



AGENDA FOR COMMON COUNCIL -AMENDED

A Common Council -AMENDED meeting will be held on **Monday, June 15, 2026 at 6:30 PM** in the **Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.**

Join Zoom Meeting:

<https://zoom.us/j/7689466740?pwd=dEdLR2hXK0ZYMk1qNU5vNFJwMzdSZz09>

Meeting ID: 768 946 6740 Password: Tomah2020

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

CALL TO ORDER:

1. Pledge of Allegiance
2. Roll Call

ANYONE DESIRING TO APPEAR TO COUNCIL: *Those that desire to address the City Council must state their name, address, deliver their comments in accordance with the City of Tomah Rules of Order, and will be limited to three minutes.*

MAYOR:

3. Presentation of Award by Fort McCoy Leadership
4. Monthly Update

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).*

5. Approval of Minutes from May 18, 2026
6. Approval: Temporary Class "B" Beer and "Class B" Wine License Application by Tomah Lions Club for Squirreifest to be held on July 11, 2026
7. Approval: Special Event Outdoor Cabaret License Application by n.a.s.a. for Squirreifest being held July 11, 2026.
8. Approval: Annual alcohol license renewals for the establishments presented for the license period of July 1, 2026 to June 30, 2027 pending Police Department approval
9. Approval: Resolution for the payment of monthly bills

COMMITTEE OF THE WHOLE:

10. Approval: Budget amendment to transfer \$35,000 from the current aquatic center budget to create a designated fund for an indoor recreation facility with a pool and to conduct a feasibility study that includes an aquatic center. Also authorize a feasibility study of the existing structure to determine the cost of repair or decommissioning using the remaining aquatic center funds.
11. Approval: Lake District budget amendment - appropriation of prior year forebay cleaning invoice

Common Council -AMENDED – June 15, 2026

[12.](#) Approval: Amendment to general fund budget - general buildings repair account

PUBLIC WORKS AND UTILITIES COMMISSION:

[13.](#) Approval: Compliance Maintenance Report (CMAR)

GENERAL:

[14.](#) Approval: Final reimbursement of Facade Improvement Grant Program Project 6-2025 (Tomah Granite).

[15.](#) Approval: Final reimbursement of Facade Improvement Grant Program Project 8-2025 (Harbor Beach LLC).

ADJOURN:

16. Adjourn to closed session pursuant to Wis. Stat. 19.85:

(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session:

-Approval: Negotiating sale and/or transfer of Property F and designate City representative to execute any required documents.

-Discussion: Status of negotiations for Properties A, B, C, D, and E.

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 Nicole Jacobs, City Clerk, at 819 Superior Avenue, Tomah, WI 54660.

MINUTES FOR COMMON COUNCIL MONDAY, MAY 18, 2026

Call to Order, Pledge of Allegiance, Roll Call

Mayor Paul Dwyer called the Common Council Meeting to order on Monday, May 18, 2026, at 6:30 p.m. in the Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI. After the Pledge of Allegiance, Clerk Jacobs took roll call. Present: John Glynn, Paul Dwyer, Nellie Pater, Richard Yarrington, Travis Scholze, Daniel Crego, Mitchell Koel, and Dean Peterson. Absent: Shawn Zabinski. Also present: Nick Morales, Nicole Jacobs, Justin Derhammer, Charlie Handy, and Penny Precour. The meeting was available via Zoom and was recorded by Hagen Sports Network. All motions are unanimously approved unless otherwise notated.

ANYONE DESIRING TO APPEAR TO COUNCIL:

A Tomah resident, Eric Devine, appeared before the council to discuss the recent installation of fiber optic, which he alleged has left his property damaged. Devine said that instead of properly restoring his yard, work crews left it covered in mounds of displaced soil and protruding structures, which have made it difficult for him to mow the yard. Devine asked that the city halt any future permitting until the damage is repaired. No one else wished to appear before council.

MAYOR:

Employee of the Month

Mayor Dwyer announced Mike Preuss as April’s Employee of the Month.

Monthly Update

Mayor Dwyer mentioned to the council that the decision to close Tomah Aquatic Center due to financial constraints has been announced.

CONSENT AGENDA:

Motion by M. Koel, second by N. Pater, to approve the consent agenda. D. Peterson asked if Peking’s liquor license was only for thirty days. Clerk Jacobs confirmed the license was only for the month of June and they have already applied for a renewal to take effect in July that will come before the council in June for approval. Motion carried.

Approval of Minutes from April 20, 2026

Approval: Resolution for the payment of monthly bills

Approval: Application of Class “B” Fermented Malt Beverage License and “Class B” Liquor License for ZM Peking Chinese Restaurant LLC

ADJOURN:

Adjourn to Closed session Pursuant to Wis Stat § 19.85(1):

Motion by J. Glynn, second by R. Yarrington, to adjourn to closed session under Wis Stat § 19.85(1) as listed on the agenda. Motion carried. Meeting adjourned to closed session at 6:36 p.m.

(1)(b) Considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such person, or considering the grant or denial of tenure for a university faculty member, and the taking of formal action on any such matter; provided that the faculty member or other public employee or person licensed is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand that the evidentiary hearing or meeting be held in open session. This paragraph and par. (f) do not apply to any such evidentiary hearing or meeting where the employee or person licensed requests that an open session be held:

-Discussion: Update regarding Administrative Investigation 1-2026.

(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session:

-Approval: Council Resolution for the purchase of real estate property; require closed session due to demonstrated competitive negotiation conditions in the market.

-Approval: Negotiating the sale of and/or exchange of real property for Property E.

-Approval: Lease agreement for 1004 Superior Avenue

-Approval: Lease agreement for Monroe County Aging and Disabled Resources meal program space.

(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

Common Council and Reorganizational Meeting – April 20, 2026

-Discussion: Update regarding litigation case 1-2026.

-Discussion: Update regarding litigation case 2-2026.

Adjourn Meeting

Motion by M. Koel, second by D. Peterson to adjourn the meeting at 7:34 p.m. Motion carried.

Respectfully submitted,

Nicole Jacobs, City Clerk

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

The Clerk's office has received a Temporary Class "B" Beer and "Class B" Wine License Application by Tomah Lions Club for Squirrelfest to be held on July 11, 2026.

Summary and Background Information:

(Appropriate Documentation Attached)

Tomah Lions Club has applied for a Temporary Class "B" Beer License and a Temporary "Class B" Wine License for Squirrelfest being held on July 11, 2026, from 10 a.m. to 8 p.m. in Winnebago Park at 1020 Brandon Street.

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 make a recommendation to Common Council for approval of the Temporary Class "B" Beer License.

Respectfully submitted by:

Nicole E. Jacobs
City Clerk

Committee: Committee of the Whole and Common Council

Meeting Date: June 8 & 15, 2026

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Special Event Outdoor Cabaret License Application by n.a.s.a. for Squirrelnest being held July 11, 2026.

Summary and Background Information:

(Appropriate Documentation Attached)

n.a.s.a. is applying for a Special Event Outdoor Cabaret License for Squirrelnest to be held on July 11, 2026 in Winnebago Park at 1020 Brandon Street.

Fiscal Note:

The revenue generated to the City of Tomah by issuance of this license is \$70.13.

Recommendation:

It is requested that the Committee of the Whole recommend for the Common Council to approve the Special Event Cabaret License for n.a.s.a.'s event being held on July 11, 2026 in Winnebago Park at 1020 Brandon Street.

Respectfully submitted by:

Nicole Jacobs, City Clerk

Committee: Committee of the Whole & Common Council

Meeting Date: June 8 & 15, 2026

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Annual renewal of “Class A” Liquor, Class “A” Fermented Malt Beverage, “Class B” Liquor, Class “B” Fermented Malt Beverage, and “Class C” Wine Licenses.

Summary and Background Information:

(Appropriate Documentation Attached)

All liquor licenses in the City of Tomah will expire on June 30, 2026. The application packets for annual liquor license renewals were sent to current license holders in late April 2026. Most of the background checks for the license renewal applications have been reviewed by the Tomah Police Department and returned to the city clerk’s office. Due to some late applicants, there are still some applications being reviewed. All of the renewals will be for the license period July 1, 2026 to June 30, 2027.

Fiscal Note:

To date, the total revenue generated to the City of Tomah by the issuance of these licenses, which includes alcohol licenses, cabaret licenses, cigarette/tobacco licenses, amusement operated devices, and publication fees, is approximately \$18,000. That number will increase after establishments that have yet to pay are invoiced.

Recommendation From:

City Clerk

Recommendation:

It is requested that the Committee of the Whole recommend the Common Council approve the issuance of the alcohol license renewals for the license period of July 1, 2026 through June 30, 2027 pending Police Department approval.

