



## AGENDA FOR PUBLIC WORKS COMMISSION

A Public Works Commission meeting will be held on **Wednesday, August 28, 2024 at 5:30 PM**  
in the **Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.**

---

Join Zoom Meeting

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

Meeting ID: 270 860 8080

Passcode: 206751

One tap mobile

+13092053325,,2708608080#,,,,\*206751# US

### Call to Order - Roll Call

### Approve Minutes

[July 2024 Minutes](#)

EnterTextHere

### Discussion Items

1. Airport Update
2. [Simplified Rate Increase for 2025](#)
3. [Approval of Paving Project for Vandervort Street](#)
4. [Approval of Placement of Storage Trailer for Collection of Mattresses and Set Fees Associated with Collection](#)
5. Project Updates
6. Payment of Monthly Water & Sewer Bills
7. Departmental Reports
8. Director's Report

### Adjourn

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

# MINUTES FOR PUBLIC WORKS COMMISSION

A Public Works Commission was held on **Wednesday, July 24, 2024 at 5:30 PM** in the Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.

**Meeting was called to order at 5:30 PM by Richard Yarrington**

---

## Call to Order - Roll Call

Quorum Present (YES)

John Glynn (A), Dean Peterson (P), Patrick Devine (A), Brian Rice (P), Kerwin Greeno (P), Mayor Paul Dwyer (A), Richard Yarrington (P).

Also present, Director Kirk Arity (P), Brandy Leis (P), Joe Kube (P), Jeff Marten (P), Nik Dorava, Town & Country Engineering (P).

## Approve Minutes

Motion by Rice, seconded by Greeno, to approve minutes as presented. All ayes. Motion carried.

## Public Hearing

Public Hearing, to consider petitioning the State of Wisconsin, Department of Transportation, for state and federal aid for improvements at Bloyer Field Airport.

A public hearing was opened at 5:34 PM on July 24, 2024, in the Council Chambers at City Hall, Tomah, WI. It was asked three times if anyone was interested in speaking during the public hearing. Nobody spoke in favor or opposition. Peterson asked where the funding was coming from, Arity stated that it would be funded 80% by state aid and 20% by the city. The public hearing was closed at 5:36 PM.

Discussion and recommendation to petition the State of Wisconsin, Department of Transportation, for state and federal aid for Bloyer Field Airport.

Motion by Yarrington, seconded by Greeno, to petition the State of Wisconsin, Department of Transportation, for state and federal aid for Bloyer Field Airport. All ayes. Motion carried.

## Discussion Items

1. Airport Update

No update.

2. Approval of placement of storage trailer for collection of mattresses & set fees associated with collection.

No action was taken.

3. Approval of agreement for 823 W. Veterans St

Motion by Rice, seconded by Greeno to approve agreement. All ayes. Motion carried.

4. Sale approval for automated refuse truck to Village of Warrens

Motion by Greeno, seconded by Rice. All ayes. Motion carried.

5. Approval of Paving Project for Vandervort Street

No action was taken.

6. Approval for Simplified Rate Increase for 2025

Motion by Rice, seconded by Yarrington. All ayes. Motion carried.

7. Project Updates

Going well, rock going in.

Payment request – motion by Greeno, seconded by Yarrington to pay Gerke Excavating as presented. All ayes. Motion carried.

8. Building Code/Violation Report

Yarrington asked to have a garage on Kilbourn Ave. (behind Family Dollar) checked.

9. Payment of Monthly Water & Sewer Bills

- a. Sewer – Motion by Peterson, seconded by Greeno, to approve sewer bills as presented. All ayes. Motion carried.
- b. Water – Motion by Greeno, seconded by Peterson, to approve water bills as presented. All ayes. Motion carried.

A motion was made by Peterson, seconded by Greeno, to have Yarrington sign all necessary documents as acting chair. All ayes. Motion carried.

10. Departmental Reports

Sewer – clarifier project is done, now working on ferm tank. Bad wires in conduit, Jackson Repair will fix. The Public Works Department has hauled 36 loads of sludge out of the plant.

Water – Pumping 1.5 million gallons per day. Seven properties left on the lead service list. Exercising main valves. Radiation back up generation down. Had a leak at 231 W. Nott St.

Public Works – all work is completed by Fahrner. May St. project complete. Catching up on mowing and doing asphalt patches for the utilities.

