has been or may be required as a condition precedent to the expenditure of federal or state funds for the development of the airport. Furthermore, this Lease may be amended to include provisions required by those agreements with the United States or the State of Wisconsin.

SUB-LETTING: LESSEE may not assign or sub-let this Lease without the express written consent of LESSOR.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals all as of the day and year first above written.

**LESSOR:
CITY OF TOMAH**

Dated: _____ BY: _____(SEAL)
*

Dated: _____ BY: _____(SEAL)
*

**LESSEE:
JOSEPH BOHM**

Dated: _____ (SEAL)

LEASE AGREEMENT

THIS LEASE made by and between the **CITY OF TOMAH**, a Municipal Corporation, hereinafter called **LESSOR**, party of the first part, and **MARK KENWORTHY** hereinafter called **LESSEE**, party of the second part.

WITNESSETH:

WHEREAS, the **LESSOR** owns and operates an airport known as the Bloyer Field and said **LESSEE** is desirous of leasing from the **LESSOR** a certain parcel of land on the said airport, hereinafter more fully described, for the purpose of aircraft storage; and

WHEREAS, the **LESSEE** will use the below described property for the purpose of storing aircraft and shall conduct only such aircraft maintenance on its own aircraft.

NOW, THEREFORE, for and in consideration of the rental charges, covenants, and agreements herein contained, **LESSOR** does hereby lease, demise and let unto **LESSEE** the following described premises located at Bloyer Field in the City of Tomah, Monroe County, Wisconsin, to wit:

Lot 3, Bloyer Field Airport property (per attached map) a/k/a Hangar No. 11 upon the following terms and conditions:

TERM: This Lease shall be for a term of three (3) years commencing on the 1st day of January, 2022. At the expiration of said three-year term this Lease shall automatically renew itself on the same terms and conditions, rental rate excluded, unless either party provides thirty (30) days notice prior to the date of expiration of its intent to terminate.

RENT: **LESSEE** agrees to pay to **LESSOR** the sum of Two Hundred Twenty and 00/100 (\$220.00) Dollars per year. **LESSOR** reserves the right to change the rental rate on the demised premises at any time provided **LESSOR** gives **LESSEE** thirty (30) days written notice

of the change.

MAINTENANCE OF BUILDING: LESSEE shall maintain the structures occupied by LESSEE and the surrounding land premises in good order and make such repairs as are necessary. In the event of fire or any other casualty to structures owned by the LESSEE, the LESSEE shall either repair or replace the building or remove the damaged building and restore the leased area to its original condition; such action must be accomplished within 120 days of the date the damage occurred, weather permitting.

NON-EXCLUSIVE USE: The LESSEE shall have the right to the non-exclusive use, in common with others, of the airport parking areas, appurtenances and improvements thereon; the right to install, operate, maintain and store, subject to the approval of the LESSOR in the interests of safety and convenience of all LESSEE’S aircraft, the right of ingress to and egress from the demised premises, which right shall extend to LESSEE’S employees, guests, and patrons; the right, in common with others authorized to do so, to use common areas of the airport, including runways, taxiways, aprons, roadways, and other conveniences for the take-off, flying and landing of aircraft.

INSURANCE: LESSEE agrees to provide LESSOR with a policy of comprehensive liability insurance. Such policy shall be issued by a company licensed to do business in Wisconsin and shall insure the LESSEE against loss from liability for property damage and for injury or death of any person, in an amount agreed to by the parties. LESSEE shall further be responsible for providing insurance on any property owned by LESSEE located within the demised premises.

NON-LIABILITY OF LESSOR FOR DAMAGE: LESSOR will not be liable for any liability or damage claims, for injury to person or property from any cause relating to the

occupancy of the premises by **LESSEE**. **LESSEE** shall indemnify **LESSOR** from all liability, loss or other damages, claims or obligations resulting from any injuries or losses of any nature.

COMPLIANCE: **LESSEE** shall comply with all Federal, State and local laws, regulations and ordinances.

SIGNS: **LESSEE** shall not erect any signs or advertising matter without the consent of **LESSOR**.

CARE OF PREMISES: **LESSEE** agrees to keep the premises in good repair and reasonably clean at **LESSEE'S** expense. **LESSOR** shall have the right to inspect the premises at all reasonable times. It is understood that **LESSEE** may store an airplane and related items on the premises. Storage of any other items shall not be permitted absent written consent by **LESSOR**.

TAXES. The **LESSEE** shall pay all taxes or assessments that may be levied against the personal property of the **LESSEE** or the building erected on the leased property.

ABANDONMENT OF PREMISES: If **LESSEE** shall abandon or vacate the premises, **LESSOR** may re-let the premises for such rent and upon such terms as **LESSOR** may deem fit.

DEFAULT: The **LESSEE** shall be deemed in default upon:

- a. Failure to pay rent within 30 days after due date;
- b. The filing of a petition under the Federal Bankruptcy Act or any amendment thereto including a petition for reorganization or an arrangement;
- c. The commencement of a proceeding for dissolution or for the appointment of a receiver;
- d. The making of an assignment for the benefit of creditors;
- e. Violation of any restrictions in this Lease, or failure to keep any of its covenants after written notice to cease such violation within thirty days.

Default by the **LESSEE** shall authorize the **LESSOR**, at its option and without legal proceedings, to declare this Lease void, cancel the same, and re-enter and take possession of the premises.

TITLE: Title to the building erected by the **LESSEE** shall remain with the **LESSEE** and shall be transferable. Notwithstanding the foregoing, in the event the Lease is terminated, title to said building shall automatically transfer to **LESSOR** at no cost.

SNOW REMOVAL: The **LESSOR** agrees to provide snow removal services to the **LESSEE'S** leased premises in the hangar area except within three (3) feet of hangar door. Such snow removal shall be accomplished only after all runways, apron, and primary taxiways have been first cleared.

LEASE TRANSFER: The **LESSEE** may not, at any time during the time of this Lease, assign, hypothecate or transfer this agreement or any interest therein, without the consent of the **LESSOR**, which consent will not be unreasonably withheld.

AIRPORT DEVELOPMENT: The **LESSOR** reserves the right to further develop or improve the airport as it sees fit, regardless of the desires or views of the **LESSEE**, and without interference or hindrance. If the development of the airport requires the relocation of the **LESSEE**, the **LESSOR**, in its sole option, agrees to either (1) provide a compatible location as determined by **LESSOR** and agrees to relocate the building to that location at no cost to the **LESSEE**, or (2) pay **LESSEE** the fair market value for the **LESSEE'S** building, at which time the Lease shall immediately terminate.

AIRPORT ABANDONMENT: If the airport is abandoned, the **LESSOR**, in its sole option, agrees to do either of the following:

- A. Provide a compatible site as determined by **LESSOR** at a new location and agrees to relocate the building to said location at no cost to the **LESSEE**, or
- B. Terminate the Lease and pay the **LESSEE** an amount determined as follows:
 - (1) If owned by an individual or business entity and not subject to depreciation or business write off:

(a) Payment of 100% of the original construction cost if abandoned within the first ten (10) years after construction;

(b) Payment of 75% of the original construction cost if abandoned within years 11-20 after construction;

(c) Payment of 50% of the original construction cost if abandoned after the 20th year after construction.

(2) If owned by an individual or business entity and hangar is subject to depreciation or business write-off:

(a) Payment of 100% of the depreciated value if abandoned within the first ten (10) years after construction;

(b) Payment of 75% of the depreciated value if abandoned within years 11-20 after construction;

(c) Payment of 50% of the depreciated value if abandoned after the 20th year after construction.

(3) Sale/Transfer:

(a) In the event an owner of a non-depreciated hangar sells or transfer the hangar to a third party where no depreciation, the new owner shall continue with the same schedule of the then existing owner with the original construction date controlling;

(b) In the event a depreciated owner sells or transfers to a non-depreciated owner, the new owner's schedule shall commence at the original construction date and at the original construction cost;

(c) In the event a non-depreciated owner sells or transfers to a depreciated owner, the new owner's schedule shall commence on the date of sale with the purchase price controlling.

SUBORDINATION CLAUSE: This Lease shall be subordinate to the provisions of any existing or future agreement between the **LESSOR** and the United States or the State of Wisconsin relative to the operation or maintenance of the airport, the execution of which has been or may be required as a condition precedent to the expenditure of federal or state funds for the development of the airport. Furthermore, this Lease may be amended to include provisions required by those agreements with the United States or the State of Wisconsin.

SUB-LETTING: LESSEE may not assign or sub-let this Lease without the express written consent of LESSOR.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals all as of the day and year first above written.

**LESSOR:
CITY OF TOMAH**

Dated: _____ BY: _____ (SEAL)
*

Dated: _____ BY: _____ (SEAL)
*

**LESSEE:
MARK KENWORTHY**

Dated: _____ BY: _____ (SEAL)

LEASE AGREEMENT

THIS LEASE made by and between the **CITY OF TOMAH**, a Municipal Corporation, hereinafter called **LESSOR**, party of the first part, and **TODD POTTER** hereinafter called **LESSEE**, party of the second part.

WITNESSETH:

WHEREAS, the **LESSOR** owns and operates an airport known as the Bloyer Field and said **LESSEE** is desirous of leasing from the **LESSOR** a certain parcel of land on the said airport, hereinafter more fully described, for the purpose of aircraft storage; and

WHEREAS, the **LESSEE** will use the below described property for the purpose of storing aircraft and shall conduct only such aircraft maintenance on its own aircraft.

NOW, THEREFORE, for and in consideration of the rental charges, covenants, and agreements herein contained, **LESSOR** does hereby lease, demise and let unto **LESSEE** the following described premises located at Bloyer Field in the City of Tomah, Monroe County, Wisconsin, to wit:

Lot 11, Bloyer Field Airport property a/k/a Hangar No. 13 upon the following terms and conditions:

TERM: This Lease shall be for a term of three (3) years commencing on the 1st day of January, 2022. At the expiration of said three-year term this Lease shall automatically renew itself on the same terms and conditions, rental rate excluded, unless either party provides thirty (30) days notice prior to the date of expiration of its intent to terminate.

RENT: **LESSEE** agrees to pay to **LESSOR** the sum of Two Hundred Twenty and 00/100 (\$220.00) Dollars per year. **LESSOR** reserves the right to change the rental rate on the demised premises at any time provided **LESSOR** gives **LESSEE** thirty (30) days written notice

of the change.

MAINTENANCE OF BUILDING: LESSEE shall maintain the structures occupied by LESSEE and the surrounding land premises in good order and make such repairs as are necessary. In the event of fire or any other casualty to structures owned by the LESSEE, the LESSEE shall either repair or replace the building or remove the damaged building and restore the leased area to its original condition; such action must be accomplished within 120 days of the date the damage occurred, weather permitting.

NON-EXCLUSIVE USE: The LESSEE shall have the right to the non-exclusive use, in common with others, of the airport parking areas, appurtenances and improvements thereon; the right to install, operate, maintain and store, subject to the approval of the LESSOR in the interests of safety and convenience of all LESSEE'S aircraft, the right of ingress to and egress from the demised premises, which right shall extend to LESSEE'S employees, guests, and patrons; the right, in common with others authorized to do so, to use common areas of the airport, including runways, taxiways, aprons, roadways, and other conveniences for the take-off, flying and landing of aircraft.

INSURANCE: LESSEE agrees to provide LESSOR with a policy of comprehensive liability insurance. Such policy shall be issued by a company licensed to do business in Wisconsin and shall insure the LESSEE against loss from liability for property damage and for injury or death of any person, in an amount agreed to by the parties. LESSEE shall further be responsible for providing insurance on any property owned by LESSEE located within the demised premises.

NON-LIABILITY OF LESSOR FOR DAMAGE: LESSOR will not be liable for any liability or damage claims, for injury to person or property from any cause relating to the

occupancy of the premises by **LESSEE**. **LESSEE** shall indemnify **LESSOR** from all liability, loss or other damages, claims or obligations resulting from any injuries or losses of any nature.

COMPLIANCE: **LESSEE** shall comply with all Federal, State and local laws, regulations and ordinances.

SIGNS: **LESSEE** shall not erect any signs or advertising matter without the consent of **LESSOR**.

CARE OF PREMISES: **LESSEE** agrees to keep the premises in good repair and reasonably clean at **LESSEE'S** expense. **LESSOR** shall have the right to inspect the premises at all reasonable times. It is understood that **LESSEE** may store an airplane and related items on the premises. Storage of any other items shall not be permitted absent written consent by **LESSOR**.

TAXES. The **LESSEE** shall pay all taxes or assessments that may be levied against the personal property of the **LESSEE** or the building erected on the leased property.

ABANDONMENT OF PREMISES: If **LESSEE** shall abandon or vacate the premises, **LESSOR** may re-let the premises for such rent and upon such terms as **LESSOR** may deem fit.

DEFAULT: The **LESSEE** shall be deemed in default upon:

- a. Failure to pay rent within 30 days after due date;
- b. The filing of a petition under the Federal Bankruptcy Act or any amendment thereto including a petition for reorganization or an arrangement;
- c. The commencement of a proceeding for dissolution or for the appointment of a receiver;
- d. The making of an assignment for the benefit of creditors;
- e. Violation of any restrictions in this Lease, or failure to keep any of its covenants after written notice to cease such violation within thirty days.

Default by the **LESSEE** shall authorize the **LESSOR**, at its option and without legal proceedings, to declare this Lease void, cancel the same, and re-enter and take possession of the premises.

TITLE: Title to the building erected by the **LESSEE** shall remain with the **LESSEE** and shall be transferable. Notwithstanding the foregoing, in the event the Lease is terminated, title to said building shall automatically transfer to **LESSOR** at no cost.

SNOW REMOVAL: The **LESSOR** agrees to provide snow removal services to the **LESSEE'S** leased premises in the hangar area except within three (3) feet of hangar door. Such snow removal shall be accomplished only after all runways, apron, and primary taxiways have been first cleared.

LEASE TRANSFER: The **LESSEE** may not, at any time during the time of this Lease, assign, hypothecate or transfer this agreement or any interest therein, without the consent of the **LESSOR**, which consent will not be unreasonably withheld.

AIRPORT DEVELOPMENT: The **LESSOR** reserves the right to further develop or improve the airport as it sees fit, regardless of the desires or views of the **LESSEE**, and without interference or hindrance. If the development of the airport requires the relocation of the **LESSEE**, the **LESSOR**, in its sole option, agrees to either (1) provide a compatible location as determined by **LESSOR** and agrees to relocate the building to that location at no cost to the **LESSEE**, or (2) pay **LESSEE** the fair market value for the **LESSEE'S** building, at which time the Lease shall immediately terminate.

AIRPORT ABANDONMENT: If the airport is abandoned, the **LESSOR**, in its sole option, agrees to do either of the following:

- A. Provide a compatible site as determined by **LESSOR** at a new location and agrees to relocate the building to said location at no cost to the **LESSEE**, or
- B. Terminate the Lease and pay the **LESSEE** an amount determined as follows:
 - (1) If owned by an individual or business entity and not subject to depreciation or business write off:

(a) Payment of 100% of the original construction cost if abandoned within the first ten (10) years after construction;

(b) Payment of 75% of the original construction cost if abandoned within years 11-20 after construction;

(c) Payment of 50% of the original construction cost if abandoned after the 20th year after construction.

(2) If owned by an individual or business entity and hangar is subject to depreciation or business write-off:

(a) Payment of 100% of the depreciated value if abandoned within the first ten (10) years after construction;

(b) Payment of 75% of the depreciated value if abandoned within years 11-20 after construction;

(c) Payment of 50% of the depreciated value if abandoned after the 20th year after construction.

(3) Sale/Transfer:

(a) In the event an owner of a non-depreciated hangar sells or transfer the hangar to a third party where no depreciation, the new owner shall continue with the same schedule of the then existing owner with the original construction date controlling;

(b) In the event a depreciated owner sells or transfers to a non-depreciated owner, the new owner's schedule shall commence at the original construction date and at the original construction cost;

(c) In the event a non-depreciated owner sells or transfers to a depreciated owner, the new owner's schedule shall commence on the date of sale with the purchase price controlling.

SUBORDINATION CLAUSE: This Lease shall be subordinate to the provisions of any existing or future agreement between the **LESSOR** and the United States or the State of Wisconsin relative to the operation or maintenance of the airport, the execution of which has been or may be required as a condition precedent to the expenditure of federal or state funds for the development of the airport. Furthermore, this Lease may be amended to include provisions required by those agreements with the United States or the State of Wisconsin.

SUB-LETTING: LESSEE may not assign or sub-let this Lease without the express written consent of LESSOR.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals all as of the day and year first above written.

**LESSOR:
CITY OF TOMAH**

Dated: _____ BY: _____ (SEAL)
*

Dated: _____ BY: _____ (SEAL)
*

**LESSEE:
TODD POTTER**

Dated: _____ BY: _____ (SEAL)

LEASE AGREEMENT

THIS LEASE made by and between the **CITY OF TOMAH**, a Municipal Corporation, hereinafter called **LESSOR**, party of the first part, and **AUSTIN-BAUMGARTEN, INC.** hereinafter called **LESSEE**, party of the second part.

WITNESSETH:

WHEREAS, the **LESSOR** owns and operates an airport known as the Bloyer Field and said **LESSEE** is desirous of leasing from the **LESSOR** a certain parcel of land on the said airport, hereinafter more fully described, for the purpose of aircraft storage; and

WHEREAS, the **LESSEE** will use the below described property for the purpose of storing aircraft and shall conduct only such aircraft maintenance on its own aircraft.

NOW, THEREFORE, for and in consideration of the rental charges, covenants, and agreements herein contained, **LESSOR** does hereby lease, demise and let unto **LESSEE** the following described premises located at Bloyer Field in the City of Tomah, Monroe County, Wisconsin, to wit:

Lot 1, Bloyer Field Airport property (per attached map) a/k/a Hangar No. 12 upon the following terms and conditions:

TERM: This Lease shall be for a term of three (3) years commencing on the 1st day of January, 2022. At the expiration of said three-year term this Lease shall automatically renew itself on the same terms and conditions, rental rate excluded, unless either party provides thirty (30) days notice prior to the date of expiration of its intent to terminate.

RENT: **LESSEE** agrees to pay to **LESSOR** the sum of Two Hundred Twenty and 00/100 (\$220.00) Dollars per year. **LESSOR** reserves the right to change the rental rate on the demised premises at any time provided **LESSOR** gives **LESSEE** thirty (30) days written notice

of the change.

MAINTENANCE OF BUILDING: LESSEE shall maintain the structures occupied by LESSEE and the surrounding land premises in good order and make such repairs as are necessary. In the event of fire or any other casualty to structures owned by the LESSEE, the LESSEE shall either repair or replace the building or remove the damaged building and restore the leased area to its original condition; such action must be accomplished within 120 days of the date the damage occurred, weather permitting.

NON-EXCLUSIVE USE: The LESSEE shall have the right to the non-exclusive use, in common with others, of the airport parking areas, appurtenances and improvements thereon; the right to install, operate, maintain and store, subject to the approval of the LESSOR in the interests of safety and convenience of all LESSEE'S aircraft, the right of ingress to and egress from the demised premises, which right shall extend to LESSEE'S employees, guests, and patrons; the right, in common with others authorized to do so, to use common areas of the airport, including runways, taxiways, aprons, roadways, and other conveniences for the take-off, flying and landing of aircraft.

INSURANCE: LESSEE agrees to provide LESSOR with a policy of comprehensive liability insurance. Such policy shall be issued by a company licensed to do business in Wisconsin and shall insure the LESSEE against loss from liability for property damage and for injury or death of any person, in an amount agreed to by the parties. LESSEE shall further be responsible for providing insurance on any property owned by LESSEE located within the demised premises.