Respectfully submitted by:

Nicole Jacobs

Meeting Date: June 8 & 15, 2026

CITY OF TOMAH
NOTICE OF APPLICATION FOR RENEWAL BEER AND/OR LIQUOR LICENSES
FOR THE LICENSE PERIOD OF: 7/1/2026 – 6/30/2027

The following have applied for "Class A" Liquor and Class "A" Fermented Malt Beverage Licenses in the City of Tomah:

1. Aldi Inc. Wisconsin DBA Aldi #52 at 1844 N. Superior Ave
2. Casey's Marketing Company DBA Casey's General Store #1933 at 313 N Superior Ave
3. Simran Corporation DBA Hwy 12 & 16 Citgo at 1030 E Clifton St
4. Wittig Travel Center Inc. DBA BP Tomah North at 311 Wittig Rd
5. Tomah Travel Center Inc. DBA Tomah Travel Center at 907 E McCoy Blvd
6. Kwik Trip, Inc. DBA Kwik Trip #484 at 124 W McCoy Blvd
7. Kwik Trip, Inc. DBA Kwik Trip #718 at 1504 Superior Avenue
8. Kwik Trip, Inc. DBA Kwik Trip #796 at 310 E McCoy Blvd
9. Tomah Food Mart, LLC DBA Tomah Mini Mart at 215 W. Clifton St.
10. Hansen's IGA Inc DBA Hansen's IGA at 701 E. Clifton St
11. Tomah Quick Stop & Spirit Shop LLC DBA Casey's Spirit Shop at 201 W. Veterans St.
12. Wal-Mart Stores East, LP DBA Walmart #965 at 222 W McCoy Blvd

The following have applied for "Class B" Liquor and Class "B" Fermented Malt Beverage Licenses in the City of Tomah:

1. Cancun Bay LTD DBA Cancun Bay Mexican Restaurant at 701 E Clifton St
2. Tomchadah Inc. DBA The Break Room Sports. Bar & Grill at 1123 Superior Ave
3. Taqueria La Monarca LLC DBA Taqueria La Monarca at 1119 Superior Ave
4. CJ Hospitality LLC DBA Red Roof Inn at 2005 N Superior Ave
5. James Frandsen DBA Franny's at 1115 Superior Ave
6. JAC'S DBA JAC's Steakhouse at 309 Superior Ave
7. Kelsey's LLC at 201 Superior Ave
8. JVM Investments LLC DBA Murray's on Main at 810 Superior Ave
9. C & H Foodservice Inc. DBA Perkins Family Restaurant / Mr. P's at 1015 E McCoy Blvd
10. II Zones, LLC DBA Strike Zone & Pizones 208 & 210 Superior Ave
11. Henry Pierce, LLC DBA The Elbow Room Bar at 114 W Benton St
12. Panchos LLC at 1422 Superior Ave
13. ZM Peking Chinese Restaurant DBA Peking Chinese Restaurant at 918 E McCoy Blvd
14. Brick Sip Haus, LLC DBA Brick Sip Haus at 800 Superior Ave
15. M&M Vending Amusements, LLC DBA The Bank Bar at 1015 Superior Ave
16. The Crow Bar, LLC. The Crow Bar at 1206 Superior Ave
17. Elmer W Grassman Post No. 201 DBA American Legion Post 201 at 800 Wisconsin Ave
18. T & J Hospitality LLC DBA Cran-Bearly Pub at 319 Wittig Rd
19. T & J Hospitality LLC DBA Taphouse Twenty 201 Helen Walton Dr., Ste. 1

The following have applied for a Class "B" Fermented Malt Beverage License in the City of Tomah:

1. Stump Hospitality LLC DBA Hampton Inn at 219 Buan St
2. Hat Trick Hospitality LLC DBA Holiday Inn Express & Suites at 215 Buan St
3. Mandy's Café & Deli, LLC DBA Mandy's Café & Deli 201 Helen Walton Dr. Suite 5
4. Northfield Restaurant Corporation DBA Pizza Hut at 1821 N Superior Ave
5. Tomah Knights of Columbus at 202 E Juneau St
6. Area Community Theatre Inc. at 907 Kilbourn Ave
7. Lena's Cuisine DBA China Buffet at 115 W McCoy Blvd
8. Paula Caucutt DBA Natural Connection at 1012 Superior Ave
9. Aimee's Hub at 1103 Superior Ave

The following have applied for a "Class C" Wine License in the City of Tomah:

1. Area Community Theatre Inc. at 907 Kilbourn Ave
2. Paula Caucutt DBA Natural Connection at 1012 Superior Ave
3. Aimee's Hub at 1103 Superior Ave
4. Mandy's Café & Deli, LLC DBA Mandy's Café & Deli 201 Helen Walton Dr. Suite 5

Nicole Jacobs, City Clerk, Tomah, WI

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:	2026	\$26,597.12	Check #'s:	149102	149106
2. Payroll:		\$480,831.12	Dir Dep #'s:	9310288	9310860
3. Wire/ACH Transfers:		\$957,242.74			
4. Invoices:		\$11,705.76			
Total:		<u>\$1,476,376.74</u>			

Mayor

Clerk

Requested by: Finance Department

Submitted by: Committee of the Whole

June 8, 2026

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
149102										
05/26	05/19/2026	149102	2131	3RT NETWORKS	CW39093	1	01-51450-2900	.00	3,390.00	3,390.00
05/26	05/19/2026	149102	2131	3RT NETWORKS	CW39094	1	01-51450-2900	.00	4,716.75	4,716.75
Total 149102:								.00		8,106.75
149103										
05/26	05/19/2026	149103	2895	FREEDOM AND GLORY	#INV149331	1	01-52100-3400	.00	115.99	115.99
Total 149103:								.00		115.99
149104										
05/26	05/19/2026	149104	461	MONROE CO SOLID WASTE	528 April 202	1	01-53630-5300	.00	17,727.96	17,727.96
Total 149104:								.00		17,727.96
149105										
05/26	05/19/2026	149105	658	TOMAH WATER & SEWER UTILI	APRIL 2026	1	10-55110-2220	.00	146.25	146.25
Total 149105:								.00		146.25
149106										
05/26	05/19/2026	149106	659	TOMAH WATER UTILITY	205000	1	01-53311-2220	.00	87.31	87.31
05/26	05/19/2026	149106	659	TOMAH WATER UTILITY	206700	1	01-51600-2220	.00	240.66	240.66
05/26	05/19/2026	149106	659	TOMAH WATER UTILITY	226301	1	01-53311-2220	.00	76.44	76.44
05/26	05/19/2026	149106	659	TOMAH WATER UTILITY	254100	1	01-53311-2220	.00	22.60	22.60
05/26	05/19/2026	149106	659	TOMAH WATER UTILITY	290102	1	01-53510-2220	.00	25.28	25.28
05/26	05/19/2026	149106	659	TOMAH WATER UTILITY	85401	1	01-53311-2220	.00	22.60	22.60
05/26	05/19/2026	149106	659	TOMAH WATER UTILITY	96701	1	01-53311-2220	.00	25.28	25.28
Total 149106:								.00		500.17
Grand Totals:								.00		26,597.12

Dated: _____

Mayor: _____

Dwyer, Paul

City Council: _____

Glynn, John

Pater, Nellie

Peterson, Dean

Crego, Daniel

Scholze, Travis

Koel, Mitch

Yarrington, Richard

Zabinski, Shawn

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
3RT NETWORKS							
2131	3RT NETWORKS	CW39222	CITY HALL MONTHLY BILLING MAY 20	05/31/2026	01-51450-2900 COMPUTER SERVICE	1,095.46	
Total 3RT NETWORKS:						1,095.46	
ALLIED COOPERATIVE							
2621	ALLIED COOPERATIVE	3213933	PROPANE CRACKSEALING	05/14/2026	01-53311-2900 HWY/ST MAINT SERVI	78.30	
2621	ALLIED COOPERATIVE	3214300	CUTTING TORCH OXYGEN	05/28/2026	01-53311-2900 HWY/ST MAINT SERVI	35.99	
Total ALLIED COOPERATIVE:						114.29	
CASELLE LLC							
2730	CASELLE LLC	INV-20033	SEMI-ANNUAL MAINTENANCE AND S	06/02/2026	01-51450-2900 COMPUTER SERVICE	10,296.01	
Total CASELLE LLC:						10,296.01	
LEXISNEXIS RISK DATA MANAGEMENT INC							
1557	LEXISNEXIS RISK DATA MANAG	1100320583	APRIL 2026 MONTHLY PAYMENT AMB	05/31/2026	03-52300-2900 AMBULANCE SERVICE	100.00	
1557	LEXISNEXIS RISK DATA MANAG	1100320583	APRIL 2026 MONTHLY PAYMENT TREA	05/31/2026	01-51520-2900 TREASURER'S SERVICE	100.00	
Total LEXISNEXIS RISK DATA MANAGEMENT INC:						200.00	
Grand Totals:						11,705.76	

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

Mayor: _____ Dwyer, Paul

City Council: _____ Glynn, John

_____ Pater, Nellie

_____ Peterson, Dean

_____ Crego, Daniel

_____ Scholze, Travis

_____ Koel, Mitch

_____ Yarrington, Richard

_____ Zabinski, Shawn

STAFF COMMITTEE PREPARATION REPORT

Agenda Item: Recommend approval of a budget amendment to transfer \$35,000 from the current aquatic center budget to create a designated fund for an indoor recreation facility with a pool and to conduct a feasibility study that includes an aquatic center. Also authorize a feasibility study of the existing structure to determine the cost of repair or decommissioning using the remaining aquatic center funds.

