AGENDA FOR COMMON COUNCIL

A Common Council meeting will be held on **Tuesday, December 20, 2022 at 6:00 PM** in the **Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.**

Join Zoom Meeting:
https://zoom.us/j/7689466740?pwd=dEdLR2hXK0ZYMk1qNU5vNFlwMzdSZz09

Meeting ID: 768 946 6740 Password: Tomah2020
Dial by your location +1 312 626 6799 US (Chicago)

AGENDA:

Call to Order, Pledge of Allegiance, Roll Calll

Adjourn into Closed Session pursuant to Wisconsin State Statute 19.85 (1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

A. Senior Executive Team Annual Review

Action on Closed Session Items

ANYONE DESIRING TO APPEAR TO COUNCIL

Mayor

1. Resolution in Recognition of Honor to Stuart Westpfahl for Service to the City of Tomah

Senior Executive Team

Public Safety

2. Public Safety November Monthly Report

Senior & Disabled Services

3. Senior & Disabled Services Dept. Monthly Report

Planning & Building Inspection

4. November Building Permit Report

Chamber/Convention & Visitors Bureau

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 November 15, 2022

B. Special Beer and Wine Permit Application by North American Squirrel Association (n.a.s.a.) for the Annual n.a.s.a. Fundraising Banquet on March 25, 2023

C. Annual renewal of Taxicab Licenses for Running, Inc. DBA Tomah Transit

D. Secondhand Article & Jewelry Dealer Licenses Application for Antique Mall of Tomah

E. November 30, 2022 Cash and Investments Report

Committee of the Whole

6. Resolution Accepting Donation of Land
7. Design/Construction Management Agreement for Ice Center/Multi-Purpose Building Addition
8. Approval of 2023 Public Transit Lease Agreement between City of Tomah and Running, Inc.
9. Resolution Declaring Official Intent to Reimburse Expenditures From Proceeds of Borrowing
10. Resolution Authorizing Payment of Monthly Bills
11. Request by Tomah Public Housing Authority for Forgiveness of Share Employee's Retirement

Committee: Public Works and Utilities Commission

12. Ordinance revising Ordinance Sec. 38 Streets, Sidewalks & Other Public Places First Reading

Committee: Ambulance Commission

13. Tomah Area Ambulance Service Part Time Staff Wage Approval
14. Tomah Area Ambulance Service recruitment and retention benefit approval

Committee: Parks and Recreation Commission

15. Subletting of Tomah Ice Center
16. Act from on Request Tomah Youth Hockey Club for extended use of Tomah Ice Center

GENERAL:

17. Election Tally for the November 8, 2022 General Election

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.

RESOLUTION NO.

RESOLUTION IN RECOGNITION OF HONOR TO STUART WESTPFAHL FOR SERVICE TO THE CITY OF TOMAH 1982-2022

WHEREAS, on February 17, 1982, Stuart Westpfahl began his 40 years of service to the City of Tomah as a sanitation operator for Public Works, he became a truck driver in July of 1986, and was promoted to equipment operator on April 30,1995; and

WHEREAS, a few highlights of Stuart's City of Tomah career include a Certificate of Appreciation from the Public Works and Utility Commission for his 15 years of dedicated service to the City in February of 1997; and

WHEREAS, in addition to his duties with Public Works, Mr. Westpfahl also served on the Tomah Fire Department for nearly 40 years from February 2, 1973 to February 8, 2012 as a firefighter and eventually as a training officer, was appointed to Assistant Fire Chief on November 7, 1988 by then Fire Chief Tom Flock, Stuart also represented management on the Safety Committee; and

WHEREAS, he has distinguished himself in his training and qualifications for equipment operation and his knowledge of safety procedures and protocols. Mr. Westpfahl was often complimented on his ability to work well unsupervised and relay any problems or concerns to his supervisors; and

WHEREAS, Stuart continually acted as Department Foreman whenever the foreman was on vacation or unavailable. He was proficient at running operations in the foreman's place with little to no impact on the department; and

WHEREAS, his colleagues knew him as an independent, safe, reliable, self-starter who would always accept assignments with a willingness to go the extra mile.

NOW THEREFORE, BE IT RESOLVED, that I Michael Murray, Mayor, City of Tomah, do hereby express my sincere appreciation and gratitude for Mr. Westpfahl's dedication and commitment to the City, and congratulate him on the occasion of his retirement from the City of Tomah, and wish him the best, and continued success in his retirement and future endeavors.

Dated this 16th day of November, 2022.

_____
Michael Murray, Mayor

ATTEST:

_____

CITY OF TOMAH
PUBLIC SAFETY

MONTHLY REPORT November 2022

Public Safety Director / Fire Chief Tim Adler

TOMAH FIRE DEPARTMENT
MONTHLY STATISTICS

MONTH/ YEAR November 2022

FIRE CALLS:

1. **STRUCTURE**: 0
2. **VEHICLE FIRES**: 0
3. **GRASS/BRUSH FIRE**: 0
4. **FALSE ALARMS**: 5
5. **INJURIES**: 0
6. **GOOD INTENT CALLS**: 3
7. **HAZMAT**: 2
8. **OTHER**: 3
9. **MOTOR VEHICLE ACCIDENT/RESCUE**: 15

FIRE INSPECTION HOURS: 85

FIRE SAFETY EDUCATION HOURS: 2

CALLS FOR SERVICE: 0

The Tomah Fire Department has 36 members on the roster. We participated in the Holiday Parade. The fire inspectors are close to wrapping up our fire inspections for the year and will meet the standards for the Wisconsin Department of Safety and Professional Services. We had our annual pump testing performed and all engines passed pump tests per NFPA 1901 requirements. We have a few small items that we need to correct in the future. We had another successful Hunters Night Out Event this is our largest fundraiser of the year. I hosted a (DSPS) Department of Safety and Professional Services training session at the Northside station for department from west central Wisconsin. I continue to be a part of the weekly ESB meeting to keep informed on the progress of the new building. We responded to 28 calls of service in November.

Yours in Safety

Public Safety Director / Fire Chief

Tim Adler

Tomah Fire Department Staff

Fire Chief
*Tim Adler (33 Years)

Deputy Chief
*Jeremy Likely (16 Years)

Assistant Fire Chiefs
Dale Trowbridge (32 Years)
*Joe Kube (28 Years)
Joe Amberg (32 Years)

Safety Officer
Dave Baggot (24 Years)

Training Officer
*Bob Walker (21 Years)

Fire Fighters
Tim Larkin (47 Years)
Jody Pierce (28 Years)
Roy Gigous (28 Years)
Jerry Steele (21 Years)
*Brad Retzlaff (20 Years)
Scott Woodworth (20 Years)
*Steve Walheim (20 Years)
Cory Lenz (18 Years)
Ron Schneider (17 Years)
*Dave Meyer (17 Years)
Tim Cram (16 Years)
*Chris Semann (11 Years)
*Rob Moake (7 Years)
*Chad Gunder (8 Years)
*Steve Miller (5 Years)
Megan Mickelson (4 Years)
*Phil Gigous (4 Years)
Joe Lenz (4 Years)
Chris Neal (2 Years)
Brandon Mauricio (2 Years)
Mitchell Larkin (1 Year)
*Taylor McMullen (1 Year)
Brandon Sibert (1 Year)

Captains
*Rob Larkin (25 Years)
Charles Muller (20 Years)

Lieutenants
*Jared Tessman (11 Years)
*Tim Ehlers (11 Years)

Rescue Technicians
Kerwin Greeno (26 Years)
Pat Doyle (26 Years)

*=Rescue Techs

Tomah Area Ambulance Service Number of Calls by Municipality Monthly Report

November 2022

City of Sparta Total: 7

City of Tomah Total: 172

Town of Adrian Total: 2

Town of Byron Total: 8

Town of Grant Total: 7

Town of Greenfield Total: 4

Town of La Grange Total: 14

Town of Lincoln Total: 4

Town of Oakdale Total: 3

Town of Scott Total: 1

Town of Tomah Total: 4

Village of Warrens Total: 2

Village of Wyeville Total: 1

Total: 9

Total Records 238

City of Tomah City Council Meeting – December 20th, 2022

Public Safety director's Report for: **November**

1. **STAFFING**: We are currently at full staff; we had a full-time person resign and we hired full-time Paramedic Trevor Multhaup to fill the opening. We had two part-time employees resign putting us at twelve part-time paramedics and EMT's. We have recently been interviewing for part-time positions and we should have several new employees shortly joining our team.

2. **BUILDING UPDATE**: The building project continues to move along. The overhead doors have all been installed. The floors are all poured. The stair chase in the tower has been installed. The office side outer walls are going into place, and they should be heating the office side the week of December 19th. The plumbers, HVAC and electricians have been making good progress. The carpenters will be starting on the interior walls on the third week of December. I continue to be present at the weekly meetings and communicate with Keller daily. If you have any questions, please feel free to ask.

3. **VEHICLES**: All apparatus are in service and functioning in good working condition.

4. **OTHER:** We participated in the Holiday Parade. We received approval from the State of Wisconsin for the Flex grant funding plan that was submitted, we recently received the first half of the payment. The second half of the payment should be coming in the next couple of months. To keep you up to date on the Medicare revalidation process as I explained in the last city council meeting, the Website now shows it must be completed by the end of March 2023. We are now waiting for the letter as to when we can officially start the process. We will continue to monitor this and give updates.

Yours in Safety
Public Safety Director / Fire Chief
Tim Adler

Transfer Statistics break down

November 2022 Statistics

Year to Date Calls for Service – 2,958

- **Calls with multiple ambulances – 113**

Year to Date Reports Written – 2.970

Calls for Service in November – 238

- **Calls with multiple ambulances – 7**

Reports Written in November – 247

Salaried Employee Stipends in November – 1 – $125.00
Year to Date Salaried Employee Stipends – 4 – $500.00

Year to Date – All Transfers – 1,119 Requested. Accepted 827, Declined 292 – 73.91%

- Tomah Health ER– Requested 634, Accepted 576. 90.85% Accepted.
- Tomah Health OB & Acute Care – Requested 75, Accepted 68. 92.00% Accepted.
- Tomah VA – Requested 114, Accepted 100. 87.72% Accepted.
- Critical Care Transfers – Requested 56, Accepted 50. 89.29% Accepted.
    - Declined – Moundview (Adams, WI) to Gundersen – Staffing
    - Declined – Tomah Health to Gundersen – On Transfer
    - Declined – Tomah Health to Gundersen – Staffing
    - Declined – Tomah Health to Gundersen – Staffing
    - Declined – Hillsboro to Froedert (Milwaukee) – Staffing
    - Declined – Tomah Health to Gundersen – Staffing
- In July 2021, we started documenting transfer request from Tri-State Dispatch (MedCom). In 2022, we have received 225 transfer requests either from Gundersen Hospitals (Vernon, Moundview, Hillsboro, Gundersen, or Mayo Lax) or through Tri-State Dispatch. Of these 225 requests, we have accepted 22.

November Transfers – 107 Requested. Accepted 77, Declined 30.

- Critical Care Transfers - 8
    - Accepted – 6
- Reasons for Turn Down in November
    - Staffing – 23 (23 of 23 from Outlying Hospitals)
    - On Transfers or 911s / Would Not Wait – 6
    - Pending Tomah Health Transfer – 1

Mutual Aid

- **Assisted – 4**
  - **Camp Douglas Ambulance – 1**
    - **Mutual Aid** – Panic Attack – Refusal
  - **Other – 3**
    - Out of Area Hospice Transfer
    - Out of Area Hospice Transfer
    - Out of Area Hospice Transfer

- **Requested – 7**
  - Fort McCoy – 7
    - **Change of Quarters –** Two Ambulances on duty, one on a transfer, one on a 911 call.
    - **Mutual Aid –** Stroke – Two Ambulances on duty, one on a transfer, one on a 911 call. 264 responded to start treatment. Fort McCoy transported.
    - **Change of Quarters** – Two Ambulances on duty, General Page for a third ambulance. One on a transfer, two on Motor Vehicle Accident with multiple patients.
    - **Mutual Aid –** Lift Assist – Two Ambulances on duty, one on a transfer, one on a 911 call. 264 responded and was able to assist patient. Fort McCoy diverted to Change of Quarters.
    - **Mutual Aid –** Fall – On Change of Quarters after the above Mutual Aid call. Two Ambulances on duty, one on a transfer, one on a 911 call. 267 responded to assist. Fort McCoy transported.
    - **Change of Quarters –** Two Ambulances on duty, one on a transfer, one on a 911 call.
    - **Change of Quarters –** Two Ambulances on duty, one on a transfer, one on a 911 call.

Legal Blood Draws

- **November 3 – (Year to Date – 38)**

TAAS Monthly Statistical Report November 2022

Calls For Service		Cancelled/No Transport		Facility Transfers		Denied Transfers		Salary Stipend	
247		62		74		30		$125.00	
1 Year Ago	257	1 Year Ago:	73	1 Year Ago:	76	1 Year Ago:	28	Yr to Date:	$500.00

Total Miles Driven		Mutual Aid Requests		Incoming Payments		Billed To Patients		Total Bad Debt Collected In 2022
4387.5		4 Asst / 7 Req / 3 Blood Draw		$202,758.18		$350,302.30		$104,169.45
1 Year Ago	4738	1 Year Ago:	11	Yr to Date:	$2,380,305	Yr to Date:	$4,431,171	

Billed Medicare		Collected Medicare		Uncollectable-Medicare (30% Retrivable)	
$107,850.50/JUST NGS		$40,911.01/JUST NGS		$114,661.19/JUST NGS	
Yr to Date:	$1,446,986	Yr to Date:	$435,020	Yr to Date:	$1,269,798.54

Billed Medicaid		Collected Medicaid		Medicaid Write-Off	
$82,950.40/JUST EDS		$10,098.41/JUST EDS		$21,392.81/JUST EDS	
Yr to Date:	$803,692	Yr to Date:	$148,831	Yr to Date:	$449,678

Billed Insurance		Collected Insurance		Write-Off Per Insurance		Collections		Collected Patient	
$90,974.40/also other ngs&eds		$33,242.70		$10,734.62		$13,697.91		$22,005.56	
Yr to Date:	$1,157,648	Yr to Date:	$359,242	Yr to Date:	$87,228	Yr to Date:	$274,355	Yr to Date:	$541,985

Billed V.A.		Collected V.A.		Outstanding V.A.		
$68,527.00		$96,500.50		2020 & Prior	2021	2022 As of 11/30
Yr to Date:	$944,710	Yr to Date:	$895,227	$1,484.88	$0.00	$98,095.40

NOTES:

CURRENT ROSTER EMPLOYEE ROSTER

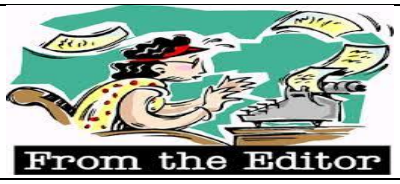
Number / Job Status		Licensure	Name	Status	Number/ Job Status		Licensure	Name	Status
		Full-Time Staff					Part-Time Staff		
1	FT	Director	Chief Tim Adler		20	PT	Paramedic/CC	Jeremy Schaller	
2	FT	Admin. Asst.	Christi Anderson		21	PT	Paramedic/CC	Bryce Bischel	
3	FT	Bookkeeping	Candice Maas		22	PT	Paramedic/CC	Gus Stephenson	
4	FT	Paramedic/CC	Dep Chief Adam Robarge		23	PT	Paramedic	Isabell Miles	
5	FT	Paramedic/CC	C.L. Brandon Sibert	A-Shift	24	PT	Paramedic	Laura Scharlau	
6	FT	Paramedic/CC	C.L. Chris Brigson	B-Shift	25	PT	Paramedic	Allen Sheston	
7	FT	Paramedic/CC	C.L. Jeremy Becker	C-Shift	26	PT			
8	FT	Paramedic/CC	Mitch Larkin	C-Shift	27	PT	Paramedic		
9	FT	Paramedic	Andrew Rinehart	B-Shift	28	PT	AEMT	Chris Prindiville	
10	FT	Paramedic	Michael Forlines	A-Shift	29	PT	AEMT	Tim Ehlers	
11	FT	Paramedic/cc	Morgan Scharlau	B-Shift	30	PT	AEMT		
12	FT	AEMT	Stacy Frost	C-Shift	31	PT	AEMT		
13	FT	AEMT	Stacey Zellmer	A-Shift	32	PT	AEMT		
14	FT	EMT	Dawson Dean	A-Shift	33	PT	EMT	Rostislav Yerokhin	
15	FT	AEMT	Sara Moore	B-Shift	34	PT	EMT	Katie Karper	
16	FT	Paramedic/CC	Lisa Hart	A-Shift	35	PT	EMT	Ben Ramos Mendoza	
17	FT	Paramedic	Jenna Quackenbush	B-Shift	36	PT	EMT	Josh Wilcox	
18	FT	Paramedic	Trevor Multhaup	C-Shift	37	PT	EMT		
19	FT	AEMT	Brandon Maurico	C-Shift	38	PT	EMT		

Monthly Invoices November 2022

ACCT #	DATE	DESCRIPTION & INVOICE #	CREDIT CARD YES	AMOUNT
2230	11/1/2022	Lynxx Networks		$565.33
3100	11/1/2022	Minuteman Press Inv. 29934		$115.92
3500	11/2/2022	Auto Glass of Sparta (Unit 267)		$260.00
3402	10/28/2022	EPM Inv. 2496980		$17.55
2220	11/3/2022	City W&S		$114.20
2900	9/20/2022	Canon Financial Services Inc. Copier		$91.63
2900	10/31/2022	DAS Health - Inv. #2051057	X	$87.57
3500	10/26/2022	Larkins Inv. # 82430 Unit 269		$159.30
3402	10/24/2022	Teleflex inv. # 9506148932		$677.50
2230	10/23/2022	First Net		$398.63
2200	11/4/2022	WE Energies		$35.14
3402	11/3/2022	EPM Inv. 2499082		$19.50
3402	11/3/2022	EPM Inv. 2499568		$995.00
2210	11/1/2022	Alliant Energy		$339.05
3350	11/10/2022	iSimulate Trainer ($6551.85 Pd for by Grants)		$11,580.00
3402	11/7/2022	EPM Inv. 24999869		$303.38
3402	11/4/2022	Bound Tree Inv # 84750300		$417.60
3401	10/31/2022	Kwik Trip (fuel)		$5,975.64
3350	10/31/2022	UW Health (Pals,BLS,ACLS e-cards)		$10.00
2900	11/14/2022	Tri State Business Machines Inv. # 559318		$78.00
2900	10/27/2022	Guthrie Security - Inv. 5465891		$36.00
3350	11/9/2022	Mid State Technical College Mike Forlines (CC)		$753.38
3402	11/9/2022	Bound Tree Inv # 84755781		$1,126.12
3400	11/16/2022	Mississippi Welders - Inv. # 475207		$110.20
3100	11/9/2022	Quill Inv. # 28902214		$485.30
3400	11/9/2022	Quill Inv. # 28898671		$119.97
3400	11/9/2022	Quill Inv. # 28902483		$32.99
3400	11/10/2022	Quill Inv. # 28902484		$33.98
3400	11/21/2022	Mississippi Welders - Inv. # 475226		$92.63
8300	11/11/2022	Stryker Inv. # 3952685M (Capital outlay)		$148.75
3400	11/30/2022	Mississippi Welders - Inv. # 350005		$142.98
2900	10/23/2022	On Target Inv. # 6591		$40.00
3402	11/23/2022	EPM Inv. 2505124		$17.56
3402	11/23/2022	Bound Tree Inv # 84771615		$166.94
2900	11/20/2022	Canon Financial Services Inc. Copier		$91.63
		TOTAL		$25,639.37

Senior & Disabled Services Monthly Report

DECEMBER 2022 - Hello from Pam



This is a communication tool to keep you all updated.

"Here at the Senior Center, we are all about making friends, being friends, keeping friends and spending time with friends." *~ Pam Buchda*	"The purpose of activities is not to kill time, but to make time live. Not to 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* "Laugh Often ~ Live Well ~ Love Much"	'Happiness is not a destination. It is a method of life" *~Burton Hills* *What are three (3) things you are grateful for?* "Do battle against prejudice and discrimination whenever you find it."

☺

HAPPY HOLIDAYS EVERYONE!!!

In Tomah, the Holiday season officially starts on Friday, November 25th with the Holiday Parade (sponsored by the Chamber) on Superior Ave., and the lighting of Tomah Lights at Winnebago Park.

Traditionally for me, the holidays started with St. Nicholas Day on December 6th and ended on the 12th Day of Christmas/ Epiphany Day/3 Kings Day on January 6th.

At this time of year, almost all religions have some sort of holiday traditions, including those of the Christian faith. So, without listing them all… here's wishing everyone HAPPY HOLIDAYS!

Remember to Count Your Blessings/things you are grateful for – at least 3 a day. I am grateful for you! Thank You.

The Senior Center will be **CLOSED on Friday thru Monday, December 23 thru 26,** 2022, for the HOLIDAY TIME OFF.

We will be open again on Tuesday, December 27.

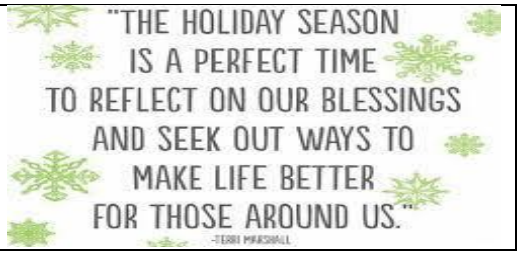
The Senior Center will be **CLOSED on Monday, January 2, 2023** for the NEW YEAR DAY HOLIDAY.

We will be open again on Tuesday, January 3.

☺

Already this season, winter weather caused the meal site to be closed on Friday, December 9.

The entertainment for our Christmas Party on the 9th canceled due to the weather and rescheduled the **Christmas Party to Friday, December 16 at 1:30pm**.



SENIOR & DISABLED SERVICES REPORT, continued from page 01

REPORT ON 2022 USAGE NUMBERS: Usage or participant numbers for the senior center were…

Month	# usage/ participants	Number Days Open & includes		Month	# usage/ participants	Number Days Open & includes
January	856+	24 –1 Sun., 1 Evening, & 2 Sat. *Meal site closed 4 days/weather*		**July**	1,215+	21–1 Sun., 5 Evenings, & 0 Sat.
February	1,039+	19 –0 Sun., 2 Evening, & 0 Sat. *Sr.Ctr & Meal Site closed 1 day*		**August**	1,486+	25-1 Sun., 4 Evenings, & 1 Sat.
March	1,390+	24-1 Sun, 5 Evenings & 0 Sat.		**September**	1,332+	22-1 Sun., 6 Evenings, & x 1 Sat.
April	1,340+	21 ½-1 Sun, 9 Evenings & 0 Sat		**October**	1,436+ +300 =1,736+	21- 1 Sun., 7 Evenings, & 1 Sat. Apprx. 300 at community Halloween Party
May	1,426+	22-1 Sun, 7 Evenings, & 0 Sat. *Meal Site closed 2 days 26 & 27*		**November**	1,322+	22-1 Sun.,5 Evenings, & 1 Sat.
June	1,461+	23-1 Sun, 6 Evenings, 0 Sat.		**December**		21-0 Sun., 5 Evenings, & 0 Sat.
				TOTAL		

NOTE: We do not always see/know how many people are in some evening activities or coming to the Traveling Office Hours, using the Giving Closet or the Library, or the Reading Table, Etc. We can tell, later, that these services have been used, but not by how many people. So we use the + sign to denote that additional people, above the numbers recorded, have used our services.

2022 COMPARED to 2021 USAGE NUMBERS:

REPORT ON 2021 USAGE NUMBERS: Usage or participant numbers for the senior center were…

Month	# usage/ participants	Number Days Open & includes		Month	# usage/ participants	Number Days Open & includes
January	407+	20 –0 Sun., 2 evenings, & 1 Sat.		**July**	1,078+	21 –1 Sun., 5 evenings, & 1 Sat.
February	383+	20 –0 Sun.,1 evenings, & 1 Sat.		**August**	1,253+	24 -1 Sun., 4 evenings, & 1 Sat.
March	617+	23 –0 Sun.,1 evenings, & 1 Sat.		**September**	1,134+	23 -1 Sun., 8 evenings, & 1 Sat.
April	689+	21 –0 Sun.,1 evenings, & 1 Sat.		**October**	1,410+	24 -2 Sun., 8 evenings, & 1 Sat.
May	657+	20 –0 Sun.,3 evenings, & 1 Sat.		**November**	1,101+	20 -1 sun., 5 evenings, & 1 Sat.
June	965+	22 –1 Sun.,6 evenings, & 1 Sat.		**December**	1,006+	22 –1 Sun., 5 evenings, & 1 Sat.
				TOTAL	**10,700+**	

01 RECREATION & LEISURE ACTIVITIES/GATHERING PLACE

GOAL: To maintain and grow programs, services and community events at the Senior Center.

-ACTIVITIES/EVENTS: Are listed in our monthly newsletter on the Calendar and in the 'Senior Center Program' section of the monthly newsletter.
In the senior center, activities are on our "daily" big board in the main room.
The calendar is also posted on the 'Tomah Senior Center' Facebook page.

-**LIVE MUSIC** with free admission is on Friday mornings from 10:15am to 11:15am at the Kupper Ratsch Senior Center. Come in and join us – sit back, relax and enjoy the music!

02 EDUCATIONAL & HEALTH PROGRAMS

GOAL: To maintain and grow programs/guest speakers at the Senior Center on educational, health and assistance programs/services.

-RESOURCE CONTACT INFORMATION listed every month in newsletter.

-**iPADS** are available *(thanks to Andres Charitable Trust grant)* to use at the senior center.
If you wish to learn how to use **iPads**, let Pam know & she will get someone to help you.

-LINE DANCING continues on Tues. & Thurs. at 9:00am–10:00am. Come & join us.

-PALS EXERCISE COURSE sign up for the next PALS class & waiting list is open. **Please sign up with Pam** 608-374-7476. We will start a class when we have 6 or more signed up.

-**WELLNESS EXERCISE** continues on Monday, Wednesday & Friday mornings at 9:00am to 10:00am, We work on flexibility/range of motion, endurance, strength, and balance.

-**STAND UP & MOVE MORE** (not exercise) course will be offered when 6 to 12 people sign up. **Please sign up with Pam** 608-374-7476.

-**WEIGH-IN scale** is available at the senior center. On your own, or Pam is willing to assist.

-Jerry Tiffany, will be here during the Medicare Annual Election/Enrollment period selling Medicare Supplemental Plans at 4:00pm on Thursday, October 6th, 13th, 20th, & 27th.
Note: This booking does not constitute an endorsement on the part of the city or the senior center.
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SENIOR & DISABLED SERVICES REPORT, continued from page 02

03 **DISABLED/SPECIAL NEEDS SERVICES**

GOALS: -MEDICAL EQUIPMENT NEEDS: To continue the Loan Closet free service.
-GENERAL NEEDS: To continue the Giving Closet free service.
-SPECIAL NEEDS: To maintain & grow services for special needs population & their caregivers.
-DEMENTIA NEEDS: To continue to be involved in Monroe County's Dementia Friendly Coalition.

-*Ongoing*: Keep **LOAN CLOSET** clean and organized, a major feat in-of-itself.
-*Ongoing*: Keep **GIVING CLOSET** clean and organized, a major feat in-of-itself.
-*Ongoing*: **DEMENTIA FRIENDLY COALITION of MONROE COUNTY** zoom meetings on 1st Tuesday at 3:00pm and projects as scheduled.

TRAVELING OFFICE HOURS:
-**ADRC DEMENTIA CARE SPECIALIST Emliy Reitz,** is here 2nd Wednesdays 9am–11am.
-**BETTER HEARING** with **Tom Vierling** on 3rd Thursdays 9am-11am &/or as scheduled.
-**ST. CROIX HOSPICE CARE TRANSITION COORDINATOR Janessa Peterson** is here on 3rd Wednesdays 9am-11am.

-*Ongoing*: **Lions Club Program for EYEGLASSES/HEARING AIDES**: Buckets to donate old eyeglasses/hearing aids are by the front door & in the Giving Closet by back door.
-*Ongoing*: **MAGNIFIER MACHINE** for people with impaired eyesight is available for reading at the reading table.

-*Ongoing*: **SPECIAL NEEDS COMMITTEE** continues to plan Sunday Funday events.
-*Ongoing*: **L.I.F.E. AFTER SCHOOL Program** begins again in mid-September at 3:30 on Mondays, Tuesdays & Thursdays at the Kupper Ratsch Senior Center.
-**SUNDAY FUNDAY** meets 1x monthly at 2:00pm-4:00. Next one is January 15, 2023.
☺

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

Committee formed in last quarter of 2018. *They **Volunteer** their time for us.*
Meets 1st Wednesday at 6:15pm (Open to public) every other month, beginning in January 2022
MISSION STATEMENT: To give the special needs community a fun time together, and their care-givers opportunities for support, education, and networking.

Patty Ambort, Parent/Caregiver
Pam Buchda, Tomah's Senior & Disabled Services Director
Ashley Gerke, Handishop Industries Program Manager CHAIR PERSON;
Francis (Trey) Hewuse, Special Needs Group Home/ Former THS Special Education Teacher

Mayor Mike Murray, Tomah's Mayor
Lauri Shumway, Parent/Caregiver, SECRETARY;
Stephanie Squires, Handishop Industries Director of Programming VICE-CHAIR;
Mary Watkins, Parent/Caregiver, Retired Special Education Teacher (on leave of absence 1/31/2022 until ?)

04 **VOLUNTEER PROGRAM:**

GOAL: -To maintain and build the volunteer program according to the needs of the department.

-**VOLUNTEERS** for the month are listed in the monthly newsletter.
-Some **VOLUNTEER OPPORTUNITIES** at senior center are listed in newsletter

Volunteerism at the senior center continues to be an integral part of our life here. Every month this year, we have counted each time a person volunteered that we are aware of.

2022 Month	# times Vol.	Comments		Month	# times Vol.	Comments
January	93	Meal site closed 4 days - weather		**July**	161	
February	111	Sr.Ctr & Meal Site closed 1 day		**August**	202	*Includes Crazy Daze fundraiser*
March	138			**September**	170	
April	138			**October**	244	*Includes Halloween Party*
May	128	Meal site closed on 26 & 27		**November**	228	*Includes Arts & Craft Fair*
June	162			**December**		
				TOTAL		

COMPARISON: November 2021 volunteer number was 142 compared to November 2022 volunteer number at 228.

"Volunteers make the world go round at the senior center." They are very much needed and appreciated. **We are grateful to all our volunteers.**

SENIOR & DISABLED SERVICES REPORT, continued from page 03

City of Tomah's SENIOR & DISABLED SERVICES BOARD

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.
*They **Volunteer** their time for us.*
Meets 1st Wednesday at 6:15pm (Open to public) every other month, beginning in January 2022.

2023 TERM	2024 TERM	
Susan Greeno, Citizen Evelyn Noyes, Citizen Mary Watkins, Citizen (on leave of absence 1/31/22 until ?)	Mike Murray, Mayor Richard Yarrington, Alderperson CHAIR PERSON Shawn Zabinski, Alderperson VICE-CHAIR	Jenna Moser, Citizen Lauri Shumway, Citizen SECRETARY

05 PUBLIC RELATIONS/COMMUNITY INVOLVEMENT

GOAL: -To continue to work on raising community awareness of the City's Senior & Disabled Services Department and the Kupper Ratsch Senior Center and what is offered.
-To continue to build/maintain community partnerships.

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-*Ongoing*: Give **tours, explain programs**, hand-out newsletters, listen and visiting.
-*Ongoing:* Many **Calls** for **assist with finding/contacting resources** for various needs.
-*Ongoing*: Work on communication tool-monthly Senior & Disabled Services **Newsletter.**
-*Ongoing:* Work on communication tool-information on Facebook-**Tomah Senior Center.**
-Ongoing: Work on communication tool-information in Dept. section on **City website**.
-Ongoing: Work on communication about events with Tomah **Chamber of Commerce**.

☺

COMMUNITY INVOLVEMENT

-*Ongoing*: **Maintained existing and building new relationships, contacts, involvements and partnerships** with community organizations and businesses.
-*Ongoing*: **AmVets** continue to meet on 3rd Tuesday at 6:30pm at the senior center.
-*Ongoing*: **INTERNATIONAL BSF BIBLE STUDY** for women plans to resume in person at the senior center on September 15, 2022. (The men's chapter meets in La Crosse.)
-*Ongoing*: **AMERICAN ASSOCIATION OF UNIVERSITY WOMEN (AAUW)** meet here on 4th Tuesday at 6:00pm.
-*Ongoing*: Partnership with **GOODWILL** for the **L.I.F.E. After School** program.
-*Ongoing*: **TPD OFFICER Delany Hanrahan** is scheduled to **VISIT** on the 4th Thursday.
-*Ongoing*: Director is a member of Rotary Club of Tomah (1990).
-*Ongoing*: Director is a member of Lions/Lioness Club of Tomah (2016).
-*Ongoing:* Director is a member of Chamber of Commerce (2020).
-*Ongoing*: Director serving on Neighbor For Neighbor Food Pantry Board (2022).
-*Ongoing*: Director serving on Noah's Ark Christian Learning Center Community Leadership Team (Aug. 2022).
-See photos of the Annual Tomah Area Community HALLOWEEN PARTY in the December 2022 newsletter.

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PROFESSIONAL COMMUNITY INVOLVEMENT

-**Wisconsin Association of Senior Centers (WASC)** virtual meetings as scheduled.
-**National Institute of Senior Centers (NISC)** virtual meetings as scheduled.
-**National Council on Aging (NCOA**) updates/virtual meetings as scheduled.
-**State Aging Advisory Council** virtual meeting for first time on Thursday, Sept. 11.
Their Mission: *"To advocate, promote and share common concerns and opportunities to improve the quality of life, health, an well-being of older adults throughout Wisconsin."*

☺

SENIOR & DISABLED SERVICES REPORT, continued from page 04

UPSTAIRS MEETING ROOMS & SITTING ROOM at the senior center

Meeting room

'Break-out meeting room


Sitting/Relaxing room

We have a meeting room, a 'break-out meeting room', and a sitting/relaxing room upstairs. However, the upstairs is only accessible by the stairs, so that limits the use of the rooms.

06 BUILDING/ MAINTENANCE

GOAL: -To maintain the building in good working order and a safe environment, and update, as needed, for safety and for changing/expanding needs.
-To manage the senior center rental buildings/spaces (which help fund the senior center budget).

