



AGENDA FOR COMMON COUNCIL

MEETING NOTICE

A Common Council meeting will be held on **Tuesday, October 13, 2020 at 6:00 PM**
in the **Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.**

*****PLEASE NOTE THAT THE COMMON COUNCIL WILL GO INTO CLOSED SESSION AT 6:00 P.M. IF NECESSARY, THE COUNCIL WILL RECONVENE TO CLOSED SESSION IMMEDIATELY FOLLOWING THE REGULAR SESSION. *****

NOTE: The Mayor, Alderpersons, City Clerk, City Attorney, Department heads, and news media will gather in the Council Chambers. Due to COVID-19 safe distancing procedures, other members of the public are requested to join the Zoom meeting as indicated below prior to the 6:30 open session.

VIA TELECONFERENCE

October Council Meeting

Time: Oct 13, 2020 06:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/7689466740?pwd=dEdLR2hXK0ZYMK1qNU5vNFllwMzdSZz09>

Meeting ID: 768 946 6740

Passcode: Tomah2020

One tap mobile

+13126266799,,7689466740#,,,,,0#,,546782713# US (Chicago)

Dial by your location

+1 312 626 6799 US (Chicago)

Meeting ID: 768 946 6740

Passcode: 546782713

AGENDA:

CALL TO ORDER – PLEDGE OF ALLEGIANCE – ROLL CALL

Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) Deliberating or negotiating the purchasing of public properties and (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, and 19.85(1)(c) Regarding Personnel Issues

Anyone Desiring to Appear Before the City Council

Common Council – October 13, 2020

CONSENT AGENDA: *(Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, the Mayor or any Council member can request item(s) be removed from the Consent Agenda and addressed on the regular agenda).*

- A. [Approval of Minutes from the Council Meeting on September 08, 2020](#)
- B. [Approval of Minutes from the Council meeting on September 21, 2020](#)
- C. September Cash and Investment Reports
- D. [Budget Amendment Police Department Leads Grant](#)
- E. [Application for Special Event Outdoor Cabaret License for the Greater Tomah Area Chamber of Commerce to host their event “Tomah Chamber Night Market” on October 29, 2020 at the Recreation Building at Rec Park](#)
- F. [Application for Special Beer and Wine Permit for the Tomah Lions Club for the event “Tomah Chamber Night Market” on October 29, 2020 at the Recreation Building at Rec Park](#)
- G. [Public Safety Director/Fire Chief Job Description](#)
- H. [Job Description for Deputy Ambulance Chief](#)
- I. [Job Description Deputy Fire Chief](#)

APPOINTMENTS:

- A. Appointment of Vice President of the Common Council
- B. Appointment of Deb Chesser to the Historic Preservation Commission to fulfill the remaining term of Frank DiBenedetto with the term expiring April, 2022.
- C. Appointment of Jeff Cram to the Convention & Visitors Bureau Board of Directors Steering Committee to Fulfill the Remaining Term of Travis Scholze With the Term Expiring April 2021
- D. Appointment of Duane Chapman to the Lake Committee to fulfill the term of Blaine Meyer with the term expiring April of 2020.

REPORTS

Mayor

- 1. [Vacancy Notice Alderperson District 5](#)

City Clerk

- 1. [City Clerk Monthly Report](#)

Parks & Recreation Commission

- 1. [Tomah Parks and Recreation Program Report](#)

Treasurer

Library

Senior & Disabled Services

- 1. [Senior & Disabled Services Monthly Report](#)

Planning & Building Inspection

- 1. [Building Inspector September Permit Report for September](#)

Chamber/Convention & Visitors Bureau

COMMITTEES:

Committee of the Whole

Common Council – October 13, 2020

1. [Town of Tomah, Byron, and LaGrange Regarding Proposed Ambulance/Fire Department Building and Proposed Per Capita Fee Changes](#)
2. [Request to Authorize Ambulance Per Capita Fee for 2021](#)
3. [Resolution Disallowing Claim of Roger Gorius](#)
4. [Resolution Authorizing Payment Of Monthly Bills](#)
5. [Review and Recommendation on Amendments to Municipal Ordinance Section 52-209 Fences and Hedges, First Reading, Second Reading, and Adoption](#)
6. [Review and Recommendation regarding proposed amendments to Sections 52-14, 52-34, 52-40 & 52-80 of the City of Tomah Zoning Ordinance, First Reading, Second Reading, and Adoption](#)
7. [Audit Engagement Clifton Larson Allen 2020](#)
8. [Bid Proposal regarding Control Panel Upgrades for Dam](#)
9. [Approval of Airport Lease for Hanger #8 for Daniel Kenworthy](#)

GENERAL:

- A. Side Letter of Agreement between the TPPA and the City of Tomah
- B. Settlement Agreement and Memorandum of Understanding between the AFL-CIO-CLC and the City of Tomah

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 JoAnn Cram, City Clerk, at 819 Superior Avenue, Tomah, WI 54660.

The COMMON COUNCIL of the City of Tomah met in REGULAR SESSION September 08, 2020 at 6:10 p.m. with Mayor Mike Murray presiding in the Municipal Building, 819 Superior Avenue, Tomah WI. Due to COVID-19 concerns, the General Public was able to access the meeting as follows:

Zoom Meeting at: <https://zoom.us/j/7689466740?pwd=dEdLR2hXK0ZYMK1qNU5vNFJwMzdSZz09>

Meeting ID: 768 946 6740 Password: Tomah2020

or

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

Meeting ID: 768 946 6740 Password: 546782713

Following the Pledge of Allegiance, roll call was taken with the following members present: Mike Murray, Travis Scholze, Lamont Kiefer, Dean Peterson, (Arrived at 6:21p.m), Jeff Cram, Richard Yarrington, and Adam Gigous. Donna Evans participated remotely. Absent: Shawn Zabinski. Quorum present. Also present: City Attorney Penny Precour, City Clerks JoAnn Cram and Becki Weyer. Gregg Hagen videotaped the meeting.

Motion by Scholze, second Cram by to adjourn to Closed Session Pursuant to State Statute 19.85(1) (c) and (e) Personnel Issues, and Negotiation of Purchase of Property. Motion passed with no negative votes. Meeting adjourned to Closed Session at 6:11 p.m. Meeting reconvened to Open Session pursuant to State Statute 19.85(2) at 6:28 p.m.

Anyone Desiring to Appear Before the City Council. No one desired to appear

REPORTS

Mayor

Reminder to all that with school starting and road work being completed to be alert and cautious.

The Mayor will be attending the Assumption of Command ceremony at Volk Field this week welcoming Colonel Leslie Zyzda-Martin..

Mayor Murray provided a distinguished service resolution for Randal Dunford, Ambulance Director on account of his retirement.

RESOLUTION IN RECOGNITION OF RANDAL DUNFORD FOR SERVICE TO THE CITY OF TOMAH.

Motion by Yarrington, second by Peterson to approve **Resolution No. 2020-09-08-26** as presented. Motion passed without negative vote.

RESOLUTION NO. 2020-09-08-26
RESOLUTION IN RECOGNITION OF RANDAL DUNFORD FOR
SERVICE TO THE CITY OF TOMAH
2017-2020

WHEREAS, However effective government may be in serving the needs of its citizens, the soul of our city and its vitality as a place to live and work depend on the relationship of families, friends, neighbors and co-workers, and

WHEREAS, Randy Dunford, has committed himself to faithfully serving the citizens of Tomah from 2017 to 2020 as the Director of the Tomah Area Ambulance Service, and

WHEREAS, Randy has proven himself to be a dedicated and trustworthy member of the City of Tomah. Randy's commitment to his community has been evidenced in his years with the City of Tomah and the Tomah Area Ambulance Service. Randy began his career in 1979 with the Tomah Police Department. In 1989, Randy resigned his position of Police Sergeant to take the position of Ambulance Director for the Tomah Area Ambulance Service. In 1991, Randy left the City to pursue his career in law enforcement for a Police Chief position. Randy returned to Tomah in 2017 as Director of the Ambulance Service. During the last 3 ½ years, the service has evolved into a full time career based department with in-house paramedic and EMT crews. This has been a time of transitioning to full time EMT/Paramedic staffing as well as the creation of an Ambulance Union contract, and after 37 years of government service, Randy will be retiring effective October 1st, and

WHEREAS, in appreciation for such dedication and service to our Community upon his retirement from the City of Tomah Area Ambulance Service, the following is submitted to record;

NOW THEREFORE, BE IT RESOLVED, that as Mayor on behalf of The City of Tomah, I commend Director Dunford for his outstanding contribution to our community. The Common Council of the City of Tomah does hereby express its sincere appreciation and thanks to Randy for his years of dedication and service to the citizens of the City of Tomah and extends its best wishes for his health and happiness in the future.

Dated this 8th day of September, 2020.

Michael Murray, Mayor ATTEST

JoAnn M. Cram, City Clerk

City Clerk

Census is at 70.5%, a reminder to all to complete your census. Census workers have begun doing door to door canvassing. Tomorrow will be closing out August election, November ballots will be ordered but are waiting on litigation. 1000 absentee ballots must be mailed out by next Thursday. State of WI sent out over 2 million letters and it is causing some confusion to those who are already registered and/or have requested an absentee ballot. Reminder that a photo ID is required for absentee ballots and proof of residency is needed for registration.

The total equalized value for the City has come back at \$775,354,200 compared to \$716,267,500 for 2019; an increase of \$59,086,700. Net new construction for 2020 is valued at \$24,859,600 compared to \$21,873,500 with a change of \$2,986,100.

Approval of Minutes - August 5, 2020

Motion by Gigous, second by Scholze to approve minutes from Common Council Special Session August 08, 2020. Motion passed without negative vote

Approval of Minutes - August 18, 2020

Motion by Yarrington second by Kiefer to approve minutes from Common Council August 18, 2020. Motion passed without negative vote

Motion by Scholze second by Gigous to approve minutes from Common Council Special Session September 1, 2020. Motion passed without negative vote

Motion by Scholze second by Yarrington to approve the election tally report for the August 11, 2020 Fall Partisan Primary Election. Motion passed without negative vote

Accept Treasurers Cash and Investment Reports.

Motion by Scholze second by Kiefer to accept the August cash and investment reports. Motion passed without negative vote.

Library Monthly Report. Library Director Keller advised that 1,892 items were checked out using e-books, up 400 from last year. Summer reading program registered 118 books, 51 completed, 1043 activities were completed. 142 book reviews were completed. The 18 and older group only read 65,721 minutes, 54 registered and 36 completed. A challenge was put out for the over 18 group to increase participation.

Senior & Disabled Services

Senior & Disabled Services Coordinator Pam Buchda provided a monthly written report. The September newsletter is available. Bridge has been added to 9:00 a.m. on the calendar. Halloween is set on Oct 31st from 2-4 for the Halloween party, all ages are welcome, costume judging is at 3pm. Trick or Treating for the city will be from 4pm-6pm. On November 21st there will be an Arts and Craft fair. For more information contact Ms. Buchda at the Sr. Center. The loan closet has been very busy. The Sr. Center is asking if anyone has borrowed equipment they are not using, to please return it as inventory is very low. The Sr. Center is requesting volunteers for Halloween and the Arts and Crafts Fair, please contact Coordinator Buchda if interested. A reminder to all, the Sr. Center is open, but the meal center is not. Work has begun on the budget.

Planning & Building Inspection

Shane Rolff provided a written report

Parks and Recreation Monthly Report: Parks Department, Recreation Programs, Aquatic Center, and Recreation Park: Parks and Rec Director Joe Protz provided a written report.

Public Works & Utilities Director – Water, Sewer, Public Works, and Lake Updates. Street Department: Dir. Arity provided a written report.

Police Department Monthly Report. A written report was provided by Chief Nicholson. The Tomah Police Department is currently accepting applications to establish an eligibility list for a full-time Police Officer. A \$2000 Walmart communities grant was received and will give the ability to use more technology at the Police station. The Police department is now open from 8am-4pm Monday through Friday. They are also available for medicine drop off and car registration. The Police Department is currently accepting eligibility applications for Police Officer positions. Back the badge signs are available for \$10.00 each.

Fire Department Monthly Report. Chief Adler provided a written monthly report. Two long term members retired after 24 and 34 years of service. Performed annual hose testing, all passed. An annual rescue service and tool inspection service was performed, all are in good working order. Online pipeline safety training has been completed. The Fire Department is working with the School District on fire safety education and fire drills. The Fire Dept received \$3000 from Andres Trust to purchase a porta-count machine for mask testing at a total cost including maintenance at \$12,000, all paid for with grants and fundraisers. 20 calls for service 178 year to date.

Ambulance Department Monthly Report. A monthly written statistics report was provided. Morgan Scharlau was promoted to full time. Two Covid-19 positive tests were treated . A \$3000 grant from Andres was used to purchase an AeroClave unit and 2 blanket warmers for 2 ambulances. The long-term plan is to upgrade to critical care Ambulance service. Most of full-time staff is now trained to the critical level. The Ambulance Department should see a 5-10% increase in transfers once critical care is added and a full ambulance is added to rotation. Dir. Dunford has begun working on the budget for 2021 to present the additional ambulance to the council.

Chamber/Convention & Visitor's Bureau Monthly Report. Ex. Director Thompson said the Chamber is working on rolling out their new website. A social media marketing event will be at Tap House 20 on September 30, 2020. The chamber continues to look for other avenues to provide to memberships and business to help get through the current pandemic situation. They have had many inquiries from potential new employers interested in ribbon cuttings. Membership survey is open to the public to gain feedback on how the Chamber can better serve the community.

Ehlers Financial Management Plan & TID Reporting Treasurer Mann proposed to the council to contract with Ehlers to prepare a Financial Management plan for the City of Tomah and to assist with annual financial TID reporting required by the Wisconsin Department of Revenue. This would help the city better prepare for the future for a longer-term financial plan. David Ferris, an Ehlers representative advised and shared information regarding identifying pressure points and how to address them, and how they should be part of the long-term plan.

Ferris presented the key components of the plan: Capital planning, Debt Planning, TID Planning, Operational Planning, Utility Cash Flow, and Rate Increase Planning. He proposed preparing or updating the five-year capital plan, determining the funding sources of the projects, determining if funding sources affect the financial health of the city, moving projects to fit within the year's plan, and reviewing the plan annually as priorities change from year to year.

For Debt Planning, he proposed determining the type of debt to use, revamping policies, scrutinizing policies so that they fit within the City's debt plan, and reviewing bank qualification issues.

Considering TID planning, Ferris proposed looking to forward-looking cash flows, and an annual forward look at how districts could improve communication between departments regarding taking on future projects.

For Operating funds (tax levy funded), Ferris proposed projecting out operational needs based on the affect to tax levy/rates, and urged considering how the projection fits within the levy limits.

Regarding Utility funds, Ferris presented a need for projecting out operational needs based on the effect on user rates, considering cash flow, and using other benchmark comparisons.

Ferris concluded that the proposed financial management plan should: develop integrated multi-year operational and capital forecasts, tie into long-term goals of the City driven by cross planning among departments and City Council, provide annual review and approval of financial policies, provide annual review and updated as priorities change or economic circumstances dictate, and provide a tool to review the health of the City and ensure rating stability or potential upgrades while avoiding downgrades.

Motion by Yarrington, second by Scholze to approve the proposal for a 2020 Financial Management plan from Ehlers and approve the annual TID reporting contract with Ehlers for 2021. Concern was brought that more information needs to be presented before approving the contract. Motion passed with one negative vote. (Kiefer)

Request for Review and Recommendation from the Ambulance Commission Regarding Increase in Per Capita Rate for Tomah Area Ambulance Service

Mayor Murray provided information on the benefits of increased per capita rate for Tomah Area Ambulance Service and requested further review and recommendation from the Ambulance Commission.

The last three years the Ambulance service has not made a profit, and there is concern for the monthly payment that the new Fire and Ambulance building would require.

Per capita charges in other cities run \$35.00 - \$45.00 and the City of Tomah is at \$7.50. An incremental increase over the next three years will fit into budgetary needs and the obligation to pay for the new building will be shared by all communities that will be utilizing the Ambulance service.

Concern was brought that the townships would be asked to pay for 50% of the cost when half of the building will be used by the Fire Department. Murray responded the Ambulance department is consistently losing revenue and the City is not competitive with other communities. With the ambulance department not currently profitable, it would be difficult to continue to grow in the future with new equipment and the new building.

Motion by Scholze second by Kiefer to refer the request for the Increase in Per Capita Rate for Tomah Area Ambulance Service to the Ambulance Commission to be reviewed with City Council at the October Council meeting. Motion passed without negative vote.

Police Department - Capital Budget, Pre-ordering of Squads for 2021.

Police Chief Mark Nicholson proposed to replace two squad cars out of the capital improvement budget. It is difficult to get new vehicles currently due to the pandemic. One was ordered in January and still has not arrived. Chief Nicholson asked for approval to order them now to ensure the squads will arrive in 2021.

Motion by Yarrington second by Gigous to approve the pre-ordering of two police squad cars now to be paid for in 2021. Motion passed without negative vote.

Ordinance Creating Section 10-501-504 Regarding Wrecking of Buildings and Structures (Second Reading and Adoption)

Motion by Kiefer second by Scholze to waive second verbatim reading and adopt **Ordinance Number 2020-09-11-D Creating Section 10-501-504 Regarding Wrecking of Buildings and Structures**. Motion passed one negative vote (Yarrington)

ORDINANCE NO. 2020-09-11-D

**Ordinance Amending Chapter 10, Creating Sections 10-501 to 10-504
of the City of Tomah
Municipal Code Regarding Wrecking of Buildings and Structures**

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

SECTION ONE: Chapter 10 – Sections 10-501 to 10-504 Regarding Wrecking of Buildings and Structures of the Municipal Code are hereby created to read as follows:

Sec. 10-501. No building or structure shall be razed, demolished, removed or wrecked without a permit from the City of Tomah Building Inspection Department.

Sec. 10-502. A snow fence or other approved barricade shall be provided as soon as any portion of the building is removed and shall remain during razing operations. Removal of all trash, rubbish, basement walls, floors, footings, and foundations are required. After all razing operations have been completed, the property shall be raked clean, and all debris hauled away. Razing permits shall lapse and be void unless the work

Section 10-503. All debris must be hauled away at the end of each day for the work that was done on that day. No combustible material shall be used for backfill, but shall be hauled away. There shall not be any burning of materials on the site of the razed building. If any razing or removal operation under this section results in, or would likely result in, an excessive amount of dust particles in the air creating a nuisance in the vicinity thereof, the permittee shall take all necessary steps, by use of water spraying or other appropriate means, to eliminate such nuisance.

Section 10-504. – Penalties for Violations.
Any person violating any provisions of this section shall be subject to a forfeiture of not more than \$200.00 for each separate violation. Each and every day during which a violation continues shall be deemed to be a separate offense.

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

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

_____: ATTEST _____
Michael Murray, MayorJoAnn M. Cram City Clerk

READ:08/18/2020
PASSED:09/08/2020

Special Beer Permit - Tomah Fire Department "Hunters Night Out" event for November 7, 2020 at Recreation Park Recreation Building

The Tomah Fire Department has applied for a Special Beer Permit for their “Hunters Night Out” event held at Recreation Park, 1625 Butts Ave in both halls of the Recreation building to be held on November 7, 2020.

Motion by Scholze second by Kiefer to approve Special Beer Permit request by Tomah Fire Department.
Motion passed without negative vote.

Monthly Financial Report – August

Motion by Kiefer second by Cram to approve the August 2020 Financial Report as presented. Motion passed without negative vote.

Resolution Authorizing Payment Of Monthly Bills

Motion by Gigous second by Scholze to recommend the Common Council approve the monthly bills in the amount of \$2,086,424.83 as presented. Motion carried without negative vote.

RESOLUTION NO. <u>2020-09-08-27</u> 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	\$ 1,713,287.18	Check #'s	128202-128275 128326, 128327-128376
2. Payroll	\$ 261,782.47	Direct Deposit #'s	60801-60938, 60939-61111
3. Wire Transfers	\$ 32,107.40		
4. Invoices	\$ <u>79,247.78</u>	Check #'s	128421-128450
	\$2,086,424.83		
Mike Murray, Mayor		ATTEST: Rebecca Weyer, City Clerk	

GENERAL:

Approval of Amendment to TPPA Side letter agreement

City Attorney Penny Precour presented an Amendment to the TPPA Side letter agreement stating that sick and vacation will be earned based on a 40-hour workweek or 2080 hours per year. All those currently earning 8.5 hours will be grandfathered in at their current rate of accrual. All new employees will earn based on the 40-hour workweek.

Motion by Scholze second by Yarrington to approve the Amendment to the TPPA side letter agreement as proposed. Motion passed without negative vote.

Motion by Yarrington, second Gigous by to adjourn to Closed Session Pursuant to State Statute 19.85(1) (c) Regarding Personnel Issues. Motion passed with no negative votes. Meeting adjourned to closed session at 08:10 p.m.

Approved:

Michael Murray, Mayor

ATTEST:

Rebecca Weyer, City Clerk
Minutes to be approved on October 13, 2020

The COMMON COUNCIL of the City of Tomah met in **SPECIAL SESSION** September 21, 2020 at 5:45 p.m. with Mayor Mike Murray presiding in the Municipal Building, 819 Superior Avenue, Tomah WI. Due to COVID-19 concerns, the General Public was able to access the meeting as follows:

Zoom Meeting at: <https://zoom.us/j/7689466740?pwd=dEdLR2hXK0ZYMK1qNU5vNFlwMzdSZz09>

Meeting ID: 768 946 6740 Password: Tomah2020

or

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

Meeting ID: 768 946 6740 Password: 546782713

Following the Pledge of Allegiance, roll call was taken with the following members present: Mike Murray, Lamont Kiefer, Donna Evans, Shawn Zabinski, Jeff Cram, Richard Yarrington (appeared via Zoom), and Adam Gigous. The 5th Aldermanic District seat is vacant due to the resignation of Travis Scholze effective 9/14/2020. Absent: Dean Peterson. Quorum present. Also present: City Attorney Penny Precour and City Clerk JoAnn Cram. Gregg Hagen did not videotape the meeting.

Resolution Authorizing a Change in the 2020 City of Tomah Position Count by the Abolishment of the Fire Chief Position and the Ambulance Director Position and the Creation of One Full Time Public Safety Director/Fire Chief and Appointment of Tim Adler to the Public Safety Director/Fire Chief Position. Due to the restructuring of the Ambulance/Fire Departments due to the public safety building project and the retirement of Ambulance Director Dunford, it is desired to eliminate the full time Fire Chief position and create a Public Safety Director/Fire Chief position. It is the Council's desire to appoint existing Fire Chief Tim Adler to the Public Safety Director/Fire Chief position at a wage of Range R, Step 10 effective October 1, 2020.

Motion by Cram, second by Gigous to approve **Resolution No. 2020-09-21-28** Authorizing a Change in the 2020 City of Tomah Position Count by the Abolishment of the Fire Chief Position and the Ambulance Director Position and the Creation of One Full Time Public Safety Director/Fire Chief and Appointment of Tim Adler to the Public Safety Director/Fire Chief Position and establishing the pay at Range R Step 10 effective October 1, 2020 with utilizing the pending job description as presented. Motion passed without negative vote.

RESOLUTION NO. 2020-09-21-28

A RESOLUTION AUTHORIZING A CHANGE IN THE 2020 CITY OF TOMAH POSITION COUNT BY THE ABOLISHMENT OF THE FIRE CHIEF POSITION AND THE AMBULANCE DIRECTOR POSITION, AND THE CREATION OF ONE FULL TIME PUBLIC SAFETY DIRECTOR/FIRE CHIEF AND APPOINTMENT OF TIM ADLER TO THE PUBLIC SAFETY DIRECTOR/FIRE CHIEF POSITION.

WHEREAS, the Common Council of the City of Tomah hereby authorizes a change in the 2020 City of Tomah position count by the abolishment of the Fire Chief position effective approximately October 1, 2020, and

WHEREAS, the Common Council of the City of Tomah hereby authorizes a change in the 2020 City of Tomah position count by the abolishment of the Ambulance Director position effective approximately October 1, 2020, and

WHEREAS, the Common Council of the City of Tomah hereby authorizes the creation of one full time Public Safety Director/Fire Chief who will be responsible for the Tomah Ambulance and the Tomah Fire Department, and

WHEREAS, the Common Council of the City of Tomah establishes the Public Safety Director/Fire Chief as a full-time, Salaried-exempt position that includes all benefits afforded City employees as outlined per the City of Tomah Personnel Manual, and

WHEREAS, the Common Council of the City of Tomah establishes the Public Safety Director/Fire Chief wage as Grade R.

