



## AGENDA FOR PUBLIC WORKS COMMISSION

A Public Works Commission meeting will be held on **Wednesday, July 19, 2023 at 5:30 PM** in the **Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.**

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Join Zoom Meeting

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

Meeting ID: 270 860 8080

Passcode: 206751

One tap mobile

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### Call to Order - Roll Call

### Approve Minutes

[June 2023 Minutes](#)

### Discussion Items

1. Airport Update
2. [Sump Pump Reimbursement](#)
3. [No Parking Signs on N. Glendale](#)
4. Project Updates
5. [Building Code/Violation Report](#)
6. Payment of Monthly Water & Sewer Bills
7. Departmental Reports
8. Director's Report
9. Future Meeting Date: August 23, 2023

### Adjourn

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

# MINUTES FOR PUBLIC WORKS COMMISSION

A Public Works Commission was held on **Wednesday, June 28, 2023 at 5:30 PM** in the Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.

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Join Zoom Meeting

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## Call to Order - Roll Call

John Glynn (A), Dean Peterson (P, arrived at 5:34 PM), Lamont Kiefer (P), Brian Rice (P), Kerwin Greeno (A), Mayor Mike Murray (P), Nicole Hart (P). Quorum Present. Also present, Director Kirk Arity, Brandy Leis, Joe Kube, Jeff Martin and Brian Berquist of Town and Country Engineering.

## Approve Minutes

May 2023 Minutes 1<sup>st</sup> by MM, 2<sup>nd</sup> by DP. All ayes. Motion approved.

### Discussion Items

- 1) Airport Update
  - a) New windsock was requested.
- 2) Public Information Meeting: Cty Hwy ET and W. Veterans Project
  - a) Several residents along the project were present. Questions that were focused on personal property were taken outside of the meeting. Concerns noted were snow plowing and why having a sidewalk to nowhere. The County and City are working jointly on this project and the County is requiring the new road to be bimodal.
- 3) Discussion on Licensed Operator Additional Step Increase
  - a) Motion was made by MM to give the Licensed Operators two steps on the current scale along with Supervisors, and implement a bonus for each successful subclass test in the amount of \$1250.00, 2<sup>nd</sup> by DP. All ayes. Motion passed.
- 4) Information Only: Change Angle Parking to Parallel Parking on E. Cameron St
  - a) The change has been made and has been successful.
- 5) Project Updates
  - a) Motion made by MM, 2<sup>nd</sup> by DP to make Payment NO. 6 to Gerke Excavating in the amount of \$188,676,19. All ayes. Motion approved.
- 6) Building Code/Violation Report
  - a) Reviewed by committee.
- 7) Payment of Monthly Water & Sewer Bills
  - a) Sewer- 1<sup>st</sup> by MM, 2<sup>nd</sup> by BR to approve water bills as presented. All ayes. Motion approved.
  - b) Water-1<sup>st</sup> by MM, 2<sup>nd</sup> by LK to approve water bills as presented. All ayes. Motion approved.

Minutes will be approved at July PWC meeting.

8) Departmental Reports

- a) Sewer- Rod Sherwood has retired. Tony Newcomb is on a 30-day trial from the PW dept. Haven't heard anything back from Wilton yet. Cleaned out sewers for tractor pull/fair. Pumping 1.1 million a day.
- b) Water- Pumping 1.2 million a day. Lead and copper sampling letter went out to 20 customers, bottles will be dropped off on July 11<sup>th</sup> and picked up on July 12<sup>th</sup>.
- c) Public Works- The 1 ton was delivered this week. Have finished mowing the whole city. Painted all the white in town. Helping Protz with Firemans Park. Changed detour route for Thursday nights, Kilbourn to Clifton.
- b) Director's Report- The new blacktop will need to go through two freeze cycles to see how it holds up. DOT meeting on intersection on Wednesday, Gerkes has 75 working days to finish project. Street closure by bridge from 8:30-2:00 pm to put epoxy down. The utilities rating from Moodys was very good.
- c) July 2023 Meeting Date: July 19, 2023

**Adjourn 1<sup>st</sup> by MM, 2<sup>nd</sup> by DP at 7:27 PM. All ayes. Motion approved.**

Submitted by: Kim Lambert

## STAFF COMMITTEE PREPARATION REPORT

**Agenda Item:**

Sump Pump Reimbursement

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

1403 Grant St

**Fiscal Note:**

\$500.00

**Recommendation:**

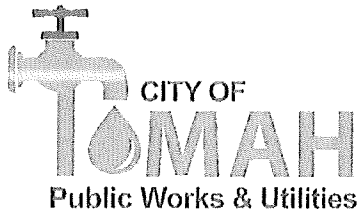
I recommend the approval of the sump pump reimbursement.