Ongoing: Continue work on making the senior center feel "homey", with an **inviting & comfortable atmosphere**, including seasonal decorating & keeping place clean.

Update on Senior Center's Building(s):

- **107 E. Milwaukee Street** - **Housing Office**: Rental continues.
- **109 E. Milwaukee Street - Apartment** above Housing office: Rental continues.

-1000 Superior Avenue - Morgan Stanley: Rental continues thru April 2023.

-**1002 Superior Avenue - Senior Center**.
-**Kitchen - ADRC Meal Site**: Rental continues.
-On 2nd floor: **4 Offices - VAMC AFGE Local 0007 Union:** Rental continues.
-On 2nd floor: 3 meeting rooms; 2 rooms for special needs prom dresses; 2 bathrooms; 1 room for Loan Closet storage; 1 room for Giving closet storage. 1 storage room (for our dept.); 1 storage closet (for building supplies). 1 unused room (could see as a future game *(pool table & dart game)* room.

-**1004 Superior Avenue -** Looking to rent it. $1,500 monthly rent for approximately 3000 square feet in prime downtown location in Tomah. Have some calls & tours.

-1004½ Superior Avenue –At the 8/23/2022 City Council meeting, they approved the donation to City (senior center) of 2nd floor of 1004 Superior Ave. building. During the rest of 2022, city will be assessing condition of the space and what is possible with the space.

-*Ongoing:* Small **Maintenance Projects/Repairs.** Seems there is always something that needs doing at the senior center. *(Thank You Scott Donovan, Maintenance from city hall.)*

BUILDING FOR RENT

The 1004 Superior Avenue building is for rent. Approximately 3000 sq. feet for $1,500 month rent. It is right next door to the senior center in the heart of downtown Tomah.

CONTACT: Pam Buchda, Senior & Disabled Services Director at the Kupper Ratsch Senior Center at 1002 Superior Ave. Tomah, WI. 54660 or 608-374-7476 or pbuchda@tomahwi.gov

SENIOR & DISABLED SERVICES REPORT, continued from page 05

07 **INCOME/BUDGET/DONATIONS**

GOAL: To operate the Senior Center within the budget, and procure funds, as needed and available, for maintaining and/or expanding services.

-*Ongoing*: Worked on **monthly bills/invoices** and keeping track of the budgets.
-*Ongoing*: **2023 Budget Process**, (July thru October).
-*Ongoing*: **Donators** for the month & year are listed in the monthly newsletter.
-*Ongoing*: Appropriate **grants/donations**.
2022-Andres: $2,000 to dry clean special needs Prom Dresses & $1,500 for our Music Program.
2022-Earl: $2,000 for Exercise Equipment & for special needs Sunday Funday.
-*Ongoing*: **In-House Fundraiser Projects**: Greeting cards, framed puzzles, & showcase items.
-*Ongoing*: **Fundraising for Specific Programs/Projects** goes on throughout the year. (I.E: Music Sponsorships, Community Halloween Party, etc.).
-*Ongoing*: Planning and coordinating **Fundraising Events** that go on throughout the year (I.E: Crazy Daze Fundraiser, Art & Craft Fair, etc.).
-Photos of and information on the Art & Craft Fair are in the December newsletter.
-*Ongoing*: **In Memory Donations** are listed in newsletter.
☺

08 **MEAL SITE**

GOAL: -To continue to provide a meal program at the Senior Center.
-To continue to partner with Monroe County to provide meals at the Senior Center.

-*Ongoing*: **Worked together in day to day operations/collaborations** with Tomah's Meal Site Manager and other meal site employees.

TOMAH MEAL SITE

Join us at the Kupper Ratsch Senior Center.
Good People–Good Place!

☺

The City of Tomah (Senior & Disabled Services Department) has a contract with Aging & Disability Resource Center (ADRC) of Monroe County for the Tomah meal site to be at the Kupper Ratsch Senior Center.

DATE: Monday thru Fridays, except holidays
TIME: Arrive 11:15 or earlier for **Lunch at 11:30am**
PLACE: Kupper Ratsch Senior Center
COST: Meal donation to ADRC is $4 for 60 & older, younger is $14.07
SIGN-UP: Per ADRC **sign up by NOON two days before** to reserve your meal (by noon on Thursday for Monday).
CONTACT: ADRC Tomah Meal Site Manager, Cathy Neumann at **608-372-7291** or come to Senior Center to see her. Or the ADRC of Monroe County Office at 608-269-8690.

09 **SENIOR & DISABLED SERVICES DEPARTMENT EMPLOYEES**

GOAL: To maintain an effective, positive employee team for the City's Senior & Disabled Services Dept.

Besides the Activities/Events, Programs, and regular everyday things at the Senior Center and what has been reported in the other sections of this report…

EDUCATIONAL OPPORTUNITIES as they present themselves, are appropriate and are within budget.
-**Changing Seasons, Changing Circadian Patterns** presented by Teepa Snow. Webinar by Senior Helpers on Thursday, October 20, 2022.
-**Wisconsin Association of Senior Centers (WASC) Fall Conference** [Refresh, Refocus, Reimagine] in Sevens Point on October 27 & 28. Topics included: Networking: Share Your Best Programs; Board Development Filling the Gaps; Conflict Management & De-Escalation; LGBTQ+ 101/Working with LGBTQ+ Elders; Addressing Diversity, Equality & Inclusion in Senior Centers; Developing Partnerships & Community Collaboration, and Leading the Way Through Self-Compassion Practices.

SENIOR & DISABLED SERVICES REPORT, continued from page 06

WASC ACCREDITIATION

In 1978 The National Institute of Senior Centers developed national standards for senior center operation and management. The Wisconsin Association of Senior Centers took those standards and in 1987 adapted them for senior centers in Wisconsin. This became one of the first senior center accreditation programs in the nation. The WASC accreditation program is designed to allow all senior centers to go through the process, enabling even the smallest and most rural centers to strive to operate at the highest level of service.

The self-assessment guides senior centers to review areas of standards/management (Mission & Purpose; Goals & Objectives; Community; Advocacy; Organizational Structure; Governance; Administration; Volunteers; Programming; Evaluation; Fiscal Management; Records & Reports; Personnel Policies, Practices &Procedures; Emergency Arrangements; Risk Management; & Facility) to ensure the program is operating at the highest of standards, The assessment can be invaluable in developing and implementing programs and services for older adults. The review also involves staff, participants, volunteers, and community members in the review of the senior center. This is a critical step in building ties to the community and educating stakeholders about the senior center. Once the self-assessment is complete a peer review is conducted through the WASC Accreditation committee. The accreditation self-assessment takes place every five years.

In August, Kupper Ratsch Senior Center paid the $50 Packet Fee to WASC. We have the information to familiarize and organize ourselves with it now.

We will start working on the process in January 2023 and work thru the year on it. WASC District 4 (our District) senior center directors will be meeting (on-line) once a month to assist each other thru the process of Accreditation and/or Re-accreditation.

When we are ready at the end of the process, we will pay $250 for the panel of senior center directors from accredited senior centers who sit on the Accreditation Board to come and spend a day at our senior center to check out the accreditation work and facility. If everything is "up to snuff", they will give us the Accreditation.

The accreditation process will need the participation of the Board and others, it is very involved & lots of work… **Accreditation means** a senior center meets the highest standards of excellence. It legitimizes senior centers as professionally managed, relevant, & vital resources for older adults & other community members. It brings clarity to senior center operations. Accredited centers say that undergoing the process has helped them. It ensures they have smooth & efficient operating procedures & policies in place. Provides quality improvement process that strengthens overall senior center operations. It helps with leadership transition. Connects to their communities. Improves understanding with governing bodies, participants, & volunteers. Grows & improves their brand. Assists in developing plan(s) for the future & enhances center's image/recognition. It results in official recognition that tells your community you are meeting your mission in a professional fashion.

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NAME	**INTERNSHIP at the Senior Center -** Senior & Disabled Services Aide (SDSA) By Division of Vocational Rehabilitation (DVR) thru Aptiv.
Tom Hollis	20 hours weekly – 10/25/2022 to 01/05/2023

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

There is always so much I want to communicate. Besides running out of room, I am sure I forgot some of it.

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

City of TOMAH
A GROWING COMMUNITY SINCE 1883

November Permit Report

11/01/2022 - 11/30/2022

Permit #	Permit Date	Permit Type	Project Description	Parcel Address	Total Fees	Construction Value
6340	11/28/2022	Sign Permit	New monument sign with electronic message center	716 SUPERIOR AVENUE	$40.00	0.00
6338	11/28/2022	Building- New Commercial	New press box for Gerke Field	600 Straw St.	$0.00	0.00
6337	11/28/2022	Mechanical	HVAC for new duplex(part of 4 unit building)	429 W Veterans St. units 1-4	$110.00	20,630.00
6336	11/28/2022	Mechanical	HVAC for new duplex(part of 4 unit building)	429 W Veterans St. units 1-4	$110.00	20,630.00
6334	11/28/2022	Electrical	Replace mobile home pedestal	Country View Estates	$50.00	2,000.00
6333	11/28/2022	Electrical	Replace mobile home pedestal	800 Sime Ave.	$50.00	2,250.00
6332	11/22/2022	Electrical	Electrical for duplex (part of 4 unit building)	429 W Veterans St.		20,000.00
6331	11/22/2022	Electrical	Electrical for duplex (part of 4 unit building)	427 W Veterans St.		20,000.00
6330	11/18/2022	Electrical	Replace mobile home pedestal	800 Sime Ave.	$50.00	1,800.00
6329	11/18/2022	Plumbing	Plumbing for new single family home	419 N Lawrence Ave.	$50.00	13,000.00
6328	11/18/2022	Plumbing	Plumbing for addition of half bath in existing office	102 E VETERANS STREET	$50.00	1,500.00
6327	11/18/2022	Electrical	Electrical for home moved onto new basement	209 W BENTON STREET	$60.00	6,000.00
6326	11/17/2022	Fence	4' vinyl fence >2' from property lines in side and rear yard	214 NICHOLAS STREET	$20.00	0.00
6325	11/16/2022	Deck Permit	Replacing existing deck within the same footprint	1204 KILBOURN AVENUE	$35.00	30,650.00
6324	11/16/2022	Alter/Addition One or Two Family	Installation of helical piers and foundation wall strengthening system	902 HOLLISTER AVENUE	$200.00	20,224.63
6323	11/15/2022	Electrical	Rewire house and electrical service upgrade (200 amp)	411 NOTH AVENUE	$102.00	18,000.00
6322	11/15/2022	Demolition	Interior demolition	1210 N SUPERIOR AVENUE	$30.00	0.00
6321	11/14/2022	Electrical	Electrical for duplex (part of	429 W Veterans St.	$110.00	20,000.00

			4 unit building)			
6320	11/14/2022	Electrical	Electrical for duplex (part of 4 unit building)	427 W Veterans St.	$110.00	20,000.00
				Totals	**$1,177.00**	**216,684.63**

Total Records: 19

12/12/2022

Common Council Meeting and 2023 Budget Hearing Minutes from November 15, 2022

Call to Order - Pledge of Allegiance - Roll Call
The meeting was called to order by Mayor Michael Murray at 6:30 p.m. After the Pledge of Allegiance, roll call was taken. Present: Michael Murray, Adam Gigous, John Glynn, Shawn Zabinski, Mitchell Koel, Lamont Kiefer, Nellie Pater, and Dean Peterson. Absent: Richard Yarrington. Also present: Kirk Arity, Molly Powell, Becki Weyer, Shane Rolff, Tim Adler, Irma Keller, Pam Buchda, and Tina Thompson.

ANYONE DESIRING TO APPEAR TO COUNCIL
No one desired to appear before council.

PUBLIC HEARINGS:
2023 Budget Hearing Agenda
Open the public hearing
Motion by Zabinski, second by Gigous to open the public hearing for the 2023 budget. Motion carried. Public Hearing opened at 6:33 p.m.

Budget Summary and City Levy Determination
The property tax levy required to finance the 2023 proposed Budget is $6,054,517 and the tax rate to be established is $7.67 per $1,000 of assessed property value. This mil rate is higher than last year, but still lower than any year besides 2022 going back to 2013.

Discussion and/or Public Comment
Mayor Murray asked for any discussion or public comment. No members of the public presented question or comment. No further discussion ensued from the Council.

Close Public Hearing
Motion by Zabinski, second by Gigous to close the public hearing. Motion carried. The public hearing for the 2023 budget closed at 6:35 p.m.

Resolution Adopting the 2023 Budget and Establishing the Tax Rate
Motion by Peterson, second by Pater, to approve the Resolution Adopting the 2023 Budget and Establishing the Tax Rate. Motion carried.

A RESOLUTION ADOPTING THE 2023 BUDGET
AND ESTABLISHING THE TAX RATE
RESOLUTION # _____

WHEREAS, Wisconsin State Statute 65.90 requires an annual budget appropriating moneys to finance activities and programs of the City for the ensuing fiscal year, and
WHEREAS, the Common Council has considered a Budget for 2023 as prepared by the City Treasurer and Department Staff, and
WHEREAS, the City Council held a public hearing on the 2023 Budget as required, and
WHEREAS, the 2023 Budget requires a Tax Levy to finance in part the appropriations.
NOW, THEREFORE, BE IT RESOLVED, BY THE City of Tomah Common Council that:

1. Budgeted revenue estimates and expenditure appropriations for the year 2023 for the City of Tomah are hereby adopted per the summary below and as set forth in the budget document:

Expenditures:	2021 ACTUAL	2022 BUDGET	2022 6 MOS. ACTUAL	2022 6 MOS PROJECTED	2023 COUNCIL PROPOSED	2023 ADOPTED
* General Fund	7,617,190	8,044,777	3,701,662	7,867,353	7,834,284	7,834,284
	-	-	-	-	-	-
Lake District	81,976	182,538	12,285	57,536	57,536	57,536
TIF #8	1,350,604	910,794	(119,608)	928,994	928,994	928,994
TIF #9	230,854	175,530	640	92,463	92,463	92,463
TIF #10	579,928	412,825	178	72,875	72,875	72,875
TIF #11	3,917	13,500	1,888	21,000	21,000	21,000
* Debt Service	6,324,013	2,413,953	1,516,629	4,152,895	4,152,895	4,152,895
Capital Projects	2,731,151	10,146,600	1,080,305	1,384,338	1,417,338	1,417,338
ARPA Funds	-	1,774,005	95,450	26,000	26,000	26,000
Ambulance	3,702,572	4,210,616	2,053,662	4,813,951	4,813,951	4,813,951
Community Development Block Grant	82,489	83,455	9,260	8,215	8,215	8,215
Grants & Donations	26,357	8,500	7,034	-	-	-
* Industrial Development Fund	14,745	39,828	8,343	47,424	47,424	47,424

Common Council – November 15, 2022

* Library Trust	476,029	491,736	256,122	569,170	569,670	569,670
* Mass Transit	601,548	601,785	263,610	636,284	636,284	636,284
* Senior & Disabled	113,332	140,751	57,832	146,685	146,685	146,685
Tourism	291,259	640,157	(114,327)	672,011	672,011	672,012
Water Utility	2,112,386	1,961,502	2,068,931	2,079,101	2,079,101	2,079,101
Sewer Utility-WWTP/Sanit.Sewer	2,258,298	2,018,410	673,889	2,033,178	2,033,178	2,033,178
Total Expenditures (All Funds)	28,598,650	34,271,262	11,573,784	25,609,473	25,609,904	25,609,905
Net Expenditures (City Levy Impact)	15,132,113	11,693,002	5,795,855	13,372,387	13,339,818	13,339,818

Total Indebtedness as of 12/31/2021:	
General Obligation Debt	29,519,352
Sewer Revenue Bonds	735,000
Water Revenue Bonds	2,844,589
	33,098,941

	2021 ACTUAL	2022 BUDGET	2022 6 MOS. ACTUAL	2022 6 MOS PROJECTED	2023 COUNCIL PROPOSED	2023 ADOPTED
Revenues						
* General Fund	3,939,553	4,414,109	1,329,929	2,683,845	4,153,431	4,153,431
Lake District	66,490	182,538	182,648	500	57,536	57,536
TIF #8	1,614,728	911,261	365,353	22,149	738,459	738,459
TIF #9	169,692	176,000	171,028	0	306,260	306,260
TIF #10	449,148	413,000	362,096	0	461,242	461,242
TIF #11	-	14,000.00	-	-	11,441.87	11,441.87
* Debt Service	4,857,911	1,356,521	42,149	1,136,628	2,168,056	2,168,056
* Capital Projects	98,362	10,146,600	27,419,424	-6,770,635	1,417,371	1,417,371
ARPA Funds	-	983,570	486,435	-	-	-
Ambulance	4,716,556	4,526,053	2,613,138	2,205,100	4,771,187	4,771,187
Community Development Block Grant	234,191	38,400	30,485	200	31,500	31,500
* Grants & Donations	121,167	8,500	160,958	0	0	0
* Industrial Development Fund	0	40,000	0	0	47,500	47,500
* Library Trust	191,265	205,200	112,651	29,500	213,338	213,338
* Mass Transit	621,264	508,000	196,579	282,000	590,000	590,000
* Senior & Disabled Services	80,221	55,300	22,617	23,027	41,500	41,500
Tourism	657,553	640,600	185,276	500,250	672,010	672,010
Water Utility	2,302,182	2,391,500	1,398,497	1,047,229	2,424,706	2,424,706
Sewer Utility-WWTP	3,118,612	2,952,093	1,947,259	1,390,899	3,339,290	3,339,290
Total Revenues (Without Levy)	23,238,894	29,963,245	37,026,521	2,550,692	21,444,828	21,444,828
Net Revenue	9,690,214	6,003,639	1,703,924	4,155,000	7,166,325	7,166,325
General Fund Balance Applied	-	598,213.00	-	-	118,976.00	118,976
Subtotal	9,690,214	6,601,852	1,703,924	4,155,000	7,285,301	7,285,301
City Property Tax Levy	5,675,030	5,091,150			6,054,517	6,054,517
Total Revenue	28,913,924	35,692,608	41,118,453	3,844,146	27,618,321	27,618,321
Assessed Value	677,536,200	783,743,100			789,046,700	789,046,700
Tax rate per $1,000	8.38	6.50			7.67	7.67

* Requires City Tax Levy

2. The property Tax Levy required to finance the 2023 Budget is $6,054,517 and the Tax Rate to be established at $7.67 per $1,000 of assessed property value.

Requested by: Molly Powell, Treasurer

Introduced by:

Dated: _____ _____
Michael Murray, Mayor

READ:_____

PASSES: _____ _____
Rebecca Weyer, City Clerk

Mayor
In memory of Ed Thompson, the Community Thanksgiving dinner will start at 11 a.m. on Thanksgiving Day at Murray's on Main.

Resolution in Recognition of Honor to Stuart Westpfahl for Service to the City of Tomah
This resolution will be read in December.

Senior Executive Team
Senior Center Redevelopment Study
A structural engineer looked at the Senior Center property. They also went into the newly acquired Dickie property to begin access the potential of the space.

Housing Assessment Discussion
The Long-Range Planning Committee did not have a meeting last month, but the housing study completed by Vandewahl and Associates should be discussed at their next meeting. The LRPC should have a recommendation for the Council to review in December or January.

Public Safety
Adler presented the October Public Safety Report and covered the highlights with the Council.
Fire Department is near full staffing.
The Emergency services building continues to move along. There was a slight delay on the pouring of floors. Overhead doors were started, and all the front doors are installed. The 12th Annual Hunter's Night out was a success. October is a busy time for the fire department due to Fire Prevention Month. Fire Department calendars have been delivered to the community.
EMS: Currently fully staffed with 15 full time and 14 part time employees. The new ambulance should be here by the first of December. Medicare is two years behind in the revalidation process, but they are ready to revalidate as soon as the Medicare system is available.

Library
Dir. Keller was not present.

Senior & Disabled Services
The Arts and Craft Fair at Recreation Park will be this weekend November 19, 2022. Dir. Buchda provided a monthly Senior & Disabled Services report and covered the highlights with the Council.

Planning & Building Inspection
Rolff provided the October Building Permit Report & September and October Code Enforcement Reports.

Chamber/Convention & Visitors Bureau
Thompson attended a Chamber Conference. They are starting to work on the 2023 Area Guide.
The Friday after Thanksgiving they are looking for judges for the parade. Thompson explained how Tomah Bucks work. They are continuing with work force panels at the high school. They continue to work on their new website development completed by the end of January. There will be Monroe County short videos on social media showcasing items in the county.

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).*

Motion by Zabinski, second by Pater, to approve the following consent agenda:

A. October 31, 2022, Cash and Investments Report
B. Approval of Minutes from October 18, 2022
C. Application of Class "B" Fermented Malt Beverage License for Holiday Inn Express & Suites

Motion carried.

Committee of the Whole
Resolution Designating Public Depositories for City of Tomah's Monies
Motion by Kiefer, second by Koel, to approve the Resolution Designating Public Depositories for City of Tomah Monies. Motion carried.

RESOLUTION NO. _____

RESOLUTION DESIGNATING PUBLIC DEPOSITORIES
FOR CITY OF TOMAH'S MONIES

BE IT RESOLVED, that the Common Council of the City of Tomah designates the following depositories for the year of 2023:

1. CCF Bank
2. Bank First
3. State Local Government Investment Pool
4. Tomah Area Credit Union
5. RIA Federal Credit Union of Tomah
6. Farmers & Merchants Bank of Kendall
7. RBC Capital Markets, LLC
8. Multi-Bank Securities, Inc.
9. Pershing, LLC

BE IT FURTHER RESOLVED, that all checks for the withdrawal of City funds be signed by the Mayor, City Clerk and Treasurer. In lieu of personal signatures, a check signer may be used.

Dated this 15th day of November, 2022.

_____
Michael Murray, Mayor

_____
Rebecca Weyer, City Clerk

Snowmobile Trail Route Approval
Motion by Zabinski, second by Glyn, to approve the proposed changes and map for the snowmobile trail route in the City of Tomah. Motion carried. The updated map will be available at the City Clerk's office. An ordinance amendment will be presented at a later date.

Resolution Authorizing Payment of Monthly Bills
Motion by Kiefer, second by Pater, to approve the Resolution Authorizing Payment of Monthly Bills in the amount of $3,852,214.82. Motion carried.

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:	2022	$1,703,370.55	Check #'s:	141242	141412
2. Payroll:		$253,707.70	Dir Dep #'s:	9297329	9297551
3. Wire/ACH Transfers:		$496,729.69			
4. Invoices:		$1,398,406.88			
Total:		$3,852,214.82			

_____
Mayor

_____
Clerk

Requested by: Finance Department

Submitted by: Committee of the Whole

November 15, 2022

Resolution Authorizing A Change In The 2023 City Of Tomah Position Count
Motion by Koel, second by Zabinski, to approve the Resolution Authorizing a Change in the 2023 City Of Tomah Position Count. Motion carried.

RESOLUTION NO. _____

RESOLUTION AUTHORIZING A CHANGE IN THE 2023 CITY OF TOMAH POSITION COUNT BY THE ABOLISHMENT OF ONE FULL TIME TRUCK DRIVER POSITION FOR THE PUBLIC WORKS DEPARTMENT

WHEREAS, the Common Council of the City of Tomah hereby authorizes a change in the 2023 City of Tomah position count by the abolishment of one full time Truck Driver position, and

WHEREAS, it is documented that due to efficiencies created by the implementation of the garbage tote pickup system, and

WHEREAS, these efficiencies have proven to reduce the need for full-time staffing in the Public Works Department,

NOW, THEREFORE BE IT FURTHER RESOLVED that the City of Tomah Common Council does hereby authorize a change in the 2023 City of Tomah Position Count as described above.

Dated this 14th day of November 2022.

_____
Michael Murray, Mayor

ATTEST:

_____
Rebecca Weyer, City Clerk

Approve Purchase of Recycling Truck
This truck is part of the 2024 capital projects, but approval is needed prior to 2024 due to supply chain issues. Motion by Peterson, second by Zabinski, to approve the purchase of a recycling truck in the amount of $361,273.10 to be ordered prior to 2024 due to supply chain issues. Motion carried.

Request for 1% Room Tax allocation for Eggelson/Flare Ave. Outdoor Sports Complex
Motion by Pater, second by Zabinski, to approve the use of 1% of room tax for the Eggelson/Flare Ave. Outdoor sports complex project. Motion carried.

Request for 1% Room Tax allocation for Recreation Park Ice Center/Multi-Purpose Building Addition
Motion by Glenn, second by Pater, to approve the use of 1% room tax for the Recreation Park/Ice Center Multi-Purpose building addition. Motion carried.

ADJOURN
Motion by Zabinski, second by Pater, to adjourn. Meeting adjourned at 7:02 p.m.

_____
Mayor Michael Murray

_____
Attest: Rebecca Weyer, City Clerk

To be approved 12/20/2022

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Special Beer and Wine Permit Application by North American Squirrel Association (n.a.s.a.) for the Annual n.a.s.a. Fundraising Banquet on March 25, 2023.

Summary and Background Information:

(Appropriate Documentation Attached)

n.a.s.a. has applied for a Temporary “Class B” License to sell wine and fermented malt beverages at its annual fundraising event being held at Tomah Recreation Park in the recreating building located at 1625 Butts Ave in Tomah.

Fiscal Note:

The revenue generated to the City of Tomah by issuance of this license is $10.

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/Wine Permit.

Respectfully submitted by:

Nicole E. Jacobs

Committee: Committee of the Whole & Common Council

Meeting Date: December 19 & 20, 2022

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 RECEIPT # 9.000010 Application Date: Dec 7, 2023

☐ Town ☐ Village ☒ City of TOMAH 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 March 25 and ending March 25 2023 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 ☐ Veteran's Organization ☐ Fair Association or Agricultural Society ☒ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name North American Squirrel Association

(b) Address PO Box 173 TOMAH WI 54660
(Street) ☐ Town ☐ Village ☒ City

(c) Date organized Dec 2016

(d) If corporation, give date of incorporation

(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 DAVE STUTZMAN
Vice President TONY CHRISTNOVICH
Secretary Kristin Stellpflug
Treasurer CHRIS LAU

(g) Name and address of manager or person in charge of affair: DAVE STUTZMAN
21601 Knollwood DR. Kendall WI 54638
Phone # 608-343-7234 Email tomahsquirrels@gmail.com

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 Fairgrounds Gold Building

(b) Lot Block

(c) Do premises occupy all or part of building? All

(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:

(e) Approximate number of attendees 470

3. Name of Event

(a) List name of the event Annual NASA Fundraising Banquet

(b) Dates of event March 25, 2023

4. SITE PLAN MUST BE ATTACHED TO THIS APPLICATION

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than $1,000.

Officer [signature] *(Signature / Date)* North American of Tomah *(Name of Organization)*

Date Filed with Clerk 12/07/2022 Date Reported to Council or Board

Date Granted by Council License No.

AT-315 (R. 9-19) Wisconsin Department of Revenue

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Annual renewal of Taxicab Licenses for Running, Inc. DBA Tomah Transit

Summary and Background Information:

(Appropriate Documentation Attached)

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

1. 2017 Dodge Grand Caravan – VIN #2C7WDGBG5HR648584
2. 2016 Dodge Grand Caravan – VIN #2C7WDGBG9GR386602
3. 2015 Dodge Grand Caravan – VIN #2C4RDGBG2FR736368
4. 2012 Chrysler – VIN #2C4RC1BC4CR270955
5. 2019 Dodge Grand Caravan – VIN #2C4RDGBG8KR704499
6. 2020 Dodge Grand Caravan – VIN #2C4RDGBG0LR184882
7. 2020 Dodge Grand Caravan – VIN #2C4RDGBG9LR184881

This annual licensing period runs from January 1, 2023 to December 31, 2023. The certificate of insurance is on file.

Fiscal Note:

The license fee is $25 for the first cab and $20 for each additional cab. The total for seven cabs is $145.

Recommendation:

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

Respectfully submitted by:

Nicole E. Jacobs

Committee: Committee of the Whole & Common Council

Meeting Date: December 19 & 20, 2022

CITY OF TOMAH
APPLICATION FOR TAXICAB LICENSE

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

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

1. **Name and address of Taxicab Company requesting license:**

Running Inc DBA Tomah Transit
318 W Decker St Viroqua WI 54665

2. **Information of each Taxicab to be licensed:**

Cab #1: Identification #: T620

Year: 2017 Make: Dodge Model: Grand Caravan

VIN #: 2C7WDGBG5HR648584 WI State Certificate of Title #:

License Plate #: 97864 Capacity of Passengers: 6

Is Vehicle Mortgaged? ☐ No ☐ Yes, Amount of Mortgage:

Cab #2: Identification #: T621

Year: 2016 Make: Dodge Model: Grand Caravan

VIN #: 2C7WDGBG9GR386602 WI State Certificate of Title #:

License Plate #: 94508 Capacity of Passengers: 4

Is Vehicle Mortgaged? ☐ No ☐ Yes, Amount of Mortgage:

Cab #3: Identification #: T625

Year: 2015 Make: Dodge Model: Grand Caravan

VIN #: 2C4RDGBG2FR736368 WI State Certificate of Title #:

License Plate #: ABR2415 Capacity of Passengers: 6

Is Vehicle Mortgaged? ☐ No ☐ Yes, Amount of Mortgage:

Cab #4: Identification #: T626

Year: 2012 Make: Chrysler Model:

VIN #: 2C4RC1BG4CR270955 WI State Certificate of Title #:

License Plate #: AEH5417 Capacity of Passengers: 6

Is Vehicle Mortgaged? ☐ No ☐ Yes, Amount of Mortgage:

Cab #5: Identification #: T627

Year: 2019 Make: Dodge Model: Grand Caravan

VIN #: 2C4RDGBG8KR704499 WI State Certificate of Title #:

License Plate #: C12719 Capacity of Passengers: 4

Is Vehicle Mortgaged? ☐ No ☐ Yes, Amount of Mortgage:

Cab #6: Identification #: T628

Year: 2020 Make: Dodge Model: Grand Caravan

VIN #: 2C4RDGBG0LR184882 WI State Certificate of Title #:

License Plate #: C15583 Capacity of Passengers: 4

Is Vehicle Mortgaged? ☐ No ☐ Yes, Amount of Mortgage:

---

3. Insurance Information:

Name of Insurance Company: Cincinnati

Name of Insured: Running Inc

Amount of Insurance: See attached

Policy #: EBA 0575175 Expiration Date: 9-1-2023

Have you ever been licensed to operate a taxi? ☐ No ☒ Yes

If yes, where? Reedsburg, Mauston, Onalaska, Sun Prairie

Was your license ever revoked? ☒ No ☐ Yes

If yes, reason revoked?

STATE OF WISCONSIN

COUNTY OF ~~MONROE~~ Vernon ss.