NOW, THEREFORE BE IT FURTHER RESOLVED that the City of Tomah Common Council does hereby authorize a change in the 2020 City of Tomah Position Count by the abolishment of the Fire Chief and Ambulance Director positions and hereby authorizes the creation of one Public Safety/Fire Chief as described above and appoints Tim Adler to the position of Public Safety Director/Fire Chief at Step 10 Range R. Dated this 21st day of September, 2020.

Michael Murray, Mayor

ATTEST:

Rebecca Weyer, City Clerk

Resolution Authorizing a Change in the 2020 City of Tomah Position Count by the Creation of One Full Time Deputy Fire Chief Position and One Full Time Deputy Ambulance Chief Position. With the combination of the Fire and Ambulance departments, there is a need for additional staff to assist with the management of each department. The Deputy Fire Chief and the Deputy Ambulance Chief Position shall be established at Range M with all benefits as designated in the City of Tomah Personnel Manual. It was requested that the Ambulance Deputy Chief also be responsible to respond to calls for service as needed in the paramedic capacity. It was felt this was already in the job description under the "other duties as assigned" category. This position would typically be a Monday through Friday position and it is part of the duties to make the decision as to where they would best service the department at various times.

Motion by Cram, second by Gigous to approve **Resolution No. 2020-09-21-29** Authorizing a Change in the 2020 City of Tomah Position Count by the Creation of One Full Time Deputy Fire Chief Position and One Full Time Deputy Ambulance Chief Position and establishing the pay at Range M with authorization to utilize the proposed job description for posting purposes with final approval of the job description at the October Council meeting. Motion passed without negative vote.

RESOLUTION NO. 2020-09-21-29

A RESOLUTION AUTHORIZING A CHANGE IN THE 2020 CITY OF TOMAH POSITION COUNT BY THE CREATION OF ONE FULL TIME DEPUTY FIRE CHIEF POSITION AND ONE DEPUTY AMBULANCE CHIEF POSITION.

WHEREAS, the Common Council of the City of Tomah, in recognition of the need for additional assistance in the Fire Department and the Ambulance Department due to the abolishment of the Fire Chief and Ambulance Director positions, and the creation of a Public Safety Director/Fire Chief Position, hereby authorizes a change in the 2020 City of Tomah Position Count with the hiring of one full time Deputy Fire Chief and one full time Deputy Ambulance Chief position. These employees are to be responsible for all duties and responsibilities as written in the Deputy Fire Chief and Deputy Ambulance Chief position descriptions and will be supervised by the Public Safety Director/Fire Chief, and

WHEREAS, the Deputy Fire Chief and Deputy Ambulance Chief be salaried-exempt non-represented positions, and **WHEREAS**, the Deputy Fire Chief and Deputy Ambulance Chief are eligible for all benefits as designated in the City of Tomah Personnel Manual, and the salary is initially established at Grade M, and

NOW, THEREFORE BE IT RESOLVED, that the City of Tomah Common Council does hereby authorize a change in the 2020 City of Tomah Position Count by the Creation of one full-time Deputy Fire Chief and one full time Deputy Ambulance Chief as described above. Passed by the City Council on the 21st day of September, 2020

Michael Murray, Mayor

ATTEST:

Rebecca Weyer, City Clerk

Motion by Zabinski, second by Evans to adjourn. Motion passed without negative vote. Meeting adjourned at 5:59 p.m.

Approved:

Michael Murray, Mayor

ATTEST:

JoAnn M Cram, City Clerk

Minutes to be approved on October 13, 2020

BUDGET TRANSFER REQUEST FORM LEVEL 1 LESS THAN \$2,500

The Budget Transfer request form level 1 is used to transfer funds between account numbers for amounts under \$2,500. This can be done by submitting your request to the Treasurer with a brief description of the transfer, what account number the funds will be transferred from and what account they will be transferred to. This form should be turned into the Treasurer for approval. When the budget amendment is made to the accounting system you will receive a signed copy of your request.

BUDGET TRANSFER DESCRIPTION: Budget amendment to increase the Police Departments Service and Contract line item for the amount to purchase Leads Online with grant/donation received from Walmart.

SUMMARY AND BACKGROUND INFORMATION:

The Tomah Police Department requested a Wal-Mart Community Giving Grant to pay for a one year subscription to the Leads Online Program. The Leads Online Program is the nation's largest online investigation system for Law Enforcement. Leads Online is a cross-jurisdictional reporting and investigative tool which allows officers immediate online access to transactions from thousands of businesses to include scrap metal processors, secondhand stores, Internet drop-off stores, and pawn stores. A one year, unlimited subscription costs \$1811.00. The grant request was submitted for \$1811.00. A \$2,000.00 grant was received from Walmart for this purpose.

RECOMMENDATION:

It is our recommendation that the \$2,000 grant/donation be accepted from Walmart and the funds be placed into 05-48500 Grants and Donations. The future payment of \$1811.00 will then be made from 01-52100-2900 Service Contracts. The remaining funds will be used for future needs and purchases.

Revenue Budget Line(s) Amended:

Account Name	Account #	Original Budget	Budget Adjustment	Final Budget
Donation Income	05-48500	6,471.87	\$2000	8,471.87

Expenditure Budget Line(s) Amended:

Account Name	Account #	Original Budget	Budget Adjustment	Final Budget
Service Contracts	05-52100-2900	0	\$1811.00	1811.00

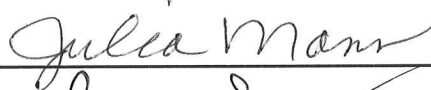
SUBMITTED BY:


Chief Mark Nicholson

DATE:

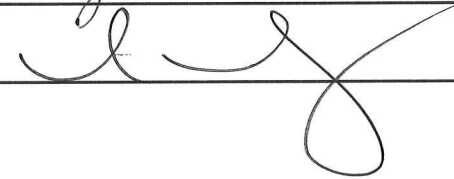
9-24-20

APPROVED:



TREASURER

APPROVED:



CITY ADMINISTRATOR



6900 Dallas Parkway, Suite 825
Plano, Texas 75024-4200

RENEWAL QUOTE

Tomah Police Department
805 Superior Avenue
Tomah, WI 54660

Attn: Chief Mark Nicholson

Date: 8/21/2020
Quote#: Q227052
Terms: Quote Only
Agency ID: 21684

Service Dates:

01/1/21 - 12/31/21

Months	Description	Total
12	LeadsOnline TotalTrack Investigation System Service Package	1,811.00
<p>Thank you for your continued interest in LeadsOnline! An invoice will be generated and sent to the contact listed above approximately 45 days prior to your renewal date.</p> <p>Purchase Orders should be emailed to accounting@leadsonline.com</p> <p>Payment is due within 30 days of renewal.</p>		Total \$1,811.00

Update Your Billing Contact Info Online:
www.leadsonline.com/main/billing/

Download our W-9:
www.leadsonline.com/w9

Please call 972-331-7748 or email
accounting@leadsonline.com should you
have any questions about this quote.

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Application for Special Event Outdoor Cabaret License for the Greater Tomah Area Chamber of Commerce to host their event "Tomah Chamber Night Market" on October 29, 2020 at the Recreation Building at Rec Park.

Information:

(Appropriate Documentation Attached)

The Chamber of Commerce is applying for a Special Event Outdoor Cabaret License to host their event "Tomah Chamber Night Market" on October 29, 2020 at the Recreation "Gold" Building at Recreation Park, 1625 Butts Avenue, Tomah, WI 54660 for the hours of 5:00 pm to 8:00 pm. This event will host a shopping market with small and contained bonfires and music. Attached for review is the Special Event Outdoor Cabaret License application, certificate of insurance, the Tomah Chamber's COVID-19 Preparedness Plan to follow safe guidelines, and the event layout.

Fiscal Note:

The revenue generated to the City of Tomah by issuance of these licenses is \$55.00.

Recommendation:

It is requested that the Committee of the Whole review the application and make a recommendation for the Common Council to approve the Special Event Outdoor Cabaret License for the Greater Tomah Area Chamber of Commerce to host their event "Tomah Chamber Night Market" on October 29, 2020 at the Recreation Building at Rec Park.

Respectfully submitted by:

Berta A. Downs

Committee: Committee of the Whole & Common Council

Meeting Date: October 12 & 13, 2020

License Fee: \$55

Receipt #: 3002027
PA 9/18/2020

CITY OF TOMAH

APPLICATION FOR SPECIAL EVENT OUTDOOR CABARET LICENSE

(MUST HAVE LICENSE POSTED ON PREMISE BEFORE BEGINNING EVENT)

Legal/Real Name: Greater Tomah Area Chamber of Commerce
Address of above: 310 N Superior Ave, Tomah, WI 54660
Trade name of business: Tomah Chamber & Visitors Center
Address of premises to be licensed: 1625 Butts Ave, Tomah, WI
Business phone number: 608.372.2166
Date of Event: 10-29-2020 Time of Event: 5:00 - 8:00
Description (Location) of Event Area: Tomah's Recreation Park, Gold Building & Attached outdoor Pavilion
Number of People Attending the Event: 100?
Premises are owned by: City of Tomah
Address of owner: _____
Name of manager (First, Middle & Last): Joe Proty
Home address of manager: _____
Phone number: Daytime _____ Home _____
Date of Birth: _____
Other business to be conducted upon the premises: "Tomah Chamber Night Market"
Nature of entertainment: Marketplace w/ bonfires (small/contained) + music.

The above hereby makes application for a license to operate a Special Event Outdoor Cabaret at the above address within the City of Tomah pursuant to provisions of Chapter 6 of the Code of Ordinances for the City of Tomah.

ATTACH DETAILED DESCRIPTION OF EVENT AREA AND ATTACH A DIMENSIONAL DRAWING. Detailed description and dimensional drawing **MUST** include dimensions of area, where the fencing will be placed, where entrance(s) and exit(s) will be and size of each, dimensions of tent (if a tent is used), and placement of port-a-potties.

[Signature]
(Signature of applicant)

9-14-20
(Date)

INSURANCE REQUIRED ... MUST BE SUBMITTED WITH THE APPLICATION

Prior to the issuance of the Special Event Outdoor Cabaret License, the applicant shall furnish evidence of a liability insurance policy in amounts of not less than \$1,000,000 aggregate coverage, and shall be in force and effect at the time such event is to take place. Said policy shall be endorsed naming the City of Tomah as additional insured in connection with said event. If an entity is self-insured, it must provide evidence of alternative proof of coverage, in a form acceptable to the City Clerk. **Note: The certificate of insurance must describe the event and the additional insured endorsement must accompany the certificate.**

OFFICE USE ONLY: cc: Inspection Dept., Police Chief & Fire Chief Upon Receipt of Application

Inspection Dept. Initials _____

Police Dept. Initials _____

Fire Chief Initials _____

Attach list of all property owners within 4000 200 feet of the proposed licensed premises.

Granted: _____ License #: _____

PERSONAL DATA SHEET
(PLEASE PRINT ALL INFORMATION)

Each Officer **AND** Manager/Person in Charge must complete all the information and must indicate if they have been convicted of any of the following within the last ten (10) years: a felony, a misdemeanor, a statutory violation punishable by forfeiture or a county or municipal ordinance violation. If none, write "none".

Name of Manager/Person in Charge:

Thompson, Christina Marie
(LAST, FIRST & FULL MIDDLE NAME)

Home Address: 119 Alyssa St Tomah WI 54660
(STREET ADDRESS, CITY, STATE & ZIP)

Date of Birth: 4-9-77 Home Phone: 343-4956 Daytime Phone: 372-2166

Violations: — None —

Name of Officer:

Dawley, Christian James
(LAST, FIRST & FULL MIDDLE NAME)

Home Address: 26115 Hawasha Ave, Tomah WI 54660
(STREET ADDRESS, CITY, STATE & ZIP)

Date of Birth: 1-28-73 Home Phone: 343-0939 Daytime Phone: 372-6428

Violations: — None —

Name of Officer:

Cram, Jeffery Earl
(LAST, FIRST & FULL MIDDLE NAME)

Home Address: 1008 Glendale Ave, Tomah WI 54660
(STREET ADDRESS, CITY, STATE & ZIP)

Date of Birth: 4-19-81 Home Phone: 343-5333 Daytime Phone: 374-6450

Violations: — None —

Name of Officer:

(LAST, FIRST & FULL MIDDLE NAME)

Home Address: _____
(STREET ADDRESS, CITY, STATE & ZIP)

Date of Birth: _____ Home Phone: _____ Daytime Phone: _____

Violations: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/17/2020

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. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
TRICOR, Inc.
909 Superior Ave
Tomah WI 54660

CONTACT
NAME: Heather Wendland
PHONE
(A/C, No, Ext): 608-374-5149 FAX
(A/C, No): 608-723-6440
E-MAIL
ADDRESS: hwendland@tricorinsurance.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A : West Bend Mutual Ins Co

15350

INSURED
Greater Tomah Area Chamber of Commerce & Conventio
PO Box 625
Tomah WI 54660

GREATOM-01

INSURER B :

INSURER C :

INSURER D :

INSURER E :

INSURER F :

COVERAGES

CERTIFICATE NUMBER: 2128472435

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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			A590328	2/22/2020	2/22/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			A590328	2/22/2020	2/22/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Coverage applies only to the extent provided by the policy and subject to all of the policy terms, conditions, exclusions, endorsements and all applicable laws.
Re: Night Market Event

CERTIFICATE HOLDER**CANCELLATION**

City of Tomah
819 Superior Ave
Tomah WI 54660

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Tomah Chamber COVID-19 Preparedness Plan

Participant Health

A verbal health screening will be conducted upon your arrival. We will not be conducting temperature checks.

If you are experiencing any symptoms associated with COVID-19 such as fever, cough, or shortness of breath, we ask that you remain home. This will be posted at the event and as part of our promotion of the event.

If vendors or attendees have been exposed to a person with confirmed COVID-19 within the last 14 days, we ask that they remain home. This will be posted at the event and used in our promotions of the event. (Vendor fees will be refunded if they are unable to attend due to illness provided they provide the Chamber written notice 4 hours before the start of the event. Refunds will not be issued due to "no-shows".)

Handshaking is discouraged.

Format

The event will be held completely outdoors.

Vendor booths will be spaced 10 feet apart.

Attendees and vendors are required to wear masks. This will be posted at the event. Vendors will also be made aware of the requirement upon registration for the event.

All staff and volunteers will be wearing masks.

Keeping 6 feet of distance is encouraged. The floor will be marked in 6 foot increments.

Sanitation stations will be set up for the public to use and hand sanitizer will be available at every booth.

Food and Beverage

Food will be served as individually packaged.

Beverages that will be served in cans will be served unopened, by gloved and masked volunteers.

All servers will be gloved and have hand sanitizer available to customers.

Safety Precautions and Public Spaces

Masks will be provided at entrance to the event.

There will be ample sanitation stations outdoors.

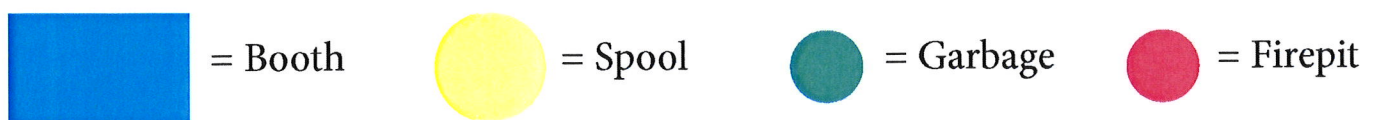
Bathrooms and Porta-Johns will be open but limited to number of people at one time.

Chamber staff will conduct extra sanitizing of restrooms, touch points, and public spaces throughout the event.

Vendors will be asked to sanitize between customers.

Open-lid waste bins will be placed throughout the event space.

An aerial photograph of a city street intersection. The image is overlaid with various geometric shapes and labels. A large white rectangle is labeled "Parking". A smaller white rectangle is labeled "Beverage". Several blue squares are arranged in a grid pattern. Several green circles are scattered across the image. Several blue hexagons are also present. The text "Butt" is visible on the right side of the image, and "llers Auction" is visible at the bottom. A vertical label "Fairfax" is on the left edge. A small inset image in the top right corner shows a person walking.



STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Application for Special Beer and Wine Permit for the Tomah Lions Club for the event "Tomah Chamber Night Market" on October 29, 2020 at the Recreation Building at Rec Park.

Summary and Background Information:

(Appropriate Documentation Attached)

The Tomah Lions Club is applying for a Temporary Class "B" Fermented Malt Beverage and Wine License for the "Tomah Chamber Night Market" event on October 29, 2020 at Recreation "Gold" Building at Recreation Park, 1625 Butts Avenue, Tomah, WI 54660 for the hours of 5:00 pm to 8:00 pm.

Fiscal Note:

The revenue generated to the City of Tomah by issuance of this license is \$10.00.

Recommendation:

It is requested that the Committee of the Whole review the application and make a recommendation for the Common Council to approve the Special Beer and Wine License for the Tomah Lions Club for the event "Tomah Chamber Night Market" on October 29, 2020 at the Recreation Building at Rec Park.

Respectfully submitted by:

Berta A. Downs

Committee: Committee of the Whole & Common Council

Meeting Date: October 12 & 12, 2020

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00
☐ Town ☐ Village ☒ City of Tomah

Application Date: 9-10-20
County of Monroe

The named organization applies for: (check appropriate box(es).)

- ☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
☒ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning _____ and ending _____ and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

- ☒ Bona fide Club ☐ Church ☐ Lodge/Society
☐ Chamber of Commerce or similar Civic or Trade Organization
☐ Veteran's Organization ☐ Fair Association

(a) Name Tomah Lions Club
(b) Address P.O. Box 368 Tomah WI 54660
(Street) ☐ Town ☐ Village ☒ City

(c) Date organized Jul 1929
(d) If corporation, give date of incorporation 1984

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐

(f) Names and addresses of all officers:

President Vinnie Rowan
Vice President Chris Mauter
Secretary Brooke Schottke
Treasurer Jiffy Chan

(g) Name and address of manager or person in charge of affair: _____

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number Recreation Park, 1625 Buell Ave, Tomah
(b) Lot _____ Block _____
(c) Do premises occupy all or part of building? _____
(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event Tomah Chamber Night Market
(b) Dates of event 10-29-2020

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Officer Vinnie Rowan
(Signature/date)

Officer Chris Mauter
(Signature/date)

Date Filed with Clerk _____

Date Granted by Council _____

Tomah Lions Club
(Name of Organization)

Officer B Schottke 9/15/2020
(Signature/date)

Officer W L 9/14/2020
(Signature/date)

Date Reported to Council or Board _____

License No. _____

CITY OF TOMAH JOB DESCRIPTION

POSITION: Public Safety Director

DEPARTMENT: Public Safety/ Fire/ EMS

SUPERVISOR: Mayor

CLASSIFICATION: Salaried - Exempt

PAGE: 1 of 4

Non Represented

Prepared:

GRADE: R

Council Approved:

GENERAL DESCRIPTION OF DUTIES: Under direction of the Mayor, this is a professional position which provides overall direction and coordination involved in management and operations of the City of the Tomah Fire Department and Tomah Ambulance Service. The Public Safety Director / Fire Chief is responsible for managing the physical facilities and equipment ; promoting fire prevention; developing and improving the City's firefighting response; improving the City firefighting forces with methods and techniques of firefighting and fire prevention; and making major changes in procedures and organization. The Public Safety Director / Fire Chief also provides information to the Common Council, business groups, service organizations, special committees, including but not limited to state and national fire service direction and policy through input to the appropriate fire service organization. The Public Safety Director / Fire Chief is the highest administrative and executive officer of the Tomah Ambulance Service and is responsible for directing and coordinating activities of the department. The hours of work per week will be flexible and may vary from week to week depending on the workload. The Public Safety Director / Fire Chief must be able to work at any time as the duties and responsibilities of the position required. This position is appointed by the Police and Fire Commission that serve as employees of the Tomah Fire Department; this position also works with the Ambulance Commission as it relates to the EMS side of the business.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Any one position may not include all the duties listed, nor do the examples listed include all the duties that may be found in this position.

1. Plan, review and coordinate departmental activities with the Mayor, department heads, the Police and Fire Commission, Ambulance Commission and other appointed and elected officials.
2. Supervise the day to day activities of the Fire Department, Rescue Service and Tomah Area Ambulance Service officers and staff.
3. Monitor the planning, organization, and cognitive activities related to the provision of disaster management.
4. Monitor the planning, organization, and conduct of fire suppression activities, including planning for man-made or natural disasters in the City of Tomah and neighboring municipalities.

ESSENTIAL DUTIES AND RESPONSIBILITIES (Continued):

5. Monitor the planning, organization, and conduct of departmental activities related to the inspection of properties for fire hazards and code enforcement, arson prevention and investigation, fire prevention and community education.
6. Monitor the planning, organization, conduct, and evaluation of departmental training activities.
7. Represent the departments at meetings and hearings conducted by other governmental bodies and agencies on matters directly related to the department's operation; provide liaison with other organizations and groups on matters related to the departments operations.
8. Attend special conferences; participate and continue education and training programs to maintain and develop the knowledge and skills needed to perform tasks associated with this position.
9. Supervise the preparation of, review, approve, and submit both department's annual operating budgets for consideration by the Mayor and the Common Council.
10. Monitor the maintenance of appropriate records and prepare reports of both departments.
11. Develop, coordinate, an annual review of the assistance agreements entered into with other jurisdictions.
12. Respond to fire alarms and other calls for assistance as needed; direct use of departmental equipment and resources, including personnel.
13. Serves as city emergency management director.
14. Coordinate appropriate matters with the State, County and local law enforcement agencies, fire protection agencies, other ambulance services, First Responders, hospitals and council members.
15. Perform employee reviews, conduct internal investigations regarding breach of policies and procedures, and propose disciplinary action.
16. Provide a monthly administrative report to the City Council and the Ambulance Commission as needed. Responsible for maintaining, compiling, and submitted statistical data regarding call volume, types of calls, and service expenditures.
17. Research and apply for available grants.
18. Maintain good public relations between the Fire Department; Ambulance department and the community.
19. Other duties as requested or assigned.
20. The City of Tomah has adopted rules and regulations established for the safety of its employees in the performance of their jobs. It shall be the direct responsibility of the department heads and the first line supervisors to be sure all employees of the City of Tomah comply with the safety rules and regulations. Department heads and first line supervisors shall establish procedures to ensure enforcement of said rules and regulations.

EDUCATION AND EXPERIENCE REQUIRED:

1. Bachelor's Degree in Fire Service or closely related field supplemented by the completion of other college level courses in public or business administration or related fields; or equivalent combination of experience.
2. Ten (10) years of progressive responsible experience with the fire service including five (5) years of supervisory experience and five (5) years of experience in emergency management; or equivalent combination of work experience.
3. Shall have Wisconsin Fire Officer I or International Fire Service Accreditation Congress (IFSAC) Fire Officer I certification within one year of appointment.
4. Graduate or current enrollment in the National Fire Academy's Executive Fire Officer (EFO) Program is preferred but not required.
5. A valid Wisconsin Driver's License is required.
6. Ability to prepare, analyze and administer budgets; prepare reports, and keep clear, sound and accurate records.
7. Residency within fifteen (15) miles of the fire service area is required per fire personnel policies.

KNOWLEDGE, SKILLS AND ABILITIES:

1. Knowledge of tactics, techniques, and equipment used to contain and extinguish fires.
2. Knowledge of conditions and events that produce fire and characteristics associated with different kinds of fires.
3. Knowledge of water supply, gas, electrical, mechanical, hydraulic systems and fire protection systems (Hydrants, sprinklers, alarms).
4. Knowledge of national standards, state laws and administrative codes related to the prevention of fires and procedures for inspection and enforcement.
5. Knowledge of fire investigation procedures and techniques.
6. Knowledge of methods used to deal with hazardous or life threatening situations, including those associated with the storage and transportation of flammable liquids, gases, chemicals, petroleum products, combustible, and other hazardous materials; building construction materials; a vehicle, railroad and pipeline accidents; medical emergencies; natural and man-made disasters.
7. Knowledge of municipal administration including the structural functions of city government; principals of management; budget planning and the control; purchasing; personnel management; performance evaluation; public relations.
8. Knowledge of the role and responsibilities of the Police and Fire Commission in Wisconsin.
9. Knowledge of PC's including fire service related software, E-Mail, and internet, as well as other applications of fire service management.
10. Skills in oral or written communications, policy development, public speaking.