NON-LIABILITY OF LESSOR FOR DAMAGE: LESSOR will not be liable for any liability or damage claims, for injury to person or property from any cause relating to the

occupancy of the premises by **LESSEE**. **LESSEE** shall indemnify **LESSOR** from all liability, loss or other damages, claims or obligations resulting from any injuries or losses of any nature.

COMPLIANCE: **LESSEE** shall comply with all Federal, State and local laws, regulations and ordinances.

SIGNS: **LESSEE** shall not erect any signs or advertising matter without the consent of **LESSOR**.

CARE OF PREMISES: **LESSEE** agrees to keep the premises in good repair and reasonably clean at **LESSEE'S** expense. **LESSOR** shall have the right to inspect the premises at all reasonable times. It is understood that **LESSEE** may store an airplane and related items on the premises. Storage of any other items shall not be permitted absent written consent by **LESSOR**.

TAXES. The **LESSEE** shall pay all taxes or assessments that may be levied against the personal property of the **LESSEE** or the building erected on the leased property.

ABANDONMENT OF PREMISES: If **LESSEE** shall abandon or vacate the premises, **LESSOR** may re-let the premises for such rent and upon such terms as **LESSOR** may deem fit.

DEFAULT: The **LESSEE** shall be deemed in default upon:

- a. Failure to pay rent within 30 days after due date;
- b. The filing of a petition under the Federal Bankruptcy Act or any amendment thereto including a petition for reorganization or an arrangement;
- c. The commencement of a proceeding for dissolution or for the appointment of a receiver;
- d. The making of an assignment for the benefit of creditors;
- e. Violation of any restrictions in this Lease, or failure to keep any of its covenants after written notice to cease such violation within thirty days.

Default by the **LESSEE** shall authorize the **LESSOR**, at its option and without legal proceedings, to declare this Lease void, cancel the same, and re-enter and take possession of the premises.

TITLE: Title to the building erected by the **LESSEE** shall remain with the **LESSEE** and shall be transferable. Notwithstanding the foregoing, in the event the Lease is terminated, title to said building shall automatically transfer to **LESSOR** at no cost.

SNOW REMOVAL: The **LESSOR** agrees to provide snow removal services to the **LESSEE'S** leased premises in the hangar area except within three (3) feet of hangar door. Such snow removal shall be accomplished only after all runways, apron, and primary taxiways have been first cleared.

LEASE TRANSFER: The **LESSEE** may not, at any time during the time of this Lease, assign, hypothecate or transfer this agreement or any interest therein, without the consent of the **LESSOR**, which consent will not be unreasonably withheld.

AIRPORT DEVELOPMENT: The **LESSOR** reserves the right to further develop or improve the airport as it sees fit, regardless of the desires or views of the **LESSEE**, and without interference or hindrance. If the development of the airport requires the relocation of the **LESSEE**, the **LESSOR**, in its sole option, agrees to either (1) provide a compatible location as determined by **LESSOR** and agrees to relocate the building to that location at no cost to the **LESSEE**, or (2) pay **LESSEE** the fair market value for the **LESSEE'S** building, at which time the Lease shall immediately terminate.

AIRPORT ABANDONMENT: If the airport is abandoned, the **LESSOR**, in its sole option, agrees to do either of the following:

- A. Provide a compatible site as determined by **LESSOR** at a new location and agrees to relocate the building to said location at no cost to the **LESSEE**, or
- B. Terminate the Lease and pay the **LESSEE** an amount determined as follows:
 - (1) If owned by an individual or business entity and not subject to depreciation or business write off:

(a) Payment of 100% of the original construction cost if abandoned within the first ten (10) years after construction;

(b) Payment of 75% of the original construction cost if abandoned within years 11-20 after construction;

(c) Payment of 50% of the original construction cost if abandoned after the 20th year after construction.

(2) If owned by an individual or business entity and hangar is subject to depreciation or business write-off:

(a) Payment of 100% of the depreciated value if abandoned within the first ten (10) years after construction;

(b) Payment of 75% of the depreciated value if abandoned within years 11-20 after construction;

(c) Payment of 50% of the depreciated value if abandoned after the 20th year after construction.

(3) Sale/Transfer:

(a) In the event an owner of a non-depreciated hangar sells or transfer the hangar to a third party where no depreciation, the new owner shall continue with the same schedule of the then existing owner with the original construction date controlling;

(b) In the event a depreciated owner sells or transfers to a non-depreciated owner, the new owner's schedule shall commence at the original construction date and at the original construction cost;

(c) In the event a non-depreciated owner sells or transfers to a depreciated owner, the new owner's schedule shall commence on the date of sale with the purchase price controlling.

SUBORDINATION CLAUSE: This Lease shall be subordinate to the provisions of any existing or future agreement between the **LESSOR** and the United States or the State of Wisconsin relative to the operation or maintenance of the airport, the execution of which has been or may be required as a condition precedent to the expenditure of federal or state funds for the development of the airport. Furthermore, this Lease may be amended to include provisions required by those agreements with the United States or the State of Wisconsin.

SUB-LETTING: LESSEE may not assign or sub-let this Lease without the express written consent of LESSOR.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals all as of the day and year first above written.

**LESSOR:
CITY OF TOMAH**

Dated: _____ BY: _____ (SEAL)
* _____

Dated: _____ BY: _____ (SEAL)
* _____

**LESSEE:
AUSTIN-BAUMGARTEN, INC.**

Dated: _____ BY: _____ (SEAL)
* _____

LEASE AGREEMENT

THIS LEASE made by and between the **CITY OF TOMAH**, a Municipal Corporation, hereinafter called **LESSOR**, party of the first part, and **DOUGLAS DUNCAN** hereinafter called **LESSEE**, party of the second part.

WITNESSETH:

WHEREAS, the **LESSOR** owns and operates an airport known as the Bloyer Field and said **LESSEE** is desirous of leasing from the **LESSOR** a certain parcel of land on the said airport, hereinafter more fully described, for the purpose of aircraft storage; and

WHEREAS, the **LESSEE** will use the below described property for the purpose of storing aircraft and shall conduct only such aircraft maintenance on its own aircraft.

NOW, THEREFORE, for and in consideration of the rental charges, covenants, and agreements herein contained, **LESSOR** does hereby lease, demise and let unto **LESSEE** the following described premises located at Bloyer Field in the City of Tomah, Monroe County, Wisconsin, to wit:

Lot 9, Bloyer Field Airport property (per attached map) a/k/a Hangar No. 14 upon the following terms and conditions:

TERM: This Lease shall be for a term of three (3) years commencing on the 1st day of January, 2022. At the expiration of said three-year term this Lease shall automatically renew itself on the same terms and conditions, rental rate excluded, unless either party provides thirty (30) days notice prior to the date of expiration of its intent to terminate.

RENT: **LESSEE** agrees to pay to **LESSOR** the sum of Two Hundred Twenty and 00/100 (\$220.00) Dollars per year. **LESSOR** reserves the right to change the rental rate on the demised premises at any time provided **LESSOR** gives **LESSEE** thirty (30) days written notice

of the change.

MAINTENANCE OF BUILDING: LESSEE shall maintain the structures occupied by LESSEE and the surrounding land premises in good order and make such repairs as are necessary. In the event of fire or any other casualty to structures owned by the LESSEE, the LESSEE shall either repair or replace the building or remove the damaged building and restore the leased area to its original condition; such action must be accomplished within 120 days of the date the damage occurred, weather permitting.

NON-EXCLUSIVE USE: The LESSEE shall have the right to the non-exclusive use, in common with others, of the airport parking areas, appurtenances and improvements thereon; the right to install, operate, maintain and store, subject to the approval of the LESSOR in the interests of safety and convenience of all LESSEE'S aircraft, the right of ingress to and egress from the demised premises, which right shall extend to LESSEE'S employees, guests, and patrons; the right, in common with others authorized to do so, to use common areas of the airport, including runways, taxiways, aprons, roadways, and other conveniences for the take-off, flying and landing of aircraft.

INSURANCE: LESSEE agrees to provide LESSOR with a policy of comprehensive liability insurance. Such policy shall be issued by a company licensed to do business in Wisconsin and shall insure the LESSEE against loss from liability for property damage and for injury or death of any person, in an amount agreed to by the parties. LESSEE shall further be responsible for providing insurance on any property owned by LESSEE located within the demised premises.

NON-LIABILITY OF LESSOR FOR DAMAGE: LESSOR will not be liable for any liability or damage claims, for injury to person or property from any cause relating to the occupancy of the premises by LESSEE. LESSEE shall indemnify LESSOR from all liability,

loss or other damages, claims or obligations resulting from any injuries or losses of any nature.

COMPLIANCE: LESSEE shall comply with all Federal, State and local laws, regulations and ordinances.

SIGNS: LESSEE shall not erect any signs or advertising matter without the consent of LESSOR.

CARE OF PREMISES: LESSEE agrees to keep the premises in good repair and reasonably clean at LESSEE’S expense. LESSOR shall have the right to inspect the premises at all reasonable times. It is understood that LESSEE may store an airplane and related items on the premises. Storage of any other items shall not be permitted absent written consent by LESSOR.

TAXES. The LESSEE shall pay all taxes or assessments that may be levied against the personal property of the LESSEE or the building erected on the leased property.

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(c) Payment of 50% of the original construction cost if abandoned after the 20th year after construction.

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(b) In the event a depreciated owner sells or transfers to a non-depreciated owner, the new owner's schedule shall commence at the original construction date and at the original construction cost;

(c) In the event a non-depreciated owner sells or transfers to a depreciated owner, the new owner's schedule shall commence on the date of sale with the purchase price controlling.

SUBORDINATION CLAUSE: This Lease shall be subordinate to the provisions of any existing or future agreement between the **LESSOR** and the United States or the State of Wisconsin relative to the operation or maintenance of the airport, the execution of which has been or may be required as a condition precedent to the expenditure of federal or state funds for the development of the airport. Furthermore, this Lease may be amended to include provisions required by those agreements with the United States or the State of Wisconsin.

SUB-LETTING: **LESSEE** may not assign or sub-let this Lease without the express written consent of **LESSOR**.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals all as of the day and year first above written.

**LESSOR:
CITY OF TOMAH**

Date: _____ BY: _____ (SEAL)
* _____

Date: _____ BY: _____ (SEAL)
* _____

**LESSEE:
DOUGLAS DUNCAN**

Date: _____ BY: _____ (SEAL)



STAFF PREPARATION REPORT

Agenda Item: Contribution towards City of Tomah payroll clerk.

Background: The Tomah Area Ambulance Service payroll is completed bi-weekly by the City of Tomah payroll clerk. Currently the TAAS does not contributed towards the wage and benefit package of this position. Being that the city has just over one hundred full-time positions and 17.5 percent of them come the Ambulance Service we are being asked to compensate our portion of this position.

Fiscal Notes: Tomah Area Ambulance is a self-funding enterprise, and this contribution will not affect the tax levy. The revenue fund is strong and is currently at \$1.4 million

Recommendation: Tomah Area Ambulance Service Commission has reviewed this requested and has asked the City Council to approval that the Tomah Area Ambulance Service contribute 20% of the City of Tomah Payroll clerk and for this to be reviewed on an annual basis.

Respectfully Submitted,

[Signature]

12/13/2021

Public Safety Director/Fire Chief

Date

Approved By: [Signature]

Kirk Arity, Interim City Administrator

12/13/21

Date



CITY OF TOMAH EMERGENCY OPERATION PLAN



WHERE THE "I" DIVIDES GATEWAY TO CRANBERRY COUNTRY

Prepared by:

Tim Adler, Tomah Public Safety Director / Fire Chief
Jared Tessman, Monroe County Emergency Management

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I. PURPOSE

This plan results from the recognition on the part of local and county government that a comprehensive emergency response plan is needed to enhance the City of Tomah's ability to manage emergency/disaster situations. It was prepared by City and County officials working as a team in a planning process recommended by the Wisconsin State Office of Emergency Management. This plan constitutes an integral part of a statewide emergency management program and contributes to its effectiveness. Authority to undertake this effort is provided by:

1. City Administration
2. Monroe County Ordinance Ch. 11
3. Wisconsin State Statute Chapter §323.15
4. Federal Robert T. Stafford Disaster Relief and Emergency Assistance Act

The development of this plan included an analysis of potential hazards that could affect the city and an assessment of the capabilities existing in the City to deal with potential hazards.

This municipal plan has been developed to provide procedures for the Tomah government agencies to respond to various types of emergencies or disasters that affect the community. It provides a link to procedures that will be used by county government since Tomah is part of the county emergency management program. This municipal plan is to be used in conjunction with the Monroe County Emergency Operations Plan (EOP). The municipal plan will be maintained in accordance with current standards of the Monroe County EOP and in accordance with the local/municipal government. Review of this municipal plan shall be accomplished concurrently with the county plan on an annual basis.

II. SITUATION AND ASSUMPTIONS

Dealing with disasters is an ongoing and complex undertaking. Through implementation of risk reduction measures before a disaster or emergency occurs, timely and effective response during an actual occurrence, and provision of both short and long term Recovery assistance after the occurrence of a disaster, lives can be saved and property damage minimized. This process is called "Comprehensive Emergency Management" to emphasize the interrelationship of activities, functions, and expertise necessary to deal with emergencies. The plan provides general all-hazards management guidance, using existing organizations, to allow Tomah to meet its responsibilities before, during and after an emergency.

A. Management Responsibilities

1. Departments' and agencies' emergency management responsibilities are outlined in this plan. Assignments are made within the framework of the present city capability and existing organizational responsibilities. The Tomah Emergency Management Director is designated to coordinate all emergency management activities of the city.
2. The City of Tomah uses the Incident Command System (ICS) structure to respond to emergencies. ICS is a management tool for the command, control, and coordination of resources and personnel in an emergency.
3. The plan describes in detail the centralized direction of requests for assistance and the understanding that the governmental jurisdiction most affected by an emergency is required to fully involve itself in the emergency prior to requesting assistance.
4. Specific emergency management guidance for situations requiring special knowledge, technical expertise, and resources may be addressed in attachments

to this plan. Examples of this type of situation are emergencies resulting from hazardous chemical releases, dam failures, power outages, severe weather etc.

III. GENERAL CONSIDERATIONS AND PLANNING GUIDELINES

A wide variety of emergencies, caused by nature or technology, result in loss of life, property and income, disrupt the normal functions of government, communities and families, and cause human suffering.

City government must provide leadership and direction to prevent, mitigate, respond to, and recover from dangers and problems arising from emergencies in Tomah.

Under authority of Wis. Stat. §323.15, a township, village or city is authorized to develop a Comprehensive Emergency Management Plan to prevent, mitigate, respond to and recover from emergencies and disasters. To meet this responsibility, Tomah has developed this Comprehensive Emergency Management Plan.

A. The concept for this Comprehensive Emergency Management Plan includes three phases:

1. Risk Reduction (Prevention and Mitigation):

- a) Prevention refers to those short or long term activities which eliminate or reduce the number of occurrences of disasters.
- b) Mitigation refers to all activities which reduce the effects of disasters when they do occur.
- c) Section II of this Plan, Risk Reduction, describes activities to prevent or minimize the impact of hazards in Tomah.

2. Response

- a) Response operations may start before the emergency materializes, for example, on receipt of advisories that a flood, blizzard, or ice storm is approaching. This increased readiness response phase may include such pre-impact operations as:

- (1) Detecting, monitoring, and assessment of the hazard
- (2) Alerting and warning of special populations
- (3) Protective actions for the public
- (4) Allocating/distributing of equipment/resources

- b) Most response activities follow the immediate impact of an emergency. Generally, they are designed to minimize casualties and protect property to the extent possible through emergency assistance. They seek to reduce the probability of secondary damage and speed recovery operations.

- c) Response operations in the affected area are the responsibility of and controlled by Tomah, supported by the city emergency operations center as appropriate.

3. Recovery

- a) Recovery activities are those following a disaster to restore the community to its pre-emergency state, to correct adverse conditions that may have led to the damage, and to protect and improve the quality of life in the community. It includes risk reduction actions to prevent or mitigate a

recurrence of the emergency.

IV. OBJECTIVES OF THE PLAN

- A. The objectives of the Plan are:
1. To identify, assess and prioritize local and regional vulnerabilities to emergencies or disasters and the resources available to prevent or mitigate, respond to, and recover from them.
 2. To outline short, medium and long range measures to improve the city's capability to manage hazards.
 3. To provide that City and local governments will take appropriate actions to prevent or mitigate effects of hazards and be prepared to respond to and recover from them when an emergency or disaster occurs.
 4. To provide for the efficient utilization of all available resources during an emergency.
 5. To provide for the utilization and coordination of local government, state and federal programs to assist disaster victims, and to prioritize the response to the needs of the elderly, disabled, low income, and other groups which may be inordinately affected.
 6. Provide for the utilization and coordination of state and federal programs for recovery from a disaster with attention to the development of mitigation programs.

V. LEGAL AUTHORITY

- A. This Plan, in whole or in part, may rely upon the following laws for the power necessary for its development and implementation.
1. City ordinance
 2. Monroe County Ordinance Ch. 11
 3. Wisconsin State Statute Chapter §323
 4. Federal Robert T. Stafford Disaster Relief and Emergency Assistance Act

VI. CONCEPT OF OPERATIONS

Municipal officials have primary responsibility for disasters which take place in the City of Tomah. They will activate the appropriate municipal agencies to deal with the disaster. The chief elected municipal official or the municipal emergency management director is responsible for coordinating the response of municipal agencies and coordinating the response with county officials if county assistance is necessary.

- A. The primary responsibility for responding to emergencies rests with the City of Tomah and with the Mayor or their designee.
- B. Tomah and emergency service organizations play an essential role as the first line of defense.

1. Municipal agencies assess the nature and scope of the emergency or disaster.
 2. If the situation can be handled locally, do so using the procedures in this plan, as appropriate.
 3. The City of Tomah will utilize the National Incident Management System (NIMS) and the Incident Command System (ICS) to manage all emergencies requiring multi-agency response.
- C. The Mayor has the authority to direct and coordinate disaster operations and can delegate this authority to a local coordinator.
1. The Mayor has assigned the Public Safety Director / Fire Chief as the City of Tomah Emergency Management Director with the duties and responsibilities to coordinate emergency management activities. Tomah Emergency Manager will do the following:
 - a. Advises the Mayor and coordinates all emergency response actions.
 - b. Activates the municipal EOC located in the *Tomah Police Department, Multi-purpose Room (Superior Avenue)*; the backup facility is at the *Tomah Wastewater Treatment Plant (Industrial Blvd)*.
 - c. Tomah officials/agencies will respond according to the checklists.
 - d. Directs departments/agencies to respond to the situation.
 - e. Issues directives as to travel restrictions on local roads and recommends protective actions if necessary.
 - f. Assigns a Public Information Officer to work with the local media to inform the public of the situation and appropriate actions to take.
 - g. Keeps county officials informed of the situation and actions taken.
- D. Tomah emergency response agencies are required to utilize their own facilities, equipment, supplies, personnel and resources first.
- E. Emergency service agencies can obtain additional assistance through mutual aid agreements. Once resources are exhausted, if special resources are required or when the emergency disaster is beyond the scope of the city, Monroe County Emergency Management can request state assistance through Wisconsin Emergency Management. To receive assistance through Monroe County and the State of Wisconsin the following must occur:
1. Mayor declares a local state of emergency and notifies the county Emergency Management Coordinator of this action. **(See attachment 5)**
 2. A copy of the local State of Emergency Proclamation is given to the Monroe County Emergency Management office as soon as possible. **(See attachment 5)**
 3. If assistance is requested, the county Emergency Management Coordinator assesses the situation and makes recommendations. The county will do the following (to the appropriate extent):

- a. Activate the County EOC.
- b. Implement the County EOP.
- c. Respond with county resources as requested.
- d. Activate mutual aid agreements.
- e. Coordinate county resources with municipal resources.
- f. Notify Wisconsin Division of Emergency Management (WEM) Regional Director.
- g. Forward Uniform Damage Situation Report (UDSR) form.
- h. Assist municipality with prioritizing and allocating resources

VII. RISK REDUCTION

A. Designation of Tomah Emergency Management Director

- 1. The City of Tomah Public Safety Director / Fire Chief has been designated as the Tomah City Emergency Management Director.
 - a) The City of Tomah Public Safety Director / Fire Chief / EMD is responsible for coordinating efforts in reducing hazards in City of Tomah.
 - b) All city agencies/departments will participate in risk reduction activities with the Tomah Emergency Management Director.
 - c) The Tomah Emergency Management Director will participate as a member of the City Emergency Planning Committee.