Christina L. Bankes
Notary Public
State of Wisconsin
exp 10/23/2025

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

Applicant Signature

Subscribed and sworn to before me this 23rd day of November, 2022

OFFICE USE ONLY

Receipt #: 5000822 Amount Paid $: 145 Date: 12/5/2022

Date approved by City Council: License No.:

Issue Date: Expire Date:

CITY OF TOMAH
APPLICATION FOR TAXICAB LICENSE

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

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

1. **Name and address of Taxicab Company requesting license:**

Running Inc. DBA Tomah Transit
318 W Decker St Viroqua WI 54665

2. **Information of each Taxicab to be licensed:**

Cab #1: Identification #: T629

Year: 2020 Make: Dodge Model: Grand Caravan

VIN #: 2C4RDGBG9LR184881 WI State Certificate of Title #: _____

License Plate #: C15672 Capacity of Passengers: 4

Is Vehicle Mortgaged? ☐ No ☐ Yes, Amount of Mortgage: _____

Cab #2: Identification #: _____

Year: _____ Make: _____ Model: _____

VIN #: _____ WI State Certificate of Title #: _____

License Plate #: _____ Capacity of Passengers: _____

Is Vehicle Mortgaged? ☐ No ☐ Yes, Amount of Mortgage: _____

Cab #3: Identification #: _____

Year: _____ Make: _____ Model: _____

VIN #: _____ WI State Certificate of Title #: _____

License Plate #: _____ Capacity of Passengers: _____

Is Vehicle Mortgaged? ☐ No ☐ Yes, Amount of Mortgage: _____

Cab #4: Identification #: _____

Year: _____ Make: _____ Model: _____

VIN #: _____ WI State Certificate of Title #: _____

License Plate #: _____ Capacity of Passengers: _____

Is Vehicle Mortgaged? ☐ No ☐ Yes, Amount of Mortgage: _____

TAXICAB INSPECTION CERTIFICATE - POLICE DEPARTMENT

OWNER NAME: City of Tomah	TAXICAB #: 620
ADDRESS: 819 Superior Ave	VIN #: 2C7WDGBG5HR648584
CITY, STATE, ZIP CODE: Tomah, WI 54660	LICENSE NUMBER: 97864
	YEAR: 2017
	MAKE/MODEL: Dodge Grand Caravan
	ODOMETER READING: 266767
	COLOR: White

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

INSPECTION DATE:	
PASS:	✓
FAIL:	

COMMENTS:

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

91

Inspector Signature & Badge Number

11/29/22

Date:

TAXICAB INSPECTION CERTIFICATE - AUTO MECHANIC

OWNER NAME: City of Tomah	TAXICAB #: 620
ADDRESS: 819 Superior Ave	VIN #: 2C7WDGBG5HR648584
CITY, STATE, ZIP CODE: Tomah, WI 54660	LICENSE NUMBER: 97864
	YEAR: 2017
	MAKE/MODEL: Grand Caravan
	ODOMETER READING: 263537
	COLOR: White

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

INSPECTION DATE:		
11/2/22	PASS:	X
	FAIL:	

COMMENTS:

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

Auto Mechanic Signature

11-3-2022
Date:

TAXICAB INSPECTION CERTIFICATE - POLICE DEPARTMENT

OWNER NAME: City of Tomah	TAXICAB #: 621
ADDRESS: 819 Superior Ave	VIN #: 2C7WDGBG9GR386602
CITY, STATE, ZIP CODE: Tomah, WI 54660	LICENSE NUMBER: 94508
	YEAR: 2016
	MAKE/MODEL: Dodge Grand Caravan
	ODOMETER READING: 269819
	COLOR: White

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

INSPECTION DATE:	
PASS:	✓
FAIL:	

COMMENTS:

– Driver side sliding door (No)

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

91

Inspector Signature & Badge Number

11/29/22

Date:

TAXICAB INSPECTION CERTIFICATE - AUTO MECHANIC

OWNER NAME: City of Tomah	TAXICAB #: 621
ADDRESS: 819 Superior Ave	VIN #: 2C7WDGBG9GR 306602
CITY, STATE, ZIP CODE: Tomah, WI 54660	LICENSE NUMBER: 9450
	YEAR: 2016
	MAKE/MODEL: Dodge G. Caravan
	ODOMETER READING: 269563
	COLOR: white

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

INSPECTION DATE:	11-15-22
PASS:	✓
FAIL:	

COMMENTS:

zipties and 1 small crack on bumper

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

Auto Mechanic Signature: M Bak

Date: 11-15-22

TAXICAB INSPECTION CERTIFICATE - POLICE DEPARTMENT

OWNER NAME: Running Inc	TAXICAB #: 625
ADDRESS: 318 W Decker St	VIN #: 2C4RDGBG2FR736368
CITY, STATE, ZIP CODE: Viroqua, WI 54665	LICENSE NUMBER: ABR-2415
	YEAR: 2015
	MAKE/MODEL: Dodge Grand Caravan
	ODOMETER READING: 269911
	COLOR: Silver

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

INSPECTION DATE:		
	PASS:	✓
	FAIL:	

COMMENTS:

- only works with Key fob

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

B Sm 91 — Inspector Signature & Badge Number

11/29/22 — Date:

TAXICAB INSPECTION CERTIFICATE - AUTO MECHANIC

OWNER NAME: Running Inc	TAXICAB #: 625
ADDRESS: 318 W Decker St	VIN #: 2C4RDGBG2FR736368
CITY, STATE, ZIP CODE: Viroqua, WI 54665	LICENSE NUMBER: ABR-2415
	YEAR: 2015
	MAKE/MODEL: Dodge G. Caravan
	ODOMETER READING: 267955
	COLOR: Silver

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

INSPECTION DATE:	11-14-22
PASS:	✓
FAIL:	

COMMENTS:

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

Auto Mechanic Signature: [signature] Date: 11-14-22

TAXICAB INSPECTION CERTIFICATE - POLICE DEPARTMENT

OWNER NAME: Running Inc	TAXICAB #: 626
ADDRESS: 318 W Decker St	VIN #: 2C4RC1BG4CR270955
CITY, STATE, ZIP CODE: Viroqua, WI 54665	LICENSE NUMBER: AEH-5417
	YEAR: 2012
	MAKE/MODEL: Chrysler Town & Country
	ODOMETER READING: 203880
	COLOR: Silver

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

INSPECTION DATE:	11/29/22	
PASS:		✓
FAIL:		

COMMENTS:

Check Engine Light on.
- Advised Cat. Converter

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

Inspector Signature & Badge Number: #89

Date: 11/29/22

TAXICAB INSPECTION CERTIFICATE - AUTO MECHANIC

OWNER NAME: Running Inc	TAXICAB #: 626
ADDRESS: 318 W Decker St	VIN #: 2C4RC1BG4CR270955
CITY, STATE, ZIP CODE: Viroqua, WI 54665	LICENSE NUMBER: AEH-5417
	YEAR: 2012
	MAKE/MODEL: Chrysler Town & Country
	ODOMETER READING: 202777
	COLOR: Silver

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

INSPECTION DATE:	11-14-22
PASS:	✓
FAIL:	

COMMENTS:

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

Auto Mechanic Signature

Date: 11-14-2022

TAXICAB INSPECTION CERTIFICATE - POLICE DEPARTMENT

OWNER NAME:	CITY OF TOMAH
ADDRESS:	819 SUPERIOR AVE
CITY, STATE, ZIP CODE:	TOMAH, WI 54660

TAXICAB #:	627
VIN #:	2C4RDGBGKR704499
LICENSE NUMBER:	C12719
YEAR:	2019
MAKE/MODEL:	DODGE GRAND CARAVAN
ODOMETER READING:	164017
COLOR:	WHITE

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

INSPECTION DATE:	11/29/22	
	PASS:	✓
	FAIL:	

COMMENTS:

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

Inspector Signature & Badge Number: #89

Date: 11/29/22

TAXICAB INSPECTION CERTIFICATE - AUTO MECHANIC

OWNER NAME: City of Tomah	TAXICAB #: 627
ADDRESS: 819 Superior Ave	VIN #: 2C4RDGBBKR704499
CITY, STATE, ZIP CODE: Tomah, WI 54660	LICENSE NUMBER: C12719
	YEAR: 2019
	MAKE/MODEL: Dodge Gr. Caravan
	ODOMETER READING: 161449
	COLOR: White

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

INSPECTION DATE:	11-9-22	
PASS:		X
FAIL:		

COMMENTS:

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

Auto Mechanic Signature

Nov 8 2022

Date:

TAXICAB INSPECTION CERTIFICATE - POLICE DEPARTMENT

OWNER NAME: City of Tomah	TAXICAB #: 628
ADDRESS: 819 Superior Ave	VIN #: 2C4RDGBG0LR184882
CITY, STATE, ZIP CODE: Tomah, WI 54660	LICENSE NUMBER: C15583
	YEAR: 2020
	MAKE/MODEL: Dodge Grand Caravan
	ODOMETER READING: 141402
	COLOR: Gray

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

INSPECTION DATE:	11/29/22	
	PASS:	✓
	FAIL:	

COMMENTS:

Traction Control Indicator Light on

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

[signature] #89 — Inspector Signature & Badge Number

11/29/22 — Date:

TAXICAB INSPECTION CERTIFICATE - AUTO MECHANIC

OWNER NAME: City of Tomah	TAXICAB #: 628
ADDRESS: 819 Sudenion Ave	VIN #: 2C4RDGBG0LR184882
CITY, STATE, ZIP CODE: Tomah, WI 54660	LICENSE NUMBER: C15583
	YEAR: 2020
	MAKE/MODEL: Dodge G. Caravan
	ODOMETER READING: 137951
	COLOR: ~~White~~ Gray

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

INSPECTION DATE:	11-8-22
PASS:	✓
FAIL:	

COMMENTS:

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

Auto Mechanic Signature

Date: 11-8-22

TAXICAB INSPECTION CERTIFICATE - POLICE DEPARTMENT

OWNER NAME: City of Tomah	TAXICAB #: 629
ADDRESS: 819 Superior Ave	VIN #: 2C4RDGBG9LR184881
CITY, STATE, ZIP CODE: Tomah, WI 54660	LICENSE NUMBER: C15672
	YEAR: 2020
	MAKE/MODEL: Dodge Grand Caravan
	ODOMETER READING: 147183
	COLOR: Gray

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

INSPECTION DATE:	11/29/22
PASS:	✓
FAIL:	

COMMENTS:

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

Inspector Signature & Badge Number: [signature] #89

Date: 11/29/22

TAXICAB INSPECTION CERTIFICATE - AUTO MECHANIC

OWNER NAME: City of Tomah	TAXICAB #: 629
ADDRESS: 819 Superior Ave	VIN #: 2C4RDGBG9LR184881
CITY, STATE, ZIP CODE: Tomah, WI 54660	LICENSE NUMBER: C15672
	YEAR: 2020
	MAKE/MODEL: Dodge G. Caravan
	ODOMETER READING: 144870
	COLOR: Gray

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

INSPECTION DATE:	
PASS:	✓
FAIL:	

COMMENTS:

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

Auto Mechanic Signature

Date: 11 · 16 · 2022

RUNNINC-02

JPI

Item C.

DATE (MM

4/12/2022

CERTIFICATE OF LIABILITY INSURANCE

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

PRODUCER
AdvisorNet P&C
330 East Kilbourn Avenue, Suite 850
Milwaukee, WI 53202

CONTACT NAME: Julie Pelischek
PHONE (A/C, No, Ext): (866) 896-0281 3720
FAX (A/C, No): (612) 313-7574
E-MAIL ADDRESS: jpelischek@robertsonryan.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : The Cincinnati Insurance Company	10677
INSURER B : WEST BEND MUTUAL INSURANCE COMPANY	15350
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Running, Inc.
318 W Decker St
Viroqua, WI 54665-1511

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. 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	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY PRO-JECT LOC OTHER:			EPP 0534131	5/1/2022	9/1/2023	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 500,000 $ 1,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY SCHEDULED AUTOS HIRED AUTOS ONLY NON-OWNED AUTOS ONLY			EBA 0575175	5/1/2022	9/1/2023	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) UM/UIM	$ 1,000,000 $ $ $ $ 300,000
A	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION $			EPP 0534131	5/1/2022	9/1/2023	EACH OCCURRENCE AGGREGATE	$ 2,000,000 $ 2,000,000 $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		A700268	12/31/2021	12/31/2022	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 100,000 $ 100,000 $ 500,000

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

Tomah T620 White WC-1 2017 Dodge Grand Caravan 2C7WDGBG5HR648584
Tomah T621 White WC-1 2016 Dodge Grand Caravan 2C7WDGBG9GR356602
Tomah T625 Silver AMB 2015 Dodge Grand Caravan 2C4RDGBG2FR736368
Tomah T626 Silver AMB 2012 Chrysler 2C4RC1BG4CR270955
Tomah T627 White WC-2 2019 Dodge Grand Caravan 2C4RDGBG8KR704499
Tomah T628 Gray WC-1 2020 Dodge Grand Caravan 2C4RDGBG0LR184882
Tomah T629 Gray WC-1 2020 Dodge Grand Caravan 2C4RDGBG9LR184881

CERTIFICATE HOLDER

City of Tomah
819 Superior Ave
Tomah, WI 54660

CANCELLATION

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

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Secondhand Article & Jewelry Dealer Licenses Application for Antique Mall of Tomah

Summary and Background Information:

(Appropriate Documentation Attached)

Carolyn Habelman with Antique Mall of Tomah has applied for a Secondhand Article Dealer License and a Secondhand Jewelry Dealer License for the premise at 1510 Eaton Ave, Tomah, WI 54660, for the licensing period of January 1, 2023 through December 31, 2023.

Fiscal Note:

The City receives $27.50 for the Secondhand Article Dealer License and $30.00 for the Secondhand Jewelry License for a total of $57.50.

Recommendation:

The application has been completed and reviewed. It is requested that the Committee of the Whole recommend the Common Council approve the Secondhand Article and Jewelry Dealer licenses as requested.

Respectfully submitted by:

Nicole Jacobs

Committee: Committee of the Whole & Common Council

Meeting Date: December 19 & 20, 2022

Department of Agriculture,
Trade and Consumer Protection
CP-121 (Factsheet433), Rev 02/20

State of Wisconsin
(WI Stat. s.134.71)

Item D.

LICENSE APPLICATION

for

PAWNBROKER
SECONDHAND JEWELRY DEALER
SECONDHAND ARTICLE DEALER
SECONDHAND ARTICLE DEALER MALL or FLEA MARKET

CHECK ALL THAT APPLY:

☐ Original application ☒ Renewal

TYPE: ☐ Pawnbroker ☒ Secondhand Jewelry Dealer
☒ Secondhand Article Dealer ☐ Mall or Flea Market

INSTRUCTIONS:

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

(SECTION 1) APPLICANT INFORMATION

Applicant Name (Last, First, MI)		Sex	Race	Date of Birth	Place of Birth (City, State, Country)
Habelman Carolyn		F	W	6-3-1941	Washington DC
Street Address	**City**	**State**	**ZIP**		**Home Telephone Number**
1488 Aqua Rd.	Black River Falls	WI	54615		608-343-8750

List all states applicant previously resided:

Is applicant a: ☒ Natural Person (Individual) ☐ Corporation ☐ Limited Liability Company ☐ Partnership

(SECTION 2) CONVICTION RECORD

Has the applicant, been convicted or adjudicated of any of the following **within the last 10 years** where the circumstances of the offense substantially relate to the circumstances of the licensed activity :

a felony?	☐ YES	☒ NO
a misdemeanor?	☐ YES	☒ NO
a statutory violation punishable by forfeiture?	☐ YES	☒ NO
a county or municipal ordinance violation?	☐ YES	☒ NO

For each "YES" response provide the date of arrest, the nature of the offense and conviction or penalty information:
Attach additional sheets if necessary.

(SECTION 3) BUSINESS INFORMATION

Business Name	Street Address	City	State	ZIP	Telephone Number
Antique Mall of Tomah	1510 Eaton Ave	Tomah	WI	54660	608-372-7853
Owner's Name	**Street Address**	**City**	**State**	**ZIP**	**Telephone Number**
Carolyn Habelman	PO Bx 848	Tomah	WI	54660	608-343-8750
Business Manager's Name	**Street Address**	**City**	**State**	**ZIP**	**Telephone Number**
Lisa Scheitler	W10503 Mullaney Rd	Camp Douglas	WI	54618	608-427-2017
Building Owner's Name	**Street Address**	**City**	**State**	**ZIP**	**Telephone Number**
Carolyn Habelman	See Above				

(Over)

(SECTION 4) LIMITED LIABILITY COMPANY INFORMATION

Limited Liability Company Name:

List name, address, and date of birth (DOB) of all members. *Attach additional sheets if necessary.*

Name (Last, First, MI)	DOB	Street Address	City	State	ZIP

(SECTION 5) PARTNERSHIP INFORMATION

Partnership Name:

List name, address, and date of birth (DOB) of all partners. *Attach additional sheets if necessary.*

Name (Last, First, MI)	DOB	Street Address	City	State	ZIP

(SECTION 6) CORPORATE INFORMATION

Corporation Name: State of Incorporation:

List name, address, and date of birth (DOB) of all corporation officers and directors. *Attach additional sheets if necessary.*

Name (Last, First, MI)	DOB	Street Address	City	State	Zip

(SECTION 7) PENALTY NOTICE

I understand that this license may be denied or revoked for fraud, misrepresentation or false statement contained in the application or for any violation of Wis. Stat. §§ 134.71, 943.34, 948.62 or 948.63.

Under penalty of law, I swear that the information provided in this application is true and correct to the best of my knowledge. I agree to inform the clerk within ten (10) days of any change in the information supplied in this application.

Signature of Applicant: Carolyn Habelman

Print Name of Applicant: Carolyn Habelman

FOR ADMINISTRATIVE USE ONLY

Licensing Authority	License Number Assigned	Date Effective	Clerk
CITY OF TOMAH			

FEES RECEIVED:

Pawnbroker Bond $ _____

Pawnbroker License $ _____

Secondhand Jewelry License $ 30

Secondhand Article License $ 27.50

Secondhand Dealer Mall/Flea Market License $ _____

TOTAL FEE: $ 57.50

FOR LAW ENFORCEMENT USE ONLY

☒ Recommend Approval ☐ Recommend Denial (Attach explanation.)

Investigating Office Signature _____ Date: 6-6-22

Print Name of Investigating Officer: SCOTT HOLUM

City of Tomah
Cash and Investments
November 30, 2022

Fund 01 - General Fund						
	Investment Description	Investment Type	C/D Rate	Due	Beginning Balance 10/31/2022	Ending Balance 11/30/2022
Pershing	Wells Fargo Bk West LV	C/D	1.80	12/13/22	100,000.00	100,000.00
Pershing	Wells Fargo Bk West LV	C/D	1.90	01/17/23	100,000.00	100,000.00
Pershing	Texas Exchange Bk	C/D	0.85	04/10/22	200,000.00	200,000.00
Pershing	Federal Home Ln Bank	C/D	4.75	11/21/23	-	200,000.00
MBS	MM Fund	MM			208,843.66	-
Pershing	Morgan Stanley Pvt Bank	C/D	0.75	01/27/28	70,000.00	70,000.00
Pershing	Bridgewater Bk	C/D	0.40	09/20/27	60,000.00	60,000.00
Pershing	Live Oak Bk	C/D	0.60	10/08/26	100,000.00	100,000.00
Pershing	Synchrony	C/D	1.05	03/27/23	100,000.00	100,000.00
Pershing	State Bank of India NY	C/D	1.05	06/10/25	245,000.00	245,000.00
Pershing	Texas Exchange Bk Crowley	C/D	1.00	06/19/25	155,000.00	155,000.00
Pershing	Toyota Fin Svgs Bank	C/D	0.90	11/30/27	100,000.00	100,000.00
Pershing	Federal Farm Credit Bank	C/D	2.45	02/23/28	145,000.00	145,000.00
Pershing	Frazer Bk Okla	C/D	1.10	06/26/28	50,000.00	50,000.00
Pershing	Federal Farm Credit	C/D	1.54	11/30/26	300,000.00	300,000.00
Pershing	Rollstone Bank & Trust	C/D	3.55	08/23/27	165,000.00	165,000.00
Pershing	Spokane Teachers CU	C/D	5.00	11/25/24	-	115,000.00
Pershing	US Govt MM Fund	MM			-	5,411.75
RBC	US Govt MM Fund	MM			107,747.65	-
FMB	x706	C/D	0.40	01/15/22	118,723.39	118,723.39
LGIP	01	TF			5,989.55	6,007.86
Bank First	X6465	M/M			1,343,104.35	1,345,685.32
Bank First	ED X1194	M/M			131,386.25	133,626.68
CCF	ICS SWEEP ACCOUNT	M/M			716,145.89	716,322.47
CCF	X768	M/M			21,477.37	21,479.13
			TOTAL		**4,543,418.11**	**4,552,256.60**

Fund 07 - Debt				
	Investment Description	Investment Type	Beginning Balance 10/31/2022	Ending Balance 11/30/2022
LGIP	06	T/F	7,549.74	7,572.82
Bank First	X6465	M/M	351,104.35	351,779.05
		TOTAL	**358,654.09**	**359,351.87**

Fund 08 - Capital						
	Investment Description	Investment Type			Beginning Balance 10/31/2022	Ending Balance 11/30/2022
LGIP	02	T/F			84,003.66	84,260.48
Pershing		M/M			70,506.24	2,762.77
Pershing	US Treas Bills				8,118,000.00	6,844,000.00
Pershing	Federal Farm Cr Bonds		1.82	04/20/23	225,000.00	-
Pershing	Federal Home Ln Bks Fixed Rate		2.125	06/09/23	200,000.00	200,000.00
Pershing	Federal Home Ln Mtg Corp		0.375	04/20/23	1,222,000.00	1,222,000.00
Pershing	Federal Home Ln Mtg Corp		0.375	05/05/23	815,000.00	815,000.00
Pershing	Federal Farm Cr Bonds		0.001	05/10/23	1,021,000.00	1,021,000.00
Pershing	New Jersey ED St Pension			02/15/23	1,525,000.00	1,525,000.00
Bank First	X6465	M/M			81,076.72	81,232.52
CCF	X768	M/M			25,543.77	25,545.87
			TOTAL		**13,387,130.39**	**11,820,801.64**

City of Tomah
Cash and Investments
November 30, 2022

Fund 02 - Lake						
	Investment Description	Investment Type	C/D Rate	C/D Due	Beginning Balance 10/31/2022	Ending Balance 11/30/2022
RIA	4337420053	C/D	1.85	03/03/21	14,933.46	14,938.37
LGIP	03	TF			27,459.61	27,543.56
RIA	44374202	M/M			203,488.80	203,589.15
		TOTAL			**245,881.87**	**246,071.08**

Fund 04 - CDBG				
	Investment Description	Investment Type	Beginning Balance 10/31/2022	Ending Balance 11/30/2022
TACU		CK	836.28	836.28
TACU		SAVINGS	101,109.35	101,109.35
Bank First		CK	873.55	873.55
Bank First	X0822	SAVINGS	247,457.68	247,807.68
		TOTAL	**350,276.86**	**350,626.86**

Sewer Department						
	Investment Description	Investment Type	C/D Rate	C/D Due	Beginning Balance 10/31/2022	Ending Balance 11/30/2022
RBC	First Natl Bk Amer East	C/D	0.75	04/30/26	115,000.00	115,000.00
RBC	Sallie Mae Murray UTAH	C/D	0.90	06/30/26	180,000.00	180,000.00
RBC	US Govt MM Fund	M/M			693,356.30	694,827.20
LGIP	04	T/F			546,368.68	548,039.08
CCF	XX8352	M/M			403,990.60	404,023.80
CCF	ICS Sweep	M/M			262,389.31	262,454.00
Bank First	X6341	M/M			1,077,107.10	429,282.53
Bank First	CLEARING ACCT	M/M			905,928.88	743,563.87
		TOTAL			**4,184,140.87**	**3,377,190.48**

Water Department						
	Investment Description	Investment Type	C/D Rate	C/D Due	Beginning Balance 10/31/2022	Ending Balance 11/30/2022
RBC	Texas Exchange	C/D	0.60	12/18/25	90,000.00	90,000.00
RBC	Lakeland Bk NFLD NJ	C/D	1.15	03/30/23	245,000.00	245,000.00
RBC	Flagstar Bk Troy Mich.	C/D	0.45	08/14/24	245,000.00	245,000.00
RBC	Toyota Fin Svgs Bank	C/D	0.90	11/30/27	145,000.00	145,000.00
RBC	BMW BK North Am Salt Lake	C/D	1.65	02/28/23	110,000.00	110,000.00
RBC	United Roosevelt Svgs	C/D	0.55	03/12/26	245,000.00	245,000.00
RBC	First Natl Bk Amer East	C/D	0.75	04/30/26	40,000.00	40,000.00
RBC	Sunwest Bk Irvine	C/D	0.70	04/30/26	45,000.00	45,000.00
RBC	US Bank Salt Lake City	C/D	0.95	09/22/26	100,000.00	100,000.00
RBC	US Govt MM Fund	M/M			782,412.60	785,051.59
LGIP	05	TF			10,260.59	10,291.96
CCF	x659	M/M			145,271.90	295,306.58
CCF	ISC SWEEP ACCOUNT 659	M/M			1,088,097.58	1,088,365.85
Bank First	CLEARING ACCT	M/M			549,060.98	335,214.58
		TOTAL			**3,840,103.65**	**3,779,230.56**

City of Tomah
Cash and Investments
November 30, 2022

TOTAL BY INSTITUTION		
	10/31/2022	**11/30/2022**
Bank First	4,687,099.86	3,669,065.78
Pershing	13,196,506.24	11,629,762.77
Multi-Bank Securities, Inc.	608,843.66	600,000.00
CCF	2,662,916.42	2,813,497.70
Farmers & Merchants Bank Kendall	118,723.39	118,723.39
Local Government Investment Pool	681,631.83	683,715.76
RIA Federal Credit Union	218,422.26	218,527.52
RBC Wealth Management	4,633,516.55	4,650,290.54
Tomah Area Credit Union	101,945.63	101,945.63
TOTAL	**26,909,605.84**	**24,485,529.09**

RESOLUTION NO. _____

RESOLUTION ACCEPTING TRANSFER OF REAL ESTATE

WHEREAS, Michelle L. DuBois is the owner of an interest in real property located on Brandon Street, Tomah, Wisconsin legally described as follows:

A parcel of land located in Lots 2 thru 4, Block 4, Lakeside Addition, City of Tomah, Monroe County, Wisconsin, being part of the SE¼-NE¼, Section 5, T17N-R1W described as follows: All that part of said Lots 2 thru 4 lying north and west of the following described line; Commencing at the E¼ corner of said Section 5; thence S88°51'06"W, a distance of 40.03 feet to the Southeast corner of Lot 1 of said Block 4; thence N1°19"19'E, a distance of 120.10 feet to the Northeast corner of said Lot 1; thence S88°52"19'W along the north line of said Lots 1 and 2, a distance of 90.97 feet, being the Beginning of the line being described; thence S82°29"48'W, a distance of 39.58 feet; thence Southwesterly along a curve concave to the southeast, having a radius of 92.14 feet (the Long Chord of which bears S65°45'34"W, 53.07 feet) a distance of 53.83 feet; thence S49°01'20"W, a distance of 124.36 feet to the intersection with the East line of Ellen Drive extended; thence S1°00'57"W a distance of 15.18 feet to the south line of said Lot 4, being the End of the line being described.
Subject to all easements and right-of-ways of record.

WHEREAS, the City of Tomah has completed a street and sidewalk improvement project of Brandon Street that includes the collection of special assessments for property owners benefiting from said improvements;

WHEREAS, during the course of surveying the land for the project, it was determined that part of Brandon Street, and the preferred expansion/location for that portion of the project, was actually located on property owned by Michelle DuBois; and

WHEREAS, Michelle L. DuBois has agreed to transfer the above-referenced property to the City of Tomah free and clear of any encumbrances in exchange for a waiver of her special assessment associated with the project in the amount of $8,823.11 and

WHEREAS, the above-referenced property is now part of an existing road right of way and other Brandon Street improvements that generates limited property tax revenue; and

WHEREAS, the transfer of ownership interest in the above-referenced property to the City of Tomah will clear up title for the current location of the Brandon Street; and

WHEREAS, there is a need for a resolution to be filed with the Monroe County Register of Deeds formally accepting said land transfer along with the deed from Michelle L. DuBois to the City of Tomah and partial release of the existing mortgage on said property;

NOW, THEREFORE, BE IT RESOLVED, the Common Council of the City of Tomah hereby accepts the above-described transfer of real estate, free and clear of all encumbrances, in exchange for the waiving of the special assessment of Michelle L. DuBois.

BE IT FURTHER RESOLVED upon receipt and recording of the Quit Claim Deed from Michelle L. DuBois, for the transfer of the above-referenced property, free and clear of any encumbrances, the special assessment of Michelle L. DuBois in the amount of $_____ shall be considered paid in full.

_____
Michael Murray, Mayor

ATTEST:

_____
Rebecca Weyer, City Clerk

STAFF COMMITTEE PREPARATION REPORT

Agenda Item: Design/Construction Management Agreement for Ice Center/Multi-Purpose addition.

Summary and Background Information:

Allocation for 1% has been authorized for an addition to the Ice Center to include locker rooms, storage, and off ice area. Tomah Youth Hockey Association worked with Keller Inc. for a budget analysis, initial design, and cost estimate. Attached is an agreement with Keller Inc. for design and construction management. Also attached is a letter explaining the cost associated with the agreement that the Parks and Recreation Commission wanted provided to the City Council for clarification.

A similar agreement was with Keller Inc. for the warming area addition in 2014. The project was on time and on budget.

(Appropriate Documentation Attached)

Recommendation:

Review agreement and authorization to proceed with agreement and payment of the $50,000.00 down payment that would be reimbursed through the 1% of Room Tax.

Joe Pretz
Department Head/Director

12-9-22
Date

Committee: Committee of the Whole and/or Common Council

Meeting Date(s): December 19 and 20th, 2022

Procedure for recommendations on actionable items to the City Council/Committee of the Whole

Recommendations should come to the SET from all boards, commissions and committees, with the exception of the Committee of the Whole.

Staff report approved or draft minutes from the meeting in which the recommendation was made, should be provided with the recommendation. Those recommendations need to be forwarded to the SET by the 1st Tuesday of the month. The SET will review, and either request more information or forward onto the Committee of the Whole or the City Council with the reviewed documents.

Department Head to communicate to their boards, commissions, committees and Council.

Recommendation from:	1. Parks and Recreation Commission- Design/Construction Management Agreement for Ice Center/Multi-Purpose addition.
Minutes/staff report attached	Yes x☐ No☐
Budget account:	Recreation Park 1%Room Tax
Staff responsible for implementation:	Parks and Recreation Director
Economic impact:	Tourism and Room Tax
Zoning/rezoning issues:	
Supports organizational goals	Yes X☐ No☐
Questions from SET:	
Grants pursued/opportunity pursued:	
Reviewed by SET	Yes ☐ No☐

Initialed by: KA Date: 12/9/22

MEETING MINUTES - CITY OF TOMAH

The City of Tomah Parks & Recreation Commission (PRC) met on Monday Nov 28, 2022 at 5:58p.m. in City Council Chambers. The meeting notice was posted at City Hall in compliance with the provisions of Section 19.84 Wisconsin Statutes.

Call to order and roll call; present: Dir. Joe Protz, Oak Moser, Lamont Kiefer, Josephine Piper (remotely), Dean Peterson,
DeDe Nelson (remotely)

The following members were absent: Dustin Powell, Shirley Galstad-Roh, Donna Evans

---

Others in attendance:

1. Act on Minutes of 10/24/22 regular meeting. A motion by Peterson, and second by Kiefer, to accept the minutes of the Oct 24, 2022, regular meeting. Motion carried.

2. Design/Construction Management Agreement for Ice Center/Multi-Purpose Building Addition: Dir Protz reviewed Design/Construction Agreement proposed by Keller Inc. Projected project completion Nov 2023. After lengthy discussion, motion by Moser, second by Kiefer, for Dir Protz to:
   a. Verify item 7 (Price and Terms) of agreement with Keller to determine if the design fees, construction management fees, general condition fees, civil engineering and soil boring fees are included in the estimated budget range of $975,000-$1,150,000, and
   b. if construction bids exceed available funding for this project and the project does not go forward, or is reduced in scope to match funding, what fees or costs would the City of Tomah experience regardless of outcome

   and for PRC to forward this project plan to SET and the City Council for evaluation, recommending approval providing the above budget questions are answered and the project can be completed within the available funding (1% of room tax revenue previously approved by the City Council).

3. Park and Rec Program Report: Dir Protz reviewed the most recent Parks Program Report.

4. Discussed any affairs and business of the Tomah Parks and Recreation Department. None presented.

   a.

The Meeting was adjourned at 6:35PM. Next regular meeting to be held Jan 23, 2022, @ 5:45PM, City Council Chambers.

Respectfully Submitted: Oak Moser, Nov 29, 2022.

Keller
Planners | Architects | Builders
Offices in Fox Cities, Madison, Milwaukee, & Wausau

December 5, 2022

Mr. Joe Protz
City of Tomah
Director of Parks and Recreation
819 Superior Ave.,
Tomah, WI 54660

Dear Joe,

As per our earlier phone conversation I am providing you with a breakdown of our proposed fees for the Tomah Youth Hockey project and clarification to some questions that came up at your Parks Meeting last week.

Historically speaking "Soft Costs" for Construction projects which include Design Fees, Contractor Profit, Overhead and General Condition costs are typically 1/3 of a total project cost. RS Means which is a National Estimating publication that Architects, Engineers and Contractors use for Budgeting purposes estimates that a project of this scope will have Architectural fees of 7%, Contractor Profit of 10%, Overhead of 5% and General Condition Fees of 10%. (See the Attached Highlighted Breakdown from RS Means Construction data). These Combined Fees total 32% of the total project cost.

Our proposed Fees for the Tomah Youth Hockey project are as follows:

• Design Fees	5.9% of total project cost
• Construction Management Fee (includes Profit and Overhead)	12.0% of total project cost
• General Condition costs (See attached breakdown of items)	10.0% of total project cost
Total	27.9% of total project cost

As you can see our proposed total fees of 27.9% of the project is well below the Industry Standard of 32% that would be expected of a project of this scope.

Although you never know until Bid day what the project will cost we are still confident that the project will fall in the Budget range of $975,000 -$1,150,000 that I provided earlier and hopefully on the low end of the Budget range. Our experienced group of estimators has a proven track record of accurately predicting construction costs from preliminary plans.

Our Proposed Design, Construction Management and General Condition fees are included in the Budget range.

ADDRESS
P.O. Box 620, Kaukauna, WI 54130-0620

PHONE
920·766·5795 1·800·236·2534

FAX
920·766·5004

WEB SITE
www.kellerbuilds.com

In the unlikely event that actual construction bids come in higher than the budget estimate range and the City would decide not to move forward with the project the City would still be obligated to pay for the Design Fees and bidding requirements of approximately $50,000. (Actual amount of Design Fees would be 5.9% of the lowest Bid amount.)

Upon completion of the Design Phase Keller would solicit multiple bids for each Division of work including local qualified contractors on the City's behalf. All the Bids would go directly to the City and be publicly opened and comply with State Statutes on Public Bidding of projects.

We certainly appreciate this opportunity to provide Design and Construction Management Services for the Tomah Youth Hockey project and as such have kept our fees below industry standards for a project of this scope. Hopefully our past experience with the previous remodel of the Ice center as well as our performance so far to date on the Emergency Services Building provides comfort to the City that Keller would deliver a quality built addition to the Ice Center that would last a long time and come within the Budget estimate range.

I would be happy to attend the next meeting of The City of the Whole or City Council meeting to answer any questions regarding our proposed fees or anything else about the proposed project.

Should you have any further questions prior to the meetings do not hesitate to contact me.