KNOWLEDGE, SKILLS AND ABILITIES (CONTINUED):

11. Skills in successful recruiting, testing, selecting, training, and supervising firefighters and officers.
12. Skills in the effective use of appropriate disciplinary methods and fair, impartial enforcement of the departmental rules.

PHYSICAL REQUIREMENTS:

1. Ability to coordinate eyes, hands, feet and limbs performing movements requiring skill and training;
2. Ability to exert variable physical effort from sedentary to very heavy physical demands. May involve some lifting, carrying, pushing and pulling;
3. Reaching shoulder height frequently as well as reaches above and below the right shoulder height;
4. Occasional bending;
5. Ability to sustain prolonged visual concentration;
6. Moderate, short, to intermittent use of equipment and ability to react with sudden movements, which may involve heavy to very heavy demands;
7. 75% of workday is spent sitting;
8. 15% of workday is spent walking;
9. 10% of the workday is spent standing;
10. Walking, running, jumping, dodging obstacles, climbing, dragging, pushing and pulling objects or people;
11. All percentages above will vary depending upon the duties performed that day.

PHILOSOPHY AND GOALS:

Each employee must be committed to the goals of the department/city and communicate to the public the highest level of service, fair treatment, and ethical behavior. Employees shall actively employ diligent care of department/city equipment and resources. Employees must further a personal commitment to physically and mentally maintain the highest level of professional appearance and actions reflecting skill and enthusiasm in all assignments and duties. Employees must provide to the public a trust in the department by always being honest, fair, diligent, and courteous.

Employee Signature

Date

Employer Signature

Date

CITY OF TOMAH JOB DESCRIPTION

POSITION: Deputy Ambulance Chief
SUPERVISOR: Public Safety Director/ Fire Chief

DEPARTMENT: Public Safety-EMS
CLASSIFICATION: Salaried-Exempt
Non Represented

Page: 1 of 3

Created: September 2020

Council Approved:

Grade: M

GENERAL DESCRIPTION OF DUTIES:

This position exists to assist the Public Safety Director/ Fire Chief in administering the day to day functions of planning, organizing, directing, coordinating and controlling the operations of the EMS Division of the Public Safety Department and its personnel. This position involves the utilization of manpower, development and training of personnel, review of personnel as it relates to job performance, organization morale, safety of personnel, equipment maintenance and utilization, assist with budget preparation, and the enforcement of the policies and procedures of the ambulance department.

ESSENTIAL DUTEIS AND RESPONSIBILITIES:

1. Assists the Public Safety Director/Fire Chief in administering the functions of planning, organizing, directing, coordinating and controlling the operations of the EMS Division and its personnel.
2. Assumes temporary responsibilities of Public Safety Director/Fire Chief regarding Ambulance/EMS functions in their absence.
3. Directly supervises the day to day operations of Ambulance/EMS employees and assures adherence to policy and procedures.
4. Responsible for overseeing department training with planning and organizing department training programs to establish a state approved operational plan in order to meet minimum continuing education requirements. This shall include maintaining State and National certification.
5. To assure that supplies are ordered and received as needed.
6. Responsible to have appropriate staffing in accordance with the department needs.
7. Coordinate preventative maintenance and repairs for all equipment and vehicles used by the department.
8. In conjunction with the Public Safety Director, perform employee reviews, conduct internal investigations regarding breech of policies and procedures, and propose disciplinary action.
9. Control and inventory of narcotic medications as required by U.S. Department of Drug Enforcement Administration regulations.
10. Responsible for Department's Quality Assurance Program to ensure that EMS personnel abide by written policy & protocols on all ambulance runs pertaining to patient care and narcotics used.
11. Respond to emergency ambulance calls for the purpose of assisting the responding crew or supervising and reviewing the crew's performance.
12. Assist in establishing minimum standards of training and technical competence for all ambulance department personnel.

ESSENTIAL DUTIES AND RESPONSIBILITIES (Continued):

13. Assist in developing rules, regulations and standard operating guidelines governing both emergency and non-emergency operations of the department.
14. Complete internal investigations regarding employee misconduct and recommended discipline.
15. Assist in the development of long range plans for the training, operations, staffing, and equipment of the department.
16. Develop and maintain effective working relationships with department members, community officials and local government agencies.
17. Prepare schedules and ensure that minimum staffing is maintained.
18. Assist in the development and implementation of EMS public safety education programs for civic, fraternal, educational, institutional organizations or agencies.
19. Supervise the training officer/committee with planning, organizing, supervising, and coordinating the ambulance department training program.
20. Participate in local, regional, state and national conferences and seminars on EMS administration, prevention, public education, and suppression to maintain a continuing level of professional and technical competence.
21. Assists the Public Safety Director in preparing annual budget.
22. Oversees the maintenance of facilities, vehicles and communications equipment as established by policy.
23. Attends EMS meetings of city, county and state and emergency government organizations as required.
24. Perform other assignments as directed.
25. The City of Tomah has adopted rules and regulations established for the safety of its employees in the performance of their jobs. It shall be the direct responsibility of the department heads and the first line supervisors to be sure all employees of the City of Tomah comply with the safety rules and regulations. Department heads and first line supervisors shall establish procedures to ensure enforcement of said rules and regulations.

KNOWLEDGE, SKILLS AND ABILITIES:

1. Ability to establish and maintain effective working relations with the EMS personnel, community officials and the general public.
2. Thorough knowledge of ambulance department administration, medical protocols, training and the medical principles involved in emergency medical services.
3. Extensive knowledge of and skill in supervision and discipline of employee misconduct.
4. Considerable knowledge of public relations.
5. Ability to plan, assign, direct and supervise EMS personnel under emergency conditions.
6. Ability to manage a multi-casualty scene, recognize danger, use sound judgment and react calmly under emergency conditions.
7. Extensive knowledge of the geography of the community, the location of streets, the nature and location of hazardous premises, principle buildings, EMS communications equipment.
8. Ability to express ideas clearly, concisely, orally and in writing to groups and individuals.

POSITION: Deputy Ambulance Chief
PAGE: 3 of 3

DEPARTMENT: Public Safety - EMS

KNOWLEDGE, SKILLS AND ABILITIES (Continued):

9. Thorough knowledge of the use of medical equipment & tools and an ability to demonstrate their use to others.
10. Considerable knowledge of teaching methods and aids, with the ability to organize, instruct personnel and supervise training drills.
11. Ability to plan, coordinate and supervise assignments within the department.
12. Ability to perform job analysis and evaluate department operations.
13. Act as Director of EMS Division when required.

EDUCATION AND EXPERIENCE REQUIRED:

1. Successful EMS supervisory experience of at least five (5) years preferred.
2. High School graduate or equivalent.
3. Possession of Nationally Registered EMT – Paramedic Licensure.
4. Possession of a valid Wisconsin driver's license with acceptable driving record.
5. Residency in Monroe County preferred.

WORKING CONDITIONS AND PHYSICAL REQUIREMENTS:

1. Frequently works outdoors with exposure to heat, and inclement weather.
2. Exposure to frequent patient pathogens requires the use of personal protective equipment such as gloves, mask, and goggles as dictated by the nature of call.
3. Lifts and carries patients and equipment. Lift 150 pounds with assistances.
4. Maintain a professional image and wear an approved department uniform.
5. Frequent twisting and bending.
6. Reaches above and below shoulder height.
7. Be able to stand for extended periods of time.
8. Pushes and pulls patients and equipment frequently. Possibility of sitting for long periods of time during patient transport.

PHILOSOPHY AND GOALS:

Each employee must be committed to the goals of the department/city and communicate to the public the highest level of service, fair treatment, and ethical behavior. Employees shall actively employ diligent care of department/city equipment and resources. Employees must further a personal commitment to physically and mentally maintain the highest level of professional appearance and actions reflecting skill and enthusiasm in all assignments and duties. Employees must provide to the public a trust in the department by always being honest, fair, diligent, and courteous.

Signature of Employee

Date

Signature of Employer

Date

CITY OF TOMAH JOB DESCRIPTION

POSITION: Deputy Fire Chief **DEPARTMENT:** Public Safety - Fire
SUPERVISOR: Public Safety Dir./Fire Chief **CLASSIFICATION:** Salaried - Exempt
PAGE: 1 of 5 **Non Represented**

Prepared: September 2020 **GRADE:** M
Council Approved:

GENERAL DESCRIPTION OF DUTIES: The Deputy Fire Chief works within the Department organization for general day-to-day activities and during calls for service. This position reports to the Public Safety Director/Fire Chief. The Deputy Fire Chief performs supervisory duties as follows: Supervise and instruct subordinate personnel and allocate work assignments for Fire Division personnel, both fulltime and paid-per-call. In the absence of the Public Safety Director/Fire Chief, assume full command of Public Safety – Fire Division. This position exists to perform and/or supervise administrative programs of the department. Furthermore, this position involves the utilization of manpower, development and training of personnel, performance evaluation, organization morale, personnel safety, equipment maintenance and utilization, assistance with budget preparation, the enforcement of the codes and ordinances of the municipality and the policies and guidelines of the Fire Department.

EXAMPLES OF WORK PERFORMED:

Under the general direction of the Public Safety Director/Fire Chief, this employee is responsible for answering calls, extinguishing fires, protecting life and property, operating and maintaining fire equipment, apparatus and the station. The position requires extensive knowledge in the use of apparatus, tools, and equipment while making decisions as to the best methods for controlling and extinguishing fires. This will require performing strenuous, hazardous tasks under emergency conditions with handicaps as smoke and cramped surroundings. This employee will perform inspections of buildings for fire hazards, participate in the training of department personnel, use of the Incident Command System, and assist with short and long-term planning and budget preparation.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Any one position may not include all the duties listed, nor do the examples listed include all the duties that may be found in this position.

1. Assist Public Safety Dir./Fire Chief in administering the functions of planning, organizing, directing, coordinating, and controlling the operations of the Fire Division and its personnel.
2. Supervise the day to day activities of Fire officers and staff.
3. Monitor the planning, organization, and conduct, of fire suppression activities, including planning for man-made or natural disasters in the City of Tomah and neighboring municipalities.

ESSENTIAL DUTIES AND RESPONSIBILITIES (Continued):

4. Monitor the planning, organization, and conduct of departmental activities related to the inspection of properties for fire hazards and code enforcement, arson prevention and investigation, fire prevention, community education, and training.
5. Represent the Public Safety-Fire Division at meetings and hearings conducted by other governmental bodies and agencies on matters directly related to the department's operation; provide liaison with other organizations and groups on matters related to the departments operations.
6. Maintain appropriate records and prepare reports. Supervise and assure maintenance of fire equipment.
7. Assist in supervising all fire prevention, public education, and rescue and fire suppression activities of the Department, as assigned.
8. Respond to fires and other emergency and non-emergency calls for service, determine what apparatus and equipment is needed, make decisions as to the best methods of controlling and extinguishing fires, and direct the work of Department members utilizing the Incident Command System.
9. Assist in developing rules, regulations, policies and standard operating guidelines governing both emergency and non-emergency operations of the Department and enforcement of same.
10. Have considerable knowledge of teaching methods and aids and be able to organize and supervise drill sessions and instruct personnel.
11. Know the community's geography, street locations, nature and location of hazardous premises, principal buildings, fire communications equipment, fire hydrants and other water sources.
12. Attend special conferences; participate and continue education and training programs to maintain and develop the knowledge and skills needed to perform tasks associated with this position.
13. Assist with the preparation and review the Public Safety – Fire Division's annual operating budgets for consideration by the Mayor and the Common Council.
14. Assist the Public Safety Dir./Fire Chief with the development, coordination and annual review of the assistance agreements entered into with other jurisdictions.
15. Perform employee reviews, conduct internal investigations regarding breach of policies and procedures, and propose disciplinary action.
16. Research and apply for available grants.
17. Maintain good public relations.
18. Perform duties of firefighter when required
19. Prepare Comprehend, or interpret a variety of documents such as fire incident reports, photographs, police reports, telephone messages and other documents.

ESSENTIAL DUTIES AND RESPONSIBILITIES (Continued):

20. Interpret and use hazardous materials standard operational guidelines, chemical reference materials, Environmental Protection Agency and Occupational Safety and health materials, the NFPA standards, maps and various policy and procedure manuals.
21. Establish and maintain effective working relations with Fire personnel, community officials, others outside of Department and the general public to convey or exchange information, including giving assignments and/or directions to subordinates and receiving instructions from supervisors.
22. Perform other duties as required or assigned
23. Act as Chief of Public Safety – Fire Division when required.
24. The City of Tomah has adopted rules and regulations established for the safety of its employees in the performance of their jobs. It shall be the direct responsibility of the department heads and the first line supervisors to be sure all employees of the City of Tomah comply with the safety rules and regulations. Department heads and first line supervisors shall establish procedures to ensure enforcement of said rules and regulations.

EDUCATION AND EXPERIENCE REQUIRED:

1. Associate Degree in Fire Service preferred or closely related field supplemented by the completion of other college level courses in public or business administration or related fields; or equivalent combination of experience
2. Five (5) years of progressive responsible experience with the fire service and or equivalent combination of work experience
3. Preferred minimum of State Certified Fire Fighter 2 or within two years of appointment.
4. Graduate or current enrollment in the National Fire Academy's Executive Fire Officer (EFO) Program is preferred but not required.
5. A valid Wisconsin Driver's License is required.
6. Must have knowledge in the principles and application of leadership
7. Progressive responsibilities
8. Must be able to perform the essential tasks/functions of the job
9. Preferred Incident Safety Officer.
10. Must complete State Certified Fire Inspector within two years of appointment
11. Must complete ICS 300 within one year of appointment
12. Must complete ICS 400 within two year of appointment
13. Must have knowledge in the principles and application of leadership
14. Must completed Entry Level Driver/Operator within two years of appointment
15. Residency within Monroe County Preferred.

KNOWLEDGE, SKILLS AND ABILITIES:

1. Knowledge of tactics, techniques, and equipment used to contain and extinguish fires.
2. Knowledge of conditions and events that produce fire and characteristics associated with different kinds of fires.
3. Knowledge of water supply, gas, electrical, mechanical, hydraulic systems and fire protection systems (Hydrants, sprinklers, alarms).
4. Knowledge of national standards, state laws and administrative codes related to the prevention of fires and procedures for inspection and enforcement.
5. Knowledge of methods used to deal with hazardous or life threatening situations, including those associated with the storage and transportation of flammable liquids, gases, chemicals, petroleum products, combustible, and other hazardous materials; building construction materials; a vehicle, railroad and pipeline accidents; medical emergencies; natural and man-made disasters.
6. Knowledge of municipal administration including the structural functions of city government; principals of management; budget planning and the control; purchasing; personnel management; performance evaluation; public relations.
7. Knowledge of the role and responsibilities of the Police and Fire Commission in Wisconsin.
8. Knowledge of PC's including fire service related software, E-Mail, and internet, as well as other applications of fire service management.
9. Skills in oral or written communications, policy development, public speaking.
10. Skills in successful recruiting, testing, selecting, training, and supervising firefighters and officers.
11. Skills in the effective use of appropriate disciplinary methods and fair, impartial enforcement of the departmental rules.
12. Knowledge of fire prevention codes and ordinances, fire hazards and the methods and techniques of fire inspection and investigation.

PHYSICAL REQUIREMENTS:

1. Ability to coordinate eyes, hands, feet and limbs performing movements requiring skill and training;
2. Ability to exert variable physical effort from sedentary to very heavy physical demands. May involve some lifting, carrying, pushing and pulling;
3. Reaching shoulder height frequently as well as reaches above and below the right shoulder height;
4. Occasional bending;
5. Ability to sustain prolonged visual concentration;
6. Moderate, short, to intermittent use of equipment and ability to react with sudden movements, which may involve heavy to very heavy demands;
7. 75% of workday is spent sitting;
8. 15% of workday is spent walking;
9. 10% of the workday is spent standing;

POSITION: Deputy Fire Chief
PAGE: 5 of 5

DEPARTMENT: Public Safety - Fire

PHYSICAL REQUIREMENTS (Continued):

10. Walking, running, jumping, dodging obstacles, climbing, dragging, pushing and pulling objects or people;
11. All percentages above will vary depending upon the duties performed that day.

PHILOSOPHY AND GOALS:

Each employee must be committed to the goals of the department/city and communicate to the public the highest level of service, fair treatment, and ethical behavior. Employees shall actively employ diligent care of department/city equipment and resources. Employees must further a personal commitment to physically and mentally maintain the highest level of professional appearance and actions reflecting skill and enthusiasm in all assignments and duties. Employees must provide to the public a trust in the department by always being honest, fair, diligent, and courteous.

Employee Signature

Date

Employer Signature

Date

CITY OF TOMAH

PUBLIC NOTICE

ALDERPERSON VACANCY – WARDS 11 & 12

Notice is hereby given to residents in Wards 11 & 12 of the City of Tomah of a vacancy on the City Council for the 5th Aldermanic District. This vacancy is effective with the October 13th Council meeting. This appointment will expire in April 2021 at which time there will be an Election for a two year term. Letters of interest should be submitted to the Office of the City Clerk, City of Tomah, 819 Superior Avenue, Tomah, WI 54660. **Letters must be received no later than Tuesday, November 3rd, 2020** with the appointment being made at the November 10th Common Council meeting.

CITY CLERK – MONTHLY REPORT

- 1. Election Update.** The Clerk's office has mailed 1239 absentee ballots and received back 624. A reminder to sign and date the outer envelope and have the witness sign and add their address before returning the ballot. We currently have more than 30 poll workers scheduled for election training on Oct. 19. The Nov. 3rd election will be held in Rec Park at the Recreation building. In-person absentee voting in the Clerks office will start on October 20th and run through October 30th Mon-Fri from 8am-430pm. You will need to bring a photo ID or have an ID on file to vote in-person at the clerk's office.
- 2. Open Enrollment.** The city is in the process of Open Enrollment from Sept 28th – Oct 23rd and will be rolling out the cafeteria plan and supplemental dental and vision plans over the next few weeks. Medical coverage remains the same on all plans, but plans and premiums have changed significantly so it is important to look over the information and make decisions prior to Oct 23rd.
- 3. Budget work shop** Reminder that the budget workshops will be on Oct 19th and Oct 20th starting at 6:00 p.m. Agendas will be out early next week.

Becki Weyer, City Clerk
October 10, 2020

PROGRAM REPORT for October 2020 City Council Meeting

Other Parks

- Maintenance on equipment and buildings.
- Cleaning and mowing up parks and trails
- Discussing Goose Management with Park Board and Lake Committee will be on the October Park Board Agenda.
- Planted Trees on Blvds.
- Will begin winterizing Public Outdoor Bathrooms.
- Painting youth football and soccer fields
- Oct. 13th CORP Workshop at Rec Park 11:30am-1:00pm.

RECREATION PROGRAMS

- Co Rec Softball has 6 teams.
- Gymnastics Rescheduled to the Spring
- Modified Youth Football Began on September 26 with 90 Participants
- Indoor Fall/Winter programs on hold until facilities become available

AQUATIC CENTER.

- Working on fall maintenance, painting and cleaning.
- Found leak in main drain line. Contacting companies to get estimates on repair.

RECREATION PARK

- Working on building maintenance.
- Fencing repair has been completed
- Installed new automatic entrance to Recreation Building.
- September 17th hosted a drive through job fair
- September 24th hosted blood drive for Tomah Health at Recreation Building.
- Oct 9 Wedding, Oct 15 Wedding, Oct 23-25 Gun Show, Oct 29 Chamber Night Market
- Monroe County Health Department will be hosting drive through Flu Clinics at Recreation Building
- Nov. 7 Fire Dept. Fundraiser, Nov. 14 Glen Miller Auction, Nov. 21 Senior Craft Fair
- Ice Center has Ice and Tomah Youth Hockey Association is working on programs.

Joe Protz

Joe Protz
Director Tomah Parks and Recreation

SENIOR & DISABLED SERVICES DEPARTMENT

OCTOBER 2020 REPORT

Hello from Pam

<p><i>"The purpose of activities is not to kill time, but to make time live. Not too keep a person occupied, but to keep him/her refreshed. Not to offer an escape from life, but to provide a discovery for life". ~ Author Unknown</i></p>		
<p><i>"Happiness is not a destination. It is a method of life"</i> ~Burton Hills</p>	<p><i>"Laugh Often ~ Live Well ~ Love Much"</i></p>	<p><i>Do battle against prejudice and discrimination whenever you find it."</i> ~by Unknown</p>

NEWSLETTER UPDATE: In these tight economic financial times, I have downsized some pages from the newsletter. *(Please see more information under #7 Budget/Donations/Income).* I will still be putting up the posters in the Senior Center and on the 'Tomah Senior Center' facebook. I have also started compiling some of the longer articles I would have shared in the newsletter into files for you to read at the **Reading Table** in the Senior Center instead of the newsletter *(Please see more information under #2 Educational & Health Programs).*

COFFEE TIME: With cold weather approaching and your requests for it, I am thinking we are going to try to have coffee on a daily basis like before. It will be subject to change related to COVID and everyone's adherence to our precautions. Remember our precautions: **If we have the coffee pot on, please use a clean napkin** (not your fingers) **to "touch" the lever with.**

City of Tomah's Senior & Disabled Services Dept.'s GOAL categories (1-9) and **Report/Updates.**

01 RECREATION & LEISURE ACTIVITIES/GATHERING PLACE

UPCOMING ACTIVITIES/EVENTS:

- Calendar of activities/events:** In newsletter: Calendar-pages 16 & 17; Listing of activities-pages 7-11.
- MUSIC: We have a variety of music programs with awesome music & performers.**
In newsletter, see page 10 & 11 for more information. Come and enjoy the music, free of charge. Wear a mask, physical distance, sit back and enjoy!!!
- SPECIAL EVENTS:**
 - ~~Tomah Area Free Annual HALLOWEEN Festivities & City Trick or Treat Hours.~~ See page 11 for more information. **CANCELLED.**
 - Annual Art & Craft Fair** will be on Saturday, November, 21, 2020 at 9:00am to 3:30pm. Looking for Vendors (\$35 single booth). Looking for volunteers. Also looking for donated items for our Senior Center booth.

"Every person that you meet knows something you don't; learn from them."~by Unknown

02 EDUCATIONAL & HEALTH PROGRAMS

- PROGRAM by Officer Delaney Hanrahan.** See information on page 10 in newsletter.
- READING TABLE ARTICLES: Some interesting articles to read are on the READING TABLE.** I have taken a few informative articles and put them in files on the reading table for you to read (because they did not fit in the newsletter). They are now available to read to keep you updated on information relevant to us, the senior population. Kudos to those who continue to keep educating themselves. **Articles so far are:**
 - 10 Social Security Myths that Refuse to Die (Did you know that the retirement age is not 65?)
 - Why This Year's Flu Shot Is More Important Than Ever
 - When Coronavirus Symptoms Refuse to Go Away
 - How Your Immune System Works After You Turn 50
 - The Pros and Cons of Face Shields

SENIOR & DISABLED SERVICES UPDATE, continued from page 01

City of Tomah's Senior & Disabled Services Dept.'s GOAL categories (1-9) and **Report/Updates.**

03 **DISABLED/SPECIAL NEEDS SERVICES**

- Sunday Funday:** Sunday 10/25/2020 at 2-4pm. In newsletter, see information on pages 8.
- Loan Closet:** In newsletter, see more information on page 7. We loan out medical equipment free to people to use and then return after they are done using it. We are glad to be able to provide this service for our community.
We appreciate the donations of medical equipment (that you are no longer using) to the senior center loan closet, and the donations of money to the senior center in appreciation of the loan closet service.

04 **VOLUNTEER PROGRAM**

- ~~-We are in need of Volunteers for the games at the~~ **HALLOWEEN PARTY** at the Fairgrounds on Halloween, Saturday, October 31, from 2:00 to 4:00pm is **CANCELLED due to COVID.**
- We are in need of Volunteers for the **ART & CRAFT FAIR** at the Fairgrounds on Saturday, November 21st.