11. Director's Report

Reached out to two residents – 209 Benton St. – needs to install sidewalk and to 417 Fair St. – needs to connect to the city sewer system.

12. Future Meeting Date: August 28, 2024

**Adjourn**

Motion by Greeno, seconded by Rice to adjourn at 6:18 PM. All ayes. Motion carried.

Minutes written and submitted by Samantha Linehan

## STAFF COMMITTEE PREPARATION REPORT

**Agenda Item:**

Simplified Rate Increase for 2025

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

The PSC has determined the simplified rate increase for 2025 to be 4.1%. The water utility will move forward with this increase, effective January 1, 2025.

**Fiscal Note:**

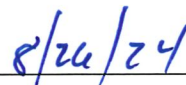
The average user's monthly increase would be \$1.32 and \$15.80 annually.

**Recommendation:**

No recommendation needed at this time.



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



\_\_\_\_\_  
Date

ESTIMATED INCREASE FOR RESIDENTIAL CUSTOMER USING 400 CUBIC FEET PER MONTH

	2024 RATE	4.1% INCREASE	NEW RATE	ANNUAL REVENUE INCREASE (MAY VARY DUE TO ROUNDING)
Meter Service Charges	8.22	0.34	8.56	0.34
Public Fire Protection	9.82	0.40	10.22	0.40
Volume Charges	14.08	0.58	14.66	0.58
Monthly increase				<u>\$ 1.32</u>
Annual Increase				\$ 15.80

Current 2024	New 2025
3.52	3.66

METER SIZE	NO. OF CUSTOMERS (2023)	METER/FIXED CHARGES	4.1% INCREASE	NEW RATE	ANNUAL REVENUE INCREASE (MAY VARY DUE TO ROUNDING)
5/8"	3532	8.22	0.34	8.56	14,284.26
1"	195	13.70	0.56	14.26	1,314.38
1 1/2"	61	25.71	1.05	26.76	771.61
2"	86	39.96	1.64	41.60	1,690.79
3"	19	65.08	2.67	67.75	608.37
4"	8	95.92	3.93	99.85	377.54
10"	1	363.13	14.89	378.02	178.66
<b>PUBLIC FIRE PROTECTION</b>					
5/8"	3451	9.82	0.40	10.22	16,673.30
1"	181	12.80	0.52	13.32	1,139.87
1 1/2"	55	19.70	0.81	20.51	533.08
2"	75	29.69	1.22	30.91	1,095.56
3"	15	41.11	1.69	42.80	303.39
4"	9	49.10	2.01	51.11	217.41
10"	1	78.79	3.23	82.02	38.76
<b>WATER USAGE FOR 2023</b>					
		USAGE CHARGES	4.1% INCREASE	NEW RATE	
	187,071,060	3.52	0.14	3.66	36,093.71
	38,237,760	3.08	0.13	3.21	6,455.43
	125,701,400	2.27	0.09	2.36	15,640.41
	351,010,220				58,189.56

**ESTIMATED REVENUE INCREASE \$ 97,416.54**

ANNUAL  
REVENUE INCREASE  
(MAY VARY DUE TO ROUNDING)

ESTIMATED INCREASE FOR RESIDENTIAL CUSTOMER USING 400 CUBIC FEET PER MONTH

	CURRENT RATE	4.1% INCREASE	NEW RATE
Meter Service Charges	8.22	0.34	8.56
Public Fire Protection	9.82	0.40	10.22
Volume Charges	14.08	0.58	14.66
Monthly increase			1.32
Annual Increase			15.80

WHEN USING A VARIABLE RATE

	CURRENT RATE	4.1% INCREASE	NEW RATE
First 6,600	3.52	0.14	3.66
Next 10,000	3.08	0.13	3.21
Over 16,600	2.27	0.09	2.36

ESTIMATED INCREASE FOR CUSTOMER USING 38,400 CUBIC FEET PER MONTH

3" Meter Service Charges	65.08	2.67	67.75
3" Public Fire Protection	41.11	1.69	42.80
Volume Charges at a Variable Rate	1,035.18	42.44	1,077.62
Monthly increase			46.80
Annual Increase			561.55

ESTIMATED INCREASE FOR CUSTOMER USING 21,000 CUBIC FEET PER MONTH

3" Meter Service Charges	65.08	2.67	67.75
3" Public Fire Protection	41.11	1.69	42.80
Volume Charges at a Variable Rate	640.20	26.25	666.45
Monthly increase			30.60
Annual Increase			367.22

# STAFF COMMITTEE PREPARATION REPORT

**Agenda Item:**

Approval of Paving Project for Vandervort Street

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

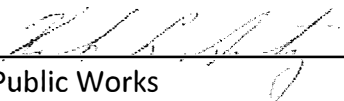
Attached is a quote for the developer's portion of Vandervort Street improvements. The city is responsible for half of the improvements for this portion of the street development.