VIII. IDENTIFICATION AND ANALYSIS OF POTENTIAL HAZARDS

A. The Emergency Planning Committee will be comprised of:

• Mayor	• City Administrator
• Public Safety Director / Fire Chief / EMD	• Public Works Director
• Police Chief	• Emergency Preparedness Spec.-Tomah Health
• Emergency Management-VA Medical Center	• Monroe Co. Emergency Management Coordinator
• Tomah School District	• Ambulance Deputy Chief

B. The Emergency Planning Committee will:

- 1. Identify potential hazards that could impact Tomah
- 2. Determine the probable impact each of those hazards could have on people
- 3. Delineate the geographic areas affected by potential hazards, plot them on maps, and designate them as hazard areas (GIS specialist to create map)
 - a) Significant potential hazards to be identified and analyzed include natural, technological, and human-caused hazards.
 - b) The hazards that pose a potential threat have been identified and analyzed by the Emergency Planning Committee. (See Appendix A)

C. Hazard Analysis

- 1. Provides a basic method for analyzing the identified hazards, including

identification of geographic areas and populations at risk to specific hazards

2. Establishes priorities for planning for those hazards.
3. Conducted in accordance with guidance from Monroe County Emergency Management and Wisconsin Emergency Management.
4. Is to be reviewed and updated annually or after a major incident.
5. The results of the threat hazard analysis are found in the Monroe County All Hazards Plan.
6. The complete hazard analysis results, including computerized maps identifying the location of hazard areas, are located in the Fire Chief/Tomah Emergency Management Director's Office.

IX. EMERGENCY RESPONSE CAPABILITY ASSESSMENT

- A. Periodic assessment of the City's capability to manage the emergencies that could be caused by the hazards identified in the City is a critical part of Risk Reduction.
- B. The Emergency Planning Committee will, on an annual basis:
 1. Assess the City's current capability for dealing with those significant hazards that have been identified and analyzed including but not limited to:
 - a. The likely time of onset of the hazard
 - b. The impacted communities' preparedness levels
 - c. The existence of effective warning systems
 - d. The communities' means to respond to anticipated casualties and damage
- C. To assist the Planning Committee in its assessment, the City Emergency Manager will conduct table-top exercises based upon specific hazards and hazard areas identified by the committee. Exercises will be conducted bi-annually.
- D. The committee will identify emergency response shortfalls and make recommendations for implementing corrective actions to the City Emergency Manager and County Emergency Management Coordinator.

X. TRAINING OF EMERGENCY PERSONNEL

- A. The Tomah Emergency Management Director has the responsibility to:
 1. Arrange and provide, with the assistance of Monroe County Emergency Management, the context of training programs for City emergency response personnel, as designated by the City Emergency Manager.
 2. Encourage and support training for city emergency personnel; such training programs will:
 - a. Include information on the characteristics of hazards and their consequences and the implementation of emergency response actions including protective measures, notification procedures, and available

resources

- b. Include Incident Command System (ICS) training, focusing on individual roles.
 - c. Provide emergency personnel with the variety of skills necessary to help reduce or eliminate hazards and increase their effectiveness to respond to and recover from emergencies of all types
 - d. Consult with city departments and agencies and Monroe County Emergency Management in developing training courses and exercises.
 - e. Work with the local response community and education agencies to identify or develop, and implement, training programs specific to mitigation, response, and recovery from the identified hazards
 - f. Conduct periodic exercises and drills to evaluate local capabilities and preparedness, including a full scale operational exercise that tests a major portion of the elements and responsibilities in the City Emergency Operation Plan and regular drills to test readiness of warning and communication equipment
- B. All City departments and agencies assigned emergency functions are responsible to develop an in-house training capability in order that departments and agencies further train their employees in their duties and procedures.
 - C. Volunteers participating in emergency services such as the fire department, and other emergency medical services, Red Cross, Amateur Radio Operators, should be trained by these services in accordance with established procedures and standards.

XI. MONITORING OF IDENTIFIED HAZARD AREAS

- A. The City Public Works Department will develop, with the necessary assistance of other City departments, the capability to monitor identified hazard areas, in order to detect hazardous situations in their earliest stages.
- B. As a hazard's emergence is detected, this information is to be immediately provided to the City Emergency Management Office or the Monroe County 9-1-1 Communications Center, as appropriate, and disseminated per protocol.
- C. Monitoring tasks include detecting the hazard potential and taking measurements or observations of the hazard. Examples of such are rising water levels, slope and ground movement, mass gatherings, dam conditions, severe weather events etc.
- D. All City hazard monitoring activity will be coordinated with, and make use of where available, local agencies, private industry, school districts, utility companies, and volunteer agencies and individuals, as appropriate.

PLAN MAINTENANCE AND UPDATING

The Tomah Emergency Management Director is responsible for maintaining and updating this Plan. All City departments and agencies are responsible for annual review of their emergency response role and procedures, and provide any changes to the Emergency Manager by March 1 of each year. The Plan should be reviewed and updated annually with revised pages distributed by April 1 of each year.

The undersigned have reviewed and hereby approve this emergency operation plan for the City of Tomah.



Mayor

12-1-2021
Date

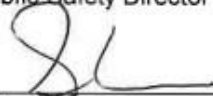
City Administrator

Date



Public Safety Director / Fire Chief

12-1-2021
Date



Police Chief

12-1-21
Date



Public Works Director

12/1/21
Date



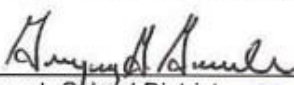
Emergency Management-VA Medical Center

12-1-21
Date



Safety Director-Tomah Health

12/6/21
Date



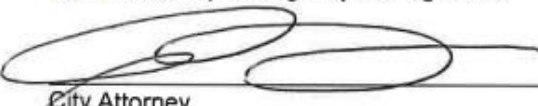
Tomah School District

12/1/21
Date



Monroe County Emergency Management

12/01/2021
Date



City Attorney

12/1/21
Date



Ambulance Deputy Chief

12/01/2021
Date

EOC ESTABLISHMENT

THE ROLE OF THE EOC

The EOC provides a central location from which government at any level can provide interagency coordination and executive decision-making in support of incident response. EOCs coordinate with on-scene incident managers to:

- Acquire, allocate, and track resources.
- Manage and share information.
- Establish response priorities.
- Provide legal and financial support.
- Act as a liaison with other jurisdictions and levels of government.

SUGGESTED ESSENTIAL EOC FUNCTIONS

- Damage analysis
- Resource acquisition, assignment, and tracking
- Spatial and data analysis
- Information coordination (including public information/media affairs)
- Contracting and contract management
- Cost accounting
- Public safety (evacuation, shelter, food distribution, etc.)
- Support services (food, water, utilities, etc.)

OPERATION LENGTH

The possibility of extended operations will drive second- and/or third-shift personnel, backup personnel, and support personnel needs for EOC operations.

- **Alternate staff assignments** are necessary during extended operations so all positions are staffed 24/7.
- **Support staff** is necessary to assist with critical tasks or to perform support tasks, such as trash collection, food preparation and cleanup, administrative tasks, maintenance, etc.

AUTHORITIES

Ensure that all personnel have the authority to perform the tasks assigned is of paramount importance.

- Many people may have the knowledge, skills, and ability to **manage** a contract; few have the authority to **execute** a contract.
- Most staff **have an opinion** of what policy to implement; few have the **authority to enact** policy.

DELEGATIONS OF AUTHORITY

The best way to ensure that **EOC staff is authorized** to perform their essential functions is to **pre-delegate authorities** for enacting policy or making decisions. Most agencies routinely use delegations of authority so decisions can be made in the absence of key decision makers.

- Take effect when an emergency occurs that requires EOC activation or when normal channels of direction and control are disrupted.
- Terminate when the emergency ends or when normal channels of direction and control are restored.

ORDERS OF SUCCESSION

All agencies activated for EOC operations need **Orders of Succession** in place.

- Orders of succession take effect when government or agency leaders are incapacitated or unavailable in an emergency requiring EOC activation.
- Orders of succession should be sufficiently in depth (at least three deep) to ensure an agency can continue managing and directing its operations while remaining viable during an emergency.

NIMS / INCIDENT COMMAND SYSTEM / EOC ORGANIZATION

NIMS require all jurisdictions to adopt ICS as its incident management system. NIMS does **NOT** require EOCs to adopt ICS as their organizational structure. An EOC should be organized to facilitate **effective** operations.

An effective organization has these characteristics:

- Ability to acquire, analyze, and act on information.
- Flexibility in the face of rapidly changing conditions.
- Ability to anticipate change.
- Ability to maintain public confidence.
- Reliability over time.

An EOC should be organized to maximize each of the characteristics of an effective organization.

**ATTACHMENT 2-A (EOC ESTABLISHMENT CHECKLISTS)
TO ATTACHMENT 2 (EOC ESTABLISHMENT)
TO TOMAH EMERGENCY OPERATIONS PLAN**

CITY OF TOMAH

DELEGATIONS OF AUTHORITY CHECKLIST

Instructions: Use the checklist below as delegations of authority are reviewed. Ensure that all delegations of authority address each of the points in the checklist.

- Programs and administrative authorities needed for effective operations at all organizational levels having emergency responsibilities
- The circumstances under which delegated authorities would become effective and when they would terminate
- The necessary authorities at all points where emergency actions may be required, delineating the limits of authority and accountability
- The authority of designated successors to exercise departmental or jurisdictional direction, including any exceptions, and the successor's authority to re-delegate functions and activities
- The circumstances under which the authorities would be exercised
- A plan for training officials who may be expected to assume authorities in an emergency to carry out their emergency duties
- The responsibilities and authorities of individual representatives designated to participate as members of interdepartmental or inter-jurisdictional emergency response teams

CHECKLIST FOR IDENTIFYING AND PROTECTING RESPONSE INFORMATION

- Examine all operations to determine the information needed to support response operations to any type of emergency or disaster?
- Ensure that a current inventory of records is available and accessible?
- Evaluate the need for information based on its necessity for carrying out emergency operations and/or its necessity for protecting the rights and interests of the jurisdiction and its citizens, rather than on its value as permanent records?
- Evaluate the information and/or records to determine who uses it, how, and how often?
- Ensure that those who need to use the information can access/retrieve it easily?
- Determine which information may be required at multiple locations simultaneously or nearly simultaneously?
- Ensure "version control" for dynamic records (i.e., records that are updated regularly or are used at multiple locations)?
- Minimize the risk of damage to or loss of information and records during an emergency?
- Protect sensitive or classified information?
- Safeguard legal and financial records necessary to protect the interests of the jurisdiction?
- Promote rapid recovery of information or records that are damaged or destroyed in an emergency?
- Ensure that up-to-date copies of all vital information and records are available at the alternate EOC location?
- Ensure that personnel are assigned responsibility for maintaining the currency of and protecting information and records?

“Go” KIT CHECKLIST OFFICE SUPPLIES

- Paper
- Pencils/pens/highlighters
- Computer disks/CDs/DVDs
- Stapler
- Markers
- File folders
- Laptop Computer
- Software
- Peripherals

Files Needed for Job

- Contact Information/Lists
- Standard Operating Guidelines
- Critical Forms
- EOC Checklists
- Status Boards

Personal Items

- Personal hygiene items
- Snacks/drinks
- Medications
- Contact lenses/solution
- Change(s) of clothing
- Cash/credit card(s)

Other Items Required

- Telephones – Landline
- Mobile / Cell Phones
- Radio Communications
- Area Maps
- Arial Maps
- Name Tags
- Check In / Out Sheets
-

EMERGENCY OPERATIONS CENTER STAFFING AND LINE OF SUCCESSION

(AREA CODE 608 UNLESS NOTED OTHERWISE)						
DEPARTMENT	SHIFT	NAME	HOME	WORK	MOBILE	E-MAIL
ADMINISTRATION						
City Administrator		VACANT		374-7422		
Mayor		Michael Murray		374-7480	387-6177	mayor@tomahonline.com
Tomah Emergency Manager		Tim Adler	372-5316	374-7465	343-8500	tomahfire@tomahonline.com
City Clerk		Becki Weyer		374-7426	387-0011	rweyer@tomahonline.com
Dep. City Clerk		Nicole Jacobs		374-7420		njacobs@tomahonline.com
City Treasurer		Molly Powell		374-7423		mpowell@tomahonline.com
LAW ENFORCEMENT SERVICES						
Chief	1 st	Scott Holum		374-7409	387-0057	sholum@tomahpolice.com
Asst. Chief	2 nd	Eric Pedersen		374-7512	343-2978	epedersen@tomahpolice.com
Lieutenant	3 rd	Jarrod Furlano		374-7503	397-3259	jfurlano@tomahpolice.com
PUBLIC WORKS & ENGINEERING						
PW Director	1 st	Kirk Arity	374-3111	374-7431	343-0024	karity@tomahonline.com
Wastewater Treatment Plant	2 nd	Brandy Leis		374-7434	343-4047	bleis@tomahonline.com
Water Department	3 rd	Mark Rezin	372-7878	374-7433	387-9197	mrezin@tomahonline.com
FIRE/RESCUE						
Fire Chief	1 st	Tim Adler	372-5316	374-7465	343-8500	tomahfire@tomahonline.com
Deputy Fire Chief	2 nd	Jeremy Likely			387-0068	deputychief@tomahonline.com
Assistant Chief	3 rd	Dale Trowbridge	372-4388		343-4388	
COMMUNICATIONS ENGINEER						
Radios (portable/mobile)				Contracted: Baycom		
PUBLIC INFORMATION & EDUCATION						
Primary	1 st	Mike Murray				mayor@tomahonline.com
Back-up	2 nd	TBD				
LEGAL						
City Attorney	1 st	Penny Precour		372-2014	343-1078	penny@tomahlaw.com
City Attorney	2 nd					
MAINTENANCE – CITY HALL (ETC.)						
On-Call	1 st	Scott Donovan	378-4150	374-7430	343-2508	
Director	2 nd	Kirk Arity	374-1311	374-7430	343-0024	karity@tomahonline.com
Public Works Supervisor	3 rd	Bill Kobleska	427-6730	374-7440	343-3719	tomahdpw@live.com

**ATTACHMENT 2-B (EOC STAFFING/SUCCESSION LIST)
To ATTACHMENT 1 (EOC ESTABLISHMENT)
To TOMAH EMERGENCY OPERATIONS PLAN**

CITY OF TOMAH

(AREA CODE 608 UNLESS NOTED OTHERWISE)						
DEPARTMENT	SHIFT	NAME	HOME	WORK	MOBILE	E-MAIL
INFORMATION SYSTEMS (COMPUTERS)						
		3RT		877-779-1323	779-1323	service@3rtnetworks.com
Utilities (Lift Stations) DG Computer Service		Damion Gundlach			344-1022	damion@dgcomputerservice.com
TOMAH SCHOOL DISTRICT						
Business Manager	1 st	Greg Gaarder	372-0766	374-7003	343-2843	GregGaarder@tomah.education
Director of Buildings, Grounds & Energy Manager	2 nd	Joe Janusheske		374-7378	387-1702	joejanusheske@tomah.education
EVACUATION SHELTERS (AMERICAN RED CROSS)						
Molly McCormick	1 st	Notify Dispatch		304-2096		molly.mccormick@redcross.org
Jenny Legaspi – Regional Director West WI Region Disaster Services	2 nd	Notify Dispatch		877-618-6628 x7454	715-559-1898	Jenny.Legaspi@redcross.org
DAMAGE ASSESSMENT TEAM (DAT)						
	1 st	Shane Rolff		374-7429	343-9210	srolff@ci.tomah.wi.us
	2 nd	Todd Fahning	366-1095	269-4340 x232	487-1602	bldg@spartawisconsin.org
HOSPITALS						
Veteran's Affairs Medical Center Emergency Manager		Tammy Trout		372-1266	Work - 315-0036 Personal - 343-0533	tammy.troutt@va.gov
Tomah Health Director of Emergency Services		Suzanne Downing		377-8282	393-9882	SDowning@tomahhealth.org
Tomah Health Emergency Preparedness	1 st	James Newlun		377-8218	542-0346	JNewlun@tomahhealth.org

RESOURCE PERSONNEL - MONROE COUNTY EOC

SHERIFF'S OFFICE / EMERGENCY MANAGEMENT OFFICE						
Sheriff	1 st	Wes Revels		269-2117	487-0101	Wes.revels@co.monroe.wi.us
Chief Deputy	2 nd	Chris Weaver		269-2117	487-0103	Christopher.weaver@co.monroe.wi.us
Captain	3 rd	Ryan Lee		269-2117	487-0128	Ryan.lee@co.monroe.wi.us
EM Coordinator	1 st	Jared Tessman	343-9966	269-8711	487-0538	Jared.Tessman@co.monroe.wi.us
Jackson /La Crosse/Vernon		Mutual Aid Agreement				Contact Monroe County Emergency Management
HIGHWAY DEPARTMENT						
Hwy Commissioner	1 st	David Ohnstad		269-8740	487-6216	David.ohnstad@co.monroe.wi.us
Hwy Supervisor	2 nd	Bill Pieper	269-8255	269-8740	487-6217	william.pieper@co.monroe.wi.us
Road Supervisor	3 rd	Larry Rhea	654-7812	269-8740	487-6214	Larry.rhea@co.monroe.wi.us
COUNTY RESOURCES - 911 COMMUNICATIONS CENTER						
Administrator	1 st	Mike Thompson	911	269-8712	386-6979	michael.thompson@co.monroe.wi.us
Dispatcher	2 nd	Patrick Deethardt	911	269-8712	855-0506	Patrick.deethardt@co.monroe.wi.us

**ATTACHMENT 2-B (EOC STAFFING/SUCCESSION LIST)
 To ATTACHMENT 1 (EOC ESTABLISHMENT)
 To TOMAH EMERGENCY OPERATIONS PLAN**

CITY OF TOMAH

Dispatcher	3 rd		911	269-8712		
COUNTY RESOURCES - COMMUNICATIONS ENGINEER						
Towers		Contracted Services-Notify Dispatch				
COUNTY RESOURCES - HEALTH DEPARTMENT						
Director	1 st	Tiffany Glesler		269-8673	-	Tiffany.giesler@co.monroe.wi.us
Nursing Supervisor	2 nd	Kelsey Hanson		269-8672	-	kelsey.hanson@co.monroe.wi.us
PH Preparedness	3 rd	Jena Cornell		269-8660	-	jena.cornell@co.monroe.wi.us
COUNTY RESOURCES - MORTUARY SERVICES						
Medical Examiner	1 st	Robert Smith	269-5686	269-8712	-	Robert.smith@co.monroe.wi.us
Admin. Asst.	2 nd	Deanna Funkhouser	269-5692	269-8712	-	Deanna.funkhouser@co.monroe.wi.us
Deputy Med. Exam.	3 rd	Teresa Isensee		269-8712	-	Teresa.isensee@co.monroe.wi.us
EMERGENCY BOARD (AGRICULTURAL – FARMS/ANIMALS/CROPS)						
Dir. UW-Extension	1 st	Bill Halfman	366-1420	269-8722	487-1823	Bill.halfman@co.monroe.wi.us
USDA	2 nd	Mark Mulder	269-8270 x100	269-8136	-	mark.mulder@wi.usda.gov
FSA	3 rd	Greg Wheeler	269-8136 x113	269-4929	-	Greg.wheeler@wi.usda.gov
Land Conservation	4 th	Bob Micheel	269-8482	269-8973	-	bob.micheel@co.monroe.wi.us

**STANDARD OPERATING PROCEDURE
TO BE USED BY LOCAL OFFICIALS IN REQUESTING
WISCONSIN NATIONAL GUARD ASSISTANCE**

Whenever an emergency exists and a request for National Guard assistance is made, certain essential information about the emergency and the desired form of Guard assistance is required by the Governor to assist him in making a decision. The situation must be ***EXTREMELY SERIOUS*** and clearly ***BEYOND THE CAPABILITY*** of the requesting agency and/or local government to cope with it before the Guard can and will be committed.