05 **PUBLIC RELATIONS/COMMUNITY INVOLVEMENT & COMMUNICATION**

- Ongoing: **Calls** received for **assist with finding/contacting resources** for various needs.
- Senior & Disabled Services Newsletter:** Worked on monthly newsletter as communication to clients, public, and city.
- Monroe County Dementia Friendly Coalition** meeting on 4th Tuesday at 2-3:30pm. Still doing zoom meetings.
Additionally...
- Tomah Rotary Club** meetings (1st & 3rd Tuesdays at 12:00 noon).
- TASD School Board meetings as scheduled** (School Board Academy, Policy, Title VI-Indian Education, Curriculum, District Calendar, Activities Review, Activities Complaint/Review, and regular & special Board meetings, as scheduled, CESA regional meeting on zoom).
- Note: WONDERFUL ARTICLE on the Kupper Ratsch Senior Center** by Lyda Lanier in the two local papers: Tomah Journal on Wed. 9/9/2020, page B2, 'Journal from Ridgeville' "Tomah's Treasure" and Monroe County Herald on Mon. 9/14/2020, page 3, "Kupper Ratsch Senior Center is a Tomah Treasure".

07 **BUDGET/DONATIONS/INCOME**

- Business, Groups, & Individuals who donated**-We are so blessed to have you all. Thanks!
- Ongoing: Worked on **monthly bills/invoices** and keeping track of the budgets.
- Work on the **2021 Budget** & 5-year Capitol Budget (projects) plan.
- In these tight economic financial times, I have downsized the monthly newsletter from 44 pages to 32 pages. We will see how this works out. This saves on paper and toner costs.
Eliminated three 11x17 sheets of paper (4 newsletter pages each sheet of paper x 3 = 12 pages); 3 sheets x 150 newsletters = 450 sheets of paper not printed x 2 sides = 900 sheets toner not used.
- We do still have offices and/or rooms available for rent upstairs above the senior center.
We also have a conference room upstairs that can be booked to use.
Upstairs is not handicapped accessible. To access it, must use the stairs.

06 **BUILDING/MAINTENANCE**

- Have contacted Carpenter's Touch to work on front windows upstairs, and the windows in our annex building that the city Housing office is in.
- Have added a round picnic table outside in back to create an outdoor 'courtyard' for those who wish to sit outside for a break in the fresh air and/or for cards, games, or just visiting with each other. Will be working on developing that space more next spring.

SENIOR & DISABLED SERVICES UPDATE, continued from page 02

City of Tomah's Senior & Disabled Services Dept.'s GOAL categories (1-9) and **Report/Updates.**

08 MEAL SITE

The City of Tomah has a contract with ADRC of Monroe County for the Tomah meal site to be at the Senior Center.

COST: Donation to ADRC of Monroe County for the lunch meal is \$4.00 for 60 or older, younger is \$7.25

SIGN-UP: Per ADRC, sign up by NOON to reserve your meal(s). You will need to sign up for meals TWO (2) DAYS in advance.

CONTACT: Call Cathy Neumann, ADRC of Monroe County's Tomah Meal Site Manager, **608-372-7291** or come to the Kupper Ratsch Senior Center & talk with her.

NOTE: During the time of coronavirus precautions when the Meal Site is closed, the 'lunch bunch' that usually eat at the senior center are given the choice of having their meals delivered at home or to drive-up for pick-up.

When the meal-site is not closed due to COVID-19 coronavirus precautions...

TIME: Meals are scheduled at 11:30am **DAYS:** Mondays through Fridays, except holidays.

09 SENIOR & DISABLED SERVICES DEPARTMENT EMPLOYEES

- Diane:
- Busy making us comfortable with seasonal decorations & keeping the place clean.
- Keeping the Loan Closet clean and organized, a major feat in-of-itself.
- Working on craft projects for our Art & Craft Fair, if you wish to assist, please let her know.
- Pam:
- City AM Staff Meetings on 1st, 3rd & 5th Tuesdays at 8:30am at City Hall.
- Monthly Report at City Council on 2nd Tuesdays at 6:30pm at City Hall. Open to public.
- Special Needs Committee on 3rd Tuesday at 6:00pm at Senior Center. Open to public.
3rd Wednesday in October – 10/21/2020 at 6:00pm.
- Senior & Disabled Service Board on 4th Mondays at 6:00pm in the months of
January, April, June, July, September, & October at Senior Center. Open to public
- Wisconsin Association of Senior Centers [WASC] (zoom) meetings as scheduled.

City of Tomah's SENIOR & DISABLED SERVICES BOARD (SDSB)

(They **Volunteer** their time for us)

Committee formed in July 2000. Shall consist of Mayor, 2 Alderpersons, & 5 citizens.

Term shall be 2 years & aldermanic members shall be coextensive with their term of office.

Meets 4th Monday at 6:00pm in January, April, June, July, September, & October. 2020: 1-27; 4-27; 6-22; 7-27; 9-28; 10-26)

2021 TERM		2022 TERM	
Susan Greeno,	Citizen (2 nd Chairperson)	Mike Murray,	Mayor
Evelyn Noyes,	Citizen (Secretary)	Jenna Moser,	Citizen
Mary Watkins	Citizen	Lauri Shumway,	Citizen (Chairperson)
		Richard Yarrington,	Alderperson
		Shawn Zabinski,	Alderperson

City of Tomah's Senior & Disabled Services SPECIAL NEEDS AD HOC COMMITTEE

(They **Volunteer** their time for us)

Committee formed in last quarter of 2018.

Meets 3rd Tuesday 6:30pm monthly (2020: 1-28; 2-18; 3-24(4th Tue); 4-21; 5-19; 6-16; 7-21; 8-18; 9-15; 10-20; 11-17; 12-15)

Patty Ambort-----	Parent/Caregiver
Pam Buchda-----	City of Tomah's Senior & Disabled Services Director
Francis "Trey" Hewuse---Chairperson--	Family/Caregiver, THS Special Education Teacher,
Mike Murray-----	City of Tomah Mayor, Senior & Disabled Services Board
Lauri Shumway-----2 nd Chairperson--	Parent/Caregiver, Senior & Disabled Services Board
John Van Gundy-----	Community Member/Special Education Teacher
Mary Watkins-----Secretary-----	Parent/Caregiver, Retired Special Ed. Teacher, Sr & Disabled Services Board

NAME	City of Tomah's SENIOR & DISABLED SERVICES EMPLOYEES
Pam Buchda	Senior & Disabled Services Director (SDSD) – Budgeted for 40 hours weekly.
Diane Behrens	Senior & Disabled Services Aide (SDSA) – Budgeted for 20 hours weekly.

Respectfully submitted by *Pam Buchda*, Senior & Disabled Services Director

The City of Tomah

Where The I Divides

09/01/2020 - 09/30/2020

Permit #	Permit Date	Permit Type	Project Description	Parcel Address	Total Fees	Construction Value
5686	9/29/2020	Electrical	Service upgrade	418 E MONOWAU STREET		1,200.00
5685	9/24/2020	Sign Permit	New wall sign & monument sign(MARS)	411 MARTIN AVENUE	\$30.00	0.00
5684	9/23/2020	Electrical	Electrical for detached garage	1700 MC LEAN AVENUE	\$30.00	999.00
5683	9/23/2020					0.00
5682	9/23/2020	Fence	6' vinyl privacy fence on property line (property boundary located)	802 KING AVENUE	\$20.00	0.00
5681	9/23/2020	Electrical	Electrical for basement remodel	116 W ELIZABETH STREET	\$45.00	2,400.00
5680	9/23/2020	Alt/Addition Commercial Building	Replacing existing commercial roof (installing 2 layers of 3" polyisocyanurate insulation and tapered insulation saddles near scuppers, install .060 mil fully adhered EPDM roofing	303 W MONROE STREET	\$200.00	25,450.00
5679	9/23/2020	Fence	5' chain link fence >2' from property lines	429 PINE STREET	\$20.00	0.00

Permit #	Permit Date	Permit Type	Project Description	Parcel Address	Total Fees	Construction Value
5678	9/23/2020	Electrical	Replacing existing 2 x 4 troffers with LED troffers, relocating switches to another wall	1520 N SUPERIOR AVENUE	\$68.00	11,000.00
5677	9/23/2020	Alt/Addition Commercial Building	Removing one interior partition wall, removing wood paneling and replacing with drywall, repair existing suspended ceiling	1520 N SUPERIOR AVENUE	\$52.80	6,540.00
5676	9/22/2020	Fence	6' vinyl privacy fence on property line (property boundary located)	403 Superior Ave.	\$20.00	0.00
5675	9/22/2020					0.00
5674	9/22/2020	Electrical	Splitting electrical service to building into 5 separate meters, adding 3 new 200 amp service panels	935 N SUPERIOR AVENUE	\$95.00	20,000.00
5673	9/17/2020	Electrical	Electric for commercial kitchen remodel	307 W WARREN STREET	\$30.00	2,500.00
5672	9/17/2020	Electrical	Electric for home addition	1105 PARKVIEW DRIVE	\$50.00	3,000.00
5671	9/17/2020	Electrical	Electric for new single family home	523 Mubarak St.	\$55.00	5,000.00
5670	9/16/2020	Alt/Addition Commercial Building	Installing concrete ramps to building exterior entrances	901 Mclean Ave.	\$0.00	4,200.00
5669	9/15/2020	Electrical	Service upgrade 200 amp	511 W COUNCIL STREET	\$45.00	1,800.00
5668	9/14/2020	Mobile Home Installation	New Manufactured Home	800 Sime Ave.	\$135.00	0.00
5667	9/14/2020	Mobile Home Installation	New Manufactured Home	800 Sime Ave.	\$135.00	0.00
5666	9/14/2020	Mobile Home Installation	New Manufactured Home	800 Sime Ave.	\$135.00	0.00

Permit #	Permit Date	Permit Type	Project Description	Parcel Address	Total Fees	Construction Value
5665	9/10/2020	Sign Permit	New wall sign (MidState Door & Opener)	520 SIME AVENUE	\$30.00	0.00
5664	9/10/2020	Sign Permit	New wall sign (Creative Computers)	1115 N SUPERIOR AVENUE	\$30.00	0.00
5663	9/10/2020	Electrical	Electrical for commercial remodel of Bank First	110 W VETERANS STREET	\$695.00	210,284.00
5662	9/10/2020	Alter/Addition One or Two Family	Installing egress window for basement bedroom	200 SCHALLER STREET	\$30.00	1,500.00
5661	9/10/2020	Deck Permit	9 x 22 deck in front yard	1720 KILBOURN AVENUE	\$35.00	1,100.00
5660	9/8/2020	Alter/Addition One or Two Family	Installing a perimeter drain tile system (sump pump & discharge pipe)	1200 KILBOURN AVENUE	\$56.00	7,594.00
5659	9/8/2020	Alt/Addition Commercial Building	Constructing partition walls in the theatre area on the second floor	901 KILBOURN AVENUE	\$86.00	4,500.00
5658	9/2/2020	Electrical	100 amp service upgrade	606 LAKE STREET	\$45.00	1,500.00
5657	9/2/2020	Fence	6' wooden fence >2' from property lines	1403 GRANT STREET	\$20.00	0.00
					\$2,192.80	310,567.00

Total Records: 30

10/7/2020

CITY OF TOMAH

819 SUPERIOR AVENUE
TOMAH, WI 54660
OFFICE (608) 374-7420 FAX (608) 374-7424

REQUEST TO APPEAR BEFORE COMMITTEE

DATE OF REQUEST: 10/6/2020

NAME: Howard Hanson - Town of Tomah Chairman

ADDRESS: 22341 Cty Hwy CM Tomah, WI

PHONE #: 608-387-9760 E MAIL ADDRESS hlhanson@centurylink.net

COMMITTEE NAME: City of Tomah Council Mtg

COMMITTEE DATE: October 13, 2020

AGENDA ITEM AND DESCRIPTION/EXPLANATION:

Also attending – John Guthrie – Town of LaGrange Chairman, Allan Bernhardt – Town of Byron Chairman, Dave Pierce – Town of Greenfield Chairman

Discuss proposed ambulance/fire dept building. Discuss proposed per capita fee changes.

All the persons mentioned above have to attend their respective town board meetings on Monday October 12, 2020. We will not be able to attend the Committee of the Whole meeting but request to speak at the Council meeting on Tuesday October 13.

This form must be submitted to the appropriate department head at least ONE WEEK PRIOR to the scheduled date of the Committee/Council meeting. This is to ensure that the requested item is placed on the agenda prior to the agenda being sent out. If you have additional information, please attach it to this form.

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Increase in Ambulance Per Capita Fee for 2021

Summary and Background Information:

(Appropriate Documentation Attached)

The Common Council addressed the request to increase the Ambulance per capita fee for 2021 from \$7.50 to \$13.75 in 2021. This item was referred to the Ambulance Commission and addressed at the September meeting. Members of area townships were invited to attend and a lengthy discussion was held. This increase will be used to offset future expenditures with the department and the new safety building project. It was the recommendation of the Ambulance Commission to request the Common Council authorize the increase in the per capita fee by \$6.25 in 2021 for a total of \$13.75 per capita. The Ambulance Commission also requested that this issue be re-visited for the next two years to determine if future increases are warranted. There is a request to appear by the Town of Tomah, Town of Byron and the Town of La Grange, however, they hold their own town meetings on Monday, October 12th and have requested to appear before the Council on Tuesday, October 13th.

Fiscal Note:

The increase would generate approximately an additional \$119,475 for both the City of Tomah and outlying townships/villages that utilize the service.

Recommendation:

It is requested by the Ambulance Commission that the Committee of the Whole and Common Council authorize the per capita increase by \$6.25 which increases the total from \$7.50 to \$13.75 for 2021 with further review for an additional increase for 2022 and 2023.



Tim Adler, Public Safety Director/Fire Chief

10/7/2020

Date



Mike Murray, Mayor

10/8/2020

Date

Committee: Committee of the Whole/Common Council

Meeting Date: October 12 & 13, 2020

RESOLUTION NO. _____

RESOLUTION DISALLOWING CLAIM OF ROGER GORIUS

WHEREAS, a Notice of Claim was filed against the City of Tomah alleging breach of contract; and,

WHEREAS, on October 12, 2020 the Committee of the Whole reviewed the same and has recommended that said claim be disallowed.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Tomah that the claim of Roger Gorius be and is hereby disallowed.

Dated this 13th day of October, 2020.

Michael Murray, Mayor

JoAnn M. Cram, City Clerk

RESOLUTION NO : _____

RESOLUTION AUTHORIZING
PAYMENT OF MONTHLY BILLS

Be it resolved by the Common Council of the City of Tomah that the Committee of the Whole has reviewed the monthly bills and recommends the City Council approve said bills as follows:

1. Pre-Paid Checks:	\$465,727.28	Check #'s:	128377-128420 128451-128597
2. Payroll:	\$247,096.31	Dir Dep #'s:	61112-61358
3. Wire/ACH Transfers:	\$33,448.08		
4. Invoices:	\$40,782.19		
Total:	<u>\$787,053.86</u>		

Mayor

Clerk

Requested by: Finance Department

Submitted by: Committee of the Whole

October 7, 2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
ACE HARDWARE							
11	ACE HARDWARE	592642	#26910-PEAK WASH/FASTENERS	09/09/2020	01-55401-3400 RECREATION PARK O	24.75	
11	ACE HARDWARE	592816	#23326-UTILITY HOSE	09/17/2020	12-55500-3500 SR & DISAB REPAIR &	8.59	
11	ACE HARDWARE	592883	#26910-SOCKET ADAPTER	09/21/2020	01-55200-3400 OTHER PARKS OPERA	13.77	
11	ACE HARDWARE	592918	#26910-RYL P&F SAT	09/22/2020	01-55401-3400 RECREATION PARK O	53.98	
11	ACE HARDWARE	592973	#23306-LED FEIT/CAN LINER	09/24/2020	01-51600-3400 GENERAL BLDGS OPE	31.98	
11	ACE HARDWARE	593060	#23306-HAND SANITIZER	09/29/2020	01-51600-3400 GENERAL BLDGS OPE	74.97	
11	ACE HARDWARE	593062	#23306-ANTIFRZ/SPARK PLUG	09/29/2020	01-53311-3402 HWY/ST MAINT OP SU	93.93	
11	ACE HARDWARE	593076	#23306-BOLT EYE	09/29/2020	01-53311-3508 HWY/ST MAINT REP/M	3.99	
11	ACE HARDWARE	593099	#23306-BLADE SAW/SCREW/FASTENE	09/30/2020	01-53311-3402 HWY/ST MAINT OP SU	45.66	
11	ACE HARDWARE	593113	#23306-WICK HUMIDIFIER	10/01/2020	01-51600-3400 GENERAL BLDGS OPE	49.98	
Total ACE HARDWARE:						401.60	
AIR PLUS LLC							
22	AIR PLUS LLC	9359	AIR PLUS)LINCOLN GREASER PARTS	09/28/2020	01-53620-3502 GENERAL REFUSE &	811.15	
Total AIR PLUS LLC:						811.15	
AJ'S AUTO TRUCK & CYCLE							
785	AJ'S AUTO TRUCK & CYCLE	4161	SERVICE 2004 CHEVROLET SILVERA	09/23/2020	01-53311-3501 HWY/ST MAINT REP/M	61.95	
Total AJ'S AUTO TRUCK & CYCLE:						61.95	
ALLSTATE PETERBILT OF TOMAH							
34	ALLSTATE PETERBILT OF TOM	5203110499	SERVICE 2020 PETERBUILT	09/24/2020	01-53620-3500 REFUSE & GARB REP	1,391.40	
Total ALLSTATE PETERBILT OF TOMAH:						1,391.40	
AUTO VALUE TOMAH							
61	AUTO VALUE TOMAH	522156190	MEGAFLEX WIRE/FLATFACE	09/29/2020	01-53311-3502 HWY/ST MAINT REP/M	88.68	
Total AUTO VALUE TOMAH:						88.68	
B&B FENCE CO							
65	B&B FENCE CO	1074	CHAIN LINK/TDHA	09/26/2020	08-57621-8100 REC PARK OUTLAY LA	6,025.00	
65	B&B FENCE CO	1075	CHAIN LINK/TDHA	08/25/2020	08-57621-8100 REC PARK OUTLAY LA	2,122.00	
65	B&B FENCE CO	1093	CHAIN LINK	09/19/2020	08-57621-8100 REC PARK OUTLAY LA	5,757.00	
65	B&B FENCE CO	1095	CANTILEVER GATE- BUTTS AVE ADJU	09/25/2020	08-57621-8100 REC PARK OUTLAY LA	1,165.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
Total B&B FENCE CO:						15,069.00	
BAYCOM INC							
76	BAYCOM INC	COUNTERINV	AMPHENOL MINI UHF/MALE CRIMP/C	09/29/2020	01-53311-3502 HWY/ST MAINT REP/M	17.30	
Total BAYCOM INC:						17.30	
BELCO VEHICLE SOLUTIONS LLC							
1210	BELCO VEHICLE SOLUTIONS L	5479	VINYL GRAPHICS	09/28/2020	01-52100-3500 LAW ENFORCE REPAI	267.50	
Total BELCO VEHICLE SOLUTIONS LLC:						267.50	
BERNIE BUCHNER INC							
81	BERNIE BUCHNER INC	865758	NU-BRITE GALLON	09/21/2020	01-51600-3500 GENERAL BLDGS REP	193.92	
81	BERNIE BUCHNER INC	865824	SUPPLY DUCT WORK	09/28/2020	01-51600-3500 GENERAL BLDGS REP	682.50	
Total BERNIE BUCHNER INC:						876.42	
BEST KEPT PORTABLES LLC							
84	BEST KEPT PORTABLES LLC	23895	PORTABLES-REC PARK PLAYGROUN	09/08/2020	01-55401-3400 RECREATION PARK O	72.00	
Total BEST KEPT PORTABLES LLC:						72.00	
BLUEGLOBES LLC							
91	BLUEGLOBES LLC	Y72-53894	SPECIAL ORDER/LAMP	09/16/2020	01-53510-3500 AIRPORT REPAIR & M	168.34	
Total BLUEGLOBES LLC:						168.34	
CARROT-TOP INDUSTIRES INC							
122	CARROT-TOP INDUSTIRES INC	47782300	POLY U.S. FLAG	09/25/2020	01-53311-3405 HWY/ST MAINT OP SU	1,710.74	
Total CARROT-TOP INDUSTIRES INC:						1,710.74	
COLES, ANDREA							
1751	COLES, ANDREA	200925	CRITICAL CARE CLASS	09/25/2020	03-52300-3350 AMBULANCE TRAININ	287.68	
Total COLES, ANDREA:						287.68	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
CRAM'S COMPUTER CENTER LLC							
173	CRAM'S COMPUTER CENTER L	5248	BROTHER TN336BK	09/16/2020	01-52200-3100 FIRE PROTECTION OF	155.66	
Total CRAM'S COMPUTER CENTER LLC:						155.66	
CROELL REDI-MIX							
180	CROELL REDI-MIX	472708	CROELL)4000 PSI	09/18/2020	01-53441-3400 STRM SEWR MAINT O	227.50	
Total CROELL REDI-MIX:						227.50	
DENNY'S TRUCK & AUTO SERVICE INC							
192	DENNY'S TRUCK & AUTO SERVI	19866	1 TIRE REPAIR	09/08/2020	01-55200-3500 OTHER PARKS REPAI	20.00	
192	DENNY'S TRUCK & AUTO SERVI	19868	1 TIRE REPAIR	09/21/2020	01-55200-3500 OTHER PARKS REPAI	20.00	
Total DENNY'S TRUCK & AUTO SERVICE INC:						40.00	
DISTRICT 2 INC							
201	DISTRICT 2 INC	2949	RED HEAD	09/17/2020	01-52200-3400 FIRE PROTECTION OP	67.92	
Total DISTRICT 2 INC:						67.92	
EMERGENCY MEDICAL PRODUCTS INC							
216	EMERGENCY MEDICAL PRODU	2198898	AMBULANCE SUPPLIES	09/14/2020	03-52300-3400 AMBULANCE OPERATI	108.58	
Total EMERGENCY MEDICAL PRODUCTS INC:						108.58	
GHD SERVICES INC							
275	GHD SERVICES INC	1079279	SOLID WASTE DISP PRO SERVICES T	09/26/2020	01-53630-2100 SOLID WSTE DISP PR	615.91	
Total GHD SERVICES INC:						615.91	
GRANGERS LLC							
284	GRANGERS LLC	165630	POWER MATE RIM/CARLTON CHAIN	09/29/2020	01-53311-3502 HWY/ST MAINT REP/M	211.61	
Total GRANGERS LLC:						211.61	
HAGEN SPORTS NETWORK							
299	HAGEN SPORTS NETWORK	201001	TAPING	10/01/2020	01-51100-3200 LEGISLATIVE PUB & S	250.00	
299	HAGEN SPORTS NETWORK	201001	TAPING	10/01/2020	01-51410-3200 MAYOR PUB & SUBSC	125.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title			Net Invoice Amount	Date Paid
Total HAGEN SPORTS NETWORK:								375.00	
ISTATE TRUCK CENTER									
1526	ISTATE TRUCK CENTER	R271009226:0	install fuel filter system	09/26/2020	01-53311-3512	HWY/ST MAINT REP/M	1,214.75		
Total ISTATE TRUCK CENTER:								1,214.75	
MCMASTER-CARR									
1100	MCMASTER-CARR	46027736	TWIST CLAW HOSE COUPLING	09/23/2020	01-53311-3502	HWY/ST MAINT REP/M	119.69		
Total MCMASTER-CARR:								119.69	
MILDE APPRAISAL SERVICE LLC									
437	MILDE APPRAISAL SERVICE LL	2010	2019 ASSESSOR PROF SERVICES	10/01/2020	01-51530-2100	ASSESSOR PROF SER	3,400.00		
Total MILDE APPRAISAL SERVICE LLC:								3,400.00	
MINUTEMAN PRESS OF TOMAH									
441	MINUTEMAN PRESS OF TOMAH	27385	FIRE AND ATTENDANCE REPORT	09/29/2020	01-52200-3100	FIRE PROTECTION OF	42.42		
Total MINUTEMAN PRESS OF TOMAH:								42.42	
ON-TARGET PEST & WILDLIFE CONTROL LLC									
1256	ON-TARGET PEST & WILDLIFE	5709	COMMERCIAL SERVICE 9/23/20	09/23/2020	03-52300-2900	AMBULANCE SERV CO	40.00		
Total ON-TARGET PEST & WILDLIFE CONTROL LLC:								40.00	
PENNY J. PRECOUR ATTORNEY AT LAW S.C.									
469	PENNY J. PRECOUR ATTORNE	2010	2019 LEGAL SERVICES	10/01/2020	01-51300-2100	LEGAL PROF SERVICE	2,700.00		
469	PENNY J. PRECOUR ATTORNE	4855	01484-COMMUNITY DEVELOPMENT B	09/16/2020	04-56600-2100	CDBG-ADMIN PROF S	651.25		
469	PENNY J. PRECOUR ATTORNE	4862	01397-COMMUNITY DEVELOPMENT B	09/16/2020	04-56600-2100	CDBG-ADMIN PROF S	70.00		
Total PENNY J. PRECOUR ATTORNEY AT LAW S.C.:								3,421.25	
SAFE-FAST INC									
569	SAFE-FAST INC	INV237183	PYTHON GRIP TEXTURED NITRILE	09/28/2020	01-53311-3409	HWY/ST MAINT OP SU	244.50		
Total SAFE-FAST INC:								244.50	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
SCHALLER/JACOBSON PLUS							
1804	SCHALLER/JACOBSON PLUS	89441	SERVICE 2018 FORD E-450 SUPER D	09/21/2020	03-52300-3500 AMBULANCE REPAIR	111.78	
Total SCHALLER/JACOBSON PLUS:						111.78	
ST. JOSEPH EQUIPMENT INC							
594	ST. JOSEPH EQUIPMENT INC	P82350	RIM HALF/SKID LT	09/22/2020	01-53311-3502 HWY/ST MAINT REP/M	671.44	
Total ST. JOSEPH EQUIPMENT INC:						671.44	
SUPERIOR CHEMICAL CORP							
607	SUPERIOR CHEMICAL CORP	278510	TOWELS/HAND CLEANSER	09/16/2020	01-53311-3408 HWY/ST MAINT OP SU	157.95	
Total SUPERIOR CHEMICAL CORP:						157.95	
TOMAH CASH STORE							
639	TOMAH CASH STORE	71142	SAFETY TOE BOOT-B. REWEY	09/28/2020	01-53311-3409 HWY/ST MAINT OP SU	184.99	
639	TOMAH CASH STORE	71143	SAFETY TOE BOOT-L. LARSON	09/30/2020	01-53311-3409 HWY/ST MAINT OP SU	199.99	
Total TOMAH CASH STORE:						384.98	
TOMAH POLICE DEPARTMENT							
650	TOMAH POLICE DEPARTMENT	200928	POSTAGE PAYMENT	09/28/2020	01-52100-3100 LAW ENFORCE OFFIC	10.25	
Total TOMAH POLICE DEPARTMENT:						10.25	
TRI-STATE BUSINESS MACHINES INC							
672	TRI-STATE BUSINESS MACHINE	499474	SERVICE CONTRACT NO.102853-01 9/	09/24/2020	01-52400-2900 INSPECTION SERV CO	43.80	
Total TRI-STATE BUSINESS MACHINES INC:						43.80	
WISCONSIN METAL SALES INC							
768	WISCONSIN METAL SALES INC	407257	ALUMINUM FLAT	09/25/2020	01-53311-3508 HWY/ST MAINT REP/M	100.00	
Total WISCONSIN METAL SALES INC:						100.00	
WOLF CONCRETE & CONSTRUCTION LLC							
770	WOLF CONCRETE & CONSTRU	2020-13	MONROE ST-CURB AND GUTTER	09/26/2020	01-53311-3406 HWY/ST MAINT OP SU	7,200.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
Total WOLF CONCRETE & CONSTRUCTION LLC:						7,200.00	
ZOLL MEDICAL CORPORATION							
783	ZOLL MEDICAL CORPORATION	3144950	LNCS ADULT REUSABLE SENSOR	09/22/2020	03-52300-3400 AMBULANCE OPERATI	593.44	
Total ZOLL MEDICAL CORPORATION:						593.44	
Grand Totals:						40,782.19	