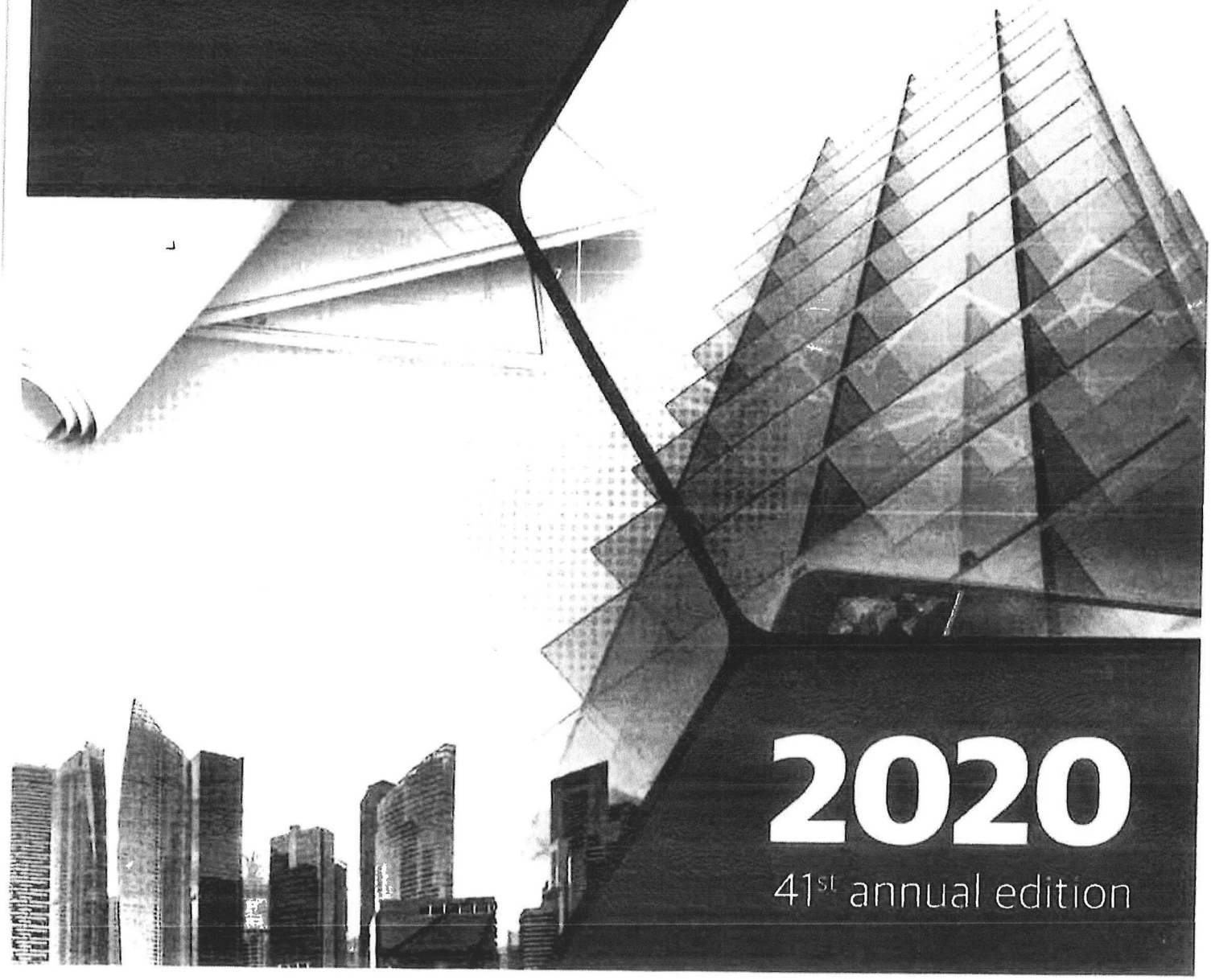
Respectfully submitted,
KELLER, INC.
PLANNERS/ARCHITECTS/BUILDERS

Kelly Chaplin
Project Manager

GORDIAN®

Square Foot Costs

with RSMeans data



2020

41st annual edition

Model costs calculated for a 1 story building with 24′ story height and 30,000 square feet of floor area

Rink, Hockey/Indoor Soccer

				Unit	Unit Cost	Cost Per S.F.	% Of Sub-Total
A. SUBSTRUCTURE							
1010	Standard Foundations	Poured concrete; strip and spread footings; 4′ foundation wall		S.F. Ground	3.90	3.90	
1020	Special Foundations	N/A		–	–	–	
1030	Slab on Grade	6″ reinforced concrete with vapor barrier and granular base		S.F. Slab	7.40	7.40	8.1%
2010	Basement Excavation	Site preparation for slab and trench for foundation wall and footing		S.F. Ground	19	.19	
2020	Basement Walls	N/A		–	–	–	
B. SHELL							
	B10 Superstructure						
1010	Floor Construction	Wide flange beams and columns		S.F. Floor	45.86	32.10	22.6%
1020	Roof Construction	(incl. in B1010)		–	–	–	
	B20 Exterior Enclosure						
2010	Exterior Walls	Concrete block	*95% of wall*	S.F. Wall	17.09	9.61	
2020	Exterior Windows	Store front	*5% of wall*	Each	55	1.62	8.7%
2030	Exterior Doors	Aluminum and glass, hollow metal, overhead		Each	4361	1.16	
	B30 Roofing						
3010	Roof Coverings	Elastomeric neoprene membrane with flashing; perlite/EPS composite insulation		S.F. Roof	5.49	5.49	4.1%
3020	Roof Openings	Roof hatches		S.F. Roof	.31	.31	
C. INTERIORS							
1010	Partitions	Concrete block	*140 S.F. Floor/L.F. Partition*	S.F. Partition	10.62	.91	
1020	Interior Doors	Hollow metal	*2500 S.F. Floor/Door*	Each	1300	.52	
1030	Fittings	N/A		–	–	–	
2010	Stair Construction	N/A		–	–	–	6.4%
3010	Wall Finishes	Paint		S.F. Surface	13.59	2.33	
3020	Floor Finishes	80% rubber mat, 20% paint	*50% of floor area*	S.F. Floor	9.16	4.58	
3030	Ceiling Finishes	Mineral fiber tile on concealed zee bar	*10% of area*	S.F. Ceiling	7.76	.77	
D. SERVICES							
	D10 Conveying						
1010	Elevators & Lifts	N/A		–	–	–	0.0 %
1020	Escalators & Moving Walks	N/A		–	–	–	
	D20 Plumbing						
2010	Plumbing Fixtures	Toilet and service fixtures, supply and drainage	*1 Fixture/1070 S.F. Floor*	Each	7522	7.03	
2020	Domestic Water Distribution	Oil fired water heater		S.F. Floor	4.21	4.21	8.6%
2040	Rain Water Drainage	Roof drains		S.F. Roof	.98	.98	
	D30 HVAC						
3010	Energy Supply	Oil fired hot water, unit heaters	*10% of area*	S.F. Floor	1.03	1.03	
3020	Heat Generating Systems	N/A		–	–	–	
3030	Cooling Generating Systems	N/A		–	–	–	11.8%
3050	Terminal & Package Units	Single zone, electric cooling	*90% of area*	S.F. Floor	15.66	15.66	
3090	Other HVAC Sys. & Equipment	N/A		–	–	–	
	D40 Fire Protection						
4010	Sprinklers	N/A		–	–	–	0.6 %
4020	Standpipes	Standpipe		S.F. Floor	.80	.80	
	D50 Electrical						
5010	Electrical Service/Distribution	600 ampere service, panel board and feeders		S.F. Floor	1.61	1.61	
5020	Lighting & Branch Wiring	High intensity discharge and fluorescent fixtures, receptacles, switches, A.C. and misc. power		S.F. Floor	8.65	8.65	9.0%
5030	Communications & Security	Addressable alarm systems, emergency lighting and public address		S.F. Floor	2.27	2.27	
5090	Other Electrical Systems	Emergency generator		S.F. Floor	.23	.23	
E. EQUIPMENT & FURNISHINGS							
1010	Commercial Equipment	N/A		–	–	–	
1020	Institutional Equipment	N/A		–	–	–	0.0 %
1030	Vehicular Equipment	N/A		–	–	–	
1090	Other Equipment	N/A		–	–	–	
F. SPECIAL CONSTRUCTION							
1020	Integrated Construction	N/A		–	–	–	20.0 %
1040	Special Facilities	Dasher boards and rink (including ice making system)		S.F. Floor	28.40	28.40	
G. BUILDING SITEWORK		**N/A**					
					Sub-Total	141.76	**100%**
	CONTRACTOR FEES (General Requirements: 10%, Overhead: 5%, Profit: 10%)				25%	35.44	
	ARCHITECT FEES				7%	12.40	
					Total Building Cost	**189.60**	

For customer support on your Square Foot Costs with RSMeans data, call 800.448.8182.

Keller
Planners | Architects | Builders

Planners | Architects | Builders
Offices in Fox Cities, Madison, Milwaukee & Wausau

ADDRESS N216 State Road 55
P.O. Box 620
Kaukauna, WI 54130-0620
PHONE 920•766•5795
1•800•236•2534
FAX 920•766•5004
WEB SITE www.kellerbuilds.com

FOR OFFICE USE

Job No.: _____
Customer No.: _____
Construction Mgr.: Claflin
D/P Paid: _____
WI Registered Building Contractor No.: **#270016**

DESIGN/CONSTRUCTION MANAGEMENT AGREEMENT
(Management and Subcontracting Directly with Keller, Inc.)

THIS AGREEMENT made by and between **KELLER, INC.**, a Wisconsin corporation, having its principal place of business at Kaukauna, Wisconsin (hereinafter referred to as "Manager"), and **The City of Tomah (Tomah Youth Hockey** CITY: **Tomah** STATE: **Wisconsin** (hereinafter referred to as "Owner"); on whose property the Project is to be placed at the following location; State of **Wisconsin** County: **Monroe** Township or City: **Tomah.**

For valuable consideration, the sufficiency of which is hereby acknowledged, the parties mutually agree as follows:

1. **Project.** The Project is generally described to include the following: Design and Construction Management with "Construction Manager at Risk" for an addition to the Tomah Ice Center (Mose Lamb Hockey Rink) in the City of Tomah, 1625 Butts Ave., WI. 54660

2. **Project Construction and Installation**. Project construction and installation will be preformed by multiple subcontractors entering written contract agreements with the Manager based upon competitive bidding for providing labor, materials, and contract supervision in accordance with the terms and conditions of each respective contract between the Manager and the contractors retained to construct and install the Project.

3. **Manager's Responsibilities.** Manager will perform all those responsibilities pertaining to Design/Construction Management Services as set forth in the Keller, Inc. Design/Construction Management Proposal accepted in writing by the Owner. Manager will be serving as a contractor and will be providing, or arranging for, the labor or materials for the construction of the project. Included as part of the Management Fee, Manager shall also provide onsite superintendent, mobilization, concrete test cylinders, construction trailer, general cleanup, dumpster and debris removal, project signs, barricade/fencing, temporary power, temporary water, toilets, project safety measures, and first aid.

4. **Owner's Responsibilities.** The Owner is responsible to comply with the terms of this Agreement. The Owner shall designate in writing a representative who shall have express authority to bind the Owner with respect to all matters requiring the Owner's approval or authentication. That person's name is Joe Protz, City of Tomah Parks Director.

5. **Commencement and Completion of Work**. Manager and Owner plan that the contractors retained by Manager shall commence the work for the Project approximately 4/23/2023 and said contractors will be scheduled to substantially complete the Project as soon as practice and due diligence will permit, and in accordance with time limits for substantial completion and final completion as stated in those Contracts. Delays due to acts of God, adverse weather, and unavailability of materials, labor disputes or change orders shall extend completion dates accordingly.

6. **Substantial Completion Defined.** As used herein "substantial completion" means that all materials and services required of the contractors retained by the Owner shall have been furnished and the Project completed with the exception of work equivalent to 5% of the total cost of labor and materials included in the Project.

7. **Price and Terms.** The Owner agrees to pay the following fees to the Manager for the services and material provided or arranged by Manager pursuant to this Agreement. The Owner shall make cash payments in the following amounts upon completion of the work billed monthly, which sums are due (30) days from the Owner's receipt of invoice subject to 1.5% interest per month thereafter:
   - **Design Fees:** 5.9% of the total building and site work cost.
   - **Construction Management Fee (Profit):** 12.0% of the total building and site construction cost.
   - **General Conditions:** 10.0% of the total building and site construction costs. (See Attached List of General Condition items)
   - **Civil Engineering:** (Budget $10,000)
   - **Soil Borings:** (Budget $3,500)
   - **Bond Cost:** .065% **Insurance:** .05%

Note: Project Budget Estimate is based on Preliminary plans prepared by Keller comprised of sheets C1.0, A1.0, A2.0, A3.0 and S1.0 dated 3/01/22 with latest revision dated 7/27/2022. Estimated Budget range is $975,000 - $1,150,000.

8. **Project Funding.** Owner shall furnish to Manager written loan commitment verification from the financial institution financing the Project. Alternatively the Owner shall submit financial status verification satisfactory to the Manager that Owner can pay for all Project costs for labor and materials through the completion of the Project. A $50,000 down payment is required to begin initiation of Services.

9. **Remedies.** Upon any default on payment, which continues beyond five days of written notice of payment due, Manager may cease providing further services under this Agreement, and exercise all remedies for Default.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals this 21st day of November, 2022. NOTICE TO THE OWNER: DO NOT SIGN THIS BEFORE YOU READ IT, INCLUDING REVERSE SIDE AND ALL EXHIBITS ATTACHED, OR IF IT CONTAINS ANY BLANK SPACE, EVEN IF OTHERWISE ADVISED. YOU ARE ENTITLED TO AN EXACT COPY OF ANY AGREEMENT YOU SIGN. GENERAL CONDITIONS OF AIA DOCUMENT 201-2017 ARE PART OF THIS AGREEMENT.

SUBMITTED BY: Kelly Claflin
Keller, Inc. Representative

Method of Payment:
Funds to be obtained from Room Tax Revenue

Person to Contact_____

Phone (_____) _____

Keller, Inc. is authorized to use photographs, company name, or press release in their advertising and marketing program, without payment to the Owner.

The Owner authorizes only these designated people to make changes during the construction phase:

1. Parks Director Joe Protz
2. _____

OWNER:_____

OWNER'S CONTACT INFORMATION

Street 819 Superior Ave.,

City, State, Zip Tomah, WI. 54660

Phone (608) 374-7445

Fax (_____) _____

E-Mail : jprotz@tomahonline.com

Approved _____ Date_____
(Sales Manager)

Approved _____ Date _____
(Credit)

ADDITIONAL CONDITIONS

1. **Acceptance.** This Construction Agreement ("Contract") together with these additional conditions shall not be binding on the Manager until and unless it is accepted and executed by a duly authorized representative of the Manager at its office in Kaukauna, Wisconsin, and down payment is made in cash or cash equivalent. Acceptance of this Contract is expressly limited to the terms and conditions contained herein, including all terms and conditions set forth on the face hereof.

2. **Credit Investigation.** The Owner hereby authorized the Manager to conduct a credit investigation on the Owner and spouse, which investigation may include, without limitation, verification of employment and bank accounts, information on the Owner's character and general reputation, and past credit history.

3. **Changes In Construction Project.** The Owner may, without affecting the validity of this Contract or any term or provision hereof, order additional work or make changes by altering, adding to or deducting from the construction project as described on Proposals or Specifications. No such change order shall be valid and binding on the Manager, however, unless such order is reduced to writing, signed by the Owner, Manager, and contractor and the net effect of the change in the construction project price is so stated on the change order. The amended price, if any, shall be immediately computed and paid by the Owner or credited by the Manager or subcontractor as applicable, depending on the nature of the change and the stage of construction. Should the Owner authorize Manager to proceed with changes to the project prior to a signed change order, the Owner accepts responsibility for all costs based upon Manager's or subcontractor's validation of additional work. The fee to administer, supervise and coordinate any changes to the work will be 15% added to the subcontractor cost.

4. **Site Responsibility.** The site responsibilities shall be as follows:

   a. The Owner shall have the sole responsibility, and hereby assumes liability unless otherwise specified, for: (i) any unsafe condition at the construction site; (ii) cleaning up all debris in and around the construction site; (iii) any conditions which exit or are present at the construction side, including but not limited to any hazardous or toxic material or substance, prior to commencement of construction by the contractor(s) (see 4.b below); (iv) machinery or equipment present on the construction site or; (v) any of the Owner's employees, any employees of any other direct contractor (or a subcontractor or supplier of such direct contractor) or the Owner or the Owner's guests, frequenters or invitees present at, or in the vicinity of, the construction site. The Owner or Owner's agent shall notify Manager 24 hours in advance of their intention to access the construction site and shall conform with and abide by all OSHA and Manager safety standards when on site.

   b. **Hazardous Materials.** If reasonable precautions will be inadequate to prevent foreseeable bodily injury or death to persons resulting from a material or substance, including but not limited to asbestos, PCB, lead paint, etc., encountered on the site by the Manager or any contractor, the Manager shall, if upon recognizing the condition, immediately stop work in the affected area and report the condition to the Owner in writing. When the Owner has taken the necessary steps to render the material or substance harmless, work in the affected area shall resume upon written agreement of the Owner and the Manager. The contract schedule and cost shall be adjusted appropriately.

   To the fullest extent permitted by law, the Owner shall indemnify and hold harmless the Manager, and its directors, agents, and employees, from and against claims, damages, losses, and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of the work in the affected area, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) and provided that such damage, loss or expense is not due to the sole negligence of a party seeking indemnity.

   If, without negligence on the part of the Manager is held liable for the cost of remediation of a hazardous material or substance solely by reason of performing work as required by the Management Agreement and Proposal, the Owner shall indemnify the Manager for all cost and expense thereby incurred.

5. **Construction Lien.** As required by the Wisconsin construction lien law, the Manager hereby notifies the Owner that persons or companies furnishing labor, materials, or services for the construction on the Owner's land may have lien rights on the Owner's land and buildings if not paid. Those entitled to lien rights, in addition to the Manager, are those who contract directly with the Owner or those who give the Owner notice within sixty (60) days after they first furnish labor or materials for the construction. Accordingly, the Owner probably will receive notices from those who furnish labor or materials for the construction, and should give a copy of each notice received to his mortgage lender, if any. The Manager agrees to cooperate with the Owner and its lender, if any, to see that all potential lien claimants are duly paid.

6. **Default.** If either party hereto should be adjudged bankrupt, make a general assignment for the benefit of creditors, have a receiver appointed or otherwise become insolvent, or if the premises of the Owner which are the subject of this contract become the subject of a foreclosure or any other legal action or process, or the Owner fails to make the payments required hereunder or otherwise refuses or fails to perform in accordance with the terms of this Contract, or the Manager should refuse, fail or be unable to perform under the provisions of this Contract, such party shall be considered to be in default.

   a. **Owner's remedies.** In the event that the Manager is in default hereunder for any reason, the Owner may, without prejudice terminate this contract and retain a substitute construction manager for the project by whatever method he may deem expedient; provided, however, that before hiring or contracting with any other person or company he shall give the Manager not less than fourteen (14) days notice of his intention to proceed under this paragraph of the Contract. In such case the Manager shall not be entitled to receive any further payment until the project is completed and if the unpaid balance due to the Manager is in excess of the actual expense of completing the project, such excess shall be paid to the Manager. In the event that such additional expense of the Owner exceeds the unpaid balance, the Manager shall pay the difference to the Owner.

   b. **Manager's remedies**. In the event of the Owner's default, the Manager may cease all operations and remove from the project all materials supplied whether or not incorporated into any structure. In such case, the Manager shall account to the Owner for all costs incurred by it to the date work is stopped, as well as all labor incurred in removing its materials from the site. From the amount so computed, the Manager shall subtract payments made by the Owner and the salvage value, if any, of material removed. The unpaid balance, if any, shall be paid to the Manager by the Owner. If the amount of payments and credits of the Owner exceed the Manager's cost, the Manager shall refund any difference to the Owner.

   c. **Waiver of breach.** The waiver by a party of a breach of any provision of this Agreement by the other party shall not operate or be construed as a waiver of any subsequent breach.

   d. **Collection costs and expenses.** A party who successfully brings an action for the enforcement or collection of anything due hereunder shall be entitled to recover interest on any unpaid amount at the highest legal rate, plus its reasonable costs of collection and expense, including attorney's fees, to the fullest extent permitted by applicable law.

7. **Owner's Representation and Warranties.** The Owner warrants that it has good and merchantable title to the premises, excepting only those mortgages and liens previously disclosed to the Manager; that it has financing available and committed to it to enable the Owner to make the payments required hereunder in the amounts and on the dates specified; and that the legal description of the premises as set forth on the front side is an accurate and complete legal description of such premises.

8. **Insurance.** Provisions of AIA Document 201-2017 will apply.

Keller
Planners | Architects | Builders

Contract Progress Billing

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

Invoice # : **46127**

To: **CITY OF TOMAH**
ATTN: MOLLY POWELL & JOE PROTZ
819 SUPERIOR AVE
TOMAH, WI 54660

Date: **11/17/22**
Payment Terms: **Upon Receipt**
Keller Cust #: **6087**
PM: **CLAFLIN, KELLY**

Contract: **80450 - TOMAH YOUTH HOCKEY ICE RINK FACILITY**

SCHEDULED BILLING ITEM	DRAW SCHEDULE	PRIOR AMOUNT BILLED	AMOUNT RECEIVED BY KELLER	AMOUNT THIS BILLING
Retainer	1,500.00	1,500.00	1,500.00	0.00
Down Payment	50,000.00	0.00	0.00	50,000.00
	51,500.00	1,500.00	1,500.00	
			TOTAL DUE THIS BILLING	50,000.00

Total due on this contract including this invoice: **50,000.00**

*** * Thank You * ***

Keller, Inc. - Offices in Fox Cities, Milwaukee, Wausau & Madison Areas

Procedure for recommendations on actionable items to the City Council/Committee of the Whole

Recommendations should come to the SET from all boards, commissions and committees, with the exception of the Committee of the Whole.

Staff report approved or draft minutes from the meeting in which the recommendation was made, should be provided with the recommendation. Those recommendations need to be forwarded to the SET by the 1st Tuesday of the month. The SET will review, and either request more information or forward onto the Committee of the Whole or the City Council with the reviewed documents.

Department Head to communicate to their boards, commissions, committees and Council.

Recommendation from:	Molly Powell
Minutes/staff report attached	Yes ☐ No X
Budget account:	
Staff responsible for implementation:	Molly Powell
Economic impact:	
Zoning/rezoning issues:	N/A
Supports organizational goals	Yes x No☐
Questions from SET:	
Grants pursued/opportunity pursued:	N/A
Reviewed by SET	Yes ☐ No☐

Initialed by: S.R. Date: 12/13/22

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Approval of 2023 Public Transit Lease Agreement between City of Tomah and Running Inc.

Summary and Background Information:

The City of Tomah leases five vans to Tomah Transit in order to keep our public transit service operational. This is agenda item requests approval of this lease agreement between the two organizations.

Recommendation:

It is recommended that the Council approve the renewal of this lease at the December meeting so that the transit service can remain operational for our citizens in 2023.

Molly Power
Department Head/Director

12/13/2022
Date

Committee: Committee of the Whole and/or Common Council

Meeting Date(s): December 19th and 20th, 2022

PUBLIC TRANSIT LEASE AGREEMENT

Between
City of Tomah
and
Running Inc

This Agreement specifies terms under which City of Tomah hereinafter referred to as Lessor, leases one or more vehicles to Running Inc, hereinafter referred to as Lessee. This lease is effected by virtue of Lessor's public transit service operating contract with Lessee.

"Department" herein means the Wisconsin Department of Transportation. "Leased vehicle" herein means a vehicle covered by this lease.

SECTION 1. TERM

Lessor hereby leases the following vehicle(s) to Lessee starting on January 1, 2023, and ending exactly one year later, or on the end date of the Lessor's current public transit service contract with the Lessee, whichever comes first.

SECTION 2. VEHICLE INFORMATION

Vehicle Identification Number (VIN)	**Model Year**	**Vehicle/Chassis Make and Model**	**Body Make and Model** (cutaways and ADA minivans only)	**Vehicle Type** (e.g., minivan, medium bus)	**Primary Funding Source**
2C4RDGBG9LR184881	2020	Dodge Grand Caravan	Braun ADA	Minivan	5339
2C4RDGBG0LR184882	2020	Dodge Grand Caravan	Braun ADA	Minivan	5339
2C4RDGBG8KR704499	2019	Dodge Grand Caravan	Braun ADA	Minivan	5311
2C7WDGBG5HR648584	2017	Dodge Grand Caravan	Braun ADA	Minivan	5311
2C7WDGBG9GR386602	2016	Dodge Grand Caravan	Braun ADA	Minivan	5311

SECTION 3. EXECUTION OF LEASE

IN WITNESS WHEREOF this Agreement shall become effective upon its complete execution by Lessor and Lessee.

For City of Tomah

Signature

Michael Murray
Mayor
December 20, 2022

For Running Inc

Signature

Amanda Running
Administration
December 20, 2022

SECTION 4. CONDITIONS

This Agreement is one of leasing only, and the Lessee shall not acquire any right, title or interest to vehicle(s) leased other than that of Lessee. The Lessee acknowledges that the Lessor owns (subject to any Department liens) the vehicle(s) subject to this Agreement. Nothing herein shall affect Lessor's absolute ownership of any title or interest to said vehicle(s).

The Lessee shall lease and operate the vehicle(s) in accordance with the service characteristics described in the Lessor's operating assistance grant agreement with the Department.

Department approval is required for incidental use of the leased vehicle(s), and any such use must be compatible with the original purposes of the grant. The incidental use must not in any way interfere with the Lessor's continuing control over the use of the vehicle(s) or the Lessee's continued ability to carry out the service described in its shared ride taxi operating contract with Lessor.

The Lessee will comply with the terms, conditions and obligations included in the grant agreement executed between the Lessor and the Department so as not to impair the Lessor's relationship with the Department, nor cause Lessor to be in default of any agreement with the Department. Any breach of this Agreement shall be considered a default by the Lessee.

The Lessee agrees that it will not use or permit the use of the leased vehicle(s) in any negligent or improper manner, or in violation of any statute, law or ordinance, or so as to void any insurance or warranty covering the vehicle(s), or permit any vehicle(s) to become subject to any lien, charge or encumbrance which may affect the Lessor's title to the vehicle(s).

The Lessee shall not mortgage, pledge, sell, or otherwise encumber or dispose of the vehicle(s) provided under the terms and conditions of this Agreement.

Both parties agree to abide by the relevant rules and regulations provided by the Federal Transit Administration (FTA), specifically the most current FTA Master Agreement. The most recent version of the FTA Master Agreement is found at the FTA's website (http://fta.dot.gov).

Lessee agrees to review and comply with the annual FTA Certification and Assurances signed by the Lessor, the most recent version of which can be found at FTA's website (http://fta.dot.gov).

Both parties agree to abide by the relevant rules and regulations provided by the Department, (including those of the Division of Motor Vehicles), and regulating authorities in any State or County in which the vehicle(s) are operated under the terms and conditions of this Agreement.

SECTION 5. REPRESENTATION AND WARRANTIES

In consideration of the Lessor entering into this Agreement, the Lessee represents and warrants:

A. The Lessee is in good standing under the laws of the State of Wisconsin and has the power and authority to carry on its business as now conducted; to own, lease and operate its property and assets; and to execute this Agreement and any other agreements and instruments referred to in this Agreement.

B. The Lessee has and will continue to have during the term of this Agreement, all necessary licenses, certifications, or other documents required by any federal, state or local governmental

agency, which authorize or empower the services to be performed by the Lessee.

SECTION 6. REGISTRATION

The leased vehicle(s) shall bear the proper license plate(s) in accordance with the governing grant. The title to such vehicle(s) is to be registered in the name of the Lessor, subject to the lien rights of the Department. All annual registration, license fees, and safety inspection costs shall be paid by the Lessor.

The Lessor will maintain ownership of the vehicle(s) obtained through the grant program. The Lessor shall have full authority to exercise its responsibilities as owner of the vehicle(s) provided under the terms and conditions of this lease.

SECTION 7. INSURANCE

Insurance levels, categories and premium payments for all leased vehicles shall be the responsibility of the Lessee.

Insurance shall include such coverage as required by the grant agreement between the Lessor and the Department, and shall meet the requirements of applicable local, state and federal laws. The Lessor must be named as the payee for all payments relating to vehicle damage or loss.

The insurance shall be primary, and not excessive or contributory, with respect to any accident involving such vehicle(s), and shall at minimum afford the following coverage:

A. Bodily injury liability, each person:	$100,000
B. Bodily injury liability, each accident:	$1,000,000
C. Property damage liability, each accident:	$100,000
D. General liability, bodily injury and property damage:	$1,000,000

The Lessee shall bear all risks of damage or loss of the leased vehicle(s), or any portion of damage or loss not covered by insurance. All replacements, repairs, or substitutions of leased vehicle parts or equipment shall be at the cost and expense of the Lessee and shall be accessions to the vehicle(s).

SECTION 8. VEHICLE MAINTENANCE

The Lessee shall, at all times and at Lessee's expense, maintain the leased vehicle(s) in working order and at a high level of cleanliness, safety, and mechanical soundness. The Lessee shall take all reasonable efforts to insure against theft and vandalism. The Lessee agrees to return each leased vehicle in the condition in which it was received, except for reasonable wear and tear.

The Lessee agrees to adhere to all provisions of the Lessor's vehicle maintenance plan on file with the Department, and to any changes or addendums made to the plan.

The Lessee shall be responsible for scheduling, completing and documenting all preventative maintenance. All such maintenance shall be consistent with manufacturer specifications, the Lessor's vehicle maintenance plan, and Department guidelines. The Lessee shall be responsible for ensuring the completion of, and payment for, all necessary repairs.

SECTION 9. VEHICLE OPERATION

The Lessee shall ensure that only properly trained and licensed drivers operate the leased vehicle(s). The Lessee shall provide the Lessor with the names of all individuals whom it authorizes to operate the vehicle(s), and shall provide the name of each before said individual may operate the vehicle(s).

The leased vehicle(s) shall not be used in violation of any federal, state or municipal statutes, laws, ordinances, rules or regulations. The Lessee shall not use any leased vehicle, nor allow any such vehicle to be used, for any unlawful purpose or for the transportation of any property or material deemed hazardous. Respirators, concentrators, or portable oxygen used by individuals are not considered hazardous materials.

The Lessee shall operate the leased vehicle(s) only on designated roads, and shall not subject the vehicle(s) to use under such road conditions as may result in damage to the vehicle(s).

SECTION 10. CIVIL RIGHTS

The Lessee shall comply with all federal statutes relating to nondiscrimination that apply, including, but not limited to:

A. The prohibitions against discrimination on the basis of race, color, or national origin, as provided in Title VI of the Civil Rights Act, 42 U.S.C. 2000d;

B. The prohibitions against discrimination on the basis of sex, as provided in: (a) Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. 1681 – 1683, and 1685 – 1687, and (b) U.S. DOT regulations, "Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance," 49 CFR part 25;

C. The prohibitions against discrimination on the basis of age in federally funded programs, as provided in the Age Discrimination Act of 1975, as amended, 42 U.S.C. 6101 – 6107;

D. The prohibitions against discrimination on the basis of disability in federally funded programs, as provided in section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. 794; and

E. The prohibitions against discrimination on the basis of disability, as provided in the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. 12101 *et seq.*

The Lessee agrees to comply with all terms of the Lessor's approved Title VI Plan and of any changes or addenda thereupon. The Lessee is responsible for proper posting of a valid Title VI public notice in each leased vehicle at all times.

SECTION 11. ADDITIONAL FEES

The Lessee shall pay any and all storage charges, parking fees, and fines which are levied against Lessee as a result of the improper acts of Lessee or its employees.

The Lessee shall pay any fees (including vehicle registration and inspection fees) and/or taxes which may be imposed with respect to the leased vehicle(s) by any duly constituted governmental authority as the result of Lessee's use or intended use of the vehicle(s).

SECTION 12. AUDITS, INSPECTIONS, AND REPORTING

The Lessee shall be responsible for providing any and all data pertaining to services provided using the leased vehicle(s) as requested upon reasonable notice by the Lessor. The data required may include, but is not limited to, vehicle maintenance records, trip logs, and ridership data.

The Lessee agrees to complete all reports and documents required by the Lessor and/or the Department in a timely fashion. Such reports will be sent to the Lessee on or before specified deadlines.

The Lessor, Department or FTA, or any designee thereof, may at any time audit and/or inspect the leased vehicle(s) and attendant records for compliance with the provisions of this Agreement. The Lessee agrees to comply with all requests to make equipment available as requested by the aforementioned parties for completion of audits.

The Lessee agrees to preserve for a period of five (5) years after the termination of the Agreement, all reports, insurance policies, trip sheets, and other data pertaining to compliance with any and all terms of the Agreement.

The Lessee is responsible to arrange for and obtain inspections of motor buses and human service vehicles leased under this Agreement as required by federal and state law. In all such cases, Lessee shall send a copy of the inspection report to the Lessor.

SECTION 13. LIABILITY

The Lessee agrees to hold harmless the Lessor and the State of Wisconsin from any and all claims, losses, causes of action, and expense, for whatever reason, including legal expenses and reasonable attorney fees, arising from the use, maintenance, and operations of the vehicle(s) leased under this Agreement.

SECTION 14. LEASE MANAGEMENT

The overall supervision and monitoring of compliance with lease specifications shall be the responsibility of the Lessee. The Lessee will address and resolve concerns or questions regarding this Agreement or operation of the leased vehicles with the Lessor.

This Agreement or any part thereof may be renegotiated in circumstances where changes are required by federal law or regulations, state law or regulations, court orders or actions, or when the parties agree that a new lease would better meet their needs than existing terms and conditions of this lease.

Any revisions to this lease must be agreed to by both parties, as evidenced by an addendum signed by the authorized representative of each party and approved by the Department.

SECTION 15. TERMINATION

If so directed by the Department or other state agency, the Lessee must return the leased vehicle(s) within five (5) days of notice to the Lessor, and at such time, lease provisions are terminated. Otherwise, the Lessor may terminate this Agreement by giving thirty (30) days written notice, at which time the Agreement is terminated.

Immediately upon termination, the Lessee agrees to turn over all maintenance records and histories to the Lessor at no additional cost to the Lessor.

Failure to comply with any provisions of this Agreement by any party shall be considered due cause for termination of the lease.

SECTION 16. SUBLEASE RESTRICTIONS

Subleasing or renting the leased vehicle(s) is prohibited.

SECTION 17. ADDITIONAL CONDITIONS

No smoking is allowed in City owned vehicles.

Procedure for recommendations on actionable items to the City Council/Committee of the Whole

Recommendations should come to the SET from all boards, commissions and committees, with the exception of the Committee of the Whole.

Staff report approved or draft minutes from the meeting in which the recommendation was made, should be provided with the recommendation. Those recommendations need to be forwarded to the SET by the 1st Tuesday of the month. The SET will review, and either request more information or forward onto the Committee of the Whole or the City Council with the reviewed documents.

Department Head to communicate to their boards, commissions, committees and Council.

Recommendation from:	Molly Powell
Minutes/staff report attached	Yes ☐ No X
Budget account:	08 – Capital Projects Accounts
Staff responsible for implementation:	Molly Powell
Economic impact:	
Zoning/rezoning issues:	N/A
Supports organizational goals	Yes x No☐
Questions from SET:	
Grants pursued/opportunity pursued:	N/A
Reviewed by SET	Yes ☐ No☐

Initialed by: S.R. Date: 12/13/22

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Resolution Declaring Official Intent to Reimburse Expenditures From Proceeds of Borrowing

Summary and Background Information:

Our Bond Council, Quarles & Brady LLP has created a reimbursement resolution covering our 2023 capital projects.

Approving this reimbursement resolution, allows the city to begin the procurement of projects approved for 2023 before we are able to finance the projects.

This allows department heads to take advantage of early purchase discounts or to put deposits down to secure equipment that may be experiencing supply chain backlogs.

It also allows the city to consolidate its borrowing efforts, by allowing flexibility in the timing of our purchasing.

Recommendation:

It is recommended that the Council approve this reimbursement resolution in December, so that Department Heads can begin their 2023 purchasing starting right away in January.

Molly Powell
Department Head/Director

12/13/2022
Date

Committee: Committee of the Whole and/or Common Council

Meeting Date(s): December 19th and 20th, 2022

RESOLUTION NO. _____

RESOLUTION DECLARING OFFICIAL INTENT TO REIMBURSE EXPENDITURES FROM PROCEEDS OF BORROWING

WHEREAS, the City of Tomah, Monroe County, Wisconsin (the "Issuer") plans to finance 2023 capital improvement projects, including those listed in Exhibit A attached hereto (collectively, the "Project");

WHEREAS, the Issuer expects to finance the Project on a long-term basis by issuing tax-exempt bonds or notes (collectively, the "Bonds");

WHEREAS, because the Bonds will not be issued prior to commencement of the Project, the Issuer must provide interim financing to cover costs of the Project incurred prior to receipt of the proceeds of the Bonds; and

WHEREAS, the Common Council (the "Governing Body") of the Issuer deems it to be necessary, desirable, and in the best interests of the Issuer to advance moneys from its funds on hand on an interim basis to pay the costs of the Project until the Bonds are issued.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Issuer that:

Section 1. Expenditure of Funds. The Issuer shall make expenditures as needed from its funds on hand to pay the cost of the Project until proceeds of the Bonds become available.