Summary and Background Information:

Press release and FAQ on closure was provided at the May Committee of the Whole Meeting.

Recommendation From: Parks and Recreation Director

To proceed with a feasibility study and site development planning for a proposed indoor recreation center and pool at the designated park property located at 1201 Eggleston Street, and to collaborate with the Parks and Recreation Commission on plans to replace the existing Aquatic Center at Buckley Park with new outdoor recreational amenities.

Minutes Attached: Yes No

Budget Account: 01-555402

Fiscal Impact: See attached budget for Tomah Aquatic Center. Some fees will still be charged for current utilities.

Staff Responsible for implementation: City Administrator, Mayor, Parks and Recreation Director.

Economic Impact: Loss of summer recreational activity for residents and visitors.

Zoning/Rezoning Issues: None

Supports Organizational Goals: Yes No

Questions from Administrator:

Grants Pursued/Opportunity Pursued: Grants, donations and other opportunities will be pursued.

Recommendation Parks and Recreation Commission Recommend approval of a budget amendment to transfer \$35,000 from the current aquatic center budget to create a designated fund for an indoor recreation facility with a pool and to conduct a feasibility study that includes an aquatic center. Also authorize a feasibility study of the existing structure to determine the cost of repair or decommissioning using the remaining aquatic center funds.

Administrator

Date

Joe Protz
Department Director

6-2-2026
Date

Committee: Committee of the Whole

Meeting Date(s): 8 June, 2026

MEETING MINUTES - CITY OF TOMAH

The City of Tomah **Parks & Recreation Commission (PRC)** met on Monday, June 1, 2026 at 5:45 PM at City Hall, 819 Superior Ave., Tomah. 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, DeDe Nelson, JoAnn Cram, Scott Brand, Donna Evans, Travis Scholze, and Dean Peterson. Also present: City Treasurer Justin Durhammer. Daniel Crego, Jenna Moser

The following members were absent: Bryan Pierce.

1. Approval of Minutes of April 27, 2026, regular meeting. Motion by D Peterson, second by O Moser to accept the regular meeting minutes of the April 27, 2026. Motion approved.

2. Recommend Approval of Closure and Budget Amendment of the Tomah Aquatic Center. It was requested that the Department proceed with a feasibility study and site development planning for a proposed indoor recreation center and pool at 1201 Eggleston Street and collaborate regarding plans to replace the existing Aquatic Center at Buckley Park with new outdoor recreational amenities. There have been many issues over the years regarding repairs continually needed at the Aquatic Center. There are 5 lines under the vessel that are broken due to settling of the ground. The City is looking at a total rebuild to make the aquatic center operational. Lower attendance has been a trend and staffing concerns are also an issue. Projections relating to the budget estimate that \$73,129 could be moved from the aquatic center budget leaving an additional amount for basic costs that will still occur. If the pool would be permanently closed, the City could sell what they can for additional revenue to put toward a future pool facility or use it to make improvements to Buckley Park. Decisions need to be made regarding the future of Buckley Park. It was suggested that quotes be obtained for removal as well as repairs to extend the life of the existing vessel. Another possibility is to put pickleball courts in that location but the City would have to decommission what's going on underneath. Pump motors, pool heater, etc. in the pump house could be sold as well as water slides if permanently closed. At this point, the fact is that it's not going to open this year. We should look at all the options without concluding what the end result is. What is the real cost of having a minimal aquatic center where it's at? As the exact costs are unknown, it was felt that some of the funds should remain in the aquatic center budget for additional possible expenses. Further discussion indicated that instead of designating all of the estimated surplus of \$70,000, to split it and transfer \$35,000 to a designated fund leaving funding in the aquatic center budget for remaining expenses this year for items that may be needed at Buckley Park.

Motion by D Evans, second by D Peterson. Recommend approval of a budget amendment to transfer \$35,000 from the current aquatic center budget to create a designated fund for an indoor recreation facility with a pool and to conduct a feasibility study that includes an aquatic center. Also authorize a feasibility study of the existing structure to determine the cost of repair or decommissioning using the remaining aquatic center funds.

Motion passed without negative vote.

3. Parks and Recreation Program Report. Director Protz reviewed the monthly Program report. Staff are cleaning shelters for rentals, park bathrooms are opened, and Sailboat Regatta was held on May 8 & 9. T Ball begins June 8th and adult softball began May 20th. General upkeep and maintenance on buildings is occurring at Recreation Park. Recreation Park continues with various events. Recreation Station continues to be busy. The Tomah Ice Center removed ice in early May. Staff is working on grounds cleanup to prep for large summer events to include Tractor pull and the county fair.

4. Next meeting will be June 22nd at 5:45 PM

5. Motion by D Peterson, second by O Moser to adjourn. Meeting adjourned at 6:29 p.m. Motion passed.

Respectfully Submitted: JoAnn Cram, June 1, 2026

BUDGET TRANSFER REQUEST FORM LEVEL 4 Over \$25,000

BUDGET TRANSFER DESCRIPTION:

Approval is requested to amend the Parks & Recreation budget to recognize and appropriate funds associated with the pool closure and to establish a new revenue account. This account will serve as a designated fund for future fundraising proceeds and the allocation of monies reserved for the planning, feasibility study, and potential future development of a recreation facility that includes an indoor pool. The purpose of this amendment is to provide a dedicated funding mechanism to track and accumulate resources for future recreation facility planning and capital improvement efforts.

Revenue Budget Line(s) Amended:

Account Name	Account #	Original Budget	Budget Adjustment	Final Budget
PARKS & REC RECREATION CENTER FUND	01-46724	\$0.00	\$35,000.00	\$35,000.00

Expenditure Budget Line(s) Amended:

Account Name	Account #	Original Budget	Budget Adjustment	Final Budget
AQUATIC CENTER SAL-OPERATION	01-55402-1130	\$61,700.00	-\$35,000.00	\$26,700.00

FISCAL NOTES:

The proposed action reallocates existing taxpayer dollars to establish a new Parks & Recreation Complex Fund following the closure of the municipal recreational pool. No additional tax levy or new revenue source is required as part of this action.

Funds previously budgeted for pool operations, maintenance, and related recreational services will be transferred to the new fund to support parks and recreation facilities, programs, capital improvements, and future recreational opportunities. This reallocation is expected to be budget-neutral and will not result in an increase in overall municipal expenditures.

SUBMITTED BY: PARKS & RECREATION DEPARTMENT

DATE: 6.4.2026

APPROVAL BY: _____ MAYOR

APPROVAL BY: _____ TREASURER

PROCESSED ON: _____

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Lake District Budget Amendment – Appropriation of Prior-Year Forebay Cleaning Invoice

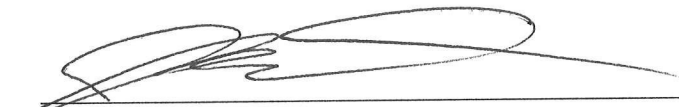
Summary and Background Information:

Public Works and Utilities received the final invoice for forebay cleaning services after the close of Fiscal Year 2025, with processing occurring in 2026. The work was completed in the prior fiscal year and the associated cost was included in the approved 2025 Lake District budget. However, the expenditure was not recorded prior to year-end closing, resulting in the budgeted funds remaining in the Lake District fund balance rather than being expended in Fiscal Year 2025.

A budget amendment is now required to recognize and appropriate these previously budgeted funds from the Lake District fund balance to pay the outstanding invoice.

Recommendation:

Approve the budget amendment to appropriate funds from the Lake District fund balance for payment of the final forebay cleaning invoice.



Department Head/Director

06-04-2026
Date

Committee: Committee of the Whole and/or Common Council

Meeting Date(s): June 8th, 2026

BUDGET TRANSFER REQUEST FORM LEVEL 3
\$10,000-\$24,999

BUDGET TRANSFER DESCRIPTION:

Approval is requested to amend the Lake District budget to recognize and appropriate funds for the final forebay cleaning invoice related to work completed in the prior year. Public Works and Utilities received the invoice after the close of the 2025 fiscal year and later in 2026. The cost had been budgeted in 2025, but the expenditure was not recorded before year-end, resulting in the budgeted funds remaining in the Lake District fund balance. This amendment appropriates those previously budgeted funds from the Lake District fund balance to pay the outstanding invoice.