Dated: _____

Mayor: _____

Murray, Mike

City Council: _____

Cram, Jeff

Evans, Donna

Peterson, Dean

Kiefer, Lamont

Gigous, Adam

Scholze, Travis

Yarrington, Richard

Zabinski, Shawn

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
128377										
09/20	09/04/2020	128377	4	5 ALARM FIRE & SAFETY EQUIP	199191-1	1	01-52200-2100	.00	1,245.00	1,245.00
Total 128377:								.00		1,245.00
128378										
09/20	09/04/2020	128378	1651	ADLER, MARK	676571	1	01-52200-3500	.00	368.00	368.00
Total 128378:								.00		368.00
128379										
09/20	09/04/2020	128379	13	ADT SECURITY SERVICES	309578948-2	1	01-51600-2900	.00	158.82	158.82
Total 128379:								.00		158.82
128380										
09/20	09/04/2020	128380	1962	AGUILAR, BERRIARDINO	20200828	1	01-23010	.00	250.00	250.00
Total 128380:								.00		250.00
128381										
09/20	09/04/2020	128381	30	ALLIANT ENERGY/WPL	1681000000-	1	01-52900-2210	.00	21.29	21.29
Total 128381:								.00		21.29
128382										
09/20	09/04/2020	128382	32	ALLIED COOPERATIVE	74309	1	01-53432-3400	.00	250.00	250.00
09/20	09/04/2020	128382	32	ALLIED COOPERATIVE	74329	1	01-55401-3400	.00	82.50	82.50
Total 128382:								.00		332.50
128383										
09/20	09/04/2020	128383	61	AUTO VALUE TOMAH	522153823	1	01-55200-3400	.00	13.98	13.98
Total 128383:								.00		13.98
128384										
09/20	09/04/2020	128384	69	BAKER & TAYLOR LLC	2035428270	1	10-55110-3420	.00	64.22	64.22
09/20	09/04/2020	128384	69	BAKER & TAYLOR LLC	2035428270	2	10-55110-3460	.00	5.03	5.03

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 128384:								.00		69.25
128385										
09/20	09/04/2020	128385	100	BRAUN THYSSENKRUPP ELEVA	10601	1	01-52100-3550	.00	545.93	545.93
Total 128385:								.00		545.93
128386										
09/20	09/04/2020	128386	102	BRENENGEN CHRYSLER FORD	33912	1	01-52100-3500	.00	141.96	141.96
Total 128386:								.00		141.96
128387										
09/20	09/04/2020	128387	128	CENTURYLINK	301313462-2	1	01-52100-2230	.00	771.49	771.49
09/20	09/04/2020	128387	128	CENTURYLINK	301313463-2	1	01-51420-2230	.00	126.88	126.88
09/20	09/04/2020	128387	128	CENTURYLINK	301313466-2	1	01-51200-2230	.00	31.64	31.64
09/20	09/04/2020	128387	128	CENTURYLINK	301313468-2	1	01-51600-2230	.00	36.38	36.38
09/20	09/04/2020	128387	128	CENTURYLINK	301313471-2	1	01-53510-2230	.00	63.76	63.76
09/20	09/04/2020	128387	128	CENTURYLINK	301313476-2	1	02-56910-2230	.00	63.76	63.76
09/20	09/04/2020	128387	128	CENTURYLINK	301313477-2	1	01-53311-2230	.00	275.51	275.51
09/20	09/04/2020	128387	128	CENTURYLINK	301313480-2	1	04-56600-2230	.00	54.52	54.52
09/20	09/04/2020	128387	128	CENTURYLINK	301313480-2	2	01-15210	.00	54.51	54.51
09/20	09/04/2020	128387	128	CENTURYLINK	301313484-2	1	10-55110-2230	.00	175.00	175.00
Total 128387:								.00		1,653.45
128388										
09/20	09/04/2020	128388	127	CENTURYLINK BUSINESS SER	141032907	1	01-52100-2230	.00	648.21	648.21
09/20	09/04/2020	128388	127	CENTURYLINK BUSINESS SER	141032907	2	01-51200-2230	.00	18.52	18.52
09/20	09/04/2020	128388	127	CENTURYLINK BUSINESS SER	141032907	3	01-51520-2230	.00	74.08	74.08
09/20	09/04/2020	128388	127	CENTURYLINK BUSINESS SER	141032907	4	01-51415-2230	.00	18.52	18.52
09/20	09/04/2020	128388	127	CENTURYLINK BUSINESS SER	141032907	5	01-51420-2230	.00	37.05	37.05
09/20	09/04/2020	128388	127	CENTURYLINK BUSINESS SER	141032907	6	01-51100-2230	.00	18.52	18.52
09/20	09/04/2020	128388	127	CENTURYLINK BUSINESS SER	141032907	7	01-51530-2230	.00	18.52	18.52
09/20	09/04/2020	128388	127	CENTURYLINK BUSINESS SER	141032907	8	01-51410-2230	.00	18.52	18.52
09/20	09/04/2020	128388	127	CENTURYLINK BUSINESS SER	141032907	9	01-52400-2230	.00	18.52	18.52
09/20	09/04/2020	128388	127	CENTURYLINK BUSINESS SER	141032907	10	01-53100-2230	.00	61.73	61.73
09/20	09/04/2020	128388	127	CENTURYLINK BUSINESS SER	141032907	11	01-15610	.00	24.69	24.69

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
09/20	09/04/2020	128388	127	CENTURYLINK BUSINESS SER	141032907	12	01-15620	.00	24.69	24.69
09/20	09/04/2020	128388	127	CENTURYLINK BUSINESS SER	141032907	13	01-55200-2230	.00	37.04	37.04
09/20	09/04/2020	128388	127	CENTURYLINK BUSINESS SER	141032907	14	01-52200-2230	.00	18.52	18.52
Total 128388:								.00		1,037.13
128389										
09/20	09/04/2020	128389	129	CHARTER COMMUNICATIONS	0039105081	1	12-55500-2200	.00	159.42	159.42
Total 128389:								.00		159.42
128390										
09/20	09/04/2020	128390	132	CHASING DAYLIGHT ANIMAL S	09032020	1	01-52100-3400	.00	35.00	35.00
Total 128390:								.00		35.00
128391										
09/20	09/04/2020	128391	220	EO JOHNSON CO	INV803729	1	10-55110-2900	.00	63.00	63.00
09/20	09/04/2020	128391	220	EO JOHNSON CO	INV803749	1	01-53311-3100	.00	87.00	87.00
09/20	09/04/2020	128391	220	EO JOHNSON CO	INV808410	1	01-52100-2900	.00	276.87	276.87
Total 128391:								.00		426.87
128392										
09/20	09/04/2020	128392	225	EVANS PRINT + MEDIA GROUP	48956	1	01-51100-3200	.00	91.36	91.36
09/20	09/04/2020	128392	225	EVANS PRINT + MEDIA GROUP	48957	1	01-51100-3200	.00	118.70	118.70
09/20	09/04/2020	128392	225	EVANS PRINT + MEDIA GROUP	48957	2	01-51440-3200	.00	30.68	30.68
Total 128392:								.00		240.74
128393										
09/20	09/04/2020	128393	1882	FABICK CAT	SIEP000176	1	01-52100-3550	.00	807.23	807.23
Total 128393:								.00		807.23
128394										
09/20	09/04/2020	128394	1656	FAMILY SUPPORT REGISTRY	200828	1	01-21590	.00	275.53	275.53

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 128394:								.00		275.53
128395										
09/20	09/04/2020	128395	270	GADOR INC D/B/A TOMAH MINI	44454	1	01-53311-3401	.00	14.00	14.00
Total 128395:								.00		14.00
128396										
09/20	09/04/2020	128396	274	GERKE EXCAVATING INC	42830	1	01-53311-3407	.00	100.75	100.75
Total 128396:								.00		100.75
128397										
09/20	09/04/2020	128397	299	HAGEN SPORTS NETWORK	2008	1	01-51100-3200	.00	250.00	250.00
09/20	09/04/2020	128397	299	HAGEN SPORTS NETWORK	2008	2	01-51410-3200	.00	125.00	125.00
Total 128397:								.00		375.00
128398										
09/20	09/04/2020	128398	317	HOLIDAY WHOLESALE	9495242	1	01-52200-3400	.00	171.30	171.30
Total 128398:								.00		171.30
128399										
09/20	09/04/2020	128399	395	LEMONWEIR VALLEY TELEPHO	690500-2009	1	01-52100-2230	.00	350.00	350.00
09/20	09/04/2020	128399	395	LEMONWEIR VALLEY TELEPHO	692200-2009	1	01-52200-2230	.00	131.69	131.69
Total 128399:								.00		481.69
128400										
09/20	09/04/2020	128400	847	MARTEN, PAUL	200818	1	01-53311-3409	.00	200.00	200.00
Total 128400:								.00		200.00
128401										
09/20	09/04/2020	128401	1964	METROCOUNT USA INC	INV09628	1	05-52100-3400	.00	1,116.00	1,116.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 128401:								.00		1,116.00
128402										
09/20	09/04/2020	128402	454	MONROE CO TREASURER	2008	1	01-24300	.00	1,011.08	1,011.08
Total 128402:								.00		1,011.08
128403										
09/20	09/04/2020	128403	549	REHRIG PACIFIC COMPANY	50115770	1	01-53620-3400	.00	11,253.00	11,253.00
Total 128403:								.00		11,253.00
128404										
09/20	09/04/2020	128404	1965	RODNEY HUNT INC	SP20-183	1	02-56910-3500	.00	5,578.00	5,578.00
Total 128404:								.00		5,578.00
128405										
09/20	09/04/2020	128405	1153	SAFE SHIP SISTERS 2 LLC	082920	1	03-52300-3100	.00	28.00	28.00
Total 128405:								.00		28.00
128406										
09/20	09/04/2020	128406	1545	SCHMITZ JANITORIAL SUPPLY	4700	1	01-52200-3400	.00	23.00	23.00
Total 128406:								.00		23.00
128407										
09/20	09/04/2020	128407	880	SLOAN, PAUL	200821	1	01-52100-3360	.00	1,310.86	1,310.86
Total 128407:								.00		1,310.86
128408										
09/20	09/04/2020	128408	599	STATE OF WISCONSIN-COURT	2008	1	01-24240	.00	2,489.92	2,489.92
Total 128408:								.00		2,489.92

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
128409										
09/20	09/04/2020	128409	607	SUPERIOR CHEMICAL CORP	275034	1	01-55200-3400	.00	138.92	138.92
Total 128409:								.00		138.92
128410										
09/20	09/04/2020	128410	611	TAPCO	1676314	1	01-53311-2900	.00	940.00	940.00
Total 128410:								.00		940.00
128411										
09/20	09/04/2020	128411	1744	TOMAH HEALTH	2003423-200	1	01-52100-3400	.00	68.00	68.00
Total 128411:								.00		68.00
128412										
09/20	09/04/2020	128412	1959	TOMAH LIONS CLUB INC	200904	1	01-55300-2100	.00	1,000.00	1,000.00
Total 128412:								.00		1,000.00
128413										
09/20	09/04/2020	128413	650	TOMAH POLICE DEPARTMENT	200812	1	01-52100-3100	.00	13.94	13.94
Total 128413:								.00		13.94
128414										
09/20	09/04/2020	128414	1410	TOMAH VETERANS AFFAIRS M	200825	1	01-52100-2100	.00	4.50	4.50
Total 128414:								.00		4.50
128415										
09/20	09/04/2020	128415	658	TOMAH WATER & SEWER UTILI	200904	1	01-55200-2220	.00	102.49	102.49
09/20	09/04/2020	128415	658	TOMAH WATER & SEWER UTILI	200904	2	01-55401-2220	.00	37.70	37.70
Total 128415:								.00		140.19
128416										
09/20	09/04/2020	128416	665	TRACTOR SUPPLY CREDIT PLA	428598	1	01-53311-3502	.00	114.65	114.65
09/20	09/04/2020	128416	665	TRACTOR SUPPLY CREDIT PLA	431159	1	01-53441-3400	.00	119.65	119.65

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 128416:								.00		234.30
128417										
09/20	09/04/2020	128417	1828	UNITED HEALTHCARE	200825	1	03-13100	.00	1,486.92	1,486.92
Total 128417:								.00		1,486.92
128418										
09/20	09/04/2020	128418	1963	VAN GUNDY, JOHN	200828	1	12-55500-3400	.00	33.63	33.63
Total 128418:								.00		33.63
128419										
09/20	09/04/2020	128419	749	WI SCTF	200828	1	01-21590	.00	848.08	848.08
Total 128419:								.00		848.08
128420										
09/20	09/04/2020	128420	754	WIL-KIL PEST CONTROL	3964843	1	01-55200-3400	.00	52.00	52.00
Total 128420:								.00		52.00
128451										
09/20	09/10/2020	128451	1672	KEVIN MATTSON	200908	1	12-55500-3410	.00	65.00	65.00
Total 128451:								.00		65.00
128452										
09/20	09/11/2020	128452	11	ACE HARDWARE	592409	1	01-52100-3550	.00	16.99	16.99
09/20	09/11/2020	128452	11	ACE HARDWARE	592451	1	12-55500-3500	.00	.72	.72
09/20	09/11/2020	128452	11	ACE HARDWARE	592496	1	01-52200-3500	.00	17.98	17.98
09/20	09/11/2020	128452	11	ACE HARDWARE	592540	1	03-52300-3500	.00	16.47	16.47
09/20	09/11/2020	128452	11	ACE HARDWARE	592552	1	03-52300-3500	.00	30.77	30.77
09/20	09/11/2020	128452	11	ACE HARDWARE	592558	1	03-52300-3500	.00	3.00	3.00
09/20	09/11/2020	128452	11	ACE HARDWARE	592589	1	01-52100-3400	.00	13.99	13.99
09/20	09/11/2020	128452	11	ACE HARDWARE	592591	1	03-52300-3500	.00	6.49	6.49

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 128452:								.00		106.41
128453										
09/20	09/11/2020	128453	1984	ALLEN, ASHLEY	200908	1	01-46723	.00	55.00	55.00
Total 128453:								.00		55.00
128454										
09/20	09/11/2020	128454	1968	AMTGARD POLARIS	200908	1	01-23010	.00	250.00	250.00
Total 128454:								.00		250.00
128455										
09/20	09/11/2020	128455	1675	ASHLEY BANKHEAD	200908	1	01-46723	.00	70.00	70.00
Total 128455:								.00		70.00
128456										
09/20	09/11/2020	128456	1960	AT&T MOBILITY	2872994527	1	01-52100-2230	.00	734.02	734.02
09/20	09/11/2020	128456	1960	AT&T MOBILITY	2872994527	2	01-52100-2230	.00	330.00-	330.00-
Total 128456:								.00		404.02
128457										
09/20	09/11/2020	128457	102	BRENENGEN CHRYSLER FORD	33713	1	01-52100-3500	.00	193.40	193.40
09/20	09/11/2020	128457	102	BRENENGEN CHRYSLER FORD	34007	1	03-52300-3500	.00	1,428.68	1,428.68
Total 128457:								.00		1,622.08
128458										
09/20	09/11/2020	128458	1977	CARNES, MELISSA	200908	1	01-46723	.00	35.00	35.00
Total 128458:								.00		35.00
128459										
09/20	09/11/2020	128459	1982	CASTRO, TRACI	200908	1	01-46723	.00	70.00	70.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 128459:								.00		70.00
128460										
09/20	09/11/2020	128460	128	CENTURYLINK	301313481-2	1	03-52300-2230	.00	111.85	111.85
09/20	09/11/2020	128460	128	CENTURYLINK	301313485-2	1	12-55500-2230	.00	73.55	73.55
Total 128460:								.00		185.40
128461										
09/20	09/11/2020	128461	1983	COBURN, HEIDI	200908	1	01-46723	.00	35.00	35.00
Total 128461:								.00		35.00
128462										
09/20	09/11/2020	128462	157	COMPLETE OFFICE OF WISCO	746621	1	01-51420-3100	.00	15.18	15.18
09/20	09/11/2020	128462	157	COMPLETE OFFICE OF WISCO	746621	2	01-51440-3100	.00	40.66	40.66
Total 128462:								.00		55.84
128463										
09/20	09/11/2020	128463	29	CULLIGAN	200831	1	01-51600-3400	.00	14.50	14.50
Total 128463:								.00		14.50
128464										
09/20	09/11/2020	128464	1970	DRINKWINE, MEGAN	200908	1	01-46723	.00	80.00	80.00
Total 128464:								.00		80.00
128465										
09/20	09/11/2020	128465	1966	EAST, BARRY	20200904	1	01-44100	.00	23.00	23.00
Total 128465:								.00		23.00
128466										
09/20	09/11/2020	128466	1640	EMMONS & OLIVER RESOURC	W1841-0003-	1	01-56900-2100	.00	329.00	329.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 128466:								.00		329.00
128467										
09/20	09/11/2020	128467	1623	EVELAND, MATTHEW	082820	1	03-52300-3400	.00	57.32	57.32
Total 128467:								.00		57.32
128468										
09/20	09/11/2020	128468	1980	FORTIER, BRANDI	200908	1	01-46723	.00	35.00	35.00
Total 128468:								.00		35.00
128469										
09/20	09/11/2020	128469	1986	FREEMORE, ANDREA	982020	1	01-23010	.00	250.00	250.00
Total 128469:								.00		250.00
128470										
09/20	09/11/2020	128470	271	GALLS LLC	016268750	1	03-52300-1390	.00	17.02	17.02
Total 128470:								.00		17.02
128471										
09/20	09/11/2020	128471	1975	GOMEZ, MARIA	200908	1	01-46723	.00	45.00	45.00
Total 128471:								.00		45.00
128472										
09/20	09/11/2020	128472	296	GUTHRIE FIRE & SECURITY LL	5063703	1	03-52300-2900	.00	36.00	36.00
Total 128472:								.00		36.00
128473										
09/20	09/11/2020	128473	336	IRON MOUNTAIN	CXPX449	1	01-51420-3100	.00	58.79	58.79
Total 128473:								.00		58.79

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
128474										
09/20	09/11/2020	128474	337	IRONCORE INC	IC44464	1	01-51450-2900	.00	2,454.00	2,454.00
Total 128474:								.00		2,454.00
128475										
09/20	09/11/2020	128475	349	J-J'S FLORAL SHOP LLC	100009697	1	05-52110-3400	.00	30.00	30.00
Total 128475:								.00		30.00
128476										
09/20	09/11/2020	128476	1973	KOMATZ, JESSICA	200908	1	01-46723	.00	35.00	35.00
Total 128476:								.00		35.00
128477										
09/20	09/11/2020	128477	375	KWIK TRIP CREDIT DEPT	00057542-20	1	01-52100-3400	.00	2,416.71	2,416.71
09/20	09/11/2020	128477	375	KWIK TRIP CREDIT DEPT	00349111-20	1	01-55200-3400	.00	149.34	149.34
Total 128477:								.00		2,566.05
128478										
09/20	09/11/2020	128478	1226	LA CROSSE COUNTY CLERK O	20200911	1	01-23301	.00	100.00	100.00
Total 128478:								.00		100.00
128479										
09/20	09/11/2020	128479	1985	LOCKINGTON, RHIANNON	9082020	1	01-23010	.00	250.00	250.00
Total 128479:								.00		250.00
128480										
09/20	09/11/2020	128480	1543	MAGNESS PIANO SERVICE	114431	1	12-55500-3500	.00	103.47	103.47
Total 128480:								.00		103.47
128481										
09/20	09/11/2020	128481	409	MAIN STREET INK & TONER	7046	1	03-52300-1390	.00	155.00	155.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 128481:								.00		155.00
128482										
09/20	09/11/2020	128482	447	MONROE CO CLERK OF COUR	200908	1	01-23301	.00	250.00	250.00
Total 128482:								.00		250.00
128483										
09/20	09/11/2020	128483	1969	MULLIKIN, AMY	200908	1	01-46723	.00	45.00	45.00
Total 128483:								.00		45.00
128484										
09/20	09/11/2020	128484	499	OAKDALE ELECTRIC COOPERA	30198002-20	1	01-52900-2210	.00	33.36	33.36
Total 128484:								.00		33.36
128485										
09/20	09/11/2020	128485	1256	ON-TARGET PEST & WILDLIFE	5652	1	03-52300-2900	.00	40.00	40.00
Total 128485:								.00		40.00
128486										
09/20	09/11/2020	128486	506	OTIS ELEVATOR COMPANY	1004000702	1	16-56720-3500	.00	2,087.88	2,087.88
Total 128486:								.00		2,087.88
128487										
09/20	09/11/2020	128487	1971	PERGANDE, LINDSEY	200908	1	01-46723	.00	35.00	35.00
Total 128487:								.00		35.00
128488										
09/20	09/11/2020	128488	1976	POTTER, JAMIE	200908	1	01-46723	.00	35.00	35.00
Total 128488:								.00		35.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
128489										
09/20	09/11/2020	128489	550	REINDERS INC	1733105-00	1	01-55200-3500	.00	3,227.23	3,227.23
09/20	09/11/2020	128489	550	REINDERS INC	1847242-00	1	01-55200-3500	.00	47.19	47.19
09/20	09/11/2020	128489	550	REINDERS INC	6000228-00	1	01-55200-3500	.00	2,767.68	2,767.68
Total 128489:								.00		6,042.10
128490										
09/20	09/11/2020	128490	1979	ROWE, AHRIAZ	200908	1	01-46723	.00	35.00	35.00
Total 128490:								.00		35.00
128491										
09/20	09/11/2020	128491	1577	RUNNING INC.	23341	1	11-46350	.00	21,162.25-	21,162.25-
09/20	09/11/2020	128491	1577	RUNNING INC.	23341	2	11-53520-3400	.00	53,316.22	53,316.22
Total 128491:								.00		32,153.97
128492										
09/20	09/11/2020	128492	1974	SCHNEIDER, SARAH	200908	1	01-46723	.00	70.00	70.00
Total 128492:								.00		70.00
128493										
09/20	09/11/2020	128493	594	ST. JOSEPH EQUIPMENT INC	P46061	1	01-53311-3502	.00	210.84	210.84
Total 128493:								.00		210.84
128494										
09/20	09/11/2020	128494	1972	STEWART, JADE	200908	1	01-46723	.00	45.00	45.00
Total 128494:								.00		45.00
128495										
09/20	09/11/2020	128495	1978	SULLIVAN, AMANDA	200908	1	01-46723	.00	80.00	80.00
Total 128495:								.00		80.00

