



## AGENDA FOR PUBLIC WORKS COMMISSION

A Public Works Commission meeting will be held on **Wednesday, July 23, 2025 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=ZTZ0cmhLVFEFEb1dzVDNwdi91UHFYQT09>

Meeting ID: 270 860 8080

Passcode: 206751

One tap mobile

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

### Call to Order - Roll Call

### Approve Minutes

[June Minutes](#)

### Discussion Items

1. Airport Update
2. [Approval of Alley Closure](#)
3. [Approval No Parking Area on Straw St](#)
4. Approval of Memorial Bench Sidewalk Installment - Tomah Area Historical Museum
5. Discussion: Procedure and Criteria for Vacating Public Right of Way
6. Project Updates
7. Payment of Monthly Water & Sewer Bills
8. Departmental Reports
9. Director's Report
10. Set Next Meeting Date - August 27, 2025

### Discussion Items

### 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 25, 2025 at 5:30 PM** in the Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.

**Meeting was called to order at 5:42 PM by Mayor Dwyer**

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Join Zoom Meeting

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

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## Call to Order - Roll Call

John Glynn (A), Dean Peterson (P), Patrick Devine (P), Brian Rice(P), Kerwin Greeno (A), Mayor Paul Dwyer (P), Mitch Koel (A)

Also Present, Interim Director Brandy Leis, Joe Kube, Jeff Marten, Brian Berquist, & Nik Dorava

## Approve Minutes

Motion by Peterson, seconded by Rice to approve May 28, 2025 minutes as presented. All ayes. Motion carried.

Motion by Peterson, seconded by Devine to approve June 5, 2025 minutes as presented. All ayes. Motion carried.

## Discussion Items

### 1. Airport Update

Everything is looking good, mowing is being done, fuel prices are updated. Looking to possibly dig out some ditches on the NE end due to water being backed up.

### 2. Approval of Purchasing Utility Trailer

Motion by Peterson, seconded by Devine to approve the purchase of the Utility Trailer. All ayes. Motion carried.

### 3. Approval of Replacing Walk-in Service Door at WWTP

Motion by Rice, Seconded by Devine to approve replacing the walk-in service door at the WWTP. All ayes. Motion carried.

### 4. Approval of Foam Trailer Generator

Motion by Peterson, seconded by Rice to approve purchase of Foam Trailer Generator. All ayes. Motion carried.

### 5. Project Updates

Glendale project has been pushed back to 2027.

**6. Payment of Monthly Water & Sewer Bills**

Motion by Peterson, seconded by Devine to approve sewer bills as presented. All ayes. Motion carried.

Motion by Peterson, seconded by Rice to approve water bills as presented. All ayes. Motion carried.

**7. Departmental Reports**

Sewer - Went over 2 million gallons with the recent rain fall. Average is still at 1.3 million gallons. Painters checked the one-year warranty from formation tank and north clarifier, everything looked good. With high flows we filled the clarifier in half the time, back online on Tuesday. Fermentation tank scum trough was made wrong; Sable took it back to redo it. New pick-up truck is in Marshfield getting the utility box put on. Jet vac is still in Milwaukee for repairs.

Water – June average pumping is 1.4 million gallons per day. The VA has been using more water lately. Meeting with the VA on the water shut off issue, procedures were put in place to ensure this doesn't happen again. Jeff and Brandy visited with Plover Water Plant to see how they monitor their Nitrate levels with a monitoring system. Meeting with DNR on Monday for next steps on Well #14. Gerke's replaced some bolts and valves. No main breaks or leaks.

Public Works – Completed La Crosse St. municipal parking lot. Working on W Council St reconstruction. Working on street painting, mowing, and street sweeping. Dam operations have been 24/7 with the heavy rain. Fire Dept. and Police Dept. helped with road closures due to street flooding.

Director's Report – Had a couple calls on high water. Set up meeting for Land fill at Rec Park in August. Meeting set up for Landfill on ET. Will be starting on the 2026 budget soon.

**8. Next Meeting Date - July 23, 2025**

**Adjourn**

Motion by Peterson, seconded by Devine to adjourn meeting at 6:04 PM. All ayes. Motion carried.



## STAFF COMMITTEE PREPARATION REPORT

### Agenda Item:

Approval of Alley Closure for Event

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

As attached

### Fiscal Note:

None

### Recommendation:

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

A handwritten signature in black ink that reads "Brandy Leis".

Interim Director of Public Works  
Brandy Leis

A handwritten date "7/15/25" in black ink.

Date

# CITY OF TOMAH DEPARTMENT OF PUBLIC WORKS

Office (608) 374-7431

Fax # (608) 374-7444

## Street Privilege Permit Application

Applicant Name:

Kelseys / Elbow

Address:

201 Superior Ave

City/State/Zip:

TOMAH, WI 54660

Phone:

608 372-3220

Location of encroachment:

Alley behind Kelseys and IN front of ELBOW  
(Address of adjacent tax parcel)

Tax parcel identification number:

286-01075-0000

Area to be occupied:

Street

Blvd

Sidewalk

(Circle all that apply)

Alley

Brief description of encroachment: Dumpster ☐ Other(describe below)☐

(Attach a scale drawing that relates to above description if needed)

Proposed Start Date:

8/9/25

Permit Expiration Date:

8/9/25 9pm

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

Applicant signature

[Signature]

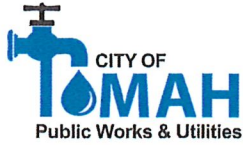
Date

7/15/25

Permit Issued By

Date:

For office use only



## STAFF COMMITTEE PREPARATION REPORT

### Agenda Item:

Approval No Parking area on Straw St. and placement of "Parent Drop-Off/Pick Up" sign.

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

Tom Dummermuth, the Director of Transportation for Tomah Area School District is requesting No Parking from the crosswalk at the intersection of Straw St. and Norway Ave. and extend 40 ft. past far East school entrance/exit. The request for the long No Parking area is due to the parent drop-off/pick-up area being exclusively in front of the school this year. In years past, TASD vehicles have been parked in the front area which restricted parent parking.

### Fiscal Note:

None

### Recommendation:

I recommend the approval of the No Parking area at the intersection of Straw St and Norway Ave, and the placement of the "Parent Drop-Off/Pick-Up" sign.

A handwritten signature in blue ink that reads "Brandy Leis".

Interim Director of Public Works  
Brandy Leis

A handwritten date in blue ink that reads "7/16/25".

Date



2025-26 Lagrange Elementary "NO PARKING" request on Straw Street (South side)

NO PARKING would be from crosswalk at the intersection of Straw St. and Norway Ave. and extend 40 feet past far East school entrance/exit (indicated by yellow line)