Section 2. Declaration of Official Intent. The Issuer hereby officially declares its intent under Treas. Reg. Section 1.150-2 to reimburse said expenditures with proceeds of the Bonds, in an amount not expected to exceed $4,700,000.

Section 3. Unavailability of Long-Term Funds. No funds for payment of the Project from sources other than the Bonds are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside by the Issuer pursuant to its budget or financial policies.

Section 4. Public Availability of Official Intent Resolution. The Resolution shall be made available for public inspection at the office of the Issuer's Clerk within 30 days after its approval in compliance with applicable State law governing the availability of records of official acts including Subchapter II of Chapter 19, and shall remain available for public inspection until the Bonds are issued.

Section 5. Effective Date. This Resolution shall be effective upon its adoption and approval.

Adopted and recorded _____, 20__

Approved _____, 20__

_____
Michael Murray
Mayor

ATTEST:

(SEAL)

_____
Rebecca Weyer
City Clerk

QB\76888202.1

Exhibit A

City of Tomah
2023 Capital Projects - Reimbursement Resolution

DEPARTMENT	DESCRIPTION	COST
AIRPORT	ALP and Electrical Design	15,200.00
CITY HALL	Network Equipment	60,000.00
MASS TRANSIT	Transit 350XL	29,000.00
MASS TRANSIT	Transit 350XL	29,000.00
PARKS	Winnebago Park Roadway	100,000.00
PARKS	Veterans Park Roadway	40,000.00
PARKS	Firemans Park Shelter Roof	22,000.00
PARKS	Winnebago Park Shelter	50,000.00
PARKS	Toro 4010 Mower	130,000.00
POLICE	Copy Machine	8,500.00
POLICE	2 Marked Hybrid Squads	108,000.00
POLICE	UTV	33,000.00
POLICE	Record Management Software and Implementation	80,000.00
STREETS	Snow Removal Equip	85,000.00
STREETS	Pickup Truck	70,000.00
STREETS	Chipper Attachment	15,000.00
STREETS	Compressor	20,000.00
STREETS	Seal Coating	250,000.00
STREETS	ET Intersection Project	100,000.00
STREETS	Garbage Truck	360,000.00
STREETS	Glendale Avenue	150,000.00
TID 8	TID 8 Street Resurfacing	50,000.00
TOURISM	Ice Center Addition	1,300,000.00
TOURISM	Flare Avenue Ball Complex	1,500,000.00
		4,604,700.00

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:	2022	$817,646.61	Check #'s:	141474	141633
2. Payroll:		$281,882.20	Dir Dep #'s:	9297552	9297825
3. Wire/ACH Transfers:		$1,322,057.96			
4. Invoices:		$458,609.34			
Total:		$2,880,196.11			

Mayor

Clerk

Requested by: Finance Department

Submitted by: Committee of the Whole

December 20, 2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
3RT NETWORKS							
2131	3RT NETWORKS	CW32598	NETWORK INFRASTRUCTURE	12/06/2022	01-51450-2900 COMPUTER SERVICE	3,000.00	
2131	3RT NETWORKS	CW32598	WORKSTATION MANAGED SERVICE	12/06/2022	01-51450-2900 COMPUTER SERVICE	3,200.00	
2131	3RT NETWORKS	CW32598	SERVER MANAGED SERVICE	12/06/2022	01-51450-2900 COMPUTER SERVICE	1,440.00	
2131	3RT NETWORKS	CW32599	DUO SOFTWARE - NOVEMBER	12/06/2022	01-51450-2900 COMPUTER SERVICE	48.00	
	Total 3RT NETWORKS:					7,688.00	
AIRGAS USA LLC							
24	AIRGAS USA LLC	9992777648	9992777648	12/21/2022	01-53311-2900 HWY/ST MAINT SERVI	106.76	
	Total AIRGAS USA LLC:					106.76	
AXON ENTERPRISE INC							
1145	AXON ENTERPRISE INC	12-6-22	FLEX 2 CAMERA BUNDLE/ARPA MONI	12/06/2022	05-57210-8300 LAW ENFORCE OUT E	732.00	
	Total AXON ENTERPRISE INC:					732.00	
BELSON OUTDOORS LLC							
79	BELSON OUTDOORS LLC	334157	334157	12/21/2022	05-48500 DONATIONS	2,779.16	
	Total BELSON OUTDOORS LLC:					2,779.16	
Brightspeed							
2365	Brightspeed	467438700 DE	467438700 12.22	12/21/2022	01-55300-3400 REC PROGRAMS OPE	136.49	
	Total Brightspeed:					136.49	
CBS SQUARED INC							
1666	CBS SQUARED INC	10895	GRANT WRITING ASSISTANCE	12/07/2022	01-51415-3400 ADMINISTRATOR OPE	55.50	
	Total CBS SQUARED INC:					55.50	
CIVICPLUS							
2301	CIVICPLUS	247321	MUNICODE MEETINGS ANNUAL RENE	01/01/2023	01-51450-2900 COMPUTER SERVICE	4,066.00	
	Total CIVICPLUS:					4,066.00	
Crye Precision LLC							
2387	Crye Precision LLC	12-6-22	CTU HELMET	12/06/2022	01-57210-8300 LAW ENFORCEMENT	1,111.45	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
	Total Crye Precision LLC:					1,111.45	
CULLIGAN							
29	CULLIGAN	105376	105376	12/21/2022	01-55200-3400 OTHER PARKS OPER	13.55	
	Total CULLIGAN:					13.55	
DELTA DENTAL							
1777	DELTA DENTAL	1870316 18700	DENTAL INSURANCE PREMIUM DEC 2	12/01/2022	01-21597 EE DEDUCTIONS-DENTAL	1,076.30	
	Total DELTA DENTAL:					1,076.30	
DEROUSSEAU HEATING & COOLING INC							
1336	DEROUSSEAU HEATING & COO	27170	27170	12/21/2022	10-55110-2900 LIBRARY SERVICE CO	180.00	
	Total DEROUSSEAU HEATING & COOLING INC:					180.00	
EMERGENCY MEDICAL PRODUCTS INC							
216	EMERGENCY MEDICAL PRODU	2505584	2505584	12/21/2022	03-52300-3402 AMBULANCE OPER -	754.99	
216	EMERGENCY MEDICAL PRODU	2505927	2505927	12/21/2022	03-52300-3402 AMBULANCE OPER -	1,274.38	
216	EMERGENCY MEDICAL PRODU	2506370	2506370	12/21/2022	03-52300-3402 AMBULANCE OPER -	1,139.16	
	Total EMERGENCY MEDICAL PRODUCTS INC:					3,168.53	
EO JOHNSON CO							
220	EO JOHNSON CO	11-30-22	BILLABLE COPIES NOV 2022	11/30/2022	01-52100-2900 LAW ENFORCE SERVI	176.50	
220	EO JOHNSON CO	1241596	1241596	12/21/2022	10-55110-2900 LIBRARY SERVICE CO	161.73	
	Total EO JOHNSON CO:					338.23	
GHD SERVICES INC							
275	GHD SERVICES INC	340-0051899	340-0051899	12/21/2022	01-53311-3502 HWY/ST MAINT REP/M	4,479.05	
	Total GHD SERVICES INC:					4,479.05	
HAGEN SPORTS NETWORK							
299	HAGEN SPORTS NETWORK	DEC 2022	DEC 2022	12/21/2022	01-51100-3200 LEGISLATIVE PUB & S	375.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
	Total HAGEN SPORTS NETWORK:					375.00	
HEARTLAND ECOLOGICAL GROUP INC							
1538	HEARTLAND ECOLOGICAL GR	20220675-02	EMS BUILDING - WETLAND DETERMI	12/01/2022	08-57220-8200 FIRE PROTECTION BU	1,250.00	
	Total HEARTLAND ECOLOGICAL GROUP INC:					1,250.00	
Jim Phillips							
2389	Jim Phillips	PARK REC RE	Rec Park Rental	12/21/2022	01-23010 RECREATION PARK DEPOSI	250.00	
	Total Jim Phillips:					250.00	
J-J'S FLORAL SHOP LLC							
349	J-J'S FLORAL SHOP LLC	12-6-22	FLOWERS/BANKHEAD & BLACKHAWK	12/06/2022	05-52110-3400 COMM SERVICE OPER	112.85	
	Total J-J'S FLORAL SHOP LLC:					112.85	
KELLER INC							
366	KELLER INC	71453 FIRE ST	71453	12/21/2022	08-57220-8200 FIRE PROTECTION BU	386,178.29	
	Total KELLER INC:					386,178.29	
LOFFLER COMPANIES							
1391	LOFFLER COMPANIES	4205195	CITY WORKROOM COPIER	11/28/2022	01-51420-2900 CITY CLERK SERVICE	152.98	
	Total LOFFLER COMPANIES:					152.98	
MACQUEEN EQUIPMENT LLC							
1757	MACQUEEN EQUIPMENT LLC	26837	26837	12/21/2022	01-53311-3502 HWY/ST MAINT REP/M	179.76	
	Total MACQUEEN EQUIPMENT LLC:					179.76	
MAGNESS PIANO SERVICE							
1543	MAGNESS PIANO SERVICE	0114499	0114499	12/21/2022	12-55500-3500 SR & DISAB REPAIR &	162.50	
	Total MAGNESS PIANO SERVICE:					162.50	
MEDLINE INDUSTRIES, INC.							
2124	MEDLINE INDUSTRIES, INC.	2240860828	2240860828	12/21/2022	03-52300-3402 AMBULANCE OPER -	496.16	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
	Total MEDLINE INDUSTRIES, INC.:					496.16	
MODERN DISPOSAL SYSTEMS LLC							
444	MODERN DISPOSAL SYSTEMS	500141721	500141721	12/21/2022	01-53635-2900 RECYCLING SERVICE	2,365.70	
	Total MODERN DISPOSAL SYSTEMS LLC:					2,365.70	
PITNEY BOWES GLOBAL FINANCIAL SERVICE							
524	PITNEY BOWES GLOBAL FINAN	3316627237	PITNEY BOWES)LEASED EQUIPMENT	11/25/2022	01-51420-2900 CITY CLERK SERVICE	213.30	
	Total PITNEY BOWES GLOBAL FINANCIAL SERVICE:					213.30	
RUNNING INC.							
1577	RUNNING INC.	27072	NOVEMBER 2022 FARE REVENUE	12/07/2022	11-46350 MASS TRANSIT FARES	22,809.50-	
1577	RUNNING INC.	27072	NOVEMBER 2022 SHARED RIDE	12/07/2022	11-53520-3400 SHARED RIDE OPERA	58,334.04	
	Total RUNNING INC.:					35,524.54	
SHERWIN WILLIAMS CO							
582	SHERWIN WILLIAMS CO	SS096315	SS096315	12/09/2022	01-53311-3409 HWY/ST MAINT OP SU	1,161.00	12/08/2022
	Total SHERWIN WILLIAMS CO:					1,161.00	
SUMMIT COMPANIES							
9	SUMMIT COMPANIES	182009118	182009118	12/21/2022	10-55110-2900 LIBRARY SERVICE CO	780.00	
	Total SUMMIT COMPANIES:					780.00	
TOMAH CASH STORE							
639	TOMAH CASH STORE	6	6	12/21/2022	01-53311-3409 HWY/ST MAINT OP SU	197.99	
	Total TOMAH CASH STORE:					197.99	
TOMAH HEALTH							
1744	TOMAH HEALTH	11-30-22	BLOOD DRAW #22-0885	11/30/2022	01-52100-3400 LAW ENFORCE OPER	42.75	
	Total TOMAH HEALTH:					42.75	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
TOMAH WATER & SEWER UTILITY							
658	TOMAH WATER & SEWER UTILI	12-6-22	NOV 2022 WATER & SEWER	12/06/2022	01-52100-2220 LAW ENFORCE UTIL-	197.50	
	Total TOMAH WATER & SEWER UTILITY:					197.50	
TRICOR INC							
670	TRICOR INC	45758	ACCIDENT AND SICKNESS POLICY	11/22/2022	03-52300-1360 AMBULANCE ACC/SIC	2,083.00	
	Total TRICOR INC:					2,083.00	
VAN NORMAN SUPPLY CO INC							
698	VAN NORMAN SUPPLY CO INC	326853	326853	12/21/2022	01-53311-3408 HWY/ST MAINT OP SU	815.00	
	Total VAN NORMAN SUPPLY CO INC:					815.00	
Wisconsin Department of Justice							
2385	Wisconsin Department of Justice	G2159 11.22	G2159 11.22	12/21/2022	01-51420-3200 CITY CLERK PUB & SU	140.00	
	Total Wisconsin Department of Justice:					140.00	
	Grand Totals:					458,609.34	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid

Dated: _____

Mayor: _____ Murray, Mike

City Council: _____ Glynn, John

_____ Pater, Nellie

_____ Peterson, Dean

_____ Kiefer, Lamont

_____ Gigous, Adam

_____ Koel, Mitchell

_____ 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
141474										
11/22	11/18/2022	141474	2131	3RT NETWORKS	CW32476	1	01-51450-3100	.00	9.19	9.19
Total 141474:								.00		9.19
141475										
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	0108530000	1	01-55200-2210	.00	109.33	109.33
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	0296130000	1	01-55402-2210	.00	77.18	77.18
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	0305500000	1	01-53311-2210	.00	149.01	149.01
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	0308030000	1	01-55200-2210	.00	32.78	32.78
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	0448140000	1	01-55402-2210	.00	848.70	848.70
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	0513010000	1	01-55402-2210	.00	20.68	20.68
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	0698200000	1	02-56910-2210	.00	70.11	70.11
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	0806110000	1	01-55200-2210	.00	136.21	136.21
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	1025100000	1	01-55200-2210	.00	63.48	63.48
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	11-10-22	1	01-52100-2210	.00	17.65	17.65
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	11-10-22.1	1	01-52100-2210	.00	1,574.16	1,574.16
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	1392750000	1	01-55402-2210	.00	17.85	17.85
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	1424240000	1	10-55110-2210	.00	520.55	520.55
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	2131000000	1	01-55200-2210	.00	34.64	34.64
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	2243740000	1	01-55402-2210	.00	17.85	17.85
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	2371632000	1	01-53510-2210	.00	20.23	20.23
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	2447130000	1	12-55500-2210	.00	669.45	669.45
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	3229430000	1	01-55402-2210	.00	17.85	17.85
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	3674180423	1	01-55402-2210	.00	35.70	35.70
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	3781840000	1	01-55200-2210	.00	146.42	146.42
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	3966840000	1	01-55402-2210	.00	145.29	145.29
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	4309800000	1	01-52200-2210	.00	203.05	203.05
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	4452240000	1	01-55401-2210	.00	76.59	76.59
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	4498340000	1	01-53420-2900	.00	16.88	16.88
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	4519649155	1	01-55300-2210	.00	115.49	115.49
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	4819750000	1	01-55402-2210	.00	472.38	472.38
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	5096920000	1	01-55402-2210	.00	46.11	46.11
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	5122340000	1	01-53420-2900	.00	108.26	108.26
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	5243440000	1	01-51600-2210	.00	1,101.37	1,101.37
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	5276700000	1	01-55402-2210	.00	26.77	26.77
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	5303120000	1	01-53420-2900	.00	32.58	32.58
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	5305120000	1	01-53420-2900	.00	16.88	16.88
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	5400530000	1	01-55402-2210	.00	26.77	26.77

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	5491010000	1	01-55200-2210	.00	19.49	19.49
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	5563800000	1	01-55402-2210	.00	26.77	26.77
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	5582240000	1	01-55402-2210	.00	28.82	28.82
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	5683030000	1	01-53420-2900	.00	17.52	17.52
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	5730840000	1	01-55200-2210	.00	31.92	31.92
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	5817900000	1	01-55200-2210	.00	95.82	95.82
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	6198210000	1	01-55200-2210	.00	17.97	17.97
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	6301650000	1	01-55200-2210	.00	16.88	16.88
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	6426740000	1	01-55200-2210	.00	16.88	16.88
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	6617650000	1	12-55500-2210	.00	42.06	42.06
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	6721900000	1	01-53420-2900	.00	16.88	16.88
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	6960540000	1	01-53311-2210	.00	17.27	17.27
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	7132920000	1	01-53510-2210	.00	25.06	25.06
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	7312600000	1	01-55402-2210	.00	46.12	46.12
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	7567501000	1	01-53510-2210	.00	362.86	362.86
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	7625640000	1	01-55402-2210	.00	17.85	17.85
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	7699530000	1	01-55402-2210	.00	48.56	48.56
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	7845440000	1	01-55402-2210	.00	16.80	16.80
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	7892520000	1	01-55200-2210	.00	18.43	18.43
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	7906820000	1	01-55402-2210	.00	46.10	46.10
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	7916150000	1	01-55402-2210	.00	96.92	96.92
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	8098330000	1	01-55402-2210	.00	39.06	39.06
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	8270300000	1	01-55402-2210	.00	17.85	17.85
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	8935750000	1	01-55402-2210	.00	32.43	32.43
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	9101020000	1	03-52300-2210	.00	339.05	339.05
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	9361920000	1	01-53420-2900	.00	31.97	31.97
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	9589110000	1	01-55200-2210	.00	16.88	16.88
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	9815010000	1	12-55500-2210	.00	87.03	87.03
11/22	11/18/2022	141475	30	ALLIANT ENERGY/WPL	9924620000	1	01-53311-2210	.00	120.83	120.83
Total 141475:								.00		8,680.33
141476										
11/22	11/18/2022	141476	1960	AT&T MOBILITY	11-10-22	1	01-52100-2230	.00	570.28	570.28
11/22	11/18/2022	141476	1960	AT&T MOBILITY	2873030559	1	01-15610	.00	506.19	506.19
11/22	11/18/2022	141476	1960	AT&T MOBILITY	2873030559	2	01-15620	.00	118.29	118.29
11/22	11/18/2022	141476	1960	AT&T MOBILITY	2873030559	3	01-51600-2230	.00	37.99	37.99
11/22	11/18/2022	141476	1960	AT&T MOBILITY	2873030559	4	01-53311-2230	.00	37.99	37.99
11/22	11/18/2022	141476	1960	AT&T MOBILITY	2873030559	5	01-53311-2230	.00	6.54	6.54

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
11/22	11/18/2022	141476	1960	AT&T MOBILITY	2873030559	6	01-53311-2230	.00	33.99	33.99
11/22	11/18/2022	141476	1960	AT&T MOBILITY	2873030559	7	01-52200-2230	.00	36.49	36.49
11/22	11/18/2022	141476	1960	AT&T MOBILITY	2873030559	8	01-52200-2230	.00	1.50	1.50
11/22	11/18/2022	141476	1960	AT&T MOBILITY	2873030559	9	01-53100-2230	.00	25.66	25.66
11/22	11/18/2022	141476	1960	AT&T MOBILITY	2873030559	10	01-53100-2230	.00	12.66	12.66
11/22	11/18/2022	141476	1960	AT&T MOBILITY	2873030559	11	01-51415-2230	.00	42.99	42.99
11/22	11/18/2022	141476	1960	AT&T MOBILITY	2873030559	12	01-51415-2230	.00	37.99	37.99
11/22	11/18/2022	141476	1960	AT&T MOBILITY	2873030559	13	01-51415-2230	.00	37.99	37.99
11/22	11/18/2022	141476	1960	AT&T MOBILITY	2873030559	14	01-52400-2230	.00	42.99	42.99
11/22	11/18/2022	141476	1960	AT&T MOBILITY	2873030559	15	01-52400-2230	.00	33.99	33.99
11/22	11/18/2022	141476	1960	AT&T MOBILITY	2873030559	16	01-52400-2230	.00	37.99	37.99
11/22	11/18/2022	141476	1960	AT&T MOBILITY	2873030559	17	01-55200-2230	.00	38.02	38.02
11/22	11/18/2022	141476	1960	AT&T MOBILITY	2873030559	18	01-55200-2230	.00	34.00	34.00
11/22	11/18/2022	141476	1960	AT&T MOBILITY	2873030559	19	01-55200-2230	.00	34.00	34.00
Total 141476:								.00		1,727.54
141477										
11/22	11/18/2022	141477	81	BERNIE BUCHNER INC	876075	1	01-51600-3500	.00	488.00	488.00
Total 141477:								.00		488.00
141478										
11/22	11/18/2022	141478	157	COMPLETE OFFICE OF WISCO	35968	1	01-51440-3100	.00	48.42	48.42
Total 141478:								.00		48.42
141479										
11/22	11/18/2022	141479	29	CULLIGAN	5881001809	1	01-55402-3400	.00	13.55	13.55
Total 141479:								.00		13.55
141480										
11/22	11/18/2022	141480	1280	DIRECTV	013901916X	1	01-55401-3400	.00	160.99	160.99
Total 141480:								.00		160.99
141481										
11/22	11/18/2022	141481	2123	DYNAMIC LIFECYCLE INNOVATI	221025009	1	01-53635-2900	.00	1,390.18	1,390.18

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 141481:								.00		1,390.18
141482										
11/22	11/18/2022	141482	220	EO JOHNSON CO	11-3-22	1	01-52100-2900	.00	281.91	281.91
11/22	11/18/2022	141482	220	EO JOHNSON CO	1226355	1	12-55500-2900	.00	360.37	360.37
Total 141482:								.00		642.28
141483										
11/22	11/18/2022	141483	242	FASTENAL COMPANY	WITOM2038	1	01-53311-3502	.00	13.16	13.16
Total 141483:								.00		13.16
141484										
11/22	11/18/2022	141484	274	GERKE EXCAVATING INC	59464	1	08-57620-8100	.00	66,995.62	66,995.62
11/22	11/18/2022	141484	274	GERKE EXCAVATING INC	60110	1	08-57620-8100	.00	88,666.71	88,666.71
Total 141484:								.00		155,662.33
141485										
11/22	11/18/2022	141485	290	GREEN OASIS-EAU CLAIRE	1092027	1	01-55200-3500	.00	358.00	358.00
Total 141485:								.00		358.00
141486										
11/22	11/18/2022	141486	312	HILLYARD/HUTCHINSON	700519585	1	01-55401-3500	.00	125.87	125.87
Total 141486:								.00		125.87
141487										
11/22	11/18/2022	141487	333	INTERNATIONAL PAPER CO	22600251-01	1	01-53630-2100	.00	7,462.17	7,462.17
Total 141487:								.00		7,462.17
141488										
11/22	11/18/2022	141488	375	KWIK TRIP CREDIT DEPT	00349111 OC	1	01-55200-3400	.00	194.82	194.82
11/22	11/18/2022	141488	375	KWIK TRIP CREDIT DEPT	00421945 10	1	03-52300-3401	.00	5,975.64	5,975.64
11/22	11/18/2022	141488	375	KWIK TRIP CREDIT DEPT	11-10-22	1	01-52100-3400	.00	3,661.43	3,661.43

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 141488:								.00		9,831.89
141489										
11/22	11/18/2022	141489	2030	LUBE TECH & PARTNERS LLC	3054021	1	01-53311-3402	.00	2,330.15	2,330.15
Total 141489:								.00		2,330.15
141490										
11/22	11/18/2022	141490	2382	Mark Dickson	TRAFFIC SI	1	01-53311-3350	.00	193.75	193.75
Total 141490:								.00		193.75
141491										
11/22	11/18/2022	141491	1921	MAYO CLINIC	11-10-22	1	01-52100-2100	.00	310.00	310.00
Total 141491:								.00		310.00
141492										
11/22	11/18/2022	141492	444	MODERN DISPOSAL SYSTEMS	500,140772	1	01-53630-2100	.00	1,091.71	1,091.71
Total 141492:								.00		1,091.71
141493										
11/22	11/18/2022	141493	1990	MORTON SALT	5402670318	1	01-53311-3403	.00	13,974.09	13,974.09
Total 141493:								.00		13,974.09
141494										
11/22	11/18/2022	141494	1815	MULTIMEDIA SALES & MARKETI	1032969	1	12-55500-3200	.00	180.00	180.00
Total 141494:								.00		180.00
141495										
11/22	11/18/2022	141495	475	NAPA - CENTRAL WISCONSIN A	629300	1	01-52200-3400	.00	28.27	28.27
11/22	11/18/2022	141495	475	NAPA - CENTRAL WISCONSIN A	629324	1	01-52200-3400	.00	3.29	3.29
Total 141495:								.00		31.56

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
141496										
11/22	11/18/2022	141496	469	PENNY J. PRECOUR ATTORNE	5705	1	01-51300-2100	.00	35.00	35.00
11/22	11/18/2022	141496	469	PENNY J. PRECOUR ATTORNE	5706	1	01-51300-2100	.00	70.00	70.00
11/22	11/18/2022	141496	469	PENNY J. PRECOUR ATTORNE	5707	1	01-51300-2100	.00	52.50	52.50
11/22	11/18/2022	141496	469	PENNY J. PRECOUR ATTORNE	5708	1	01-51300-2100	.00	87.50	87.50
11/22	11/18/2022	141496	469	PENNY J. PRECOUR ATTORNE	5709	1	01-51300-2100	.00	595.00	595.00
Total 141496:								.00		840.00
141497										
11/22	11/18/2022	141497	557	RIVER CITY READY MIX INC	8322	1	01-53311-3406	.00	154.00	154.00
11/22	11/18/2022	141497	557	RIVER CITY READY MIX INC	8334-2	1	01-53311-3408	.00	1,178.00	1,178.00
11/22	11/18/2022	141497	557	RIVER CITY READY MIX INC	8394-2	1	01-53311-3406	.00	227.50	227.50
11/22	11/18/2022	141497	557	RIVER CITY READY MIX INC	8521-2	1	01-53441-3400	.00	152.00	152.00
Total 141497:								.00		1,711.50
141498										
11/22	11/18/2022	141498	2008	STANARD & ASSOCIATES, INC	11-3-22	1	01-52100-2100	.00	58.00	58.00
Total 141498:								.00		58.00
141499										
11/22	11/18/2022	141499	658	TOMAH WATER & SEWER UTILI	11-10-22	1	01-52100-2220	.00	207.87	207.87
Total 141499:								.00		207.87
141500										
11/22	11/18/2022	141500	2128	UW HEALTH	2154016	1	03-52300-3350	.00	10.00	10.00
Total 141500:								.00		10.00
141501										
11/22	11/18/2022	141501	721	WE ENERGIES	0701203562-	1	01-53510-2200	.00	21.56	21.56
11/22	11/18/2022	141501	721	WE ENERGIES	0701404176-	1	01-53311-2200	.00	16.41	16.41
11/22	11/18/2022	141501	721	WE ENERGIES	0701404176-	1	01-53311-2200	.00	261.96	261.96
11/22	11/18/2022	141501	721	WE ENERGIES	0704935413-	1	01-55401-2200	.00	148.15	148.15
11/22	11/18/2022	141501	721	WE ENERGIES	0706515242-	1	01-55200-2200	.00	8.60	8.60
11/22	11/18/2022	141501	721	WE ENERGIES	0707349941-	1	01-52200-2200	.00	134.48	134.48

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
11/22	11/18/2022	141501	721	WE ENERGIES	0707713977-	1	01-55401-2200	.00	23.72	23.72
11/22	11/18/2022	141501	721	WE ENERGIES	0708538032-	1	10-55110-2200	.00	188.99	188.99
11/22	11/18/2022	141501	721	WE ENERGIES	0711622483-	1	01-55200-2200	.00	65.19	65.19
11/22	11/18/2022	141501	721	WE ENERGIES	0712259790-	1	01-55401-2200	.00	353.02	353.02
11/22	11/18/2022	141501	721	WE ENERGIES	071377292-0	1	01-55200-2200	.00	77.85	77.85
11/22	11/18/2022	141501	721	WE ENERGIES	0714123594-	1	01-51600-2200	.00	584.93	584.93
11/22	11/18/2022	141501	721	WE ENERGIES	0714229616-	1	01-55402-2200	.00	13.47	13.47
11/22	11/18/2022	141501	721	WE ENERGIES	0715711655-	1	01-55401-2200	.00	606.36	606.36
11/22	11/18/2022	141501	721	WE ENERGIES	0715807202-	1	03-52300-2200	.00	35.14	35.14
11/22	11/18/2022	141501	721	WE ENERGIES	071828126-0	1	01-53311-2200	.00	95.30	95.30
11/22	11/18/2022	141501	721	WE ENERGIES	0718379081-	1	01-55402-2200	.00	62.26	62.26
11/22	11/18/2022	141501	721	WE ENERGIES	0719795727-	1	01-55401-2200	.00	60.08	60.08
11/22	11/18/2022	141501	721	WE ENERGIES	11-10-22	1	01-52100-2200	.00	834.94	834.94
	Total 141501:							.00		3,592.41
141502										
11/22	11/18/2022	141502	1800	WINTER EQUIPMENT COMPAN	IV53181	1	01-53311-3512	.00	3,860.35	3,860.35
	Total 141502:							.00		3,860.35
141503										
11/22	11/18/2022	141503	2381	Yesica Ambrin	SECURITY D	1	01-23010	.00	250.00	250.00
	Total 141503:							.00		250.00
141504										
11/22	11/18/2022	141504	782	ZINGLER MARKETING LLC	11-10-22	1	05-52100-3400	.00	240.00	240.00
	Total 141504:							.00		240.00
141505										
11/22	11/22/2022	141505	19	ADVERTISING CONCEPT LLC	93741	1	01-55300-3400	.00	1,464.00	1,464.00
	Total 141505:							.00		1,464.00
141506										
11/22	11/22/2022	141506	24	AIRGAS USA LLC	9992041159	1	01-53311-2900	.00	109.43	109.43

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 141506:								.00		109.43
141507										
11/22	11/22/2022	141507	27	ALL AMERICAN DO-IT CENTER	36263/3	1	01-55200-3400	.00	31.99	31.99
Total 141507:								.00		31.99
141508										
11/22	11/22/2022	141508	30	ALLIANT ENERGY/WPL	2940650000	1	01-53311-2210	.00	264.96	264.96
11/22	11/22/2022	141508	30	ALLIANT ENERGY/WPL	7296771925	1	01-53311-2210	.00	130.82	130.82
Total 141508:								.00		395.78
141509										
11/22	11/22/2022	141509	2342	AUTO VALUE TOMAH (CITY)	522208047	1	01-52100-3500	.00	61.29	61.29
Total 141509:								.00		61.29
141510										
11/22	11/22/2022	141510	69	BAKER & TAYLOR LLC	2037111227	1	10-55110-3420	.00	333.51	333.51
11/22	11/22/2022	141510	69	BAKER & TAYLOR LLC	2037115432	1	10-55110-3460	.00	1,411.69	1,411.69
11/22	11/22/2022	141510	69	BAKER & TAYLOR LLC	2037126690	1	10-55110-3460	.00	38.85	38.85
11/22	11/22/2022	141510	69	BAKER & TAYLOR LLC	2037126690	2	01-55110-3420	.00	171.07	171.07
Total 141510:								.00		1,955.12
141511										
11/22	11/22/2022	141511	84	BEST KEPT PORTABLES LLC	9332	1	01-55200-3400	.00	531.25	531.25
Total 141511:								.00		531.25
141512										
11/22	11/22/2022	141512	96	BOUND TREE MEDICAL LLC	84750300	1	03-52300-3402	.00	417.60	417.60
11/22	11/22/2022	141512	96	BOUND TREE MEDICAL LLC	84755781	1	03-52300-3402	.00	1,126.12	1,126.12
Total 141512:								.00		1,543.72

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
141513										
11/22	11/22/2022	141513	1666	CBS SQUARED INC	10726	1	01-51415-3400	.00	60.00	60.00
Total 141513:								.00		60.00
141514										
11/22	11/22/2022	141514	2364	Column Software PBC	DE9827EA-0	1	01-56900-3200	.00	24.32	24.32
Total 141514:								.00		24.32
141515										
11/22	11/22/2022	141515	173	CRAM'S COMPUTER CENTER L	5810	1	03-52300-3400	.00	2,005.25	2,005.25
11/22	11/22/2022	141515	173	CRAM'S COMPUTER CENTER L	5811	1	08-57220-8200	.00	2,054.50	2,054.50
Total 141515:								.00		4,059.75
141516										
11/22	11/22/2022	141516	29	CULLIGAN	Oct	1	01-51600-3400	.00	12.45	12.45
11/22	11/22/2022	141516	29	CULLIGAN	October	1	01-51600-3400	.00	20.80	20.80
Total 141516:								.00		33.25
141517										
11/22	11/22/2022	141517	1336	DEROUSSEAU HEATING & COO	27127	1	10-55110-2900	.00	442.00	442.00
Total 141517:								.00		442.00
141518										
11/22	11/22/2022	141518	205	DON'S PLUMBING SERVICE INC	S16598	1	01-55402-3500	.00	672.80	672.80
Total 141518:								.00		672.80
141519										
11/22	11/22/2022	141519	216	EMERGENCY MEDICAL PRODU	2496980	1	03-52300-3402	.00	17.55	17.55
11/22	11/22/2022	141519	216	EMERGENCY MEDICAL PRODU	2499082	1	03-52300-3402	.00	19.50	19.50
11/22	11/22/2022	141519	216	EMERGENCY MEDICAL PRODU	2499568	1	03-52300-3402	.00	995.00	995.00
11/22	11/22/2022	141519	216	EMERGENCY MEDICAL PRODU	2499869	1	03-52300-3402	.00	303.38	303.38