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128496										
09/20	09/11/2020	128496	622	THE STATION FLORAL & GIFTS	000719	1	01-51100-3400	.00	40.00	40.00
09/20	09/11/2020	128496	622	THE STATION FLORAL & GIFTS	000728	1	01-51100-3400	.00	60.00	60.00
Total 128496:								.00		100.00
128497										
09/20	09/11/2020	128497	623	THE TROPHY PLACE INC	2093	1	01-51100-3400	.00	100.00	100.00
Total 128497:								.00		100.00
128498										
09/20	09/11/2020	128498	676	ULINE INC	123899376	1	12-55500-3400	.00	153.46	153.46
Total 128498:								.00		153.46
128499										
09/20	09/11/2020	128499	699	VERIZON	9861918067	1	03-52300-2230	.00	256.85	256.85
Total 128499:								.00		256.85
128500										
09/20	09/11/2020	128500	1967	WI STATE RABBIT BREEDERS A	20200908	1	01-23010	.00	250.00	250.00
Total 128500:								.00		250.00
128501										
09/20	09/11/2020	128501	1981	ZAREMBA, BREANNE	200908	1	01-46723	.00	45.00	45.00
Total 128501:								.00		45.00
128502										
09/20	09/17/2020	128502	30	ALLIANT ENERGY/WPL	200917	1	01-53311-2210	.00	91.37	91.37
09/20	09/17/2020	128502	30	ALLIANT ENERGY/WPL	200917	2	01-53420-2900	.00	9,754.51	9,754.51
09/20	09/17/2020	128502	30	ALLIANT ENERGY/WPL	200917	3	01-51600-2210	.00	1,552.55	1,552.55
09/20	09/17/2020	128502	30	ALLIANT ENERGY/WPL	200917	4	02-56910-2210	.00	43.55	43.55
09/20	09/17/2020	128502	30	ALLIANT ENERGY/WPL	200917	5	01-55402-2210	.00	43.09	43.09
09/20	09/17/2020	128502	30	ALLIANT ENERGY/WPL	200917	6	01-55402-2210	.00	608.24	608.24
09/20	09/17/2020	128502	30	ALLIANT ENERGY/WPL	200917	7	01-55300-2210	.00	26.67	26.67

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
09/20	09/17/2020	128502	30	ALLIANT ENERGY/WPL	200917	8	01-55300-2210	.00	17.37	17.37
09/20	09/17/2020	128502	30	ALLIANT ENERGY/WPL	200917	9	01-55200-2210	.00	35.69	35.69
09/20	09/17/2020	128502	30	ALLIANT ENERGY/WPL	200917	10	03-52300-2210	.00	384.49	384.49
09/20	09/17/2020	128502	30	ALLIANT ENERGY/WPL	200917	11	01-52100-2210	.00	1,981.50	1,981.50
09/20	09/17/2020	128502	30	ALLIANT ENERGY/WPL	200917	12	01-52100-2210	.00	16.69	16.69
09/20	09/17/2020	128502	30	ALLIANT ENERGY/WPL	200917	13	01-52900-2210	.00	39.82	39.82
09/20	09/17/2020	128502	30	ALLIANT ENERGY/WPL	200917	14	01-52200-2210	.00	286.99	286.99
09/20	09/17/2020	128502	30	ALLIANT ENERGY/WPL	200917	15	12-55500-2210	.00	660.05	660.05
09/20	09/17/2020	128502	30	ALLIANT ENERGY/WPL	200917	16	12-55500-2210	.00	29.57	29.57
09/20	09/17/2020	128502	30	ALLIANT ENERGY/WPL	200917	17	01-53510-2210	.00	309.18	309.18
09/20	09/17/2020	128502	30	ALLIANT ENERGY/WPL	200917	18	01-55200-2210	.00	674.87	674.87
09/20	09/17/2020	128502	30	ALLIANT ENERGY/WPL	200917	19	01-55401-2210	.00	1,589.19	1,589.19
09/20	09/17/2020	128502	30	ALLIANT ENERGY/WPL	200917	20	01-53311-2210	.00	136.60	136.60
09/20	09/17/2020	128502	30	ALLIANT ENERGY/WPL	2009172	1	10-55110-2210	.00	571.28	571.28
Total 128502:								.00		18,853.27
128503										
09/20	09/17/2020	128503	218	BAUMGART, EMIL	2008	1	01-52400-2100	.00	500.00	500.00
Total 128503:								.00		500.00
128504										
09/20	09/17/2020	128504	2	BENEFIT PLAN ADMINISTRATO	4139	1	01-51980-3400	.00	142.50	142.50
Total 128504:								.00		142.50
128505										
09/20	09/17/2020	128505	81	BERNIE BUCHNER INC	865467	1	01-51600-3500	.00	480.00-	480.00-
09/20	09/17/2020	128505	81	BERNIE BUCHNER INC	865504	1	01-51600-3500	.00	1,471.84	1,471.84
09/20	09/17/2020	128505	81	BERNIE BUCHNER INC	865655	1	01-51600-3500	.00	3,161.39	3,161.39
Total 128505:								.00		4,153.23
128506										
09/20	09/17/2020	128506	128	CENTURYLINK	301313478-2	1	01-55401-2230	.00	91.65	91.65
09/20	09/17/2020	128506	128	CENTURYLINK	301313478-2	2	01-55300-2230	.00	91.64	91.64
09/20	09/17/2020	128506	128	CENTURYLINK	301313479-2	1	01-55200-2230	.00	40.83	40.83
09/20	09/17/2020	128506	128	CENTURYLINK	467438700-2	1	01-55401-2230	.00	1.59	1.59

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Total 128506:								.00		225.71
128507										
09/20	09/17/2020	128507	129	CHARTER COMMUNICATIONS	0002525090	1	03-52300-2230	.00	280.40	280.40
09/20	09/17/2020	128507	129	CHARTER COMMUNICATIONS	0005916090	1	01-52100-2230	.00	57.73	57.73
09/20	09/17/2020	128507	129	CHARTER COMMUNICATIONS	0005916090	2	01-51420-2900	.00	57.72	57.72
Total 128507:								.00		395.85
128508										
09/20	09/17/2020	128508	436	CONSOLIDATED ENERGY COM	119/2009	1	01-55200-3400	.00	854.34	854.34
09/20	09/17/2020	128508	436	CONSOLIDATED ENERGY COM	121/2009	1	01-53311-3401	.00	2,794.39	2,794.39
09/20	09/17/2020	128508	436	CONSOLIDATED ENERGY COM	415/2009	1	03-52300-3400	.00	3,196.45	3,196.45
09/20	09/17/2020	128508	436	CONSOLIDATED ENERGY COM	416/2009	1	01-52200-3400	.00	319.73	319.73
Total 128508:								.00		7,164.91
128509										
09/20	09/17/2020	128509	220	EO JOHNSON CO	INV810867	1	01-52400-3200	.00	150.00	150.00
Total 128509:								.00		150.00
128510										
09/20	09/17/2020	128510	1656	FAMILY SUPPORT REGISTRY	200911	1	01-21590	.00	275.53	275.53
Total 128510:								.00		275.53
128511										
09/20	09/17/2020	128511	274	GERKE EXCAVATING INC	41964	1	01-53311-3404	.00	558.00	558.00
Total 128511:								.00		558.00
128512										
09/20	09/17/2020	128512	337	IRONCORE INC	IC44617	1	01-57190-8300	.00	1,079.62	1,079.62
Total 128512:								.00		1,079.62

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128513										
09/20	09/17/2020	128513	395	LEMONWEIR VALLEY TELEPHO	631700-2009	1	01-53510-2240	.00	89.90	89.90
09/20	09/17/2020	128513	395	LEMONWEIR VALLEY TELEPHO	721400-2009	1	01-55200-2240	.00	89.90	89.90
Total 128513:								.00		179.80
128514										
09/20	09/17/2020	128514	1557	LEXISNEXIS RISK DATA MANAG	1679640-202	1	01-51520-2900	.00	66.95	66.95
09/20	09/17/2020	128514	1557	LEXISNEXIS RISK DATA MANAG	1679640-202	2	03-52300-2900	.00	66.95	66.95
Total 128514:								.00		133.90
128515										
09/20	09/17/2020	128515	1987	MARC	0698386-IN	1	01-53311-3408	.00	193.05	193.05
Total 128515:								.00		193.05
128516										
09/20	09/17/2020	128516	499	OAKDALE ELECTRIC COOPERA	30198001-20	1	01-53420-2900	.00	343.00	343.00
Total 128516:								.00		343.00
128517										
09/20	09/17/2020	128517	658	TOMAH WATER & SEWER UTILI	200917	1	10-55110-2220	.00	126.98	126.98
09/20	09/17/2020	128517	658	TOMAH WATER & SEWER UTILI	200917	2	01-52100-2220	.00	195.06	195.06
09/20	09/17/2020	128517	658	TOMAH WATER & SEWER UTILI	200917	3	01-52200-2220	.00	33.54	33.54
09/20	09/17/2020	128517	658	TOMAH WATER & SEWER UTILI	200917	4	01-55300-2220	.00	136.09	136.09
09/20	09/17/2020	128517	658	TOMAH WATER & SEWER UTILI	200917	5	01-55402-2220	.00	3,395.69	3,395.69
09/20	09/17/2020	128517	658	TOMAH WATER & SEWER UTILI	200917	6	03-52300-2220	.00	133.30	133.30
09/20	09/17/2020	128517	658	TOMAH WATER & SEWER UTILI	200917	7	12-55500-2200	.00	86.48	86.48
09/20	09/17/2020	128517	658	TOMAH WATER & SEWER UTILI	200917	8	01-55200-2220	.00	843.82	843.82
09/20	09/17/2020	128517	658	TOMAH WATER & SEWER UTILI	200917	9	01-55401-2220	.00	880.43	880.43
09/20	09/17/2020	128517	658	TOMAH WATER & SEWER UTILI	200917	10	01-53510-2220	.00	23.27	23.27
09/20	09/17/2020	128517	658	TOMAH WATER & SEWER UTILI	200917	11	01-51600-2220	.00	319.40	319.40
09/20	09/17/2020	128517	658	TOMAH WATER & SEWER UTILI	200917	12	01-53311-2220	.00	252.91	252.91
09/20	09/17/2020	128517	658	TOMAH WATER & SEWER UTILI	200917	13	01-55200-2220	.00	266.60	266.60
Total 128517:								.00		6,693.57

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128518										
09/20	09/17/2020	128518	699	VERIZON	9861746175	1	01-15610	.00	110.68	110.68
09/20	09/17/2020	128518	699	VERIZON	9861746175	2	01-15620	.00	93.01	93.01
09/20	09/17/2020	128518	699	VERIZON	9861746175	3	01-51600-2230	.00	15.00	15.00
09/20	09/17/2020	128518	699	VERIZON	9861746175	4	01-53311-2230	.00	42.67	42.67
09/20	09/17/2020	128518	699	VERIZON	9861746175	5	01-53311-2230	.00	17.67	17.67
09/20	09/17/2020	128518	699	VERIZON	9861746175	6	01-53100-2230	.00	20.11	20.11
09/20	09/17/2020	128518	699	VERIZON	9861746175	7	01-53100-2230	.00	7.56	7.56
09/20	09/17/2020	128518	699	VERIZON	9861746175	8	01-53311-3402	.00	12.67	12.67
09/20	09/17/2020	128518	699	VERIZON	9861746175	9	01-52200-2230	.00	17.67	17.67
09/20	09/17/2020	128518	699	VERIZON	9861746175	10	01-52200-2230	.00	111.02	111.02
09/20	09/17/2020	128518	699	VERIZON	9861746175	11	01-52400-2230	.00	80.64	80.64
09/20	09/17/2020	128518	699	VERIZON	9861746175	12	01-55200-2230	.00	73.31	73.31
Total 128518:								.00		602.01
128519										
09/20	09/17/2020	128519	721	WE ENERGIES	200917	1	01-55402-2200	.00	856.07	856.07
09/20	09/17/2020	128519	721	WE ENERGIES	200917	2	12-55500-2200	.00	9.57	9.57
09/20	09/17/2020	128519	721	WE ENERGIES	200917	3	01-52200-2200	.00	17.46	17.46
09/20	09/17/2020	128519	721	WE ENERGIES	200917	4	03-52300-2220	.00	3.31	3.31
09/20	09/17/2020	128519	721	WE ENERGIES	200917	5	10-55110-2200	.00	28.62	28.62
09/20	09/17/2020	128519	721	WE ENERGIES	200917	6	01-53510-2200	.00	9.57	9.57
09/20	09/17/2020	128519	721	WE ENERGIES	200917	7	01-51600-2200	.00	63.62	63.62
09/20	09/17/2020	128519	721	WE ENERGIES	200917	8	01-53311-2200	.00	10.03	10.03
09/20	09/17/2020	128519	721	WE ENERGIES	200917	9	01-53311-2200	.00	35.35	35.35
09/20	09/17/2020	128519	721	WE ENERGIES	200917	10	01-53311-2200	.00	24.65	24.65
09/20	09/17/2020	128519	721	WE ENERGIES	200917	11	01-52100-2200	.00	149.95	149.95
09/20	09/17/2020	128519	721	WE ENERGIES	200917	12	01-55402-2200	.00	509.00	509.00
09/20	09/17/2020	128519	721	WE ENERGIES	200917	13	01-55402-2200	.00	23.04	23.04
09/20	09/17/2020	128519	721	WE ENERGIES	200917	14	01-55401-2200	.00	48.70	48.70
09/20	09/17/2020	128519	721	WE ENERGIES	200917	15	01-55200-2200	.00	49.42	49.42
Total 128519:								.00		1,838.36
128520										
09/20	09/17/2020	128520	749	WI SCTF	200911	1	01-21590	.00	848.08	848.08

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Total 128520:								.00		848.08
128521										
09/20	09/21/2020	128521	192	DENNY'S TRUCK & AUTO SERVI	19867	1	11-53520-3400	.00	44.50	44.50
Total 128521:								.00		44.50
128522										
09/20	09/21/2020	128522	206	DWD-UI	200921	1	01-51931-5160	.00	252.00	252.00
09/20	09/21/2020	128522	206	DWD-UI	200921	2	01-51938-5160	.00	44.51	44.51
09/20	09/21/2020	128522	206	DWD-UI	200921	3	03-52300-5160	.00	14.09	14.09
Total 128522:								.00		310.60
128523										
09/20	09/21/2020	128523	454	MONROE CO TREASURER	200921	1	01-24412	.00	4.47	4.47
09/20	09/21/2020	128523	454	MONROE CO TREASURER	200921	2	01-24412	.00	367.29	367.29
Total 128523:								.00		371.76
128524										
09/20	09/21/2020	128524	577	SECURIAN FINANCIAL GROUP I	200921	1	01-21530	.00	2,555.40	2,555.40
Total 128524:								.00		2,555.40
128525										
09/20	09/25/2020	128525	11	ACE HARDWARE	592453	1	01-53311-3502	.00	41.57	41.57
09/20	09/25/2020	128525	11	ACE HARDWARE	592461	1	01-51600-3500	.00	103.17	103.17
09/20	09/25/2020	128525	11	ACE HARDWARE	592484	1	01-53311-3405	.00	19.12	19.12
09/20	09/25/2020	128525	11	ACE HARDWARE	592494	1	01-53311-3405	.00	12.80-	12.80-
09/20	09/25/2020	128525	11	ACE HARDWARE	592618	1	01-51600-3400	.00	7.99	7.99
09/20	09/25/2020	128525	11	ACE HARDWARE	592817	1	01-51600-3400	.00	39.90	39.90
09/20	09/25/2020	128525	11	ACE HARDWARE	592836	1	01-51600-3400	.00	49.98	49.98
09/20	09/25/2020	128525	11	ACE HARDWARE	592865	1	01-52200-3400	.00	7.98	7.98
09/20	09/25/2020	128525	11	ACE HARDWARE	592871	1	01-53311-3502	.00	1.20	1.20
Total 128525:								.00		258.11

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128526										
09/20	09/25/2020	128526	24	AIRGAS USA LLC	9973045933	1	01-53311-3500	.00	98.97	98.97
Total 128526:								.00		98.97
128527										
09/20	09/25/2020	128527	27	ALL AMERICAN DO-IT CENTER	O03-363626	1	01-53311-3405	.00	115.77	115.77
09/20	09/25/2020	128527	27	ALL AMERICAN DO-IT CENTER	O03-367425	1	01-53311-3405	.00	52.69	52.69
Total 128527:								.00		168.46
128528										
09/20	09/25/2020	128528	30	ALLIANT ENERGY/WPL	4498340000-	1	01-53420-2900	.00	16.70	16.70
Total 128528:								.00		16.70
128529										
09/20	09/25/2020	128529	34	ALLSTATE PETERBILT OF TOM	5203110241	1	01-53620-3500	.00	1,189.84	1,189.84
09/20	09/25/2020	128529	34	ALLSTATE PETERBILT OF TOM	5204150292	1	01-53311-3512	.00	84.44	84.44
Total 128529:								.00		1,274.28
128530										
09/20	09/25/2020	128530	61	AUTO VALUE TOMAH	522154609	1	01-53311-3502	.00	77.36	77.36
Total 128530:								.00		77.36
128531										
09/20	09/25/2020	128531	1145	AXON ENTERPRISE INC	SI-1683013	1	01-52100-2900	.00	2,808.00	2,808.00
Total 128531:								.00		2,808.00
128532										
09/20	09/25/2020	128532	1735	BOB HONEL	200922	1	12-55500-3410	.00	50.00	50.00
Total 128532:								.00		50.00
128533										
09/20	09/25/2020	128533	96	BOUND TREE MEDICAL LLC	83755208	1	03-52300-3400	.00	1,472.34	1,472.34

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09/20	09/25/2020	128533	96	BOUND TREE MEDICAL LLC	83758486	1	03-52300-3400	.00	527.22	527.22
09/20	09/25/2020	128533	96	BOUND TREE MEDICAL LLC	83762059	1	03-52300-3400	.00	611.89	611.89
Total 128533:								.00		2,611.45
128534										
09/20	09/25/2020	128534	102	BRENENGEN CHRYSLER FORD	34252	1	03-52300-3500	.00	423.30	423.30
09/20	09/25/2020	128534	102	BRENENGEN CHRYSLER FORD	34286	1	01-52100-3500	.00	100.25	100.25
Total 128534:								.00		523.55
128535										
09/20	09/25/2020	128535	128	CENTURYLINK	301310967-2	1	01-52100-2230	.00	24.00	24.00
Total 128535:								.00		24.00
128536										
09/20	09/25/2020	128536	127	CENTURYLINK BUSINESS SER	150394420	1	01-51420-2230	.00	27.96	27.96
09/20	09/25/2020	128536	127	CENTURYLINK BUSINESS SER	150394420	2	01-52100-2230	.00	44.64	44.64
09/20	09/25/2020	128536	127	CENTURYLINK BUSINESS SER	150394420	3	01-15620	.00	1.79	1.79
09/20	09/25/2020	128536	127	CENTURYLINK BUSINESS SER	150394420	4	01-15610	.00	.42	.42
Total 128536:								.00		74.81
128537										
09/20	09/25/2020	128537	1575	CHEMSEARCH	7077331	1	01-53311-3402	.00	438.50	438.50
Total 128537:								.00		438.50
128538										
09/20	09/25/2020	128538	157	COMPLETE OFFICE OF WISCO	754280	1	01-51420-3100	.00	14.98	14.98
Total 128538:								.00		14.98
128539										
09/20	09/25/2020	128539	1584	DAKOTA SUPPLY GROUP	S100406452.	1	01-53510-3400	.00	82.72	82.72
Total 128539:								.00		82.72

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128540										
09/20	09/25/2020	128540	1737	DAVID "DJ" JONES	201001	1	12-55500-3410	.00	50.00	50.00
Total 128540:								.00		50.00
128541										
09/20	09/25/2020	128541	216	EMERGENCY MEDICAL PRODU	2194653	1	03-52300-3400	.00	9.25	9.25
09/20	09/25/2020	128541	216	EMERGENCY MEDICAL PRODU	2196391	1	03-52300-3400	.00	29.58	29.58
09/20	09/25/2020	128541	216	EMERGENCY MEDICAL PRODU	2196983	1	03-52300-3400	.00	1,564.21	1,564.21
Total 128541:								.00		1,603.04
128542										
09/20	09/25/2020	128542	220	EO JOHNSON CO	INV819493	1	01-53311-2900	.00	87.00	87.00
09/20	09/25/2020	128542	220	EO JOHNSON CO	INV820865	1	01-52400-3400	.00	93.05	93.05
Total 128542:								.00		180.05
128543										
09/20	09/25/2020	128543	225	EVANS PRINT + MEDIA GROUP	46720	1	01-56900-3200	.00	46.38	46.38
09/20	09/25/2020	128543	225	EVANS PRINT + MEDIA GROUP	6484-2020	1	01-53311-3200	.00	49.00	49.00
Total 128543:								.00		95.38
128544										
09/20	09/25/2020	128544	226	EVEREST EMERGENCY VEHICL	P05118	1	03-52300-3500	.00	85.84	85.84
Total 128544:								.00		85.84
128545										
09/20	09/25/2020	128545	1603	EWALD'S HARTFORD FORD LL	36412	1	08-57210-8400	.00	32,869.00	32,869.00
Total 128545:								.00		32,869.00
128546										
09/20	09/25/2020	128546	1882	FABICK CAT	PILC001719	1	01-53311-3402	.00	167.07	167.07
09/20	09/25/2020	128546	1882	FABICK CAT	PILC001719	1	01-53311-3402	.00	48.87	48.87
09/20	09/25/2020	128546	1882	FABICK CAT	SIEP000176	1	01-51600-3500	.00	814.63	814.63

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Total 128546:								.00		1,030.57
128547										
09/20	09/25/2020	128547	232	FAHRNER ASPHALT SEALERS L	8300007304	1	01-53311-3404	.00	21,897.12	21,897.12
Total 128547:								.00		21,897.12
128548										
09/20	09/25/2020	128548	241	FARRELL EQUIPMENT & SUPPL	INV00000000	1	01-53311-3405	.00	2,415.00	2,415.00
Total 128548:								.00		2,415.00
128549										
09/20	09/25/2020	128549	242	FASTENAL COMPANY	WITOM1957	1	01-53311-3402	.00	215.91	215.91
09/20	09/25/2020	128549	242	FASTENAL COMPANY	WITOM1959	1	01-53311-3409	.00	133.47	133.47
Total 128549:								.00		349.38
128550										
09/20	09/25/2020	128550	247	FIRE PROTECTION SPECIALIST	1144551564	1	01-51600-2900	.00	60.20	60.20
Total 128550:								.00		60.20
128551										
09/20	09/25/2020	128551	255	FIRST SUPPLY LLC-LA CROSSE	3025911-00	1	01-55401-3500	.00	347.14	347.14
Total 128551:								.00		347.14
128552										
09/20	09/25/2020	128552	274	GERKE EXCAVATING INC	200922	1	18-57331-8553	.00	58,743.70	58,743.70
Total 128552:								.00		58,743.70
128553										
09/20	09/25/2020	128553	275	GHD SERVICES INC	1075345	1	01-53630-2100	.00	3,496.16	3,496.16
Total 128553:								.00		3,496.16