To expedite requests for use of the Guard, the following procedure will be used. When you require the assistance of the National Guard the request must be go through the County Emergency Management Director; Wisconsin Emergency Management 24-hour Duty Officer will be contacted by the county at (608) 242-3232 or 1-800-943-0003.

Below is the information that ***MUST BE*** given to WEM at the time the call is initiated:

- 1) What is the situation? Give ***ALL*** the facts available.
 - a) If it is a flood--How serious? Which river and/or streams? What are the casualties? What is the level of river now? Is the water level rising or falling? How many homes, businesses, etc., are flooded? Give any other information you have about the situation.
 - b) If it is civil disturbance--Whom are the persons or groups causing the disturbance? How many people are involved among the people causing the disturbance, among the bystanders, among the police, and so forth? Has anyone been killed or injured, and in what way (guns, firebombs, other weapons, etc.)? How much violence has occurred, and of what sort (building burned, looting, etc.). How many weapons and what type, have been used and/or are at the disposal of the persons causing the disturbance? What is the stated or apparent purpose, if any, of the persons causing the disturbance? What specific incident(s) precipitated the disturbance?
 - c) On all other emergencies--complete information, comparable to that indicated above, will be required.
- 2) Exactly what is being asked of the National Guard? That is, what task(s) is the National Guard being asked to perform? For how long? How many Guard troops and what support equipment do you believe would be necessary?
- 3) On whose authority is the request being made (name, title, and telephone)? How and when can this individual be reached?
- 4) Have local and/or county resources been committed or expended? Explain local action taken or contemplated?
- 5) Could the resources necessary to handle the problems be supplied through mutual aid or other regional cooperative arrangements? If the problem cannot be fully handled through mutual aid, to what extent can it be partially handled?
- 6) How long can an acceptable level of order be maintained without the assistance of the National Guard?
- 7) If the decision is made to send assistance from the National Guard:
 - a) Where does the National Guard liaison officer go?
 - b) To whom does the liaison officer report?
- 8) The person communicating the request should provide the following information: his or her name, title, telephone number, and when he or she can be reached.

Your full cooperation in utilizing this procedure for obtaining the assistance of the National Guard is important and will greatly expedite requests.

EXCERPT FROM WISCONSIN STATE STATUTE 323**323.11 DECLARATION BY LOCAL GOVERNMENT.**

The governing body of any local unit of government may declare, by ordinance or resolution, an emergency existing within the local unit of government whenever conditions arise by reason of a riot or civil commotion, a disaster, or an imminent threat of a disaster, that impairs transportation, food or fuel supplies, medical care, fire, health or police protection, or other critical systems of the local unit of government. The period of the emergency shall be limited by the ordinance or resolution to the time during which the emergency conditions exist or are likely to exist.

323.14 LOCAL GOVERNMENT; DUTIES AND POWERS.

(1) Ongoing duties.

(a)

1. Subject to subd. [3.](#), each county board shall develop and adopt an emergency management plan and program that is compatible with the state plan of emergency management under s. [323.13 \(1\) \(b\)](#).

2. Each county board shall designate a head of emergency management. In counties having a county executive under s. [59.17](#), the county board shall designate the county executive or confirm his or her appointee as county head of emergency management. Notwithstanding sub. [\(2\) \(b\)](#), an individual may not simultaneously serve as the head of emergency management for 2 or more counties.

3. Each county board shall designate a committee of the board as a county emergency management committee. The chairperson of the county board shall designate the chairperson of the committee. In counties having a county executive under s. [59.17](#), the committee shall retain policy-making and rule-making powers in the establishment and development of county emergency management plans and programs.

(b)

1. The governing body of each city, village, or town shall develop and adopt an emergency management plan and program that is compatible with the state plan of emergency management adopted under s. [323.13 \(1\) \(b\)](#).

2. The governing body of each city, village, or town shall designate a head of emergency management services.

(2) Ongoing powers.

(a) The governing body of a local unit of government may appropriate funds and levy taxes for its emergency management program under sub. [\(1\)](#).

(b) Local units of government may cooperate under s. [66.0301](#) to furnish services, combine offices, and finance emergency management programs.

(c) Local units of government may contract for emergency management services with political subdivisions, agencies, and federally recognized American Indian tribes and bands of this state, and, upon prior approval of the adjutant general, with such entities in bordering states. A copy of each agreement shall be filed with the adjutant general within 10 days after execution of that agreement.

(3) Duties during an emergency.

(a) If the governing body of a local unit of government declares an emergency under s. [323.11](#) and intends to make use of volunteer health care practitioners, as specified in s. [257.03](#), the governing body or its agent shall, as soon as possible, notify the department of health services of this intent.

(b) During a state of emergency declared by the governor, a local unit of government situated within the area to which the governor's executive order applies may employ personnel, facilities, and other resources consistent with the plan adopted under sub. [\(1\) \(a\) 1.](#) or [\(b\) 1.](#) to cope with the problems that resulted in the governor declaring the emergency. Nothing in this chapter prohibits local units of government from employing their personnel, facilities, and resources consistent with the plan adopted under sub. [\(1\) \(a\) 1.](#) or [\(b\) 1.](#) to cope with the problems of local disasters except where restrictions are imposed by federal regulations on property donated by the federal government.

(4) Powers during an emergency.

(a) The emergency power of the governing body conferred under s. [323.11](#) includes the general authority to order, by ordinance or resolution, whatever is necessary and expedient for the health, safety, protection, and welfare of persons and property within the local unit of government in the emergency and includes the power to bar, restrict, or remove all unnecessary traffic, both vehicular and pedestrian, from the highways, notwithstanding any provision of chs. [341](#) to [349](#).

(b) If, because of the emergency conditions, the governing body of the local unit of government is unable to meet promptly, the chief executive officer or acting chief executive officer of any local unit of government shall exercise by proclamation all of the powers conferred upon the governing body under par. [\(a\)](#) or s. [323.11](#) that appear necessary and expedient. The proclamation shall be subject to ratification, alteration, modification, or repeal by the governing body as soon as that body can meet, but the subsequent action taken by the governing body shall not affect the prior validity of the proclamation.

History: [2009 a. 42](#) ss. [98](#) to [102](#), [111](#), [112](#), [234](#) to [236](#), [294](#) to [299](#); Stats. 2009 s. 323.14.

CITY ADMINISTRATOR

City Administrator is responsible for the overall management of the City of Tomah.

The following tasks represent a checklist of actions that should be considered in an emergency or disaster situation.

- Ensure that the City Emergency Management Director has activated/is activating the Emergency Operations Center (EOC) or Command Post.
- Report to the EOP/CP.
- Ensure that the City Emergency Management Director provides an initial damage assessment and casualty report.
- Ensure that the City Emergency Management Director and City officials brief the EOC staff as to the status of the disaster.
- Be ready to issue a declaration of emergency.
- Ensure that the Public Information Officer (PIO) is notified and reports to the EOC.
- In consultation with the Emergency Management Director, determine whether or not county, state or federal assistance should be requested. *(City/County resources must be fully committed before state or federal assistance is available. If assistance is requested, specify the type and amount of assistance needed).*
- Fill out the attached forms (if required).
 - o Local State of Emergency Proclamation
 - o Request to County for Disaster Declaration
 - o State of Emergency Curfew Declaration
 - o Municipal Evacuation Proclamation

LOCAL STATE OF EMERGENCY PROCLAMATION

WHEREAS, *(DESCRIBE THE SITUATION OR EVENT PROMPTING THIS ACTION, E.G. SEVERE STORMS, INCLUDING RECORD RAINFALLS AND HIGH WINDS)*, OCCURRED *(GIVE THE DATE OF THE EVENT, E.G. ON SEPTEMBER 22 OR FROM SEPTEMBER 22 TO SEPTEMBER 24)* IN *(NAME THE JURISDICTION/S AFFECTED, E.G., THE CITY OF TOMAH OR MONROE COUNTY)*; AND

WHEREAS, SUCH STORMS RESULTED IN *(DESCRIBE THE IMPACTS OF THE EVENT OR DISASTER, E.G., RECORD RAINFALL DURING THE MONTH OF MAY AND CAUSED RIVERS AND STREAMS TO REACH OR EXCEED FLOOD STAGE AND WATERS LEVELS TO BE EXTREMELY HIGH)*; AND

WHEREAS, *(DESCRIBE ANY OTHER IMPACTS OR RAMIFICATIONS OF THE DISASTER, E.G., THE RECORD RAINFALLS ALSO CAUSED OVERLAND FLOODING WHEN STORM AND SANITARY SEWERS COULD NOT ACCOMMODATE THE INCREASED FLOWS)*; AND

WHEREAS, THESE CONDITIONS CONTINUE TO POSE A THREAT TO THE AFFECTED CITIZENS AND HAVE ALREADY CAUSED DAMAGE TO PUBLIC AND PRIVATE PROPERTY AND THREATENED THE PUBLIC SAFETY; AND; *(THIS STATEMENT CAN PROBABLY STAY INTACT AS IT APPLIES TO MOST EVERY SITUATION)*

WHEREAS, *(BRIEFLY DESCRIBE WHAT ACTIONS ARE BEING TAKEN IN RESPONSE TO THE SITUATION, E.G. LOCAL AND COUNTY AGENCIES AND IMPACTED CITIZENS ARE TAKING ALL NECESSARY PRECAUTIONS IN RESPONSE TO THIS EVENT, SUCH AS EVACUATING THOSE IN IMMEDIATE DANGER, SANDBAGGING, PUMPING, MOVING PROPERTY TO HIGHER GROUND, ETC.)*; AND

WHEREAS, *(INSERT THE NAME OF THE LOCAL OR COUNTY EMERGENCY MANAGEMENT AGENCY)* IS CLOSELY MONITORING THE SITUATION IN CONJUNCTION WITH OTHER APPROPRIATE LOCAL AND COUNTY OFFICIALS;

NOW, THEREFORE, I, *(INSERT THE NAME AND TITLE OF THE INDIVIDUAL WHO HAS THE LEGAL AUTHORITY TO MAKE THIS PROCLAMATION, E.G., THE COUNTY BOARD CHAIR OR THE MAYOR)* BY THE AUTHORITY VESTED IN ME BY THE *(CITE THE LOCAL OR COUNTY ORDINANCE OR LAW THAT AUTHORIZES THIS PROCLAMATION TO BE MADE)* DO HEREBY:

PROCLAIM THAT A STATE OF EMERGENCY EXISTS *(NAME THE JURISDICTION/S BEING COVERED BY THE PROCLAMATION)*;

IN TESTIMONY WHEREOF, I HAVE HEREUNTO SET MY HAND AND CAUSED THE GREAT SEAL OF THE STATE OF WISCONSIN TO BE AFFIXED. DONE AT THE CAPITOL IN THE CITY OF MADISON THIS FOURTH DAY OF JUNE IN THE YEAR 2006.
(THIS IS HOW THE GOVERNOR SIGNS HIS PROCLAMATIONS. THE CORP COUNSEL OR CITY ATTORNEY WILL HAVE TO ADVISE WHAT IS APPROPRIATE FOR YOUR JURISDICTIONS.)

REQUEST TO COUNTY FOR DISASTER DECLARATION

WHEREAS, A DISASTER, NAMELY _____ HAS STRUCK THE CITY OF TOMAH; AND

WHEREAS, BECAUSE OF SUCH EMERGENCY CONDITIONS, THE TOMAH CITY COUNCIL IS UNABLE TO MEET WITH PROMPTNESS; AND

WHEREAS, THE DISASTER HAS CAUSED THE CITY OF TOMAH TO COMMIT ALL OF ITS AVAILABLE RESOURCES; AND

WHEREAS, THE CITY OF TOMAH IS ASKING FOR COUNTY ASSISTANCE AND REQUESTS THE COUNTY TO ADVISE THE STATE OF WISCONSIN OF OUR EMERGENCY CONDITIONS:

NOW THEREFORE, PURSUANT TO WISCONSIN STATE STATUTE §66.325 AND WISCONSIN STATE STATUTE §323.11, AS CHIEF ELECTED OFFICIAL OF THE CITY OF TOMAH IN TESTIMONY WHEREOF I HAVE HEREUNTO SET MY HAND AND HAVE CAUSED THE GREAT SEAL OF THE CITY OF TOMAH TO BE AFFIXED.

DONE AT THE TOMAH CITY HALL THIS _____ DAY OF _____, 20__.

MAYOR, CITY OF TOMAH



NOW, THEREFORE, PURSUANT TO WISCONSIN STATE STATUTE §323.11, AS CHAIR OF THE MONROE COUNTY BOARD OF SUPERVISORS, I DO HEREBY CONCUR THAT A STATE OF EMERGENCY EXISTS IN THE CITY OF TOMAH.

IN TESTIMONY WHEREOF I HAVE HEREUNTO SET MY HAND. DONE AT _____ THIS _____ DAY OF _____, 20__.

COUNTY BOARD CHAIR, MONROE COUNTY, WISCONSIN

STATE OF EMERGENCY CURFEW DECLARATION

DUE TO THE SEVERE DAMAGE CAUSED BY _____ AND
ACTING AS MAYOR OF THE CITY OF TOMAH, I HEREBY DECLARE THAT THE CITY OF TOMAH IS UNDER
A STATE OF EMERGENCY.

BY STATUTORY POWER PROVIDED TO THIS OFFICE BY THE STATE OF WISCONSIN, I HEREBY, DECLARE
THAT THE CITY OF TOMAH IS UNDER DUSK TO DAWN CURFEW. THIS CURFEW SHALL LAST ONLY AS
LONG AS ABSOLUTELY NECESSARY TO RESOLVE THE PROBLEM CAUSED BY THIS DISASTER.

PURSUANT TO WISCONSIN STATE STATUTE §66.325 AND WISCONSIN STATE STATUTE §323.11, AS
CHIEF ELECTED OFFICIAL OF THE CITY OF TOMAH IN TESTIMONY WHEREOF I HAVE HEREUNTO SET
MY HAND AND HAVE CAUSED THE GREAT SEAL OF THE CITY OF TOMAH TO BE AFFIXED.

DONE AT THE TOMAH CITY HALL THIS _____ DAY OF _____ 20____.

MAYOR, CITY OF TOMAH

TOMAH EMERGENCY EVACUATION PROCLAMATION

WHEREAS, A DISASTER PROCLAMATION HAS BEEN ISSUED; AND

WHEREAS, THE DISASTER RESULTED IN A STATE OF EMERGENCY EXISTING IN OUR COMMUNITY; AND

WHEREAS, IT IS REASONABLE TO BELIEVE THAT A THREAT TO THE LIVES AND HEALTH OF OUR CITIZENS EXISTS:

WHEREAS, I, _____ DO HEREBY PROCLAIM THAT THE AREA BORDERED BY _____ ON THE NORTH, _____ ON THE SOUTH, _____ ON THE EAST, AND _____ ON THE WEST BE IMMEDIATELY EVACUATED.

THIS PROCLAMATION IS IN EFFECT UNTIL FURTHER NOTICE

NOW THEREFORE, PURSUANT TO WISCONSIN STATE STATUTE §66.325 AND WISCONSIN STATE STATUTE §323.11, AS CHIEF ELECTED OFFICIAL OF THE CITY OF TOMAH IN TESTIMONY WHEREOF I HAVE HEREUNTO SET MY HAND AND HAVE CAUSED THE GREAT SEAL OF THE CITY OF TOMAH TO BE AFFIXED.

DONE AT THE TOMAH CITY HALL THIS _____ DAY OF _____ 20____.

MAYOR, CITY OF TOMAH

TOMAH EMERGENCY MANAGEMENT DIRECTOR

The Emergency Management Director coordinates all components of the emergency management program in Tomah. This includes hazard analysis, preparedness, response, recovery and mitigation activities for all natural and technological disasters/emergencies.

The following tasks represent a checklist of actions that should be considered in an emergency or disaster situation.

- Report to the City EOC/CP.
- Ensure that City officials and County Emergency Management Coordinator have been notified, key facilities warned, sirens activated, etc.
- Activate the City EOC (see EOC Alerting List). Make sure that it is fully operational and that the EOC staff has reported/are reporting to it.
- Obtain initial Uniform Disaster Situation Report (UDSR) and other relevant information. Relay this information to the Mayor and to the Monroe County Emergency Management Coordinator.
- Conduct regular briefings of EOC staff as to the status of the situation.
- Evaluate available resources, including personnel, by checking with EOC Staff. If deficiencies exist, take action to obtain the needed resources.
- Ensure that all department/agency heads have begun to keep separate and accurate records of disaster-related expenditures.
- See attached forms
 - o Situation Report
 - o EOC Full Activation ICS Organization Chart
 - o Municipal Uniform Disaster Situation Report
 - o Water Resources – Drinking/Bathing/Washing

ATTACHMENT 6-A (SITUATION REPORT)
TO ATTACHMENT 6 (TOMAH EMERGENCY MANAGER KEY ACTION CHECKLIST)
TO TOMAH EMERGENCY OPERATIONS PLAN

CITY OF TOMAH

SITUATION REPORT

REPORT NO. _____

Prepared by: _____, _____, _____, _____
(Name) (Title) (Date) (Time)

Approved for Release: _____, Incident Commander

Transmit by most efficient means to the following:

- Supervisors Mayors Public Info Officer Reg. WEM Office
- State WEM Office Emergency Dispatch City Executive County Board Mayor
- Others