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 141519:								.00		1,335.43
141520										
11/22	11/22/2022	141520	1640	EMMONS & OLIVER RESOURC	W1841-0004-	1	01-48440	.00	435.00	435.00
Total 141520:								.00		435.00
141521										
11/22	11/22/2022	141521	275	GHD SERVICES INC	340-0048752	1	01-53630-2100	.00	758.17	758.17
Total 141521:								.00		758.17
141522										
11/22	11/22/2022	141522	296	GUTHRIE FIRE & SECURITY LL	65465891	1	03-52300-2900	.00	36.00	36.00
Total 141522:								.00		36.00
141523										
11/22	11/22/2022	141523	312	HILLYARD/HUTCHINSON	604903970	1	01-55401-3400	.00	32.72	32.72
11/22	11/22/2022	141523	312	HILLYARD/HUTCHINSON	604946262	1	01-55401-3500	.00	539.35	539.35
Total 141523:								.00		572.07
141524										
11/22	11/22/2022	141524	317	HOLIDAY WHOLESALE	11-10-22	1	01-52100-3550	.00	136.25	136.25
11/22	11/22/2022	141524	317	HOLIDAY WHOLESALE	1252421	1	01-53311-3408	.00	131.60	131.60
Total 141524:								.00		267.85
141525										
11/22	11/22/2022	141525	323	HUNTER SECURITY & SURVEIL	14700	1	10-55110-2900	.00	1,238.21	1,238.21
Total 141525:								.00		1,238.21
141526										
11/22	11/22/2022	141526	2383	ISimulate LLC	201526398	1	03-52300-3350	.00	11,580.00	11,580.00

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 141526:								.00		11,580.00
141527										
11/22	11/22/2022	141527	354	JOHN SHUCK PLUMBING & REP	2053	1	01-55401-3500	.00	296.94	296.94
Total 141527:								.00		296.94
141528										
11/22	11/22/2022	141528	387	LARKIN'S GMC INC	82430	1	03-52300-3500	.00	159.30	159.30
Total 141528:								.00		159.30
141529										
11/22	11/22/2022	141529	1391	LOFFLER COMPANIES	4190218	1	01-51420-2900	.00	26.67	26.67
Total 141529:								.00		26.67
141530										
11/22	11/22/2022	141530	1757	MACQUEEN EQUIPMENT LLC	P08293	1	01-57220-8300	.00	6,066.46	6,066.46
Total 141530:								.00		6,066.46
141531										
11/22	11/22/2022	141531	850	MARTIN-MCALLISTER CONSUL	11-10-22	1	01-52100-2100	.00	600.00	600.00
Total 141531:								.00		600.00
141532										
11/22	11/22/2022	141532	416	MATHY CONSTRUCTION COMP	5200021540	1	01-53311-3404	.00	9,025.07	9,025.07
Total 141532:								.00		9,025.07
141533										
11/22	11/22/2022	141533	431	MID-STATE DOOR & OPENER	03504	1	01-53311-3508	.00	5,050.84	5,050.84
Total 141533:								.00		5,050.84

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
141534										
11/22	11/22/2022	141534	1373	MID-STATE TECHNICAL COLLE	3000694056	1	03-52300-3350	.00	753.38	753.38
Total 141534:								.00		753.38
141535										
11/22	11/22/2022	141535	442	MISSISSIPPI WELDERS SUPPL	475207	1	03-52300-3400	.00	110.20	110.20
Total 141535:								.00		110.20
141536										
11/22	11/22/2022	141536	447	MONROE CO CLERK OF COUR	202201460	1	01-23301	.00	250.00	250.00
Total 141536:								.00		250.00
141537										
11/22	11/22/2022	141537	2386	Monroe County Herald	2.22 3.22 5.2	1	01-56900-3200	.00	300.18	300.18
Total 141537:								.00		300.18
141538										
11/22	11/22/2022	141538	1990	MORTON SALT	5402678355	1	01-53311-3403	.00	4,717.23	4,717.23
Total 141538:								.00		4,717.23
141539										
11/22	11/22/2022	141539	506	OTIS ELEVATOR COMPANY	F100000236	1	16-56720-3500	.00	125.00	125.00
Total 141539:								.00		125.00
141540										
11/22	11/22/2022	141540	517	PERSONNEL EVALUATION INC	11-21-22	1	01-52100-2900	.00	50.00	50.00
Total 141540:								.00		50.00
141541										
11/22	11/22/2022	141541	557	RIVER CITY READY MIX INC	8540	1	01-53311-3406	.00	77.50	77.50

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 141541:								.00		77.50
141542										
11/22	11/22/2022	141542	581	SHERWIN INDUSTRIES INC	SS096260	1	01-53311-3409	.00	647.50	647.50
Total 141542:								.00		647.50
141543										
11/22	11/22/2022	141543	639	TOMAH CASH STORE	28	1	01-53311-3409	.00	200.00	200.00
11/22	11/22/2022	141543	639	TOMAH CASH STORE	39 10.31.22	1	01-53311-3409	.00	197.99	197.99
11/22	11/22/2022	141543	639	TOMAH CASH STORE	40	1	01-53311-3409	.00	197.99	197.99
Total 141543:								.00		595.98
141544										
11/22	11/22/2022	141544	1744	TOMAH HEALTH	4300000001	1	01-53311-2900	.00	144.00	144.00
Total 141544:								.00		144.00
141545										
11/22	11/22/2022	141545	646	TOMAH LUMBER INC	118560	1	01-53311-3405	.00	27.93	27.93
Total 141545:								.00		27.93
141546										
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	1751.00 10.2	1	01-55200-2220	.00	41.61	41.61
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	1917.05 10.2	1	01-55401-2220	.00	7.87	7.87
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	1945.00 10.2	1	01-55200-2220	.00	62.35	62.35
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	2049.00 10.2	1	01-52200-2220	.00	23.77	23.77
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	2050.00 10.2	1	01-53311-2220	.00	103.83	103.83
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	2064.00 10.2	1	01-55401-2220	.00	139.39	139.39
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	2067.00 10.2	1	01-53311-2220	.00	240.60	240.60
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	2189.00 OCT	1	10-55110-2220	.00	129.02	129.02
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	2196.01 10.2	1	01-55200-2220	.00	62.35	62.35
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	2263.01 10.2	1	01-53311-2220	.00	51.98	51.98
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	2289.00 10.2	1	01-55200-2220	.00	86.32	86.32
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	2289.01 10.2	1	01-55200-2220	.00	41.61	41.61
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	2541.00 10.2	1	01-53311-2220	.00	22.60	22.60

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	2547.00 10.2	1	01-55200-2220	.00	23.77	23.77
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	2600.00 10.2	1	01-55200-2220	.00	23.77	23.77
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	2901.02 10.2	1	01-53510-2220	.00	34.14	34.14
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	2943.00 10.2	1	03-52300-2220	.00	114.20	114.20
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	2967.00 10.2	1	01-55401-2220	.00	263.63	263.63
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	3114.00 10.2	1	01-55200-2220	.00	65.25	65.25
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	3255.00 10.2	1	01-55401-2220	.00	347.72	347.72
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	3304.00 10.2	1	01-55402-2220	.00	5,657.87	5,657.87
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	3353.00 10.2	1	01-55200-2220	.00	20.40	20.40
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	3439.00 10.2	1	01-55401-2220	.00	117.43	117.43
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	3521.00 10.2	1	01-55402-2220	.00	112.83	112.83
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	5403.01 10.2	1	12-55500-2220	.00	85.99	85.99
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	671.01 10.22	1	12-55500-2220	.00	23.77	23.77
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	67101.01 10.	1	12-55500-2220	.00	44.51	44.51
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	809.05 10.22	1	01-55200-2220	.00	62.35	62.35
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	854.00 10.22	1	01-55200-2220	.00	81.60	81.60
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	854.01 10.22	1	01-53311-2220	.00	22.60	22.60
11/22	11/22/2022	141546	658	TOMAH WATER & SEWER UTILI	967.01 10.22	1	01-53311-2220	.00	23.77	23.77
Total 141546:								.00		8,138.90
141547										
11/22	11/22/2022	141547	660	TOMAH WELDING & STEEL SUP	20659	1	01-53311-3502	.00	455.00	455.00
Total 141547:								.00		455.00
141548										
11/22	11/22/2022	141548	672	TRI-STATE BUSINESS MACHINE	559318	1	03-52300-2900	.00	78.00	78.00
Total 141548:								.00		78.00
141549										
11/22	11/22/2022	141549	1252	WI DEPT OF TRANSPORTATION	3950741405	1	08-57351-8100	.00	26.82	26.82
Total 141549:								.00		26.82
141550										
11/22	11/22/2022	141550	749	WI SCTF	PP 23	1	01-21590	.00	848.08	848.08

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 141550:								.00		848.08
141551										
11/22	11/22/2022	141551	2385	Wisconsin Department of Justice	G2159	1	01-51420-3200	.00	140.00	140.00
Total 141551:								.00		140.00
141552										
12/22	12/02/2022	141552	11	ACE HARDWARE (PUBLIC WOR	608247	1	01-53311-3502	.00	21.97	21.97
12/22	12/02/2022	141552	11	ACE HARDWARE (PUBLIC WOR	608311	1	01-53311-3402	.00	9.95	9.95
12/22	12/02/2022	141552	11	ACE HARDWARE (PUBLIC WOR	608444	1	01-51600-3400	.00	21.56	21.56
12/22	12/02/2022	141552	11	ACE HARDWARE (PUBLIC WOR	608462	1	01-53311-3405	.00	13.98	13.98
12/22	12/02/2022	141552	11	ACE HARDWARE (PUBLIC WOR	608526	1	01-53311-3502	.00	43.98	43.98
12/22	12/02/2022	141552	11	ACE HARDWARE (PUBLIC WOR	608570	1	01-51600-3400	.00	63.11	63.11
12/22	12/02/2022	141552	11	ACE HARDWARE (PUBLIC WOR	608644	1	01-53311-3408	.00	3.76	3.76
12/22	12/02/2022	141552	11	ACE HARDWARE (PUBLIC WOR	608666	1	01-53311-3502	.00	24.00	24.00
12/22	12/02/2022	141552	11	ACE HARDWARE (PUBLIC WOR	608692	1	01-53311-3502	.00	15.18	15.18
12/22	12/02/2022	141552	11	ACE HARDWARE (PUBLIC WOR	608773	1	01-53311-3500	.00	21.98	21.98
12/22	12/02/2022	141552	11	ACE HARDWARE (PUBLIC WOR	608825	1	01-51600-3500	.00	19.99	19.99
12/22	12/02/2022	141552	11	ACE HARDWARE (PUBLIC WOR	608969	1	01-53311-3408	.00	9.98	9.98
12/22	12/02/2022	141552	11	ACE HARDWARE (PUBLIC WOR	609030	1	01-51600-3500	.00	27.98	27.98
12/22	12/02/2022	141552	11	ACE HARDWARE (PUBLIC WOR	609260	1	01-53311-3408	.00	29.96	29.96
12/22	12/02/2022	141552	11	ACE HARDWARE (PUBLIC WOR	609262	1	01-53311-3408	.00	49.99	49.99
12/22	12/02/2022	141552	11	ACE HARDWARE (PUBLIC WOR	609279	1	01-53311-3409	.00	73.95	73.95
12/22	12/02/2022	141552	11	ACE HARDWARE (PUBLIC WOR	609301	1	01-53311-3408	.00	4.59	4.59
12/22	12/02/2022	141552	11	ACE HARDWARE (PUBLIC WOR	609354	1	01-53311-3408	.00	44.97	44.97
12/22	12/02/2022	141552	11	ACE HARDWARE (PUBLIC WOR	609368	1	01-53311-3408	.00	2.39	2.39
12/22	12/02/2022	141552	11	ACE HARDWARE (PUBLIC WOR	609436	1	01-53311-3408	.00	43.15	43.15
12/22	12/02/2022	141552	11	ACE HARDWARE (PUBLIC WOR	609482	1	01-51600-3500	.00	11.38	11.38
Total 141552:								.00		557.80
141553										
12/22	12/02/2022	141553	27	ALL AMERICAN DO-IT CENTER	37296/3	1	10-55110-3500	.00	51.28	51.28
Total 141553:								.00		51.28

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141554										
12/22	12/02/2022	141554	32	ALLIED COOPERATIVE	98273	1	01-53311-3502	.00	30.15	30.15
Total 141554:								.00		30.15
141555										
12/22	12/02/2022	141555	34	ALLSTATE PETERBILT OF TOM	5204190183	1	01-53311-3512	.00	178.22	178.22
Total 141555:								.00		178.22
141556										
12/22	12/02/2022	141556	2142	AMAZON BUSINESS	11-22-22	1	01-57210-8300	.00	252.86	252.86
Total 141556:								.00		252.86
141557										
12/22	12/02/2022	141557	2342	AUTO VALUE TOMAH (CITY)	522221881	1	01-52100-3500	.00	63.29	63.29
12/22	12/02/2022	141557	2342	AUTO VALUE TOMAH (CITY)	522222323	1	01-52100-3500	.00	63.29	63.29
12/22	12/02/2022	141557	2342	AUTO VALUE TOMAH (CITY)	522222585	1	01-52100-3500	.00	351.96	351.96
12/22	12/02/2022	141557	2342	AUTO VALUE TOMAH (CITY)	522222773	1	01-52100-3500	.00	40.00	40.00
12/22	12/02/2022	141557	2342	AUTO VALUE TOMAH (CITY)	522222988	1	01-52100-3500	.00	192.32	192.32
12/22	12/02/2022	141557	2342	AUTO VALUE TOMAH (CITY)	522223078	1	01-52100-3500	.00	63.29	63.29
12/22	12/02/2022	141557	2342	AUTO VALUE TOMAH (CITY)	522223425	1	01-52100-3500	.00	64.79	64.79
12/22	12/02/2022	141557	2342	AUTO VALUE TOMAH (CITY)	522223426	1	01-52100-3500	.00	237.58	237.58
Total 141557:								.00		1,076.52
141558										
12/22	12/02/2022	141558	2344	AUTO VALUE TOMAH (FIRE)	522218600	1	01-52200-3500	.00	116.96	116.96
12/22	12/02/2022	141558	2344	AUTO VALUE TOMAH (FIRE)	522219353	1	01-52200-3500	.00	767.96	767.96
12/22	12/02/2022	141558	2344	AUTO VALUE TOMAH (FIRE)	522219481	1	01-52200-3500	.00	108.00-	108.00-
12/22	12/02/2022	141558	2344	AUTO VALUE TOMAH (FIRE)	522220710	1	03-52300-3500	.00	38.99	38.99
12/22	12/02/2022	141558	2344	AUTO VALUE TOMAH (FIRE)	522220975	1	01-52200-3500	.00	62.79	62.79
Total 141558:								.00		878.70
141559										
12/22	12/02/2022	141559	2343	AUTO VALUE TOMAH (PARKS)	522219314	1	01-55200-3500	.00	8.98	8.98

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Total 141559:								.00		8.98
141560										
12/22	12/02/2022	141560	2341	AUTO VALUE TOMAH (STREET)	522221223	1	01-53311-3500	.00	136.38	136.38
12/22	12/02/2022	141560	2341	AUTO VALUE TOMAH (STREET)	522221286	1	01-53311-3502	.00	63.97	63.97
12/22	12/02/2022	141560	2341	AUTO VALUE TOMAH (STREET)	522221594	1	01-53311-3512	.00	6.33	6.33
12/22	12/02/2022	141560	2341	AUTO VALUE TOMAH (STREET)	522221595	1	01-53620-3500	.00	501.72	501.72
12/22	12/02/2022	141560	2341	AUTO VALUE TOMAH (STREET)	522221905	1	01-53311-3512	.00	79.56	79.56
12/22	12/02/2022	141560	2341	AUTO VALUE TOMAH (STREET)	522221906	1	01-53311-3512	.00	79.56	79.56
12/22	12/02/2022	141560	2341	AUTO VALUE TOMAH (STREET)	522221941	1	01-53620-3500	.00	177.76-	177.76-
12/22	12/02/2022	141560	2341	AUTO VALUE TOMAH (STREET)	522221970	1	01-53311-3502	.00	19.99	19.99
12/22	12/02/2022	141560	2341	AUTO VALUE TOMAH (STREET)	522222027	1	01-53311-3501	.00	812.49	812.49
12/22	12/02/2022	141560	2341	AUTO VALUE TOMAH (STREET)	522222449	1	01-53311-3408	.00	6.99	6.99
12/22	12/02/2022	141560	2341	AUTO VALUE TOMAH (STREET)	522222533	1	01-53311-3408	.00	56.99	56.99
12/22	12/02/2022	141560	2341	AUTO VALUE TOMAH (STREET)	522222759	1	01-53311-3512	.00	77.85	77.85
12/22	12/02/2022	141560	2341	AUTO VALUE TOMAH (STREET)	522222886	1	01-53311-3512	.00	17.99	17.99
12/22	12/02/2022	141560	2341	AUTO VALUE TOMAH (STREET)	522223095	1	01-53311-3512	.00	45.69	45.69
12/22	12/02/2022	141560	2341	AUTO VALUE TOMAH (STREET)	522223099	1	01-53311-3512	.00	6.19	6.19
12/22	12/02/2022	141560	2341	AUTO VALUE TOMAH (STREET)	522223208	1	01-53620-3500	.00	30.99	30.99
12/22	12/02/2022	141560	2341	AUTO VALUE TOMAH (STREET)	522223320	1	01-53311-3408	.00	162.08	162.08
12/22	12/02/2022	141560	2341	AUTO VALUE TOMAH (STREET)	522223322	1	01-53311-3502	.00	109.80	109.80
Total 141560:								.00		2,036.81
141561										
12/22	12/02/2022	141561	69	BAKER & TAYLOR LLC	2037146398	1	10-55110-3420	.00	142.09	142.09
12/22	12/02/2022	141561	69	BAKER & TAYLOR LLC	2037146398	2	10-55110-3460	.00	135.56	135.56
Total 141561:								.00		277.65
141562										
12/22	12/02/2022	141562	218	BAUMGART, EMIL	DEC 22	1	01-52400-2100	.00	500.00	500.00
Total 141562:								.00		500.00
141563										
12/22	12/02/2022	141563	78	BEAR GRAPHICS INC	0906770	1	01-51440-3100	.00	240.03	240.03

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Total 141563:								.00		240.03
141564										
12/22	12/02/2022	141564	2365	Brightspeed	11-22-22	1	01-52100-2230	.00	30.00	30.00
12/22	12/02/2022	141564	2365	Brightspeed	301313471 D	1	01-53510-2230	.00	32.98	32.98
12/22	12/02/2022	141564	2365	Brightspeed	301313476 D	1	02-56910-2230	.00	65.96	65.96
12/22	12/02/2022	141564	2365	Brightspeed	301313477 D	1	01-53311-2230	.00	168.08	168.08
12/22	12/02/2022	141564	2365	Brightspeed	301313478 D	1	01-55401-3400	.00	138.96	138.96
Total 141564:								.00		435.98
141565										
12/22	12/02/2022	141565	2287	CANON FINANCIAL SERVICES I	29577162	1	03-52300-2900	.00	91.63	91.63
Total 141565:								.00		91.63
141566										
12/22	12/02/2022	141566	2302	CINTAS CORPORATION	5132463683	1	01-53311-2900	.00	81.16	81.16
Total 141566:								.00		81.16
141567										
12/22	12/02/2022	141567	2014	CODY PAULSON	11-22-22	1	01-52100-3350	.00	69.84	69.84
Total 141567:								.00		69.84
141568										
12/22	12/02/2022	141568	2013	DELANEY HANRAHAN	11-22-22	1	01-52100-3350	.00	68.24	68.24
Total 141568:								.00		68.24
141569										
12/22	12/02/2022	141569	209	EBSCO SUBSCRIPTION SERVIC	1663836	1	10-55110-3460	.00	270.42	270.42
12/22	12/02/2022	141569	209	EBSCO SUBSCRIPTION SERVIC	1663836	2	10-55110-3420	.00	4,022.42	4,022.42
Total 141569:								.00		4,292.84

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141570										
12/22	12/02/2022	141570	210	EHLERS AND ASSOCIATES INC	92495	1	01-51540-2100	.00	3,800.00	3,800.00
Total 141570:								.00		3,800.00
141571										
12/22	12/02/2022	141571	225	EVANS PRINT + MEDIA GROUP	DE9B27EA-0	1	01-56900-3200	.00	24.32	24.32
Total 141571:								.00		24.32
141572										
12/22	12/02/2022	141572	292	GUNDERSEN HEALTH SYSTEM	POLICE	1	01-53311-2900	.00	178.00	178.00
Total 141572:								.00		178.00
141573										
12/22	12/02/2022	141573	324	IDSO'S	2623	1	01-53311-3408	.00	695.00	695.00
12/22	12/02/2022	141573	324	IDSO'S	2704	1	01-53311-3408	.00	7,620.00	7,620.00
Total 141573:								.00		8,315.00
141574										
12/22	12/02/2022	141574	368	KIESLERS POLICE SUPPLY INC	11-22-22	1	05-57210-8300	.00	861.30	861.30
Total 141574:								.00		861.30
141575										
12/22	12/02/2022	141575	375	KWIK TRIP CREDIT DEPT	00474557 N	1	01-52200-3400	.00	475.79	475.79
12/22	12/02/2022	141575	375	KWIK TRIP CREDIT DEPT	00474557 O	1	01-52200-3400	.00	532.71	532.71
Total 141575:								.00		1,008.50
141576										
12/22	12/02/2022	141576	1557	LEXISNEXIS RISK DATA MANAG	11-30-22	1	01-52100-2900	.00	52.00	52.00
Total 141576:								.00		52.00
141577										
12/22	12/02/2022	141577	401	LYDEN AUTO BODY INC	RO 9679	1	01-48420	.00	1,273.15	1,273.15

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Total 141577:								.00		1,273.15
141578										
12/22	12/02/2022	141578	2328	LYNXX NETWORKS	802300 DEC	1	03-52300-2230	.00	565.67	565.67
Total 141578:								.00		565.67
141579										
12/22	12/02/2022	141579	437	MILDE APPRAISAL SERVICE LL	DEC 22	1	01-51530-2100	.00	3,400.00	3,400.00
Total 141579:								.00		3,400.00
141580										
12/22	12/02/2022	141580	466	MOTOROLA SOLUTIONS INC	11-22-22	1	05-52140-8300	.00	5,021.01	5,021.01
12/22	12/02/2022	141580	466	MOTOROLA SOLUTIONS INC	11-22-22.1	1	05-57210-8300	.00	5,021.01	5,021.01
Total 141580:								.00		10,042.02
141581										
12/22	12/02/2022	141581	469	PENNY J. PRECOUR ATTORNE	DEC 22	1	01-51300-2100	.00	2,700.00	2,700.00
Total 141581:								.00		2,700.00
141582										
12/22	12/02/2022	141582	527	POELLINGER ELECTRIC INC	3513-01	1	01-53311-3502	.00	1,850.97	1,850.97
Total 141582:								.00		1,850.97
141583										
12/22	12/02/2022	141583	538	QUILL CORPORATION	28898671	1	03-52300-3400	.00	119.97	119.97
12/22	12/02/2022	141583	538	QUILL CORPORATION	28902214	1	03-52300-3100	.00	485.30	485.30
12/22	12/02/2022	141583	538	QUILL CORPORATION	28902483	1	03-52300-3400	.00	32.99	32.99
12/22	12/02/2022	141583	538	QUILL CORPORATION	28931584	1	03-52300-3400	.00	33.98	33.98
Total 141583:								.00		672.24
141584										
12/22	12/02/2022	141584	558	RIVER STATES TRUCK & TRAIL	12658	1	08-57324-8300	.00	115,454.50	115,454.50

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Total 141584:								.00		115,454.50
141585										
12/22	12/02/2022	141585	569	SAFE-FAST INC	268267	1	01-53311-3409	.00	263.04	263.04
Total 141585:								.00		263.04
141586										
12/22	12/02/2022	141586	1708	SCOTT WILCOX	1 HOUR MU	1	12-55500-3410	.00	100.00	100.00
Total 141586:								.00		100.00
141587										
12/22	12/02/2022	141587	577	SECURIAN FINANCIAL GROUP I	december 20	1	01-21530	.00	2,620.34	2,620.34
Total 141587:								.00		2,620.34
141588										
12/22	12/02/2022	141588	1765	SHARI SARAZIN	1 HOUR MU	1	12-55500-3410	.00	150.00	150.00
Total 141588:								.00		150.00
141589										
12/22	12/02/2022	141589	2139	SPECTRUM	00391051118	1	12-55500-2240	.00	181.00	181.00
Total 141589:								.00		181.00
141590										
12/22	12/02/2022	141590	2384	Street Cop Training LLC	11-22-22	1	01-52100-3350	.00	225.00	225.00
Total 141590:								.00		225.00
141591										
12/22	12/02/2022	141591	1287	STRYKER SALES CORP	3952685	1	03-52300-8300	.00	148.75	148.75
Total 141591:								.00		148.75

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
141592										
12/22	12/02/2022	141592	637	TOMAH AREA SCHOOL DISTRIC	October Mobi	1	01-24600	.00	3,152.86	3,152.86
Total 141592:								.00		3,152.86
141593										
12/22	12/02/2022	141593	699	VERIZON	9919316543	1	01-55200-3400	.00	429.90	429.90
Total 141593:								.00		429.90
141594										
12/22	12/02/2022	141594	1590	VISION SERVICE PLAN	December 20	1	01-21596	.00	540.69	540.69
Total 141594:								.00		540.69
141595										
12/22	12/02/2022	141595	749	WI SCTF	PP 24	1	01-21590	.00	848.08	848.08
Total 141595:								.00		848.08
141596										
12/22	12/08/2022	141596	2131	3RT NETWORKS	CW31945	1	01-51450-2900	.00	1,500.00	1,500.00
12/22	12/08/2022	141596	2131	3RT NETWORKS	CW32123	1	01-51450-2900	.00	8,349.48	8,349.48
12/22	12/08/2022	141596	2131	3RT NETWORKS	CW32258	1	01-51450-2900	.00	1,440.00	1,440.00
12/22	12/08/2022	141596	2131	3RT NETWORKS	CW32258	2	01-51450-2900	.00	3,200.00	3,200.00
12/22	12/08/2022	141596	2131	3RT NETWORKS	CW32258	3	01-51450-2900	.00	3,000.00	3,000.00
Total 141596:								.00		17,489.48
141597										
12/22	12/08/2022	141597	2340	ACE HARDWARE (PARKS)	608305	1	01-55200-3400	.00	38.16	38.16
12/22	12/08/2022	141597	2340	ACE HARDWARE (PARKS)	608378	1	01-55200-3400	.00	49.90	49.90
12/22	12/08/2022	141597	2340	ACE HARDWARE (PARKS)	608405	1	01-55200-3400	.00	63.99	63.99
12/22	12/08/2022	141597	2340	ACE HARDWARE (PARKS)	608421	1	01-55200-3400	.00	117.39	117.39
12/22	12/08/2022	141597	2340	ACE HARDWARE (PARKS)	608436	1	01-55200-3400	.00	146.95	146.95
12/22	12/08/2022	141597	2340	ACE HARDWARE (PARKS)	608451	1	01-55200-3400	.00	34.99	34.99
12/22	12/08/2022	141597	2340	ACE HARDWARE (PARKS)	608593	1	01-55200-3400	.00	123.97	123.97
12/22	12/08/2022	141597	2340	ACE HARDWARE (PARKS)	608636	1	01-55200-3400	.00	55.15	55.15
12/22	12/08/2022	141597	2340	ACE HARDWARE (PARKS)	608698	1	01-55200-3400	.00	94.22	94.22

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
12/22	12/08/2022	141597	2340	ACE HARDWARE (PARKS)	608738	1	01-55200-3400	.00	46.58	46.58
12/22	12/08/2022	141597	2340	ACE HARDWARE (PARKS)	609008	1	01-55200-3400	.00	36.97	36.97
12/22	12/08/2022	141597	2340	ACE HARDWARE (PARKS)	609082	1	01-55401-3400	.00	47.96	47.96
12/22	12/08/2022	141597	2340	ACE HARDWARE (PARKS)	609096	1	01-55401-3400	.00	13.77	13.77
12/22	12/08/2022	141597	2340	ACE HARDWARE (PARKS)	609176	1	01-55200-3400	.00	25.99	25.99
12/22	12/08/2022	141597	2340	ACE HARDWARE (PARKS)	609180	1	01-55401-3400	.00	12.33	12.33
12/22	12/08/2022	141597	2340	ACE HARDWARE (PARKS)	609448	1	01-55200-3400	.00	6.59	6.59
12/22	12/08/2022	141597	2340	ACE HARDWARE (PARKS)	609507	1	01-55200-3400	.00	21.17	21.17
12/22	12/08/2022	141597	2340	ACE HARDWARE (PARKS)	609544	1	01-55200-3400	.00	24.99	24.99
Total 141597:								.00		961.07
141598										
12/22	12/08/2022	141598	34	ALLSTATE PETERBILT OF TOM	5204191006	1	01-53620-3500	.00	59.50	59.50
Total 141598:								.00		59.50
141599										
12/22	12/08/2022	141599	2208	B&DCATERING	12-5-22	1	05-52100-3400	.00	625.00	625.00
Total 141599:								.00		625.00
141600										
12/22	12/08/2022	141600	69	BAKER & TAYLOR LLC	2037159546	1	10-55110-3420	.00	92.17	92.17
12/22	12/08/2022	141600	69	BAKER & TAYLOR LLC	2037159546	2	10-55110-3460	.00	61.99	61.99
Total 141600:								.00		154.16
141601										
12/22	12/08/2022	141601	1210	BELCO VEHICLE SOLUTIONS L	11-30-22	1	08-57210-8400	.00	379.90	379.90
Total 141601:								.00		379.90
141602										
12/22	12/08/2022	141602	2164	BPA	INV009880	1	01-51980-3400	.00	137.75	137.75
Total 141602:								.00		137.75

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
141603										
12/22	12/08/2022	141603	2365	Brightspeed	301313485 D	1	12-55500-2230	.00	75.75	75.75
Total 141603:								.00		75.75
141604										
12/22	12/08/2022	141604	2287	CANON FINANCIAL SERVICES I	29584980	1	01-51420-2900	.00	49.86	49.86
Total 141604:								.00		49.86
141605										
12/22	12/08/2022	141605	132	CHASING DAYLIGHT ANIMAL S	12-5-22	1	01-52100-3400	.00	350.00	350.00
Total 141605:								.00		350.00
141606										
12/22	12/08/2022	141606	436	CONSOLIDATED ENERGY COM	119 PARKS	1	01-55200-3400	.00	206.01	206.01
Total 141606:								.00		206.01
141607										
12/22	12/08/2022	141607	173	CRAM'S COMPUTER CENTER L	5816	1	05-57220-8300	.00	1,902.98	1,902.98
Total 141607:								.00		1,902.98
141608										
12/22	12/08/2022	141608	189	DEAN'S REFRIGERATION & HEA	50041	1	12-55500-3500	.00	32.50	32.50
Total 141608:								.00		32.50
141609										
12/22	12/08/2022	141609	2192	DEPT OF VETERANS AFFAIRS	35433	1	03-13100	.00	87.69	87.69
Total 141609:								.00		87.69
141610										
12/22	12/08/2022	141610	205	DON'S PLUMBING SERVICE INC	114848	1	01-51600-3500	.00	297.33	297.33

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 141610:								.00		297.33
141611										
12/22	12/08/2022	141611	226	EVEREST EMERGENCY VEHICL	E00330	1	03-57230-8400	.00	200,000.00	200,000.00
12/22	12/08/2022	141611	226	EVEREST EMERGENCY VEHICL	E00330	2	03-57230-8300	.00	43,256.59	43,256.59
Total 141611:								.00		243,256.59
141612										
12/22	12/08/2022	141612	634	GREATER TOMAH AREA CHAM	OCT 2022	1	16-21101	.00	31,522.56	31,522.56
Total 141612:								.00		31,522.56
141613										
12/22	12/08/2022	141613	2388	Joe Kube	MILEAGE	1	01-53311-3409	.00	116.25	116.25
Total 141613:								.00		116.25
141614										
12/22	12/08/2022	141614	371	KIRVIDA FIRE INC	11017	1	01-52200-2100	.00	415.00	415.00
12/22	12/08/2022	141614	371	KIRVIDA FIRE INC	11018	1	01-52200-2100	.00	415.00	415.00
12/22	12/08/2022	141614	371	KIRVIDA FIRE INC	11019	1	01-52200-2100	.00	415.00	415.00
12/22	12/08/2022	141614	371	KIRVIDA FIRE INC	11020	1	01-52200-2100	.00	415.00	415.00
Total 141614:								.00		1,660.00
141615										
12/22	12/08/2022	141615	375	KWIK TRIP CREDIT DEPT	12-5-22	1	01-52100-3400	.00	3,376.62	3,376.62
Total 141615:								.00		3,376.62
141616										
12/22	12/08/2022	141616	387	LARKIN'S GMC INC	81872	1	03-52300-3500	.00	62.43	62.43
12/22	12/08/2022	141616	387	LARKIN'S GMC INC	82556	1	01-52200-3500	.00	40.40	40.40
12/22	12/08/2022	141616	387	LARKIN'S GMC INC	82586	1	03-52300-3500	.00	125.36	125.36
Total 141616:								.00		228.19

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
141617										
12/22	12/08/2022	141617	392	LEAGUE OF WISCONSIN MUNI	10516 2023	1	01-51100-3250	.00	3,237.29	3,237.29
Total 141617:								.00		3,237.29
141618										
12/22	12/08/2022	141618	1557	LEXISNEXIS RISK DATA MANAG	1679640-202	1	01-51520-2900	.00	73.16	73.16
12/22	12/08/2022	141618	1557	LEXISNEXIS RISK DATA MANAG	1679640-202	2	03-52300-2900	.00	73.16	73.16
Total 141618:								.00		146.32
141619										
12/22	12/08/2022	141619	2328	LYNXX NETWORKS	631700 DEC	1	01-53510-2240	.00	100.84	100.84
12/22	12/08/2022	141619	2328	LYNXX NETWORKS	692200 DEC	1	01-52200-2230	.00	121.22	121.22
12/22	12/08/2022	141619	2328	LYNXX NETWORKS	809500 DEC	1	01-53311-2230	.00	101.45	101.45
12/22	12/08/2022	141619	2328	LYNXX NETWORKS	842100 NOV	1	10-55110-2230	.00	235.52	235.52
Total 141619:								.00		559.03
141620										
12/22	12/08/2022	141620	416	MATHY CONSTRUCTION COMP	5200021615	1	01-53311-3404	.00	4,366.30	4,366.30
Total 141620:								.00		4,366.30
141621										
12/22	12/08/2022	141621	447	MONROE CO CLERK OF COUR	202201493 P	1	01-23300	.00	250.00	250.00
Total 141621:								.00		250.00
141622										
12/22	12/08/2022	141622	461	MONROE CO SOLID WASTE	002-1022	1	01-53630-5300	.00	13,425.00	13,425.00
12/22	12/08/2022	141622	461	MONROE CO SOLID WASTE	NOV 22	1	01-53630-5300	.00	13,936.00	13,936.00
Total 141622:								.00		27,361.00
141623										
12/22	12/08/2022	141623	453	MONROE CO TITLE INC	22-57346TS2	1	01-52400-2100	.00	15.00	15.00

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount	
Total 141623:								.00		15.00	
141624											
12/22	12/08/2022	141624	454	MONROE CO TREASURER	DOG TAGS 2	1	01-24330	.00	7,389.00	7,389.00	
12/22	12/08/2022	141624	454	MONROE CO TREASURER	NOV COURT	1	01-24300	.00	1,290.95	1,290.95	
Total 141624:								.00		8,679.95	
141625											
12/22	12/08/2022	141625	1990	MORTON SALT	5402685409	1	01-53311-3403	.00	4,242.47	4,242.47	
Total 141625:								.00		4,242.47	
141626											
12/22	12/08/2022	141626	550	REINDERS INC	6008885-00	1	08-57620-8300	.00	7,004.80	7,004.80	
Total 141626:								.00		7,004.80	
141627											
12/22	12/08/2022	141627	569	SAFE-FAST INC	269259	1	01-53311-3409	.00	1,238.76	1,238.76	
Total 141627:								.00		1,238.76	
141628											
12/22	12/08/2022	141628	577	SECURIAN FINANCIAL GROUP I	JANUARY C	1	01-21530	.00	2,577.41	2,577.41	
Total 141628:								.00		2,577.41	
141629											
12/22	12/08/2022	141629	582	SHERWIN WILLIAMS CO	SS096315	1	01-53311-3409	.00	1,161.00	1,161.00	
12/22	12/08/2022	141629	582	SHERWIN WILLIAMS CO	SS096315	1	01-53311-3409	.00	1,161.00-	1,161.00-	V
Total 141629:								.00		.00	
141630											
12/22	12/08/2022	141630	599	STATE OF WISCONSIN-COURT	NOV COURT	1	01-24240	.00	2,644.01	2,644.01	

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 141630:								.00		2,644.01
141631										
12/22	12/08/2022	141631	660	TOMAH WELDING & STEEL SUP	20765	1	01-53311-3405	.00	63.00	63.00
Total 141631:								.00		63.00
141632										
12/22	12/08/2022	141632	755	VILLAGE OF WILTON AMBULAN	35726	1	03-13100	.00	299.17	299.17
Total 141632:								.00		299.17
141633										
12/22	12/08/2022	141633	2252	WAUKESHA COUNTY TECHNIC	11-30-22	1	01-52100-3350	.00	193.19	193.19
Total 141633:								.00		193.19
Grand Totals:								.00		817,646.61

M = Manual Check, V = Void Check

Dated: _____

Mayor: _____ Murray, Mike

City Council: _____ Glynn, John

_____ Pater, Nellie

_____ Peterson, Dean

_____ Kiefer, Lamont

_____ Gigous, Adam

_____ Koel, Mitchell

_____ Yarrington, Richard

_____ Zabinski, Shawn

Procedure for recommendations on actionable items to the City Council/Committee of the Whole

Recommendations should come to the SET from all boards, commissions and committees, with the exception of the Committee of the Whole.