**Fiscal Note:**

As attached

**Recommendation:**

I recommend the City of Tomah Public Works Department pave the entire street and bill the developer Lakeshore Landing LLC \$16,957.04

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

8/21/2024  
\_\_\_\_\_  
Date





920 10th Avenue N. PO BOX 189  
 Onalaska, WI 54650  
 (608) 783-6411  
 www.mathy.com  
 EOE, including disability / vets

<b>To:</b> Lakeshore Landing LLC	<b>Contact:</b> BJ Rice
<b>Address:</b> 113 East Andres St Tomah, WI 54660	<b>Phone:</b> 608-343-9568
<b>Project Name:</b> Lakeshore Landing LLC	<b>Bid Number:</b> 6142-2024
<b>Project Location:</b> Vandervort St, Tomah, WI	<b>Bid Date:</b> 6/14/2024
<b>Attachments:</b> BID TERMS AND CONDITIONS (1).pdf	

Fine grade and pave only.

Line #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
10	American Inn 16.5' X 140' = 2,310 SF 3" One Lift HMA	1.0	LS	\$6,925.58	\$6,925.58
20	Lakeshore Landing LLC 16.5' X 360' = 5,940 SF 3" One Lift HMA	1.0	LS	\$16,957.04	\$16,957.04
30	City Of Tomah 16.5' X 500' = 8,250 SF 3" One Lift HMA	1.0	LS	\$23,512.71	\$23,512.71

**Total Bid Price:** \$47,395.33

**Notes:**

- A signed contract is required prior to the start of work.
- This proposal shall be included in contract. Progress payments shall be invoiced and paid monthly.
- After signing, please retain one copy and forward a copy to our office on or before the cancellation date.
- This proposal shall be automatically cancelled if written acceptance has not been received by Contractor with in 30 days of the Proposal Date and/or at any time before performance of the work hereunder upon CONTRACTOR'S determination that there is inadequate assurance of payment.
- All private utilities shall be located & marked by customer. Not responsible for repairs if not marked.
- Not responsible for damage to any concrete and/or asphalt that equipment is required to cross to access work area.
- Customer shall obtain all required permits and approvals prior to the start of work.
- If excavation is needed beyond that included in quote, customer will be invoiced time and material.
- Any shouldering/backfilling/landscaping/restoration items to be completed by customer.
- If additional base course is needed for fine grading, customer shall provide during fine grading operations.

**Payment Terms:**

Payment is due upon receipt of invoice.

By my signature herein I authorize CONTRACTOR to review personal OR business Credit Reports to evaluate financial readiness to pay amounts set forth in this Proposal/Contract.

<p><b>ACCEPTED:</b> The above prices, specifications and conditions are satisfactory and hereby accepted.</p> <p><b>Buyer:</b> _____</p> <p><b>Signature:</b> _____</p> <p><b>Date of Acceptance:</b> _____</p>	<p><b>CONFIRMED:</b> <b>Mathy</b></p> <p style="text-align: right;"><i>Matt Knebes</i></p> <p><b>Authorized Signature:</b></p> <p><b>Estimator:</b> Matt Knebes 608-797-1695 matt.knebes@mathy.com</p>
---	--

# STAFF COMMITTEE PREPARATION REPORT

**Agenda Item:**

Approval of placement of storage trailer for collection of mattresses & set fees associated with collection.

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

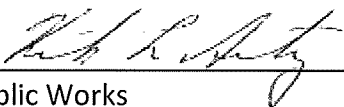
The Monroe County Landfill has offered to site a storage trailer in the City of Tomah for storage and collection of mattresses. The goal is to eliminate mattresses being disposed of in the landfill cell.

**Fiscal Note:**

\$20 service fee for collection of mattresses or boxspring regardless of size.

**Recommendation:**

Recommendation based on discussion.

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

8/22/2024  
\_\_\_\_\_  
Date