1. Type of disaster/emergency: _____

2. Location and area affected: _____

3. What are: The existing losses (Attach damage reports.) and/or Potential losses for the following:

Health: _____

Property: _____

4. When and under what circumstances will the situation become critical? _____

5. Incident Commander: _____ Current location: _____

6. EOC in use? Yes No. Location: _____ Phone _____

7. Current Proposed Public information and warning actions: _____

8. Number of persons evacuated: _____ Number of persons under a warning for possible evacuation: _____

9. Public information Officer: _____ Location: _____

10. Response and support agencies now involved: _____

11. Will we be able to handle this situation with local resources? _____

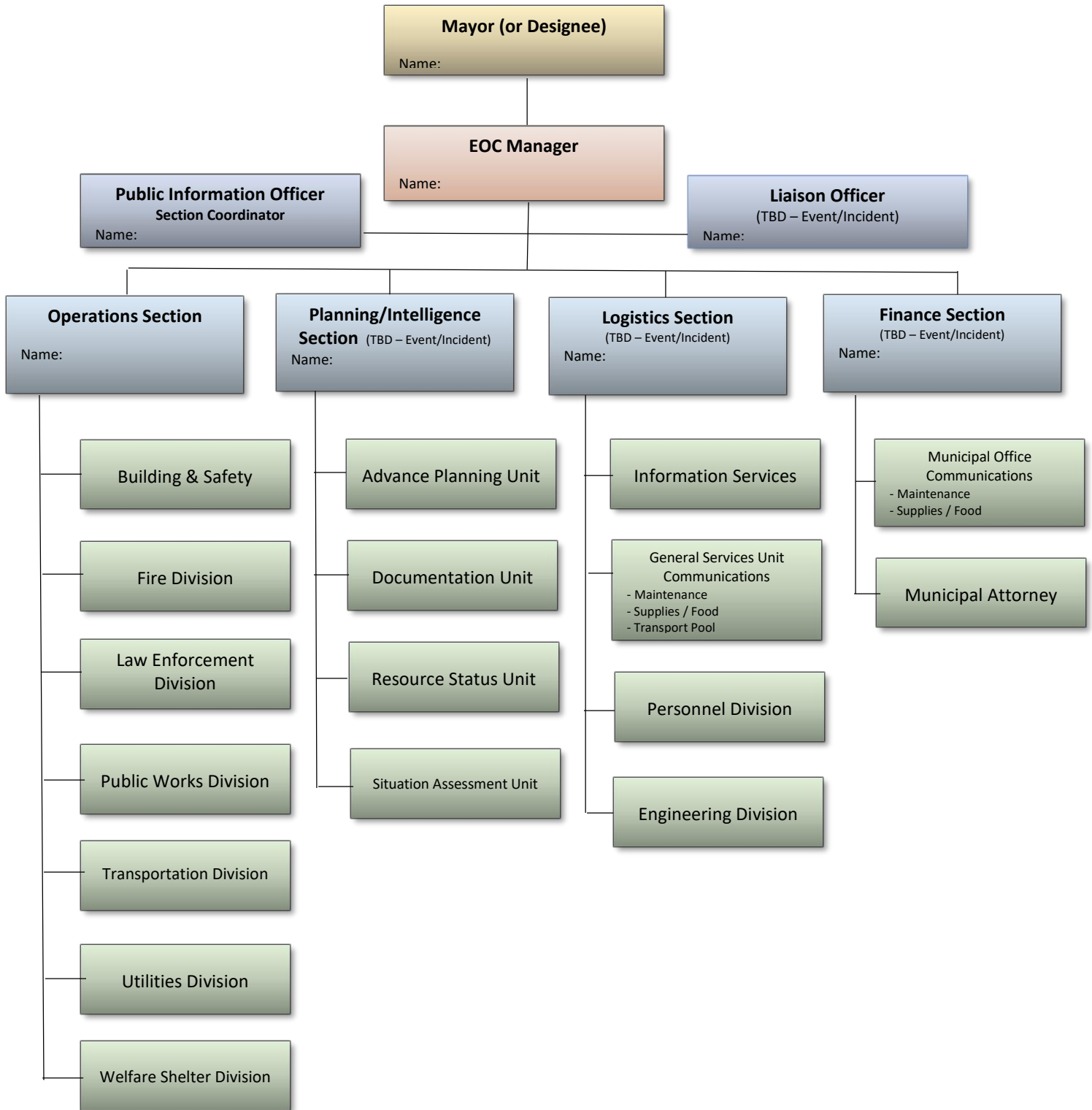
12. Is there a need for an emergency proclamation or a disaster declaration? Yes Not at this time

Emergency proclaimed by _____ Date _____ Time _____

Disaster declared by _____ Date _____ Time _____

13. Course of action proposed by Incident Commander: _____

EOC FULL ACTIVATION ORGANIZATION CHART



**ATTACHMENT 6-C (MUNICIPAL UDSR)
 TO ATTACHMENT 6 (TOMAH EMERGENCY MANAGER KEY ACTION CHECKLIST)
 TO TOMAH EMERGENCY OPERATIONS PLAN**

CITY OF TOMAH

MONROE COUNTY MUNICIPAL UNIFORM DISASTER SITUATION REPORT (UDSR)				MONROE CO. EM. MANAGEMENT USE ONLY			
				DATE & TIME REPORT RECEIVED:			
				RECEIVED BY:			
1. NAME OF PERSON SUBMITTING REPORT:			ADDRESS-CITY, STATE & ZIP CODE:			PHONE NO.	
2. DATE & TIME OF INCIDENT:		3. TYPE OF INCIDENT: (i.e. tornado, ice storm, flood etc.)		4. DATE SUBMITTED TO E.M.			
5. LOCATION OF INCIDENT:		DEM AREA: West Central		COUNTY: Monroe			
CITY		VILLAGE		TOWNSHIP:			
SECTION		OTHER LOCATION DETAILS (ATTACH A MAP SHOWING LOCATIONS)					
6. ESTIMATED NO. OF CASUALTIES		DEATHS	INJURIES	HOMELESS		EVACUATED	
7. PRIVATE SECTOR DAMAGE ESTIMATES:							
RESIDENTIAL	ESTIMATED NO. OF HOMES MINOR MAJOR DESTROYED		ESTIMATED DOLLAR AMOUNT: \$		ESTIMATED PERCENT COVERED BY INSURANCE %		
BUSINESS	ESTIMATED NO. OF BUSINESSES MINOR MAJOR DESTROYED		ESTIMATED DOLLAR AMOUNT: \$		ESTIMATED PERCENT COVERED BY INSURANCE %		
PRIVATE UTILITY/INDUSTRY	ESTIMATED NO. OF UTILITIES/INDUSTRIES MINOR MAJOR DESTROYED		ESTIMATED DOLLAR AMOUNT: \$		ESTIMATED PERCENT COVERED BY INSURANCE %		
AGRICULTURAL	ESTIMATED NO. OF HOMES MINOR MAJOR DESTROYED		ESTIMATED DOLLAR AMOUNT: \$		ESTIMATED PERCENT COVERED BY INSURANCE %		
AGRICULTURAL (Continued)	NO.	LIVESTOCK LOST ESTIMATED DOLLAR AMOUNT		NO. OF ACRES	CROPS AFFECTED ESTIMATED DOLLAR AMOUNT \$		
8. TOTAL ESTIMATED PRIVATE SECTOR DAMAGE \$							
9. PUBLIC SECTOR DAMAGE ESTIMATES							
A) DEBRIS CLEARANCE		B) PROTECTIVE MEASURES		C) ROAD SYSTEMS		D) WATER CONTROL FACILITIES	
E) PUBLIC BUILDINGS & RELATED EQUIPMENT		F) PUBLIC UTILITY SYSTEMS		G) OTHER (NOT IN PRECEDING CATEGORIES)			
10. TOTAL ESTIMATED PUBLIC SECTOR DAMAGE \$							
11. MUNICIPAL FIRE DEPARTMENT							
A) CALLS DUE TO INCIDENT				B) REGULAR TIME (include benefits) (If employees have different wages list on a blank page and attach)			
NO OF CALLS	WAGES PER HOUR	HOURS	TOTAL AMOUNT	NO OF EMPLOYEES	WAGES PER HOUR	HOURS	TOTAL AMOUNT
X \$	X	= \$		X \$	X	= \$	
C) OVERTIME (include benefits)							
NO OF EMPLOYEES	WAGES PER HOUR	HOURS	TOTAL AMOUNT				
X \$	X	= \$					
D) EQUIPMENT USED AND DOLLAR AMOUNT PER HOUR (i.e. Tanker truck, fire engine, etc.)							
12. MUNICIPAL POLICE DEPARTMENT							
A) NO. OF CALLS				B) REGULAR TIME (include benefits) (If employees have different wages list on a blank page and attach)			
NO OF CALLS	WAGES PER HOUR	HOURS	TOTAL AMOUNT	NO OF EMPLOYEES	WAGES PER HOUR	HOURS	TOTAL AMOUNT
X \$	X	= \$		X \$	X	= \$	
C) OVERTIME (include benefits)							
NO OF EMPLOYEES	WAGES PER HOUR	HOURS	TOTAL AMOUNT				
X \$	X	= \$					
D) EQUIPMENT USED AND DOLLAR AMOUNT PER HOUR (i.e. Tanker truck, fire engine, etc.)							
MUNICIPAL LABOR/EQUIPEMENT COSTS SEE ATTACHED FORM							

SOURCES FOR WATER--DRINKING/BATHING/WASHING

Potable Water (Safe for Drinking)

1. Plastic jugs purchased from grocery stores, convenience stores
2. Bottled water companies
Kwik Trip (Jill Netteshime)
Phone: 608-793-6394 or 608-317-5519
3. Dairies steel-tank milk trucks*
Paul Dwyer
[*Note: DNR must inspect these first to determine if they are safe for use as potable water]
4. Office water cooler supply companies
Culligan Water Conditioning, 1243 Menomonie St., Eau Claire;
Phone: 715-834-9431 or 1-800-444-9431
5. Gibson's Watercare Service, 2251 Hastings Way, Eau Claire
Phone: 715-834-7716
6. Breweries
7. Water bladders from old Packaged Disaster Hospitals (PDH's)
8. Large grocer distribution centers (e.g. large chain grocery like Walmart)
9. Soft drink bottlers

Water for Washing Up/Bathing

1. Large construction companies/municipal public works water tankers used to wet down dirt roads under construction
2. Fire Department tankers

POSSIBLE QUESTIONNAIRE ITEMS FOR SURVEY OF SOURCES:

1. Firm Name:
2. Firm Address:
3. Contact Person:
4. Contact Phone Number (Daytime):
5. Contact Phone Number (After Hours and Weekends):
6. Approx. maximum quantity that could be supplied on short notice:
7. Container size:
8. Cost:
9. Lead time needed to produce bottled water:
10. Will water be delivered to where needed?

MUNICIPAL CLERK, TREASURER AND ASSESSOR

The Clerk/Assessor/Treasurer is responsible for their assigned activities in Tomah.

The following tasks represent a checklist of actions that should be considered in an emergency or disaster situation.

- Report to the EOC/CP.
- Maintain records indicating expenses incurred due to the disaster.
- Assist in the damage assessment process by:
 - Provide information regarding the dollar value of property damaged as a result of the disaster.
 - Provide information (name, telephone number, etc.) regarding the owners of property which has been damaged/destroyed as a result of the disaster.
- Delegate authority to department directors to permit acquisition of equipment and supplies needed following a disaster.
- Assign department directors account numbers to which emergency expenditures may be charged.
- See attached forms
 - Expense Tracking Report – Labor Record
 - Expense Tracking Report – Force Account Equipment Record
 - Expense Tracking Report – Materials
 - Expense Tracking Report – Rented Equipment

**ATTACHMENT 7-A (EXPENSE TRACKING FORMS)
 TO ATTACHMENT 7 (TOMAH CLERK/TREASURER AND ASSESSOR KEY ACTION CHECKLIST)
 TO TOMAH EMERGENCY OPERATIONS PLAN**

CITY OF TOMAH

LABOR RECORD

LOCATION OF WORK: _____

Page _____ of _____ Page(s)

Time Period _____

DESCRIPTION OF WORK: _____

to _____ 20 _____

FEMA _____ DR _____

Category of Work: _____

DSR No. _____

Job Site Number: _____

NAME	JOB DUTIES	DATE/HOURS WORKED EACH DAY										TOTAL HOURS	RATE	TOTAL PAY	
		DATE													
		Reg.													
		OT													
		Reg.													
		OT													
		Reg.													
		OT													
		Reg.													
		OT													
		Reg.													
		OT													
		Reg.													
		OT													
		Reg.													
		OT													

I CERTIFY THAT THE ABOVE INFORMATION WAS TRANSCRIBED FROM TIME SHEETS, PAYROLL RECORDS OR OTHER DOCUMENTS WHICH ARE AVAILABLE FOR AUDIT.

	Reg.:	
	OT:	
	Total:	

CERTIFIED BY: _____
Sign Name

_____ Print Name

TITLE: _____

FRINGE BENEFITS: Reg. Time: _____ %

Overtime: _____ % or, included in Hourly Rate: Yes No

**ATTACHMENT 7-A (EXPENSE TRACKING FORMS)
 TO ATTACHMENT 7 (TOMAH CLERK/TREASURER AND ASSESSOR KEY ACTION CHECKLIST)
 TO TOMAH EMERGENCY OPERATIONS PLAN**

CITY OF TOMAH

FORCE ACCOUNT EQUIPMENT RECORD

Location of Work: _____
 Time Period _____
 Description of Work: _____
 FEMA _____ DR _____ Category of Work: _____ DSR No.: _____

Page _____ of _____ Page(s)
 to _____ 20_____
 Job Site Number: _____

TYPE OF EQUIPMENT INDICATE MAKE AND MODEL	FEMA COST CODE	HORSEPOWER AND/OR CUBIC YARD CAPACITY	DATE/HOUR USED EACH DAY							TOTAL HRS.	RATE	TOTAL PAY
			Date									
			Hrs									
			Hrs									
			Hrs									
			Hrs									
			Hrs									
			Hrs									
			Hrs									
			Hrs									
			Hrs									
			Hrs									
			Hrs									
			Hrs									
			Hrs									
I CERTIFY THAT THE ABOVE INFORMATION WAS TRANSCRIBED FROM DAILY LOGS OR OTHER DOCUMENTS THAT ARE AVAILABLE FOR AUDIT.										Total Hours	Total Cost	

CERTIFIED BY: _____ TITLE: _____

**ATTACHMENT 7-A (EXPENSE TRACKING FORMS)
TO ATTACHMENT 7 (TOMAH CLERK/TREASURER AND ASSESSOR KEY ACTION CHECKLIST)
TO TOMAH EMERGENCY OPERATIONS PLAN**

CITY OF TOMAH

Sign Name

Print Name

MATERIALS RECORD

Location of Work: _____
Time Period _____
Description of Work: _____

Page _____ of _____ Page(s)
to _____ 20 _____

FEMA _____ DR _____ Category of Work: _____ DSR No.: _____

Job Site Number: _____

VENDOR	DESCRIPTION	QTY	UNIT PRICE	TOTAL PRICE	DATE BOUGHT	CHECK NO	DATE USED	CHECK ONE INFO. FORM	
								INVOICE	STOCK

I CERTIFY THAT THE ABOVE INFORMATION WAS TRANSCRIBED FROM VENDOR INVOICES, STOK CARDS OR OTHER DOCUMENTS WHICH ARE AVAILABLE FOR AUDIT.

CERTIFIED BY: _____
Sign Name

Print Name

TITLE: _____

**ATTACHMENT 7-A (EXPENSE TRACKING FORMS)
 TO ATTACHMENT 7 (TOMAH CLERK/TREASURER AND ASSESSOR KEY ACTION CHECKLIST)
 TO TOMAH EMERGENCY OPERATIONS PLAN**

CITY OF TOMAH

RENTED EQUIPMENT RECORD

Location of Work: _____
 Time Period _____
 Description of Work: _____

Page _____ of _____ Page(s)
 to _____ 20_____

FEMA _____ DR _____ Category of Work: _____ DSR No.: _____

Job Site Number: _____

TYPE OF EQUIPMENT Indicate size, capacity, horsepower, make and model as appropriate.	Date & Hours Worked	Rate Per Hour			Total Costs	Vendor	Invoice Number	Date & Amount Paid	Check Number
		W/OPR	W/O	OPR					

I CERTIFY THAT THE ABOVE INFORMATION WAS TRANSCRIBED FROM VENDOR INVOICES, STOK CARDS OR OTHER DOCUMENTS WHICH ARE AVAILABLE FOR AUDIT.

CERTIFIED BY: _____
Sign Name Print Name

TITLE: _____

WARNING AND COMMUNICATIONS

The Warning and Communications function is responsible for warning and communications in the City of Tomah.

The following tasks represent a checklist of actions this function should consider in an emergency or disaster situation.

- Warn the following:
 - Municipal Elected Officials
 - Municipal Emergency Management Director
 - County Emergency Management Director
 - Municipal Emergency Operations Center representatives
 - Special facilities

- Ensure all agencies represented in the municipal EOC have communications both to their staff at their department offices and their staff at the incident site. List communications equipment:
 - Portable Radios
 - Telephone

- Activate public warning system. This may consist of (identify warning system i.e., sirens, door-to-door, telephone fan out). Develop assignment on how to alert, watch, and warning would be handled prior to a disaster or emergency situation.

- Establish communications with the county EOC if activated or the Monroe County Emergency Management Office. The communications equipment available is:
 - Portable radios
 - Telephone
 - Amateur Radio

- Establish communications with the Command Post / Incident Commander.

- See attached forms
 - Radio Frequencies – Local, County and State

RADIO FREQUENCIES
LOCAL, COUNTY AND STATE MUTUAL AID

RX FREQUENCY	RX TONE	TX FREQUENCY	TX TONE	AGENCY/USER
Monroe County				
155.6250	156.7	158.9100	D532	Sheriff (MOSHF)
155.0850	88.5	153.7850	71.9	County Coordination (MOCORD)
155.7150	71.9	155.7150	71.9	County Events (MOEVNT)
155.9250	94.8	153.9050	94.8	County EMS (MOEMS)
155.7900	85.4	153.9350	85.4	Sparta Police F1 repeater
158.7750	79.7	153.8750	79.7	Sparta Police F2 repeater
155.0700	156.7	158.9400	156.7	Tomah Police repeater
460.0250		460.0250		County Jail (NXDN digital)
154.2350	156.7	153.7400	82.5	County Fire/EMS Paging (MOPAGE)
154.3700	156.7	159.2100	D156	Sparta Fire repeater
154.4000	79.7	158.9850	D465	County Fire (MOFIRE)
155.9550	77.0	155.9550	77.0	County Tactical 1 (MOTAC1)
156.0600	156.7	156.0600	156.7	County Tactical 2 (MOTAC2)
156.0600	N420	156.0600	N420	County Tactical 2 Digital (MOTAC2DG)(P25)
154.0400	156.7	154.0400	156.7	County Tactical 3 (MOTAC3)
154.1150	225.7	159.0900	225.7	County Highway Dept (MOHWY)
158.7750	94.8	153.8750	94.8	City of Sparta Public Works
155.9550	162.2	155.9550	162.2	City of Tomah Public Works
155.2050	156.7	155.2050	156.7	Sparta School District
155.2050	167.9	155.2050	167.9	Tomah School District
155.2050	162.2	155.2050	162.2	Cashton School District
155.3400	156.7	155.3400	156.7	County Hospitals (EMS B)
155.2800	156.7	155.2800	156.7	County Hospitals (EMS C)
VETERANS AFFAIRS MEDICAL CENTER (TOMAH) AND WARRENS CRANBERRY FESTIVAL				
169.0125	N293	164.0625	N293	VA Police (P25)
172.6875	N293	165.4250	N293	VA Fire (P25)
461.5375	D023	466.5375	D023	Warrens Cranberry Festival
LA CROSSE COUNTY				
155.4300	203.5	155.8500	203.5	La Crosse County Sheriff 1
155.6100	136.5	154.7100	123.0	La Crosse County Sheriff 2
155.5200	203.5	155.5200	203.5	La Crosse County Car to Car
158.7600	203.5	153.9950	203.5	La Crosse County Coordination
154.7475	136.5	159.0975	136.5	La Crosse County Jail
154.1075	136.5	159.2175	136.5	La Crosse County Court Officers
154.2050	88.5	156.0450	88.5	La Crosse County Fire
154.9800	D031	154.9800	D031	La Crosse County Mass Casualty Operations
155.9400	D051	155.9400	D051	La Crosse County EMS Command
155.1450	D043	155.1450	D043	La Crosse County EMS Ground
151.0250	131.8	159.0000	131.8	La Crosse County Highway Dept.
155.5425	136.5	159.1875	136.5	La Crosse County Facilities/Maintenance
155.7600	82.5	153.8000	82.5	La Crosse County Parks
154.0550	203.5	154.0550	203.5	La Crosse County Local Gov't
154.3250	203.5	150.8050	203.5	Tri State Ambulance - La Crosse
JACKSON COUNTY				
151.0625	82.5	156.0300	173.8	Jackson County Sheriff
154.4450	123.0	153.8900	173.8	Jackson County Fire