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
128554										
09/20	09/25/2020	128554	284	GRANGERS LLC	164674	1	01-53311-3512	.00	100.00	100.00
Total 128554:								.00		100.00
128555										
09/20	09/25/2020	128555	287	GRAY ELECTRIC LLC	27974	1	01-53311-3508	.00	6,460.00	6,460.00
Total 128555:								.00		6,460.00
128556										
09/20	09/25/2020	128556	634	GREATER TOMAH AREA CHAM	200925	1	16-21101	.00	18,000.65	18,000.65
Total 128556:								.00		18,000.65
128557										
09/20	09/25/2020	128557	305	HARTJE TIRE & SERVICE CENT	40-77318	1	01-53311-3501	.00	265.92	265.92
Total 128557:								.00		265.92
128558										
09/20	09/25/2020	128558	311	HILLSBORO EQUIPMENT INC	199318	1	01-53311-3402	.00	567.12	567.12
09/20	09/25/2020	128558	311	HILLSBORO EQUIPMENT INC	212013	1	01-53311-3502	.00	79.69	79.69
Total 128558:								.00		646.81
128559										
09/20	09/25/2020	128559	313	HILTI INC	4616422488	1	01-53311-3502	.00	559.68	559.68
Total 128559:								.00		559.68
128560										
09/20	09/25/2020	128560	317	HOLIDAY WHOLESALE	9508339	1	01-52100-3550	.00	85.90	85.90
09/20	09/25/2020	128560	317	HOLIDAY WHOLESALE	9515884	1	01-52100-3550	.00	96.30	96.30
Total 128560:								.00		182.20
128561										
09/20	09/25/2020	128561	1290	INTERNATIONAL CODE COUNC	3288092	1	01-52400-3250	.00	145.00	145.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 128561:								.00		145.00
128562										
09/20	09/25/2020	128562	1989	INTERSTATE POWER SYSTEMS	144541-2008	1	01-53311-3512	.00	1,895.00	1,895.00
Total 128562:								.00		1,895.00
128563										
09/20	09/25/2020	128563	1526	ISTATE TRUCK CENTER	C271044415:	1	01-53311-3512	.00	81.51	81.51
09/20	09/25/2020	128563	1526	ISTATE TRUCK CENTER	C271044533:	1	01-53311-3512	.00	44.18	44.18
Total 128563:								.00		125.69
128564										
09/20	09/25/2020	128564	1092	JESSIFFANY CANIE SERVICES	20-069	1	01-52140-3400	.00	150.00	150.00
Total 128564:								.00		150.00
128565										
09/20	09/25/2020	128565	387	LARKIN'S GMC INC	75790	1	03-52300-3500	.00	109.48	109.48
09/20	09/25/2020	128565	387	LARKIN'S GMC INC	75929	1	03-52300-3500	.00	73.88	73.88
09/20	09/25/2020	128565	387	LARKIN'S GMC INC	75936	1	03-52300-3500	.00	109.88	109.88
Total 128565:								.00		293.24
128566										
09/20	09/25/2020	128566	841	LARSON, AARON	20200910	1	10-57610-8360	.00	2,010.00	2,010.00
Total 128566:								.00		2,010.00
128567										
09/20	09/25/2020	128567	390	LAWSON PRODUCTS INC	9307860611	1	01-53311-3402	.00	40.64	40.64
Total 128567:								.00		40.64
128568										
09/20	09/25/2020	128568	1557	LEXISNEXIS RISK DATA MANAG	1378284-202	1	01-52100-2900	.00	33.00	33.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 128568:								.00		33.00
128569										
09/20	09/25/2020	128569	1391	LOFFLER COMPANIES	3527282	1	01-51520-2900	.00	62.25	62.25
Total 128569:								.00		62.25
128570										
09/20	09/25/2020	128570	1155	MARTEN'S FLOOR COVERING I	200831	1	01-51600-3500	.00	3,000.00	3,000.00
09/20	09/25/2020	128570	1155	MARTEN'S FLOOR COVERING I	20200821	1	01-51600-3500	.00	3,629.00	3,629.00
Total 128570:								.00		6,629.00
128571										
09/20	09/25/2020	128571	416	MATHY CONSTRUCTION COMP	5200018446	1	01-53311-3404	.00	956.96	956.96
09/20	09/25/2020	128571	416	MATHY CONSTRUCTION COMP	5200018482	1	01-53311-3404	.00	1,387.47	1,387.47
09/20	09/25/2020	128571	416	MATHY CONSTRUCTION COMP	5200018518	1	01-53311-3404	.00	2,586.14	2,586.14
09/20	09/25/2020	128571	416	MATHY CONSTRUCTION COMP	5700006078	1	01-53311-3404	.00	4,833.60	4,833.60
Total 128571:								.00		9,764.17
128572										
09/20	09/25/2020	128572	464	MCKESSON MEDICAL-SURGIC	17030425	1	03-52300-3400	.00	459.72	459.72
Total 128572:								.00		459.72
128573										
09/20	09/25/2020	128573	425	MECA SPORTSWEAR INC	SIP191921	1	01-55402-3400	.00	746.00	746.00
Total 128573:								.00		746.00
128574										
09/20	09/25/2020	128574	1988	MENARD DRYWALL LLC	5140	1	01-51600-3500	.00	880.00	880.00
Total 128574:								.00		880.00
128575										
09/20	09/25/2020	128575	444	MODERN DISPOSAL SYSTEMS	500,111439	1	01-53635-2900	.00	4,332.04	4,332.04

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 128575:								.00		4,332.04
128576										
09/20	09/25/2020	128576	447	MONROE CO CLERK OF COUR	200925	1	01-23301	.00	250.00	250.00
Total 128576:								.00		250.00
128577										
09/20	09/25/2020	128577	460	MONROE CO REGISTER OF DE	4017253	1	04-56600-3200	.00	30.00	30.00
Total 128577:								.00		30.00
128578										
09/20	09/25/2020	128578	1990	MORTON SALT	5402139928	1	01-53311-3403	.00	6,354.91	6,354.91
09/20	09/25/2020	128578	1990	MORTON SALT	5402140733	1	01-53311-3403	.00	34,943.55	34,943.55
Total 128578:								.00		41,298.46
128579										
09/20	09/25/2020	128579	467	MSA PROFESSIONAL SERVICE	R00067007.0	1	01-56900-2100	.00	1,035.50	1,035.50
09/20	09/25/2020	128579	467	MSA PROFESSIONAL SERVICE	R00067007.0	2	14-56700-2100	.00	369.50	369.50
Total 128579:								.00		1,405.00
128580										
09/20	09/25/2020	128580	475	NAPA - CENTRAL WISCONSIN A	601053	1	01-53311-3402	.00	6.29	6.29
09/20	09/25/2020	128580	475	NAPA - CENTRAL WISCONSIN A	601389	1	01-53311-3402	.00	244.16	244.16
09/20	09/25/2020	128580	475	NAPA - CENTRAL WISCONSIN A	601568	1	01-53311-3502	.00	46.24	46.24
09/20	09/25/2020	128580	475	NAPA - CENTRAL WISCONSIN A	601580	1	01-53311-3402	.00	7.37	7.37
09/20	09/25/2020	128580	475	NAPA - CENTRAL WISCONSIN A	601715	1	01-53311-3502	.00	23.98	23.98
09/20	09/25/2020	128580	475	NAPA - CENTRAL WISCONSIN A	601962	1	01-53311-3502	.00	272.12	272.12
09/20	09/25/2020	128580	475	NAPA - CENTRAL WISCONSIN A	602094	1	01-53311-3402	.00	43.24	43.24
09/20	09/25/2020	128580	475	NAPA - CENTRAL WISCONSIN A	602100	1	01-53311-3502	.00	252.12	252.12
Total 128580:								.00		895.52
128581										
09/20	09/25/2020	128581	469	PENNY J. PRECOUR ATTORNE	4854	1	08-57210-8300	.00	245.00	245.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
09/20	09/25/2020	128581	469	PENNY J. PRECOUR ATTORNE	4856	1	01-51300-2100	.00	157.50	157.50
09/20	09/25/2020	128581	469	PENNY J. PRECOUR ATTORNE	4858	1	01-51300-2100	.00	73.00	73.00
09/20	09/25/2020	128581	469	PENNY J. PRECOUR ATTORNE	4864	1	01-51300-2100	.00	280.00	280.00
Total 128581:								.00		755.50
128582										
09/20	09/25/2020	128582	557	RIVER CITY READY MIX INC	41297	1	01-53441-3400	.00	67.00	67.00
Total 128582:								.00		67.00
128583										
09/20	09/25/2020	128583	1189	RUNDE METAL RECYCLING-TO	02692	1	01-53635-2900	.00	189.00	189.00
Total 128583:								.00		189.00
128584										
09/20	09/25/2020	128584	572	SCHAEFFER MANUFACTURING	PC7411-INV1	1	01-53311-3402	.00	904.56	904.56
Total 128584:								.00		904.56
128585										
09/20	09/25/2020	128585	1736	SKIP JONES	200925	1	12-55500-3410	.00	150.00	150.00
Total 128585:								.00		150.00
128586										
09/20	09/25/2020	128586	1122	STEAM-A-WAY CLEANING CO I	200810	1	01-51600-3500	.00	1,698.88	1,698.88
Total 128586:								.00		1,698.88
128587										
09/20	09/25/2020	128587	611	TAPCO	I677324	1	01-53311-3405	.00	518.93	518.93
09/20	09/25/2020	128587	611	TAPCO	I678214	1	01-53311-3405	.00	692.30	692.30
Total 128587:								.00		1,211.23
128588										
09/20	09/25/2020	128588	637	TOMAH AREA SCHOOL DISTRIC	200925	1	01-24600	.00	1,183.22	1,183.22

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 128588:								.00		1,183.22
128589										
09/20	09/25/2020	128589	639	TOMAH CASH STORE	71181	1	01-53311-3409	.00	169.99	169.99
Total 128589:								.00		169.99
128590										
09/20	09/25/2020	128590	650	TOMAH POLICE DEPARTMENT	200908	1	01-52100-3100	.00	10.25	10.25
09/20	09/25/2020	128590	650	TOMAH POLICE DEPARTMENT	200925	1	01-52100-3100	.00	11.75	11.75
Total 128590:								.00		22.00
128591										
09/20	09/25/2020	128591	659	TOMAH WATER UTILITY	200731	1	08-57331-8500	.00	83,557.50	83,557.50
Total 128591:								.00		83,557.50
128592										
09/20	09/25/2020	128592	660	TOMAH WELDING & STEEL SUP	16701	1	01-53311-3500	.00	24.00	24.00
Total 128592:								.00		24.00
128593										
09/20	09/25/2020	128593	1828	UNITED HEALTHCARE	200918	1	03-13100	.00	1,248.00	1,248.00
Total 128593:								.00		1,248.00
128594										
09/20	09/25/2020	128594	707	WALMART COMMUNITY/SYNCB	200925	1	01-52100-3100	.00	2.88	2.88
09/20	09/25/2020	128594	707	WALMART COMMUNITY/SYNCB	200925	2	01-52100-3100	.00	19.52	19.52
09/20	09/25/2020	128594	707	WALMART COMMUNITY/SYNCB	200925	3	01-52100-3550	.00	36.51	36.51
09/20	09/25/2020	128594	707	WALMART COMMUNITY/SYNCB	200925	4	01-52140-3400	.00	49.90	49.90
09/20	09/25/2020	128594	707	WALMART COMMUNITY/SYNCB	200925	5	10-55110-3100	.00	7.94	7.94
Total 128594:								.00		116.75

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
128595										
09/20	09/25/2020	128595	1991	WILLERS, RICHARD	20200924	1	01-23010	.00	250.00	250.00
Total 128595:								.00		250.00
128596										
09/20	09/25/2020	128596	768	WISCONSIN METAL SALES INC	405762	1	01-53311-3502	.00	210.00	210.00
Total 128596:								.00		210.00
128597										
09/20	09/25/2020	128597	770	WOLF CONCRETE & CONSTRU	2020-11	1	01-53311-3405	.00	4,220.00	4,220.00
09/20	09/25/2020	128597	770	WOLF CONCRETE & CONSTRU	2020-12	1	01-53432-2900	.00	4,176.00	4,176.00
Total 128597:								.00		8,396.00
Grand Totals:								.00		465,727.28

Dated: _____

Mayor: _____ Murray, Mike

City Council: _____ Cram, Jeff

_____ Evans, Donna

_____ Peterson, Dean

_____ Kiefer, Lamont

_____ Gigous, Adam

_____ Scholze, Travis

_____ Yarrington, Richard

_____ Zabinski, Shawn

CITY OF TOMAH
STAFF COMMITTEE PREPARATION REPORT
October 13th, 2020

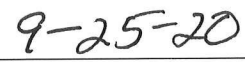
Agenda Item: Review and recommendation on amendments to Municipal Ordinance Section 52-209 Fences and hedges.

Summary and background information: Section 52-209 Fences and hedges does not address hedges within the ordinance therefore I propose removing the term hedges from the section title. Section 52-209 currently allows all fences in the rear and side yards be constructed to a maximum height of 6'. The 6' height limit while appropriate for most fence types may not be appropriate for metal mesh type fences as they create an industrial/commercial security look on residential properties. I recommend limiting the height of chain link or metal wire type fencing to a maximum height of 4 feet on properties with residential uses. (Ordinance sections attached)

Recommendation: The Plan Commission recommends modifying the current ordinance with the proposed amendment.



Zoning Administrator



Date

ORDINANCE NO. _____

**Ordinance Amending Chapter 52, Section 52-209 (b)(4) of the City of Tomah
Municipal Code Regarding Requirements - Fences**

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

SECTION ONE: Chapter 52 – Section 52-209 (b)(4) Fences and Hedges of the Municipal Code is hereby amended to read as follows:

Sec. 52-209. – Fences and hedges.

(b)(4) No fence exceeding six feet in height shall be erected, constructed or maintained on any premises in a residential zoning district. Security fences are permitted in all districts except residential districts, but shall not exceed ten feet in height and shall be of an open type similar to woven wire or wrought iron fencing. Fences exceeding six feet in height to a maximum height of eight feet installed for the purpose of providing visual screening for onsite utilities, dumpsters, or similar items may be allowed by the plan commission. Swimming pool fences are covered in section 52-210. Chain link or metal wire fences shall not exceed four feet in height on properties with residential uses.

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:

JoAnn M. Cram, City Clerk:

READ:

PASSED:

PUBLISHED:

CITY OF TOMAH
STAFF COMMITTEE PREPARATION REPORT
October 13th, 2020

Agenda Item: Review and recommendation regarding proposed amendments to Sections 52-14, 52-34, 52-40, & 52-80 of the City of Tomah Zoning Ordinance.

Summary and background information: Multifamily dwellings are currently listed as a conditional use permit in the R1-Single Family Residential district. Multifamily development in a single family residential district may not be compatible with potentially larger multifamily buildings. Define zero lot line use and add as a permitted use in the R2- One & Two Family Residential District. Remove Children's nurseries as a listed conditional use in residential districts as we already allow Family Child Care Centers as a conditional use in residential districts. Remove R-1 Single Family Residential District from the list of Residential Zoning Districts a roominghouse, boardinghouse etc. may apply for a conditional use permit.

Proposed ordinance amendment:

Sec. 52-14. - Definitions.

*Dwelling, two-family, (**Duplex**)* means a building designed, arranged or used for and occupied exclusively by two families living independently of each other.

*Dwelling, multiple, (**multifamily dwelling**)* means a building or portion thereof used or designated as a residence for three or more families as separate housekeeping units, including apartments, apartment hotels, group houses, adult foster homes and boardinghouses.

Zero lot line, means a lot created with no side yard setback on one side of the lot to create a shared building envelope between two lots sharing a single structure. The shared building envelope shall only be used to build or divide a duplex where the common wall between the two lots is built, or determined to be, the common boundary line between the two separate attached single-single family lots. No zero lot line can have more than one side yard with a zero setback. Zero lot line land divisions require City approval of a Certified Survey Map.

Sec. 52-34. - Residential districts.

(a) *R-1 single-family residential district.*

(1) *Established.* The R-1 district is established to delineate areas now developed with one-family detached dwellings and to delineate adjoining areas presently undeveloped or in agricultural usage likely to be developed for single-family use.

(2) *Principal use.* One-family dwellings except manufactured homes. Manufactured homes are permitted in the R-4 and R-5 districts only.

(3) *Conditional uses.* Home or office occupation, government and cultural, utilities, ~~transportation uses, and multifamily dwellings~~, agricultural use pursuant to section 52-82(8).

(4) Lot, building, yards. See schedule of regulations, section 52-40.

(b) *R-2 one- and two-family residential district.*

(1) *Established.* The R-2 district is established to delineate certain areas of land, both developed and undeveloped, with peculiar characteristics, such as presently existing one- and two-unit dwellings, proximity to commercial development or proximity to major streets and because of a probable continued demand for such dwelling accommodations which are well-designed, pleasant places in which to live.

(2) *Principal uses.* One- and two-family dwellings, **zero lot dwellings**, and all uses permitted in the R-1 district.

(3) *Conditional uses.* Public and quasi-public uses, planned residential developments, noncommercial meeting halls, nursing homes, home occupations, professional home offices, recreational uses and multifamily dwellings.

(4) *Lots, buildings, yards.* See schedule of regulations, section 52-40

(f) *R-6 zero lot line district.* (1) *Established.* The R-6 district is established to delineate areas of land, both developed and undeveloped, where duplexes may be sold as single-family homes.

(2) *Principal uses.* Single-family homes and duplexes.

(3) *Conditional uses.* There shall be no conditional permits issued in this district.

(4) *Lot, building, yard.* See schedule of regulations, section 52-40.

(5) *Standards of district.* The following standards shall be required of every R-6 district:

a. Each single-family home or unit of a duplex shall have its own water and sewer lateral.

- b. All plans and specifications shall be filed and approved by the building inspector.
- c. For duplexes sold as separate single-family homes, an appropriate agreement for any common walls shall be submitted to the city for review. Said agreement shall specifically provide for the maintenance of any common areas and facilities and include a procedure for the resolution of disputes regarding the maintenance of the structures and grounds. The agreement shall be signed and recorded with the county register of deeds as a covenant running with the land.

Sec. 52-40. - Schedule of regulations.

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

SCHEDULE OF REGULATIONS

			Minimum Yard Requirements (Ft.)									
	Lot Requirements		Principal Buildings			Accessory Buildings		Maximum Building Height				
Zone	Area in Sq. Ft.	Frontage in Ft.	Front	Each Side	Rear	Each Side	Rear	Stories	Feet	% Max. Lot Coverage	Min. Lot Area Per Dwelling	Use
R-6 Zero Lot Line	7,200	50	25	(c)(j) 10	30	(c) 3	3	2	30	40	3,600	Duplex; single family dwelling

- (c) Minimum side yard for street side of corner lot, 15 feet.
- (j) 0 feet on side of common wall with adjacent structure. Opposite interior side-yard setback shall be 10 feet

Sec. 52-80. - Residential uses.

The following residential and quasi-residential uses shall be conditional uses and may be permitted as specified:

(1) Planned residential developments, such as cluster developments in R-2 and R-3 residential districts. The district regulations may be varied, provided that adequate open space shall be provided so average intensity and density of land use shall be no greater than permitted for the district in which it is located. (See schedule of regulations, section 52-40.) Planned residential developments cannot be broken into separate units without approval of the planning commission.

(2) The following special provisions shall be complied with (see schedule of regulations, section 52-40):

- a. Clubs, fraternities, lodges and meeting places of a noncommercial nature in the R-2 and R-3 residential districts, provided all principal structures and uses are not less than 25 feet from any residential lot line.
- b. Rest homes, nursing homes, homes for the aged, and clinics in the R-2 and R-3 residential districts, provided all principal structures and uses are not less than 25 feet from any lot line. ~~Children's nurseries and Family Child Care day care-centers in R-1, R-2, and R-3 residential districts, provided all principal structures and uses are not less than 25 feet from any lot line, and in B, B-1, B-2 business districts, M-1, M-2, and M-3 industrial districts, and in I institutional district.~~
- c. Home occupations and professional offices in the R-1, R-2 and R-3 residential districts.
- d. Boardinghouses, roominghouses, and rooming unit in ~~R-1~~, R-2, and R-3 with a conditional use permit.

Recommendation: The Plan Commission recommend modifying the current ordinances with the proposed amendments.


Zoning Administrator

9-25-20
Date

ORDINANCE NO. _____

**Ordinance Amending Chapter 52, Sections 52-14, 52-34, 52-40, and 52-80 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: Chapter 52 – Section 52-14 Definitions of the Municipal Code is hereby amended to read as follows:

Sec. 52-14. - Definitions.

Dwelling, two-family, (Duplex) means a building designed, arranged or used for and occupied exclusively by two families living independently of each other.

Zero lot line, means a lot created with no side yard setback on one side of the lot to create a shared building envelope between two lots sharing a single structure. The shared building envelope shall only be used to build or divide a duplex where the common wall between the two lots is built, or determined to be, the common boundary line between the two separate attached single-single family lots. Zero lot line land divisions require City approval of a Certified Survey map.

SECTION TWO: Chapter 52 – Section 52-34 (a)(3) and (b)(2) Residential districts is hereby amended to read as follows:

(a) R-1 single-family residential district.

(1) Established. The R-1 district is established to delineate areas now developed with one-family detached dwellings and to delineate adjoining areas presently undeveloped or in agricultural usage likely to be developed for single-family use.

(2) Principal use. One-family dwellings except manufactured homes. Manufactured homes are permitted in the R-4 and R-5 districts only.

(3) Conditional uses. Home or office occupation, government and cultural, utilities, and agricultural use pursuant to section 52-82(8).

(4) Lot, building, yards. See schedule of regulations, section 52-40.

(b) R-2 one- and two-family residential district.

(1) *Established. The R-2 district is established to delineate certain areas of land, both developed and undeveloped, with peculiar characteristics, such as presently existing one- and two-unit dwellings, proximity to commercial development or proximity to major streets and because of a probable continued demand for such dwelling accommodations which are well-designed, pleasant places in which to live.*

(2) *Principal uses. One- and two-family dwellings, zero lot line dwellings, and all uses permitted in the R-1 district.*

(3) *Conditional uses. Public and quasi-public uses, planned residential developments, noncommercial meeting halls, nursing homes, home occupations, professional home offices, recreational uses and multifamily dwellings.*

(4) *Lots, buildings, yards. See schedule of regulations, section 52-40.*

SECTION THREE: Sec. 52-40. - Schedule of regulations is hereby amended to read as follows:

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

SCHEDULE OF REGULATIONS

			Minimum Yard Requirements (ft.)									
	Lot Requirements		Principal Buildings			Accessory Buildings		Maximum Building Height				
Zone	Area in Sq. Ft.	Frontage in Ft.	Front	Each Side	Rear	Each Side	Rear	Stories	Feet	% Max. Lot Coverage	Min. Lot Area Per Dwelling	Use
R-1 Residential	7,200	60	(ft) 25	(ft) 10	(ft) 30	(ft) 3	3	2	30	30	7,200	1-family dwelling
R-2 Residential	7,200	60	(ft) 25	(ft) 10	(ft) 30	(ft) 3	3	2	35	40	3,600	2-family dwelling
R-3 Residential	7,200	60	(ft) 25	(ft) 10	(ft) 20	(ft) 3	3	3	40	60	1,800	Multi-family dwelling
B Business	(a) 3,000	20	None	(ft) None	(ft) 10	None	10	3	45	95	—	General business
B-2 Business	20,000	100	50	25	30	10	10	3	45	50	—	Highway business
M-1 Industrial	20,000	100	25	(ft) 15	(ft) 20	10	10	3	45	50	(b)	Limited industrial
B-1 Office Business	10,000	75	25	15	10	10	10	3	45	75	—	Office business
R-6 Zero Lot Line	7,200	50	25	(ft) 10	30	(ft) 3	3	2	30	40	3,600	Duplex; single family dwelling

SECTION FOUR: Section 52-40 is hereby created to add (j) as follows:

(j) 0 feet on side of common wall with adjacent structure. Opposite interior side-yard setback shall be 10 feet.