Revenue Budget Line(s) Amended:

Account Name	Account #	Original Budget	Budget Adjustment	Final Budget
FUND BALANCE APPLIED	02-49300	\$0.00	\$19,929.50	\$19,929.50

Expenditure Budget Line(s) Amended:

Account Name	Account #	Original Budget	Budget Adjustment	Final Budget
LAKE REPAIR & MAINTENANCE	02-56910-3500	\$13,000.00	\$19,929.50	\$32,929.50

SUBMITTED BY: PUBLIC WORKS & UTILITIES

DATE: 6.4.2026

APPROVAL BY: _____ ADMINISTRATOR

APPROVAL BY: _____ TREASURER

PROCESSED ON: _____

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Amendment to General Fund Budget – General Buildings Repair Account

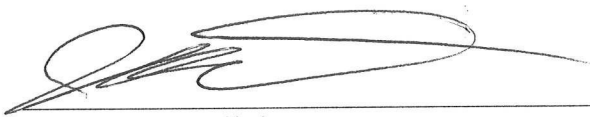
Summary and Background Information:

Approval is requested to amend the General Fund budget for the General Buildings division to recognize and appropriate additional funding to address anticipated overages in the General Buildings Repair account. These expenditures are necessary to maintain City-owned facilities and include flooring replacement at a City-owned rental property and heating and cooling system improvements at City Hall.

The amendment is supported by higher-than-anticipated revenue from new permit activity during the current fiscal year. This additional revenue is sufficient to offset the increased repair costs, resulting in no adverse impact to the General Fund balance.

Recommendation:

Staff recommends approval of the budget amendment to recognize and appropriate additional permit revenue and authorize the associated increases to the General Buildings Repair account to fund necessary facility maintenance and improvements.



Department Head/Director

06-04-2026

Date

Committee: Committee of the Whole and/or Common Council

Meeting Date(s): June 8th, 2026

BUDGET TRANSFER REQUEST FORM LEVEL 3
\$10,000-\$24,999

BUDGET TRANSFER DESCRIPTION:

Approval is requested to amend the General Fund budget for General Buildings to recognize and appropriate additional funds for anticipated overages in the General Buildings Repair account. These repairs are necessary to maintain facilities managed by the City and include flooring replacement at a City-owned rental property and heating and cooling system improvements at City Hall.

The proposed budget amendment will be funded using excess revenue generated from new permits issued during the current fiscal year. The additional permit revenue is sufficient to cover the increased expenditures associated with these repairs, resulting in no adverse impact on the General Fund balance.

Revenue Budget Line(s) Amended:

Account Name	Account #	Original Budget	Budget Adjustment	Final Budget

Expenditure Budget Line(s) Amended:

Account Name	Account #	Original Budget	Budget Adjustment	Final Budget
GENERAL BLDGS REPAIR	01-51600-3500	\$17,000.00	\$16,685.00	\$33,685.00

SUBMITTED BY: PUBLIC WORKS & UTILITIES

DATE: 6.4.2026

APPROVAL BY: _____ ADMINISTRATOR

APPROVAL BY: _____ TREASURER

PROCESSED ON: _____

STAFF COMMITTEE PREPARATION REPORT

Agenda Item: Approval of Compliance Maintenance Report (CMAR)

Summary and Background Information: The Yearly audit at the WWTF requires approval from the City of Tomah.

Recommendation From: Public Works & Utilities

Minutes Attached:

Yes No

Budget Account: n/a

Fiscal Impact: n/a

Staff Responsible for implementation: Director or Public Works & Utilities

Economic Impact: n/a

Zoning/Rezoning Issues: n/a

Supports Organizational Goals:

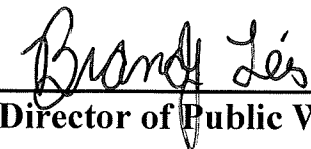
Yes No

Questions from SET: n/a


Grants Pursued/Opportunity Pursued: None

Recommendation:

The Public Works and Utilities Commission recommends approval of the resolution and approval of the CMAR.



Director of Public Works & Utilities



Date

Committee: Common Council
Meeting Date(s): June 15, 2026

Resolution No. _____

COMPLIANCE MAINTENANCE RESOLUTION

RESOLVED that the City of Tomah informs the Department of Natural Resources that the following actions were taken by the City Council:

Review of the 2025 Compliance Maintenance Annual Report, which is attached to this Resolution.

Monitor the operation of the wastewater treatment facility to maintain permit compliance.

Implement and complete a Capacity, Management, Operation and Management (CMOM) program once the DNR drafts a final ruling.

Passed by a _____ vote of the Tomah City Council on June 15, 2026.

Paul Dwyer, Mayor

Nicole Jacobs, City Clerk



STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Approval: Compliant Maintenance Annual Report

Summary and background information:
(Appropriate documents attached)


The Wastewater Treatment Facility has a yearly audit called the Compliance Maintenance Annual Report (CMAR). A requirement with this report calls for a resolution from the City Council, confirming the report has been reviewed by the City of Tomah

Fiscal Note:

N/A

Recommendation:

Recommendation to approve the CMAR and forward the approval on to the City Council for resolution approval.



Director of Public Works & Utilities
Brandy Leis



Date

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: Reporting For:
5/5/2026 2025

Influent Flow and Loading

1. Monthly Average Flows and BOD Loadings

1.1 Verify the following monthly flows and BOD loadings to your facility.

Influent No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average BOD Concentration mg/L	x	8.34	=	Influent Monthly Average BOD Loading, lbs/day
January	1.0705	x	360	x	8.34	=	3,214
February	0.9977	x	387	x	8.34	=	3,222
March	1.1629	x	363	x	8.34	=	3,518
April	1.3333	x	292	x	8.34	=	3,249
May	1.3357	x	363	x	8.34	=	4,048
June	1.5349	x	322	x	8.34	=	4,122
July	1.5552	x	282	x	8.34	=	3,653
August	1.1731	x	329	x	8.34	=	3,215
September	1.1204	x	371	x	8.34	=	3,463
October	1.0673	x	396	x	8.34	=	3,529
November	1.0025	x	424	x	8.34	=	3,544
December	1.0145	x	418	x	8.34	=	3,540

2. Maximum Monthly Design Flow and Design BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	3.3	x	90	=	2.97
		x	100	=	3.3
Design BOD, lbs/day	4500	x	90	=	4050
		x	100	=	4500

2.2 Verify the number of times the flow and BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times BOD was greater than 90% of design	Number of times BOD was greater than 100% of design
January	1	0	0	0	0
February	1	0	0	0	0
March	1	0	0	0	0
April	1	0	0	0	0
May	1	0	0	0	0
June	1	0	0	1	0
July	1	0	0	0	0
August	1	0	0	0	0
September	1	0	0	0	0
October	1	0	0	0	0
November	1	0	0	0	0
December	1	0	0	0	0
Points per each		2	1	3	2
Exceedances		0	0	1	0
Points		0	0	3	0
Total Number of Points					3

3

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: Reporting For:
5/5/2026 2025

3. Flow Meter

3.1 Was the influent flow meter calibrated in the last year?

Yes Enter last calibration date (MM/DD/YYYY)

No

If No, please explain:

4. Sewer Use Ordinance

4.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?

Yes

No

If No, please explain:

4.2 Was it necessary to enforce the ordinance?

Yes

No

If Yes, please explain:

5. Septage Receiving

5.1 Did you have requests to receive septage at your facility?

Septic Tanks Holding Tanks Grease Traps

Yes

Yes

Yes

No

No

No

5.2 Did you receive septage at your facility? If yes, indicate volume in gallons.

Septic Tanks

Yes gallons

No

Holding Tanks

Yes gallons

No

Grease Traps

Yes gallons

No

5.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes.

6. Pretreatment

6.1 Did your facility experience operational problems, permit violations, biosolids quality concerns, or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?

Yes

No

If yes, describe the situation and your community's response.

6.2 Did your facility accept hauled industrial wastes, landfill leachate, etc.?

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: Reporting For:
5/5/2026 2025

<p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
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Total Points Generated	3
Score (100 - Total Points Generated)	97
Section Grade	A

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: Reporting For:
5/5/2026 2025

Effluent Quality and Plant Performance (BOD/CBOD)

1. Effluent (C)BOD Results

1.1 Verify the following monthly average effluent values, exceedances, and points for BOD or CBOD

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	25	22.5	15	1	0	0
February	25	22.5	26	1	1	1
March	25	22.5	25	1	1	1
April	25	22.5	10	1	0	0
May	15	13.5	8	1	0	0
June	15	13.5	8	1	0	0
July	13	11.7	8	1	0	0
August	13	11.7	9	1	0	0
September	15	13.5	9	1	0	0
October	15	13.5	10	1	0	0
November	25	22.5	12	1	0	0
December	25	22.5	13	1	0	0

20

* Equals limit if limit is <= 10

Months of discharge/yr	12		
Points per each exceedance with 12 months of discharge		7	3
Exceedances		2	2
Points		14	6
Total number of points			20

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is 12/6 = 2.0

1.2 If any violations occurred, what action was taken to regain compliance?

February and March we had high and low temperature swings

2. Flow Meter Calibration

2.1 Was the effluent flow meter calibrated in the last year?

Yes Enter last calibration date (MM/DD/YYYY)

2025-04-21

No

If No, please explain:

3. Treatment Problems

3.1 What problems, if any, were experienced over the last year that threatened treatment?

Cold winter nights and hot summer days

4. Other Monitoring and Limits

4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals?