Director of Public Works  
Kirk Arity

7/11/23

Date



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

Attn: City Resident

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

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

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

### REQUEST FOR REIMBURSEMENT FORM

Residential Sump Pump Installation Program

Name: Josie Johnson

Address: 1403 Grant Street

Phone: (Home) 770-906-4858 (Cell) \_\_\_\_\_

Email: josiejohnson123@gmail.com

Total cost of eligible expenses: \$1,303.11

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

Signature: Josephine Johnson Date: 6/29/23

Office Use Only: Director of Public Works Approval: YES <input type="checkbox"/> NO <input type="checkbox"/>	Initial: _____
Check No. _____	Check Issue Date: _____

TOMAH  
1201 N Superior Ave  
Tomah, WI 54660  
608-374-4200

CONTRACT NUMBER 19405  
DATE AND TIME IN  
DATE AND TIME OUT 05/19/2023 3:59 PM  
INVOICE NUMBER 37027-03

**Open Contract**

RENTED AND/OR SOLD TO

ADDRESS AT WHICH EQUIPMENT WILL BE USED

**Account #:** 3014381  
MATT LARKIN  
31800 GROTTA AVE  
TOMAH, WI 54660

608-343-4561

WRITTEN BY Marty Oliver	CHECKED IN BY	AUTHORIZED RENTER	JOB LOCATION
CAR LICENSE NUMBER	DRIVER'S LICENSE NUMBER L62554897XXXXX	P.O. NO. OR JOB NO.	DATE AND TIME DUE IN 05/19/2023 5:00 PM

Item #	Description	Quantity	Rates	M	W	D	H	Date & Time Due	Amount
163210321	BIT CORE 3-1/8" #7	1	MIN 20.00				2	05/19/2023 5:00 PM	20.00
20.00 Minimum 42.00 SDY 42.00 24 Hrs 168.00 1 Week 504.00 4 Wks									

By signing, I agree to ALL terms and conditions on front and back of this page  
 \*\*Fuel will be charged at \$10.00 per gal.\*\*  
 \*\*Please return equipment CLEAN to avoid \$25.00 MINIMUM cleaning fee.\*\*  
 CHECK ALL FLUIDS DAILY!! Customers ARE responsible for tire Damage.  
 You authorize us to charge your Credit Card for ANY additional charges due

*Parts - \$592.60*  
*Plumber - \$260.00*  
*labor - \$200.00*  
*Ace parts - \$142.96*  
*All American - \$107.55*  
 \$1303.11

DAMAGE WAIVER CHARGE (DWC)  N/A %  
 OF RENTAL CHARGE. RENTER/CUSTOMER MAY,  
 BY INITIALS HEREON, DECLINE BENEFITS OF  
 PARAGRAPH 26, DAMAGE WAIVER, ON REVERSE  
 SIDE OF THIS CONTRACT.

DECLINES  
  
 (INITIALS)

DWC IS NOT INSURANCE.

**PROMPT RETURN OF YOUR RENTALS SAVES YOU MONEY.**

**ALL TIME IS CHARGED INCLUDING SATURDAY, SUNDAY AND HOLIDAYS.**

Total Rental	20.00
Subtotal	20.00
Sales Tax (01)	1.10
Total	21.10
Total Received	21.10

*Acc-*

I have read and understand the terms and conditions on both sides of this agreement and certify that those printed on the other side are agreed to as if printed above my signature. There are no oral or other representations not included herein. Unless declined, I agree to the damage waiver charges. I have received a copy of this agreement.

Lessee/Customer's Signature: \_\_\_\_\_

Item 2.

# STAFF COMMITTEE PREPARATION REPORT

**Agenda Item:**

N. Glendale Ave - No Parking

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

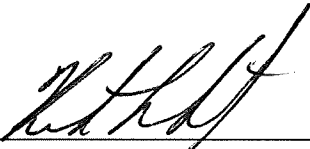
With the new EMS Facility no parking is needed on the East & West side of N. Glendale Ave from Harrison St to the Northern lot line of 403 N. Glendale Ave

**Fiscal Note:**

<\$750.00

**Recommendation:**

I recommend approval of No Parking on N. Glendale Ave from Harrison St to 403 N Glendale (N lot line)



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



\_\_\_\_\_  
Date



Harrison St

Item 3.