RX FREQUENCY	RX TONE	TX FREQUENCY	TX TONE	AGENCY/USER
158.8275	82.5	155.9700	173.8	Jackson County Local Government/Tactical
159.1350	141.3	156.1200	173.8	Jackson County Highway
JUNEAU COUNTY				
154.7250	82.5	159.3750	82.5	Juneau County Sheriff
154.8000	N290	154.8000	N290	Juneau County Jail (P25)
154.1900	82.5	155.9850	82.5	Juneau County Fire
158.8050	107.2	153.8600	107.2	Juneau County Highway Dept.
VERNON COUNTY				
154.9950	167.9	158.8650	210.7	Vernon Sheriff
154.7850	110.9	159.0300	151.4	ALT Vernon
154.8600	136.5	158.8800	103.5	Vernon Fire
154.1750	167.9	158.9550	146.2	Vernon Common
155.0400	97.4	158.9625	97.4	Tri State Ambulance - Viroqua
WEST CENTRAL INTEROPERABILITY ALLIANCE				
156.1500	77.0	155.5200	77.0	Barron County WCIA repeater (P25 NAC 030)
156.0750	77.0	155.1300	77.0	Clark County WCIA repeater (P25 NAC 100)
154.7700	77.0	155.6700	77.0	Dunn County WCIA repeater (P25 NAC 170)
159.1050	77.0	151.1000	77.0	Eau Claire County WCIA repeater (P25 NAC 180)
155.9700	74.4	154.7400	74.4	Jackson County WCIA repeater (P25 NAC 270)
154.8300	77.0	155.5800	77.0	La Crosse County WCIA repeater (P25 NAC 320)
159.0450	77.0	155.7300	77.0	Pepin County WCIA repeater (P25 NAC 470)
159.0000	77.0	155.8050	77.0	Pierce County WCIA repeater (P25 NAC 480)
154.9500	77.0	151.2500	77.0	St Croix County WCIA repeater (P25 NAC 560)
154.9500	74.4	155.8350	74.4	Trempealeau County WCIA repeater (P25 NAC 620)
STATE MUTUAL AID FREQUENCIES				
155.3700	0.0	155.3700	146.2	POINT
155.4750	0.0	155.4750	156.7	VLAW31 (FORMERLY WISPERN)
156.0000	136.5	156.0000	136.5	WEM CAR
155.1600	0.0	155.1600	127.3	NATSAR
151.2800	136.5	153.8450	136.5	MARC1
151.2800	136.5	151.2800	136.5	MARC2
154.0100	71.9	154.0100	71.9	MARC3
154.1300	82.5	154.1300	82.5	MARC4
155.4000	0.0	155.4000	D156	EMS A
155.3400	0.0	155.3400	D156	EMS B
155.2800	D156	155.2800	D156	EMS C
154.2650	210.7	154.2650	210.7	IFERN
154.3025	67.0	154.3025	67.0	IFERN2
153.8300	69.3	153.8300	69.3	FG RED
154.2800	74.4	154.2800	74.4	FG WHITE
154.2950	85.4	154.2950	85.4	FG BLUE
153.8375	91.5	153.8375	91.5	FG GOLD
154.2725	94.8	154.2725	94.8	FG BLACK
154.2875	136.5	154.2875	136.5	FG GRAY
155.7525	156.7	155.7525	156.7	VCALL10
151.1375	156.7	151.1375	156.7	VTAC11
151.1375	N293	151.1375	N283	VTAC11DG (P25)
154.4525	156.7	154.4525	156.7	VTAC12
154.4525	N293	154.4525	N293	VTAC12DG (P25)
158.7375	156.7	158.7375	156.7	VTAC13

RX FREQUENCY	RX TONE	TX FREQUENCY	TX TONE	AGENCY/USER
158.7375	N293	158.7375	N293	VTAC13DG (P25)
159.4725	156.7	159.4725	156.7	VTAC14
159.4725	N293	159.4725	N293	VTAC14DG (P25)
151.1375	156.7	159.4725	136.5	VTAC36
151.1375	N293	159.4725	N293	VTAC36DG (PG)

LAW ENFORCEMENT

The Tomah Police Department is responsible for law enforcement activities in Tomah.

The following tasks represent a checklist of actions that should be considered in an emergency or disaster situation.

- Ensure that all Police Department staff has been notified and that they report as situations directs.
- Direct the designated law enforcement representative to report as situation directs.
- Secure the affected area and perform traffic and crowd control.
- Participate in warning the public as situation warrants.
- Determine scope of incident as to immediate casualties/destruction and whether the incident has the potential to expand and escalate.
- Direct officer(s) to close off the damage site area and to stop all in-bound traffic. Set up an emergency pass system.
- Report above information to appropriate law enforcement agencies.
- Establish a staging area in the municipality; designate a CP; and establish initial command until relieved.
- If appropriate and if available, dispatch a communications vehicle to the scene of the disaster.

OTHER RESPONSIBILITIES MAY INCLUDE:

- Enforce curfew restrictions in the affected area.
- Coordinate the removal of vehicles blocking evacuation or other response activities.
- Assist the medical examiner with mortuary services.
- Assist with search and rescue activities.
- If the County EOC is activated, establish and maintain contact with the person representing law enforcement.
- Try to anticipate your department's needs for manpower and equipment 24-hours in advance. If additional assistance is needed, utilize mutual aid agreements with other police departments.

HUMAN SERVICES

This attachment is designed to provide the county department of social services with the responsibility for providing human services within Tomah. However, a liaison from the municipality should be appointed to assist the county human services officer with implementing tasks assigned in the county EOP. It is recommended that the person(s) selected be from a department or agency within the municipality(s) with human services type responsibilities (i.e., human services department, department on aging). The person selected should be familiar with the human services annexes of the county EOP so that human services tasks in this municipal plan are consistent with those assigned in the county plan. This person will work closely with the county human services officer so that municipal/county resources can be prioritized and coordinated. This attachment is designed to identify the person in the municipality responsible for human services activities and provides a list of actions this person will consider when this municipal plan is activated.

The **assigned representative** will serve as the Human Services Coordinator in Tomah and is responsible for human services activities in Tomah. The Coordinator will organize human service activities with a representative from the Monroe County Department of Social Services. This person will keep the county Human Services Officer informed of all human service activities performed, underway, or planned within the municipality.

The following tasks represent a checklist of actions that should be considered in an emergency or disaster situation.

- Coordinate activities of municipal agencies/departments that provide human services type services. (Identified in County Resources Manual).
- Report to the emergency operations center.
- Coordinate with Red Cross in opening and managing shelters in the municipality.
- Ensure canteen is set up to feed emergency workers in the municipality.
- Work with Red Cross/salvation Army in providing food and clothing to disaster victims. Provide emergency assistance to persons with special needs.
- Provide necessary outreach services to citizens affected by emergency or disaster.
- Distribute literature to disaster victims given instructions and assistance pertaining to their immediate needs.
- Provide psychological counseling and crisis intervention to disaster victims.
- If County EOC is activated, establish and maintain contact with the person representing Human Services. If the County EOC is not activated, establish and maintain contact with the County Human Services Officer directly at the County Department of Human Services.

PUBLIC WORKS DEPARTMENT

The Public Works Director is responsible for public works activities in Tomah. This department, upon notification, may respond directly to the EOC / ICP.

The following tasks represent a checklist of actions that should be considered in an emergency or disaster situation.

- Ensure that all department personnel have been alerted and that they report as the situation directs.
- Report to the EOC/Command Post.
- Review the disaster situation with field personnel and report situation to the Emergency Management Director.
- Maintain transportation routes.
- Request and assist Parks and Recreation Department to remove the removable dog exercise area fencing at Veteran's Park prior to flooding.
- If necessary, coordinate flood fighting activities, including sandbagging, emergency diking, and pumping operations.
- Coordinate with Law Enforcement travel restrictions/road closures within the municipality.
- Provide emergency generators and lighting.
- Assist with traffic control and access to the affected area.
- Assist with urban search and rescue activities as may be requested.
- Assist private utilities with the shutdown of gas and electric services.
- As necessary, establish a staging area for public works.
- Report public facility damage information to the Damage Assessment Team.
- If the county EOC is activated, establish and maintain contact with the County Highway Commissioner.
- See attached forms
 - o Public Works & Monroe County Highway Dept. Resources
 - o Debris Management
 - o

ATTACHMENT 11-A (PUBLIC WORKS & MC HIGHWAY RESOURCES)
 TO ATTACHMENT 11 (PUBLIC WORKS KEY ACTION CHECKLIST)
 TO TOMAH EMERGENCY OPERATIONS PLAN
 TO MONROE COUNTY EOP (ANNEX G – PUBLIC WORKS & ENGINEERING)

PUBLIC WORKS & MONROE COUNTY HIGHWAY DEPARTMENT RESOURCES

TOMAH PUBLIC WORKS – RESOURCES					
DESCRIPTION	QTY	DESCRIPTION	QTY	DESCRIPTION	QTY
Fork Lift	1	Backhoe 18,000	1	Patching Truck Dump Box	2
Tractor/Mowers	2	Mixers Concrete/Multi/Cold Mix	1	Pickups	4
Roller	1	Paint Machine	1	Flatbeds	1
Compressor	2	Steam Cleaner	1	Garbage Trucks	3
Snow blower	1	Front end loader	4	Salt Trucks	4
Welder	1	Saws	8	Skid Steer w/ breaker and auger	1
Water Jet	1	Leaf Vacuums	2	Trailer	4
4	1	Dump Trucks Boxes/Plows Complete Unit	6		
Grader	1	Arrow Board	1		
Street Sweeper	1	Trash Pumps	3	Updated 10/26/2021	
MONROE COUNTY HIGHWAY DEPARTMENT – RESOURCES					
Pickup Trucks	10	Trailers	11	Tractors	28
Crew Cab Trucks	8	Sweepers	3	Mowers (All Types)	20
Dump Truck On Road, 6-Yd (Type III – Single Axle)	23	Mixers	3	Rollers	4
Dump Truck On Road, 13-Yd (Type I – Triple Axle)	16	Mechanical Tampers	3	Spreaders/Augers	23
Dump Truck On Road, 17 Yd (Type II – Quad Axle)	1	Jack Hammers/Breakers	8	Water Tanks	4
Sign Truck	1	Patch Machine/Paver	2	Shouldering Machine	1
Attenuator Truck	2	Track Dozer, D3G–Cat 3045 Diesel (Type III)	2	Snow blower	1
Hook Lift Truck	1	Brush Chippers	4	Hydro seeder/3,000-gal tank w/water cannon	1
Service Truck	1	Other - Highway Department Equipment		Arrow Boards	5
Welder Truck	1	Pressure Washers	4	Concrete Saws/Router	3
Low Profile Dump Truck	9	Augers	1	Water Pumps	2
Milling/Grinder	1	Routers	1	Chain saws	22
Motor Graders	8	Compressors	2	Generators 125 KW (Type 1)	5
Scale - Drill Press - Heaters		Backhoe Loader (Type IV)	1	Hydraulic Excavator, Med Mass Excavation 4-cy to 1.75-cy buckets (Type III)	1

**ATTACHMENT 11-A (PUBLIC WORKS & MC HIGHWAY RESOURCES)
 TO ATTACHMENT 11 (PUBLIC WORKS KEY ACTION CHECKLIST)
 TO TOMAH EMERGENCY OPERATIONS PLAN
 TO MONROE COUNTY EOP (ANNEX G – PUBLIC WORKS & ENGINEERING)**

Welders	6	TE70FG-2 Folding Gooseneck Trailer (Type II)	2	Water Trucks, Single Axle, Capacity 1,200-Gal (Type II)	2
Detachable Gooseneck Trailer, capacity 40,000-lb (Type III)	1	Water Trucks, Tandem Axle, Capacity 4,000-gal (Type I)	2	Wheel Loaders, small 7-cy to 2-cy; 928G, IT28G (Type 1)	2
Rubber Tired Excavators (medium mass excavation 7 cy to 1.75 cy buckets) (Type III)	2	Wheel Loaders, Med 7-cy to 3-cy, range 5 – 3.5 yd ³ (Type III)	4		
Wheel Loaders, Med 7-cy to 3-cy Range 3.65-2.9 yd ³ . (Type IV)	2	Plows (All Types)	42	Updated 10/26/2021	
SPARTA PUBLIC WORKS – RESOURCES					
½ Ton Pickup Truck	4	Skid Steer	1	Generator	5
Road Grader	1	Street Sweeper	1	Chain Saws	5
Snow blower	1	Roller	1	Tractor Mower	1
End loader	2	Truck Mounted Snow Plows	7	Skid Steer	1
Sky Worker	1	Street Sander	4	Sludge Trucks	2
Drott Backhoe	1	Tractor Backhoe	1	Boom Truck	1
6-Yard Dump Truck	8	Stump Cutter	1	Brush Chipper	1
1-Ton Dump Truck	2	Water Jet Sewer Cleaner – Sanitation Dept	1		
Water Pump	3	Compressor & Jack Hammer	2		
VILLAGES OF MONROE COUNTY – RESOURCES					
6-Yard Dump Truck	6	Snow Plows	6	Brush Chipper	1
10-Yard Dump Truck	2	Equipment Trailers	2	Welders	2
End Loaders/Backhoes	3	Chain saws	5	Generators	2
Graders	3				
TOWNSHIPS OF MONROE COUNTY – RESOURCES					
6-Yard Dump Trucks	46	End loaders/Backhoes	20	Air Compressors	18
10-Yard Dump Truck	3	Graders	18	Pumps	2
Other Trucks	7	Snowplows	53	Chain Saws	34
Equipment Trailers	9	Welders	18		

DEBRIS MANAGEMENT

LIST OF CLEAN-UP CONTRACTORS

CONTRACTOR	LOCATION	TELEPHONE
R. Moake Excavating	Tomah, WI	343-5599
Brady Excavating	Tomah, WI	372-3125
Clark Excavating	Norwalk, WI	823-7741
Gerke Excavating	Tomah, WI	372-4203
Dirt Monkey Excavating	Cashton, WI	654-5303
Miller's Tree Service	Sparta, WI	487-6245
Dawley Tree Service	Sparta, WI	633-6546
Ritter Tree Service	Tomah, WI	371-7734

DEBRIS STORAGE SITES

1. Identify and pre-designate potential debris storage sites for the type and quantity of debris anticipated following a catastrophic event.
 - a. Work with the DNR to select and map out pre-designated debris storage sites. Map them and develop list of names, addresses, phone numbers and estimated capacity for each location.
2. Identify and coordinate with appropriate regulatory agencies (i.e. Public Health, DNR, State Department of Public Health, and State Department of Agriculture) regarding potential regulatory issues, emergency response needs, health issues related to debris removal, and contaminated food supplies

DEBRIS DISPOSAL SITE

CITY OF TOMAH TRANSFER SITE--SIME AVE--TOMAH
Monroe County Landfill – 20448 Junco Road, Norwalk, WI 54648

EMERGENCY MEDICAL SERVICES / PUBLIC HEALTH SERVICES

Tomah Area Ambulance Service is responsible for emergency medical services (EMS) activities in Tomah and provides a list of actions this person should consider when this municipal plan is activated. Public health and emergency medical are usually coordinated at the county level through the county EOP. However a liaison from the municipality should be appointed to assist with implementing tasks assigned in the county EOP. This person will work closely with the county public health officer and the so that municipal/county resources can be prioritized and coordinated. Ambulance services are trained in triage and are involved in patient transportation. The public health liaison needs to be aware of the necessity of coordinating ambulance activities.

The **assigned representative** will serve as the Public Health and Emergency Medical Services Liaison in Tomah and is responsible for public health and emergency medical service activities in Tomah. They will coordinate health services activities with a representative from the Monroe County Public Health Department.

The following tasks represent a checklist of actions that should be considered in an emergency or disaster situation.

- Establish a triage area for victims.
- Assist in evacuating nursing homes, day care centers and medical facilities as needed
- Coordinate emergency medical care to victims.
- Assure that public health needs of disaster victims are met.
- Assure primary operational control for health-related emergencies such as pollution, contamination, diseases and epidemics.
- Coordinate medical transportation for victims.
- Establish a staging area in the municipality.

PUBLIC INFORMATION

The Public Information Officers are responsible for public information activities in Tomah.

Primary	1 st	Mike Murray
Back-up	2 nd	TBD

The following tasks represent a checklist of actions that should be considered in an emergency or disaster situation.

- The Public Information Officer (PIO) will function as the sole point of contact for the news media and public officials.
- Maintain liaison with the EOC and CP in order to stay abreast of situation.
- Establish news media briefing room and brief the media at periodic intervals.
- If the situation escalates and the county EOC is activated, coordinate with the County PIO to prepare news releases.
- Conduct press tours of disaster areas within the municipality as the situation stabilizes.
- Assist the county in establishing a Joint Public Information Center.
- Assist the county with establishing a Rumor Control Center.
- Issue protective action recommendations or public service advisories as directed by the chief elected official.
- See attached forms
 - o Local Media Contact Information
 - o News Media Release Forms

(To be issued immediately when the Public Information Officer has been informed of the major event)

October 28, 2021

***** FOR IMMEDIATE PUBLIC RELEASE *****

The City of Tomah has experienced a major **[tornado, flooding, fire]** event, and is in the process of responding with its and the surrounding area's mutual aid agreements for emergency medical and fire fighting equipment and personnel. If you are not a resident or a member of one of the responding agencies, the City of Tomah emphasizes and advises all others **"DO NOT COME"** and **"DO NOT FOLLOW EMERGENCY RESPONDERS OR EQUIPMENT"**.

The City of Tomah is in the process of enacting its Emergency Responder Ordinance. After its official decree, by the Mayor, anyone who is not an emergency responder can and will be issued a citation for interfering with the emergency response capabilities. It is at this time that the City does not need clogged roads of spectators and "looky loos". We need the response of emergency personnel and their appropriate equipment. This ordinance allows the City to clear a path for emergency responders and vehicles using any method available and necessary to clear such a path as quickly and efficiently as possible.

Media, we ask that at **[no more than two hours after this initial press release]** a.m./p.m. report to **[location of press briefings]** for the City's first update on this emergency's status. This location will be the location where all recognized media will be allowed access and provided information and details as we have them available. This will remain where the Press Briefings will be made until this location is deemed unsafe or the Emergency situation has concluded. Media will be granted access to all press briefings via the web, for this access, contact the Public Information Officer (PIO).