Yes

No

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: Reporting For:
5/5/2026 2025

If Yes, please explain:

4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?
 Yes
 No

If Yes, please explain:

4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?
 Yes
 No
 N/A

Please explain unless not applicable:

Total Points Generated	20
Score (100 - Total Points Generated)	80
Section Grade	C

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: Reporting For:
5/5/2026 2025

Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

1.1 Verify the following monthly average effluent values, exceedances, and points for TSS:

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit >10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	25	22.5	6	1	0	0
February	25	22.5	7	1	0	0
March	25	22.5	8	1	0	0
April	25	22.5	6	1	0	0
May	15	13.5	7	1	0	0
June	15	13.5	8	1	0	0
July	15	13.5	6	1	0	0
August	15	13.5	13	1	0	0
September	15	13.5	14	1	0	1
October	15	13.5	12	1	0	0
November	25	22.5	8	1	0	0
December	25	22.5	7	1	0	0

3

* Equals limit if limit is <= 10

Months of Discharge/yr	12		
Points per each exceedance with 12 months of discharge:		7	3
Exceedances		0	1
Points		0	3
Total Number of Points			3

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

Ran the ferric drip for few days.

Total Points Generated	3
Score (100 - Total Points Generated)	97
Section Grade	A

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: Reporting For:
5/5/2026 **2025**

Effluent Quality and Plant Performance (Ammonia - NH3)

1. Effluent Ammonia Results

1.1 Verify the following monthly and weekly average effluent values, exceedances and points for ammonia

Outfall No. 001	Monthly Average NH3 Limit (mg/L)	Weekly Average NH3 Limit (mg/L)	Effluent Monthly Average NH3 (mg/L)	Monthly Permit Limit Exceedance	Effluent Weekly Average for Week 1	Effluent Weekly Average for Week 2	Effluent Weekly Average for Week 3	Effluent Weekly Average for Week 4	Weekly Permit Limit Exceedance
January	9.4	9.4	1.767	0	1.13	1.348	1.695	2.462	0
February	9.4	9.4	4.096	0	2.886	3.426	4.708	5.362	0
March	9.4	9.4	3.463	0	7.443	5.014	2.658	.848	0
April	7.3	9.4	.201	0	.396	.184	.244	.026	0
May	7.3	9.4	.086	0	.018	.04	.178	.133	0
June	4.7	5.3	.154	0	.382	.046	.194	.054	0
July	4.7	5.3	.038	0	0	0	.054	.04	0
August	4.7	5.3	.095	0	.072	.106	.098	.102	0
September	4.7	5.3	.087	0	.11	.102	.023	.098	0
October	9.4	9.4	.065	0	.078	.038	.06	.076	0
November	9.4	9.4	.074	0	.09	.1	0	0	0
December	9.4	9.4	1.132	0	1.488	1.11	1.645	.177	0
Points per each exceedance of Monthly average:									10
Exceedances, Monthly:									0
Points:									0
Points per each exceedance of weekly average (when there is no monthly average):									2.5
Exceedances, Weekly:									0
Points:									0
Total Number of Points									0

NOTE: Limit exceedances are considered for monthly OR weekly averages but not both. When a monthly average limit exists it will be used to determine exceedances and generate points. This will be true even if a weekly limit also exists. When a weekly average limit exists and a monthly limit does not exist, the weekly limit will be used to determine exceedances and generate points.

1.2 If any violations occurred, what action was taken to regain compliance?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: Reporting For:
5/5/2026 2025

Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

1.1 Verify the following monthly average effluent values, exceedances, and points for Phosphorus

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	1	0.219	1	0
February	1	0.270	1	0
March	1	0.295	1	0
April	1	0.227	1	0
May	1	0.247	1	0
June	1	0.247	1	0
July	1	0.228	1	0
August	1	0.300	1	0
September	1	0.449	1	0
October	1	0.464	1	0
November	1	0.352	1	0
December	1	0.324	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				0
Total Number of Points				0

0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: Reporting For:
5/5/2026 2025

Biosolids Quality and Management

1. Biosolids Use/Disposal

1.1 How did you use or dispose of your biosolids? (Check all that apply)

- Land applied under your permit
- Publicly Distributed Exceptional Quality Biosolids
- Hauled to another permitted facility
- Landfilled
- Incinerated
- Other

NOTE: If you did not remove biosolids from your system, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc.

1.1.1 If you checked Other, please describe:

3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year.

Outfall No. 005 - SLUDGE

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75	1.6			4.3			5.2			2.8				0	0
Cadmium		39	85	.59			.37			.72			.73				0	0
Copper		1500	4300	130			160			340			380				0	0
Lead		300	840	14			9.7			13			18				0	0
Mercury		17	57	.084			.16			.32			.2				0	0
Molybdenum	60		75	2.2			2.4			5.1			4.2			0		0
Nickel	336		420	16			15			36			29			0		0
Selenium	80		100	2.6			2.8			4.5			5.5			0		0
Zinc		2800	7500	150			150			530			520				0	0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel, or selenium = 0

Exceedence Points

- 0 (0 Points)
- 1-2 (10 Points)
- > 2 (15 Points)

3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loading at each land application site? (check applicable box)

- Yes
- No (10 points)
- N/A - Did not exceed limits or no HQ limit applies (0 points)
- N/A - Did not land apply biosolids until limit was met (0 points)

3.1.3 Number of times any of the metals exceeded the ceiling limits = 0

Exceedence Points

- 0 (0 Points)
- 1 (10 Points)
- > 1 (15 Points)

3.1.4 Were biosolids land applied which exceeded the ceiling limit?

- Yes (20 Points)
- No (0 Points)

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: Reporting For:
5/5/2026 2025

3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken?
Has the source of the metals been identified?

0

4. Pathogen Control (per outfall):

4.1 Verify the following information. If any information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 03/31/2025
Density:	9
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Pasteurization
Process Description:	Ground frozen

Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 12/31/2025
Density:	9
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Pasteurization
Process Description:	we do not land apply farmers do that

Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2025 - 06/30/2025
Density:	9
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Pasteurization
Process Description:	We haul to farmers they apply.

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: Reporting For:
5/5/2026 2025

Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2025 - 09/30/2025
Density:	9
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Pasteurization
Process Description:	We don't land apply. Farmers do that.

Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2025 - 12/31/2025
Density:	9
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Pasteurization
Process Description:	We haul to farmers and they apply

0

4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application.
 4.2.1 Was the limit exceeded or the process criteria not met at the time of land application?
 Yes (40 Points)
 No
 If yes, what action was taken?

5. Vector Attraction Reduction (per outfall):

5.1 Verify the following information. If any of the information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	005
Method Date:	03/31/2025
Option Used To Satisfy Requirement:	pH Adjustment of Sludge
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	005
Method Date:	12/31/2025
Option Used To Satisfy Requirement:	pH Adjustment of Sludge
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	
Results (if applicable):	

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: Reporting For:
5/5/2026 2025

Outfall Number:	005		
Method Date:	06/30/2025		
Option Used To Satisfy Requirement:	pH Adjustment of Sludge		
Requirement Met:	Yes		
Land Applied:	No		
Limit (if applicable):			
Results (if applicable):			
Outfall Number:	005		
Method Date:	09/30/2025		
Option Used To Satisfy Requirement:	pH Adjustment of Sludge		
Requirement Met:	Yes		
Land Applied:	No		
Limit (if applicable):			
Results (if applicable):			
Outfall Number:	005		
Method Date:	12/31/2025		
Option Used To Satisfy Requirement:	pH Adjustment of Sludge		
Requirement Met:	Yes		
Land Applied:	No		
Limit (if applicable):			
Results (if applicable):			
<p>5.2 Was the limit exceeded or the process criteria not met at the time of land application?</p> <p><input type="radio"/> Yes (40 Points)</p> <p><input checked="" type="radio"/> No</p> <p>If yes, what action was taken?</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>			
<p>6. Biosolids Storage</p> <p>6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site?</p> <p><input checked="" type="radio"/> >= 180 days (0 Points)</p> <p><input type="radio"/> 150 - 179 days (10 Points)</p> <p><input type="radio"/> 120 - 149 days (20 Points)</p> <p><input type="radio"/> 90 - 119 days (30 Points)</p> <p><input type="radio"/> < 90 days (40 Points)</p> <p><input type="radio"/> N/A (0 Points)</p> <p>6.2 If you checked N/A above, explain why.</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>			
<p>7. Issues</p> <p>7.1 Describe any outstanding biosolids issues with treatment, use or overall management:</p> <div style="border: 1px solid black; padding: 5px;">No issues</div>			

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: Reporting For:
5/5/2026 2025

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: Reporting For:
5/5/2026 2025

Staffing and Preventative Maintenance (All Treatment Plants)