8





## June Permit Report

06/01/2023 - 06/30/2023

Permit #	Permit Date	Permit Type	Project Description	Parcel Address	Total Fees	Construction Value
6481	6/29/2023	Alter/Addition One or Two Family	Remodel of unfinished basement (adding bedroom with egress window)	907 DONNA AVENUE	\$30.00	2,000.00
6479	6/29/2023	Electrical	Receptacles and lighting in new accessory structure	147 N GLENDALE AVENUE	\$50.00	2,000.00
6478	6/29/2023	Electrical	Installation of 7 meter bank for storage units	520 SIME AVENUE	\$578.00	112,962.00
6477	6/29/2023	Demolition	Interior demolition of fire damaged building (preparation of permit to remodel)	110 E COUNCIL STREET	\$30.00	0.00
6476	6/29/2023	Fire Alarm System	Installation of new fire alarm system for McDonalds rebuild	2015 N SUPERIOR AVENUE	\$225.00	0.00
6475	6/29/2023	Alter/Addition One or Two Family	Complete remodel (demo to framing) office, laundry room, upstairs bathroom, landing & bedroom	1217 MC LEAN AVENUE	\$350.00	35,000.00
6474	6/28/2023	Alter/Addition One or Two Family	Finish basement (bedroom, bathroom, office, living room)	413 NICHOLAS STREET	\$30.00	1,200.00
6473	6/28/2023	Electrical	Replace fuse panel with 100 A panel.	1301 MC LEAN AVENUE	\$55.00	2,600.00
6472	6/26/2023	Alter/Addition One or Two Family	Replace basement window with egress window	625 SCHNEIDER AVENUE	\$30.00	2,400.00
6471	6/26/2023	Alter/Addition One or Two Family	Installation of drantile system and Cleanspace vapor barrier on walls.	209 HYLAND AVENUE	\$70.00	7,000.00
6470	6/20/2023	Sign Permit	Two sets of window decals and one projecting sign	800 SUPERIOR AVENUE	\$40.00	0.00
6469	6/20/2023	Sign Permit	Electronic message center installed on pylon sign	2015 N SUPERIOR AVENUE	\$40.00	0.00
6468	6/20/2023	Electrical	Installation of temporary electrical service for traffic signals	SW Corner of Veterans & Hwy 12 intersection	\$170.00	10,000.00

6467	6/19/2023	Electrical	Installation of light fixtures, ceiling fan, and receptacles.	910 KING AVENUE	\$50.00	2,500.00
6466	6/19/2023	Electrical	Installation of meter base and main service panel	303 W MONROE STREET	\$170.00	8,500.00
6465	6/16/2023	Township-LaGrange ( New const.)	New Single Family Home	7535 Division Rd	\$834.00	0.00
6464	6/16/2023	Fence	6ft Vinyl fence/5ft off property line	1510 BUTTS AVENUE	\$20.00	0.00
6463	6/15/2023	Township-Tomah ( New const.)	New Single Family Home	17076 Hillside Rd	\$1,618.80	0.00
6462	6/13/2023	Deck Permit	New deck located in side and rear yard	403 HOLLISTER AVENUE	\$35.00	7,000.00
6461	6/8/2023	Fence	4ft chain link/ >2ft from property line	1428 JASON AVENUE	\$20.00	0.00
6460	6/5/2023	Fence	6ft PTP / 3ft from property line	105 DAWNEE STREET	\$20.00	0.00
6459	6/1/2023	Electrical	Electrical service for addition to home	100 E WARREN STREET	\$130.00	25,000.00
6458	6/1/2023	Electrical	Electrical service for new duplex(Modular)	1224/1226 Hansen St.	\$55.00	3,000.00
6457	6/1/2023	Electrical	Electrical service for new duplex(Modular)	1228/1230 Hansen St.	\$55.00	3,000.00
6456	6/1/2023	Alter/Addition One or Two Family	Installation of (5) geolock earth anchors & 49 of Drytrak (Interior drain system)	1522 LA GRANGE AVENUE	\$80.00	8,154.00
					<b>\$4,785.80</b>	<b>232,316.00</b>

Total Records: 25

7/11/2023

## Code Enforcement Violation Report

### JUNE 2023

06/01/2023 - 06/30/2023

Case Date	Case #	Parcel Address	Violation Name	Violation Notes	Complaint Type	Status
6/23/2023	2023064	606 WILLIAMS STREET	Sec. 36-18 Large items	Junk out at the curb exceeding two large items and 3 weeks prior to large item week	Public Health Nuisance	TOT Public Works & Utility
6/23/2023	2023065	542 WILLIAMS STREET	Sec. 36-18 Large items	Large items placed at curb 3 weeks prior to large item pick up. Exceeds maximum allowed	Public Health Nuisance	Issued Order to Correct
6/23/2023	2023066	605 FAIR STREET	48-65- Grass Mowed & Maintained	Weeds adjacent to north building exceed 8 inches	Grass/Weeds	Issued Order to Correct
6/23/2023	2023067	710 PEARL STREET	48-65- Grass Mowed & Maintained	Weeds are exceeding 8 inches and harboring animals	Grass/Weeds	Issued Order to Correct
6/12/2023	2023063	1704 N SUPERIOR AVENUE	CH 18 Article IV. -18-123 Substitute Building Prohibite	Witnessed two individuals outside (3) RV's. Appears they are residing in one of the RV's. The property owner has stated they are living in one of the RV's without his permission to be on his property.	Substitute Building Prohibited	Issued Order to Correct
6/1/2023	2023061	603 SUPERIOR AVE	48-65- Grass Mowed & Maintained	Grass/weeds greater than 8 inches	Grass/Weeds	Issued Order to Correct
6/1/2023	2023062	1000 GLENDALE AVENUE	48-65- Grass Mowed & Maintained		Grass/Weeds	Issued Order to Correct
	<b>14161448</b>					

Total Records: 7

7/11/2023