Staff report approved or draft minutes from the meeting in which the recommendation was made, should be provided with the recommendation. Those recommendations need to be forwarded to the SET by the 1st Tuesday of the month. The SET will review, and either request more information or forward onto the Committee of the Whole or the City Council with the reviewed documents.

Department Head to communicate to their boards, commissions, committees and Council.

Recommendation from:	Tomah Public Housing Authority
Minutes/staff report attached	Yes ☐ No☐
Budget account:	CDBG Payroll Accounts (04)
Staff responsible for implementation:	
Economic impact:	Cost of $11,847.59 to CDGB, Fund 4
Zoning/rezoning issues:	N/A
Supports organizational goals	Yes ☐ No☐
Questions from SET:	
Grants pursued/opportunity pursued:	
Reviewed by SET	Yes ☐ No☐

Initialed by: S.R. Date: 12/13/22

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Request by Tomah Public Housing Authority for Forgiveness of Shared Employee's Retirement

Summary and Background Information:

Prior to July of 2022, the City of Tomah's Community Development Block Grant (CDBG) and the Tomah Public Housing Authority (TPHA) shared an employee. This employee served as the Executive Director of both the TPHA and the CDBG.

This employee's contract did not formally outline the payment arrangement for this joint employee, and we have been unable to find any other document that formally outlines how this employee should be paid. Historically, the City of Tomah's CDBG Fund paid 15% of this employee's wages and benefits and the Tomah Public Housing Authority reimbursed the City for the remaining portion, or 85%.

In July of 2022, this employee retired. At the time of retirement, there was a balance of vacation and sick time to be paid out to the employee in the amount of $13,938.34.

Based on the history of the employee's wage and benefits payments, the City of Tomah asked TPHA to reimburse the CDBG 85% or $11,847.59.

TPHA is asking that the City of Tomah forgive the $11,847.59 currently owed by the TPHA to the CDBG.

Recommendation:

Molly Powell
Department Head/Director

12/13/2022
Date

Committee: Committee of the Whole and/or Common Council

Meeting Date(s): December 19th and 20th, 2022

Procedure for recommendations on actionable items to the City Council/Committee of the Whole

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Department Head to communicate to their boards, commissions, committees and Council.

Recommendation from:	Tomah Public Housing Authority
Minutes/staff report attached	Yes ☒ No☐
Budget account:	Admin Fee Account - CDBG
Fiscal impact:	$ 11,150.67
Staff responsible for implementation:	Samantha Drager
Economic impact:	Retirement/Benefit payout for former Executive Director of TPHA - Rachel Muehlenkamp
Zoning/rezoning issues:	
Supports organizational goals	Yes ☐ No☐
Questions from SET:	
Grants pursued/opportunity pursued:	
Reviewed by SET	Yes ☐ No☐

Initialed by: _____ Date: _____

MINUTES OF MEETING – CITY OF TOMAH

A Tomah Public Housing Authority meeting for the City of Tomah was held on the 5th of October 2022 at 4:15 P.M. in the Kupper-Ratsch Senior Center, 1002 Superior Av, Tomah, WI 54660.

Members present: Rick Murray, Richard Yarrington, Lamont Kiefer, Max Brohaugh
The following members were absent: Jessica Grauel, Brian Forsythe
Non-member(s) present: Samantha Draeger

Meeting called to order at 4:22PM by Chairman Rick Murray. Roll call taken.

Richard Yarrington moved seconded by Max Brohaugh that the minutes of the September 7, 2022 meeting be approved. All Ayes motion carried.

Discussion/Action – Board makeup and bylaw amendments

1. Reviewed Housing Authority board bylaws. Following discussion no action to be taken at this time amending any listed bylaws.

Financial Review:

1. Samantha Draeger discussed Lakeside checking account has been reconciled by new staff member, Lynne Trainor. Lynne Trainor is continuing progress on reconciling the other bank accounts. Process is taking longer than expected due to the amount work needed to address errors in QuickBooks and other accounting actions that were previously recorded while no permanent staff member was present during April-May 2022.
2. Lamont Kiefer presented documentation received from Molly Powel, City of Tomah Treasurer regarding the reimbursement to City of Tomah for the retirement/benefit payments for former Executive Director of the Housing Authority, Rachel Muehlenkamp of $11,150.67 from the CDBG program admin fee. Following Board review & discussion: Richard Yarrington moved seconded by Max Brohaugh to approve requesting City of Tomah CDBG admin fees pay for $11,150.67 of Rachel Muehlenkamp's retirement/benefit payout and submit request to City Council to have on next Council agenda. All Ayes motion carried.

Public Housing:

1. #22 & #23 apartments have been rented. #10, #1, and #6 are vacant. No other items reported.

Section 8 Housing Voucher Program:

1. Samantha Draeger discussed conference call between herself, Luke Rodomski, Milwaukee Field Office Representative, and Megan Jensen HUDVASH program supervisor regarding Reallocation/Recapture of 30 HUDVASH vouchers which has been agreed upon by all three parties. Megan Jensen is completed process on her end with the Tomah VA to begin process of reallocation/recapture of vouchers. TPHA office must wait until decision has been made by HUD if vouchers will be reallocated to another catchment area in the State or if HUD will recapture the vouchers. Process would be finalized around July 2023.

Tomah Manor, 905-907 Maple Grove St & 504 Waterman Av

1. TPHA was granted judgment of eviction for apartments #306 at Tomah Manor and #3 at 504 Waterman Ave.#306 was served by Sheriff for eviction for 10/03/2022. No one present at apartment. Unit turned over to TPHA. Samantha Draeger will file for Writ of Restitution for 504 Waterman #3 as keys have not been returned to TPHA. TPHA will not be able to make amendment to small claims eviction for either tenant for additional charges as tenants did not leave forwarding addresses in order to be served the amendment. Both tenants will be listed with TRIP.

There being no additional business for the Tomah Public Housing Authority Richard Yarryington moved seconded by Max Brohaugh to adjourn meeting at 5:35pm.

Submitted by: Samantha Draeger

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Approve revisions to Sec. 38 Streets, Sidewalks & Other Public Places

Summary and background information:
(Appropriate documents attached)

In reviewing our street privilege permits, areas in Sec. 38-2 & 38-80 are being recommended for change by the Public Works & Utilities Commission.

Fiscal Note:

None

Recommendation:

The Public Works & Utilities Commission recommends the changes as attached and highlighted in red.

Director of Public Works
Kirk Arity

12/12/22
Date

Procedure for recommendations on actionable items to the City Council/Committee of the Whole

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Department Head to communicate to their boards, commissions, committees and Council.

Recommendation from:	PW+U Commission
Minutes/staff report attached	Yes ☐ No☐
Budget account:	N/A
Fiscal impact:	$ 0
Staff responsible for implementation:	Kirk Arity
Economic impact:	none
Zoning/rezoning issues:	n/A
Supports organizational goals	Yes ☒ No☐
Questions from SET:	
Grants pursued/opportunity pursued:	
Reviewed by SET	Yes ☑ No☐

Initialed by: BW Date: _____

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Discussion & Recommendation of Changes for Sec. 38 Streets, Sidewalks & Other Public Places.

Summary and background information:
(Appropriate documents attached)

In reviewing our street privilege open permits, we have found some areas that need updating.

Fiscal Note:

N/A

Recommendation:

I recommend the following changes per the attached.

Director of Public Works
Kirk Arity

10/19/22
Date

Chapter 38 STREETS, SIDEWALKS AND OTHER PUBLIC PLACES

ARTICLE I. IN GENERAL

Sec. 38-1. Official map.

(a) *Purpose and Intent.* To conserve and promote the public health, safety, convenience and general welfare, the city has adopted and established the official map of the city consisting of one sheet and depicting the city and the area outside the city over which the city has extraterritorial jurisdiction. It is the further purpose of the official map to show the width and location of streets, highways and parkways in order to promote the efficient and economical development of the city.

(b) *Amendments.* The city council, whenever and as often as it may deem it for the public interest, may change or add to the official map of the city in conformity with the state statutes.

(c) *Filing of certificate.* Immediately upon the adoption, the city clerk shall file with the county register of deeds a certificate showing the city has established the official map and shall do likewise as to any change or addition.

(Code 1993, § 8.08(1), (3), (6))

State law reference(s)—Official maps, Wis. Stats. § 62.23(6).

Sec. 38-2. Building permits; plot plans.

For the purpose of preserving the integrity of the official map, no permit shall be issued for any ~~building~~ construction or disturbance in the bed of any street, highway or parkway shown or laid out on the map, except as provided in Wis. Stats. § 62.23(6)(d) or (e). The proper official authorized by the city council to issue building permits shall require each applicant to submit a plot plan certified by a qualified surveyor for approval. The plot plan shall accurately show the location of any proposed building with reference to any street as shown on the official map.

(Code 1993, § 8.08(5))

Sec. 38-3. Permit fees.

Fees for all permits required by this chapter shall be as determined by resolution of the city council from time to time.

(Code 1993, § 8.10)

Sec. 38-4. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Carriage walk means any walkway constructed between the sidewalk and the curb or lateral lines of a roadway.

Nonresidential property means all property other than property used exclusively as one-family and two-family dwellings.

Residential property means property used exclusively as one-family and two-family dwellings.

Sidewalk means the paved walk between the curblines or the lateral lines of a roadway and the adjacent property lines, constructed for the use of pedestrians. The term "sidewalk" shall not include carriage walks.

(Code 1993, § 8.02)

Sec. 38-5. Grade of streets and sidewalks.

The grade of all streets, alleys and sidewalks shall be established by resolution by the council. No street, alley or sidewalk shall be worked until the grade thereof is established. No person shall alter the grade of any street, alley, sidewalk or public ground or any part thereof by any means whatsoever unless authorized or instructed to do so by the council or the director of public works and utilities. All the alterations of grade shall be recorded by the officer authorizing the alteration.

(Code 1993, § 8.01)

Secs. 38-6—38-28. Reserved.

ARTICLE II. SIDEWALKS

Sec. 38-29. Maintenance.

All sidewalks in the city shall be maintained in good condition or repair, free from obstructions to permit passageway by pedestrians. The council may from time to time make all needful rules and regulations for carrying these provisions into effect and regulating the use of the sidewalks of the city and preventing their obstruction.

(Code 1993, § 8.02(2))

Sec. 38-30. Snow and ice removal.

(a) *Owners responsibility.* The owner or occupant of any lot or parcel shall promptly each day, and in no event later than 24 hours after any snowstorm, remove all snow and ice which may have fallen or accumulated upon the sidewalk in front of such lot or parcel; provided, when ice has so formed that it cannot be removed, the owner or occupant shall keep the same sprinkled with a material which will prevent the sidewalk from being dangerous to pedestrians. This provision does not apply to the owner or occupant of any sidewalk 25 feet or more away from the respective property line of the owner or occupant.

(b) *City's option to clear sidewalks.* In any case where the owner, occupant or person in charge of any building or structure or unoccupied lot shall fail to clear his respective sidewalk of snow and ice as set forth above, then and in that event, the city may elect to clear said sidewalks as follows:

(1) Written notice shall be delivered to and left in a conspicuous place on the premises informing said person of his failure to clear said sidewalk, the city's intention to clear the same and the potential costs thereof, no less than 24 hours prior to the city's clearing said sidewalk.

(2) The city shall clear or cause to be cleared all snow and ice from said sidewalk, and shall charge the expenses of so doing pursuant to a fee schedule established by the city council or designated city

personnel, subject to approval by the city council. The charges shall be set forth in a statement to the clerk who, in turn, shall mail the same to the owner, occupant or person in charge of the subject premises. If said statement is not paid in full within 30 days thereafter, the statement shall be reported to the clerk, who shall enter the charges on the tax roll as a special tax against said lot or parcel of land, and the same shall be collected in all respects like other taxes upon real estate, or as provided under Wis. Stats. § 66.615(3)(f).

(c) *Deposit of snow on streets or sidewalks.*

(1) No person shall deposit or cause to be deposited any snow or ice taken and removed from his premises or elsewhere upon any sidewalk, alley, parkway, public place or street in the city, except snow removed from sidewalk areas where there are no boulevards or terraces. Snow shall not be piled at or near intersections so as to obstruct the view of pedestrians or operators of motor vehicles.

(2) No person shall remove or deposit any snow from building rooftops into a public alley, except by specific permission of the director of public works, and if such permission is granted, the deposited snow must be moved from the alley within a reasonable length of time to be designated by the director of public works at the time permission is granted.

(Ord. No. 2010-12-04-D, § 1, 12-14-2010)

Sec. 38-31. Sidewalk construction.

The council may from time to time establish the width, determine the material and prescribe the method of construction of standard sidewalks. The provisions of the city's building code and its zoning regulations, as well as this chapter, shall apply to the construction of sidewalks. In the event of conflict among provisions of this Code, the more stringent regulation shall prevail.

(Code 1993, § 8.02(3))

Sec. 38-32. Unsafe and defective sidewalks.

The public works and utilities commission may order any sidewalk that is unsafe, defective or insufficient to be repaired or removed and replaced with a sidewalk with the standard fixed by the council. The city shall have the sole and exclusive discretion to determine whether any sidewalk is in need of repair and/or replacement.

(Code 1993, § 8.02(4))

Sec. 38-33. Repair; replacement.

(a) *Residential property.* The city shall pay for the repair or replacement of sidewalks for residential property; provided, however, that the city shall not pay for, and the owner shall bear responsibility for, any repair or replacement which is the proximate result of any intentional or negligent damage by the property owner, or the property owner's tenant, lessee, assignee, employee, agent, or guest.

(b) *Nonresidential property.* The property owner of nonresidential property shall pay for all repair or replacement of sidewalks for said property.

(c) *Notice to owner.* If the property owner is responsible for maintenance, repairs, and replacement of sidewalks pursuant to this article, the city may, by resolution or order, direct laying, removal, replacement or repair or any sidewalk or part thereof. Notice of the directive shall be served upon the responsible owner of each property either by personally delivering the same to the owner or his agent or, in case the owner or agent cannot be found in the city, by publishing one insertion in the official newspaper.

(d) *Default by owner.* If the property owner, after notice has been served as provided in this section, shall neglect for a period of 20 days after notice to lay, remove, replace or repair the sidewalk, the city may cause the work to be done at the expense of the owner. The charges shall be entered in the tax roll as a special tax to be collected in the same manner as other taxes.

(Code 1993, § 8.02(5)—(7))

Sec. 38-34. Restricted use of sidewalks.

No person shall operate a skateboard, scooter, roller skate, roller blades or bicycle on the sidewalks of Superior Ave. from Council St. to Washington St.

(Code 1993, § 7.11)

Sec. 38-35. Street reconstruction.

All properties adjacent to street reconstruction where a city street section is being completed and when fronting upon parcels within the city limits and/or create a continuation of sidewalk to be determined by the public works commission, shall have sidewalk installed where none exists and sidewalk repaired or replaced when the existing sidewalk is deemed unsafe, defective or insufficient. The cost for newly constructed sidewalks and/or repair shall be paid pursuant to sections 38-33 and 38-122 of this Code.

(Ord. No. 2010-05-03D, § 2, 5-11-2010; Ord. No. 2022-05-12-D , § 1, 5-17-2022)

Secs. 38-36—38-56. Reserved.

ARTICLE III. DRIVEWAYS

Sec. 38-57. Permit required.

No person shall construct or maintain any driveway across any sidewalk or curbing without first obtaining a driveway permit from the director of public works and utilities.

(Code 1993, § 8.03(1))

Sec. 38-58. Construction.

In addition to construction standards and specifications otherwise provided in this Code, the minimum standards set forth in this section shall apply to all driveway construction. In the event of conflicting applicable Code provisions, the most stringent regulation shall apply.

(1) *Driveway width.* No driveway shall exceed 24 feet in width at the outer or street edge of the sidewalk, unless special permission is obtained from the public works and utilities commission.

(2) *Obstruction of intersections prohibited.* At intersections no driveway shall provide direct ingress to or egress from the street intersection area nor occupy areas of the roadway deemed necessary by the council for effective traffic control or highway signs or signals.

(3) *Interference with streets and adjacent areas prohibited.* No driveway apron shall extend into the street further than the face of the curb and under no circumstances shall the driveway apron extend into the

gutter area. All driveway entrances and approaches shall be so constructed that they shall not interfere with the drainage of streets, side ditches or roadside areas or any existing structure on the right-of-way.

(4) *Drainage.* When required by the director of public works and utilities to provide for adequate surface water drainage along the street, the property owner shall provide any necessary culvert pipe at his own expense.

(5) *Paving.* All driveway entrances and approaches that are constructed across sidewalks shall be paved in accordance with the requirements for sidewalk construction established by the council.

(Code 1993, § 8.03(2)(a)—(d))

Sec. 38-59. Curbs, gutters, and sidewalks.

When curbs or gutters are removed during driveway construction, the new connection shall be of equivalent acceptable material and curb returns provided or restored in a neat, workmanlike manner. Driveway surfaces shall connect with the street pavement and sidewalk in a neat, workmanlike manner. Any sidewalk areas that are damaged or inadequate by reason of vehicle travel across sidewalk shall be replaced.

(Code 1993, § 8.03(2)(e))

Sec. 38-60. Liability for damages.

The permittee hereunder shall assume all responsibility for any injury or damage to persons or property resulting directly or indirectly during construction or repair of driveway approaches or entrances.

(Code 1993, § 8.03(2)(e))

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Secs. 38-61—38-78. Reserved.

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ARTICLE IV. EXCAVATIONS

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Sec. 38-79. Applicability.

The provisions of this article shall not apply to excavation work under the direction of the public works and utilities commission by city employees or contractors performing work under contract with the city necessitating openings or excavations in city streets, which openings or excavations shall be regulated by the contract between the city and the contractor.

(Code 1993, § 8.04(6))

Sec. 38-80. Permit required.

No person shall dig or cause to be dug any ditch or other excavation in the platted way of any public street or public alley in the City without having obtained a permit ~~from the director of public works and utilities or his designee~~. Application for the permit shall be in writing on forms provided by the City and signed by the person contemplating the work or by the authorized agent of such person and filed with the City not less than 48 hours prior to the commencement of the excavation. Upon receipt of such application, the City shall investigate and determine whether a permit shall be issued and may prescribe terms and conditions for the issuance of the permit,

which terms may include, at the discretion of the ~~City Administrator~~Director of Public Works or Zoning Administrator, submission of a certificate of liability insurance covering the applicant and the City during all phases of the opening and closing of the ditch or excavation. ~~and/or provision for a surety bond to insure the replacement and restoration of the street or alley opened as provided in Subsection~~ Such conditions as prescribed by the City shall be set forth in writing on the permit. The City shall keep shall keep a record of all permits issued hereunder, which record shall indicate the date the permit was granted, the location of the ditch and any special terms or conditions prescribed. Failure to obtain a permit prior to commencement of the excavation, except as provided for in Subsection B, will result in a forfeiture as provided in § 240-9 of this chapter ~~No person shall make or cause to be made any excavation or opening in any street, alley, highway, sidewalk or other public way within the city without first obtaining a permit from the director of public works and utilities.~~

(Code 1993, § 8.04(1))

Sec. 38-81. Frozen ground.

No permit shall be issued and no opening in the streets or sidewalks for any purposes shall be permitted when the ground is frozen, except where necessary as determined by the director of public works and utilities.

(Code 1993, § 8.04(3)(a))

Sec. 38-82. Insurance required.

Prior to commencement of excavation work, a permittee shall furnish the director of public works and utilities satisfactory written evidence that he has in force and will maintain during the life of the permit and the period of excavation public liability insurance, bodily injury of not less than $100,000.00 for one person, $300,000.00 for one accident, and property damage insurance of not less than $50,000.00.

~~Commented [BB1]: Perhaps here (or another section) is where you would add the financial surety requirement for each permittee~~

(Code 1993, § 8.04(2))

Sec. 38-83. Construction specifications.

Driveway construction shall be subject to the building and zoning provisions of this Code, as well as the specifications set forth in this section. In the event of conflicting provisions, the more stringent regulation shall apply. Driveway construction shall comply with the following standards:

(1) *Preservation of surface areas.* In opening any street or other public way, all paving or ballasting materials shall be removed with the least possible loss of or injury to surfacing material.

(2) *Restoration of surface areas, monuments, and hubs.* The paving materials, sand, gravel and earth or other material moved or penetrated, and all surface monuments or hubs must be replaced as nearly as possible in their original condition or position and within the same relation to the remainder as before. The city may elect to have the city make the pavement repair for any street or sidewalk opening, in which case the cost of making the repair and of maintaining for one year shall be charged to the person making the street opening.

(3) *Backfill material.* Any excavated material that in the opinion of the director of public works is not suitable for refilling shall be replaced with approved backfill material.

(4) *Method of backfilling.* In refilling the opening, the earth must be puddled or laid in layers not more than 12 feet in depth and each layer rammed, tamped or flushed to prevent after-settling. When the side of the trench will not stand, perpendicular sheathing and braces must be used to prevent caving. No timber, bracing, lagging, sheathing or other lumber shall be left in any trench.

(Code 1993, § 8.04(3)(b), (d))

Sec. 38-84. Trash removal.

All rubbish shall be immediately removed, leaving the street or sidewalk in perfect repair, the same to be so maintained for a period of one year.

(Code 1993, § 8.04(3)(d))

Sec. 38-85. Containment of excavated material.

Excavated material from trenches shall be placed so as to cause the least practicable inconvenience to the public and the least interference with the free flow of water along gutters.

(Code 1993, § 8.04(3)(b))

Sec. 38-86. Protective measures required; liability for damages.

All necessary precautions shall be taken to guard the public effectively from accidents or damage to persons or property through the period of the work. Each person making the opening shall be held liable for all damages, including costs incurred by the city in defending any action brought against it for damages, as well as the cost of any appeal that may result from the neglect by the person or his employees to take necessary precaution against injury or damage to persons, vehicles or property of any kind. Protective measures to be employed by permittees shall include, but not be limited to, the following:

(1) *Barriers.* Every person shall enclose with sufficient barriers each opening that he may make in the streets or public ways of the city.

(2) *Safeguarding of equipment.* All machinery and equipment shall be locked or otherwise effectively safeguarded from unauthorized use when not being used by the permittee, his agents or employees.

(3) *Warning lights.* Warning lights shall be kept burning from sunset to sunrise, one light to be placed at each end of the opening in the street or way and other lights sufficient in number and properly spaced to give adequate warning.

(4) *Proximity to pipe installations.* Except by special permission from the director of public works and utilities, no trench shall be excavated more than 250 feet in advance of pipe laying or left unfilled more than 500 feet where pipe has been laid.

(Code 1993, § 8.04(3)(c))

Sec. 38-87. Excavation of new streets limited.

Whenever the council determines to provide for the permanent improvement or repaving of any street, the determination shall be made not less than 30 days before the work of improvement or repaving begins. Immediately after the determination by the council, the director of public works and utilities shall notify in writing each person, utility, city department or other agency owning or controlling any sewer, water main, conduit or other utility in or under the street or any real property abutting the street, that all excavation work in the street must be completed within 30 days. After the permanent improvement or repaving, no permit shall be issued to open, cut or excavate the street for a period of five years after the date of improvement or repaving, unless in the opinion of the public works and utilities commission an emergency exists which makes it absolutely essential that the permit be issued.

(Code 1993, § 8.04(4))

Sec. 38-88. Emergency excavations.

In the event of an emergency, any person, his agents or employees owning or controlling any sewer, water main, conduit or utility in or under any street may take immediate, proper emergency measures to remedy dangerous conditions for the protection of property, life, health or safety without obtaining an excavation permit, provided that the person shall apply for an excavation permit not later than the end of the next succeeding business day and shall not make any permanent repairs without first obtaining an excavation permit hereunder.

(Code 1993, § 8.04(5))

Secs. 38-89—38-119. Reserved.

ARTICLE V. NEW CONSTRUCTION

Sec. 38-120. Sidewalk construction required.

(1) Within one year of the issuance of a building permit for a new residence and nonresidential parcels, the property owner shall install sidewalk for the entire length of the property at his expense provided that the proper street grade has been established. If the proper street grade has not been established, sidewalk may not be installed until an order is issued by the city.

(2) Sidewalks shall be installed abutting properties occupied by new residential construction along any street with an urban section prior to the completion of its construction or the issuance of an occupancy permit. Those receiving permits during the winter months shall install the required sidewalk no later than June 30th of the succeeding year.

(3) *Exceptions.* The public works and utilities commission may determine that sidewalk is not required when any one of the following conditions apply:

   a. There is insufficient right-of-way.

   b. The installation encourages pedestrian traffic in an otherwise dangerous area.

   c. The installation abuts industrial zoned lands. (Unless situated between other pedestrian generating areas).

(Code 1993, § 8.07(3); Ord. No. 2010-05-03D, § 3, 5-11-2010; Ord. No. 2015-09-07-D, § 1, 9-8-2015)

Sec. 38-121. Curb and gutter installation required.

Within one year of the issuance of a building permit, the property owner shall install curb and gutter for the entire length of the frontage of the property at his expense provided that the proper street grade has been established. If the proper street grade has not been established, curb and gutter may not be installed until an order is issued by the city.

(Code 1993, § 8.07(4))

Sec. 38-122. Construction costs.

(a) Owner responsibility. The property owner shall be responsible for the payment of new sidewalk construction, curb, and gutter and paving and shall pay the costs in accordance with the terms and policies of the council.

(b) Site work by city; cost estimates. All site work by city employees for installation of curb and gutter for existing structures shall be billed at the city rate and paid by the owner. Upon written request, the director of public works and utilities shall provide the owner with an estimate of the cost.

(Code 1993, § 8.07(1), (2), (5), (7); Ord. No. 2022-02-03-D , § 1, 2-15-2022)

Sec. 38-123. Variances/exceptions.

The property owner may seek relief from the requirements of this article by requesting in writing a hearing before the public works and utilities commission. the request shall be made no later than the time limitations set forth in this article. For determining whether to grant relief from the sidewalk requirements, the public works and utilities commission shall use the criteria established under subsection 38-120(3) of this Code. Any variance/exception must be approved by the city council upon recommendation from the commission.

(Code 1993, § 8.07(6); Ord. No. 2010-05-03D, § 4, 5-11-2010)

Secs. 38-124—38-144. Reserved.

ARTICLE VI. OBSTRUCTIONS AND ENCROACHMENTS

Sec. 38-145. Prohibited.

No person shall encroach upon any street, alley, sidewalk, public grounds or lands dedicated to public use or any part thereof or permit the encroachment or encumbrance to be placed or remain on any public way adjoining the premises of which he is the owner or occupant, except as otherwise provided in this article.

(Code 1993, § 8.05(1))

Sec. 38-146. Removal.

The obstructions and encroachments brought to the city's attention shall be removed within 24 hours after receipt of a warning letter from the department of public works to the property owner. If the obstruction or encroachment is not removed within 24 hours of the warning letter, a citation shall be issued. The city may then immediately cause the obstruction or encroachment to be removed and report the cost in writing to the clerk. The charge shall be entered in the tax roll as a special tax to be collected in the same manner as other taxes.

(Code 1993, § 8.05(1))

Sec. 38-147. Exceptions.

The prohibitions in this section do not apply to the following:

(1) Public utility encroachments authorized by state law or city ordinance.

TOMAH
AREA AMBULANCE SERVICE

STAFF PREPARATION REPORT

Agenda Item: Wage increase for part-time staff

Background: The Tomah Area Ambulance Service has not increased the part-time staff wages since 2016. We are no longer comparable to surrounding services. We are hopeful that by making these increases we will be able to fill our third truck more often, which will keep us from hiring more full-time staff in the near future. This in return will save us money in the long run.

Fiscal Notes: The Ambulance Department is a self-funding enterprise; we have funding in our part-time wages line item, and we will not need to make any increases to balance the expenditure.

Recommendation: Tomah Ambulance Committee has reviewed the need and voted to make a recommendation that the Council approve the request to increase the part-time staff wages effective in January of 2023.

Respectfully Submitted,

11/30/22

Public Safety Director/Fire Chief, Tim Adler Date

Approved By: 11/29/22

SET Chairman, Kirk Arity Date

Procedure for recommendations on actionable items to the City Council/Committee of the Whole

Recommendations should come to the SET from all boards, commissions and committees, with the exception of the Committee of the Whole.

Staff report approved or draft minutes from the meeting in which the recommendation was made, should be provided with the recommendation. Those recommendations need to be forwarded to the SET by the 1st Tuesday of the month. The SET will review, and either request more information or forward onto the Committee of the Whole or the City Council with the reviewed documents.

Department Head to communicate to their boards, commissions, committees and Council.

Recommendation from:	Tomah Area Ambulance Committee
Minutes/staff report attached	Yes ☑ No ☐
Budget account:	
Fiscal impact:	$ None
Staff responsible for implementation:	Public Safety Director Adler
Economic impact:	
Zoning/rezoning issues:	
Supports organizational goals	Yes ☑ No ☐
Questions from SET:	
Grants pursued/opportunity pursued:	

KA 11/28/22

	Current Wages	Proposed Increase
EMT-Basic	$12.36	$16.00
Advanced EMT	$12.36	$18.00
Paramedic	$17.53	$21.00
Critical Care Paramedic	$17.53	$21.00 plus $50.00 stipend for CC-Transfer

Fire Chief Tim Adler
Public Safety Director

Adam Robarge, CCTP
Deputy EMS Chief

Ambulance Commission
Meeting Minutes: October 27, 2022

Date/Location of Meeting: October 27, 2022, Northside Fire Station

Members in Attendance: Rick Murray, Sandra Vierck, Jerry Steele, and Richard Yarrington.

Members Absent: Brede Sorenson, Joyce Stenklyft, Barb Cram/

Others Present: Public Safety Director Tim Adler, Deputy EMS Chief Adam Robarge.

Meeting called to order at 5:08 PM

- **Approve Minutes:** Motion made by Richard Yarrington, second by Sandra Vierck to approve the **August 25, 2022,** meeting minutes. Motion carried.

- **Persons Desiring to be Heard:** None.

- **Closed Session:**
  - Motion made by Richard Yarrington to adjourn to closed session for discussion and approval of employee compensation, pursuant to Wisconsin State Statute 19.85 (1)(c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, second by Rick Murray. Motion carried.

  - Motion made by Sandra Vierck to adjourn from the closed session and return to open session, second by Rick Murray. Motion carried.

- **Director's Report:**
  - Staffing
    - We are currently at full staff with the recent hire of Jenna Quackenbush as a full-time paramedic.
    - Hired three part-time employees at the same time. One paramedic, and two EMT-Basics. All four are going through the Field Training Program.
    - Received a resignation from a full-time paramedic who will be leaving in December.
  - Building Update
    - Project update was given.
    - Finishing concrete over the next couple of weeks.
    - Seeing some delays in mortar for the exterior brick work.

        - Plans are for the building to be enclosed by November
    - Vehicle Update
        - Only minor repairs on vehicles last month.
        - The new ambulance will be coming off the assembly line on October 28, 2022 and will be shipped to Everest on October 31, 2022. Everest will have the ambulance here on November 16, 2022, for final inspection prior to delivery.
        - Ordered the new chassis for the 2023 ambulance remount so we could take advantage of some discounts on the 2023 chassis models.
    - Monthly statistics and invoices presented for September 2022.
        - **See Attached Director's Report.**
    - Motion made by Rick Murray, second by Richard Yarrington to approve the Director's Report. Motion carried.

- **Discussion on NSure software purchase:**
    - Chief Adler presented information to the commission about a program we will be implementing this year into next year to assist our billing staff with locating patient's insurance information as well as missing demographic information.
    - The software will increase the efficiency of our billing process and will allow us to locate primary and secondary insurance information without having to rely on Tomah Health or the patient to provide the information to us.
    - The service agreement will cost the service approximately $8,500 a year but is expected to generate $80,000 - $100,000 in revenue per year.