<p>1. Plant Staffing</p> <p>1.1 Was your wastewater treatment plant adequately staffed last year?</p> <ul style="list-style-type: none"> <input checked="" type="radio"/> Yes <input type="radio"/> No <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Could use more help/staff for:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?</p> <ul style="list-style-type: none"> <input checked="" type="radio"/> Yes <input type="radio"/> No <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<p>2. Preventative Maintenance</p> <p>2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items?</p> <ul style="list-style-type: none"> <input checked="" type="radio"/> Yes (Continue with question 2) <input type="checkbox"/><input type="checkbox"/> <input type="radio"/> No (40 points) <input type="checkbox"/><input type="checkbox"/> <p>If No, please explain, then go to question 3:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?</p> <ul style="list-style-type: none"> <input checked="" type="radio"/> Yes <input type="radio"/> No (10 points) <p>2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?</p> <ul style="list-style-type: none"> <input checked="" type="radio"/> Yes <ul style="list-style-type: none"> <input type="radio"/> Paper file system <input type="radio"/> Computer system <input type="radio"/> Both paper and computer system <input type="radio"/> No (10 points) 	0
<p>3. O&M Manual</p> <p>3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed?</p> <ul style="list-style-type: none"> <input checked="" type="radio"/> Yes <input type="radio"/> No 	
<p>4. Overall Maintenance /Repairs</p> <p>4.1 Rate the overall maintenance of your wastewater plant.</p> <ul style="list-style-type: none"> <input checked="" type="radio"/> Excellent <input type="radio"/> Very good <input type="radio"/> Good <input type="radio"/> Fair <input type="radio"/> Poor <p>Describe your rating:</p> <div style="border: 1px solid black; padding: 5px;"> <p>We continue to do upgrades yearly.</p> </div>	

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Total Points Generated	0
Score (100 - Total Points Generated)	100
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Operator Certification and Education

<p>1. Operator-In-Charge</p> <p>1.1 Did you have a designated operator-in-charge during the report year?</p> <ul style="list-style-type: none"> <input checked="" type="radio"/> Yes (0 points) <input type="radio"/> No (20 points) <p>Name: BRANDY L LEIS</p> <p>Certification No: 31636</p>	0																																																																																								
<p>2. Certification Requirements</p> <p>2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th rowspan="2">Sub Class</th> <th rowspan="2">SubClass Description</th> <th>WWTP</th> <th colspan="3">OIC</th> </tr> <tr> <th>Advanced</th> <th>OIT</th> <th>Basic</th> <th>Advanced</th> </tr> </thead> <tbody> <tr><td>A1</td><td>Suspended Growth Processes</td><td>X</td><td></td><td></td><td>X</td></tr> <tr><td>A2</td><td>Attached Growth Processes</td><td></td><td></td><td></td><td></td></tr> <tr><td>A3</td><td>Recirculating Media Filters</td><td></td><td></td><td></td><td></td></tr> <tr><td>A4</td><td>Ponds, Lagoons and Natural</td><td></td><td></td><td></td><td></td></tr> <tr><td>A5</td><td>Anaerobic Treatment Of Liquid</td><td></td><td></td><td></td><td></td></tr> <tr><td>B</td><td>Solids Separation</td><td>X</td><td></td><td></td><td>X</td></tr> <tr><td>C</td><td>Biological Solids/Sludges</td><td>X</td><td></td><td></td><td>X</td></tr> <tr><td>P</td><td>Total Phosphorus</td><td>X</td><td></td><td></td><td>X</td></tr> <tr><td>N</td><td>Total Nitrogen</td><td></td><td>X</td><td></td><td></td></tr> <tr><td>D</td><td>Disinfection</td><td>X</td><td></td><td></td><td>X</td></tr> <tr><td>L</td><td>Laboratory</td><td>X</td><td></td><td></td><td>X</td></tr> <tr><td>U</td><td>Unique Treatment Systems</td><td></td><td></td><td></td><td></td></tr> <tr><td>SS</td><td>Sanitary Sewage Collection</td><td>X</td><td>NA</td><td>NA</td><td>X</td></tr> </tbody> </table> <p>2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS is required 5 years after permit reissuance.)</p> <ul style="list-style-type: none"> <input checked="" type="radio"/> Yes (0 points) <input type="radio"/> No (20 points) <p>2.3 For wastewater treatment facilities with a registered or certified laboratory, is at least one operator that works in the laboratory certified at the basic level in the laboratory (L) subclass?</p> <ul style="list-style-type: none"> <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A – Wastewater treatment facility does not have a registered or certified laboratory <p>2.4 For wastewater treatment facilities that own and operate a sanitary sewage collection system, has at least one operator been designated the OIC for sanitary sewage collection system and certified at the basic level in the sanitary sewage collection system (SS) subclass?</p> <ul style="list-style-type: none"> <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A – Owner of the Wastewater treatment facility does not own and operate a sanitary sewage collection system 	Sub Class	SubClass Description	WWTP	OIC			Advanced	OIT	Basic	Advanced	A1	Suspended Growth Processes	X			X	A2	Attached Growth Processes					A3	Recirculating Media Filters					A4	Ponds, Lagoons and Natural					A5	Anaerobic Treatment Of Liquid					B	Solids Separation	X			X	C	Biological Solids/Sludges	X			X	P	Total Phosphorus	X			X	N	Total Nitrogen		X			D	Disinfection	X			X	L	Laboratory	X			X	U	Unique Treatment Systems					SS	Sanitary Sewage Collection	X	NA	NA	X	0
Sub Class			SubClass Description	WWTP	OIC																																																																																				
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<p>3. Succession Planning</p> <p>3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> One or more additional certified operators on staff 																																																																																									

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<input type="checkbox"/> An arrangement with another certified operator <input type="checkbox"/> An arrangement with another community with a certified operator <input type="checkbox"/> An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year <input type="checkbox"/> A consultant to serve as your certified operator <input type="checkbox"/> None of the above (20 points) If "None of the above" is selected, please explain: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	0
4. Continuing Education Credits 4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates? OIT and Basic Certification: <input type="radio"/> Averaging 6 or more CECs per year. <input type="radio"/> Averaging less than 6 CECs per year. Advanced Certification: <input checked="" type="radio"/> Averaging 8 or more CECs per year. <input type="radio"/> Averaging less than 8 CECs per year.	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Financial Management

<p>1. Provider of Financial Information</p> <p>Name: <input style="width: 150px;" type="text" value="Megan Sweda"/></p> <p>Telephone: <input style="width: 150px;" type="text" value="608-374-7452"/> (XXX) XXX-XXXX</p> <p>E-Mail Address (optional): <input style="width: 300px;" type="text" value="msweda@tomahwi.gov"/></p>																	
<p>2. Treatment Works Operating Revenues</p> <p>2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?</p> <p>● Yes (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ No (40 points)</p> <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised? Year: <input style="width: 100px;" type="text" value="2025"/></p> <p>● 0-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A (private facility)</p> <p>2.3 Did you have a special account (e.g., CWFPP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?</p> <p>● Yes (0 points)</p> <p>○ No (40 points)</p>	0																
<p>REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]</p>																	
<p>3. Equipment Replacement Funds</p> <p>3.1 When was the Equipment Replacement Fund last reviewed and/or revised? Year: <input style="width: 100px;" type="text" value="2025"/></p> <p>● 1-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A</p> <p>If N/A, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>																	
<p>3.2 Equipment Replacement Fund Activity</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">3.2.1 Ending Balance Reported on Last Year's CMAR</td> <td style="width: 5%;"></td> <td style="width: 5%; text-align: right;">\$</td> <td style="width: 30%; text-align: right;"><input style="width: 150px;" type="text" value="1,667,770.00"/></td> </tr> <tr> <td>3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</td> <td style="text-align: center;">-</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="3,956.00"/></td> </tr> <tr> <td>3.2.3 Adjusted January 1st Beginning Balance</td> <td></td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="1,663,814.00"/></td> </tr> <tr> <td>3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)</td> <td style="text-align: center;">+</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="41,168.00"/></td> </tr> </table>	3.2.1 Ending Balance Reported on Last Year's CMAR		\$	<input style="width: 150px;" type="text" value="1,667,770.00"/>	3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	-	\$	<input style="width: 150px;" type="text" value="3,956.00"/>	3.2.3 Adjusted January 1st Beginning Balance		\$	<input style="width: 150px;" type="text" value="1,663,814.00"/>	3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	\$	<input style="width: 150px;" type="text" value="41,168.00"/>	
3.2.1 Ending Balance Reported on Last Year's CMAR		\$	<input style="width: 150px;" type="text" value="1,667,770.00"/>														
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	-	\$	<input style="width: 150px;" type="text" value="3,956.00"/>														
3.2.3 Adjusted January 1st Beginning Balance		\$	<input style="width: 150px;" type="text" value="1,663,814.00"/>														
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	\$	<input style="width: 150px;" type="text" value="41,168.00"/>														

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3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*) - \$ 0.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year \$ 1,704,982.00