SECTION FIVE: Sec. 52-80(2)b and 52-80(2)d- Residential uses are hereby amended to read as follows:

2) The following special provisions shall be complied with (see schedule of regulations, section 52-40):

- a. Clubs, fraternities, lodges and meeting places of a noncommercial nature in the R-2 and R-3 residential districts, provided all principal structures and uses are not less than 25 feet from any residential lot line.
- b. Rest homes, nursing homes, homes for the aged, and clinics in the R-2 and R-3 residential districts, provided all principal structures and uses are not less than 25 feet from any lot line. Family Child Care centers in R-1, R-2, and R-3 residential districts, and in B, B-1, B-2 business districts, M-1, M-2, and M-3 industrial districts, and in I institutional district.
- d. Boardinghouses, roominghouses, and rooming unit in R-2, and R-3 with a conditional use permit.

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

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

Michael Murray, Mayor

ATTEST:

JoAnn M. Cram, City Clerk:

READ:
PASSED:
PUBLISHED:

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Approval of Audit Engagement for 2020 with Clifton Larson Allen LLP.

Summary and Background Information:

(Appropriate Documentation Attached)

The City has had Hawkins Ash CPAs as our auditing firm for 9 years. It is a good practice to request proposals occasionally to make sure the City is getting the best price. We received proposals from 4 auditing firms. The proposals were reviewed by the Utility Department and the Finance Department. Two of the proposals were eliminated after the first review. Interviews were set up with Baker Tilly and with Clifton Larson Allen LLP. Both firms were good but all involved thought that Clifton Larson Allen LLP would be the best choice for us at this time. The cost breakdown sheet is included for your information. We did not feel the lowest cost firm would give us the service we required. We based our choices on what fit best for our needs.

Recommendation:

Approve and authorize the Mayor to sign the Audit Engagement for 2020 with Clifton Larson Allen LLP.


Julia Mann, City Treasurer

10/8/2020
Date



CliftonLarsonAllen LLP
CLAconnect.com

October 7, 2020

City Council and Management
City of Tomah
819 Superior Ave
Tomah, WI 54660

Dear Members of City Council and Management:

We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the audit and nonaudit services CliftonLarsonAllen LLP ("CLA," "we," "us," and "our") will provide for City of Tomah ("you," "your," or "the entity") for the year ended December 31, 2020.

Brock Geyen is responsible for the performance of the audit engagement.

Audit services

We will audit the financial statements of the governmental activities, the business-type activities, , each major fund, and the aggregate remaining fund information, which collectively comprise the basic financial statements of City of Tomah, as of and for the year ended December 31, 2020, and the related notes to the financial statements.

We will also evaluate and report on the presentation of the supplementary information accompanying the financial statements in relation to the financial statements as a whole.

Compilation and preparation services

We will prepare the Financial Report Form (Form C) of the City of Tomah as of and for the year ended December 31, 2020, to be included in the form prescribed by the Wisconsin Department of Revenue and perform a compilation engagement with respect to the prescribed form.

Nonaudit services

We will also provide the following nonaudit services:

- Preparation of a trial balance.
- Preparation of your financial statements and related notes.
- Preparation of adjusting journal entries.

Audit objectives

The objective of our audit is the expression of opinions about whether your basic financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America (U.S. GAAP). Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS) and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. We will apply certain limited procedures to the RSI in accordance with U.S. GAAS. However, we will not express an opinion or provide any assurance on the RSI because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. We will also perform procedures to enable us to express an opinion on whether the supplementary information) other than RSI accompanying the financial statements is fairly stated, in all material respects, in relation to the financial statements as a whole.

We will issue a written report upon completion of our audit of your financial statements. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming opinions on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express opinions or issue a report, or withdrawing from the engagement.

We will also provide a report (which does not include an opinion) on internal control related to the financial statements and on compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements, as required by *Government Auditing Standards*. The report on internal control over financial reporting and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the entity is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit conducted in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Auditor responsibilities, procedures, and limitations

We will conduct our audit in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards*. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements as a whole are free from material misstatement, whether due to fraud or error. An audit involves performing procedures to obtain sufficient appropriate audit evidence about the amounts and disclosures in the basic financial statements. The procedures

selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the basic financial statements. .

There is an unavoidable risk, because of the inherent limitations of an audit, together with the inherent limitations of internal control, that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with U.S. GAAS and *Government Auditing Standards*. Because we will not perform a detailed examination of all transactions, material misstatements, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity, may not be detected. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not require auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management and those charged with governance of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management and those charged with governance of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential.

In making our risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the basic financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting fraud or errors that are material to the financial statements and to preventing and detecting misstatements resulting from noncompliance with provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. An audit is not designed to provide assurance on internal control or to identify deficiencies, significant deficiencies, or material weaknesses in internal control. However, we will communicate to you in writing significant deficiencies or material weaknesses in internal control relevant to the audit of the basic financial statements that we identify during the audit that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the entity's compliance with the provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

We will include in our report on internal control over financial reporting and on compliance relevant information about any identified or suspected instances of fraud and any identified or suspected noncompliance with

provisions of laws, regulations, contracts, or grant agreements that may have occurred that are required to be communicated under *Government Auditing Standards*.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Management responsibilities

Our audit will be conducted on the basis that you (management and, when appropriate, those charged with governance) acknowledge and understand that you have certain responsibilities that are fundamental to the conduct of an audit.

You are responsible for the preparation and fair presentation of the financial statements and RSI in accordance with U.S. GAAP. Management's responsibilities include the selection and application of accounting principles; recording and reflecting all transactions in the financial statements; determining the reasonableness of significant accounting estimates included in the financial statements; adjusting the financial statements to correct material misstatements; and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design, implementation, and maintenance of effective internal control, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error. You are responsible for the design, implementation, and maintenance of internal controls to prevent and detect fraud; assessing the risk that the financial statements may be materially misstated as a result of fraud; and for informing us about all known or suspected fraud affecting the entity involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for implementing systems designed to achieve compliance with applicable laws and regulations and the provisions of contracts and grant agreements; identifying and ensuring that the entity complies with applicable laws, regulations, contracts, and grant agreements; and informing us of all instances of identified or suspected noncompliance whose effects on the financial statements should be considered. You are responsible for taking timely and appropriate steps to remedy any fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we may report.

You are responsible for ensuring that management is reliable and for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters, and for the accuracy and completeness of that information, and for ensuring the information is reliable and properly reported; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence. You agree to inform us of events occurring or facts discovered subsequent to the date of the financial statements that may affect the financial statements.

Management is responsible for the preparation of the supplementary information in accordance with U.S. GAAP. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. You agree to provide us written representations related to the presentation of the supplementary information.

Management is responsible for providing us with a written confirmation concerning representations made by you and your staff to us in connection with the audit and the presentation of the basic financial statements and RSI. During our engagement, we will request information and explanations from you regarding, among other matters, the entity's activities, internal control, future plans, specific transactions, and accounting systems and procedures. The procedures we will perform during our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the representations that we receive in the representation letter and otherwise from you. Accordingly, inaccurate, incomplete, or false representations could cause us to expend unnecessary effort or could cause a material fraud or error to go undetected by our procedures. In view of the foregoing, you agree that we shall not be responsible for any misstatements in the entity's financial statements that we may fail to detect as a result of misrepresentations made to us by you.

Management is responsible for authorizing the predecessor auditor to allow us to review the predecessor auditor's workpapers and to respond fully to our inquiries, thereby providing us with information to assist us in planning and performing the engagement. You will be responsible for any fees billed by the predecessor auditor related to our review of their workpapers and our inquiries.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the "Audit objectives" section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other engagements or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Compilation and preparation services

Engagement objectives

The objectives of our engagement are to:

- a. Prepare the Form C in accordance with the requirements prescribed by the Wisconsin Department of Revenue based on information provided by you.
- b. Apply accounting and financial reporting expertise to assist you in the presentation of the prescribed forms without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the prescribed forms in order for them to be in accordance with the requirements prescribed by the Wisconsin Department of Revenue.

Our responsibilities

We will conduct our compilation engagement in accordance with Statements on Standards for Accounting and Review Services (SSARs) promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants (AICPA) and comply with the AICPA's Code of Professional Conduct, including the ethical principles of integrity, objectivity, professional competence, and due care.

Engagement procedures and limitations

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion, a conclusion, nor provide any assurance on the financial statements.

Our engagement cannot be relied upon to identify or disclose any financial statement misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the entity or noncompliance with laws and regulations. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement. You agree that we shall not be responsible for any misstatements in the entity's prescribed forms that we may not identify as a result of misrepresentations made to us by you.

Our report

As part of our engagement, we will issue a report that will state that we did not audit or review the prescribed forms and that, accordingly, we do not express an opinion, a conclusion, nor provide any assurance on them.

There may be circumstances in which the report may differ from its expected form and content. If, for any reason, we are unable to complete the compilation of the prescribed forms, we will not issue a report on such forms as a result of this engagement.

Management responsibilities

The engagement to be performed is conducted on the basis that management acknowledges and understands that our role is to prepare the prescribed forms in accordance with the requirements prescribed by the Wisconsin Department of Revenue and assist management in the presentation of the prescribed forms in accordance with the requirements prescribed by the Wisconsin Department of Revenue. Management has the following overall responsibilities that are fundamental to our undertaking the engagement in accordance with SSARs:

- a. The selection of the financial reporting framework to be applied in the preparation of the prescribed forms.
- b. The preparation and fair presentation of the prescribed forms in accordance with the requirements prescribed by the Wisconsin Department of Revenue.
- c. The inclusion of all informative disclosures required to be included in the form prescribed by the Wisconsin Department of Revenue.
- d. The design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the prescribed forms that are free from material misstatement, whether due to fraud or error.

- e. The prevention and detection of fraud.
- f. To ensure that the entity complies with the laws and regulations applicable to its activities.
- g. The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement.
- h. To provide us with the following:
 - i. Access to all information relevant to the preparation and fair presentation of the prescribed forms, such as records, documentation, and other matters.
 - ii. Additional information that may be requested for the purpose of the engagement.
 - iii. Unrestricted access to persons within the entity with whom we determine it necessary to communicate.

Responsibilities and limitations related to nonaudit services

For all nonaudit services we may provide to you, management agrees to assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience to understand and oversee the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services. Management is also responsible for ensuring that your data and records are complete and that you have received sufficient information to oversee the services.

The responsibilities and limitations related to the nonaudit services performed as part of this engagement are as follows:

- We will prepare a trial balance for use during the audit. Our preparation of the trial balance is limited to formatting information into a working trial balance based on management's chart of accounts or general ledger. You will be required to review, approve, and accept responsibility for the trial balance.
- We will prepare a draft of your financial statements and related notes. Since the preparation and fair presentation of the financial statements is your responsibility, you will be required to acknowledge in the representation letter our assistance with preparation of the financial statements and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for those financial statements. You have a responsibility to be in a position in fact and appearance to make an informed judgment on those financial statements.
- We will propose adjusting journal entries as needed. You will be required to review and approve those entries and to understand the nature of the changes and their impact on the financial statements.

These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*.

Use of financial statements

The financial statements and our report thereon are for management's use. If you intend to reproduce and publish the financial statements and our report thereon, they must be reproduced in their entirety. Inclusion of the audited financial statements in a document, such as an annual report or an offering document, should be done only with our prior approval of the document. You are responsible to provide us the opportunity to review such documents before issuance.

If the parties (i.e., you and CLA) agree that CLA will not be involved with your official statements related to municipal securities filings or other offering documents, we will require that any official statements or other offering documents issued by you with which we are not involved clearly indicate that CLA is not involved with the contents of such documents. Such disclosure should read as follows:

CliftonLarsonAllen LLP, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. CliftonLarsonAllen LLP also has not performed any procedures relating to this offering document.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website or submitted on a regulator website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information in the electronic site with the original document.

We may issue preliminary draft financial statements to you for your review. Any preliminary draft financial statements should not be relied on or distributed.

Engagement administration and other matters

We expect to begin our audit on a mutually agreed upon date.

We understand that your employees will prepare all confirmations, account analyses, and audit schedules we request and will locate any documents or invoices selected by us for testing. A list of information we expect to need for our audit and the dates required will be provided in a separate communication.

We will provide copies of our reports to the entity; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing confidential or sensitive information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the sole and exclusive property of CLA and constitutes confidential and proprietary information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a regulator, or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of CLA personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or

decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release date or for any additional period requested by the regulator. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Except as permitted by the "Consent" section of this agreement, CLA will not disclose any confidential, proprietary, or privileged information of the entity to any persons without the authorization of entity management or unless required by law. This confidentiality provision does not prohibit us from disclosing your information to one or more of our affiliated companies in order to provide services that you have requested from us or from any such affiliated company. Any such affiliated company shall be subject to the same restrictions on the use and disclosure of your information as apply to us.

Professional standards require us to be independent with respect to you in the performance of these services. Any discussion that you have with our personnel regarding potential employment with you could impair our independence with respect to this engagement. Therefore, we request that you inform us prior to any such discussions so that we can implement appropriate safeguards to maintain our independence and objectivity. Further, any employment offers to any staff members working on this engagement without our prior knowledge may require substantial additional procedures to ensure our independence. You will be responsible for any additional costs incurred to perform these procedures.

Our relationship with you is limited to that described in this letter. As such, you understand and agree that we are acting solely as independent accountants. We are not acting in any way as a fiduciary or assuming any fiduciary responsibilities for you. We are not responsible for the preparation of any report to any governmental agency, or any other form, return, or report or for providing advice or any other service not specifically recited in this letter.

Our engagement ends on delivery of our signed report. Any additional services that might be requested will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

Government Auditing Standards require that we make our most recent external peer review report publicly available. The report is posted on our website at www.CLAconnect.com/Aboutus/.

Mediation

Any disagreement, controversy, or claim (“Dispute”) that may arise out of any aspect of our services or relationship with you, including this engagement, shall be submitted to non-binding mediation by written notice (“Mediation Notice”) to the other party. In mediation, we will work with you to resolve any differences voluntarily with the aid of an impartial mediator.

The mediation will be conducted as specified by the mediator and agreed upon by the parties. The parties agree to discuss their differences in good faith and to attempt, with the assistance of the mediator, to reach an amicable resolution of the Dispute.

Each party will bear its own costs in the mediation. The fees and expenses of the mediator will be shared equally by the parties.

Any Dispute will be governed by the laws of the state of Minnesota, without giving effect to choice of law principles.

Time limitation

The nature of our services makes it difficult, with the passage of time, to gather and present evidence that fully and fairly establishes the facts underlying any Dispute that may arise between the parties. The parties agree that, notwithstanding any statute or law of limitations that might otherwise apply to a Dispute, including one arising out of this agreement or the services performed under this agreement, for breach of contract or fiduciary duty, tort, fraud, misrepresentation or any other cause of action or remedy, any action or legal proceeding by you against us must be commenced within twenty-four (24) months (“Limitation Period”) after the date when we deliver our final audit report under this agreement to you, regardless of whether we do other services for you relating to the audit report, or you shall be forever barred from commencing a lawsuit or obtaining any legal or equitable relief or recovery.

The Limitation Period applies and begins to run even if you have not suffered any damage or loss, or have not become aware of the existence or possible existence of a Dispute.

Fees

Our professional fees will be billed based on the time involved and the degree of responsibility and skills required. We will also bill for expenses (including internal and administrative charges) plus a technology and client support fee of five percent (5%) of all professional fees billed. Based on our preliminary estimates, the total fees and expenses for the engagement should approximate \$28,700. This estimate is based on anticipated cooperation from your personnel and their assistance with preparing confirmations and requested schedules. If the requested items are not available on the dates required or are not accurate, the fees and expenses will likely be higher. If unexpected circumstances require significant additional time, we will advise you before undertaking work that would require a substantial increase in the fee and expense estimate. Our invoices, including applicable state and local taxes, will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed even if we have not issued our reports. You will be obligated to compensate us for all time expended and related fees and to reimburse us for all out-of-pocket expenditures through the date of termination.

Unanticipated services

We do not anticipate encountering the need to perform additional services beyond those described in this letter. If any service needs to be completed before the audit can proceed in an efficient manner, we will determine whether we can provide the service and maintain our independence. We will notify you and provide a fair and reasonable price for providing the service and will not proceed until approved by the City..

Changes in engagement timing and assistance by your personnel

The fee estimate is based on anticipated cooperation from your personnel and their assistance with timely preparation of confirmations and requested schedules. If the requested items are not available on the dates required or are not accurate, we will advise management. Additional time and costs may be necessary because of such unanticipated delays. Examples of situations that may cause our estimated fee to increase include:

- Significant delays in responding to our requests for information such as reconciling variances or providing requested supporting documentation (e.g., invoices, contracts, and other documents)
- Rescheduling our fieldwork
- Schedule disruption caused by litigation, financial challenges (going concern), loan covenants (waivers), etc.
- Schedules prepared by your personnel that do not reconcile to the general ledger
- Numerous revisions to information and schedules provided by your personnel
- Lack of availability of entity personnel during audit fieldwork

Changes in accounting and audit standards

Standard setters and regulators continue to evaluate and modify standards. Such changes may result in new or revised financial reporting and disclosure requirements or expand the nature, timing, and scope of the activities we are required to perform. To the extent that the amount of time required to provide the services described in this letter increases due to such changes, our fee may need to be adjusted. We will discuss such circumstances with you prior to performing the additional work.

Other fees

You also agree to compensate us for any time and expenses, including time and expenses of legal counsel, we may incur in responding to discovery requests or participating as a witness or otherwise in any legal, regulatory, or other proceedings that we are asked to respond to on your behalf.

Finance charges and collection expenses

You agree that if any statement is not paid within 30 days from its billing date, the unpaid balance shall accrue interest at the monthly rate of one and one-quarter percent (1.25%), which is an annual percentage rate of 15%. In the event that any collection action is required to collect unpaid balances due us, reasonable attorney fees and expenses shall be recoverable.

Consent

Consent to use financial information

Annually, we assemble a variety of benchmarking analyses using client data obtained through our audit and other engagements. Some of this benchmarking information is published and released publicly. However, the information that we obtain is confidential, as required by the AICPA Code of Professional Conduct. Your acceptance of this engagement letter will serve as your consent to use of City of Tomah's information in these cost comparison, performance indicator, and/or benchmarking reports.

Subcontractors

CLA may, at times, use subcontractors to perform services under this agreement, and they may have access to your information and records. Any such subcontractors will be subject to the same restrictions on the use of such information and records as apply to CLA under this agreement.

Predecessor auditor communications

You agree to provide us permission to communicate with the predecessor auditor and to authorize the predecessor auditor to respond fully to our inquiries regarding any matters that will assist us in finalizing our engagement acceptance. You further acknowledge that our final acceptance of the engagement is subject to the completion of those inquiries and evaluation of the responses.

Agreement

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. This letter constitutes the entire agreement regarding these services and supersedes all prior agreements (whether oral or written), understandings, negotiations, and discussions between you and CLA. If you have any questions, please let us know. Please sign, date, and return the copy of this letter to us to indicate your acknowledgment and understanding of, and agreement with, the arrangements for our audit of your financial statements including the terms of our engagement and the parties' respective responsibilities.

Sincerely,

CliftonLarsonAllen LLP



Brock Geyen, CPA
Principal
715-852-1108
brock.geyen@CLAconnect.com

Response:

This letter correctly sets forth the understanding of City of Tomah.

Authorized governance signature: _____

Title: _____

Date: _____

Authorized management signature: _____

Title: _____

Date: _____

FIRM	2020			2021			2022			SINGLE AUDIT	TIF CLOSEOUT
	City	Sewer	Water	City	Sewer	Water	City	Sewer	Water		
Baker Tilly	18,400	4,300	5,700	19,000	4,400	5,900	19,600	4,500	6,000	7000-7400	
Clifton Larson Allen	20,300	3,100	5,300	20,300	3,100	5,300	20,700	3,200	5,400	5,000	
Hawkins Ash CPA's	20,700	3,000	5,800	21,400	3,100	5,900	22,200	3,200	6,000	4,000	3,000
Kerber Rose	17,000	2,500	4,500	17,300	2,550	4,550	17,600	2,600	4,600	4500-4700	2500-2700

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Bid Proposal Approval

Summary and background information:
(Appropriate documents attached)

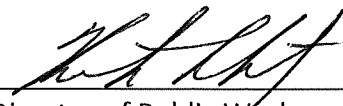
Purchases over \$5,000 for the Lake Budget need to be approved by the City Council. The Lake Committee is recommending approval of the bid from USEMCO for the panel upgrade to the dam controls and the estimated labor for the installation.

Fiscal Note:

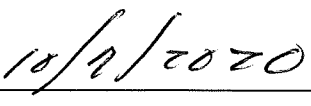
\$7,754.00

Recommendation:

I recommend the City Council approve the bid from USEMCO for the control panel upgrades and estimated labor cost for installation in the amount of \$7,754.00



Director of Public Works
Kirk Arity



Date



TO: City of Tomah

PROPOSAL NUMBER: Q2001841 Revised

ATTN: Brandy Leis

BID FROM: Site Visit

JOB: Lake Tomah Dam

USEMCO proposes to offer for sale the equipment described below. Subject to USEMCO's standard Terms and Conditions of Sale on the face, reverse side or attachment hereof.

One – Back plate and inner door to retrofit existing enclosure. Controls to operate tainter and roller gates and include the following:

- Aluminum inner door
- IDEC PLC controller
- IDEC 4.3" color operator interface terminal
- Roller gate position - Integral to OIT
- Tainter gate position – Integral to OIT
- Actual water level – Integral to OIT
- Tainter gate Open / Close pushbuttons
- Roller gate Open / Close pushbuttons
- Blue Ribbon Birdcage submersible transducer
- Sensaphone 4 channel alarm dialer (FGD-0400)
- Installation by USEMCO.
- Factory wired & tested
- One-year factory warranty

NOTES:

Price: \$7,254.00 F.O.B. factory. This price does not include any taxes which may apply. Any applicable taxes are the sole responsibility of the buyer. This proposal does not include freight. Freight is the responsibility of the purchaser. Equipment proposed is, generally, in accordance with and to meet the intent of the plans and specifications. Prices quoted and contained herein are firm provided quotation is accepted within 30 days from date of bid, and if approval of submittal data is received within 60 days after mailed from USEMCO for approval.

Terms: Net 30 days from date of invoice.

Shipment is estimated 8-10 weeks after receipt in Seller's office of complete approved submittal data.

Submitted this 10th day of September 2020.

USEMCO, Inc.

By: Brad Retzlaff

LEASE AGREEMENT

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

WITNESSETH:

The **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:

Hangar No. 8

upon the following terms and conditions:

TERM: This Lease shall be for a term of month to month commencing on the 1st day of November, 2020.

RENT: **LESSEE** agrees to pay to **LESSOR** the sum of One Hundred Twenty and 00/100 (\$120.00) Dollars per month. **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.

REPAIRS: **LESSOR** shall make any repairs required to be made to the exterior of the premises, except those repairs caused by the negligence of the **LESSEE** or any invitee of the **LESSEE**. In the event **LESSEE** fails to make the required repairs within a reasonable time, **LESSOR** shall make the repairs and shall charge **LESSEE** for the same.

USE: The demised premises shall be used by the **LESSEE** for the purpose of a hangar in which to locate an airplane and for no other purposes. Storage of other items shall not be permitted absent written consent of **LESSOR**. In the event the **LESSEE** does not store the **LESSEE'S** airplane in the demised premises for a period of ninety (90) days or more, then the **LESSOR**, at its option and sole discretion, may terminate the Lease with fourteen (14) days

prior notification to **LESSEE**. Thereafter, **LESSEE** shall have no rights under the terms of this Lease.

INSURANCE: **LESSOR** shall provide, at its own expense, insurance covering the demised premises. **LESSEE** shall be responsible for providing insurance on any property owned by **LESSEE** located within said premises.

DESTRUCTION OF PREMISES: The parties agree that in the event the demised premises is so damaged by fire or other casualty and are therefore rendered unfit for use and occupancy thereof, this Lease will then be considered terminated from the date of said damage.

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.

REMODELING: It is agreed by the parties that **LESSEE** may not remodel the demised premises at any time during the term of this Lease without obtaining the prior written 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.

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: In the event a default is made by the **LESSEE** in payment of rent herein

reserved or any part thereof, or in any of the covenants herein contained, if such default is not remedied within fifteen (15) days of said default, **LESSOR** shall, without further notice and at its option, have the right to re-enter the premises, remove the **LESSEE** and to terminate the Lease, provided, however, that the mention herein of any particular remedy or right shall not preclude or prejudice the **LESSOR** from any other remedy or right in law or in equity.

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

LESSOR:
CITY OF TOMAH

Dated: _____ BY: _____ (SEAL)
*

Dated: _____ BY: _____ (SEAL)
*

LESSEE:
DANIEL KENWORTHY

Dated: _____ BY: _____ (SEAL)