- **Discussion and Approval for a Temporary Increase in our Full-Time Position Count by One (1):**
    - As mentioned previously, we received a resignation from one of our full-time employees who will be leaving us in December of this year. This employee has enough vacation on the books which will allow them to take approximately three weeks off prior to their final day. This will leave the shifts short while they are off.
    - The open shifts will need to be filled to maintain staffing, either by part-time employees if available or through overtime.
    - The position will be filled once the resignation takes effect.
    - We are asking the commission for approval to increase our full-time position count by one (1) position to allow the full-time position to be filled prior to the resignation taking effect. This position would then fill the open shifts left short by the employee taking vacation.
    - Motion made by Sandra Vierck to proceed to the City Council with the request for a temporary increase in our full-time position count by one (1) to fill the vacancy left by the employee taking vacation prior to their resignation going into effect, second by Rick Murray. Motion carried.

- **Discussion and Approval for an Increase in Part-Time Employee Wages:**
  - Our part-time staff have not received raises since 2016 and their current wages are no longer comparable to surrounding services.
  - Request approval to take to the City Council a request to increase the part-time employee wages starting in 2023.
  - Motion made by Richard Yarrington to take the request to increase the part-time employee wages in 2023 to the City Council, second by Sandra Vierck. Motion carried.

- **Discussion and Approval of the 2023 Budget as presented:**
  - Director Adler presented the proposed budget for the ambulance service that is going before the City Council at the November council meeting.
  - Motion made by Rick Murray to approve the proposed budget as presented, second by Sandra Vierck. Motion carried.

- **Adjournment:** Motion made Richard Yarrington, second by Sandra Vierck to adjourn the meeting. Motion carried.

Meeting adjourned at 6:28 PM

Minutes Taken By: Deputy EMS Chief Adam Robarge
Minutes Typed By: Deputy EMS Chief Adam Robarge

Respectfully Submitted

Public Safety Director Tim Adler

TOMAH
AREA AMBULANCE SERVICE

STAFF PREPARATION REPORT

Agenda Item: Recruitment and Retention Bonus

Background: The Tomah Area Ambulance Service secured funding from the State of Wisconsin in the amount of $22,000.00 from the EMS Flex grant to be used for recruitment and retention of employees of the Tomah Area Ambulance Service.

Fiscal Notes: There is no fiscal impact, this was grant funded by the State of Wisconsin.

Recommendation: Tomah Ambulance Committee has reviewed the need and voted to make a recommendation that the Council approve the request.

Respectfully Submitted,

11/30/22

Public Safety Director/Fire Chief, Tim Adler Date

Approved By: 11/29/22

SET Chairman, Kirk Arity Date

Procedure for recommendations on actionable items to the City Council/Committee of the Whole

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Department Head to communicate to their boards, commissions, committees and Council.

Recommendation from:	Tomah Area Ambulance Committee
Minutes/staff report attached	Yes ☑ No ☐
Budget account:	
Fiscal impact:	$ No Changes
Staff responsible for implementation:	Public Safety Director Adler
Economic impact:	
Zoning/rezoning issues:	
Supports organizational goals	Yes ☑ No ☐
Questions from SET:	
Grants pursued/opportunity pursued:	

KA 11/29/22

$1,000	$500	$250
Anderson	Bischel	Ehlers
Becker	Karper	Prindiville
Brigson	L. Scharlau	Ramos
Dean	Likely	Sheston
Forlines	Maas	Wilcox
Frost	Quakenbush	**$1,250.00**
Hart	Schaller	
Larkin	Yerokhin	
M. Scharlau	Stephenson	
Moore	Multhaup	
Rinehart	**$5,000.00**	
Robarge		
Sibert		
Zellmer		
Mauricio		
$15,000.00		

Total **$21,250.00**

STAFF COMMITTEE PREPARATION REPORT

Agenda Item: Subletting of Tomah Ice Center

Summary and Background Information:

Tomah Youth Hockey Association would like to host a Junior Hockey Team and have a contract with them. T.Y.H.A. would go into contract with the team and therefor go into subletting the Ice Center. T.Y.H.A. would like permission from the City Council to go into an agreement/contract with a Junior Team.

Parks and Recreation Director and City Attorney will be working on updating the current lease agreement.

(Appropriate Documentation Attached)

Recommendation:

Authorize Subletting of the Tomah Ice Center to Tomah Youth Hockey Association after review from City Attorney.

Joe Pz
Department Head/Director

12-9-22
Date

Committee: Committee of the Whole and/or Common Council

Meeting Date(s): December 20th

Procedure for recommendations on actionable items to the City Council/Committee of the Whole

Recommendations should come to the SET from all boards, commissions and committees, with the exception of the Committee of the Whole.

Staff report approved or draft minutes from the meeting in which the recommendation was made, should be provided with the recommendation. Those recommendations need to be forwarded to the SET by the 1st Tuesday of the month. The SET will review, and either request more information or forward onto the Committee of the Whole or the City Council with the reviewed documents.

Department Head to communicate to their boards, commissions, committees and Council.

Recommendation from:	Parks and Recreation Commission-Subletting of Tomah Ice Center
Minutes/staff report attached	Yes x☒ No☐
Budget account:	Recreation Park
Staff responsible for implementation:	Parks and Recreation Director
Economic impact:	Tourism and Room Tax
Zoning/rezoning issues:	
Supports organizational goals	Yes X☐ No☐
Questions from SET:	
Grants pursued/opportunity pursued:	
Reviewed by SET	Yes ☐ No☐

Initialed by: KT Date: 12/9/22

MEETING MINUTES - CITY OF TOMAH

The City of Tomah Parks & Recreation Commission (PRC) met on Monday May 23, 2022 at 5:45p.m. in City Council Chambers. The meeting notice was posted at City Hall in compliance with the provisions of Section 19.84 Wisconsin Statutes.

Call to order and roll call; present: Dir. Joe Protz, Oak Moser, Lamont Kiefer, Donna Evans, Shirley Galstad-Roh, Josephine Piper, Dean Peterson, Dustin Powell Participation via Zoom was available as well.

The following members were absent: Bruce Peth

Others in attendance: Mitch Koel (via Zoom), Jay Greeno, Ashley Greeno, Todd Chapman, Kristi Rousch

1. Act on Minutes of 5/2/22 regular meeting. A motion by Peterson, and second by Galstad-Roh, to accept the minutes of the May 2, 2022, regular meeting. Motion carried.

2. Request from Tomah Youth Hockey Association (TYHA) for upgrades to Tomah Ice Center and to host a Junior hockey team: TYHA has plans to upgrade the Ice Center for the main purpose of adding locker room capacity, and to potentially host a junior hockey team likely increasing the use of the ice/facility, and resulting in an earlier start date in August. Motion by Moser, second by Galstad-Roh, to approve TYHC continuing with planning, designing (working with Keller), for potential locker room expansion, "phase 1", (would house space for junior hockey team, girls HS program and off ice training area), at Tomah Ice Center with funding to be determined. Motion carried.

3. Request for Aquatic Center Sign with Sponsorship: Auto Academy and Zingler Sign would like to sponsor an Aquatic Center Sign with their name and sponsorship logo, sponsors would pay for and install the sign. Motion by Galstad-Roh, second by Peterson, to approve sign at the Aquatic Center. Motion carried.

4. Aquatic Center Update: Dir Protz provided an update regarding the water system at the Aquatic Center (appears to be operating normally), staffing, programming, and tentative opening date of June 9. Information only, no action taken.

5. Smoking in City Parks: Dir Protz discussed concerns about smoking in City Parks; smoking concerns at Vet's Soccer Field during youth and HS events, smoking in areas around playground equipment, permanent Park structures, and Aquatic Center, possible ordnance regarding smoking in Parks, etc... After much discussion, motion by Kiefer, second by Evans, for Dir Protz to continue to monitor conditions in parks and consider signage suggesting appropriate behaviors in City Parks. Motion carried.

6. Park and Rec Program Report: Dir Protz reviewed the May 2022 Parks Program Report.

7. Discussed any affairs and business of the Tomah Parks and Recreation Department. None presented.

MEETING MINUTES - CITY OF TOMAH

The City of Tomah Parks & Recreation Commission (PRC) met on Monday Nov 28, 2022 at 5:58p.m. in City Council Chambers. The meeting notice was posted at City Hall in compliance with the provisions of Section 19.84 Wisconsin Statutes.

Call to order and roll call; present: Dir. Joe Protz, Oak Moser, Lamont Kiefer, Josephine Piper (remotely), Dean Peterson,
DeDe Nelson (remotely)

The following members were absent: Dustin Powell, Shirley Galstad-Roh, Donna Evans

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Others in attendance:

1. Act on Minutes of 10/24/22 regular meeting. A motion by Peterson, and second by Kiefer, to accept the minutes of the Oct 24, 2022, regular meeting. Motion carried.

2. Design/Construction Management Agreement for Ice Center/Multi-Purpose Building Addition: Dir Protz reviewed Design/Construction Agreement proposed by Keller Inc. Projected project completion Nov 2023. After lengthy discussion, motion by Moser, second by Kiefer, for Dir Protz to:
   a. Verify item 7 (Price and Terms) of agreement with Keller to determine if the design fees, construction management fees, general condition fees, civil engineering and soil boring fees are included in the estimated budget range of $975,000-$1,150,000, and
   b. if construction bids exceed available funding for this project and the project does not go forward, or is reduced in scope to match funding, what fees or costs would the City of Tomah experience regardless of outcome

   and for PRC to forward this project plan to SET and the City Council for evaluation, recommending approval providing the above budget questions are answered and the project can be completed within the available funding (1% of room tax revenue previously approved by the City Council).

3. Park and Rec Program Report: Dir Protz reviewed the most recent Parks Program Report.

4. Discussed any affairs and business of the Tomah Parks and Recreation Department. None presented.

   a.

The Meeting was adjourned at 6:35PM. Next regular meeting to be held Jan 23, 2022, @ 5:45PM, City Council Chambers.

Respectfully Submitted: Oak Moser, Nov 29, 2022.

MEETING MINUTES - CITY OF TOMAH

The City of Tomah Parks & Recreation Commission (PRC) met on Monday Sep 26, 2022 at 5:45p.m. in City Council Chambers. The meeting notice was posted at City Hall in compliance with the provisions of Section 19.84 Wisconsin Statutes.

Call to order and roll call; present: Dir. Joe Protz, Oak Moser, Lamont Kiefer, Donna Evans, Shirley Galstad-Roh, Dustin Powell Josephine Piper

The following members were absent: Dean Peterson

Others in attendance: Robert Mannel, Jay Greeno, Nate Niceswanger, Kristi Roush, Todd Chapman

1. Act on Minutes of 7/25/22 regular meeting. A motion by Evans, and second by Kiefer, to accept the minutes of the July 2, 2022, regular meeting. Motion carried.

2. Request use of Recreational Trail for literature cart: Robert Mannel (overseer of the Sparta Congregation of Jehovah's Witnesses), a resident of Tomah, has requested the use of the Recreational Trail to occasionally station a cart for voluntary distribution of literature on various topics. City of Tomah currently has an ordinance (Sec 30-29) restricting distribution of printed material outside of entertainment opportunities, unless specific permission is granted by PRC. After discussion, motin by Kiefer, second by Evans, to reject request. Motion carried.

3. Request by Snowmobiles Trails of Monroe County to use Recreational Trail Bridge on Glendale Ave: With loss of existing route, Snowmobile Trails is requesting use of Recreational Trail bridge for snowmobile crossing of the Lemonweir River on Glendale Ave as snow permits from mid Dec thru mid March. After discussion, more information is desired, Dir Protz will converse with the Snowmobilers and Dir Of Public Works to gather info on exact routes, bridge capacity/concerns, etc.. Motion by Evans, second by Kiefer to postpone issue until additional information is gathered. Motion carried.

4. Tomah Youth Hockey Association presentation and request for addition to the Tomah Ice Center: Jay Greeno (and other TYHA Board members) delivered a presentation on TYHA plans for phase 1 expansion project at Tomah Ice Center at Rec Park. Phase 1 includes addition of two locker rooms, supporting infrastructure, storage, and enclosed area for off ice activity, at a cost of approx. $1 million. TYHA has requested continued use of the 2% of room tax revenue being allocated to payment of the 2014 entrance area expansion which is paid in full during calendar year 2023. The phase 1 work would support an eventual proposed phase 2 which involves a second sheet of ice. Motion by Kiefer, second by Moser, to approve continued planning on design, and financial opportunities that may exist regarding TYHA commitment and possibility of room tax use. Motion carried.

5. Recreational Park Rental Rates: Dir Protz reviewed Rec Park rental rates and proposed 15-20% rate increases to match increases in expenses. Motion by Galstad-Roh, second by Evans, to approve proposed rate increases. Motion

9. **Prohibition Against Transfers and Encumbrances.** The privilege, right, power, and authority conveyed by this Agreement is not assignable or transferable by the Club without the prior written consent of the City. In case of any transfer or assignment without the City's prior written consent, or in the case of any sub-lease without the City's prior written consent, the Club and the new user shall be jointly and severally liable to the City under all of the terms and conditions hereof, including the hold harmless and indemnity provisions set forth below, and this lease shall be deemed a joint lease to the Club and the new user, immediately revocable by written notice, which the City may serve upon the Club and the new user at any time.

The Club shall not, without the prior written consent of the City, create or permit to be created or to remain, any mortgage, pledge, lien, including, but not limited to any mechanic or materialman's lien, encumbrance or charge on, security interest in, the Property and the Club further covenants and agrees to hold the City and the Property free from any and all liens, or rights or claims of lien. In the event any claims of lien are filed against the City or the Property, the Club shall take such reasonable action designed to protect the City against such lien or liens, including, without limitation, diligently contesting any suit to foreclose any such lien and the posting with the City of surety bonds in the amounts of such liens or other indemnity as the City shall reasonably require to protect the City against such liens.

STAFF COMMITTEE PREPARATION REPORT

Agenda Item: Act on Request from Tomah Youth Hockey Club for use of Tomah Ice Center.

Summary and Background Information:

Tomah Youth Hockey Association would like to extend the usage of the Ice Center to include the 2nd week of August to June 1st. The lease was extended in March of 2008 to have usage from Sept 1 to June 1st. They are looking to host a Junior A Hockey team and would need to begin making Ice the 2nd week of August.

Director of Parks and Recreation and City of Tomah will be working on updating the lease agreement.

(Appropriate Documentation Attached)

Recommendation:

Extend the agreement/usage of the Tomah Ice Center/Multi-Purpose Building for Tomah Youth Hockey from the 2nd Week of August to June 1st.

Joe Pray
Department Head/Director

12-9-22
Date

Committee: Committee of the Whole and/or Common Council

Meeting Date(s): December 20th

Procedure for recommendations on actionable items to the City Council/Committee of the Whole

Recommendations should come to the SET from all boards, commissions and committees, with the exception of the Committee of the Whole.

Staff report approved or draft minutes from the meeting in which the recommendation was made, should be provided with the recommendation. Those recommendations need to be forwarded to the SET by the 1st Tuesday of the month. The SET will review, and either request more information or forward onto the Committee of the Whole or the City Council with the reviewed documents.

Department Head to communicate to their boards, commissions, committees and Council.

Recommendation from:	Parks and Recreation Commission-Lease Extension for Tomah Youth Hockey from to include 2nd week of August to June 1st.
Minutes/staff report attached	Yes x☒ No☐
Budget account:	Recreation Park
Staff responsible for implementation:	Parks and Recreation Director
Economic impact:	Tourism and Room Tax
Zoning/rezoning issues:	
Supports organizational goals	Yes X☒ No☐
Questions from SET:	
Grants pursued/opportunity pursued:	
Reviewed by SET	Yes ☐ No☐

Initialed by: _____ Date: 12/9/22

MEETING MINUTES - CITY OF TOMAH

The City of Tomah Parks & Recreation Commission (PRC) met on Monday May 23, 2022 at 5:45p.m. in City Council Chambers. The meeting notice was posted at City Hall in compliance with the provisions of Section 19.84 Wisconsin Statutes.

Call to order and roll call; present: Dir. Joe Protz, Oak Moser, Lamont Kiefer, Donna Evans, Shirley Galstad-Roh, Josephine Piper, Dean Peterson, Dustin Powell Participation via Zoom was available as well.

The following members were absent: Bruce Peth

Others in attendance: Mitch Koel (via Zoom), Jay Greeno, Ashley Greeno, Todd Chapman, Kristi Rousch

1. Act on Minutes of 5/2/22 regular meeting. A motion by Peterson, and second by Galstad-Roh, to accept the minutes of the May 2, 2022, regular meeting. Motion carried.

2. Request from Tomah Youth Hockey Association (TYHA) for upgrades to Tomah Ice Center and to host a Junior hockey team: TYHA has plans to upgrade the Ice Center for the main purpose of adding locker room capacity, and to potentially host a junior hockey team likely increasing the use of the ice/facility, and resulting in an earlier start date in August. Motion by Moser, second by Galstad-Roh, to approve TYHC continuing with planning, designing (working with Keller), for potential locker room expansion, "phase 1", (would house space for junior hockey team, girls HS program and off ice training area), at Tomah Ice Center with funding to be determined. Motion carried.

3. Request for Aquatic Center Sign with Sponsorship: Auto Academy and Zingler Sign would like to sponsor an Aquatic Center Sign with their name and sponsorship logo, sponsors would pay for and install the sign. Motion by Galstad-Roh, second by Peterson, to approve sign at the Aquatic Center. Motion carried.

4. Aquatic Center Update: Dir Protz provided an update regarding the water system at the Aquatic Center (appears to be operating normally), staffing, programming, and tentative opening date of June 9. Information only, no action taken.

5. Smoking in City Parks: Dir Protz discussed concerns about smoking in City Parks; smoking concerns at Vet's Soccer Field during youth and HS events, smoking in areas around playground equipment, permanent Park structures, and Aquatic Center, possible ordnance regarding smoking in Parks, etc... After much discussion, motion by Kiefer, second by Evans, for Dir Protz to continue to monitor conditions in parks and consider signage suggesting appropriate behaviors in City Parks. Motion carried.

6. Park and Rec Program Report: Dir Protz reviewed the May 2022 Parks Program Report.

7. Discussed any affairs and business of the Tomah Parks and Recreation Department. None presented.

Motion by Buchda, second by Wright to take $7,500 out of the Rec Park Outlay-Buildings Fund (Account #8-57621-820) to help fund the fencing at Rec Park. Motion passed without negative vote.

Act on Request from Tomah Youth Hockey Club for Extended Use of Multi-Purpose Building at Recreation Park. Tomah Youth Hockey Club was approached by Western Wisconsin Blue Devils, an AAA spring hockey program requesting the use of the multi-purpose building during the months of April and May. The current agreement between the City of Tomah and the Hockey Club calls from the Hockey Club to vacate the building between April 1st and August 31st.

Motion by Pater, second by Wright to approve the Tomah Youth Hockey Club and Western Wisconsin Blue Devils plan and extend the contract arrangement between the Tomah Youth Hockey Club and the City of Tomah to June 1, 2008. Motion passed without negative vote.

Update on Status of Veterans Memorial Oversight Group – Information Only. The Veterans Memorial Oversight Committee has been established. The Committee will be overseeing the entire process of subcommittees and work groups that will be developed in the future. The Memorial parameters will be the Tomah School District. There is a website that has been established and a logo will be selected.

No one desired to appear before the Council.

Alderperson Nellie Pater requested that the liquor license ordinance be on the agenda for discussion for possible amendment. Nellie will put together a list of items of concern.

Motion by Buchda second by Koeck to adjourn to closed session pursuant to state statute 19.85(1)(c) and (e) to confer with legal counsel regarding negotiation of purchase/sale of property and personnel issues. Motion passed without negative vote. Meeting adjourned at 8:32 p.m.

Approved: Charles R. Ludeking, Mayor

Attest: JoAnn M. Cram, City Clerk
To be approved 4/08/2008

Gateway to Cranberry Country
The City of Tomah
WHERE THE I DIVIDES

PARKS and RECREATION
819 Superior Avenue
Tomah, Wisconsin 54660
Phone: (608) 374-7445 or 374-7420
Fax: (608) 374-7424

CITY COUNCIL MEETING REPORT

January 13, 2009

Agenda Item: Act on request from Tomah Youth Hockey Club (TYHC) for extended use of multi-purpose building (MPB) at Recreation Park

Summary and Background Information:
(appropriate documentation attached)

Please refer to minutes from 12/15/08 and 2/25/08 meetings of P/R Comm and 3/11/08 meeting of City Council. TYHC has been approached again by Western Wisconsin Blue Devils (WWBD), a AAA spring hockey program, and has subsequently approved hosting WWBD in MPB during months of April and May. Current agreement between City and TYHC calls for TYHC to vacate building between April 1 and August 31. Section 9 of agreement is provided which prohibits against transfers and encumbrances without City's prior written consent. While arrangement worked well for most part of '08, scheduling conflicts (April 3-4 [Toy Show & Auction], April 24-25 [ABATE] and May 14-17 [FMCA]) must be addressed that affect patrons of Recreation Building, which houses warming area in 1/3 of building, MPB and grounds.

Fiscal Note: Utility costs shall be responsibility of TYHC, which will have an effect on overall operating expenses and revenues in '09 Rec Park budget.

Recommendation: Approve TYHC/WWBD plan and recommend that City Council extend contract arrangement between City and TYHC to 6/1/09, and in future, allow P/R Director to approve request, unless such request is deemed necessary for P/R Comm or City Council review.

Approved 1/13/09 Council mtg.

John C Laudon — 1/2/09
John C Laudon, Director — Date

James S Bialecki — 1-5-09
James S Bialecki, City Administrator — Date

MEETING MINUTES - CITY OF TOMAH

A meeting of the **Parks & Recreation Commission (PRC)** for the City of Tomah was held on Monday the 15th day of Dec. 2008 at 5:45 p.m.

The following members were present: Steve Doll, Tess Saunders, Oak Moser, Bruce Peth, Joanne Westpfahl, Pete Peterson, Chuck Olson

The following members were absent: Gary Patterman

Please file a copy of your board or commission meeting minutes with the City Clerk's office within three (3) days after your meeting was held so that copies can be made and distributed to the alderpersons.

Others present: Tom Flock, Ian Holloway

Act on Minutes of regular meeting: Motion by Moser to accept the minutes of the 10/27/08 regular meeting with a correction to a date in the note on the dog park issue from Dec. 2009 to Dec. 2008. Second by Olson. All ayes. Motion carried.

Act on request form Tomah Youth Hockey Club (TYHC) for extended use of multi-purpose building (MPB) at Recreation Park: TYHC requested and received approval for use of the MPB in 2008 to host the Western Wisconsin Blue Devils (WWBD) AAA spring hockey program in the months of April and May. The current agreement between TYHC and the City calls for TYHC to vacate the building between April 1 and Aug. 31. Section 9 of the agreement prohibits transfers and encumbrances without City's prior written consent. While the arrangement worked well for 2008, TYHC and WWBD will have to schedule around current planned events (April 3-4 - Toy Show and Auction, April 24-25 - ABATE, and May 14-17 - FMCA) so as not to affect patrons of the Recreation Building, which houses the warming area for MPB and grounds. The Seven Rivers Skating Club was able to use ice time during this period as well with their agreement with TYHC. The utility costs in such an arrangement are the responsibility of TYHC. Motion by Olson, second by Westpfahl, to recommend City Council approval for TYHC and WWBD use of the MPB for the spring hockey program with TYHC responsible for utilities and a hockey schedule that accommodates the event dates already scheduled in the Rec. Building. Furthermore, to permit P/R Dir. to approve future requests unless deemed necessary for PRC or City Council review, if the contract permits such a modification. All ayes. Motion carried.

Act on request from Wisconsin Department of Natural Resources (WDNR) for maintenance assistance on log cabin at Recreation Park: WDNR Warden Mark Little sent a letter to Mayor Thompson, Nov. 7, 2008, requesting renewal of the current rent-lease agreement between the City and WDNR. The original agreement was for 5 years (beginning in 1999) and automatic renewals for an additional 5 years, taking the term to April, 2009. The current agreement identifies the Lessee, WDNR, as responsible for keeping the log cabin and land immediately surrounding the cabin in good repair and reasonably clean. In 2004, Warden Little stained the cabin with stain donated by Meadow Valley Log Homes and community service program labor. The cabin needs stain again. Meadow Valley is not donating the stain. Warden Little plans to use the community service program labor and is asking the City for stain and supplies with an estimate of $450 and for renewal of the original lease. The cabin is used for

MEETING MINUTES - CITY OF TOMAH

A meeting of the **Parks & Recreation Commission (PRC)** for the City of Tomah was held on Monday the 25th day of Feb. 2008 at 5:45 p.m.

The following members were present: Chuck Olson, Steve Doll, Gary Patterman, Tess Saunders, Oak Moser, Bruce Peth, Joanne Westpfahl, Gary Patterman,

The following members were absent: Jerry Koeck

Please file a copy of your board or commission meeting minutes with the City Clerk's office within three (3) days after your meeting was held so that copies can be made and distributed to the alderpersons.

Others present: John Rusch, Ian Holloway (WWBD), Mary Maas (MCAS), Dave Schreier (MCAS), Chuck Ludeking, Kirk Arity (Rezin Constr.), Paul Medinger (Tomah Journal)

Meeting was called to order by Chairman Doll at 5:45 p.m.

Act on minutes of regular meeting: Motion by Olson, to accept the minutes of the 1/28/08 regular meeting. Second by Peth. All ayes. Motion carried.

Act on rental rate for Wisconsin Winnebago/Itasco Travelers (WWIT) rally on July 29-Aug. 3, 2008: WWIT is requesting use of Exhibit Building, Flock Rest area and grounds for its event that will attract approx. 100 units. A lead group will arrive on Tue, July 29 with most other units registering on Thu. and Fri. Rec Park is hosting a group in early June that is similar in request (see minutes of 4/7/07). The max. daily rental fees for facilities requested is (* grandstands and track area would not be used):

2 ½ days @ Exh. Bldg.	@ $375/day	=	$ 937.50
	Deposit	=	250.00
2 ½ days @ grounds*	@ $650/day	=	1625.00
	Deposit	=	350.00
	Total	=	$3162.50

Since only half of the grounds are required, the grounds fee will be reduced by 50% resulting in a total flat rate of $2350 (which includes the deposit). Motion by Peth, second by Olson, to use flat rate of $2350.00 for WWIT rally on July 29-Aug. 3, 2008 for facilities requested. Utilities (for the grounds only) would be a separate charge. All ayes. Motion carried.

Act on 2007 request from Tomah Youth Hockey Club (TYHC) for extended use of multi-purpose building at Recreation Park: TYHC was formally approached by Western Wisconsin Blue Devils (WWBD), a AAA spring hockey program, and subsequently approved hosting WWBD in the multi-purpose building during the months of April and May, pending the approval by PRC/City. The current agreement between the City and TYHC calls for TYHC to vacate building between April 1 and August 31. Section 9 of the agreement prohibits against transfers and encumbrances without City's prior written consent. WWBD would rent ice from TYHC, and TYHC would operate the facility in support of WWBD's program and three (3) tournaments that would be hosted, bringing several hundred players to Tomah over the course of three (3) weekends (April 25-27 and May 9-11 & 16-18). TYHC would continue to pay utilities for the building through May 31. TYHC currently hosts the Seven Rivers Figure Skating Club during the hockey season under a similar arrangement. Scheduling conflicts with the Rec Bldg, which serves as a warming area and provides a concession kitchen during the hockey season, have to be addressed. The Rec Bldg warming area and kitchen would not be available for use during the period requested. Ian Holloway reviewed the WWBD program. TYHC would run concessions from the multi-purpose building. Restrooms in the Rec Bldg would be shared between the multi-purpose bldg activities and events in the Rec. Bldg. that may occur at the same time.

Motion by Westpfahl, second by Moser, to approve the TYHC/WWBD plan and recommend to the City Council to extend the contract arrangement between TYHC and the City to June 1st. All ayes. Motion carried.

Discuss/act on fencing quotes for Recreation Park provided by Monroe County Agricultural Society (MCAS): MCAS provided PRC with quotes at last month's meeting on fencing to replace plywood fence that has served competition area for quite some time. This fence has seen substantial failure in the last few years, mostly due to age and weather. A map was provided to define the four areas listed in the project as needing new fence. Quotes were received from All-Ways Fencing, Tomah; Century Fence, Waukesha; and American Fence, Chippewa Falls. Chris Schreier of MCAS was directed to return to PRC this month with firm quotes, pictures of installations (there were concerns over the privacy of some of the fence designs), and recommend a contractor of choice. Information was not received prior to the mailing deadline for this packet. Funds were not budgeted for this item for 2008 by PRC or the City. City Council action would be needed to approve the project and authorize funding. Mary Maas (MCAS) reviewed negotiated quotes (distributed at the meeting) and options and recommended an 8' high chain link fence with two (2) required gates, 700' length from grandstand around to the north end of competition area, supplied and installed by All-Ways Fencing. All posts to be set in concrete. Privacy slats are included. Total cost is $14,000. MCAS is to be responsible for removal/disposal of existing fence and asks Park & Rec to contribute $8000 toward the project. $7500 remains in Park & Rec budget after authorized vehicle purchases. Motion by Olson, second by Patterman, to recommend City Council's consideration of using excess funds in the Park & Rec vehicle budget line item in the amount of $7500 for replacement of 700' of damaged fencing in urgent need of repair from grandstand around to north end of competition area at Rec Park with MCAS picking up additional costs (total cost of $14,000 plus removal/disposal of existing fence) for this project. All ayes. Motion carried.

Continue discussion with MCAS on long-term lease agreement for use of Recreation Park: Because of past donations for capital improvements at Rec Park, it may be appropriate to establish a long term rental agreement with MCAS (sponsor of the national truck and tractor pull and county fair). PRC has exercised this type of agreement in the past to ensure that renters return to Rec Park. A longer term agreement may help to squash unsubstantiated rumors of the tractor pull leaving Tomah for another venue. Items that need to be addressed include: uses by both parties; condition and upkeep of property; improvements with financial obligations; utilities; cost of activities; prohibition against transfer and encumbrance; hold harmless clauses; and execution authority. MCAS has donated to several capital projects at Rec Park in the past. These include Rec Bldg renovation, grandstand and bleacher structural improvements, accessibility requirements, arena lighting, and water lateral relocation. MCAS currently pays the maximum daily flat rate fee rates for five (5) days for facilities used during tractor pull and a flat rate of $250 for all facilities during the fair. MCAS presented a draft agreement for discussion and answered several questions from the committee. PRC will address the draft in closed session next month. No action taken.

Act on winter recreation report: Dir. Laudon reviewed the winter recreation report as submitted. Participation and revenues are down slightly from the prior two seasons, but should be balanced out by less expenses. Motion by Peth, second by Olson, to accept report as filed. All ayes. Motion carried.

Other Affairs:

-Kirk Arity, Rezin Construction, addressed PRC regarding billing of work associated with the aquatic center (abandonment of water service to bathhouse), invoice # 30532, dated 10/29/07, for $2952.28, which remains unpaid. Burbach Aquatics has the invoice and is resolving with the bathhouse contractor, Sonag Co, about who is responsible for paying for this work. The original abandonment work was not approved by the Public Works & Utilities

9. **Prohibition Against Transfers and Encumbrances.** The privilege, right, power, and authority conveyed by this Agreement is not assignable or transferable by the Club without the prior written consent of the City. In case of any transfer or assignment without the City's prior written consent, or in the case of any sub-lease without the City's prior written consent, the Club and the new user shall be jointly and severally liable to the City under all of the terms and conditions hereof, including the hold harmless and indemnity provisions set forth below, and this lease shall be deemed a joint lease to the Club and the new user, immediately revocable by written notice, which the City may serve upon the Club and the new user at any time.

The Club shall not, without the prior written consent of the City, create or permit to be created or to remain, any mortgage, pledge, lien, including, but not limited to any mechanic or materialman's lien, encumbrance or charge on, security interest in, the Property and the Club further covenants and agrees to hold the City and the Property free from any and all liens, or rights or claims of lien. In the event any claims of lien are filed against the City or the Property, the Club shall take such reasonable action designed to protect the City against such lien or liens, including, without limitation, diligently contesting any suit to foreclose any such lien and the posting with the City of surety bonds in the amounts of such liens or other indemnity as the City shall reasonably require to protect the City against such liens.

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Election Tally for the November 8, 2022 General Election

Summary and Background Information:

(Appropriate Documentation Attached)

Total votes cast at the November 8, 2022 General Election were 3,060 which is 64% of the eligible registered voters of 4,766. 734 Absentee ballots were returned and processed on Election night. 302 Voters registered on Election Day compared to 374 in 2018. Lines were consistent throughout the day, but with the new implementation of Badger Books, they went quickly. Voters seemed to enjoy the new check in system, and we had minimal hiccups implementing the new system.

Election results are as follows:

GOVERNER/LIEUTENANT GOVERNOR

Tony Evers/Sara Rodriguez	1406
Tim Michaels/Roger Roth	1586
Joan Ellis Beglinger/none	51
Scattering	2

ATTORNEY GENERAL

Josh Kaul	1416
Eric Toney	1618
Scattering	1

SECRETARY OF STATE

Doug La Follette	1262
Amy Lynn Loudenbeck	1627
Neil Harmon	85
Sharyl R. McFarland	43
Scattering	2

STATE TREASURER

Aaron Richardson	1279
John S. Leiber	1612
Andrew Zuelke	109
Scattering	1

UNITED STATES SENATOR

Mandela Barnes	1307
Ron Johnson	1719
Scattering	9

REPRESENATIVE IN CONGRESS DISTRICT 3

Brad Pfaff	1343
Derrick Van Orden	1672
Scattering	7

REPRESENTATIVE IN CONGRESS DISTRICT 7

Richard Dick Ausman	9
Tom Tiffany	8
Scattering	0

REPRESENTATIVE TO THE ASSEMBLY DISTRICT 70

Remy Gomez	1155
Nancy Lynn VanderMeer	1876
Scattering	3

MONROE COUNTY SHERIFF

Wes Revels	2491
Scattering	117

MONROE COUNTY CLERK OF CIRCUIT COURT

Laura Endres	2441
Scattering	78

Fiscal Note:

N/A

Recommendation:

It is requested that the Common Council review and accept the Election tally report for the November 8, 2022, General Election

Rebecca Weyer, City Clerk

Date

Committee: Common Council

Meeting Date: December 20, 2022