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

3.3 What amount should be in your Replacement Fund? \$ 1,000,000.00 0

Please note: If you had a CWFPL loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

- Yes
- No

If No, please explain.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

- Yes - If Yes, please provide major project information, if not already listed below.
- No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Replace Polymer system	\$70,000	2026
2	Upgrade Oxidation Ditch	\$500,000	2030
3	Hollister and Schaller sewer replace	\$2,100,000	2026
4	List station abandon	\$750,000	2026
5	Lift station replacement	\$750,000	2028
6	Replace second half of Hollister sewer main	\$2,100,000	2027
7	Replace lift station	\$1,000,000	2030

5. Financial Management General Comments

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations:

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	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	8,620	
February	7,823	
March	7,958	
April	8,581	
May	6,770	
June	5,950	
July	5,794	
August	5,029	
September	5,499	
October	5,790	
November	5,793	
December	8,122	
Total	81,729	0
Average	6,811	0

6.1.2 Comments:

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- Comminution or Screening
- Extended Shaft Pumps
- Flow Metering and Recording
- Pneumatic Pumping
- SCADA System
- Self-Priming Pumps
- Submersible Pumps
- Variable Speed Drives
- Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

- No
- Yes

Year:

By Whom:

Describe and Comment:

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6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

eliminate a lift station fall of 2026

7. Treatment Facility

7.1 Energy Usage

7.1.1 Enter the monthly energy usage from the different energy sources:

TREATMENT PLANT: Total Power Consumed/Month

	Electricity Consumed (kWh)	Total Influent Flow (MG)	Electricity Consumed/ Flow (kWh/MG)	Total Influent BOD (1000 lbs)	Electricity Consumed/ Total Influent BOD (kWh/1000lbs)	Natural Gas Consumed (therms)
January	83,000	33.19	2,501	99.63	833	4,603
February	73,000	27.94	2,613	90.22	809	4,483
March	82,000	36.05	2,275	109.06	752	2,130
April	91,000	40.00	2,275	97.47	934	1,573
May	56,200	41.41	1,357	125.49	448	490
June	69,000	46.05	1,498	123.66	558	71
July	57,900	48.21	1,201	113.24	511	1
August	49,900	36.37	1,372	99.67	501	20
September	97,000	33.61	2,886	103.89	934	72
October	104,000	33.09	3,143	109.40	951	637
November	89,000	30.08	2,959	106.32	837	2,363
December	89,000	31.45	2,830	109.74	811	4,713
Total	941,000	437.45		1,287.79		21,156
Average	78,417	36.45	2,243	107.32	740	1,763

7.1.2 Comments:

7.2 Energy Related Processes and Equipment

7.2.1 Indicate equipment and practices utilized at your treatment facility (Check all that apply):

- Aerobic Digestion
- Anaerobic Digestion
- Biological Phosphorus Removal
- Coarse Bubble Diffusers
- Dissolved O2 Monitoring and Aeration Control
- Effluent Pumping
- Fine Bubble Diffusers
- Influent Pumping
- Mechanical Sludge Processing
- Nitrification
- SCADA System
- UV Disinfection
- Variable Speed Drives
- Other:

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<div style="border: 1px solid black; height: 25px; margin-bottom: 5px;"></div> <p>7.2.2 Comments:</p> <div style="border: 1px solid black; height: 25px; margin-bottom: 5px;"></div> <p>7.3 Future Energy Related Equipment</p> <p>7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility?</p> <div style="border: 1px solid black; padding: 2px;">Changing our oxidation ditch drives to VFDs</div>	
<p>8. Biogas Generation</p> <p>8.1 Do you generate/produce biogas at your facility?</p> <ul style="list-style-type: none"> <input checked="" type="radio"/> No <input type="radio"/> Yes <p>If Yes, how is the biogas used (Check all that apply):</p> <ul style="list-style-type: none"> <input type="checkbox"/> Flared Off <input type="checkbox"/> Building Heat <input type="checkbox"/> Process Heat <input type="checkbox"/> Generate Electricity <input type="checkbox"/> Other: <div style="border: 1px solid black; height: 25px; margin-top: 5px;"></div>	
<p>9. Energy Efficiency Study</p> <p>9.1 Has an Energy Study been performed for your treatment facility?</p> <ul style="list-style-type: none"> <input checked="" type="radio"/> No <input type="radio"/> Yes <p><input type="checkbox"/> Entire facility</p> <p>Year: <input style="width: 100px;" type="text"/></p> <p>By Whom: <input style="width: 100px;" type="text"/></p> <p>Describe and Comment:</p> <div style="border: 1px solid black; height: 25px; margin-bottom: 5px;"></div> <p><input type="checkbox"/> Part of the facility</p> <p>Year: <input style="width: 100px;" type="text"/></p> <p>By Whom: <input style="width: 100px;" type="text"/></p> <p>Describe and Comment:</p> <div style="border: 1px solid black; height: 25px; margin-top: 5px;"></div>	

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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

Yes

No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

Yes

No (30 points)

N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Our goal is to provide uninterrupted service and continue to educate the public.

Did you accomplish them?

Yes

No

If No, explain:

Organization [NR 210.23 (4) (b)]

Does this chapter of your CMOM include:

Organizational structure and positions (eg. organizational chart and position descriptions)

Internal and external lines of communication responsibilities

Person(s) responsible for reporting overflow events to the department and the public

Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Ordinance chapter 62 sewers

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2025-09-09

Does your sewer use ordinance or other legally binding document address the following:

Private property inflow and infiltration

New sewer and building sewer design, construction, installation, testing and inspection

Rehabilitated sewer and lift station installation, testing and inspection

Sewage flows satellite system and large private users are monitored and controlled, as necessary

Fat, oil and grease control

Enforcement procedures for sewer use non-compliance

Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

Equipment and replacement part inventories

Up-to-date sewer system map

A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation

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A description of routine operation and maintenance activities (see question 2 below)
 Capacity assessment program
 Basement back assessment and correction
 Regular O&M training
 Design and Performance Provisions [NR 210.23 (4) (e)]
 What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?
 State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
 Construction, Inspection, and Testing
 Others:

Local Municipal code requirements

 Overflow Emergency Response Plan [NR 210.23 (4) (f)]
 Does your emergency response capability include:
 Responsible personnel communication procedures
 Response order, timing and clean-up
 Public notification protocols
 Training
 Emergency operation protocols and implementation procedures
 Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]
 Special Studies Last Year (check only those that apply):
 Infiltration/Inflow (I/I) Analysis
 Sewer System Evaluation Survey (SSES)
 Sewer Evaluation and Capacity Management Plan (SECAP)
 Lift Station Evaluation Report
 Others:

0

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	32	% of system/year
Root removal	.001	% of system/year
Flow monitoring	100	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	25	% of system/year
Manhole inspections	42	% of system/year
Lift station O&M	13	# per L.S./year
Manhole rehabilitation	.03	% of manholes rehabbed
Mainline rehabilitation	.02	% of sewer lines rehabbed
Private sewer inspections	0	% of system/year
Private sewer I/I removal	0	% of private services

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River or water crossings % of pipe crossings evaluated or maintained
 Please include additional comments about your sanitary sewer collection system below:

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

<input type="text" value="38.338"/>	Total actual amount of precipitation last year in inches
<input type="text" value="32"/>	Annual average precipitation (for your location)
<input type="text" value="57"/>	Miles of sanitary sewer
<input type="text" value="7"/>	Number of lift stations
<input type="text" value="0"/>	Number of lift station failures
<input type="text" value="0"/>	Number of sewer pipe failures
<input type="text" value="1"/>	Number of basement backup occurrences
<input type="text" value="4"/>	Number of complaints
<input type="text" value="1.2"/>	Average daily flow in MGD (if available)
<input type="text" value="2.870"/>	Peak monthly flow in MGD (if available)
<input type="text"/>	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

<input type="text" value="0.00"/>	Lift station failures (failures/year)
<input type="text" value="0.00"/>	Sewer pipe failures (pipe failures/sewer mile/yr)
<input type="text" value="0.00"/>	Sanitary sewer overflows (number/sewer mile/yr)
<input type="text" value="0.02"/>	Basement backups (number/sewer mile)
<input type="text" value="0.07"/>	Complaints (number/sewer mile)
<input type="text" value="2.4"/>	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
<input type="text" value="0.0"/>	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **			
Date	Location	Cause	Estimated Volume
None reported			

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

- Yes
- No

If Yes, please describe:

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

- Yes
- No

If Yes, please describe:

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<input type="text"/>
5.3 Explain any infiltration/inflow (I/I) changes this year from previous years: <input type="text" value="none"/>
5.4 What is being done to address infiltration/inflow in your collection system? <input type="text" value="Replacing old sewers and installing sump pump lines"/>

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Grading Summary

WPDES No: 0021318

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	A	4	3	12
BOD/CBOD	C	2	10	20
TSS	A	4	5	20
Ammonia	A	4	5	20
Phosphorus	A	4	3	12
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			37	128
GRADE POINT AVERAGE (GPA) = 3.46				

Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

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Resolution or Owner's Statement

Name of Governing Body or Owner:

Date of Resolution or Action Taken:

Resolution Number:

Date of Submittal:

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Influent Flow and Loadings: Grade = A

Effluent Quality: BOD: Grade = C

Effluent Quality: TSS: Grade = A

Effluent Quality: Ammonia: Grade = A

Effluent Quality: Phosphorus: Grade = A

Biosolids Quality and Management: Grade = A

Staffing: Grade = A

Operator Certification: Grade = A

Financial Management: Grade = A

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 3.46

MINUTES FOR PUBLIC WORKS COMMISSION

A Public Works Commission was held on **Wednesday, May 27, 2026 at 5:30 PM** in the Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.