Sincerely,

Public Information Officer/City Administrator

**ATTACHMENT 13-A (LOCAL MEDIA CONTACTS)
TO ATTACHMENT 13 (PIO KEY ACTION CHECKLIST)
TO TOMAH EMERGENCY OPERATIONS PLAN**

CITY OF TOMAH

MEDIA LISTING AND CONTACT INFORMATION

RADIO STATIONS

WCOW Sparta 97.1 FM
113 West Oak St
Sparta, WI. 54656

269-3307
Phone: 269-3100
269-5290 (Both AM and FM)
Fax: 2569-5710
E-mail: newsdirector@cow97.com

WKLJ Sparta 1290 AM
113 West Oak St
Sparta, WI. 54656

Tomah 1460 AM
1021 N. Superior Ave
Suite 5
Tomah, WI. 54660

372-9600
Phone: 372-9545 (All stations)
Fax: 372-7566
E-mail: news@magnumbroadcasting.com

WTMB 94.5 FM
1021 N. Superior Ave
Suite 5
Tomah, WI. 54660

WBOG Tomah 96.1 FM
1021 N Superior Ave
Suite 5
Tomah, WI. 54660

WIZM Radio Z93
Box 99
La Crosse, WI. 54650
Phone: 782-0650 Newsline
Fax: 782-5050
E-Mail: news@1410wizm.com

WKBT TV - Channel 8
141 So. 6th St.
La Crosse, WI. 54650
Phone: 784-7897 News feed
Fax: 784-7897
E-mail: New8@wkbt.com

WXOW TV Channel 19
3705 Co. Hwy 35
La Crescent, MN 55947
Phone: 507-895-9969
Fax: 507-895-8124
E-mail: aedesk@wxow.com

NEWSPAPERS

Monroe Co. Herald
1302 River Road
PO Box 252
Sparta, WI. 54656
Phone: 269-3186
Fax: 269-6876
E-mail: mcp2006@centurytel.net

Cashton Record
715 Broadway St
Cashton, WI. 54619
Phone: 654-7330
Fax: 654-7324
Cashtonrecord@centurytel.net

County-Line Connection
P.O. Box 7
Ontario, WI. 54651
Phone: 337-4232
Fax: 337-0472
E-mail: countyline@centurytel.net

La Crosse Tribune
ATTN: Home Town News
401 N. 3rd St
La Crosse, WI. 54650
Phone: 782-9710
E-mail: new@lacrossetribune.com

CABLE TV

Spectrum (Cable TV provider for Sparta/Tomah Area)
314 Main St
Onalaska, WI 54650
Phone: 1-800-658-9473

MEDIA ADVISORY

MEDIA REPORTING SITE: _____ TIME : _____ AM / PM DATE: _____

INCIDENT DATE: _____ INCIDENT TIME: _____ AM / PM

HOW INCIDENT WAS REPORTED: _____

INCIDENT COMMANDER: _____

PUBLIC INFORMATION OFFICER: _____

DESCRIPTION OF INCIDENT: _____

ESTIMATED NUMBER OF PERSONS: Involved: _____ Injured: _____ Missing: _____ Dead: _____ Evacuated: _____

HOSPITALS: _____

RESPONSE AGENCIES: _____

CURRENT RESPONSE ACTIONS: _____

EVACUATION PLANS OR ACTIONS: _____

AREAS AND ROADS CLOSED: _____

VOLUNTEERS NEEDED: Yes No REGISTER AT: _____

IF YES, LICENSES, CERTIFICATIONS AND PERSONAL PROTECTIVE GEAR REQUIRED: _____

- A complete list of casualties and survivors will be released after the next of kin have been notified.
- The public is requested to stay out of the area. All access roads to and from the disaster scene are needed for emergency vehicles.
- For welfare information on missing or injured persons, call the American Red Cross at 788-1000.
- Do not call 9-1-1 or other emergency agencies regarding this incident.

NEXT NEWS RELEASE WILL BE AT: _____

IC/EOC NAME (PRINT): _____

IC/EOC APPROVAL: _____ DATE: _____ TIME: _____ AM/PM
(Signature)

MEDIA ADVISORY

To: Local Media

From: _____ Tomah Public Information Officer

Subject: _____

Date: _____ Time: _____

Damage locations and initial estimated losses are as follows:

Note that this is based on preliminary reports; estimates will continue to be updated as additional information becomes available.

PLEASE INCLUDE THE FOLLOWING INFORMATION IN YOUR NEWS REPORTS:

- Shelters for victims have been established at _____. Pets are not allowed in the shelter area, unless they are working dogs (i.e. blind, hearing impaired etc.) owners are responsible for their care; others pets can be taken to .
- Debris must be separated (metal, glass, construction materials, organic materials). The DNR will advise victims of appropriate locations for burn piles and burial pits.
- Law enforcement has secured the area from _____ to _____ and from _____ to _____. No one is allowed into this area without proper identification.
- Emergency services can use additional volunteers to assist with _____. Volunteers should bring work gloves, work boots, safety / training certifications, lunch, and water with them and report to the registration area located at _____. (i.e. safety/training certifications could be for wood cutting, chainsaw safety, heavy equipment operator etc.)
- Public health will provide tetanus shots at the registration area.
- Donations of clothing, furniture, household items etc are definitely **NOT** needed; there are no means for storing, cleaning, or sorting these types of items. The American Red Cross and/or the Salvation Army and other volunteer groups are providing food for workers and victims.
- Monetary donations can be made at _____ Bank in _____, where a trust fund has been established for victim aid.
- Victims who are staying with friends or relatives outside the area are asked to notify the Sheriff's Office of their whereabouts in case they need to be contacted. Call (608) 269-2117

For further information, press briefings will be held at _____

Located at _____ at these times _____ AM/PM, _____ AM/PM, _____ AM/PM and _____ AM/PM or call the Emergency Management Department at (608) 269-8711.

IC/EOC NAME (PRINT): _____

IC/EOC APPROVAL: _____ DATE: _____ TIME: _____ AM/PM
(Signature)

FIRE SERVICE

The Tomah Fire Department is responsible for fire service activities in Tomah.

The following tasks represent a checklist of actions that should be considered in an emergency or disaster situation.

- Establish and/or respond to designated staging area, CP or EOC as directed by on-scene personnel.
- Assist Law Enforcement in warning the affected population.
- Rescue injured/trapped persons.
- Protect critical facilities and resources.
- Designate a person to record the arrival and deployment of emergency personnel and equipment.
- Assist Law Enforcement with evacuation, if needed.
- Assist the municipal public works department and utilities with shutting down gas and electric services, if necessary.

Other responsibilities may include:

- Assist with traffic control.
- Assist with debris clearance.
- If the County EOC is activated, establish and maintain contact with the person representing fire services.
- If the Level 2 Haz-Mat Team from La Crosse is needed for a higher level of response, obtain assistance through Monroe County Emergency Management or the WEM Duty Officer. Assistance from Fort McCoy Haz-Mat Team can also be requested in conjunction with the Regional Team and Monroe County Emergency Management.
- If additional assistance is necessary, utilize mutual aid agreements and/or contracts with other fire departments.
- See attached forms
 - Fire Department Resource List

ATTACHMENT 14-A (FIRE DEPT RESOURCE LIST)
 TO ATTACHMENT 14 (FIRE KEY ACTION CHECKLIST)
 TO TOMAH EMERGENCY OPERATIONS PLAN
 TO MONROE COUNTY EOP (ANNEX K – FIRE AND RESCUE)

CITY OF TOMAH

FIRE DEPARTMENT RESOURCE LIST

TOMAH FIRE DEPARTMENT						
(O) 374-7465 (F) 374-5576		819 SUPERIOR AVENUE, TOMAH		tomahfire@tomahonline.com		
TITLE	KEY PERSONNEL	HOME PHONE	WORK PHONE	MOBILE PHONE		
Chief	Tim Adler	372-5316	374-7465 (TFD)	343-8500		
Deputy Chief	Jeremy Likely			387-0068		
Assistant Chief	Dale Trowbridge II	372-4388		343-4388		
Assistant Chief	Joe Kube	372-5352	374-7445	344-1626		
Assistant Chief	Joe Amberg			387-3977		
Safety Officer	Dave Baggot			343-0414		
Training Officer	Bob Walker			387-1762		
Captain	Charles Muller			343-2811		
Captain	Rob Larkin			343-2162		
Lieutenant	Jared Tessman		269-8711	343-9966		
Lieutenant	Tim Ehlers			387-9372		
Number of Firefighters		37				
Training	32 HazMat Ops	1 HazMat Techs	0 Medical 1st Respo	2 Paramedic	3 EMT	
APPARATUS						
UNIT NUMBER	TYPE	GPM	BOOSTER TANK	CAPACITY	HEIGHT	
350	Command SUV			4 PAX		
351	Engine/Rescue	1250	850	6 PAX	-	
352	Command			6 PAX		
353	Truck/Aerial	1250	500	6 PAX	75ft	
354	Engine	1250	750	6 PAX		
355	Engine	1750	750	6 PAX	-	
356	Tender	250	1900	2 PAX	-	
357	Rescue			5 PAX		
358	Off-Road (Chevy 4x4)		225	3 PAX		
359	Off-Road (GMC 4x4)		225	3 PAX		
362	Reel Truck (Large Dia. 5" storz Hose)			3 PAX		
OTHER EQUIPMENT						
TYPE	DESCRIPTION					QTY
Turn Out Gear	Fire Fighter PPE					37
SCBA	MSA G1					15
Air Bottles	MSA 4500 psi					30
Cascade system (Air Compressor)	2 Bottle fill system, 4500 psi Main Station					1
Thermal Imaging Camera	FLIR K55					2
Portable Pump	250 GPM					1
Generator mounted	8 kWH (Truck 353)					1
Generator mounted	5 kWH (Truck 355)					1
Generator mounted	6.5 kWH (Engine 351)					1
Generator mounted	5 kWH (Command 352)					1
Power Saws	Stihl Chainsaws (Firefighting)					2
Power Saws	Partner Chain saw					1
Dump Tanks	2000-gals					1

**ATTACHMENT 14-A (FIRE DEPT RESOURCE LIST)
 To ATTACHMENT 14 (FIRE KEY ACTION CHECKLIST)
 To TOMAH EMERGENCY OPERATIONS PLAN
 To MONROE COUNTY EOP (ANNEX K – FIRE AND RESCUE)**

Hose	5 inch – LDH w/storz connections	3800ft
Hose	1 3/4 inch	3000ft
Hose	2-1/2 inch	3500ft
Hose	5-inch Storz (On Reel Truck)	1000ft
Portable Radios	10 Motorola XTS-2500, 13 Motorola APX 4000, 17 Motorola 264	40
Mobile Radios	XTL 2500 Motorola	12
Extrication Equipment	eDraulic spreader	1
Extrication Equipment	eDraulic Cutter	1
Extrication Equipment	eDraulic Ram	1
Cold water rescue suits	First Watch	2
Cold water rescue suits	Mustang/other	4

DAMAGE ASSESSMENT TEAM

The **assigned representative(s)** are responsible for damage assessment activities in Tomah.

The following tasks represent a checklist of actions this agency should consider in an emergency or disaster situation.

- Report to the EOC or Command Post.
- Record initial information from first responders such as law enforcement, public works or fire service.
- Activate the damage assessment team, which consists of the following municipal departments/agencies: is responsible for public damage assessment and those responsible for individual damage assessment.
 - a) Within first 2-3 hours: Complete preliminary UDSR:
 - i) Number of fatalities.
 - ii) Number of critical/minor injuries.
 - iii) Number of home/businesses damaged/destroyed.
 - iv) Number of power/telephone lines, poles damaged.
 - v) Number of public facilities such as highways, roads, bridges, etc. damaged.
 - vi) Number of people who are homeless or in shelters.
 - b) Within 8 hours:
 - i) Recount items 1 - 6 above.
 - ii) Complete another UDSR, estimating public and private damage.
 - iii) Video tape and/or take photos of major damage.
 - c) Within 24 hours:
 - i) Update items 1-6 above.
 - ii) Complete updated UDSR with Monroe County Emergency Management using Surver123 or other damage assessment process and upload to WebEOC.
- Provide damage assessment information to the appropriate city officials and Monroe County Emergency Management Coordinator to assist in the preparation of the county UDSR. UDSR must be submitted through WebEOC by the County Emergency Management Coordinator
- If the situation warrants, assist the Mayor with the preparation of a local state of emergency declaration and forward to the Monroe County Emergency Management Coordinator.
- Plot damage assessment information on status boards in the municipal EOC and locate damage sites on a map.
- Record all expenditures for municipal personnel, equipment, supplies, services, etc., and track resources being used.
- Prepare reports for the City Public Information Officer.
- See attached forms
 - o Quick Reference Guide for Damage Assessment
 - o Damage Levels and Conditions
 - o Individual Damage Assessment Form
 - o Estimated Disaster Economic Injury Worksheet for Businesses

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Conventionally Built Homes: Assessing Damage

Flood Damage	
Affected	<ul style="list-style-type: none"> Any waterline in the crawl space or an unfinished basement when essential living space or mechanical components are not damaged or submerged. Damage to a porch, carport, garage, and/or an outbuilding not for commercial use, etc.
Minor	<ul style="list-style-type: none"> Waterline at 1 to 3 inches in an essential living space. When waterline exceeds 3 inches but is below 18 inches, damage may be major or minor depending on the following factors: duration of the flood; contaminates in the water; if waterline reached outlets; and number of essential living spaces flooded. Any waterline in a finished basement.
Major	<ul style="list-style-type: none"> Waterline above 18 inches or the electrical outlets in an essential living space. Waterline on the first floor (regardless of depth) of a residence when basement is completely full. When waterline exceeds 3 inches but is below 18 inches, damage may be major or minor depending on the following factors: Duration of the flood; contaminates in the water; if waterline reached outlets; and number of essential living spaces flooded.
Destroyed	<ul style="list-style-type: none"> Waterline at the roofline or higher, or complete failure of two or more major structural components (e.g., collapse of basement walls, foundation, walls, or roof).

Non-Flood Damage	
Affected	<ul style="list-style-type: none"> • Cosmetic damage such as paint discoloration or loose siding. • Minimal missing shingles or siding. • Damage to an attached structure (e.g., porch, carport, garage, or outbuilding not for commercial use); gutters; screens; landscaping; retaining walls; or downed trees that do not affect access to the residence.
Minor	<ul style="list-style-type: none"> • Nonstructural damage to roof components over essential living spaces (e.g., shingles, roof covering, fascia board, soffit, flashing, and skylight). • Nonstructural damage to the interior wall components to include drywall and insulation. • Nonstructural damage to exterior components • Multiple small vertical cracks in the foundation. • Damage to chimney (i.e., tilting, falling, cracking, or separating from the residence). • Damage to mechanical components (e.g., furnace, boiler, water heater, HVAC, etc.). • Damage or disaster related contamination to a private well or septic system.
Major	<ul style="list-style-type: none"> • Failure or partial failure of structural elements of the roof over essential living spaces, to include rafters, ceiling joists, ridge boards, etc. • Failure or partial failure of structural elements of the walls, to include framing, etc. • Failure or partial failure of foundation to include crumbling, bulging, collapsing, horizontal cracks of more than two inches, and shifting of the residence on the foundation of more than six inches.
Destroyed	<ul style="list-style-type: none"> • Only foundation remains. • Complete failure of two or more major structural components (e.g., collapse of basement walls, foundation, walls, or roof). • The residence has a confirmed imminent danger (e.g., impending landslides, mudslides, or sinkholes).

Manufactured Homes: Assessing Damage

Flood Damage	
Affected	<ul style="list-style-type: none"> Residences with damage to a porch, carport, garage, and/or an outbuilding not for commercial use, etc. No damage affecting habitability; cosmetic damage only (e.g., skirting is impacted).
Minor	<ul style="list-style-type: none"> When the waterline has reached the floor system but has not entered the living space of the unit. Examples of damage include: <ul style="list-style-type: none"> Bottom board, insulation, or ductwork in the floor system HVAC is impacted There is no structural damage to the residence, and it has not been displaced from the foundation.
Major	<ul style="list-style-type: none"> Water has covered the floor system and entered the living space of the unit, but is still below the roofline. The residence has been displaced from the foundation, block, or piers, and other structural components have been damaged.
Destroyed	<ul style="list-style-type: none"> The residence is a total loss, for example: <ul style="list-style-type: none"> Waterline is at the roofline or higher Residence's frame is bent, twisted, or otherwise compromised

Non-Flood Damage	
Affected	<ul style="list-style-type: none"> • No damage affecting habitability; cosmetic damage only (e.g., skirting is impacted). • Residences with damage to a porch, carport, garage, and/or an outbuilding not for commercial use, etc.
Minor	<ul style="list-style-type: none"> • There is no structural damage to the residence, and it has not been displaced from the foundation. • Some of the nonstructural components have sustained damage (e.g., windows, doors, wall coverings, roof, bottom board insulation, ductwork, and/or utility hook ups). • HVAC is impacted.
Major	<ul style="list-style-type: none"> • The residence has been displaced from the foundation, block, or piers, and other structural components have been damaged. • 50% or more of nonstructural components have sustained significant damage (e.g., roof, walls, utilities).
Destroyed	<ul style="list-style-type: none"> • The residence's frame is bent, twisted, or otherwise compromised. • The majority of the structural framing of the roof or walls has been compromised, exposing the interior.

INDIVIDUAL DAMAGE ASSESSMENT FORM

Address of Residence: _____

Mailing Address: _____

Property Owner: _____ Telephone: _____

Renter: Yes / No (circle one) Insurance: Yes / No (circle one)

Insurance Company: _____

Estimated Amount of Damages: _____

Building Damaged (i.e. House, Garage, Barn): _____

Basement: _____

1st Floor: _____

2nd Floor: _____

Exterior: _____

Plumbing: _____

Electrical & Wiring: _____

Immediate Needs: _____

Any Assistance Received: _____

Comments/Notes: _____

Picture for Record Taken: Yes No # _____ (from camera)

Interviewed By: _____ Date: ____ / ____ / ____

NAME OF INCIDENT / EVENT
OPERATIONAL PERIOD
XX-XX-XX TO XX-XX-XX
ESTIMATED DISASTER ECONOMIC INJURY WORKSHEET
FOR BUSINESSES

Accurate responses to the questions below will assist in evaluating a request for an economic injury disaster declaration from the U. S. Small Business Administration.

- 1. Name of Business Owner: _____
 Name of Property Owner: _____
 Business/Property Address: _____
 Mailing Address: _____
 Phone Numbers: Business: _____ Home: _____ Cell: _____

2. ESTIMATED ADVERSE ECONOMIC IMPACT

Did the disaster economically impact your business? If so, when did the impact start and end?
_____ to _____
(month/year) (month/year)

What were your business' revenues during that period? \$ _____

What were your business' revenues during the same period of the prior year? \$ _____

- 3. Amount of business interruption insurance received or anticipated, if any: \$ _____

- 4. Explain the adverse economic effects the disaster had on your business: _____

- 5. How many people did you employ **prior** to the disaster? _____
 How many people did you employ **after** the disaster? _____

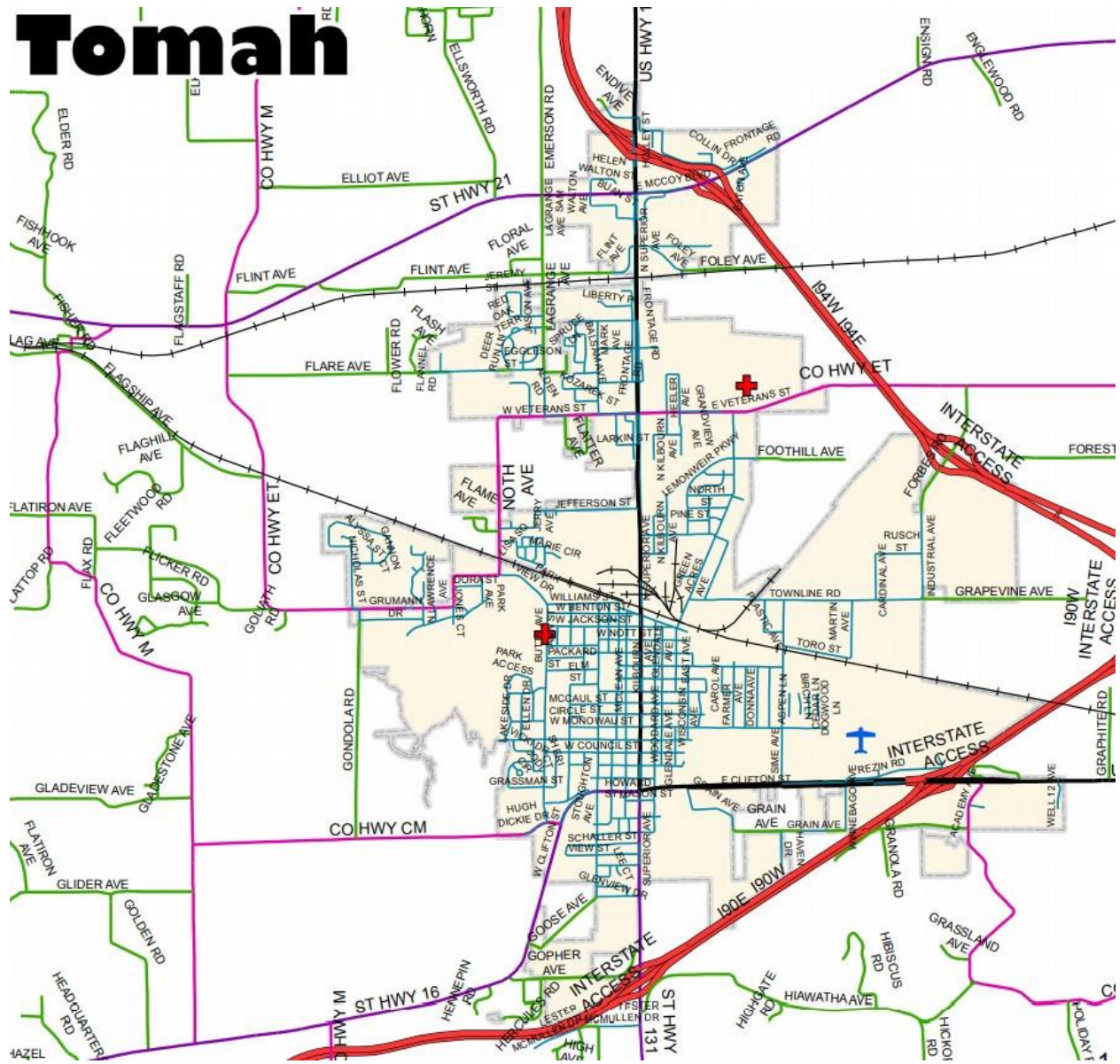
IF YOUR BUSINESS ALSO SUFFERED PROPERTY DAMAGE, ANSWER THE FOLLOWING QUESTIONS:

- 6. Estimated dollar loss to:
 - Real property (building), if owned: \$ _____
 - Contents (machinery and equipment, furniture and fixtures, inventory, leasehold improvements, etc.): \$ _____
- 7. Insurance recovery received or anticipated for **property** damages: \$ _____

Signature of Business Owner/Representative

Date

COMMUNITY MAP Tomah



THREATS AND HAZARDS OF CONCERN

NATURAL *(Resulting from acts of nature)*

- | | |
|---------------------------|---------------|
| 1. Flood / flash flood | 2. Tornado |
| 3. Winter storm/ice storm | 4. Drought |
| 5. Disease outbreak | 6. Epidemic |
| 7. Pandemic | 8. Earthquake |

HUMAN CAUSED *(Caused by the intentional actions of an adversary)*

- | | |
|----------------------|-----------------------|
| 1. School violence | 2. Workplace violence |
| 3. Civil disturbance | 4. Cyber incidents |
| 5. Terrorist acts | |

TECHNOLOGICAL *(Involves accidents or the failures of systems and structures)*

- | | |
|---|--|
| 1. Hazardous materials release (fixed facility) | Refer to EPCRA Off-site plans from MOCO EM |
| 2. Hazardous materials release (transportation) | Traffic related—interstate, state, county, local roads |
| 3. Dam / levee failure | Gate failure, dam undermined/washed out etc. |
| 4. Power failure (long term) | Power grid, electrical substation, power lines down |
| 5. Train derailment | Canadian Pacific Railway |
| 6. Airplane crash | Major Airlines, Military Airplanes, EMS Helicopters |

GLOSSARY

Capability Target: Capability targets define success for each core capability and describe what the community wants to achieve by combining detailed impacts with basic and measurable desired outcomes based on the threat and hazard context statements developed in Step 2 of the THIRA process.

Context: A community-specific description of an incident, including location, timing, and other important circumstances.

Core Capability: Defined by the National Preparedness Goal, 31 activities that address the greatest risks to the Nation. Each of the core capabilities is tied to a capability target.

Desired Outcome: The standard to which incidents must be managed, including the timeframes for conducting operations or percentage-based standards for performing security activities.

Disease Outbreak: happens when a disease occurs in greater numbers than expected in a community or region or during a season. An outbreak may occur in one community or even extend to several countries. It can last from days to years. Sometimes a single case of a contagious disease is considered an outbreak. This may be true if it is an unknown disease, is new to a community, or has been absent from a population for a long time.

Epidemic: occurs when an infectious disease spreads rapidly to many people. In 2003, the severe acute respiratory syndrome (SARS) epidemic took the lives of nearly 800 people worldwide.

Human-caused Hazard: A potential incident resulting from the intentional actions of an adversary.

Impact: How a threat or hazard might affect a core capability.

Likelihood: The chance of something happening, whether defined, measured, or estimated objectively or subjectively, or in terms of general descriptors (e.g., rare, unlikely, likely, almost certain), frequencies, or probabilities.

Natural Hazard: A potential incident resulting from acts of nature.

NIMS-typed Resource: A resource categorized, by capability, the resources requested, deployed and used in incidents.

Pandemic: is a global disease outbreak. Influenza pandemics, for example, have occurred more than once. (e.g. Spanish influenza killed 40-50 million people in 1918, Asian influenza killed 2 million people in 1957, Hong Kong influenza killed 1 million people in 1968)

Resource Requirement: An estimate of the number of resources needed to achieve a community's capability target. A list of resource requirements for each core capability is an output of the THIRA process.

Technological Hazard: A potential incident resulting from accidents or failures of systems or structures.

Threat/Hazard Effect: The overall impacts to the community were an incident to occur.

Whole Community: An approach to emergency management that reinforces the fact that FEMA is only one part of our Nation's emergency management team. We must leverage all of the resources of our collective team in preparing for, protecting against, responding to, recovering from and mitigating against all hazards; and that collectively we must meet the needs of the entire community in each of these areas

ATTACHMENT 15-C (ECONOMIC INJURY WORKSHEET FOR BUSINESSES)

CITY OF TOMAH

To ATTACHMENT 15 (DAT KEY ACTION CHECKLIST)**To TOMAH EMERGENCY OPERATIONS PLAN****To MONROE COUNTY EOP (ANNEX L – DAMAGE ASSESSMENT)**

Tabletop Exercise - simulates an emergency situation in an informal, stress-free environment. The participants, usually people on a decision-making level, gather around a table to discuss general problems and procedures in the context of an emergency scenario. The focus is on training and familiarization with roles, procedures, or responsibilities.

Functional Exercise - simulates an emergency in the most realistic manner possible, short of moving real people and equipment to an actual site. As the name suggests, its goal is to test or evaluate the capability of one or more functions in the context of an emergency event. Controllers and simulators inject messages to exercise participants via telephone, fax, and written copy.

Full-Scale Exercise: Is as close to the real thing as possible. It is a lengthy exercise which involves numerous agencies participating and using the equipment and personnel that would be called upon in a real event. The full-scale exercise may be held at several locations. Firefighters may rescue "victims", police block traffic, EMS transfer "victims" to area hospitals, etc. Usually the Emergency Operations Center is also activated in the exercise.

**ATTACHMENT 15-C (ECONOMIC INJURY WORKSHEET FOR BUSINESSES)
 To ATTACHMENT 15 (DAT KEY ACTION CHECKLIST)
 To TOMAH EMERGENCY OPERATIONS PLAN
 To MONROE COUNTY EOP (ANNEX L – DAMAGE ASSESSMENT)
 RECORD OF CHANGES**

DATE	SECTION CHANGED	PAGE
	Section I. Review of this...on an annual basis	1
	Section II. A. 2. Uses	1
	Section VI C. 1. Replace City Council with Mayor, add Tomah Emergency Manager will do the following	4
	Section VI. C. 1. a. Remove The City of Tomah Emergency Management Director	4
	Section VI. C. 1. b. Remove The City of Tomah Emergency Management Coordinator	4
	Section VI. C. 1. d. Remove City Administrator	4
	Section VI. C. 1. e. Remove City Administrator	4
	Section VII. A. 1. Add Public Safety Director	5
	Section VII. A. 1. b. Remove Hazard Mitigation Coordinator, Replace with Emergency Management Director	5
	Section VII. A. 1. c. Remove Hazard Mitigation Coordinator, Replace with Emergency Management Director	5
	Section VIII. A Change Tomah Memorial to Tomah Health	5
	Section VIII. A Change Safety Director to Emergency Preparedness Specialist-Tomah Health	5
	Section VIII. B. 3. b. Change wording to reference Appendix A	5
	Section VIII. C. 4. Updated annually or after major incident	6
	Section IX. B. Change tri-annual to annual	6
	Section IX. B. 1. Add Exercises will be conducted bi-annually	6
	Section X. C. Remove ambulance service, law enforcement	7
11/30/2021	Plan Maintenance and Updating- Change February 1 to March 1 and March 1 to April 1	8
	Plan Maintenance and Updating- Change Fire Chief to Public Safety Director/Fire Chief, Change Ambulance Director to EMS Deputy Chief, Change Safety Director- VA Medical Center to Emergency Management Coordinator, Change Safety Director- Tomah Memorial to Emergency Preparedness Specialist- Tomah Health	8
	EOC Staffing- Changes made to all names, phone number, and emails on the entire list	13-15
	EOC Full Activation Organization Chart	25
	Sources for water- update sources and contact information	27
	Radio Frequencies- Update all counties	34-36
	Public works Resources- Updated10/26/2021	40-41
	Debris Management- Update Clean-Up Contractors	42
	EMS Public Health Services- Update wording making EMS responsible for EMS in the City in an emergency situation. Remove Monroe County Emergency Medical Services Officer	43
	Add New PIO Information	44
	Add Press Release Template	45
	Fire Service- Update wording for La Crosse Fire Dept. Haz-Mat	49
	Fire Department Resource List- Update entire list	50-51
	Damage Assessment- Add language to include input into WebEOC from MOCO EM	52
	Quick Reference Guide for Damage Assessment- Update with new form from FEMA	54-57
	City of Tomah Map- Updated City Map	

**ATTACHMENT 15-C (ECONOMIC INJURY WORKSHEET FOR BUSINESSES)
TO ATTACHMENT 15 (DAT KEY ACTION CHECKLIST)
TO TOMAH EMERGENCY OPERATIONS PLAN
TO MONROE COUNTY EOP (ANNEX L – DAMAGE ASSESSMENT)**

CITY OF TOMAH



STAFF PREPERATION REPORT

Background: Requests for extra personnel for facility-to-facility transfers occur any time of the day or week depending on the medical need at hand. There is no statistical data that provides exact days or times of transfer requests or multiple emergency calls; they are all over the board. It is our mission to meet the demand for service of our customers. We have an obligation to meet the demand for service and these facilities are in our community. It is estimated that 65% of an Ambulance Service revenue, which keep the ambulance service a self-sufficient enterprise, comes from facility-to-facility transfers. Lost revenue effects our subsidy rates that we must charge to the population base of our service area to make up that difference.

We currently on average have two to three units staffed daily, however reality is that there are days during the week we only have two unit staffed. Regardless of our staffing, there are times that we have incidents where multiple ambulances are requested for 9-1-1 emergencies. In these incidences we will request Dispatch to do what is called a "general page" requesting off duty personnel to respond. TAAS has on average approximately two general page requests per week, sometimes more. We have a small pool of personnel (12) that live in the Tomah Area.

When a transfer request is made and we do not have the staff on duty to handle the request, we contact off duty personnel to see if someone would be willing to come in and take the transfer and in return they are paid a stipend to take the call as we are changing their personal plans an taking time away from their families.

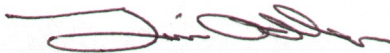
Recommendation: Public Safety Director with the Ambulance Committee approval, requests City Council to implement Stipend pay rates for Salary employees for transfer requests.

Fiscal Notes: There will be no fiscal impact to City tax levy since TAAS is a self-funding enterprise. The revenues earned by taking the transfers will offset the expense of wages and equipment used. A typical advanced life support call is billed \$1,200.00 plus mileage, equipment, medication used. Now that we are taking Critical Care transfers these are billed at an even higher rate.



STIPEND CHART


SITUATION	PARAMEDIC	EMT
TRANSFER REQUEST		
In – Town	\$75	\$50
La Crosse	\$125	\$100
Madison	\$225	\$200
Rochester	\$225	\$200
Eau Claire	\$225	\$200
Milwaukee	\$400	\$375
Minneapolis / St. Paul	\$400	\$375
Platteville (SW Behavioral Health)	\$250	\$225
Oshkosh	\$250	\$225



 Tim Adler, Public Safety Director / Fire Chief

12/13/2021

 Date

Approved By: 

 Kirk Arity, Interim City Administrator

12/13/21

 Date

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Updated Salary and Evaluation Policy – Personnel Handbook

Summary and Background Information:

(Appropriate Documentation Attached)

In November, The Committee of the Whole requested staff bring policies reflecting updates that were made to the salary and evaluations policies back in 2018. The Committee also requested to see examples of an SOP (Standard Operating Procedure) manual. Updated policies and example of SOP based format are attached.

Recommendation:

Recommended to approve both the salary and evaluation policy updates and have discussion on SOP based format for the next Personnel manual version.

Becki Weyer

Becki Weyer, City Clerk

12/15/2021
Date

Committee: Committee of the Whole and Common Council

Meeting Date(s): December 20th and December 21st, 2021

City of Tomah Personnel Handbook

Updated 04/30/2022

Salary Administration Policy

This policy sets forth the basis of authority and the delineation of responsibilities in the establishing and administration of the City of Tomah's Administrative Salary Plan.

Performance Evaluation Policy

The City of Tomah's performance evaluation program is for the improvement of individual job performance, the strengthening of supervisor-employee relationships and the recognition of employee accomplishments and good work.

City of Tomah

Salary Administration Policy

SECTION A: PURPOSE. This policy sets forth the basis of authority and the delineation of responsibilities in the establishing and administration of the City of Tomah's Administrative Salary Plan.

SECTION B: ADMINISTRATIVE SALARY PLAN. The Administrative Salary Plan covers all classified regular positions not covered by a Collective Bargaining Agreement, professional services agreement or grant agreement. The principal objectives of the Plan are the following:

1. **Policy.** The City Council, based upon the recommendations of the City Administrator, shall establish the general policy governing the administration of the Plan and shall establish annually funds to be used for salary adjustment purposes.
2. **Administration.** The City Administrator shall establish specific rules and procedures governing the overall administration of the Plan. The City Administrator shall determine the specific amounts of salary adjustments to be provided to individual employees consistent with the rules and procedures established by the City Council. The City Administrator shall oversee the day-to-day administration of the Plan and shall implement the salary adjustments approved by the City Council. He/she shall also be responsible for preparing recommendations and cost analysis relative to any revisions to the Plan and shall report, at least annually, to the City Council regarding the status of the Plan and the salaries of all covered employees.
3. **Salary Range Assignment.** Salary ranges shall be assigned to individual positions by the City Council based upon the results of a comparative salary analysis prepared by the City Administrator and reviewed by the Committee of the Whole.
4. **Re-Evaluations.** The City Administrator shall be responsible for keeping the job descriptions current and will recommend the same to the City Council when appropriate. Position incumbents, their department directors or the City Administrator may request re-evaluation of job descriptions. The City Council shall meet at least annually to consider such requests. Following City Council action, the City Administrator shall advise the requesting party.
5. **Initial Salary Assignment.** Upon hire, an employee shall be advised in writing as to their beginning salary. The beginning salary shall be within the salary range established for the position. Department directors shall have authority to set initial salaries within that range on an individual basis considering available department budget, employee equality, and on the individual employee's education, experience, and certifications. Department director salary will be determined by the City Council.
6. **Step Adjustments.** Each employee shall be eligible to receive a step adjustment in the salary range for their position annually on January 1 of each year. Department directors and the City Administrator should use care when determining the starting rate of new, transferred, or promoted employees in anticipation of a January 1 rate increase.

7. **Longevity.** Employees shall receive longevity pay, added to their base rate of pay, in accordance with the following schedule:
- a. After two (2) years of employment-\$10.00 per month additional pay
 - b. Each subsequent year - \$5.00 per month additional pay
 - c. Maximum longevity pay - \$75.00 per month after fifteen (15) years of employment
8. **Cost of Living Adjustment** A cost of living wage scale adjustment will be established annually and effective January 1 of each year. The City Council shall establish the cost of living wage scale adjustment each year for budgeting purposes. A salary survey should be completed every four-five years for wage analysis purposes. Part-time positions will be reviewed during the annual budget process and will be addressed individually.
9. **Special Adjustments.** On an exceptional basis, the City Council, based upon the recommendations of the City Administrator, Mayor, or respective Committee Chairperson may authorize additional compensation for individual employees for the purpose of enhancing internal equity, effectively responding to current labor market conditions requiring immediate action, or to reward the employee for outstanding service to the City. The additional compensation does not become part of the base wage.
10. **Other Adjustments.** The following personnel actions may require a salary adjustment for an affected employee as determined by the City Administrator:
- a. **Transfer.** When an employee is transferred from one department to another having the same job grade, the salary rate in effect for the employee prior to the transfer shall remain in effect.
 - b. **Promotion.** When an employee is promoted to a higher grade position on the wage scale, he/she shall be eligible for a salary adjustment upon promotion. The amount of the salary adjustment shall be determined by the City Administrator and Department Director based on the current wage and grade of the position on the wage scale.
 - c. **Demotion.** Demotion is the movement of an employee from one position to another having a lower salary grade in the same or different department. When an employee is demoted to a position in a lower salary grade, pay may be adjusted by the City Administrator to any step within the salary grade. An employee may request a voluntary demotion in the same manner as a transfer should there be a vacancy in the lower salary grade position for which the employee is qualified.
 - d. **Reinstatement.** When an employee is reinstated to their former position, he/she shall normally be paid at the level in the salary range that corresponds with the rate that was in effect at the time that he/she left the position.

SECTION D: SALARY SCHEDULE FOR UNCLASSIFIED POSITIONS. The City Council shall establish salary and wages for unclassified positions in the annual Budget adoption process.

Performance Evaluation Policy

SECTION A: PURPOSE. The City of Tomah's performance evaluation program is for the improvement of individual job performance, the strengthening of supervisor-employee relationships and the recognition of employee accomplishments and good work.

Performance evaluation results shall be considered in personnel decisions affecting overtime, promotions, internal transfers, demotion, layoff, re-employment, training, and termination.

SECTION B: ADMINISTRATION. The City Administrator shall be responsible for the overall administration of the employee performance evaluation program and shall advise and assist employees, raters, and department heads to ensure that performance evaluation procedures are handled according to the provisions of this chapter.

SECTION C: GENERAL PROVISIONS.

1. Each employee shall have their performance formally evaluated at a minimum of once per year, unless otherwise determined by the City Council.
2. All performance evaluations shall be documented in writing on forms approved by the City Administrator. The forms shall provide for a place where the employee may, but shall not be required to, add his/her own written comments in response to the performance evaluation.
3. The evaluator shall normally be the employee's immediate supervisor, and shall be responsible for completing a performance evaluation report at the time prescribed for each employee under their supervision.
4. Completed evaluations should be placed in the employee's file in the City Clerk's office. Copies of all performance evaluation documents regarding an employee are available to that employee upon request.



PERFORMANCE EVALUATION

Employee:
Position:
Evaluation Period:
Evaluation Meeting Date:

1. *The employee's performance demonstrates knowledge of and adherence to the department's policies and procedures.*
 - Yes – Meets Standards
 - No - Does not currently meet departmental standards and/or failed to perform satisfactorily on one or more occasions during this rating period.
 - See Comments

2. *The employee's performance demonstrates knowledge of requisite job duties.*
 - Yes – Meets Standards
 - No - Does not currently meet departmental standards and/or failed to perform satisfactorily on one or more occasions during this rating period.
 - See Comments

3. *The employee seeks training opportunities and means of improving performance.*
 - Yes – Meets Standards
 - No - Does not currently meet departmental standards and/or failed to perform satisfactorily on one or more occasions during this rating period.
 - See Comments

4. *The employee uses work time productively and demonstrates self-initiative.*
 - Yes – Meets Standards
 - No - Does not currently meet departmental standards and/or failed to perform satisfactorily on one or more occasions during this rating period.
 - See Comments

5. *The employee is an asset to the Department and to the City Tomah.*

- Yes
- No
- See Comments

Manager

Comments: _____

Employee

Comments: _____

Employee Signature

Supervisor Signature

(Eval Form, revised 12/10/2021)