Meeting was called to order at 5:30 PM by Paul Dwyer at 5:31PM

Call to Order - Roll Call

Quorum Present (YES)

John Glynn (P), Dean Peterson (P), Travis Scholze (P), Brian Rice (P), Kerwin Greeno (P), Mayor Paul Dwyer (P), Mitch Koel – left meeting at 6:52pm (P)

Also Present, Director Brandy Leis, Joe Kube, Jeff Marten, Chad Richmond, Brian Berquist and Nik Dorava from Town & Country.

Approve Minutes

Motion by Scholze, seconded by Glynn to approve April minutes as presented. All ayes. Motion carried.

Discussion Items

1. Elect New President

Motion by Glynn, seconded by Peterson to elect Dwyer at President. All ayes. Motion carried

2. Elect New Vice President

Motion by Greeno, seconded by Scholze to elect Glynn as Vice President. All ayes. Motion carried.

3. Airport Update

Mowing operations have begun for the season. 1300 gallons of fuel is left, projecting to have to order more fuel by the end of the year.

4. Discussion & Possible Action: Driveway Permit

Motion by Rice and seconded by Greeno to approve the driveway permit for 35 ft at the street down to 24ft to the sidewalk, from the sidewalk to the house can be as wide as needed. All ayes. Motion carried.

5. Approval: Street Privilege Permit – Tomah Chamber & Visitor Center – DTN

Motion by Glynn and seconded by Rice to approve the street privilege permits as presented. All ayes. Motion carried.

6. Approval: Street Privilege Permit – Americana Music in the Park

Motion by Glynn and seconded by Rice to approve the street privilege permits as presented. All ayes. Motion carried.

7. Approval: Street Privilege Permit – Tomah Chamber & Visitor Center – 4th of July Parade

Motion Glynn and seconded by Greeno to approve the street privilege permit as presented. All ayes. Motion carried.

8. Approval: Street Privilege Permit – Tomah Chamber & Visitor Center – Holiday Parade

Motion by Peterson and seconded by Rice to approve the street privilege permit as presented. All ayes. Motion carried.

9. Approval: Street Privilege Permit – Elbow Room/Kelsey’s
Motion by Peterson and seconded by Scholze to approve the street privilege permit as presented. All ayes. Motion carried.
10. Approval: Street Privilege Permit – Ethos Green Power Cooperative
Motion by Peterson and seconded by Rice to approve the street privilege permit as presented. All ayes. Motion carried.
11. Discussion & Potential Action: Memorial Bench Sidewalk Installment
Motion by Peterson and seconded by Rice to table this item to next meeting with specific information, including a map of the location. All ayes. Motion carried.
12. Approval: Roof Replacement on Well #11 & #12
Motion by Peterson and seconded by Rice to approve the Culpitt Roofing quote as presented. 6 ayes. Koel voted nay. Motion carried.
13. Approval: Compliance Maintenance Annual Report
Motion by Scholze and seconded by Petterson to approve CMAR to be forwarded to Council for approval of resolution. All ayes. Motion carried.
14. Discussion & Potential Action: Adding Additional Trees in City Limits
Motion by Scholze and seconded by Rice to send to Parks and Recreation Commission for recommendations. All ayes. Motion carried.
15. Discussion & Potential Action: Recommendation to Amend Ordinance Sec. 38-33
Would like to review at budget time to find revenue to fund the expense account. Motion by Peterson and seconded by Koel to table discussion until budget time. All ayes. Motion carried.
16. Project Updates

Motion by Peterson and seconded by Rice to approve the lake forebay pay request. All ayes. Motion carried.

Motion by Peterson and seconded by Greeno to approve the Hollister Pay request. All ayes. Motion carried.

Hollister project is going well and progress is being made. Surveying for Hollister Phase 2 will be taking place soon. Watermain Loop will start around August, and the Townline Lift Station is scheduled for later this summer.
17. Payment of Monthly Water & Sewer Bills
Sewer- Motion by Peterson and seconded by Scholze to approve the sewer bills as presented. All ayes. Motion carried.

Water – Motion by Peterson and seconded by Glynn to approve the water bills as presented. All ayes. Motion carried.

18. Departmental Reports

Sewer – Average flow last month was 1.9 MGD. Mowing grass has begun, and annual sewer cleaning/ jetting has begun. Cleaning lift stations and getting all grease out of them. Finished hauling sludge out to farmers for this spring and ended up hauling a total of 48 quad loads.

Water – May average daily pumpage is 1,000,000 gallons per day. Working on composing a list for Lead and Cooper testing sites. This is a test that the DNR requires to be completed every 3 years. Well 14 is back in service since May 4th. Nitrate tests are done every day, averaging at 6.90. Boring crews are keeping us busy with locates, along with cross connections and large meter testing. No mains, breaks or leaks.

Public Works – Library project is completed, looking nice with the concrete, mulch and black dirt seeding. Working on crack sealing and hot mix patch to maintain streets. Continuing to street sweep and mowing operations have started. Public Works Department worked with Parks and Rec on installing a boat dock at Butts Park.

19. Director's Report –

The Dam is completely finished after the lighting strike 1 ½ years ago. A budget amendment will be sent to Committee of the Whole and Common Council.

Next Meeting will be held on June 24, 2026 @ 5:30PM

Adjourn

Motion by Peterson and seconded by Scholze to adjourn the meeting at 6:59 PM. All ayes. Motion carried.

STAFF COMMITTEE PREPARATION REPORT

Agenda Item: Final Re-imbusement of Façade Improvement Grant Program Application 6-2025, Tomah Granite

Summary and Background Information:

Application 6-2025 has completed the project of tuckpointing, and door replacement that was previously approved by the City Council in Nov. 2025, and is ready for final re-imbusement. The amount that was approved was \$10,000, or 75% of the total project cost, whichever is less. The project was completed and accepted. See the attached photos. The total cost of the project was \$15,459.95

Recommendation From: Zoning Administrator

Minutes Attached: Yes No

Budget Account: TID 8 Fund

Fiscal Impact: Reduction in FY2026 TID8 Fund by \$10,000.

Staff Responsible for implementation: City Administrator.

Economic Impact: This grant program seeks to support operation Phoenix (downtown revitalization), as well as to attract and retain business which is one of the four economic development strategic priorities in the Tomah Comprehensive Plan 2045.

Zoning/Rezoning Issues: None

Supports Organizational Goals:

Yes No

Questions from Administrator: none

Grants Pursued/Opportunity Pursued: Façade Imp. Grant Program

Recommendation: Approve

A motion to approve this item should read, "Motion to Approve final re-imbusement of Façade Improvement Grant Program Application 6-2025 in the amount of \$10,000.

Charles Handy
Zoning Administrator

6-9-2026
Date

Committee: Common Council

Meeting Date(s): June 15, 2026





STAFF COMMITTEE PREPARATION REPORT

Agenda Item: Final Re-imbusement of Façade Improvement Grant Program Application 8-2025, Harbor Beach LLC

Summary and Background Information:

Application 8-2025 has completed the project of refreshing/ replacing panels, windowsills, balcony railing, and door replacement that was previously approved by the City Council in Nov. 2025, and is ready for final re-imbusement. The amount that was approved was \$10,000, or 75% of the total project cost, whichever is less. The project was completed and accepted. See the attached photos. The total cost of the project was \$20,759.37

Recommendation From: Zoning Administrator

Minutes Attached: Yes No

Budget Account: TID 8 Fund

Fiscal Impact: Reduction in FY2026 TID8 Fund by \$10,000.

Staff Responsible for implementation: City Administrator.

Economic Impact: This grant program seeks to support operation Phoenix (downtown revitalization), as well as to attract and retain business which is one of the four economic development strategic priorities in the Tomah Comprehensive Plan 2045.

Zoning/Rezoning Issues: None

Supports Organizational Goals:

Yes No

Questions from Administrator: none

Grants Pursued/Opportunity Pursued: Façade Imp. Grant Program

Recommendation: Approve

A motion to approve this item should read, "Motion to Approve final re-imbusement of Façade Improvement Grant Program Application 8-2025 in the amount of \$10,000.

Charles Handy
Zoning Administrator

6-9-2026
Date

Committee: Common Council

Meeting Date(s): June 15, 2026

